Minutes – Executive Policy Committee – September 14, 2022

Report – Standing Policy Committee on Innovation and Economic Development – September 12, 2022

Item No. 2 Grant Contribution Agreement between The City of Winnipeg and the Province of Manitoba under the Manitoba Accessibility Fund for the creation of an On-line Module to Communicate Accessibility Disruptions

EXECUTIVE POLICY COMMITTEE RECOMMENDATION:

The Executive Policy Committee concurred in the recommendation of the Standing Policy Committee on Innovation and Economic Development and submitted the following to Council:

1. That the receipt of funding in the amount of up to $50,000 from the Province of Manitoba be approved for the creation of an On-line Module to Communicate Accessibility Disruption.

2. That the City enter into, execute and deliver a contribution agreement with the Province of Manitoba and such other agreements as determined necessary by the City Solicitor / Director of Legal Services to implement the intent of the foregoing ("Ancillary Agreements").

3. That authority be delegated to the Chief Financial Officer to negotiate and approve the terms and conditions of the contribution agreement with the Province of Manitoba and the Ancillary Agreements, in accordance with this report and such other terms and conditions deemed necessary by the City Solicitor / Director of Legal Services to protect the interests of the City.

4. That authority be delegated to the Chief Financial Officer to negotiate and approve the terms and conditions of all future similar agreements, with a maximum grant value of $50,000.00, with the Province of Manitoba under the Manitoba Accessibility Fund, in accordance with this report and such other terms and conditions deemed necessary by the City Solicitor / Director of Legal Services to protect the interests of the City.

5. That, subject to approval of Recommendations 1 to 3 above, the 2020 Intake Program capital budget (capital program account # 3458500020) be increased by $50,000 funded by the grant from the Province of Manitoba under the Manitoba Accessibility Fund.

Report – Standing Policy Committee on Innovation and Economic Development – September 12, 2022

EXECUTIVE POLICY COMMITTEE RECOMMENDATION (continued):

6. That should future Manitoba Accessibility Fund, or its successor program(s), grant applications from the Province of Manitoba be approved, that the most recent Intake Program capital budget be increased by the amount of the grant, subject to the execution of a contribution agreement.

7. That the Proper Officers of the City be authorized to do all things necessary to implement the intent of the foregoing.

Report – Standing Policy Committee on Innovation and Economic Development – September 12, 2022

DECISION MAKING HISTORY:

Moved by Councillor Chambers,

That Rule 10(3) of The Procedure By-law No. 50/2007 be suspended in order that the following item, which was received less than four business days preceding the committee meeting, be considered by Committee.

Carried

Moved by Councillor Chambers,

That the recommendation of the Standing Policy Committee on Innovation and Economic Development be concurred in and forwarded to Council.

Yea:	Bowman, Allard, Browaty, Chambers, Mayes, Rollins	6
Nay:		0

Carried

STANDING COMMITTEE RECOMMENDATION:

On September 12, 2022, the Standing Policy Committee on Innovation and Economic Development concurred in the recommendation of the Winnipeg Public Service and submitted the matter to the Executive Policy Committee and Council.

ADMINISTRATIVE REPORT

Title: Grant Contribution Agreement between The City of Winnipeg and the Province of Manitoba under the Manitoba Accessibility Fund for the creation of an On-line Module to Communicate Accessibility Disruptions

Critical Path: Standing Policy Committee on Innovation and Economic Development – Executive Policy Committee – Council

AUTHORIZATION

Author	Department Head	CFO	CAO
B. Kelly	G. Patton	R. Provencher, Acting CFO	M. Jack

EXECUTIVE SUMMARY

Funding for the implementation of the Website Content Management System (CMS) was approved under the 2021 Commitment Reserve. The CMS is intended to allow users across the organization to create, manage and modify website content without the need for specialized technical knowledge, as has been necessary to date. It will also ensure that content is consistently updated following the new accessible design system template and that the workflow for the review and approvals of updates are managed for prompt and timely updates to the public.

Under the Accessible Customer Service Standard regulation of the Accessibility for Manitobans Act, the City must provide on-line notification about temporary unavailability of accessibility amenities in its facilities, services and programs. An opportunity was identified to centralize and thereby enhance accessibility of such notifications and to coordinate this opportunity within the scope of the CMS implementation scheduled for 2022-23.

