

**The Corporation of the City of Kawartha Lakes**  
**Agenda**  
**Kawartha Lakes Accessibility Advisory Committee Meeting**

**KLAAC2022-002**

**Wednesday, February 16, 2022**

**1:30 P.M.**

**Council Chambers**

**City Hall**

**26 Francis Street, Lindsay, Ontario K9V 5R8**

**Members:**

**Councillor Doug Elmslie**

**Sharon Coupland**

**Lynda DaSilva**

**Diane Engelstad**

**Sonya Fox**

**Crystal Morrissey**

**Andre O'Bumsawin**

**Elizabeth Peeters**

**Mary Jean Porteous**

**Norm Price**

**Ken Van Den Oetelaar**

Note: This will be an electronic participation meeting and public access to Council Chambers will not be available. Please visit the City of Kawartha Lakes YouTube Channel at <https://www.youtube.com/c/City of Kawartha Lakes> to view the proceedings.

Accessible formats and communication supports are available upon request. The City of Kawartha Lakes is committed to accessibility for persons with disabilities. Please contact [AgendaItems@kawarthalakes.ca](mailto:AgendaItems@kawarthalakes.ca) if you have an accessible accommodation request.

<b>1.</b>	<b>Call to Order</b>	
1.1.	Appointment of Chair	
1.2.	Appointment of Vice-Chair	
<b>2.</b>	<b>Administrative Business</b>	
2.1.	Adoption of Agenda	
2.2.	Declaration of Pecuniary Interest	
2.3.	Adoption of Minutes from Previous Meeting	4 - 7
	<b>That the minutes of the Accessibility Advisory Committee meeting held on November 17, 2021, be adopted as circulated.</b>	
<b>3.</b>	<b>Deputations/Presentations</b>	
<b>4.</b>	<b>Correspondence</b>	
<b>5.</b>	<b>News/Updates from Working Groups, Staff and Council</b>	
5.1.	Accessibility Officer Update	
5.1.1.	Committee Work Plan Tool - 2021 Work Plan Activities Report	8 - 11
5.1.2.	Committee Work Plan Tool - 2022 Work Plan	12 - 14
5.2.	Public Awareness (Public Education/Employment/Information&Communication)	
5.2.1.	February 2022 Public Awareness of Accessibility in the Media	15 - 20
5.3.	Public Spaces (Parks, Built Environment and Transportation (Transit))	
5.4.	Councillor's Update	
	<b>That the reports provided under agenda items 5.1, 5.2, 5.3, and 5.4 be received by Kawartha Lakes Accessibility Advisory Committee for information purposes.</b>	
<b>6.</b>	<b>New or Other Business</b>	

6.1. Accessibility Advisory Committee 2022 Meeting Dates

21 - 21

7. **Next Meeting**

8. **Adjournment**

**The Corporation of the City of Kawartha Lakes**  
**Minutes**  
**Kawartha Lakes Accessibility Advisory Committee**  
**Meeting**

**KLAAC2021-008**  
**Wednesday, November 17, 2021**  
**1:30 P.M.**  
**Council Chambers**  
**City Hall**  
**26 Francis Street, Lindsay, Ontario K9V 5R8**

**Members:**  
**Councillor Elmslie**  
**Sharon Coupland**  
**Lynda DaSilva**  
**Diane Engelstad**  
**Sonya Fox**  
**Crystal Morrissey**  
**Andre O'Bumsawin**  
**Elizabeth Peeters**  
**Mary Jean Porteous**  
**Norm Price**  
**Ken Van Den Oetelaar**

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## 1. Call to Order

Crystal Morrissey called the meeting to order at 1:32 p.m. S. Coupland, L. DaSilva, D. Engelstad, C. Morrissey, E. Peeters and M. Porteous were in attendance. A. O'Bumsawin joined at 1:40.

Accessibility Officer B. Condie and Recording Secretary K. Lewis were also in attendance.

