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**AGENDA**

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**Disclosure of Interest**

**Chair's Remarks**

**Adoption of the Minutes**

- 3 - 5      *THAT the minutes of the Brockville Municipal Accessibility Advisory Committee meeting dated November 28, 2017 be adopted as circulated.*

**New Business Arising from the Minutes**

**Delegations/Presentations**

Nil.

**Correspondence & Communications**

- 6 - 10      1.      Consultation request - Parks Capital Items  
                 C. Cosgrove, Director of Operations
- 11          2.      Hardy Park Washrooms - Update  
                 C. Cosgrove, Director of Operations

**Staff Reports**

1.      Transportation Plan  
         Matt Locke, Supervisor of Transportation Services

**New Business**

1.      Front Avenue sidewalk inquiry
2.      Brock Trail Representatives

3. Memorial Centre Accessible Parking inquiry

**Capital Budget - Review**

Nil.

**Sub-Committee and Member Reports/Project Updates**

1. Accessibility Plan Development

**Adjournment**

*THAT the BMAAC meeting be adjourned until its next regular meeting scheduled for March 27, 2018.*

Tuesday, November 28, 2017, 1:00 pm  
City Hall, Boardroom

## ***Committee Minutes***

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### ROLL CALL:

Ryan Billing, Chair  
Colleen Cameron  
Nancy Gardner  
Doug Hone

### ABSENT:

Mary Ann Greenwood

### STAFF:

Lynn Murray, Deputy City Clerk (Recording Secretary)

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## **DISCLOSURE OF INTEREST**

Nil.

## **CHAIR'S REMARKS**

Ryan welcomed Greg Bamber to the meeting. Greg offered a brief background about himself.

## **ADOPTION OF THE MINUTES**

Moved by: Doug  
Seconded by: Nancy

THAT the minutes of the Brockville Municipal Accessibility Advisory Committee meeting dated October 17, 2017 be adopted as circulated.

CARRIED

## **NEW BUSINESS ARISING FROM THE MINUTES**

Ryan stated that he is waiting on Matt Locke to get back to him. Matt was going to speak to Voyageur regarding their ability or inability to provide an accessible

taxi.

### **DELEGATIONS/PRESENTATIONS**

Nil.

### **CORRESPONDENCE & COMMUNICATIONS**

#### **1. Brock Trail**

Email from John Taylor

The Committee discussed John's email. They feel they need further details from John. Also stress the fact that they are an advisory committee and are unable to raise funds.

### **STAFF REPORTS**

Nil.

### **NEW BUSINESS**

#### **1. December Meeting date - Lynn**

The Committee decided not to have a formal meeting in December, but they will get together to work on the next Multi-year Plan.

#### **2. New Multi Year Plan**

Lynn circulated copies of the 2012-2017 Plan. Ryan suggested that the committee get together informally to work on the next Multi-year Plan. It was decided that they would meet at City Hall on December 12, 2017 at 1:30 pm.

#### **3. Tourism Office relocation**

Ryan explained that a report went before the FAO committee last week regarding a proposal to relocate the Tourism office to the bottom floor of City Hall. He suggested that over the years there have been several different options proposed. Ryan will draft a letter of support and circulate it to the Committee for review.

## **CAPITAL BUDGET - REVIEW**

### **1. Financial Report**

Ryan discussed the fact that soon they will no longer have funds to work with, as the contributions are getting smaller every year. He added that they will truly be an advisory committee to Council.

## **SUB-COMMITTEE AND MEMBER REPORTS/PROJECT UPDATES**

### **1. Update from VIP group meeting**

Ryan shared that he had attended as a guest speaker the latest meeting of the Visually Impaired Persons. Ryan said that he had reviewed BMAAC most recent projects. Ryan added that the VIP group had a lot of questions for him; such as the tactile sidewalk strips at the street corners, audible signals, etc. Ryan thought next year it would be a good idea to invite Matt Locke as well.

### **2. Rotary Field House**

Ryan stated that Rotary had a submission from Eastern Engineering on plans for the renovation. This included installing power doors at the entrance, lowering the counter at the concession stand and adding an exterior accessible washroom. He had no update on the costs as of yet. The Committee discussed preparing a letter of support of the project.

## **ADJOURNMENT**

Moved by: Colleen

THAT the BMAAC meeting be adjourned until its next meeting scheduled for January 23, 2018.

