



**Accessibility
Advisory Committee
Meeting Agenda**

**Wednesday, November 2, 2016
4 p.m.**

**Leksand Room
Aurora Town Hall**

Public Release
October 27, 2016



Town of Aurora
Accessibility Advisory Committee
Meeting Agenda

Date: Wednesday, November 2, 2016

Time and Location: 4 p.m., Leksand Room, Aurora Town Hall

1. Declaration of Pecuniary Interest and General Nature Thereof

2. Approval of the Agenda

Recommended:

That the agenda as circulated by Legislative Services be approved.

3. Receipt of the Minutes

Accessibility Advisory Committee Meeting Minutes of October 5, 2016

Recommended:

That the Accessibility Advisory Committee meeting minutes of October 5, 2016, be received for information.

4. Delegations

5. Matters for Consideration

1. Memorandum from Planner

Re: Site Plan Application (Submission #2)

Joe Cara

15132 & 15136 Yonge Street

Part of Lots 4 & 5, Registered Plan 9

File No. SP-2013-05

(Full-size drawings will be available at the meeting.)

Recommended:

1. That the memorandum regarding Site Plan Application (Submission #2), Joe Cara, 15132 & 15136 Yonge Street, Part of Lots 4 & 5, Registered Plan 9, File No. SP-2013-05 be received; and
2. That the Accessibility Advisory Committee provide comment regarding the Site Plan Application (Submission #2).

2. 2017 Draft Repair & Replacement Capital Project Referred from Special General Committee – 2017 Capital Budget Meeting of October 15, 2016
Re: Capital Project 72259 – Victoria Hall – Accessibility Ramp Installation

Recommended:

1. That Capital Project 72259 – Victoria Hall – Accessibility Ramp Installation be received; and
2. That the Accessibility Advisory Committee provide comment.

3. Memorandum from Accessibility Advisor

Re: Capital Accessibility Initiatives 2017-2023

Recommended:

1. That the memorandum regarding Capital Accessibility Initiatives 2017-2023 be received; and
2. That the Accessibility Advisory Committee provide direction in prioritizing Capital Accessibility Initiatives for 2017-2023.

6. Informational Items

4. Extract from Council Meeting of October 25, 2016

Re: Accessibility Advisory Committee Meeting Minutes of October 5, 2016

Recommended:

1. That the Extract from Council Meeting of October 25, 2016, regarding the Accessibility Advisory Committee meeting minutes of October 5, 2016, be received for information.

7. New Business

8. Adjournment



**Town of Aurora
Accessibility Advisory Committee
Meeting Minutes**

Date: Wednesday, October 5, 2016

Time and Location: 4 p.m., Leksand Room, Aurora Town Hall

Committee Members: Tyler Barker (Chair), John Lenchak (Vice Chair) (arrived 4:29 p.m.), James Hoyes, and Jo-anne Spitzer

Member(s) Absent: Gordon Barnes and Councillor Sandra Humfryes

Other Attendees: Marco Ramunno, Director of Planning and Building Services, Fausto Filipetto, Senior Policy Planner, Chris Catania, Accessibility Advisor, and Samantha Yew, Council/Committee Secretary

The Chair called the meeting to order at 4:00 p.m.

1. Declaration of Pecuniary Interest and General Nature Thereof

There were no declarations of pecuniary interest under the *Municipal Conflict of Interest Act*.

2. Approval of the Agenda

**Moved by James Hoyes
Seconded by Jo-anne Spitzer**

That the agenda as circulated by Legislative Services, with the following addition, be approved:

- Item 4 – Extract from Council Meeting of September 27, 2016
Re: Motion for Which Notice Has Been Given (c) Councillor Abel, Re: Portable Fully Accessible Washroom Trailer

Carried as amended

3. Receipt of the Minutes

**Accessibility Advisory Committee Meeting Minutes of September 7, 2016
Moved by James Hoyes
Seconded by Jo-anne Spitzer**

That the Accessibility Advisory Committee meeting minutes of September 7, 2016, be received for information.

Carried

4. Delegations

**(a) Fausto Filipetto, Senior Policy Planner
Re: Library Square and Town Park Update**

Mr. Filipetto gave an overview of the Library Square and Town Park conceptual plans, and provided background, public survey results and feedback, and next steps. The Committee noted that they would like to see more accessible parking and accessible play areas, and that they look forward to seeing the progress of this project.

**Moved by James Hoyes
Seconded by Jo-anne Spitzer**

1. That the delegation be received for information.

Carried

5. Matters for Consideration

**1. Memorandum from Planner
Re: Site Plan Application
Markangel Real Estate Assets Inc.
55 Eric T. Smith Way
Lot 6 and Part of Block 11 Registered Plan 65M-4324
File No. SP-2016-06**

Staff gave a brief overview of the proposed site plan, and The Committee discussed aspects of the application, including the number of accessible parking spots and accessible entrances, and noted that they look forward to seeing future submissions regarding this property.

**Moved by Jo-anne Spitzer
Seconded by James Hoyes**

1. That the memorandum regarding Site Plan Application, Markangel Real Estate Assets Inc., 55 Eric T. Smith Way, Lot 6 and Part of Block 11 Registered Plan 65M-4324, File No. SP-2016-06 be received; and
2. That the following Accessibility Advisory Committee comments regarding the proposed Site Plan Amendment be considered by staff:
 - Suggestion to increase the total number of parking spaces from six (6) to twelve (12) (four (4) accessible parking spaces per building); and
 - Suggestion to separate accessible parking spots (i.e., two spaces at each end of the front side of the building) and include the appropriate curb cuts and access isles; and
 - Suggestion to include wide, automatic sliding doors at entrances to buildings; and
 - Suggestion to ensure that all entrances are barrier-free (e.g. no potted plants); and
 - Suggestion to include automatic door openers to washrooms.

Carried

6. Informational Items

2. Memorandum from Accessibility Advisor Re: Enhanced Access to the Town of Aurora's Trail System

Staff provided details regarding the Town's current trail system, and noted that staff are currently in the process of including the Town's accessible trails on various Town and provincial maps. The Committee discussed various aspects of the trail system, including signage.

Moved by James Hoyes

Seconded by Jo-anne Spitzer

1. That the memorandum regarding Enhanced Access to the Town of Aurora's Trail System be received for information.

Carried

3. Extract from Council Meeting of September 27, 2016

Re: Accessibility Advisory Committee Meeting Minutes of September 7, 2016

Moved by John Lenchak

Seconded by Jo-anne Spitzer

1. That the Extract from Council Meeting of September 27, 2016, regarding the Accessibility Advisory Committee meeting minutes of September 7, 2016, be received for information.

Carried

4. Extract from Council Meeting of September 27, 2016

**Re: Motion for Which Notice Has Been Given (c) Councillor Abel, Re:
Portable Fully Accessible Washroom Trailer**

The Chair provided background information to the project, and noted that more than \$90,000 has been raised by stakeholders for the portable, fully accessible washroom trailer to date.

Moved by James Hoyes

Seconded by John Lenchak

1. That the Extract from Council Meeting of September 27, regarding Motion for Which Notice Has Been Given (c) Councillor Abel, Re: Portable Fully Accessible Washroom Trailer, be received for information.

Carried

7. New Business

James Hoyes noted that at the Heritage Advisory Committee, he suggested that accessibility features could be added to events such as Doors Open and Town walking tours, and proposed that audio tours be available at Town facilities.

James Hoyes noted that the water facility at Ripley's Aquarium of Canada is exceptional, and that Muskoka Woods youth resort is building an interactive area for children with Autism.

John Lenchak inquired about the status of the Queen's Diamond Jubilee Park. Staff indicated that an update will be provided at the next meeting.

John Lenchak inquired about the funding source of the Aurora Family Leisure Complex Renovations.

Staff noted that in November, the Town of Aurora Accessibility Plan will be updated to add other Town facilities, and invited Committee members to provide suggestions regarding items that could be included in the Plan.

Staff noted that the federal government is holding public consultations regarding federal accessibility legislation and that there will be a public consultation in Toronto at the beginning of 2017. The Committee expressed interest in the public consultation, and discussed the possibility of having a small-scale summit in Aurora and invite local MPs.