Absent: Councillor Elmslie, S. Fox, N. Price and K. Van Den Oetelaar

## 2. Administrative Business

### 2.1 Adoption of Agenda

**KLAAC2021-031**

**Moved By** M. Porteous

**Seconded By** S. Coupland

**That** the agenda be adopted as circulated.

**Carried**

### 2.2 Declaration of Pecuniary Interest

There were no declarations of pecuniary interest disclosed.

### 2.3 Adoption of Minutes from Previous Meeting

**KLAAC2021-032**

**Moved By** E. Peeters

**Seconded By** S. Coupland

**That** the minutes of the Accessibility Advisory Committee meeting held on October 20, 2021, be adopted as circulated.

**Carried**

## 3. Deputations/Presentations

## 4. Correspondence

## 5. News/Updates from Working Groups, Staff and Council

### 5.1 Accessibility Officer Update

B. Condie provided that she has met with various staff and the Public Awareness and Public Spaces Working Groups and will defer to both groups to bring forward what they have been working on.

## 5.2 Public Awareness (Public Education/Employment/Information&Communication)

E. Peeters provided that the Public Awareness Working Group did meet and discussed marking International Day for People with Disabilities on December 3rd, 2021. B. Condie will prepare a Staff Communications Alert recognizing the day. The theme this year is "Beyond Covid". The group also discussed the 2022 Accessibility Awards and that they already have some nominations. A Press Release will be written inspiring people to be observant when they are out in the community during the holiday season. To be mindful of those who face accessibility challenges and those who make the extra effort to help mitigate those challenges. The release will encourage individuals to nominate these community champions for an Accessibility Awareness Recognition Award.

## 5.3 Public Spaces (Parks, Built Environment and Transportation (Transit))

M. Porteous advised that B. Condie presented the draft site plan resource for pre-consultation to the Senior Management Team and it was well received. The resource is in draft awaiting the release of the Canada Mortgage and Housing Corporation guideline on universal design, as well as the incorporation of any comments and recommendations received from Planning staff. The working group anticipates moving the resource from draft in the first quarter of 2022. Once this is available the working group wishes to present the contents of the pre-consultation paper to Council in 2022 when reporting on the Committee accomplishments from 2021 and the suggested 2022 Workplan. The group discussed purchasing the Canadian Standards Accessible Designs for Built Environment as part of the 2021 budget. The working group also discussed the development of public education pieces, suggesting that short videos depicting "living in place" infrastructure, be explored, created and disseminated through various media avenues. N. Price advised he has been participating in the Trails Master Plan. The group also discussed the expansion of Food Basics in Lindsay along with other site plans that are under review.

## 5.4 Councillor's Update

Councillor Elmslie was unable to attend the meeting.

### **KLAAC2021-033**

**Moved By** A. O'Bumsawin

**Seconded By** S. Coupland

**That** the reports provided under agenda items 5.1, 5.2, 5.3, and 5.4 be received by Kawartha Lakes Accessibility Advisory Committee for information purposes.

**Carried**

**6. New or Other Business**

**7. Next Meeting**

The next meeting will be held on Wednesday, January 19th, 2021 at 1:30 p.m.  
The next meeting will be held electronically.

**8. Adjournment**

**KLAAC2021-034**

**Moved By** L. DaSilva

**Seconded By** M. Porteous

**That** the Accessibility Advisory Committee Meeting adjourn at 2:00 p.m.

**Carried**

### Committee Work Plan Tool

<b>Committee Name:</b>	Kawartha Lakes Accessibility Advisory Committee (AAC)
<b>Work plan for Year:</b>	<b>(Appendix A)</b> 2021 Work Plan Achievements
<b>Approved by Council:</b>	