An opportunity was identified to apply and enter into a funding agreement with the Province in an amount up to $50,000 under the Manitoba Accessibility Fund to support the creation of the on-line module to provide accessibility notifications in coordination with work being undertaken on the CMS in 2022-23.

The Public Service was successful with the application and is requesting approval to enter into a contribution agreement with the Province of Manitoba under the Manitoba Accessibility Fund in order to receive funding to enhance the ease with which citizens can access accessibility notifications.

RECOMMENDATIONS

1. That the receipt of funding in the amount of up to $50,000 from the Province of Manitoba be approved for the creation of an On-line Module to Communicate Accessibility Disruption.

2. That the City enter into, execute and deliver a contribution agreement with the Province of Manitoba and such other agreements as determined necessary by the City Solicitor / Director of Legal Services to implement the intent of the foregoing ("Ancillary Agreements").

3. That authority be delegated to the Chief Financial Officer to negotiate and approve the terms and conditions of the contribution agreement with the Province of Manitoba and the Ancillary Agreements, in accordance with this report and such other terms and conditions deemed necessary by the City Solicitor / Director of Legal Services to protect the interests of the City.

4. That authority be delegated to the Chief Financial Officer to negotiate and approve the terms and conditions of all future similar agreements, with a maximum grant value of $50,000.00, with the Province of Manitoba under the Manitoba Accessibility Fund, in accordance with this report and such other terms and conditions deemed necessary by the City Solicitor / Director of Legal Services to protect the interests of the City.

5. That, subject to approval of Recommendations 1 to 3 above, the 2020 Intake Program capital budget (capital program account # 3458500020) be increased by $50,000 funded by the grant from the Province of Manitoba under the Manitoba Accessibility Fund.

6. That should future Manitoba Accessibility Fund, or its successor program(s), grant applications from the Province of Manitoba be approved, that the most recent Intake Program capital budget be increased by the amount of the grant, subject to the execution of a contribution agreement.

7. That the proper officers of the City be authorized to do all things necessary to implement the intent of the foregoing.

REASON FOR THE REPORT

Council approval is required for the City to receive grants and enter into contribution agreements with the Province of Manitoba and Ancillary Agreements.

IMPLICATIONS OF THE RECOMMENDATIONS

Funding for the Website Content Management System of up to $50,000 will be included in 2020 Intake Program (capital program account # 3458500020) financed by a grant from the Province of Manitoba under the Manitoba Accessibility Fund.

The most recent Intake Program capital budget will be increased by the amount of future grants approved by the Province of Manitoba under the Manitoba Accessibility Fund, or its successor program(s), subject to the execution of a contribution agreement.

HISTORY / DISCUSSION

Website Content Management System

On March 12, 1998, City Council approved the establishment of the Commitment Reserve Fund which allows Departments to carry forward committed budget dollars to the succeeding fiscal year, thereby eliminating the need to re-budget. As per Council's approval, transfers to this Reserve are approved by the Chief Financial Officer and reported to the Standing Committee on Finance as information.

On February 14, 2022, the Standing Policy Committee on Finance received the Commitment Reserve at December 31, 2021 report for information. Procurement of a new Web Content Management (WCM) system is among the projects listed as approved for use of funding from a commitment reserve.

Since 2015, the City has acknowledged the need to evolve the digital web framework into a series of standardized processes and frameworks as well as a more robust technology platform in order to more efficiently and effectively communicate internally, and externally to its residents. While the City has, on an interim basis created a custom web design system based on Web Content Accessibility Guidelines (WCAG) to guide all web updates, the new web content management system (CMS) will allow users across the organization to create, manage and modify website content without the need for specialized technical knowledge, as has been necessary to date. It will also ensure that content is consistently updated following the new accessible design system template and that the workflow for the review and approvals of updates are managed for prompt and timely updates to the public.

Accessible On-Line Notification on Accessibility Features

Under the Accessible Customer Service Standard of the Accessibility for Manitobans Act (AMA), the City must inform the public when accessibility features become temporarily unavailable, both on-site and online. The funding from the Manitoba Accessibly Fund will allow the CMS project scope to be expanded to create an on-line module that will improve the accessibility of on-line notifications.

