

# 2011 ACCESSIBILITY PLAN

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Prepared May 9, 2011

## 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 varying levels of ability and ways to prevent and remove those barriers.<sup>1</sup>

The plan is part of the process required under the Ontarians with Disabilities Act, 2001(ODA).<sup>2</sup> The purpose of the act is to improve opportunities for people with disabilities in this province by identifying, preventing and removing physical and other barriers that may limit opportunities for people with disabilities to fully participate in society. Since 2004, all municipalities, as well as other organizations<sup>3</sup> in Ontario are legally obligated to prepare an annual accessibility plan.

On June 13, 2005, the government passed the Accessibility for Ontarians with Disabilities Act, 2005<sup>4</sup>. This act makes Ontario the first jurisdiction in Canada to develop, implement and enforce mandatory accessibility standards. It applies to both the public and private sectors.

The purpose of the Town of Collingwood Annual Accessibility Plan is to highlight the initiatives that have been or will be implemented to ensure the community remains accessible to both residents and visitors.

## The Town of Collingwood

Collingwood is located on Nottawasaga Bay at the southern point of Georgian Bay. The municipality was incorporated as a Town in 1858. The Town was named after Lord Admiral Cuthbert Collingwood who served in the Battle of Trafalgar and who was later commander of the British fleet.<sup>5</sup>

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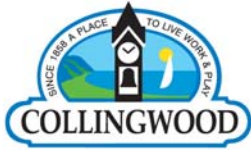
<sup>1</sup> By-law No. 02-110 Terms of the Corporation of the Town of Collingwood

<sup>2</sup> Ontario Ministry of Community and Social Services

<sup>3</sup> Organizations include school boards, colleges and universities, hospitals, public transportation providers

<sup>4</sup> Ontario Ministry of Community and Social Services

<sup>5</sup> Wikipedia



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With the arrival of a rail line in 1855, 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.

The shipyards specialized in constructing Lakers and played an important role in World War II by contributing to the production of vessels for the Royal Canadian Navy. 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 Wasaga Beach. 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, food services, manufacturing, wholesale and retail trade, and health services.<sup>6</sup>

### Demographics

The current population of Collingwood is 17,520. The Town has experienced significant development and growth over the past 10 years. The majority of the population is over the age of 40. Collingwood also has a significant permanent part-time population of an additional 5,000 residents that utilize the municipality as a base for recreational activities.<sup>7</sup>

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

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

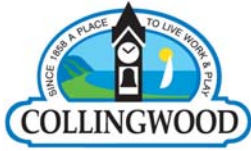
In Ontario today there are 1.85 million people with disabilities which is 1 in 20. Over the next 20 years this number is expected to increase to 1 person in 5. Collingwood already has a population base which is older than the provincial average. Therefore, the number of people with disabilities in Collingwood is anticipated to be greater than 1 in 5 within the next two decades.<sup>8</sup>

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<sup>6</sup> Town of Collingwood web site; Town of Collingwood Economic Development Office

<sup>7</sup> Statistics Canada

<sup>8</sup> Ontario Ministry of Community and Social Services



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### 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. In addition, representatives from these organizations are invited to deliver presentations to the committee as required. Over twenty accessibility stakeholders participated in our very successful Accessibility Fair (Aware Fair) held on July 10, 2010. The Aware Fair was an initiative that was entirely developed and organized by the CAAC.

The following organizations provide support and assistance to persons with disabilities in our community, with a majority of the organizations also having participated in our Aware Fair. 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, Collingwood General and Marine Hospital and others.

The CAAC also works together with other municipal Boards and Advisory Committees from the Town of Collingwood.

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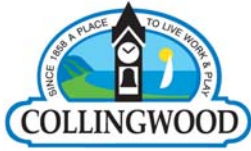
### Committee Members:

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Wayne Yuristy – Chair  
Viivi Niitsoo – Vice Chair  
Jean Cooke  
Joan Leonard  
Wilma Davies  
Donna Fillion  
Sherrill Ann Monaghan  
Mary Panni  
Jack Merwin  
Dr. Georgina Schurman  
Alyesha Rennie

### *Committee Resource:*

Councillor Sandy Cunningham – Council Representative  
Sara Almas – Clerk – Staff Resource  
Catherine Scholtz – Breaking Down Barriers  
Monica Gal – Committee Secretary



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## Organization of the Town of Collingwood<sup>9</sup>

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### COUNCIL

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Mayor	Sandra Cooper
Deputy Mayor	Rick Lloyd
Councillors	Mike Edwards Kevin Lloyd Keith Hull Dale West Sandy Cunningham Ian Chadwick Joe Gardhouse