Goal	Measurement Stages	Timeline	Measurement for Success
1. Presentation of the 2021 Accessibility Awareness Recognition Awards	a) Draft information to be included in a media release and disseminate b) Secure Date on the Council Agenda, c) Utilize Social Media platforms and other means such as publically displayed posters to raise awareness d) At closing make review of the nominations received and qualify e) Provide summary of reasoning and recommendation to be included in a Council Report for consideration f) Upon Council endorsement notify recipients of the award, date and time of the virtual ceremony.	a) & b) Q1 b) Q1  c) Q2  d) Q2  e) to i) late Q2	Success measured by number of nominations received (goal to encourage at least 5 nominations), number of qualified recipients selected by Council, participation, media exposure and feedback received  <ul style="list-style-type: none"> <li>• <b>A successful virtual presentation was made at Council on June 1, 2021 to Seven (7) Award Recipients</b></li> </ul>



Goal	Measurement Stages	Timeline	Measurement for Success
	g) Invite Mayor and Councillor Elmslie to participate in the presentation ceremony h) Order Awards and engraved plates for City Hall wall plaque i) Virtually participate in presentation of Awards		
2. Outreach – Create greater awareness through several avenues such as participation in local events, by creating information brochures, posters and continuing to reach audiences through social media platforms	a) Creation of educational newsletter (quarterly leading to monthly) for City Staff and community b) Showcasing accessibility initiatives through filming and photos. Development of a collection that can be utilized in partnership with Communications c) Creating a closer informational network with the CKL Chamber Offices and BIA	a) & b) Q1 & 2 b) On-going	Completion and dissemination  Communications, Advertising and Marketing Division have been assisting with this goal.  Benchmarks could be set based on increased inquiries, number of hits on social media, as need requires – replacement of informational pieces. This will be monitored throughout the year.  <ul style="list-style-type: none"> <li>• <b>This is an on-going effort. The Public Awareness Working Group has discussed the development of a plan to generate greater awareness in 2022.</b></li> </ul>

Goal	Measurement Stages	Timeline	Measurement for Success
3. Explore opportunities to educate and encourage investment in accessible residential growth/visitable community models	2020 development stages – Research and consultation, presentations and the development of useful documents associated with education on accessible design.	On-going	<p>Exploration stage - Collection of information – gained knowledge. Measurable will be based on future developments including accessible features. This year will include the creation of an accessibility checklist for developers, an Accessibility Bootcamp Workshop for Planning, Engineering, Parks and Recreation Staff and others associated with Accessible Design of Public Spaces, etc.</p> <ul style="list-style-type: none"> <li>• <b>draft checklist was presented to the Senior Management Team and circulated to the Planning Division in 2021. More information is forthcoming to move it from draft.</b></li> <li>• <b>Unfortunately, due to illness and unforeseen circumstances, the consultant was not able to provide the Accessibility Bootcamp.</b></li> </ul>
4. Continue to support Age-Friendly initiatives in Kawartha Lakes.	Advisory and Support	On-going	<p>By number of actions taken to provide assistance.</p> <ul style="list-style-type: none"> <li>• <b>Age-Friendly initiatives were placed on hold through 2021, due to the involvement of Health Unit Staff with COVID related duties.</b></li> </ul>

Goal	Measurement Stages	Timeline	Measurement for Success
<p>5. Continue to review and provide comment to Council, City Staff and stakeholders on projects, plans and policy as needed. This includes such items as Accessibility Master Plan, Secondary Plan Policy development, Active Transportation Master Plan, etc.</p>	<p># of consultations # of comments</p>	<p>On-going</p>	<p>Increased accessibility presence in projects, plans and policy. Measurement of success will be dependant on the review, update and inclusion.</p> <p><b>Referred to the group:</b></p> <ul style="list-style-type: none"> <li>• <b>Pandemic Recovery Task Force</b></li> <li>• <b>Community Safety and Well-being plan</b></li> <li>• <b>Events applications</b></li> <li>• <b>Trails master plan</b></li> <li>• <b>With the movement of the Accessibility Checklist from draft to a usable document at the pre-consultation stage, the Committee is optimistic that fewer comments on Site Plan design will be required.</b></li> </ul>

