



Corporation of the Township of Brock

Staff Report to the Members of Council

From: Wayne Ward
Position: Director Parks, Recreation and Facilities
Title / Subject: Manilla Hall Ramp Encroachment
Date of Meeting: October 14, 2025
Report No: 2025-PRF-025

1.0 Issue / Origin

To seek Council's approval for the proposed accessibility ramp to the Manilla Hall to encroach into the municipal road allowance (Brock Street), in accordance with the Accessibility for Ontarians with Disabilities Act (AODA) design requirements.

2.0 Background

The Township is undertaking improvements to the accessibility of the Manilla Hall, including the replacement of the existing entrance ramp. The proposed new ramp has been designed to meet current AODA standards, which require a longer and more gradual slope than the existing structure.

As a result of these design requirements, the footprint of the new ramp extends beyond the limits of the existing ramp and encroaches into the municipal road allowance. It is important to note that the encroachment does not impact the travelled portion of the roadway and will not interfere with vehicular or pedestrian traffic.

3.0 Analysis

The proposed ramp is necessary to ensure safe and equitable access to the building for all users. While the encroachment into the road allowance is not ideal, it is considered minor and does not pose operational concerns at this time.

Should the Township consider divesting of this property in the future, staff recommend that an encroachment agreement be established with the future owner, or alternatively, that the ramp be removed from the road allowance to restore the boundary.

4.0 Related Policies / Procedures

Not app

5.0 Financial / Budget Assessment

There are no financial implications for this issue.

5.1 Asset Management

There are no additional asset management considerations.

6.0 Climate Change Impacts

There are climate change impacts

7.0 Communications

This report is being published on a public agenda

8.0 Conclusion

In order to proceed with this accessible access project this encroachment is necessary.

9.0 Recommendation

BE IT RESOLVED THAT Council receive report 2025-PRF-025, and

That Council approve the encroachment of the proposed accessibility ramp for the Manilla Hall into the municipal road allowance, recognizing the necessity of the design to meet AODA standards.