Tyler Barker suggested that the Committee reach out to Activate Aurora to encourage the inclusion of accessible activities in their mandate.

8. Adjournment

Moved by John Lenchak

Seconded by James Hoyes

That the meeting be adjourned at 5:36 p.m.

Carried

Committee recommendations are not binding on the Town unless adopted by Council at a later meeting.



100 John West Way
Box 1000
Aurora, ON L4G 6J1
Phone: 905-727-3123 Ext. 4347
Email: dmacmartin@aurora.ca
www.aurora.ca

Planning & Building Services

INTERNAL MEMORANDUM

DATE: October 5, 2016

TO: B. Butler, Planning & Building Services
A. Bazar, Planning & Building Services
G. Greidanus, Parks, Recreation & Cultural Services
J. Massadeh, Infrastructure & Environmental Services
C. Catania, Accessibility Advisory Committee

FROM: Drew MacMartin, Planning & Building Services

RE: **Site Plan Application (Submission #2)**
Joe Cara
15132 & 15136 Yonge Street
Part of Lots 4 & 5, Registered Plan 9
File No. SP-2013-05 (previously D11-05-13)

Enclosed please find the revised second submission for the above noted Application for your departments review and comment. We kindly request that you submit any comments and/or any recommended revisions that you may require on or before **October 19, 2016**. If your department's comments and/or responses have not been received by this date, we will assume you have no further comments/ concerns. First submission of the above mentioned Site Plan Application was circulated April 25, 2013.

Should you have any questions regarding the above noted proposal, please contact me at Ext. 4347.

Attach.

Special General Committee

2017 BUDGET Draft 1

Saturday, October 15, 2016

Town of Aurora

Capital Projects

Project	72259 Victoria Hall - Accessibility Ramp Installation		
Department	Infrastructure & Environmental Services		
Version	Draft 1	Year	2017

Description
PURPOSE: To make the building accessible.
PERFORMANCE/ACTIVITY IMPACTS: By installing a ramp at Victoria Hall, this provides the opportunity to permit the building to all potential users.
EXPLANATION/HIGHLIGHTS Installation of ramp for improved accessibility. Class D estimate. Project was not included in the 2015 Ten year Capital Investment Plan.

		Budget							
		Total	2017	2018	2019	2020	2021	2022	Future
Expenditures									
Estimated Expenditures									
	CONTRACTS	20,000	20,000						
		20,000	20,000						
	Expenditures Total	20,000	20,000						
Funding									
Infrastructure Sustainability Reserves									
	BLDG, FURN & FIX R&R RESERVE	20,000	20,000						
		20,000	20,000						
	Funding Total	20,000	20,000						
	Total Over (Under) Funded								



100 John West Way
Box 1000
Aurora, Ontario
L4G 6J1
Phone: 905-727-3123 ext. 4212
Email: ccatania@aurora.ca
www.aurora.ca

**Town of Aurora
Corporate Services**

Memorandum

Date: November 2, 2016
To: Accessibility Advisory Committee
From: Chris Catania, Accessibility Advisor
Re: **Capital Accessibility Initiatives 2017-2023**

Recommendations

1. That the memorandum regarding **Capital Accessibility Initiatives 2017-2023** be received; and
2. That the **Accessibility Advisory Committee** provide direction in prioritizing **Capital Accessibility Initiatives for 2017-2023**.

Background

Since 2003, The Town of Aurora has maintained an Accessibility Plan as part of the legislative requirement under the *Accessibility for Ontarians with Disabilities Act, 2005* (AODA). This Plan, which outlines the organization's strategy to prevent and remove barriers, is reviewed and updated on an annual basis. The Accessibility Plan contains a list of completed accessibility items to date (Appendix A), a list of recommended accessibility items to address (Appendix B), and the Town's implementation plan of the AODA (Appendix C).

Staff have compiled a list of all current recommended accessibility initiatives (Appendix B) previously approved by the Aurora Accessibility Advisory Committee. Each accessibility initiative has been assigned a "Target Completion Date" for the Committee to review, prioritize and provide additions up to the year 2023. The Accessibility Plan will be reviewed and receive final approval from Council. Once approved, staff will budget an appropriate amount of funds for the removal of barriers and expected completion of these initiatives.

Attachments

Attachment 1 – Appendices A, B, and C of the 2017-2023 Accessibility Plan

Attachment 1



Appendix A – Completed Accessibility Items

Item # - Year Added	Type of Barrier to Accessibility	Solution	Associated Costs	Department Responsible	Year Completed
01-2010	Physical Lack of accessibility ramps for Town Events	Purchased portable wheelchair ramps to be used at Town Events/functions as needed	\$100 One (1) ramp purchased from Aurora Seniors Centre wood shop for low-cost solution	Customer & Legislative Services, Infrastructure & Environmental Services	2010
02-2010	Communication Lack of signage to advise availability of listening devices in Council Chambers	Purchased proper signage to advertise devices available in Council Chambers	N/A	Customer & Legislative Services, Infrastructure & Environmental Services	2010
03-2010	Communication Lack of signage for TTY availability at Town Hall location	Purchased of proper signage to advertise devices available	N/A	Customer & Legislative Services, Infrastructure & Environmental Services	2010
04-2010	Physical Lack of accessible exterior entrance at Pine Tree Potters Guild at Library location (basement level)	Accessible ground (basement) level access to exterior door on south entrance (requires no-step entrance)	Completed via Facilities/Parks Budgets Re-graded area and added asphalt path of travel	Infrastructure & Environmental Services	2010



Appendix A – Completed Accessibility Items

Item #–Year Added	Type of Barrier to Accessibility	Solution	Associated Costs	Department Responsible	Year Completed
05-2010	Attitudinal Lack of accessibility knowledge and available information for local businesses	Built relationship with Chamber of Commerce to educate local businesses about AODA and inclusion of customers with disabilities	N/A PowerPoint presentation on file with Accessible Customer Service booklet	Customer & Legislative Services, Accessibility Advisory Committee	2011
06-2010	Physical Poor access to Parks Office - large steep staircase for public to use to reach Parks staff on 2 nd level at Scanlon location	Installed door buzzer at bottom of stairs for patrons to ring for staff, and convex mirror to be placed at the top of stairs to enhance security for staff and to better determine if patrons need assistance	\$200 Doorbell and convex mirror installed Improved signage installed	Customer & Legislative Services, Infrastructure & Environmental Services, Parks & Recreation Services	2011
07-2010	Physical Lack of automatic door opener at main (south) entrance of Town Hall	Installed automatic door opener at main (south) entrance	\$2,500 parts and labour	Infrastructure & Environmental Services	2011



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Item #–Year Added	Type of Barrier to Accessibility	Solution	Associated Costs	Department Responsible	Year Completed
08-2010	Attitudinal Lack of awareness of disability sensitivity among Town user groups who rent Town facilities	Developed “Got Access” A Guide for an Accessible Aurora. It provides customer service awareness material geared towards user groups	\$5,000 Design & Print	Building & By-law Services, Administration	2014
10-2010	Communication Lack of accessible formats available for observing election debates	Provided electronic note-taker service for accessibility to deaf or hard of hearing residents attending debates (upon request)	\$160 per two-hour meeting, plus mileage	Customer & Legislative Services	2010
12-2010	Communication Lack of closed captioning for Movie Nights presented at Aurora Town Library	Town Youth program staff offer closed captioned movies on specific nights (upon request)	N/A closed captioning available with movie; would need to be programmed or activated on play system at location	Customer & Legislative Services, Parks & Recreation Services	2011
13-2010	Communication Poor acoustics/ sound system in Council Chambers	Retrofitted current acoustics and PA/microphone system	Facilities rectified situation as of April 2011. Costs associated with Infrastructure & Environmental Services	Customer & Legislative Services, Infrastructure & Environmental Services and Administration	2011