### Committee Work Plan Tool

<b>Committee Name:</b>	Kawartha Lakes Accessibility Advisory Committee (AAC)
<b>Work plan for Year:</b>	<b>(Appendix B)</b> 2022 Work Plan
<b>Approved by Council:</b>	

Goal	Measurement Stages	Timeline	Measurement for Success
1. Presentation of the 2022 Accessibility Awareness Recognition Awards	<ul style="list-style-type: none"> <li>a) Draft information to be included in a media release and disseminate</li> <li>b) Secure Date on the Council Agenda,</li> <li>c) Utilize Social Media platforms and other means such as publically displayed posters to raise awareness</li> <li>d) At closing make review of the nominations received and qualify</li> <li>e) Provide summary of reasoning and recommendation to be included in a Council Report for consideration</li> <li>f) Upon Council endorsement, notify recipients of the award, date and time of the virtual ceremony.</li> <li>g) Invite Mayor and Councillor Elmslie to participate in the presentation ceremony</li> <li>h) Order Awards and engraved plates for City Hall wall plaque</li> </ul>	<ul style="list-style-type: none"> <li>a) &amp; b) Q1</li> <li>b) Q1</li> <li>c) Q2</li> <li>d) Q2</li> <li>e) to i) late Q2</li> </ul>	Success measured by number of nominations received (goal to encourage at least 5 nominations), number of qualified recipients selected by Council, participation, media exposure and feedback received

Goal	Measurement Stages	Timeline	Measurement for Success
	<ul style="list-style-type: none"> <li>i) Virtually participate in presentation of Awards</li> </ul>		
<p>2. Outreach – Create greater awareness through several avenues such as participation in local events, by creating information brochures, posters and continuing to reach audiences through social media platforms</p>	<ul style="list-style-type: none"> <li>a) Creation of educational newsletter (quarterly leading to monthly) for City Staff and community</li> <li>b) Showcasing accessibility initiatives through filming and photos. Development of a collection that can be utilized in partnership with Communications</li> <li>c) Creating a closer informational network with the CKL Chamber Offices and BIA</li> <li>d) Provision of public awareness of accessibility in the media on monthly agenda</li> </ul>	on-going	<p>Completion and dissemination</p> <p>Communications, Advertising and Marketing Division have been assisting with this goal.</p> <p>Benchmarks could be set based on increased inquiries, number of hits on social media, as need requires – replacement of informational pieces. This will be monitored throughout the year.</p>

Goal	Measurement Stages	Timeline	Measurement for Success
3. Explore opportunities to educate and encourage investment in accessible residential growth/visitable community models	2022 further development will include, but not limited to: Research and consultation, presentations and the development of useful documents associated with education on accessible design. Recent discussion has taken place regarding the creation of short videos disseminating the importance of accessible spaces.	On-going	The presence of greater accessible, inclusive residential/commercial growth.
4. Continue to support Age-Friendly initiatives in Kawartha Lakes.	Advisory and Support	On-going	By number of actions taken to provide assistance.  <b>(commencing Health Unit staff availability)</b>
5. Continue to review and provide comment to Council, City Staff and stakeholders on projects, plans and policy as needed. This includes such items as Accessibility Master Plan, Secondary Plan Policy development, Active Transportation Master Plan, etc.	# of consultations # of comments	On-going	Increased accessibility presence in projects, plans and policy. Measurement of success will be dependant on the review, update and inclusion.

## Public Awareness in the Media

Public Awareness Working Group of the Kawartha Lakes Accessibility Advisory Committee

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**Date: February 16, 2022 Edition**

### **Did you know?**

Exciting news to share!

### **Dunsford's Jon Thurston Named To Canadian Paralympic Wheelchair Curling Team**

Congratulations Jon and wishing you and the Canadian Team every success at the wheelchair curling tournament in Beijing that will take place March 5-12, with the preliminary rounds running March 5-10.

