



Agenda
Access Orangeville Committee Meeting

June 13, 2024, 10:00 a.m.

Electronic and In-Person Participation - Access Orangeville

The Corporation of the Town of Orangeville

(Chair and Secretary at Town Hall - 87 Broadway)

Orangeville, Ontario

NOTICE

Members of the public wishing to attend Access Orangeville Committee meetings will have the option to attend in-person, or by calling [+1 289-801-5774](tel:+12898015774) and entering Conference ID: 260 826 207# Please note that your full name and comments will be part of the public record and will be included in the minutes of the meeting. Prior to the meeting, written comments may be sent to the Committee Secretary by email at nleece@orangeville.ca. Such written comments will become part of the public record.

Accessibility Accommodations

If you require access to information in an alternate format, please contact the Clerk's division by phone at 519-941-0440 x 2219 or via email at clerksdept@orangeville.ca.

Pages

1. **Call to Order**
2. **Disclosures of (Direct or Indirect) Pecuniary Interest**
3. **Land Acknowledgement**

We would like to acknowledge the treaty lands and territory of the Williams Treaty Nations and the Mississaugas of the Credit First Nation. We also recognize that Dufferin County is the traditional territory of the Wendat and the Haudenosaunee and is home to many Indigenous people today.
4. **Adoption of Minutes of Previous Meeting**

Recommendations:
That the minutes of the following meeting are approved:

 - 4.1 **2024-05-09 - Access Orangeville - Minutes**
5. **Presentations**
 - 5.1 **Ingrid Watt, Development Manager, Theatre Orangeville: Accessibility Video**
6. **Items for Discussion and Reports**

6.1 2023 Accessibility for Ontarians with Disabilities Act (AODA) Compliance Report

6.2 Transit Updates

6.3 Website Updates & Committee Workplan

6.4 Stop Gap Initiative - Confirm Next Steps

6.5 Award Guidelines

7. Correspondence

None.

8. Announcements

9. Date of Next Meeting

The next meeting is scheduled for Thursday, September 12, 2024 at 10:00 a.m.

10. Adjournment

Recommendations:

That the meeting be adjourned at _____.



Minutes of Access Orangeville

May 9, 2024, 10:00 a.m.

Electronic and In-Person Participation - Access Orangeville

The Corporation of the Town of Orangeville

(Chair and Secretary at Town Hall - 87 Broadway)

Orangeville, Ontario

Members Present: Councillor Stevens
J. Jackson
M. Hartley
P. Charbonneau
R. Ugolini

Members Absent: K. Van Ryn
W. Cook

Staff Present: J. Rawn, Executive Assistant, Infrastructure Services
N. Leece, Legislative Assistant
S. Doherty, Manager, Recreation and Events
T. Dulisse, Manager, Transportation and Development

1. Call to Order

Councillor Stevens, Chair, called the meeting to order at 10:02 a.m.

2. Disclosures of (Direct or Indirect) Pecuniary Interest

Committee members to appropriately excuse themselves during item 6.3.

3. Land Acknowledgement

Councillor Stevens acknowledged the treaty lands and territory of the Williams Treaty Nations and the Mississaugas of the Credit First Nation. Councillor

Stevens also recognized that Dufferin County is the traditional territory of the Wendat and the Haudenosaunee and is home to many Indigenous people today.

4. Adoption of Minutes of Previous Meeting

2024-014

Moved By P. Charbonneau

That the minutes of the following meeting are approved:

2024-04-11 - Minutes - Access Orangeville

Carried

4.1 2024-04-11 - Minutes - Access Orangeville

5. Presentations

None.

6. Items for Discussion and Reports

6.1 Transit Updates

Mr. Tony Dulisse, Manager, Transportation and Development, Infrastructure Services, provided an update on Orangeville Transit highlighting the introduction of new buses and discussing additional initiatives aimed at enhancing overall efficiency and improving the rider experience. The Committee engaged in a discussion regarding the new buses and requested further details concerning upcoming initiatives aimed at enhancing transit services.

