



Brock Accessibility Advisory Committee

Due to the current COVID-19 Pandemic and the need to implement social distancing, the Municipal Administration Building is closed to the public and no residents will be permitted to attend this meeting in person. Members of the Township of Brock Accessibility Advisory Committee will be participating electronically in the meeting. Those wishing to view the meeting via virtual means, or those wishing to participate as a delegate, may register in advance of the meeting by noon on the business day prior to the date of the meeting by emailing clerks@townshipofbrock.ca. Those wishing to submit written correspondence with respect to the items on the agenda may do so by emailing clerks@townshipofbrock.ca.

Date: Tuesday, November 17, 2020

Time: 7:00 p.m.

Location: Electronic Meeting

Agenda

1. Call to Order

2. Confirmation of Minutes

- September 22, 2020

3. Hearing of Deputations - none

4. General Items

- 1) Community Accessibility Event
- 2) 2020 Budget Recommendations
- 3) 2020 BAAC Workplan Recap
- 4) Bench outside of Foodland
- 5) Draft Traffic Control Parking By-law
- 6) Sidewalk Masterplan
- 7) 2020 Township of Brock Accessibility Award
- 8) 2020 Durham Region Accessibility Award

5. Other Items & Inquiries

- 1) New Business – 2021 Draft BAAC Meeting Schedule
- 2) New Business – 2021 Draft BAAC Workplan
- 3) Election of Chair and Vice-Chair
- 4) Next Meeting Date – January 19, 2021

6. Adjournment



Brock Accessibility Advisory Committee

Date: Tuesday, September 22, 2020

Time: 9:00 a.m.

Location: Electronic Meeting

Minutes – Draft

Present: Jolene Munro, Donna Schirle, Jodi Foreman, Councillor Lynn Campbell

Absent: Karen Hakonson, Tony Laundrie

Staff Present: Lesley Donnelly, Clerk's Assistant (recording the minutes)

1. Call to Order

Chair Munro called the meeting to order at 9:22 a.m.

2. Confirmation of Minutes

Moved by Lynn Campbell that the minutes of the January 21, 2020 meeting be approved.

MOTION CARRIED

3. Hearing of Deputations

None

4. General Items

- 1) Durham Region Accessibility Awards 2020 – Nomination
- 2) Township of Brock Accessibility Award 2020 – Nomination

The Clerk's Assistant (Ms. Donnelly) advised that nominations for the Township of Brock Accessibility Award 2020 were put on hold due to the pandemic. The Clerk's Assistant (Ms. Donnelly) queried B.A.A.C. members to see if they were interested in putting forth a nomination and presenting the award virtually or if they would prefer to cancel the Township of Brock Accessibility Award 2020 (due to the pandemic) and proceed with nominations in 2021.

Ms. Foreman indicated that she would like to proceed with nominations, stating the importance of accessibility especially during the pandemic. Ms. Foreman credited the businesses that implemented

changes during the pandemic and didn't lose sight of accessibility (i.e. stores opening early). Ms. Schirle stated that her preference would be to defer nominations since there hasn't been an opportunity to investigate / look at worthy businesses due to the pandemic. After further discussion, members agreed to proceed with nominations. Ms. Foreman recognized that Fisher's Your Independent Grocer opened early for seniors and individuals with compromised immune systems.

A brief discussion ensued with respect to whether nominations would be open to the public to which it was decided they would not.

Councillor Campbell noted that the front entrance doors at Foodland, Cannington are accessible and stated that they removed one aisle making the store more accessible and easier to move around in. Chair Munro also agreed that Foodland has been improved.

Councillor Campbell recognized the efforts of Home Hardware, Cannington during the pandemic advising that staff members would greet the public outside of the store and go inside to get the requested items.

Ms. Foreman advised that Fisher's Your Independent Grocer offered online shopping and that she used this service herself.

Chair Munro stated that Foodland really elevated their service delivery. Councillor Campbell advised that Foodland is now more spacious.

Ms. Foreman recommended that B.A.A.C. decide which grocery store had more of a Regional vs. Township impact. It was agreed that Fisher's reaches more customers in the Region due to location.

The Clerk's Assistant (Ms. Donnelly) advised that the nomination deadline for the Durham Region Accessibility Award 2020 is October 16, 2020.

