



Corporation of the Township of Brock

Staff Report to the Mayor and Members of Council

From: Brock Accessibility Advisory Committee (BAAC)

Position: Council Appointed Advisory Committee

Title / Subject: Brock Accessibility Advisory Committee Annual Report, 2024

Date of Report: December 2, 2024

Date of Meeting: December 2, 2024

Report No: 2024-GG-027

1.0 Issue / Origin

On an annual basis, the Brock Accessibility Advisory Committee (BAAC) is required to provide Council with an update on their achievements for the year and bring forward new requests for Council's consideration.

2.0 Background

The BAAC is a Council appointed committee. Members are appointed to the committee for a four-year term, concurrent with that of Council.

A brief summary of the mandate and responsibilities of the committee (as per the committee Terms of Reference) is as follows: to provide advice and recommendations on specific initiatives, strategies and policies; to reduce barriers; promote public awareness; advocate on behalf of persons with disabilities; review site plans; review and provide input on the Multi-Year Accessibility Plan (MYAP).

As per the Accessibility for Ontarians with Disabilities Act, 2005, Section 29(1) The Council of every municipality having a population of not less than 10,000 shall establish an accessibility advisory committee or continue any such a committee that was established before the day this section comes into force.

3.0 Analysis

In 2024 BAAC met on six occasions, having quorum at four of the meetings.

Accomplishments

Throughout 2024 BAAC had a number of accomplishments including:

- Completing a review of the Accessible Events Checklist which was included as supporting material for the new [Support for Community Organizations Policy and Webpage](#)
- Conducted the annual review of the Multi-Year Accessibility Plan (adopted by Council through by-law 3107-2022)
- Selection and presentation to the Thrift Hub as the 2025 Township of Brock Accessibility Award recipient. The Thrift hub was also endorsed by the Committee and Council to be one of the 2024 recipients of the Durham Region Accessibility Award.
- Hosted the 2024 Tri-AAC meeting in May of 2024. Brock hosted representatives from both the Scugog and Uxbridge's AAC for an open forum discussion. Topics discussed included challenges with membership recruitment and retention, involvement within the community and opportunities for the committees.
- Reviewed the site plan for Beaverton Commons Development.
- Reviewed the King Street Park design.
- Reviewed the LSRCA Trail parking proposal (Cannington Snowmobile Club).

Challenges

A challenge for the committee has continuously been membership retention and engagement. The committee has found it difficult to keep members attending the meetings and engaged in workplan activities. It can be intimidating for new members to understand the role of the committee, what accessibility means, and it requires some time make themselves familiar with providing feedback through the lens of accessibility.

Public engagement and awareness of BAAC is also difficult. Many residents and businesses in the community are not aware of vast matter that is accessibility, nor are they aware of our municipal advisory committee.

Requests for new additions to the Workplan

The BAAC 2024-2026 Workplan was approved by Council on March 25, 2024. BAAC is respectfully requesting Council approval for the following items to be added to the 2024-2026 BAAC workplan.

1. Policy Review – the committee proposes that it will review municipal accessibility policies in accordance with applicable legislation to assist staff in ensure the municipality continue to be in compliance.
2. Research and review mental health and accessibility intersectionality – The committee proposed that it will review standards and available public resources for the

intersection between mental health and accessibility. The Committee will recommend additions and improvements to municipal services and offerings based upon this review.

3. Municipal Facility Audits – A sub committee will be formed to conduct independent facility audits to suggest improvements. Findings from these audits will be brought to staff for inclusion in future budgets.
4. StopGap.ca – the committee is proposing to research the Stop Gap program and propose to Council how the program could be utilized by local businesses.
5. Review of the Accessibility Makes Good Business Sense Resource that was previously developed by the committee. The resources should be update with new information and a plan will be created by the committee to share the resources with local businesses virtually and in person.

The full 2024-2026 Workplan with the above items included is attached to this report as Appendix 1.

4.0 Related Policies / Procedures

[Accessibility for Ontarians with Disabilities Act, 2005](#)

[Township of Brock Multi-Year Accessibility Plan and adopting By-law 3107-2022](#)

[Brock Accessibility Advisory Committee Terms of Reference](#)

5.0 Financial / Budget Assessment

The BAAC does not have a dedicated budget for completing the initiatives as directed by Council and set out in the annual work plan. Consideration should be given to a small, dedicated committee budget on an annual basis to improve community engagement and feedback as noted above. This was also requested by the committee to Council in 2022. The Committee proposes an annual budget of \$1,000.00.

Further at the September 17, 2024 BAAC meeting, the following motion was passed by the committee:

“ Moved by Tony Landrie that BAAC request Council approval of funds to conduct professional accessibility audits of municipality facilities, to be included in the 2025 and 2026 budget.”

Upon review of a quote for professional facility audits, the committee is requesting approval for a workplan item to be added, allowing members to conduct facility audits. These audits will provide valuable information to staff and Council on improvements that should be made to our facilities to better serve our residents and help to achieve the goal of an accessible Ontario by 2025.

6.0 Asset Management

The proposed budget inclusion of professional accessibility audit services and the reports generated by that work should be considered in conjunction with the asset management plan and capital projects forecast to improve access to municipal facilities and services for all residents and visitors within the Township of Brock.

7.0 Climate Change Impacts

Not applicable.

8.0 Communications

Communications of committee actions and initiatives are shared on all Township platforms including the website, social media, e-newsletter and printed newsletters.

9.0 Conclusion

The Committee would like to thank Council for the opportunity to advocate for the improvement of accessibility across the municipality and Durham Region.

10.0 Recommendation

Be it Resolved That Report 2024-GG-027, Brock Accessibility Advisory Committee Annual Report 2024 be received; and

That the 2025-2026 BAAC workplan attached to this report as Appendix #1 be approved by Council; and

That a dedicated budget of \$1,000.00 be included in the 2025 budget for Council consideration.