



# **City of Brockville Municipal Accessibility Advisory Committee Minutes**

**1:00 PM - Tuesday, June 25, 2024**  
City Hall, Council Chambers

---

The Municipal Accessibility Advisory Committee meeting was called to order on Tuesday, June 25, 2024, at 1:00 PM, in the City Hall, Council Chambers, with the following present:

**Members Present:** Greg Bamber, Doug Hone, Janet Jones, and Louise Severson  
**Regrets:** Mary Ann Greenwood  
**Staff:** Sheena Earl, City Clerk, Lynn Murray, Deputy City Clerk, and Phil Wood, Director of Operations

**1. Chair's Remarks**

Nil.

**2. Disclosure of Interest**

Nil.

**3. Adoption of the Minutes**

Moved by: Councillor Severson  
Seconded by: Member Hone

THAT the minutes of the Brockville Municipal Accessibility Advisory Committee meeting dated May 28, 2024 be adopted as circulated.

**CARRIED**

**4. Delegations/Presentations**

1. Design Standards  
Lynda Lawson, Accessibility Coordinator  
City of Oshawa

L. Lawson reviewed her presentation on their City's design standards for the committee.

Chair Jones noted BMAAC has never had a solid plan like this and added it is an excellent plan to work from.

Member Bamber asked if Ms. Lawson could send the audit forms for a parks and buildings. She agreed to email copies to staff.

Councillor Severson asked how often their committee reports Council? Ms. Lawson indicated that they typically don't report to Council, but their minutes are forwarded for information.

Councillor Severson asked if accessibility has a line item in their budget. Ms. Lawson replied that the costs are typically built into each project.

Councillor Severson wondered where Ms. Lawson's wages were allocated. Ms. Lawson explained that her position is apportioned to Human Resources.

The Committee thanked Ms. Lawson for taking the time to present to them.

## **5. Correspondence & Communications**

Nil.

## **6. Staff Reports**

1. Multi-use Recreational Facility - update  
P. Wood

P. Wood explained that the consultants are nearing the end of the design activity for the new MURF. He noted the design is now about 95% complete and the drawings are designed to encompass all accessible requirements. P. Wood said the facility will be the best in the area.

2. Accessible Bus Stops - update  
M. Locke

P. Wood stated that he and M. Locke have spoken with some of the Para Transit drivers and received some very valuable information from them about the priority of improvements to transit stops.

Councillor Severson asked when the work will start. P. Wood replied they will start with the easiest stops first and said he would like to create a standard specific to bus stops that staff rely on to use as reference going forward.

## 7. New Business

1. Commode Chair - Rotary Splash Pad  
(Member Bamber)

Member Bamber felt that deferring this to early 2025 would be appropriate.

2. Hire Accessibility Co-Ordinator  
(Chair Jones)

Janet, Greg and she had talked about making a motion to hire a coordinator for the city.

Sheena explained the City's policy for creating new positions through the budget process and said a business case could be drafted with input from the Committee and reviewed.

Moved by: Member Bamber

Seconded by: Member Hone

THAT the Brockville Municipal Accessibility Advisory Committee recommends the development of a business case for the position of Accessibility Coordinator to be presented during 2025 Budget deliberations.

**CARRIED**

3. ODSP and completing Para transit Forms

Chair Jones stated that she had been approached by the Director at the Ontario Disability Support Program regarding the form that must be completed in order to qualify for Para Transit. She indicated that the portion to be completed by a physician is difficult because many people do not have a family doctor and if they do, the fee charged is an expense many cannot afford.

P. Wood responded that the cost to provide a ride on Para Transit is much greater than the conventional system, and that this is why a doctor's note is needed to agree that the individual is unable to ride the conventional buses. P. Wood stated that the cost per ride on Para transit is \$40 and the city charges \$2, whereas the cost per ride on the conventional bus is \$8 compared to a charge of \$2.

## **8. Member Reports and Project Updates**

1. Accessible Taxi - follow up discussion  
(Chair Jones)

Member Bamber thanked staff for sending a letter to each of the City's taxi companies. He felt that they should do a costs analysis before sending a letter sent to the province. He suggested sending a letter thanking the taxi companies for their response and ask if they could assist in the cost analysis. S. Earl offered that staff can likely do the research and provide this information to the Committee.

## **9. Adjournment**

Moved by: Member Hone

THAT the BMAAC meeting be adjourned until its next regular meeting scheduled for September 24, 2024.

**CARRIED**

*The meeting adjourned at 2:59 pm.*