Appendix A – Completed Accessibility Items

Item #-Year Added	Type of Barrier to Accessibility	Solution	Associated Costs	Department Responsible	Year Completed
14-2010	Physical Wheelchair ramp in Council Chambers is too narrow and not big enough for power wheelchairs or scooters; does not have hand rails on both sides; does not meet current building code	Reconfigured public seating area by removing small section of moveable chairs at back row (by bi-fold doors) and designated a section for patrons with wheelchairs or scooters	\$500 Minimal cost for stencil/markings of carpet tiles to designate area clearly marked carpeted area with universal accessibility symbol to designate wheelchair section along back row	Customer & Legislative Services, Infrastructure & Environmental Services	2011
15-2010	Physical Lack of appropriate elevator at AFLC Some patrons refuse to use current lift because of its old technology and confined space (lift technology, very confined space, with moving walls, operated by a key/button system, is a lift <u>not</u> an elevator)	Retrofit for replacement of lift with a regular elevator that does not require a "key" operator	Capital project \$125,000 approved by Council; item transferred to Infrastructure and Environmental Services (IES) as Facilities Capital Project item completion of the Community Use For Youth space at the AFLC	AAC, Building & By-law Services, Infrastructure & Environmental Services, Parks & Recreation Services	2015



Appendix A – Completed Accessibility Items

Item #-Year Added	Type of Barrier to Accessibility	Solution	Associated Costs	Department Responsible	Year Completed
16-2010	Physical Lack of direct path of travel from fitness centre to pool at AFLC	Redesign corridors/change rooms in conjunction with renovation of AFLC	Parks & Recreation funded item as part of Community Space for Youth AFLC renovation	AAC, Building & By-law Services, Infrastructure & Environmental Services, Parks & Recreation Services	2015
17-2010	Communication & Physical Lack of signage at 3 rd floor Town Hall washrooms directing patrons to location of accessible washrooms (on 1 st and 2 nd floors)	Purchased and installed appropriate signage	\$250 Temporary signs & sign holders	Infrastructure & Environmental Services	2011
19-2010	Attitudinal & Communication Lack of knowledge among Corporate Town employees regarding location of available accessibility resources within municipal buildings and Town-operated programs	Developed "Got Access" Accessibility Resource Guide for Town staff and patrons	\$5,000 Design & Print	Building & By-law Services, Administration	2014



Appendix A – Completed Accessibility Items

Item #–Year Added	Type of Barrier to Accessibility	Solution	Associated Costs	Department Responsible	Year Completed
20-2010	Communication Lack of awareness of availability of accessibility support for all Town Events and/or functions (upon request)	Advertised and incorporated as part of event material where people can direct inquiries or ask for assistance for accessibility	Costs vary depending on type of request received i.e. services in kind or operating supplies	Customer & Legislative Services, Administration	2012
21-2010	Communication Lack of community outreach to increase accessibility awareness	Outreach plan created by AAC and Accessibility Advisor Held annual events, information fairs, etc.	N/A	Customer & Legislative Services, Accessibility Advisory Committee, Administration	2011
22-2010	Attitudinal Lack of accessibility awareness among Taxicab operators	Awareness training for Taxicab operators	\$600/Training	Customer & Legislative Services, Accessibility Advisory Committee, Building & By-law Services	2012
23-2010	Communication & Physical Lack of adequate signage at AFLC indicating accessible entrance location	Improved signage	\$50/sign Signage installed	Infrastructure & Environmental Services	2011



Appendix A – Completed Accessibility Items

Item # - Year Added	Type of Barrier to Accessibility	Solution	Associated Costs	Department Responsible	Year Completed
24-2010	Communication Visual difficulties of Town-written material from Finance	Improved font size and set-up of tax and water bills	N/A Costs associated with set-up and mail out	Financial Services, Customer & Legislative Services	2012
26-2010	Physical No clear accessible viewing area at AFLC rink for patrons to view skating events	Space redesigned, barrier free access Chairs removed if applicable	Parks & Recreation funded item as part of Community Space for Youth AFLC renovation	AAC, Building & By-law Services, Infrastructure & Environmental Services, Parks & Recreation Services	2015
27-2010	Communication No formal Affordable and Accessible Housing Policy in Official Plan	Included Affordable and Accessible Housing Policy in Official Plan	N/A	Planning & Development Services	2010
01-2011	Physical & Communication Lack of Audible Pedestrian Signal (APS) for busy intersection at Orchard Heights and Yonge St	Installed APS at recommended intersection in collaboration with York Region	\$50,000 Retrofit cost due to condition of intersection and current poles	Customer & Legislative Services, Infrastructure & Environmental Services, Region of York Transportation Department	2012



Appendix A – Completed Accessibility Items

Item #-Year Added	Type of Barrier to Accessibility	Solution	Associated Costs	Department Responsible	Year Completed
02-2011	<p>Physical & Attitudinal</p> <p>Snowplows dumping snow within resident driveways – creating barriers for residents with disabilities to enter/exit their paths of travel</p>	<p>Windrow removal program for residents with disabilities that identify removal is an issue</p> <p>Driver sensitivity training provided. Included training for IES staff and sub-contractors used for plowing. Corporate Accessibility Training removing & preventing barriers</p>	<p>Driver sensitivity training conducted in-house with minimal cost for materials</p>	<p>Customer & Legislative Services, Infrastructure & Environmental Services</p>	<p>2011</p>
03-2011	<p>Physical & Systemic</p> <p>Lack of disability support at Town Special Events as required</p>	<p>Additional staff made available when Accessibility Advisor is unable to attend (unrealistic to have one/same person attend all Events)</p> <p>Staff submitted accessibility request when support required for Town Events</p>	<p>Cost – N/A</p> <p>Staff allowed to 'flex' time and adjust 8:30-4:30 work week when Events are pre-planned</p>	<p>All Departments</p>	<p>2011</p>



Appendix A – Completed Accessibility Items

Item # -Year Added	Type of Barrier to Accessibility	Solution	Associated Costs	Department Responsible	Year Completed
04-2011	Attitudinal & Communication Lack of accessibility knowledge among user groups	Established accessible information on policies, permits, conditions & regulations	N/A	Building & By-law Services, Parks & Recreation Services	2016
06-2011	Physical Lack of safe access from bus stop across road from SARC driveway entrance	Location of bus stop moved to facilitate safe crossing at traffic intersection Wellington/Leslie Streets	N/A	Customer & Legislative Services, Infrastructure & Environmental Services, Region of York Transportation Department	2012
07-2011	Physical Lack of access to the Cenotaph for people with mobility issues	Included ramp access to Cenotaph along path/stairway. Design features include Design of Public Space standards	\$20,000	Building & By-law Services, Parks & Recreation Services	2014



Appendix A – Completed Accessibility Items

Item #-Year Added	Type of Barrier to Accessibility	Solution	Associated Costs	Department Responsible	Year Completed
01-2012	Physical & Communication Lack of Amplification System in the Town Hall Committee Rooms (i.e. Leksand/Holland Rooms	Hearing Induction Loop System installed in Holland/Leksand Rooms for Public Meetings	\$5,000	Customer & Legislative Services, Infrastructure & Environmental Services	2012
02-2012	Physical Lack of Access into the Lap Pool of SARC	Installed permanent hydraulic lift onto the Lap Pool	\$6,000	Customer & Legislative Services, Infrastructure & Environmental Services	2012
03-2012	Physical Lack of Access through the back door of the Council Chambers	Installed Automatic Door and Distress paddles	\$2,500	Customer & Legislative Services, Infrastructure & Environmental Services	2012
04-2012	Physical Lack of Access into the Accessible Washrooms of the Family Changeroom in the SARC	Installed Automatic Door and Distress paddles	\$12,000	Customer & Legislative Services, Infrastructure & Environmental Services	2012



Appendix A – Completed Accessibility Items

Item #-Year Added	Type of Barrier to Accessibility	Solution	Associated Costs	Department Responsible	Year Completed
05-2012	Attitudinal & Communication Accessibility Considerations on Reports to Council	Included subsection on all reports highlighting any accessible considerations that may identify, remove, and prevent barriers	N/A	Legal & Legislative Services	2016
06-2012	Physical & Communication Lack of Amplification System in the West Mackenzie Room of the Aurora Seniors Centre	Hearing Induction Loop System installed in West Mackenzie Room for Public Meetings & Events	\$3,500	Customer & Legislative Services, Infrastructure & Environmental Services	2012
07-2012	Physical & Communication Lack of Audible Pedestrian Signal & Curb Cuts (APS) for Yonge & Wellington, and Yonge & St. John's Sdr	Installed APS at recommended intersections in collaboration with York Region	\$50,000 Retrofit cost due to condition of intersection and current poles	Customer & Legislative Services, Infrastructure & Environmental Services, Region of York Transportation Department	2012