6.2 Accessibility Webpage & Committee Workplan

Sharon Doherty, Manager, Recreation and Events, Community Services, provided an update on the accessibility page, noting its ongoing maintenance and utilization. It was emphasized that efforts to populate the page with valuable information will continue. Furthermore, it was highlighted that the Committee workplan is progressing steadily.

6.3 Selection of 2024 Accessibility Champions

Clarifications were sought regarding the current guidelines. The Committee engaged in discussions regarding revisiting the framework for the selection of accessibility champions for future years. The Committee deliberated on the total number of nominations and reviewed existing applications. After careful consideration and deliberation, the Committee

reached a consensus to advance a total of (3) applications for further consideration.

6.4 Accessibility Month

The Committee engaged in discussions regarding Accessibility Month, highlighting its importance and potential initiatives to be undertaken.

7. Correspondence

None.

8. Announcements

The Committee discussed:

- MS Awareness Month (May)
- The elevator at Town Hall, which is undergoing repair. Staff will circulate Communications to the public and accommodate service delivery on the main floor of Town Hall as required. Staff will confirm how the Orangeville Theatre will operate during the repair period.
- An Alder Parking Update to be added to the next agenda.
- Planters that could be provided for members of the community, as a personal initiative by Committee members.
- Outdoor furniture for the Alder Recreation Centre.

9. Date of Next Meeting

The next meeting is scheduled for Thursday June 13th at 10:00 a.m.

10. Adjournment

2024-015

That the meeting be adjourned at 11:45 a.m.

Carried

Organization category Designated Public Sector

Number of employees range 50+

Filing organization legal name Corporation Town of Orangeville

Filing organization business number (BN9) 106986151

Fields marked with an asterisk (*) are mandatory.

B. Understand your accessibility requirements

Before you begin your report, you can learn about your accessibility requirements at ontario.ca/accessibility

Additional accessibility requirements apply if you are:

- [a library board](#)
- [a producer of education material \(e.g. textbooks\)](#)
- [an education institution \(e.g. school board, college, university or school\)](#)
- [a municipality](#)

If you are a municipality submitting this report, and submitting on behalf of local boards, please indicate which boards below.

C. Accessibility compliance report certification

Section 15 of the *Accessibility for Ontarians with Disabilities Act, 2005* requires that accessibility reports include a statement certifying that all the required information has been provided and is accurate, signed by a person with authority to bind the organization(s).

Note: It is an offence under the Act to provide false or misleading information in an accessibility report filed under the AODA.

The certifier may designate a primary contact for the Ministry for Seniors and Accessibility to contact the organization(s); otherwise the certifier will be the main contact.

Certifier: Someone who can legally bind the organization(s).

Primary Contact: The person who will be the main contact for accessibility issues.

Acknowledgement

☒ I certify that all the information is accurate and I have the authority to bind the organization *

Certification date (yyyy-mm-dd) * 2023-06-15

Certifier information

Last name *		First name *	
Smith		David	
Position title *	Position title other *	Business phone number *	Extension
Other	Chief Administrative Officer	519-941-0440	2112

☐ Check here if TTY

Email *	Alternate phone number	Extension	Fax number
dsmith@orangeville.ca			

Primary contact for the organization(s)

☐ Check if the primary contact is same as the certifier

Last name *	First name *
Doherty-Gaudin	Sharon

Position title *	Position title other *	Business phone number *	Extension	<input type="checkbox"/> Check here if TTY
Other	Manager, Recreation	519-940-9092	4106	

Email *	Alternate phone number	Extension	Fax number
sdoherty@orangeville.ca			

D. Accessibility compliance report questions

Instructions

Please answer each of the following compliance questions. Use the Comments box if you wish to comment on any response.

