



**The Corporation of the Township of Brock
Accessibility Advisory Committee Minutes**

**March 18, 2025
Municipal Administration Building
1 Cameron Street East, Cannington, ON L0E 1E0**

1. Meeting Link

2. Call to Order/Roll Call

Vice Chair Tony Laundrie called the meeting to order at 9:05 a.m. and confirmed the following committee members and staff were present.

Committee Members

Gerhard Smit
Councillor Angela Canavan
Tony Laundrie
Susan Koskinen
Colby Farrell (arrived at 9:30 a.m.)

Staff

Maralee Drake, Deputy Clerk

3. Disclosure of Pecuniary Interest and Nature Thereof

None

4. Delegations

None

5. Confirmation of Minutes - January 14, 2025

Moved by Gerhard Smit to approve the January 14, 2025 BAAC meeting minutes.

CARRIED

6. General Items

6.1 Accessibility Makes Good Business Sense

(assigned to Tony and Susan)

The committee reviewed the existing resource and provided recommendations for updates to the document.

The Deputy Clerk will make the changes to the document and provide the file to the committee via email for approval. Once finalized, printed copies will be made available for the Mayor's Networking Business Event on April 16, 2025.

At the next meeting, Tony and Susan will lead the discussion in developing a plan for the committee to visit local businesses to provide them with the hand out. Pricing to be obtained for printed copies on high quality paper, enough for distribution at all Brock businesses, and to have on hand at the municipal office. The resource will also be available online through the Township website.

6.2 Facility Audits

Committee and Staff

BAAC will audit 2 sites this year, the Municipal Administration Building and the Manilla Hall.

The facility visits have been scheduled for September 16th with the Director of Parks, Recreation Facilities and IT and can begin immediately following the in-person BAAC meeting at 10:00 a.m.

The Deputy Clerk clarified that all municipal buildings are inspected on a monthly basis by staff and immediate deficiencies are addressed with the operating budget by the Director of Parks, Recreation Facilities and IT.

The work plan indicated the facility audits would be conducted by a sub-committee, but as all members expressed interest the initial facility audits can be done by the all members.

The committee will use the Facility Audit Checklist as a guide for the site visits.

6.3 Public Education Campaign

(Assigned to Donna and Angela)

Councillor Canavan provided an update to the committee on potential communication items and plans. Consideration should be given to areas of accessibility beyond mobility, including mental health, pain related, vision and more. The provincial and federal governments have free resources available that the municipality and BAAC can share. Durham Region also has a useful webpage that provides links to services for residents across the region.

<https://www.durham.ca/en/living-here/accessibility-across-the-region.aspx>

A social media campaign will take place during National Access Awareness Week May 25 - 31, 2025. At the next meeting, the committee will discuss other ways to engage with the public as various segments of our communities receive information in different ways (hard copy, in person, online etc.)

The committee discussed local resources that would be beneficial to share

- <https://www.facebook.com/ONAccessibility/>

- Community Care Durham - transportation services

- Durham Region Transit - On Demand Services

- [Access Forward](#) - free online training

- Sunderland Lions Club and Brock Community Health Centre - medical and mobility devices loan program

Colby Farrell enquired as to the Region of Durham's accessibility related public engagement at regional facilities in Brock and if there would be an opportunity for a BAAC member to sit on the Regional AAC. The Deputy Clerk advised that she would follow up.

6.4 Accessibility Awards

<https://www.townshipofbrock.ca/en/municipal-office/accessibility>
Committee

The committee discussed the annual awards. Calls for nominations and promotions will begin in May and award winners will be selected at the June BAAC meeting. The Deputy Clerk encouraged members of the committee to share the nomination form with their networks as the nomination form is available year round.

Moved by Colby Farrell that the Township of Brock Accessibility Award be presented at the newly established Brock Awards of Merit event, on September 25th at the Sunderland Town Hall at 6:00 p.m. and; That the Brock Accessibility Advisory Committee continue to review the nominations for the Accessibility Award and select the recipient.
CARRIED

CARRIED

7. Other Items & Inquiries

7.1 New Business

Susan Koskinen requested an update on a committee motion made in 2023 regarding curb cuts at accessible parking locations and expressed concern that the accessible spot in Beaverton was moved farther away from the downtown.

The committee discussed concerns with accessible parking locations, challenges with snow removal at those spots and construction design reasons why a curb may be required.

The Deputy Clerk advised she would follow up with Public Works staff and provide an update at the next meeting.

Vice Chair Tony Laundrie advised that the new accessible door has been installed at the Sunderland Town Hall and noted it can be difficult for users of the facility to operate. The Deputy Clerk advised she would follow up with staff regarding instructions for the door.

Gerhard Smit enquired as to the location of benches on the LSRCA trail and at MacLeod Park and enquired as to how more could be installed in high traffic areas. Vice Chair Tony Laundrie noted that the Sunderland Lions club paid for 3 benches to be installed on the LSRCA portion of the trail. The Deputy Clerk advised she would follow up with the Director of Parks, Recreation, Facilities and IT and noted that there may not be

budget allocated to benches in MacLeod Park this year, and that BAAC could consider utilizing some of their funds to put towards a bench purchase.

7.2 Next Meeting - May 13, 2025 (online)

8. Adjournment

Moved by Susan Koskinen that the meeting of BAAC adjourn at 10:19 a.m.

CARRIED