

Action Plan 2010

Background

The Collingwood Accessibility Advisory Committee (CAAC) Terms of Reference (s. 3.1) requires it to “participate in the annual development and refinement of the Annual Accessibility Plan” This plan will consider barriers faced by people with disabilities and ways to prevent and remove those barriers.¹

The Town of Collingwood

Collingwood, located on Nottawasaga Bay at the southern point of Georgian Bay, was incorporated as a town in 1858. With the arrival of a rail line, the harbor developed into a shipping point for upper Great Lakes ports. Subsequently, the ship building industry was established. In 1901 the first steel-hulled ship in Canada was launched in Collingwood. Shipbuilding remained a principal industry in the town until the mid-1980s.

New industries have been established in Collingwood while the town itself is now established as a four-season tourist area. It's located in close proximity to the recreation activities at Blue Mountain and at Wasaga Beach Provincial Park. Collingwood is the home of major events throughout the year including the highly popular Elvis Festival.

While tourism remains a dominant industry in Collingwood, it also encourages growth in other sectors of the economy. Significant industries in Collingwood include accommodation and food services, manufacturing, wholesale and retail trade, and health services.²

Demographics

The current population of Collingwood is 17,520. Between the years of 2001 and 2006, the community grew by 7.8%. Most of the current population is middle-aged or older. Collingwood also has a significant permanent part-time population of an additional five thousand people. These are mainly people who use Collingwood as a base for recreational activities.³

People 40 to 65 – 35% of the population (6,195)

People 65 and older – 20% of the population (3,555)

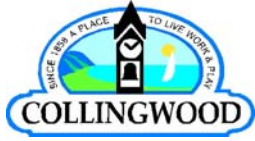
In Ontario today there are 1.85 million people with disabilities which is 1 in 20. Over the next 20 years this number is expected to increase to 1 person in 5. Collingwood already has a population base which is older than the average in Ontario. Therefore, the number of people with disabilities in Collingwood could be expected to be greater than 1 in 5 within the next two decades.⁴

¹ By-law No. 02-110 Terms of the Corporation of the Town of Collingwood

² Town of Collingwood web site; Town of Collingwood Economic Development Office

³ Statistics Canada

⁴ Ontario Ministry of Community and Social Services



Action Plan 2010

Other Accessibility Stakeholders

The Town of Collingwood is served by a number of groups and organizations which provide services for people with varying abilities as either a primary focus or in the broader scope of their responsibilities. The Collingwood Accessibility Advisory Committee (CAAC) has representatives from some of these organizations on its committee as members and resource people. (see Appendix 1) In addition, representatives from these organizations are invited to deliver presentations to the committee as required. Accessibility stakeholders will also be invited to participate in the Accessibility Fair to be held in June, 2010. This event is currently being planned by the CAAC.

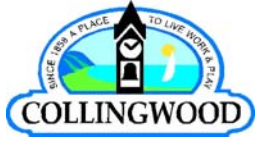
These organizations include Breaking Down Barriers, E3 Community Services, VON Day Away Program, Canadian National Institute for the Blind, Simcoe County Association for the Physically Disabled, Simcoe Muskoka Health District, MS Society, Consumer Survivor Project, Business Improvement Association, Chamber of Commerce, Collingwood General and Marine Hospital and others.

The CAAC also works together with other boards and committees from the Town of Collingwood. These include the Affordable Housing Task Force, Leisure Services Advisory Committee and Library Board.

Organization of the Town of Collingwood⁵



⁵ Town of Collingwood web site



Action Plan 2010

Mayor	Christopher J. Carrier	Fire Department	Trent Elyea
Deputy Mayor	Sandra Cooper		
Town Council	Mike Edwards	Human Resources	Marianne Nero
	Norman Sandberg	Information	
	Kathy Jeffery	Technology	Larry Irwin
	Sonny Foley		
	Tim McNabb	Leisure Services	Peter Dunbar
	Ian Chadwick		
	Dave Labelle	Library	Kerry Robinson
CAO	Kimberly Wingrove	Planning Services	Nancy Farrer
Building Services	Bill Plewes	Public Works	Ed Houghton
Clerk's Services	Sara Almas	Treasury	Marjory Leonard
		Police Services	OPP
			Insp. John Trude