If you need help with a specific question, click the help links which will open in a new browser window. Use the link on the left to view the relevant AODA regulations and the link on the right to view relevant accessibility information resources.

General

1. Has your organization created and implemented written policies on how to achieve accessibility by meeting all applicable accessibility requirements in the IASR? * ☒ Yes ☐ No

[Read O. Reg. 191/11, s. 3 \(1\): Establishment of accessibility policies](#)

[Learn more about your requirements for question 1](#)

Comments for
question 1

2. Has your organization established and implemented a multi-year accessibility plan? * ☒ Yes ☐ No
(If Yes, please answer additional questions)

[Read O. Reg. 191/11, s. 4 \(1\): Accessibility plans](#)

[Learn more about your requirements for question 2](#)

- 2.a. Does your organization have a website? * ☒ Yes ☐ No
(If Yes, please answer additional questions)

[Read O. Reg. 191/11, s. 4 \(1\): Accessibility plans](#)

[Learn more about your requirements for question 2.a](#)

Comments for
question 2.a

- 2.a.i Is your organization's accessibility plan posted on your organization's website? * ☒ Yes ☐ No

[Read O. Reg. 191/11, s. 4 \(1\): Accessibility plans](#)

[Learn more about your requirements for question 2.a.i](#)

Comments for
question 2.a.i

2.a.ii Does your organization provide the accessibility plan in an accessible format when requested? * ☒ Yes ☐ No

[Read O. Reg. 191/11, s. 4 \(1\): Accessibility plans](#)

[Learn more about your requirements for question 2.a.ii](#)

Comments for
question 2.a.ii

2.b Does your organization update the accessibility plan at least once every 5 years? * ☒ Yes ☐ No

[Read O. Reg. 191/11, s. 4 \(1\): Accessibility plans](#)

[Learn more about your requirements for question 2.b](#)

Comments for
question 2.b

3. Does your organization provide appropriate training on: *

[Read O. Reg. 191/11, s. 7 \(1\): Training](#)

[Learn more about your requirements for question 3](#)

3.a. The AODA Integrated Accessibility Standards Regulation? * ☒ Yes ☐ No

[Read O. Reg. 191/11, s. 7 \(1\): Training](#)

[Learn more about your requirements for question 3.a](#)

Comments for
question 3.a

3.b The Human Rights Code as it pertains to people with disabilities? * ☒ Yes ☐ No

[Read O. Reg. 191/11, s. 7 \(1\): Training](#)

[Learn more about your requirements for question 3.b](#)

Comments for
question 3.b

Information and communications

4. Does your organization have a process for receiving and responding to feedback that is accessible to people with disabilities? * ☒ Yes ☐ No

Note: This requirement is applicable regardless of whether customers are permitted on your premises
(If Yes, please answer an additional question)

[Read O. Reg. 191/11, s. 11 \(1\): Feedback](#)

[Learn more about your requirements for question 4](#)

4.a. Does your organization notify the public about the availability of accessible formats and communications supports with respect to the feedback process? * ☒ Yes ☐ No

Note: This requirement is applicable regardless of whether customers are permitted on your premises. *

[Read O. Reg. 191/11, s. 11 \(2\): Feedback](#)

[Learn more about your requirements for question 4.a](#)

Comments for
question 4.a

5. Does your organization have one (or more) website(s) which it controls directly or indirectly ('controls' means that your organization is able to add, remove and/or modify content and functionality of the website)? * ☒ Yes ☐ No
(If Yes, please answer an additional question)

[Read O. Reg. 191/11, s. 14: Accessible websites and web content](#)

[Learn more about your requirements for question 5](#)

- 5.a. Do all your organization's internet websites conform to World Wide Web Consortium Web Content Accessibility Guidelines 2.0 Level AA (except for live captions and pre-recorded audio descriptions)? In the comments box, please list the complete names and addresses of your publicly available web content, including websites, social media pages, and apps. * ☒ Yes ☐ No