CARRIED

*The meeting adjourned at 2:25 pm.*

# MEMORANDUM



## OPERATIONS DEPARTMENT

**Date:** February 1, 2018

**File No.** R05-02

**To:** Lynn Murray  
Deputy City Clerk

**From:** Conal Cosgrove  
Director of Operations

**Subject:** Consultation with BMAAC – Parks Capital Items

The Operations Department is notifying BMAAC of our intent with respect to the following Parks projects for 2018:

1. St. Lawrence Park Paths
  - a) The path from the southwest corner of the parking lot to the gate north of the canteen/washroom building will be re-paved. No changes are proposed.
  - b) The path from the southeast corner of the parking lot to the main path near the beach will be reconstructed. The new path will be 3 metres wide. The topography makes meeting the AODA requirements for slopes unfeasible.
2. Replacement of Playground Equipment

The attached document describes the specifications for the new playground equipment at various parks. At this time, the City does not intend to install accessible play equipment at these locations. The next location for an accessible play area will be at the Rotary Field House.

Please forward any comments or recommendations from BMAAC.

A handwritten signature in blue ink that reads "Conal".

CJC/jw



## SECTION B

### ITEM SPECIAL PROVISIONS

#### SUPPLY

##### Items A, B, C, D

The heavy duty swing sets shall meet CAN/CSA Standard Z614-07.

##### Legs

- 3 legs each end
- 2 legs between bays
- 60mm O.D. galvanized pipe

##### Top Beam

- 89mm O.D. galvanized pipe

##### Item E

The camel back climbers shall meet CAN/CSA Standard Z614-07

##### Items A, B, C

##### Height

- 3.04m above ground when installed

##### Items A, B

##### Swing Assembly

- 2 per bay complete with heavy duty swing bearings, swing chains and slash proof belt seats

##### Item C

##### Swing Assembly

- 2 per bay complete with heavy duty swing bearings, swing chain and 4 slash proof belt seats and 2 slash proof baby seats

### Item D

#### Height

- 2.4m above ground when installed

#### Swing Assembly

- 2 per bay complete with heavy duty swing bearings, swing chains and slash proof baby seats

### Item E

#### Height

- 2.26m above ground when installed

#### Length

- 4.763m end to end

#### Width

- 0.584m

#### Finish

- Structure shall be powder coated red

## **INSTALLATION**

The heavy duty swing sets and camel back climbers shall be delivered and installed, as per the manufacturer's instructions in the following Brockville, ON, parks:

- |                        |               |
|------------------------|---------------|
| • Upper Brookview Park | Item A        |
| • Butterfield Park     | Item A        |
| • Little Fulford Park  | Items A, D, E |
| • Davison Park         | Items C, E    |
| • Bramshot Park        | Item B        |
| • Victoria Park        | Item D        |
| • St. Lawrence Park    | Item A, D     |

Manufacturer's instructions for the swings and climbers shall be included with the completed tender form.

Installation locations in the park will be at the site of the existing swing sets and camel back climbers to be replaced. These existing units will be removed by City forces prior to September 24, 2018.



### **Progression of Work and Completion Time**

The total work is to be commenced and completed between September 24 and October 12, 2018.

### **Payment**

Payment shall be at the lump sum price bid plus applicable taxes for this item in the schedule of unit prices. Such payment shall be full compensation for all labour, equipment and materials necessary to complete the work as specified herein.



**BROCKVILLE**  
CITY OF THE 1000 ISLANDS  
OPERATIONS DEPARTMENT

NORTH



LEGEND:

- 1 BROOKVIEW PARK
- 2 BUTTERFIELD PARK
- 3 DAVISON PARK
- 4 LITTLE FULLFORD PARK
- 5 VICTORIA PARK
- 6 BRAMSHOT PARK
- 7 ST. LAWRENCE PARK

NOTES:

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DRAWING NAME

CITY PARKS  
SK2017-27

0 50m 100m 300m  
SCALE 1:10,000

REV.	DATE	DESCRIPTION
1	OCT 11/17	

DRAWN BY	JPB
DATE	OCTOBER 11, 2017



## Lynn Murray

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**From:** Ryan Billing [REDACTED]  
**Sent:** February-22-18 9:25 AM  
**To:** Lynn Murray  
**Subject:** FW: Hardy Park Washrooms

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**From:** Conal Cosgrove <[ccosgrove@brockville.com](mailto:ccosgrove@brockville.com)>  
**Sent:** Monday, February 12, 2018 2:48 PM  
**To:** Ryan Billing [REDACTED]  
**Subject:** Hardy Park Washrooms

Hi Ryan

We had tendered the Hardy Park Washrooms as a design-build project (contractor is responsible for most of the design work) last year. The timing wasn't the best, and we didn't get any bids.

Based on some feedback from the contractors, we have Eastern Engineering doing some additional design work before going out for bids next month. I will submit drawings to BMAAC when the design work is a more advanced.

I would appreciate your advice regarding one element at this time. We are planning for 4 washrooms. Three will be barrier free. The fourth will be classified as universally accessible. This would include an alarm system that can be activated by a person in the washroom if they need assistance. Typically, the audio part of the alarm system will sound until it is turned off. We are considering whether the alarm should be put on a timer to limit the duration of the alarm, given the high likelihood of false alarms/mischief at this location. Would that be acceptable to BMAAC?

Conal

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