CAAC and Collingwood Town Council:

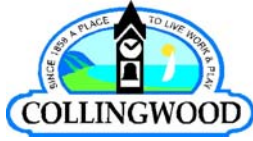
By-law No. 02-110 sets out the responsibility of the CAAC to:

'Advise and assist Council in promoting and facilitating a barrier-free Town of Collingwood for citizens of all abilities, including persons with disabilities. This will be achieved through:

1. The review of municipal policies, programs and services; and

The CAAC reports to Council and is responsible to perform the following duties required by the Ontarians with Disabilities Act. These duties include the preparation of an Annual Accessibility Plan to include the following elements:

1. Report to Council on the steps taken to identify, remove and prevent barriers to people with disabilities
2. How Council assesses its by-laws, policies, programs, practices and services to identify barriers



Action Plan 2010

3. A list of by-laws, policies, programs, practices and services Council will review in the coming year to identify barriers.
4. How Council intends to identify, remove and prevent barriers in the coming year
5. -All other information required by the Act and its regulations, as amended from time to time.⁶

In addition, the CAAC advises Council each about the preparation, implementation and effectiveness of its Annual Accessibility Plan to ensure it addresses the identification, removal and prevention of barriers to people with disabilities in the Town of Collingwood's by-laws, and all its policies, programs, practices and services.

A Member of Council serves on the CAAC. Currently Councillor Tim McNabb is appointed to this position. Councillor McNabb brings items of concern from the Committee to Council for both information and consideration.

Beginning in 2010, a representative of CAAC will request an opportunity to formally present the Annual Accessibility Plan at a Council meeting. Members of the CAAC regularly monitor Council meeting either in person or by electronic means in order to identify emerging issues which impact accessibility in Collingwood.

The CAAC and Department Heads

The CAAC receives reports, as required, from Town of Collingwood Department Heads and their representatives on a variety of accessibility issues. These departments include, but are not limited to, Building Services, the Fire department, the Library, Leisure Services, Planning Services and Engineering Services.

Engineering Services are a primary focus of CAAC since this department deals with the development and repairs of streets and sidewalk. It also administers the Collingwood transit service.

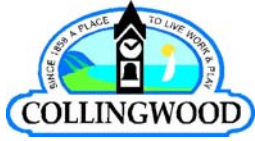
The Town Clerk, Sara Almas, sits on the CAAC and is a key source of information of developments at Town Hall. She also is the committee's primary liaison for feedback the Town receives regarding disabilities and related issues.

The CAAC Action Plan

The CAAC Action Plan is appended. This plan is designed to build on the Town of Collingwood Strategic Plan⁷. In particular it recognizes the values outlined in the plan: integrity, excellence, respect, results and teamwork.

⁶ By-law No. 02 – 110 of the Corporation of the Town of Collingwood. 3.1 (i-iv)

⁷ Town of Collingwood Strategic Plan. Web site.



Action Plan 2010

The Accessibility Action Plan also recognizes the four main goals of the Strategic Plan in the actions it proposes.

1. to strengthen our economy
2. to manage growth and create great spaces
3. to ensure a livable, healthy and sustainable community
4. to enhance our arts, culture, heritage and recreation opportunities

Within this context, the specific goals of the Accessibility Action Plan are designed to:

1. Facilitate the committee's insight into accessibility issues so it is better positioned to advise Council
2. Provide a framework by which Council as well as the public can be made aware of accessibility issues
3. Identify specific strategies that the committee believes the Town of Collingwood needs to consider to improve accessibility.