Appendix A – Completed Accessibility Items

Item #–Year Added	Type of Barrier to Accessibility	Solution	Associated Costs	Department Responsible	Year Completed
08-2012	Communication & Physical Lack of appropriate accessible signage and way-finding system directing patrons to the appropriate located within SARC & AFLC	Accessible way-finding signage required to meet accessible needs for patrons specifically using public areas of recreational facilities	\$5,000	Customer & Legislative Services, Infrastructure & Environmental Services, Parks & Recreation Services	2012
09-2012	Physical & Attitudinal Lack of seating in Bus Shelters	Installed accessible seating in all Bus Shelters	Region of York, and YRT funded project	Customer & Legislative Services, Infrastructure & Environmental Services, Region of York Transportation Department	2012
10-2012	Physical Intersection of Conover & Riveridge Blvd traffic circle has sidewalk heaving causing lip between road and sidewalk	Replacement and re-pouring of curbing/sidewalk around the traffic circle of the intersection	\$13,000	Customer & Legislative Services, Infrastructure & Environmental Services	2013



Appendix A – Completed Accessibility Items

Item #–Year Added	Type of Barrier to Accessibility	Solution	Associated Costs	Department Responsible	Year Completed
11-2012	Communication & Physical Council Chambers projector screen split use required for Electronic Notetaking	Created a function where the two Council Chambers projector screens can operate independently	\$3,000	Legal & Legislative Services, Infrastructure & Environmental Services, Corporate & Financial Services, Building & By-law Services	2016
12-2012	Physical Lack of Picnic Tables in Parks accessible to various mobility aids	Incorporated Capital replacement of tables with accessible picnic tables in strategic high traffic areas	Parks Capital Replacement on a yearly basis, changing out tables coming out of service	Customer & Legislative Services, Parks & Recreation Services	2013
13-2012	Physical Lack of accessible Park Paths and Accessible Playground equipment	Any new parks/trails to meet the IAS Design of Public Spaces Standard for accessibility. Included Queens Diamond Jubilee Park and 2C development	\$50,000 Funds used in Capital for new /retrofit as per the Parks & Recreation Master Plan	Building & By-law Services, Parks & Recreation Services	2016
14-2012	Physical Lack of Change tables in Aquatic Centre changerooms	Investigated requirements of SARC & AFLC to determine, space, placement and quantity. Family Changeroom has accessible stalls/rooms with accessible benches for proper transfers	N/A	Customer & Legislative Services, Infrastructure & Environmental Services, Parks & Recreation Services	2013



Appendix A – Completed Accessibility Items

Item #–Year Added	Type of Barrier to Accessibility	Solution	Associated Costs	Department Responsible	Year Completed
15-2012	Communication Lack of TTY at municipal buildings	Additional TTY installed on Town Hall first floor payphone and Aurora Public Library lobby payphone	\$300/phone	Customer & Legislative Services	2012
16-2012	Physical Lack of Parking on the street with Accessibility Parking Permit (Overnight, No stopping zones, etc)	Reviewed existing By-law. Determined that it would provide inequalities and is winter liability for clearing of roads	N/A	Customer & Legislative Services, Building & By-law Services	2013
17-2012	Communication Lack of accessibility on website for people with dyslexia, learning & visual impairments	The Town is proceeding to launch a new website (WCAG Level A) platform with increasing accessible features. Interim solution installed “BrowseAloud” accessible website software.	Website platform funded by Administration. Accessible software, \$2,500/year	Customer & Legislative Services, Corporate & Financial Services, Administration	2012
18-2012	Physical Cable trip hazard for all patrons entering front gates of Special Events i.e. Ribfest	Purchased cable protector ramps allowing barrier free access	\$2,500	Customer & Legislative Services	2012



Appendix A – Completed Accessibility Items

Item #–Year Added	Type of Barrier to Accessibility	Solution	Associated Costs	Department Responsible	Year Completed
20-2012	Communication Lack of accessible formats available for observing election debates	Provided upon request electronic note-taker service, Interpreters for accessibility to deaf or hard of hearing residents attending debates	Cost \$250 per two-hour meeting/service, plus mileage cost to service provider	Legal & Legislative Services, Building & By-law Services	2014
21-2012	Physical Lack of access along sidewalks/walkways that display Election Signs	Provided education to Candidates proper sign placement in accordance with sign By-Law. By-Law Staff enforced, removed, relocated that impeded physical access	N/A	Legal & Legislative Services, Building & By-law Services	2014
01-2013	Physical Intersection of Yonge & Henderson Street YRT Bus Platform has sidewalk heaving causing lip between road and sidewalk	Replacement and re-pouring of curbing/sidewalk around the bus stop of the intersection	\$20,000	Building & By-law Services, Infrastructure & Environmental Services, Region of York Transportation	2014
02-2013	Physical Lack of Access to rear of AFLC Arena and Aquatic Changerooms	Replacement of rear entrances with sensor automatic doors	\$25,000	Building & By-law Services, Infrastructure & Environmental Services,	2015



Appendix A – Completed Accessibility Items

Item #–Year Added	Type of Barrier to Accessibility	Solution	Associated Costs	Department Responsible	Year Completed
03-2013	Physical Lack of adapted weight training equipment in Club Aurora Fitness Centre	Capital expenditure of adapted universal weight training station	\$15,000	Building & By-law Services, Parks & Recreation Services,	2015
04-2013	Communication & Physical Lack of Audible Pedestrian Signal (APS) for busy intersection at Aurora Heights and Yonge St	Installation of APS at recommended intersection in collaboration with York Region	\$75,000 retrofit cost due to condition of intersection and current poles	Building & By-law Services, Infrastructure & Environmental Services, Region of York Transportation	2016
06-2013	Physical Lack of Access throughout ACC Arenas and Corridors	Installation of paddle/sensored automatic doors & openers eliminated barriers to those with mobility disabilities	\$25,000	Building & By-law Services, Infrastructure & Environmental Services,	2015



Appendix A – Completed Accessibility Items

Item #-Year Added	Type of Barrier to Accessibility	Solution	Associated Costs	Department Responsible	Year Completed
07-2013	Physical Intersection of Conover & Borealis Ave traffic circle has sidewalk heaving causing lip between road and sidewalk	Replacement and re-pouring of curbing/sidewalk around the traffic circle of the intersection	\$15,000	Building & By-law Services, Infrastructure & Environmental Services	2014
08-2013	Communication Lack of Visual/Audio Emergency System Detectors in Town Hall meeting rooms for the public	Installation of Horn/Strobe Alarms in Leksand, Holland, Tannery Rooms and Council Chambers	\$500/device plus installation	Building & By-law Services, Infrastructure & Environmental Services	2014
09-2013	Physical Lack of accessible Paved Park Paths in Lambert Willson Park/Arboretum for connectivity with Nokiidaa Trail	Any new remedial parks/trails to meet the IAS Design of Public Spaces Standard for accessibility	\$100,000	Building & By-law Services, Parks & Recreation Services,	2016



Appendix A – Completed Accessibility Items

Item #-Year Added	Type of Barrier to Accessibility	Solution	Associated Costs	Department Responsible	Year Completed
02-2015	Physical Lack of Access to ALFC Fitness Centre, Gym Changerooms, & 2 nd Floor Washrooms	Installation of paddle/sensored automatic doors & openers eliminated barriers to those with mobility disabilities	\$45,000	Building & By-law Services, Infrastructure & Environmental Services,	2016
04-2015	Physical Lack of Accessible Water Fountain and Bottle Fill stations in Municipal Facilities	Installation of “ADA”, cooled water bottle and drinking fountain stations at ACC, AFLC, SARC, Library & Town Hall	\$30,000 Capital from IES	Building & By-law Services, Parks & Recreation Services, Infrastructure & Environmental Services,	2016