The City of Winnipeg operates a broad range of facilities under a similarly broad range of services and programs. Information about services, programs and facilities is shared on the City's website which includes close to 13,000 html web pages. Temporary disruptions are currently advertised on departmental websites. To access notifications, members of the public need to understand and navigate several web pages to look for information that is relevant to them. Those who depend on particular accessibility amenities, must proactively perform this search for notifications repeatedly because no mechanisms exist for residents to be automatically notified when a disruption occurs. Further, there is inconsistency in the amount of information provided and the method or formats used to share the information. For example, some make use of website banners (alerts), while others insert a written notice (callout) within the relevant web page.

A centralized website that displays consistent information on disruptions in a consistent format, and which offers a means for providing user-customized notifications about disruptions, will significantly improve access to information that is critical to supporting access to City facilities, services and program. It will also help raise awareness of the broad range of barriers people can face in their community and the importance of preventing and removing them.

The funding will cover the cost to create an on-line module that will enable the City to provide an accessible, user-friendly and centralized website for sharing information about all temporary disruptions in City services and facilities. The new website will enable the City to then create a notification system that residents can subscribe to which will notify them of existing, or upcoming, disruptions to services.

Manitoba Accessibility Fund

On April 14, 2021, the Public Service received notice of the launch of the Manitoba Accessibility Fund. From the provincial website, the fund and its grant program will assist municipalities, non-profit organizations and businesses in Manitoba by providing financial support for projects that remove barriers for people with disabilities, and promote accessibility across the province.

The fund is a one-time, $20 million contribution to the Winnipeg Foundation. Beginning in 2022, the yearly return on investment will be used to provide grants of up to $50,000. The Winnipeg Foundation will manage and invest the endowment fund, whereas the Province will administer the annual grants program.

On February 14, 2022, the Public Service received notice of the fund's application and eligibility requirements. A funding application for the noted project in this report was submitted by the April 15, 2022 intake deadline.

On June 17, 2022, the Public Service was advised by the Minister of Families/ Minister responsible for Accessibility, Rochelle Squires, that the City's funding application was approved for the project in the amount of $50,000.

FINANCIAL IMPACT

Financial Impact Statement

Date: July 26, 2022

Project Name:

First Year of Program **2022**

Grant Contribution Agreement between the City of Winnipeg and the Province of Manitoba under the Manitoba Accessibility Fund for the creation of an On-line Module to Communicate Accessibility Disruptions

	2022	2023	2024	2025	2026
Capital					
Capital Expenditures Required	$ 172,000	$ -	$ -	$ -	$ -
Less: Existing Budgeted Costs	122,000	-	-	-	-
Additional Capital Budget Required	$ 50,000	$ -	$ -	$ -	$ -
Funding Sources:					
Debt - Internal	$ -	$ -	$ -	$ -	$ -
Debt - External	-	-	-	-	-
Grants (Manitoba Accessibility Fund)	50,000	-	-	-	-
Reserves, Equity, Surplus	-	-	-	-	-
Other - Enter Description Here	-	-	-	-	-
Total Funding	$ 50,000	$ -	$ -	$ -	$ -
Total Additional Capital Budget Required	$ 50,000				
Total Additional Debt Required	$ -				
Current Expenditures/Revenues					
Direct Costs	$ -	$ -	$ -	$ -	$ -
Less: Incremental Revenue/Recovery	-	-	-	-	-
Net Cost/(Benefit)	$ -	$ -	$ -	$ -	$ -
Less: Existing Budget Amounts	-	-	-	-	-
Net Budget Adjustment Required	$ -	$ -	$ -	$ -	$ -

Additional Comments: Existing capital budget of $122,000 represents the 2020 Intake Program budget approved by Council (Innovation, Transformation & Technology Capital Project #3458500020). Additional capital budget required of $50,000 is to be funded by a grant from the Province of Manitoba. No additional mill rate support or debt is required.