CAAC Successes

During the past couple of years the CAAC was involved in many areas in an advisory role. Some of these include:

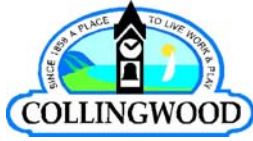
- ▶ Providing input to increase accessibility in the new Collingwood public library
- ▶ Offering advice and guidance for new street, sidewalk and curb construction in Collingwood and for the downtown revitalization project
- ▶ Contributing suggestions and assistance to enhance the accessibility of the web site of the Town of Collingwood and the weekly newspaper announcements for those who with visual disabilities
- ▶ Developing a procedure for citizens to raise accessibility concerns in the Town of Collingwood
- ▶ Establishing accessible shuttle services in the Town of Collingwood
- ▶ Meeting with the trails committee to provide advice on trail enhancements and future trails development.
- ▶ Attending informative accessibility workshops in Toronto
- ▶ Participating in promotional videos on accessibility topics produced by the Ministry of Community and Social Services
- ▶ Taking part in a traffic circle analysis which included first-hand experience of traffic circles constructed in other communities



Action Plan 2010

- ▶ Participating in planning of washroom renovations carried out in municipal buildings to make them more accessible
- ▶ Taking part in a series of Customer Service Standard training sessions for municipal employees
- ▶ Completing a Train the Trainer course on the Customer Service Standard in order to offer training to Town of Collingwood Boards and Committees
- ▶ Offering input into the installation of audible traffic lights
- ▶ Providing advice to town officials for concerns received from citizens regarding barriers
- ▶ Completing of the Business Improvement Association Entrance Accessibility Inventory of the downtown area currently under redevelopment
- ▶ Ensuring the Town Hall audits have been carried out
- ▶ Supporting grant applications for provincial and federal accessibility funding
- ▶ Providing input and advice on the installation of accessible doors and door bells on Town of Collingwood facilities
- ▶ Endorsing municipal election voting equipment

Action Item	Details	Lead	Due Date
AODA & General Items			
Establish leads for each AODA Standard. Leads are to provide updates on standards and flag potential issues at committee meeting	Customer Service:	M. Pani	Reviewed at May 12 meeting. V. Niitsoo has submitted first report. All other reports due at June meeting for consolidation by Chair
	Transportation:	D. Filion	
	Information & Communication:	W. Yuristy	
	Employment:	V. Niitsoo	
	Built Environment:	J. Leonard, W. Yuristy C. Brazeau	
Audits of municipal facilities	Complete audits of 7 municipal facilities	W Yuristy, C Brazeau, J. Leonard, S-A Monaghan C. Scholtz (Breaking Down Barriers)	Audit and training at Museum completed in May. CAAC to develop template and schedule remaining audits. Ongoing.



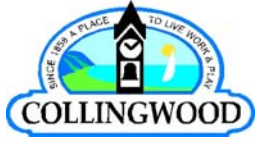
Action Plan 2010

Review of bylaws & other applicable legislation regarding accessible housing	Review current bylaws and if necessary suggest improvements for construction of accessible housing	W. Yuristy, W. Davies	Discussion at April and May meetings. W. Davies and S. Almas scheduling input from current residents.
Recruit a student with a disability for the CAAC	Contact high schools for potential candidates	W. Davies, W. Yuristy	March 2010 Letters to schools sent and request appeared in May on Town Page
Municipal Voting			
Review and make recommendations to improve access to voting in municipal elections	A report is pending from TOC. CAAC to review	S. Almas	March 2010 meeting Discussion. CAAC asked S. Almas to reserve special equipment for municipal elections. Equipment to be displayed at Aware Fair.
Training / Education of CAAC			
Schedule a "Train the Trainer" session with representative from Breaking Down Barriers (BBB) for the Customer Service Standard	Session will cover Customer Service Standard for committee members.	W. Yuristy to coordinate with Catherine Scholtz and staff	March 2010 Completed.