[Read O. Reg. 191/11, s. 14: Accessible websites and web content](#)

[Learn more about your requirements for question 5.a](#)

Comments for
question 5.a

orangeville.ca
data.orangeville.ca
orangevillelibrary.ca
Orangeville, Ontario - Municipal Government (FaceBook)
Orangeville Recreation (FaceBook)
Orangeville Fire (FaceBook)
Orangeville Public Library (FaceBook)
townoforangeville (Instagram)

Customer Service

6. Does your organization provide training about providing goods, services or facilities to persons with disabilities to the following? * ☒ Yes ☐ No
- Staff and volunteers
 - People involved in developing accessibility policies
 - People providing goods, services or facilities on behalf of the organization
- (If Yes, please answer an additional question)

[Read O. Reg. 191/11, s. 80.49: Training for staff, etc.](#)

[Learn more about your requirements for question 6](#)

- 6.a. Does the training include all of the following: * ☒ Yes ☐ No
- A review of the purposes of the AODA?
 - A review of the purposes of the Customer Service Standards?
 - How to interact and communicate with persons with various types of disability?
 - How to interact with persons with disabilities who use an assistive device or require the assistance of a guide dog or other service animal or the assistance of a support person?
 - How to use equipment or devices available on the provider's premises or otherwise provided by the provider that may help with the provision of goods, services or facilities to a person with a disability?
 - What to do if a person with a particular type of disability is having difficulty accessing the provider's goods, services or facilities?

[Read O. Reg. 191/11, s. 80.49: Training for staff, etc.](#)

[Learn more about your requirements for question 6.a](#)

Comments for
question 6.a

-
7. Does your organization provide information in an accessible format? *
(If Yes, please answer additional questions)

☒ Yes ☐ No

[Read O. Reg. 191/11, s. 80.51 \(1\): Format of documents](#)

[Learn more about your requirements for question 7](#)

- 7.a. Is the provision of information in accessible format done so in a timely manner that takes into account the individual's disability? *

☒ Yes ☐ No

[Read O. Reg. 191/11, s. 80.51 \(1\): Format of documents](#)

[Learn more about your requirements for question 7.a](#)

Comments for
question 7.a

- 7.b. Is the provision of information in accessible format at a cost no more than the regular cost charged to other persons? *

☒ Yes ☐ No

[Read O. Reg. 191/11, s. 80.51 \(1\): Format of documents](#)

[Learn more about your requirements for question 7.b](#)

Comments for
question 7.b

-
8. Does your organization ever require a person with a disability to be accompanied by a support person when on your premises? *
(If Yes, please answer an additional question)

☒ Yes ☐ No

[Read O. Reg. 191/11, s. 80.47 \(5\): Use of service animals and support persons](#)

[Learn more about your requirements for question 8](#)

- 8.a. Does your organization do all of the following before requiring a person with a disability to be accompanied by a support person on your premises: *

☒ Yes ☐ No

- Consult with the person with a disability?
- Determine a support person is necessary to protect the health or safety of the person with a disability or others on premises?
- Determine that there is no other way to protect the health or safety of the person with a disability or others on premises?

[191/11, s. 80.47 \(5\): Use of service animals and support persons](#)

[Learn more about your requirements for question 8.a](#)

Comments for
question 8.a

Employment

9. Does your organization employ any persons with disabilities for whom you have provided individualized workplace emergency response information? *
(If Yes, please answer additional questions)

☒ Yes ☐ No

[Read O. Reg. 191/11, s. 27 \(1\): Workplace emergency response information](#)

[Learn more about your requirements for question 9](#)

- 9.a. Does your organization review the individualized workplace emergency response information for all of the following? *
- ☒ Yes ☐ No
- When the employee moves to a different location in the organization?
 - When the employee's overall accommodation needs or plans are reviewed?
 - When your organization reviews its general emergency policies?