Jocelyn Peters - July 26, 2022

Jocelyn Peters CPA, CGA
Manager of Finance & Administration (Campus

CONSULTATION

This Report has been prepared in consultation with:

- Legal Services (as to legal issues)
- Innovation and Technology Department
- Customer Service and Communications Department

OURWINNIPEG POLICY ALIGNMENT

Leadership and Good Governance

Objective 3: Achieve community-responsive service delivery through an aligned, integrated, collaborative and results-oriented organizational culture.

Foster an organizational culture of leading by example in the community. As a large employer, demonstrate proactivity and adaptability, strengthening interdepartmental coordination and providing adequate resourcing and communications to improve responsive service delivery.

1.7 Equitable Service Access

Identify and provide access to, a base level of municipal services to everyone, directly or facilitated through partnerships. Remove systemic barriers to participation, based on race, national or ethnic origin, colour, religion, age, sex, sexual orientation, gender identity or expression, marital status, family status, physical or mental ability, a conviction for which a pardon has been granted or a record suspended, official language used, citizenship status, socio-economic status, geographic location or climate change vulnerability.

1.19 Equitable Service Access

Achieve best practice standards in equitable customer service and communications, enabling all community members to understand and navigate municipal service-delivery systems and decision-making processes, in the official language of their choice.

Good Health and Well-being

Objective 1: Enable access to basic needs for good physical and mental health.

Proactively invest in and remove structural, social and economic barriers to health equity that enable individuals and communities to access opportunities, build capacity and achieve full potential.

Objective 2: Support positive health outcomes through the built and natural environments.

Design, develop, and maintain healthy and inclusive built and natural environments that facilitate access to basic needs, encourage active lifestyles, and strengthen social- and nature-based connections.

4.9 Inclusive Public Places

Provide and promote the amenities, and the design and maintenance standards, necessary to ensure accessible, safe and sanitary conditions in gathering spaces frequented by the public.

4.11 Equitable Service Access

Prioritize equitable access to recreation and parks systems, services, and infrastructure, in order to: enable active living; connect people and nature; create supportive environments; build community capacity; and achieve desired health outcomes, with a focus on children and youth.

Social Equity

Objective 1: Uphold human rights so that no one is left behind.

Achieve a safe, resilient, and inclusive community by eliminating systemic barriers that result in discrimination, and creating opportunities for social, economic and political inclusion.

Objective 3: Build social cohesion through community development solutions, coordinated, effective partnerships, and responsive service delivery.
Learn from community knowledge and leadership, work to be responsive to community needs, and align government processes, resources and services accordingly
5.1 Equitable Service Access
Provide municipal services through a lens that promotes equitable access for all, with a focus on the youngest, oldest, and systemically disadvantaged members of the community.

WINNIPEG CLIMATE ACTION PLAN ALIGNMENT

While this project does not support a specific direction or action as articulated in the Plan, this project will support a reduction in Vehicle Kms travelled and associated greenhouse gases, as it will provide information that will allow citizens to plan their travels to avoid making trips to facilities where their needs can temporarily not be met.

WINNIPEG POVERTY REDUCTION STRATEGY ALIGNMENT

The information and recommendations presented in this report align with and advance the Winnipeg Poverty Reduction Strategy (2021 – 2031) as follows:

They embody the following **Guiding Principles**:

- We will Uphold Human Rights
- We will Honour Relationships and Reconciliation with Indigenous Peoples
- We will Address Systemic Oppression, Trauma and Social Inequity
- We will Promote and Maintain the Welfare of All Residents
- We will Develop Trust and Meaningful Partnerships to find solutions and drive change.

They align with the following **goals and 10-year objectives**:
Goal 1: Equity and a Culture of Caring are Demonstrated through Strategy Implementation and Systems Change
10-year Objective:
C: Equity and a Culture of Caring are factored into all service planning and budget decisions, resulting in City-wide systems change.

Goal 6: All City Services are Equitable, Inclusive and Accessible
10-year objectives:
A. Residents have equitable access to City services, in particular demographic groups who experience marginalization.
C. Use of City's tools and resources are maximized to reduce systemic inequities

SUBMITTED BY

Department: Assets and Project Management
Prepared by: Susanne Dewey Povoledo, Universal Design Coordinator
Date: August 15, 2022

ATTACHMENTS: N/A