Appendix B – Recommended Accessibility Items 2017 – 2023

Item # - Year Added	Type of Barrier to Accessibility	Proposed Solution	Associated Costs	Department Responsible	Status of Project Item	Target Year Completion
11-2010	Communication Lack of captioning option for Council meetings Broadcasted	Captioning to be included for streaming of Council & Committee meetings with Council A/V upgrade	\$15,000/year	Legal & Legislative Services, Administration	No enforcement under CRTA that captioning is required for community programming.	2017
18-2010	Communication & Physical Lack of appropriate signage and way-finding system directing patrons to the appropriate Departments and/or areas located within Town Hall	Hire consultant to investigate potential solutions for a visual way-finding system for Town Hall	\$20,000	Building & By-law Services, Infrastructure & Environmental Services, Building & By-law Services	Visual way-finding system should be delayed until org. review and space analysis complete Possible interim solution would be to have GIS staff develop Town Hall map with legend to be available at all entrances and Dept. counters	2017



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Item # - Year Added	Type of Barrier to Accessibility	Proposed Solution	Associated Costs	Department Responsible	Status of Project Item	Target Year Completion
25-2010	Physical Counters at Town Hall do not include lower counter cuts for people using mobility devices	Install accessible Reception counters at all Town Hall Departments	42,000 \$7,000/each	AAC, Infrastructure & Environmental Services, Building & By-law Services	As of January 1, 2016 all service counters, queuing lines, and waiting areas must be accessible as per IASR Design of Public Space Standards	2018
05-2011	Physical Increase accessibility in Council Chambers	Re-design and construct barrier-free Council Chambers	Cost estimated at \$250/square foot	Building & By-law Services, Infrastructure & Environmental Services, Building & By-law Services	Retain architect to determine design and feasibility relating to the Ontario Building Code (OBC) in conjunction with Town Hall refresh	2022
19-2012	Physical & Vision Lack of accessible lighting in Town parks that host/run events	Determine high traffic areas and conduct needs assessment of accessible lighting or lack thereof	\$50,000/Mac hel Park in association with Parks Department	Building & By-law Services, Parks & Recreation Services	Safety issue for patrons entering/exiting park facilities & events due to lack of lighting	2017



Appendix B – Recommended Accessibility Items 2017 – 2023

Item #·Year Added	Type of Barrier to Accessibility	Proposed Solution	Associated Costs	Department Responsible	Status of Project Item	Target Year Completion
05-2013	Communication Lack of fixed Audio/Visual Systems in Committee Boardrooms	Installation of fixed Audio/Visual System in Leksand, Holland, and Tannery Rooms with capability for Hearing Assist, CART, etc.	\$100,000	Building & By-law Services, Infrastructure & Environmental Services, Corporate & Financial Services	Accessibility Advisor to investigate further need for one or all boardrooms with accessible conferencing capabilities	2017
01-2015	Communication & Physical Lack of Audible Pedestrian Signal (APS) for busy intersection at Kennedy and Yonge St	Installation of APS at recommended intersection in collaboration with York Region	\$75,000 retrofit cost due to condition of intersection and current poles	Building & By-law Services, Infrastructure & Environmental Services, Region of York Transportation	Capital replacement costs \$75,000 per intersection per year prioritizing need of traffic intersection	2018



Appendix B – Recommended Accessibility Items 2017 – 2023

Item # - Year Added	Type of Barrier to Accessibility	Proposed Solution	Associated Costs	Department Responsible	Status of Project Item	Target Year Completion
03-2015	Physical Lack of Evacuation Access to those in multi-level facilities	Evacuation Chairs for ACC, AFLC & Cultural Centre	\$10,000	Building & By-law Services, Parks & Recreation Services, Infrastructure & Environmental Services,		2017
05-2015	Physical & Vision Lack of accessible lighting in Town parks that host/run events	Determine high traffic areas and conduct needs assessment of accessible lighting or lack thereof	\$100,000/Lambert Willson Park/Arboretum in association with Parks Department	Building & By-law Services, Parks & Recreation Services	Safety issue for patrons entering/exiting/traveling park facilities due to lack of lighting	2018
06-2015	Physical Lack of accessible Change Tables in public washrooms 2 nd Floor AFLC.	Installation of Change Tables in Accessible Stalls in Male and Female Washrooms 2 nd Floor AFLC	\$5,000	Building & By-law Services, Infrastructure & Environmental Services,	Change Tables exist in Aquatic Changerooms, but lack of accessibility for program areas accessing 2 nd Floor	2017



Appendix B – Recommended Accessibility Items 2017 – 2023

Item #-Year Added	Type of Barrier to Accessibility	Proposed Solution	Associated Costs	Department Responsible	Status of Project Item	Target Year Completion
07-2015	<p>Communication & Physical Lack of awareness/knowledge of accessibility requirements/upgrades to existing facilities</p>	<p>Conduct Facility Audits to all Facilities to identify gaps, end of life cycle components that impact barrier free access. Identified elements will be used to help build the Accessibility Plan for accessible upgrades</p>	<p>\$30,000 in conjunction with IES</p>	<p>Building & By-law Services, Infrastructure & Environmental Services,</p>	<p>IES has capital project item identified for Facility Audits. Audits will be comprehensive to identify gaps including barrier free elements</p>	2017



Appendix B – Recommended Accessibility Items 2017 – 2023

Item #-Year Added	Type of Barrier to Accessibility	Proposed Solution	Associated Costs	Department Responsible	Status of Project Item	Target Year Completion
01-2016	Physical Lack of Access to JOC Washrooms, Changerooms, and Work Bays	Installation of paddle/sensored automatic doors & openers eliminated barriers to those with mobility disabilities	\$35,000	Building & By-law Services, Infrastructure & Environmental Services,	Barriers identified. Procurement in 2016	2017
02-2016	Communication & Physical Lack of Audible Pedestrian Signal (APS) for busy intersection at Murray and Yonge St	Installation of APS at recommended intersection in collaboration with York Region	\$75,000 retrofit cost due to condition of intersection and current poles	Building & By-law Services, Infrastructure & Environmental Services, Region of York Transportation	Capital replacement costs \$75,000 per intersection per year prioritizing need of traffic intersection	2017



Appendix B – Recommended Accessibility Items 2017 – 2023

Item # - Year Added	Type of Barrier to Accessibility	Proposed Solution	Associated Costs	Department Responsible	Status of Project Item	Target Year Completion
03-2016	Communication & Physical Lack of Accessible signage for Universal Washrooms, 2 nd Floor Aurora Public Library	Installation of appropriate Way Finding signage at location	\$1,000 Operating	Corporate Services, Infrastructure & Environmental Services	Determine specific signage required in consultation with Library Staff and IES	2017
04-2016	Physical Lack of Access to Universal Washrooms, 2 nd Floor Aurora Public Library	Installation of padded/sensored automatic doors & openers eliminated barriers to those with mobility disabilities	\$8,000	Corporate Services, Infrastructure & Environmental Services		2018



Appendix B – Recommended Accessibility Items 2017 – 2023

Item #-Year Added	Type of Barrier to Accessibility	Proposed Solution	Associated Costs	Department Responsible	Status of Project Item	Target Year Completion
05-2016	<i>Physical</i> Lack of Access to Yonge Street Vestibule Entrance, First Floor Aurora Public Library	Installation of Sensored automatic door sliders eliminated barriers to those with mobility disabilities	\$20,000	Corporate Services, Infrastructure & Environmental Services		2019
06-2016	<i>Physical</i> Lack of Access to Vestibule Entrance Aurora Seniors Centre	Installation of Sensored automatic door sliders eliminated barriers to those with mobility disabilities	\$20,000	Corporate Services, Infrastructure & Environmental Services		2018



Appendix B – Recommended Accessibility Items 2017 – 2023

Item # - Year Added	Type of Barrier to Accessibility	Proposed Solution	Associated Costs	Department Responsible	Status of Project Item	Target Year Completion
07-2016	<i>Physical</i> Lack of Access to Pool Viewing Area at SARC	Installation of sensorized automatic door to eliminate barriers to those with mobility disabilities	\$5,000	Building & By-law Services, Infrastructure & Environmental Services,		2017



**Appendix C – Town of Aurora Implementation Plan 2017-2023
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 Integrated Accessibility Standards, Ontario Regulation 191/11IASR**