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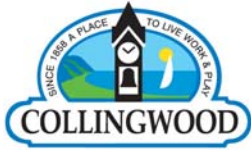
### DEPARTMENT HEADS

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CAO	Kimberly Wingrove
Building Services	Bill Plewes
Clerk's Services	Sara Almas
Fire Department	Trent Elyea
Human Resources	Marianne Nero
Information	
Technology	Larry Irwin
Leisure Services	Marta Proctor
Library	Kerry Robinson
Planning Services	Nancy Farrer
PublicWorks/Collus	Ed Houghton
Treasurer	Marjory Leonard
Police Services	Insp. John Trude, Detachment Commander OPP

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<sup>9</sup> Town of Collingwood web site



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### 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:

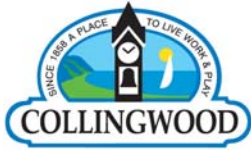
1. The review of municipal policies, programs and services; and
2. The identification, removal and prevention of barriers faced by persons with disabilities'

The CAAC is an advisory body to Council and is responsible and accountable to Council for its activities.

The CAAC reports to Council and is responsible to perform the following duties required by the Ontarians with Disabilities Act. These duties include the development and refinement of an Annual Accessibility Plan. The plan is to consider barriers to people with disabilities and ways to remove and prevent those barriers. The Annual Plan includes the following elements:

- Reporting to Council on the steps taken to identify, remove and prevent barriers to people with disabilities
- How Council assesses its by-laws, policies, programs, practices and services to identify barriers
- A list of by-laws, policies, programs, practices and services Council will review in the coming year to identify barriers.
- How Council intends to identify, remove and prevent barriers in the coming year
- All other information required by the Act and its regulations, as amended from time to time.<sup>10</sup>

<sup>10</sup> By-law No. 02 – 110 of the Corporation of the Town of Collingwood. 3.1 (i-iv)



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In addition, the CAAC advises Council on 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.

Additional duties of the CAAC include:

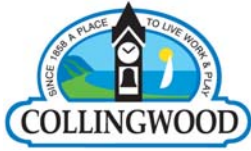
- Ability to review development site plans and drawings required in accordance to Section 41 of the *Planning Act*.
- Review and monitor existing and proposed procurement policies of Council for the purpose of providing advice with respect to accessibility for persons with disabilities to the goods and services being procured.
- Reviewing access for persons with disabilities to buildings, structures and premises (or parts thereof) that Council purchases, contracts, significantly renovates, leases or funds.<sup>11</sup>
- Councillor Sandy Cunningham is the Council liaison that has been appointed to represent the CAAC. Councillor Cunningham brings items of concern from the Committee to Council for both information and consideration.
- A representative of CAAC presents the Accessibility Plan to Council annually at regular meeting of Council. Members of the CAAC regularly monitor Council agendas and meetings 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, Fire Department, Library, Parks, Recreation & Culture and Engineering Services.

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<sup>11</sup> By-law No. 02 – 110 of the Corporation of the Town of Collingwood. 3.4 – 3.6



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Engineering Services are a primary focus of CAAC with respect to the development and repairs of streets, sidewalks, parking and the coordination of the accessible transit (COLLTRANS), and accessible shuttle service.

Municipal Clerk, Sara Almas is the CAAC's staff resource. She provides key information to the Committee on developments and new initiatives within the municipality. She also is the committee's primary liaison for feedback that 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 Plan<sup>12</sup>. In particular it recognizes the values outlined in the plan: integrity, excellence, respect, results and teamwork.

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

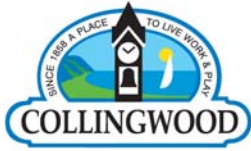
- to strengthen our economy
- to manage growth and create great spaces
- to ensure a livable, healthy and sustainable community
- to enhance our arts, culture, heritage and recreation opportunities

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; and
3. Identify specific strategies that the committee believes the Town of Collingwood needs to consider to improve accessibility.

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<sup>12</sup> Town of Collingwood Strategic Plan. Web site.



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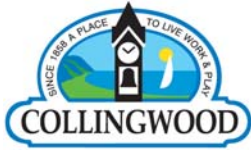
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### CAAC Successes

Over the past year (2010) the CAAC has achieved many of the goals outlined in the 2010 Action Plan. These include:

- ✓ Published the Collingwood Accessibility Advisory Committee newsletter.
- ✓ Staging the 2010 Aware Fair. Over 20 community groups and organizations showcased products and services available to help those with disabilities. The Fair was held in downtown Collingwood and was well-received by both the public and exhibitors.
- ✓ Initiating and participating in the design and launch of the Aware Pin program.
- ✓ Celebrating National Access Awareness Week with a display in the front windows of the Town Hall and presentation of the CAAC Annual Plan to Town Council.
- ✓ Completing an audit of the Station Museum Building and submitting accessibility recommendations to the Town.
- ✓ Attending the Simcoe County Accessibility Network meeting and making presentations on the Aware Fair and the Aware Pin program. Both presentations generated much interest from the delegates.
- ✓ Participating in a major article highlighting accessibility in Collingwood for My New Waterfront Home.com
- ✓ Designing, distributing and analyzing survey to research barriers within our community.
- ✓ Providing input into applications for accessibility funding from provincial and federal sources.
- ✓ Increasing the capacity of the Committee with the introduction of a youth member.
- ✓ Providing feedback and commentary on the proposed new accessibility standards to the provincial government.



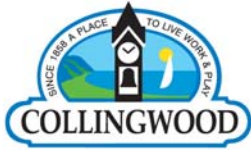


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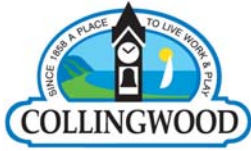
The CAAC also continues in its advisory capacity in a variety of areas:

- ✓ Providing continued input to enhance accessibility in the new Collingwood public library.
- ✓ Offering advice and guidance for new and revitalized street, sidewalk, parking and curb construction in the Town.
- ✓ 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 and maintaining a procedure for citizens to raise accessibility concerns in the Town of Collingwood.
- ✓ Participating in promotional videos on accessibility topics produced by the Ministry of Community and Social Services.
- ✓ Participating in planning of renovations carried out in municipal buildings to make them more accessible.
- ✓ Offering input as necessary to Customer Service Standard training sessions for municipal employees.
- ✓ Providing advice to Town officials for concerns received from citizens regarding barriers
- ✓ Continuing to conduct municipal building audits as required.
- ✓ 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



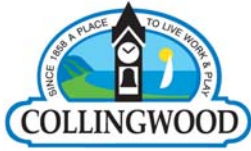
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Action Item	Details	Lead	Due Date
Leads are to provide updates on standards and flag potential issues at committee meetings	Customer Service:	M. Pani	Continued monitoring of standards as they are modified and updating CAAC and Town
	Transportation:	D. Fillion	
	Information & Communication:	W. Yuristy	
	Employment:	V. Niitsoo	
	Built Environment:	J. Leonard, W. Yuristy	
Audits of municipal facilities	Continue audits of municipal facilities as required		On-going
Review of by-laws	Review current by-laws		On-going
Provide Parks, Recreation & Culture input for accessibility policy on playgrounds	Review current by-laws and meet with P,R&C to provide input for policy development and procurement of new playground equipment		August, 2011
Meet with Planning Services to offer input into accessible buildings policy	Review current by-laws and meet with PS to provide input for policy development		August, 2011
Sec 41 Training Planning Act Site Plan	CAAC to investigate obtaining training to carry out Sec 41 reviews		June, 2011
"Aware Day" at Farmers Market	Set-up booth, offer information, surveys, at Collingwood Farmers Market		July, 2011
Research and initiate training opportunities	Obtain information from relevant county and provincial sources		On-going
Develop areas of expertise as required	Research and invite speakers on topics of specific interest for the CAAC. (Focus on community partners)		On-going
Collingwood Town Council	Prepare speaking/briefing notes for Council rep as required.		On-going



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Collingwood Town Management	Request departmental representatives attend meetings with updates on activities as required.		On-going
Collingwood Town Committees	Monitor minutes of other Town committees to identify possible accessibility issues.		On-going
Other Accessibility Advisory Committees	Investigate possibilities of attending other groups meeting and inviting others to attend our meeting.		On-going
Ministry of Community and Social Services	Potential guest speakers / information sharing sessions. May involve other committees		On-going
Monitor Town web-site relating to CAAC	Update as necessary		On-going
Participate in council meetings	Monitor Council meetings for potential issues and attend meetings as necessary		On-going
Aware Pin program	Develop promotion program for Aware Pin,		July, 2011
Newsletter	Prepare a newsletter for distribution during National Access Week		May/June, 2011
Presentation of Annual Plan to Council	National Access Awareness Week		May/June, 2011
Window display at Town Hall	National Access Awareness Week / or when available		TBD
Collingwood Emergency Plan	Provide input into plan as required		On-going
Lack of accessible parking in some parking lots	Develop initiatives to provide accessible parking in developments completed before legislation		On-going
Accessible parking in Collingwood	Review current locations of accessible parking and provide advice for enhancement		On-going



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## Appendix 1

### **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:
  - (i) one member of Council
  - (ii) one member representing children with disabilities and
  - (iii) 3 members at large, interested in issues related to identification, removal and prevention of barriers to people with disabilities