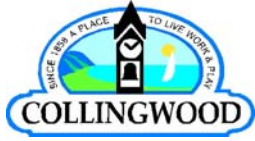
Action Plan 2010

		to schedule session	
Sec 41 Training Planning Act Site Plan	CAAC to investigate obtaining training to carry out Sec 41 reviews	W. Yuristy	June 2010 report to committee
Accessibility audits	CAAC to assist Breaking Down Barriers in facility audits and to obtain training if necessary. BDB be contracted to handle audits	W Yuristy C Brazeau J. Leonard S-A Monaghan J. Merwyn D Fillion	March and on-going
Establish training (and Train the Trainer) as required for future standards	Investigate training available and ensure members receive it in a timely manner	W. Yuristy, V. Niitsoo	On-going
Develop areas of expertise as required	Research and invite speakers on topics of specific interest for the CAAC	All members	On-going
Strategic Alliances			
Collingwood Town Council	Ensure Council representation at meetings. Investigate possible second Councilor for committee following municipal elections. Prepare speaking notes for Council rep(s)	W. Yuristy	On-going
Collingwood Town Management	Request departmental representatives attend meetings with updates on activities	S. Almas W. Yuristy	On-going
Other Accessibility Advisory Committees	Investigate possibilities of attending other groups meeting and inviting others to attend our meeting.	W. Davies	On-going
Ministry of Community and Social Services	Potential guest speakers / information sharing sessions. May involve other committees	W. Yuristy, W. Davies	On-going
Enhance Communications with Council and Public			
Develop Communications Plan (see last section of Annual Plan)		W. Yuristy V. Niitsoo	On-going
Participate in council meetings	Present Accessibility Action Plan and monitor Council meetings for potential issues	W. Yuristy J. Leonard S. Almas	On-going
Establish awards program for acts of kindness – Awareness Program	Establish program to recognize efforts of individuals to help people with disabilities. C. Brazeau volunteered to develop logo.	C. Brazeau, W. Yuristy, W,	Logo developed. Buttons ordered. First



Action Plan 2010

		Davies, J. Leonard	awards to be given out during Aware Fair.
National Access Awareness Week (May 31 – June 6)			
Organize and manage an event	Aware Fair – July 10 Other groups/agencies/companies to be invited to participate.	CAAC	June 2010 Participants invited. Planning underway. Radio interview conducted.
Communication Activities			
Communications Goal & Responsibility	Web Page	Town Page (print)	Other
CAAC and Accessibility			
CAAC (about the CAAC, our mandate, how to reach us,)	Update and enhance. Look into links with partners/province	One major notice with follow-up	Update brochure. Distribute brochure to locations like hospital, seniors residence, schools and advertised in other organizations newsletters. CAAC newsletter currently being developed.
CAAC – Tell us about barriers in Collingwood	Prominently display form	Notice about form	Forms could be left with the brochure or incorporated into the brochure. Distribution same as above.
Collingwood Aware Program	To be determined	Same as web	Invite newspapers, prepare news release. Invite mayor/councilor to present award. Buttons being produced. Award unveiled at Aware Fair.
AODA (overview of legislation implemented and due to be implemented)	Links on websites		Ensure partners are aware and town is informed. Content for Chamber and BIA newsletters.



Action Plan 2010

National Accessibility Week	Display at Town Hall		Underway. Present Annual Plan at Town Council meeting.
CAAC and Town Council	Announcement that Annual Plan is available	Post Annual Plan	CAAC to present plan at Council meeting of May 31.
Accessibility Developments in Town of Collingwood			
Collingwood Transportation policies / notices regarding disabilities.	Post notice	Post Notice	Prepare news release for papers

Committee Structure

CAAC will consist of twelve (12) members as follows:

- (a) the majority of members (minimum of 7) will be people with disabilities as stated in the Act
- (b) a maximum of five members who may not have a disability and include:
 1. one member of Council
 2. one member representing children with disabilities and
 3. 3 members at large, interested in issues related to identification, removal and prevention of barriers to people with disabilities

Current Committee members:

Wayne Yuristy – Chair
 Viivi Niitsoo – Vice Chair
 Jean Cooke
 Joan Leonard
 Wilma Davies
 Donna Fillion
 Sherrill Ann Monaghan
 Claude Brazeau
 Mary Panni
 Jack Merwin

Council Representative:

Tim McNabb - Councillor

Resource Staff:

Sara Almas – Town Clerk
 Bill Plewes – Director, Building Services
 Roberta McComb
 Catherine Scholtz – Breaking Down Barriers
 Monica Gal – Committee Secretary