Topic and Implementation Date	Detail of What is Required	Action
General		
ss 1 - 2 Purpose, application and definitions		
<p>Establishment of Accessibility Policies January 1, 2013 COMPLIANT</p>	<p>3 (1) Develop policies in regards to how we plan on working towards an accessible municipality as per the AODA (2) Write a statement of organizational commitment to meet the needs of people with disabilities, in a timely manner (3) (a) Write one or more written documents describing it's policies (b) Make the written documents available to the public, and provide them in an accessible format when requested</p>	<p>Staff Report summarizes plan and amends current Accessible Customer Service Policy made by way of the following Council adoption on September 15, 2009:</p> <ul style="list-style-type: none"> • Additional IASR Policy <p>The Town of Aurora describes that as an organization “it is committed and guided by the four core principles of Dignity, Independence, Integration, and Equal Opportunity and supports the full inclusion of persons as set out in the Canadian Charter of Rights and Freedoms, and the Accessibility for Ontarians with Disabilities Act, 2005.”</p> <p>All Council reports are publically available and posted on the Town of Aurora website.</p>
Accessibility	4 (1) (a) Develop a multi-year accessibility plan which shows how the municipality will prevent	4 (1) Assigned to the Accessibility Advisor, a draft of the multi-year accessibility plan will be reviewed with the AAC.



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<p>Plans January 1, 2013 COMPLIANT</p>	<p>and remove barriers as per the AODA (b) Post plan on the Town of Aurora's website, provide in an accessible format when requested (c) Review/update plan at least once every five years (2) Review/update the accessibility plans in consultation with people with disabilities and the AAC (3) (a) Prepare a status report (annually) discussing the progress the municipality has taken in regards to clause (1) (b) Post the status report on the Town of Aurora's website, and provide in an accessible format when requested</p>	<p>4(2) Town of Aurora holds an annual public input Forum. 4(3) Town of Aurora AAC & Council reviews accessibility plans Status reports are publically available and posted on the Town of Aurora website.</p>
<p>Procuring or Acquiring goods, services or facilities January 1, 2013 COMPLIANT</p>	<p>5 (1) Incorporate accessibility criteria and features when acquiring or purchasing goods, services or facilities (2) An explanation must be provided, upon request if it is not practicable to the above clause 5 (1)</p>	<p>An amendment to the Purchasing By-law. By-Law 5500-13, 25.1-25.2 has a section specifically referencing the AODA as follows: 25. ACCESSIBILITY CONSIDERATIONS 25.1 The Town is committed to giving people with disabilities the same opportunity to access Town Goods and Services and allowing them to benefit from the same Services, in the same place and in a similar way as other customers. Pursuant to the provisions of the AODA and s. 5(1) of O. Reg. 191/11, as amended, the Town shall incorporate accessibility design, criteria, and features when procuring or acquiring Goods,</p>



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<p>Services, or facilities, except where it is not practicable to do so. Programs, Goods, Services, facilities, etc. should be accessible to persons with disabilities (visible and invisible), including (without limitation): hearing loss, vision loss, physical or mobility related impairments, temporary disabilities, learning, speech, language, cognitive, psychological, psychiatric, intellectual and developmental disabilities, allergies, and multiple chemical sensitivities.</p> <p>25.2 If it is determined not to be practicable to incorporate accessibility design, criteria, and features when Purchasing Goods, Services, or facilities, the Department Head responsible for any such Procurement shall, upon request, provide an explanation.</p>	<p>Services, or facilities, except where it is not practicable to do so. Programs, Goods, Services, facilities, etc. should be accessible to persons with disabilities (visible and invisible), including (without limitation): hearing loss, vision loss, physical or mobility related impairments, temporary disabilities, learning, speech, language, cognitive, psychological, psychiatric, intellectual and developmental disabilities, allergies, and multiple chemical sensitivities.</p> <p>25.2 If it is determined not to be practicable to incorporate accessibility design, criteria, and features when Purchasing Goods, Services, or facilities, the Department Head responsible for any such Procurement shall, upon request, provide an explanation.</p>
<p>s 6 Self Service Kiosks</p>	<p>Communication sent out to all current employees using Town of Aurora traditional communications channels. All existing employees received AODA Integrated Accessibility Standards Regulation and Human Rights Code “duty to accommodate” training. Information regarding the Accessibility for Ontarians with Disabilities Act included in Town orientation which is provided to every Town of Aurora employee. Additional training on specific elements of the Integrated Standard that are applicable to specific employees provided to those employees, as for</p>
<p>Training January 1, 2014 COMPLIANT</p>	<p>7(1) Training must be provided on the requirements of the accessibility standards in regards to the AODA and the Human Rights Code as it pertains to people with disabilities to, (a) All employees and volunteers (b) All people who participate in developing the organization's policies (c) All people who provide goods, services or facilities on behalf of the Town of Aurora</p>



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	<p>(2) The training will be appropriate to the duties of the employees, volunteers and other people (3) Every person will be trained as soon as practicable (4) Training will be provided if there are any changes to the policies, on an ongoing basis (5) The municipality must keep a record of the training provided, including the training dates and the number of people who participated</p>	<p>example all Supervisors will receive training on the Employment Standards and all applicable staff requiring procurement will receive training on the General Requirement. The Town of Aurora has a protocol in place for managing employee training records.</p>
<p>ss 8 - 10 Exemptions, definitions, exceptions and application</p>		
<p>Information and Communications Standards</p>		
<p>Feedback January 1, 2014 COMPLIANT</p>	<p>11(1) All processes for receiving and responding to feedback must be accessible to people with disabilities, (2) Accessible formats and communication supports must be provided in an accessible format when requested (3) Notify the public about the availability of accessible formats and communication supports</p>	<p>Information about how to make information accessible included in staff training. Communications (Hard Copy or Electronically via website) with the public include information regarding available accessible formats.</p>
<p>Accessible Formats and Communication Supports</p>	<p>12 (1) Provision of accessible formats and communication supports for persons with disabilities must be provided or arranged upon request, (a) in a timely manner</p>	<p>Currently, the “Accessible Customer Service Policy” includes provisions that the Town of Aurora provides equal treatment to people with disabilities with respect to the use and benefit of Town services, programs, goods, information and facilities and that no additional fees are charged because of or related to the</p>



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<p>January 1, 2015 COMPLIANT</p>	<p>(b) <i>at a cost that is no more than the regular cost charged to other persons</i> (2) The municipality must consult with the person making the request in determining the suitability of an accessible format or communication support. (3) Notify the public about the availability of accessible formats and communication supports</p>	<p>disability. Notification provided on Home page of the Town's website</p>
<p>Emergency Procedure, Plans or Public Safety Information January 1, 2012 COMPLIANT</p>	<p>13(1) Emergency procedures, plan or public safety information are provided to the public, the information must be provided in an accessible format or with appropriate communication supports, as soon as practicable, upon request. (2) Emergency procedures, plans or public safety information must be available to the public</p>	<p>13(1) The Town of Aurora has an extensive Emergency Response Plan with community partners who are able to assist in the event of an emergency. Information is provided to the public by way of the Town of Aurora website and Town of Aurora publications. This plan is available in an accessible format and/or with appropriate communication supports upon request.</p>
<p>Accessible Websites and Web Content WCAG 2.0 Level A January 1, 2014 ONGOING</p>	<p>14(1) Internet and intranet websites and web content conform with the World Wide Web Consortium Web Content Accessibility Guidelines (WCAG) 2.0, at Level AA, and shall do so in accordance with the schedule set out in this section 14(2) Internet websites and web content must conform with the World Wide Web Consortium Web Content Accessibility Guidelines (WCAG) 2.0, initially at Level A and increasing to Level</p>	<p>New Town of Aurora website platform launched in early 2014 and is WCAG Level A as required by Accessibility Advisor to Communications Manager (Documented in: Web Platform Strategy – RFP Fall, 2012). Corporate Templates formatted to WCAG guidelines. Accessible Communications Guidelines drafted to train all applicable staff in appropriate content for documents and websites meeting</p>