The schedule has been attached to this agenda. Join us in March as we cheer Jon and the Canadian Paralympic Wheelchair Team on!

**"Go Canada Go"**

<b>THURSDAY 3 MARCH 2022</b>				
<b>15 minutes per sheet for each team</b>				
	<b>Sheet A</b>	<b>Sheet B</b>	<b>Sheet C</b>	<b>Sheet D</b>
<b>10:00-11:00</b>	<b>Official Team Meeting</b>			
12:00-12:15	NOR	SUI	CHN	SVK
12:15-12:30	SVK	NOR	SUI	CHN
12:30-12:45	CHN	SVK	NOR	SUI
12:45-13:00	SUI	CHN	SVK	NOR
<b>13:00-14:00</b>	<b>Ice Maintenance</b>			
14:00-14:15	GBR	SWE	CAN	USA
14:15-14:30	USA	GBR	SWE	CAN
14:30-14:45	CAN	USA	GBR	SWE
14:45-15:00	SWE	CAN	USA	GBR
<b>15:00-16:00</b>	<b>Ice Maintenance</b>			
16:00-16:15	RPC	LAT	KOR	EST
16:15-16:30	EST	RPC	LAT	KOR
16:30-16:45	KOR	EST	RPC	LAT
16:45-17:00	LAT	KOR	EST	RPC



FRIDAY 4 MARCH 2022				
15 minutes per sheet for each team				
	Sheet A	Sheet B	Sheet C	Sheet D
09:00-09:15	RPC	LAT	KOR	EST
09:15-09:30	EST	RPC	LAT	KOR
09:30-09:45	KOR	EST	RPC	LAT
09:45-10:00	LAT	KOR	EST	RPC
<b>10:00-11:00</b>	<b>Ice Maintenance</b>			
11:00-11:15	NOR	SUI	CHN	SVK
11:15-11:30	SVK	NOR	SUI	CHN
11:30-11:45	CHN	SVK	NOR	SUI
11:45-12:00	SUI	CHN	SVK	NOR
<b>12:00-13:00</b>	<b>Ice Maintenance</b>			
13:00-13:15	GBR	SWE	CAN	USA
13:15-13:30	USA	GBR	SWE	CAN
13:30-13:45	CAN	USA	GBR	SWE
13:45-14:00	SWE	CAN	USA	GBR

DAY	DATE	TIME	DRAW	SHEET A	SHEET B	SHEET C	SHEET D
SAT	5 MAR	14:35	1	SUI v SWE	CHN v CAN	SVK v USA	NOR v GBR
		19:35	2	LAT v KOR	USA v GBR	EST v RPC	CAN v SUI
SUN	6 MAR	09:35	3		SVK v NOR	CHN v SWE	
		14:35	4	GBR v RPC	SUI v KOR	CAN v LAT	EST v USA
		19:35	5	EST v CHN	SWE v RPC	KOR v NOR	SVK v LAT
MON	7 MAR	09:35	6	USA v CAN	LAT v EST	SUI v GBR	RPC v KOR
		14:35	7	NOR v EST	KOR v CHN	RPC v SVK	LAT v SWE
		19:35	8	CHN v SUI	GBR v SVK	SWE v CAN	USA v NOR
TUE	8 MAR	09:35	9	RPC v USA	SUI v LAT	GBR v EST	KOR v CAN
		14:35	10	SVK v KOR	SWE v EST	LAT v NOR	RPC v CHN
		19:35	11	GBR v SWE	CAN v SVK	CHN v USA	NOR v SUI
WED	9 MAR	09:35	12	RPC v LAT	NOR v SWE	EST v KOR	CHN v SVK
		14:35	13	SWE v SVK	USA v SUI	NOR v CHN	CAN v GBR
		19:35	14	KOR v GBR	EST v CAN	USA v LAT	SUI v RPC
THU	10 MAR	09:35	15	CAN v NOR	CHN v GBR	SVK v SUI	SWE v USA
		14:35	16	SUI v EST	KOR v USA	CAN v RPC	GBR v LAT
		19:35	17	LAT v CHN	RPC v NOR	KOR v SWE	SVK v EST
FRI	11 MAR	14:35	SF	2 v 3		1 v 4	
		19:35	Bronze		Bronze Medal Game		
SAT	12 MAR	14:35	Gold		Gold Medal Game		

