

## Annual Accessibility Status Report 2014

### SECTION A - General

	Barrier or Accessibility Issue	Type of Barrier	Recommended Solution	AODA Deadline	Status
1	Statement of organizational commitment.	Admin	Capture statement of organizational commitment to accessibility in Oxford County Strategic Plan.	January 1st, 2013	Compliant - statement captured in Multi-Year Plan.
2	Establish, implement and maintain a multi-year accessibility plan outlining the County's strategy to prevent and remove barriers.	Admin	Review accessibility plan with staff and AAC. Seek Council approval. Communicate to public/ post on website and provide the plan in an accessible format upon request.	January 1st, 2013; 5 year review due January 1st, 2018	Compliant - Multi-Year Plan posted on website. Must review & update at least once every 5 years in consultation with AAC.
3	Prepare annual status report on progress of measures taken to implement strategy in Multi-Year Plan.	Admin	Review and update status report during annual business plan/budget process. Post on website and provide in an accessible format upon request.	January 1st, 2013. Annual requirement.	Annual requirement - completed in 2013 and 2014.
4	Incorporate accessibility design, criteria and features when procuring or acquiring goods, services or facilities.	Admin	Include accessibility criteria and features in Oxford County purchasing policy.	January 1st, 2013	Compliant - Purchasing Policy No. 6.7 updated May 14, 2014 to include accessibility provisions.
5	Incorporate accessibility features when designing, procuring or acquiring self-service kiosks.	Physical	Ensure self-serve kiosks are accessible in accordance with the IASR.	January 1st, 2013	Compliant. Coin laundry in housing facilities have Braille. Library kiosks accessible.
6	Provide training on the requirements of the accessibility standards and Human Rights Code.	Educational	Ongoing training re accessibility standards to all employees, volunteers, policy developers and anyone who provides goods and services on behalf of the organization.	January 1st, 2014	Compliant - incorporated into orientation sessions for new employees.
7	Keep a record of training provided including dates and number of individuals.	Admin	Manage, maintain and monitor all accessible training records.	January 1st, 2014	Compliant

### SECTION B - Information & Communications

	Barrier or Accessibility Issue	Type of Barrier	Recommended Solution	AODA Deadline	Status
1	Feedback processes must be available in an accessible format and with communication supports upon request.	Admin	Develop feedback process and communicate to staff.	January 1st, 2014	Compliant
2	Upon request, provide information in accessible formats and with communication supports at the same cost charged to others.	Educational	Publicize the availability of accessible formats and communication supports.	January 1st, 2015	Compliant
3	Emergency procedures, plans and public safety information must be made available to the public in an accessible manner upon request.	Educational	Ensure plans and public safety information available to the public can be accessed by persons with disabilities (eg. website).	January 1st, 2012	Compliant
4	Internet websites and web content must conform to WCAG 2.0 at Level A.	Admin	In-house development of system.	January 1st, 2014	In progress.

5	Internet websites and web content must conform to WCAG 2.0 at Level AA.	Admin	In-house development of system.	January 1st, 2021	On target
6	Accessible library materials.	Physical	Oxford County Libraries to provide access to accessible formats where they exist.	January 1st, 2013	Compliant

**SECTION C - Employment Standards**

	<b>Barrier or Accessibility Issue</b>	<b>Type of Barrier</b>	<b>Recommended Solution</b>	<b>AODA Deadline</b>	<b>Status</b>
1	Provide and publicize the availability of accommodation in the recruitment and hiring process.	Admin	Develop and implement AODA action plan.	January 1st, 2014	Compliant - included in Recruitment Policy and external and website advertising. Council has adopted temporary and permanent accommodation policies. Also included in offer letters.
2	Provide individualized workplace emergency response information to employees with a disability.	Admin	Develop and implement workplace emergency response plan.	January 1st, 2012	Compliant
3	Provide documented individual job accommodation plans and return to work processes for employees with disabilities.	Admin	Develop and implement AODA action plan.	January 1st, 2014	Compliant
4	Accessibility needs of employees considered during performance management, career development and redeployment processes.	Admin	Develop and implement AODA action plan.	January 1st, 2014	Compliant - wording to be incorporated into future updates to Performance Management policy.

**SECTION D - Design of Public Spaces**

	<b>Barrier or Accessibility Issue</b>	<b>Type of Barrier</b>	<b>Recommended Solution</b>	<b>AODA Deadline</b>	<b>Status</b>
1	Exterior paths of travel, like sidewalks, ramps, stairs, curbs, accessible pedestrian signals, and rest areas must meet accessible design requirements.	Physical	Incorporate integrated accessible standard requirements for all new construction and redevelopment.	January 1st, 2016	On target.
2	Accessible parking (eg. employee parking spaces, etc.)	Physical	Incorporate integrated accessible standard requirements when constructing all new or redeveloped parking lots/ spaces.	January 1st, 2016	On target.
3	Accessible parking signage.	Physical	Identify signage deficiencies and ensure compliance with Highway Traffic Act and IASR.	January 1st, 2016	On target.
4	Service related elements like service counters, fixed queuing lines and waiting areas (reception and/or waiting rooms).	Physical	Incorporate integrated accessible requirements to ensure compliance with IASR.	January 1st, 2016	On target.

5	Area zoning by-laws to be updated to incorporate O.Reg.413/12.	Admin	Review and amend zoning by-laws to include accessibility standards in accordance with AODA, O.Reg.191/11 as amended by O.Reg.413/12.	January 1st, 2016	On target.
---	--	-------	--	-------------------	------------

**SECTION E - Ontarians with Disabilities Act, 2001**

	<b>Barrier or Accessibility Issue</b>	<b>Type of Barrier</b>	<b>Recommended Solution</b>	<b>ODA Deadline</b>	<b>Status</b>
1	Information and directional signage within each facility.	Physical	Ensure signage is incorporated into standard guidelines for design and construction. Replace existing signage where required. Ensure compliance with FADS.	Long-term	Ongoing.
2	Consistent use of directional and descriptive signage for municipal properties and facilities (i.e. signage from parking locations to entrances).	Physical	Develop procedure to ensure standard across all facilities and services. Comply with FADS. Implement signage strategy.	Short-term	Ongoing.
3	County facilities require audio/visual alarms for persons with visual/hearing impairments (staff and clients).	Physical	Investigate availability/costs of CSA approved/universal designed alarms.	Long-term	In progress.
4	Facilities require automatic doors that are routinely checked for proper functionality - review County Square in particular for location of automation.	Physical	Investigate automatic doors for County facilities if feasible. Implement procedures for routine maintenance to ensure continued functionality.	Long-term	Ongoing.
5	Implementation, distribution and promotion of the adopted Facility Accessibility Design Standards (April 26, 2006).	Admin	Encourage application of the FADS within all County departments.	Ongoing	Ongoing.
6	Inventory of County-owned accessible features, services and facilities.	Physical/ Admin	Develop a tool from existing resources that will indicate all accessible features of municipal facilities. Conduct audit of County-owned facilities.	Short & long-term	Ongoing.
7	Social housing buildings.	Physical	Increase modified/accessible units within social housing portfolio.	Long-term	Ongoing.