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WCAG 2.0 Level AA January 1, 2021 PENDING	AA. Exceptions Apply	accessibility needs.
ss 15 - 18 Specific to Education and Training Bodies		
Public Libraries January 1, 2013 COMPLIANT	19(1) Access to or arrange for accessible materials where they exist (2) Information about the availability of accessible materials publicly available and shall provide the information in accessible format or with appropriate communication supports, upon request (3) Library boards may provide accessible formats for archival materials, special collections, rare books and donations	Aurora Public Library have accessible materials and services that include: <ul style="list-style-type: none"> - Kurzweil 1000 & 3000 (scanning, writing, reading software) - ZoomText (Magnifying software) - JAWS (Screen reading software) - Duxbury Braille Translator - Large print, Audio books, Electronic books - Mosio text messaging software



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Employment Standards

ss 20 – 21 Scope, interpretation and schedules

<p>Recruitment January 1, 2014 COMPLIANT</p>	<p>22 Notify employees and the public about the availability of accommodation for applicants with disabilities during recruitment process</p>	<p>An accessibility tagline added to all job advertisements effective January 2014, advising applicants of the availability of accommodations during the recruitment process.</p>
<p>Recruitment, Assessment or Selection Process January 1, 2014 COMPLIANT</p>	<p>23(1) During the recruitment process, notify job applicants that accommodations are available upon request in relation to the materials or processes to be used. (2) The employer will consult with the applicant and provide suitable accommodation in a manner that takes into account the applicant's accessibility needs due to their disability.</p>	<p>Town of Aurora Recruitment policies and process are compliant with all applicable legislation, including but not limited to the Accessibility for Ontarians with Disabilities Act, the Employment Standards Act, the Ontario Labour Relations Act, the Human Rights Code, the Municipal Freedom of Information and Protection of Privacy Act. Applicants who are selected to proceed to the interview stage will be advised of the availability of accommodations during the recruitment process. Applicants must meet the occupational requirements of the position available to proceed to the interview stage.</p>
<p>Notice to Successful Applicants January 1, 2014</p>	<p>24 When making offers of employment, notify the successful applicant of its policies for accommodating employees with disabilities</p>	<p>The standard offer letter has been amended to notify the successful applicant of Town of Aurora policies for accommodating employees with disabilities.</p>



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COMPLIANT	<p>25(1) Inform employees of its policies used to supports employees with disabilities, including, but not limited to, policies on the provision of job accommodations that take into account an employee's accessibility needs due to disability.</p> <p>(2) Provide the information required to new employees as soon as practicable after they begin employment</p> <p>(3) Provide updated information to its employees whenever there is a change to existing policies on the provision of job accommodations that take into account an employee's accessibility needs due to a disability</p>	<p>Town of Aurora has a Return to Work Policy and an established practice for the application of that policy. An update on the AODA Integrated Standard provided to all current employees using our traditional communications channels. All new employees receive the information as part of their offer and onboarding process.</p> <p>In 2013, AODA Training has included an education component on the Integrated Accessibility Standard for Employment.</p>
<p>Accessible Formats and Supports for Employees January 1, 2014 COMPLIANT</p>	<p>26(1) Where an employee with a disability so requests it, every employer shall consult with the employee to provide or arrange for the provision of accessible formats and communication supports for,</p> <p>(a) <i>information that is needed in order to perform the employee's job; and</i></p> <p>(b) <i>information that is generally available to employees in the workplace</i></p> <p>(2) Consult with the employee making the request in determining the suitability of an accessible format or communication support</p>	<p>Current practice is to respond to the unique requests for information from individual employees in a way that meets all of their needs, including those for accessible formats. The Town of Aurora has procedures, including "Modified Work Duties" in the Return to Work policy and its implementation is inherently individualized and customized to each employee's particular circumstances.</p>



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<p>Workplace Emergency Response Information January 1, 2012 COMPLIANT</p>	<p>27(1) Provide individualized workplace emergency response information to employees who have a disability, if the disability is such that the individualized information is necessary and the employer is aware of the need for accommodation due to the employee's disability. (2) Provide the workplace emergency response information to the person designated by the employer to provide assistance (3) Provide the information required as soon as practicable after the employer becomes aware of the need for accommodation due to the employee's disability. (4) Review the individualized workplace emergency response information, (a) when the employee moves to a different location in the organization (b) when the employee's overall accommodations needs or plans are reviewed; and (c) when the employer reviews its general emergency response policies</p>	<p>Communication sent out to all current employees using Town of Aurora traditional communications channels. Employees who have self-identified as requiring emergency response assistance or information are asked to complete a brief information/request support form and then meet with an HR representative, chosen "designee" to develop an appropriate individualized evacuation and emergency response plan. Any new employees moving forward will have this introduced upon their initial HR orientation.</p>
<p>Documented Individual Accommodation Plans</p>	<p>28(1) Develop a written process for the development of documented individual accommodation plans for employees with disabilities. (2) The process for the development of documented individual accommodation plans</p>	<p>Town of Aurora procedures on "Modified Work Duties" and its established processes include detailed documentation for all individual accommodation plans. A Return to Work policy also includes written details and descriptions of the individual accommodation.</p>



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<p>January 1, 2014 COMPLIANT</p>	<p>shall include eight prescribed elements. (3) Individual accommodation plans shall, (a) if requested, include any information regarding accessible formats and communications supports provided (b) include individualized workplace emergency response information (c) identify any other accommodation that is to be provided.</p>	<p>Where applicable, CUPE is involved in the development of individual accommodation or return to work plans. All information gathered and used in this process is protected in accordance with MFIPPA and other applicable legislation.</p>
<p>Return to Work Process January 1, 2014 COMPLIANT</p>	<p>29(1)(a) Develop and have in place a return to work process for its employees who have been absent from work due to a disability and require disability-related accommodations in order to return to work; (b) document the process (2) The return to work process will, (a) outline the steps the employer will take to facilitate the return to work of employees who were absent because their disability required them to be away from work; (b) use documented individual accommodation plans (3) The return to work process referenced in this section does not replace or override any other return to work process created by or under any</p>	<p>Town of Aurora procedures on “Modified Work Duties” and its established processes include detailed documentation for all individual accommodation plans. A Return to Work policy also includes written details and descriptions of the individual accommodation. Where applicable, CUPE is involved in the development of individual accommodation or return to work plans. All information gathered and used in this process is protected in accordance with MFIPPA and other applicable legislation.</p>



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<p>Performance Management January 1, 2014 COMPLIANT</p>	<p>other statute. 30(1) An employer that uses performance management in respect of its employees shall take into account the accessibility needs of employees with disabilities, as well as the individual accommodation plans, when using its performance management process in respect of employees with disabilities</p>	<p>Employees whose performance may be impacted by a possible disability are referred to Human Resources who assists in assessment and development of an action plan if appropriate to do so. Information included in Supervisory Training and noted when this standard is discussed between the Human Resources Manager and Accessibility Advisor. Performance Review policy has been updated to reflect accommodations given to those with disabilities</p>
<p>Career Development and Advancement January 1, 2014 COMPLIANT</p>	<p>31 An employer that provides career development and advancement to its employees shall take into account the accessibility needs of its employees with disabilities as well as any individual accommodation plans, when providing career development and advancement to its employees with disabilities</p>	<p>Unless a vacant position is identified through the modified work duties as being a suitable accommodation for an individual employee, all Town of Aurora positions are posted and filled through a job competition. Competition includes the provision of suitable accommodations to candidates with a disability.</p>
<p>Redeployment January 1, 2014 COMPLIANT</p>	<p>32 An employer that uses redeployment shall take into account the accessibility needs of its employees with disabilities, as well as individual accommodation plans, when redeploying employees with disabilities</p>	<p>The Town of Aurora has procedures for Modified Work Duties and a Return to Work Policy.</p>
<p>ss 33 – 73 Conventional and Specialized Transportation Service Providers</p>		



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ss 74 – 77 School Transportation and Ferries