[Read O. Reg. 191/11, s. 27 \(4\): Workplace emergency response information](#)

[Learn more about your requirements for question 9.a](#)

Comments for
question 9.a

- 9.b. Do any of the employees for whom your organization has provided individualized workplace emergency response information require assistance? *
(If Yes, please answer additional questions)
- ☒ Yes ☐ No

[Read O. Reg. 191/11, s. 27 \(2\): Workplace emergency response information](#)

[Learn more about your requirements for question 9.b](#)

Comments for
question 9.b

- 9.b.i Has your organization, with the employee's consent, provided the workplace emergency response information to the person designated to provide assistance to the employee? *
- ☒ Yes ☐ No

[Read O. Reg. 191/11, s. 27 \(2\): Workplace emergency response information](#)

[Learn more about your requirements for question 9.b.i](#)

Comments for
question 9.b.i

- 9.b.ii Was the individualized workplace emergency response information provided as soon as practicable after your organization became aware of the need for accommodation due to the employee's disability? *
- ☒ Yes ☐ No

[Read O. Reg. 191/11, s. 27 \(3\): Workplace emergency response information](#)

[Learn more about your requirements for question 9.b.ii](#)

Comments for
question 9.b.ii

Design of public spaces

10. Since January 1, 2017, has your organization constructed new or redeveloped any of the following items? *

☒ Yes ☐ No

- Outdoor public use eating areas
- Outdoor play space
- Off-street parking
- Service counter
- Fixed queuing guides
- Waiting areas

(If Yes, please answer additional questions)

[Read O. Reg. 191/11 Part IV.1: Design of public spaces standards](#)

[Learn more about your requirements for question 10](#)

10.a. Where applicable, do the newly constructed or redeveloped items meet the general requirements as outlined in the Design of Public Spaces Standards? *

☒ Yes ☐ No

[Read O. Reg. 191/11 Part IV.1: Design of public spaces standards](#)

[Learn more about your requirements for question 10.a](#)

Comments for
question 10.a

10.b. Does your organization's multi-year accessibility plan include procedures for preventative and emergency maintenance of the accessible elements in public spaces, and for dealing with temporary disruptions when accessible elements are not in working order? *

☒ Yes ☐ No

[Read O. Reg. 191/11, s. 80.44: Maintenance of accessible elements](#)

[Learn more about your requirements for question 10.b](#)

Comments for
question 10.b

AODA

11. Is your organization a municipality with population of 10,000 or more? *

☒ Yes ☐ No

(If Yes, please answer additional questions)

[Read Accessibility for Ontarians with Disabilities Act, 2005, S.O. 2005, c. 11, s. 29: Municipal Accessibility Advisory Committees](#)

[Learn more about your requirements for question 11](#)

11.a. Has your organization established an accessibility advisory committee as described in Section 29 of the AODA? *

☒ Yes ☐ No

(If yes, please answer additional questions)

[Read Accessibility for Ontarians with Disabilities Act, 2005, S.O. 2005, c. 11, s. 29: Municipal Accessibility Advisory Committees](#)

[Learn more about your requirements for question 11.a](#)

Comments for
question 11.a

11.a.i Is the majority of members in the committee persons with disabilities? *

☒ Yes ☐ No

[Read Accessibility for Ontarians with Disabilities Act, 2005,
S.O. 2005, c. 11, s. 29: Municipal Accessibility Advisory
Committees](#)

[Learn more about your requirements for question 11.a.i](#)

Comments for
question 11.a.i

11.a.ii Has the committee provided advice to council about site plans and drawings (as described in Section 41 of the *Planning Act*) as well as advice on the requirements and implementation of accessibility standards? *

☒ Yes ☐ No

[Read Accessibility for Ontarians with Disabilities Act, 2005,
S.O. 2005, c. 11, s. 29: Municipal Accessibility Advisory
Committees](#)

[Learn more about your requirements for question 11.a.ii](#)

Comments for
question 11.a.ii