**v** = coin toss required to decide which team has first or second pre-game practice

Date	Time	Sheet A	Sheet B	Sheet C	Sheet D
<b>SATURDAY 5 MARCH</b>	0-10 min.	GBR	SVK	CHN	EST
	10-20 min.	RPC	NOR	SWE	USA
	20-30 min.	EST	SUI	CAN	LAT
	30-40 min	CHN	KOR	LAT	SVK
	40-50 min		SWE	KOR	
	50-60 min.		RPC	NOR	
<b>SUNDAY 6 MARCH</b>	0-10 min.	USA	LAT	SUI	RPC
	10-20 min.	CAN	EST	GBR	KOR
	20-30 min.	NOR	KOR	RPC	LAT
	30-40 min	EST	CHN	SVK	SWE
	40-50 min	CHN	GBR	SWE	USA
	50-60 min.	SUI	SVK	CAN	NOR
<b>MONDAY 7 MARCH</b>	0-10 min.	RPC	SUI	GBR	KOR
	10-20 min.	USA	LAT	EST	CAN
	20-30 min.	SVK	SWE	LAT	RPC
	30-40 min	KOR	EST	NOR	CHN
	40-50 min	GBR	CAN	CHN	NOR
	50-60 min.	SWE	SVK	USA	SUI
<b>TUESDAY 8 MARCH</b>	0-10 min.	RPC	NOR	EST	CHN
	10-20 min.	LAT	SWE	KOR	SVK
	20-30 min.	SWE	USA	NOR	CAN
	30-40 min	SVK	SUI	CHN	GBR
	40-50 min	KOR	EST	USA	SUI
	50-60 min.	GBR	CAN	LAT	RPC
<b>WEDNESDAY 9 MARCH</b>	0-10 min.	CAN	CHN	SVK	SWE
	10-20 min.	NOR	GBR	SUI	USA
	20-30 min.	SUI	KOR	CAN	GBR
	30-40 min	EST	USA	RPC	LAT
	40-50 min	LAT	RPC	KOR	SVK
	50-60 min.	CHN	NOR	SWE	EST

<b>FRI</b>	<b>11 MAR</b>	09:00-09:20		Stone matching SF with LSFE (Stones A & B)		Stone matching SF with LSFE (Stones C & D)	
		09:30-09:50		Stone matching SF without LSFE (Stones A & B)		Stone matching SF without LSFE (Stones C & D)	
		14:35	SF	2 v 3		1 v 4	
		17:00-17:20 (if time allows, immediately after end of SF and Bronze Medal game meeting)			Stone matching Bronze with LSFE		
		17:30-17:50 (start-time 10 min. after above practice)			Stone matching Bronze without LSFE		
		20:05	Bronze		Bronze		
<b>SAT</b>	<b>12 MAR</b>	09:00-09:20			Stone matching Gold with LSFE		
		09:30-09:50			Stone matching Gold without LSFE		
		14:35	Gold		Gold Medal Game		

## **Accessibility Advisory Committee 2022 Meeting Dates**

January 19<sup>th</sup>, 2022

February 16<sup>th</sup>, 2022

March 16, 2022

April 20<sup>th</sup>, 2022

May 18<sup>th</sup>, 2022

June 15<sup>th</sup>, 2022

September 21<sup>st</sup>, 2022

October 19<sup>th</sup>, 2022

November 16<sup>th</sup>, 2022