Transportation Standards – Duties of Municipalities and Taxi Cabs

<p>Accessible Taxicabs January 1, 2013 COMPLIANT</p>	<p>79(1) Consult with its municipal accessibility advisory committee, the public and persons with disabilities to determine the proportion of on-demand accessible taxicabs required in the community. (2) Identify progress made toward meeting the need for on-demand accessible taxicabs, including any steps that will be taken to meet the need, in its accessibility plan.</p>	<p>79(1) Agenda Item for information & recommendation at AAC February 2012. Public Input received at Accessibility Forum June 2012. 79(2) Accessible Taxi Driver Training in effect for all licensed Brokers/Operators in the Town of Aurora. Training includes taxi drivers who transport persons with disabilities. Staff Report to AAC November 2012 detailed proportionate number of “on-demand” accessible cabs.</p>
<p>Accessible Taxicabs July 1, 2012 s. 80(1) COMPLIANT s. 80(2) COMPLIANT</p>	<p>80(1) Any municipality that licenses taxi cabs shall ensure that owners and operators of taxicabs are prohibited, (a) from charging a higher fare or an additional fee for persons with disabilities than for persons without disabilities for the same trip; (b) from charging a fee for the storage of mobility aids or mobility assistive devices (2) Ensure that owners and operators of taxicabs place vehicle registration and identification information on the rear bumper of the taxicab. (3) Ensure that owners and operators of taxicabs</p>	<p>80(1) Town of Aurora Licensing By-Law 4258-01.P, schedule 13 is revised to reflect these changes. 80(2) (3) The Manager of By-Law Enforcement has been notified of these requirements and has implemented the requirements. Revisions to By-Law 4258-01.P, schedule 13 have been made.</p>



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	make available vehicle registration and identification information in an accessible format to persons with disabilities who are passengers	
ss 81 – 87 Schedules and Dates		
Design of Public Space Standards		
ss 80.1 – 80.5 Definition, Application and Schedules		
Recreational Trails & Beach Access Routes January 1, 2016 ONGOING	80.6 – 80.15 This applies to new constructed and redeveloped recreational trails that an obligated organization intends to maintain. Obligated organizations must consult with the public and persons with disabilities. Municipalities must also consult with their municipal accessibility advisory committees.	The Town of Aurora will review and update current processes to make sure the accessibility requirements of the Design of Public Spaces Standards are applied where applicable, to new or redeveloped projects. The Town will update procurement procedures and guidelines, where needed, to reflect the requirements for public spaces. Town staff informed about the public spaces requirements. The Town will consult with the public, persons with disabilities and Accessibility Advisory Committee
Outdoor Public Use Eating Areas January 1, 2016	80.16 – 80.17 Obligated organizations, shall ensure that where they construct or redevelop outdoor public use eating areas that they intend to maintain, the outdoor public use eating areas meet the following requirements: 1. A minimum of 20 per cent of the tables that	The Town of Aurora will review and update current processes to make sure the accessibility requirements of the Design of Public Spaces Standards are applied where applicable, to new or redeveloped projects. The Town will update procurement procedures and guidelines, where needed, to reflect the requirements for public spaces. Town staff informed about the



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<p>ONGOING</p>	<p>are provided must be accessible to persons using mobility aids by having knee and toe clearance underneath the table and in no case shall there be fewer than one table in an outdoor public use eating area that meets this requirement.</p> <p>2. The ground surface leading to and under tables that are accessible to persons using mobility aids must be level, firm and stable.</p> <p>3. Tables that are accessible to persons using mobility aids must have clear ground space around them that allows for a forward approach to the tables</p>	<p>public spaces requirements.</p>
<p>Outdoor Play Spaces January 1, 2016 ONGOING</p>	<p>80.18 – 80.20 When constructing new or redeveloping existing outdoor play spaces, obligated organizations, shall consult on the needs of children and caregivers with various disabilities and shall do so in the following manner:</p> <ol style="list-style-type: none"> 1. Large organizations must consult with the public and persons with disabilities. 2. Municipalities must also consult with their municipal accessibility advisory committees 	<p>The Town of Aurora will review and update current processes to make sure the accessibility requirements of the Design of Public Spaces Standards are applied where applicable, to new or redeveloped projects. The Town will update procurement procedures and guidelines, where needed, to reflect the requirements for public spaces. Town staff informed about the public spaces requirements and is applying "Annex H" Accessibility Playground Guidelines.</p> <p>The Town will consult with the public, persons with disabilities and Accessibility Advisory Committee</p>



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Integrated Accessibility Standards, Ontario Regulation 191/11IASR

	<p>When constructing new or redeveloping existing play spaces that they intend to maintain, obligated organizations, other than small organizations, shall,</p> <p>(a) incorporate accessibility features, such as sensory and active play components, for children and caregivers with various disabilities into the design of outdoor play spaces; and</p> <p>(b) ensure that outdoor play spaces have a ground surface that is firm, stable and has impact attenuating properties for injury prevention and sufficient clearance to provide children and caregivers with various disabilities the ability to move through, in and around the outdoor play space</p>	
<p>The Town of Aurora updated current processes (i.e. Site Plan Manual) to make sure accessibility requirements of the Design of Public Spaces Standards are applied where applicable, to new or redeveloped projects. The Town updated procurement procedures and guidelines, where needed, to reflect the requirements for public spaces. Town staff informed about the public spaces requirements.</p> <p>The Town of Aurora will review and update current processes (i.e. Site Plan Manual) to make sure the accessibility requirements of the Design of Public Spaces Standards are</p>	<p>80.21 – 80.31 This applies to newly constructed and redeveloped exterior paths of travel that are outdoor sidewalks or walkways designed and constructed for pedestrian travel and are intended to serve a functional purpose and not to provide a recreational experience</p> <p>80.32 – 80.39 Obligated organizations shall ensure that when constructing new or redeveloping off-street parking facilities that they</p>	<p>Exterior Paths of Travel January 1, 2016 COMPLIANT</p> <p>Accessible Parking</p>



Appendix C – Town of Aurora Implementation Plan 2017-2023
Accessibility for Ontarians with Disabilities Act
Integrated Accessibility Standards, Ontario Regulation 191/11IASR

<p>January 1, 2016 COMPLIANT</p>	<p>intend to maintain, the off-street parking facilities meet the requirements set out in this Part</p>	<p>applied where applicable, to new or redeveloped projects. The Town will update Zoning By-law #2213-78 and designated disabled parking By-law 4574-04.T where needed, to reflect the requirements for public spaces. Town staff informed about the public spaces requirements.</p>
<p>Obtaining Services January 1, 2016 ONGOING</p>	<p>80.40 – 80.43 Obligated organizations shall meet the requirements set out in this Part in respect of the following: 1. All newly constructed service counters and fixed queuing guides. 2. All newly constructed or redeveloped waiting areas.</p>	<p>The Town of Aurora will review and update current processes to make sure the accessibility requirements of the Design of Public Spaces Standards are applied where applicable, to new or redeveloped projects. The Town will update procurement procedures and guidelines, where needed, to reflect the requirements for public spaces. Town staff informed about the public spaces requirements.</p>
<p>Maintenance January 1, 2016 ONGOING</p>	<p>80.44 obligated organizations, shall ensure that their multi-year accessibility plans include the following: 1. Procedures for preventative and emergency maintenance of the accessible elements in public spaces as required under this Part. 2. Procedures for dealing with temporary disruptions when accessible elements required under this Part are not in working order</p>	<p>The Town of Aurora will review and update procedures for the preventative and emergency maintenance of the accessible elements required in the Design of Public Spaces Standards. The Town will also review and update procedures for dealing with temporary disruptions when these accessible elements are not functional.</p>
<p>ss 81 – 86 Application</p>		



**Extract from
Council Meeting of
Tuesday, October 25, 2016**

7. Adoption of Items Not Requiring Separate Discussion

Items 1 (with the exception of sub-items 3 and 10) and 2 were identified as items not requiring separate discussion.

Moved by Councillor Mrakas

Seconded by Councillor Thompson

That the following recommendations with respect to the matters listed as “Items Not Requiring Separate Discussion” be adopted as submitted to Council and staff be authorized to take all necessary action required to give effect to same:

1. General Committee Meeting Report of October 18, 2016

That the General Committee meeting report of October 18, 2016, be received and the following recommendations carried by the Committee be approved:

(15) Accessibility Advisory Committee Meeting Minutes of October 5, 2016

1. That the Accessibility Advisory Committee meeting minutes of October 5, 2016 be received for information.

Carried