



City of
Peterborough

To: Members of the Accessibility Advisory Committee

From: Mark Buffone, Accessibility Compliance Coordinator

Meeting Date: October 6, 2021

Subject: Accessibility Staff Report, AAC21-021

Purpose

A report to advise the Accessibility Advisory Committee on the current work of Accessibility staff.

Recommendation

That the Accessibility Advisory Committee (AAC) approve the recommendation outlined in Report AAC21-021 dated October 6, 2021, of the Accessibility Compliance Coordinator as follows:

That Report AAC21-021 with respect to the current work of Accessibility staff be received for information.

Budget and Financial Implications

There are no budgetary or financial implications associated with the recommendation.

Background

AODA Compliance

As a public sector organization, the City of Peterborough is required to file an accessibility compliance report every two years to confirm the organization meets current accessibility requirements under the AODA. The deadline to file the next accessibility compliance report to the Government of Ontario is December 31, 2021.

On September 22, 2021, the City of Peterborough received a Desk Audit from the Province's Ministry for Seniors and Accessibility, due October 19, 2021. Desk Audits are conducted on selected organizations to confirm they are in compliance with various requirements of accessibility law in Ontario. Accessibility staff will work with required City staff to respond to the audit prior to the deadline.

Accessibility Reviews

The best way to remove barriers is to prevent them. Accessibility staff provide formal reviews for various development applications and during the planning and design stages of City projects, including projects related to buildings, public spaces, services, documents, websites, by-laws, plans and policies. Reviews and research completed in September 2021 include:

1. Official Plan and Zoning By-law Amendment applications

- No activity to report.

2. Site Plan Control applications

- 3 Consumers Place (3rd submission): 2 storey rental equipment facility.

3. Infrastructure

- Cycling Masterplan, draft trail design guidelines: reviewed and commented on trail slope, signage, paint markings, curb faced conditions, road crossings, mobility aid charging stations, and rest area considerations.

4. Websites and documents

Accessibility staff support various City departments every week to remediate PDFs or provide content on the website. The following list represents a sampling of projects, research and education activities:

- 2021 Fall Fun Guide: accessible PDF.
- Summit on Aging: online forms.
- Peterborough Sport and Wellness Centre member communications and updates: advised on options to present accessible information.
- Development application review portal: accessible web system and content.
- Arenas Parks and Recreation Advisory Committee: accessible report template.
- 2021 draft budget books: accessible PDFs.

5. Bylaws, plans and policies

No activity to report.

6. Procurement

Accessibility staff provide ongoing reviews of bid solicitation documents to ensure accessibility is incorporated into every major purchase the City makes. Every project requires the organization we do business with to complete accessibility training as it

applies to their scope of work. The following list represents a sampling of projects that incorporated accessibility beyond the training requirements:

- Water and wastewater service delivery review: accessible documents
- Peterborough organics facility operations: accessible documents, accessible facility tours.
- Landfil and scalehouse operations: accessible customer service

7. Partnerships

- Peterborough Public Health: accessible PDF for a face masks information sheet
- Government of Canada: connect with the Accessibility Community Relations Officer for the Peterborough-Kawartha riding for the 2021 federal election to advise on accessible voting.

OBIAA Accessing our Heritage virtual conference

The Ontario Business Improvement Area Association (OBIAA) will host the Accessing our Heritage Conference on October 20th from 12:00 p.m. to 5:00 p.m. The focus of the conference is tackling the challenging question of how to make heritage buildings accessible. The project is funded by the Enabling Change Program. Mark Buffone and Amanda Motyer are members of the project advisory committee that is steering the project. The committee is made up of municipal, accessibility and heritage professionals and people with disabilities.

[Register for the Accessing our Heritage virtual conference.](#) General registration is \$99.00 and student registration is \$79.00.

Built Environment Sub-Committee

There was no Built Environment Sub-Committee (BEC) meeting in September due to a lack of applications to review.

Recruitment material has been shared to members of the AAC and BEC for distribution to prospective members. Andrea Dodsworth, a committee member who has been on leave, is ready to re-join the committee. Janet Dawson of Peterborough Public Health provided an update that she will not be able to join for the remainder of this year. Her term ends December 2021. Janet expressed interest in being involved in the future, and requested that staff reach out when we are next conducting recruitment.

We will be seeking 3 new members to start in January 2022 for four-year terms. We are asking that letters of interest be sent by October 29, 2021, with the intention that the AAC review them at the November meeting.

[Built Environment sub-committee application.](#)

Urban Mobility Vehicle Pilot Consultation

The Ministry of Transportation Ontario (MTO) is proposing to develop a pilot framework to allow the use of urban mobility devices on-road.

The province recognizes the importance of expanding mobility options for Ontarians, however, safety is of top priority. The pilot will allow the MTO to assess the ability of these vehicles to safely integrate with other vehicle types, determine whether existing rules of the road are adequate, and the licensing and operating requirements needed to allow these vehicles on-road permanently. [View the proposed urban mobility vehicle pilot framework and comment.](#)

[Join the urban mobility vehicle pilot public consultation session](#) on October 13, 2021 from 10:00 a.m. to 12:00 p.m. on Microsoft Teams. [Contact Fazelah Ali](#) to confirm attendance and request an accommodation.

Council for Persons with Disabilities (CPD)

The Communication Coordinator attended the CPD board meeting on Friday, September 24, 2021. Recruitment information for the Built Environment Sub-Committee has been shared with that organization.

Accessibility Training

Staff knowledge of accessible documents and PDF remediation continues to grow monthly. To date, 32 staff completed intermediate level training. Staff are exploring options to make PDF maps and technical drawings screen reader friendly and exploring options to use PDF remediation consultants where practical.

Legislation

No updates since the September 2021 staff report.

Submitted by,

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