Members continued discussions and agreed to nominate Foodland, Cannington for the Township of Brock Accessibility Award 2020 and to nominate Fisher's Your Independent Grocer for the Durham Region Accessibility Award 2020.

Moved by Chair Munro that B.A.A.C. recommend that Foodland, Cannington be nominated for the Township of Brock Accessibility Award 2020 for the installation of new automatic doors (at the front entrance) and brighter lighting; wider aisles and redesigned checkout counters allow more room for customers and shopping carts; continuing to offer phone in / delivery services during the pandemic. Further, that a virtual presentation be arranged to present this award.

MOTION CARRIED

Moved by Chair Munro that B.A.A.C recommend that Fisher's Your Independent Grocer be nominated for the Durham Region Accessibility Award 2020 for quickly adopting and responding to the needs of their customers during the pandemic. Fisher's opened early to accommodate seniors and individuals with compromised immune systems, provided an option to shop online with groceries delivered to vehicles, and improved the flow of aisles making it easier and safer to move around the store.

MOTION CARRIED

As a reminder, Chair Munro provided an overview of the criteria for the Township of Brock Accessibility Award.

5. Other Items & Inquiries

- 1) Chair Munro opened the floor to roundtable discussions. Chair Munro inquired as to whether any members had any accessibility concerns as a result of the COVID-19 pandemic. Chair Munro asked if services were still being provided at the Township of Brock administration building to which the Clerk's Assistant (Ms. Donnelly) advised that services are being provided by appointment only.
- 2) Discussions ensued with respect to future meetings. The Clerk's Assistant (Ms. Donnelly) advised that future meetings will continue per the approved 2020 schedule and that meetings will be held electronically until further notice. Further discussions ensued regarding the time of the meetings to which The Clerk's Assistant (Ms. Donnelly) advised that a motion is required to change the time of meetings. B.A.A.C. members agreed to continue with meetings at 7:00 p.m. (per the schedule).

For information purposes, Councillor Campbell informed B.A.A.C. members that Council adopted a resolution wherein Council members are permitted to participate at meetings via electronic means. Councillor Campbell provided positive feedback with respect to electronic meetings stating that it is convenient and ensures everyone's safety.

- 3) Next Meeting Date – Tuesday, November 17, 2020

6. Adjournment

Motion by Councillor Campbell to adjourn the meeting at 9:37 a.m.

MOTION CARRIED

Number of Handicapped Parking Spaces per Zoning By-law

| | | | |
|----|--------------------------------------|-----|---|
| n. | Handicapped Parking Spaces - General | (a) | one (1) handicapped parking space for up to nineteen (19) automobile parking spaces; |
| | | (b) | a minimum of four (4) handicapped parking spaces for up to two hundred (200) automobile parking spaces; |
| | | (c) | a minimum of eight (8) handicapped parking spaces for up to four hundred (400) automobile parking spaces. |

| | | | |
|----|---|-----|--|
| o. | Handicapped Parking Spaces - Medical Clinics or Nursing Homes | (a) | a minimum of two (2) handicapped parking spaces for up to thirty (30) automobile parking spaces; |
| | | (b) | a minimum of eight (8) handicapped parking spaces for up to sixty (60) automobile parking spaces; |
| | | (c) | a minimum of twelve (12) handicapped parking spaces for up to one hundred (100) automobile parking spaces. |



The Corporation of
The Township of Brock
1 Cameron St. E., P.O. Box 10
Cannington, ON L0E 1E0
705-432-2355

2020 Township of Brock Accessibility Award Nomination Form

To nominate a business or organization for the Township of Brock Accessibility Award, please provide the following information:

Nominee Information:

Business/Organization Name: Foodland – Cannington

Contact Person: Rod Skinner Phone Number: 705-432-3398

Email: _____

Address: 35 Cameron St. E., Cannington, Ontario L0E 1E0

Detailed Reason for Nomination:

- Widened aisles improving flow and access
- Installed brighter lighting
- Installed new automatic doors at the entrance of the building
- Redesigned checkout counters allowing more room for customers and carts
- Offered the option to phone in orders and have groceries delivered; especially helpful during COVID

Note: Please attach any additional information or photographs to this document that helps to demonstrate your reason for nomination.


Nominator Information:

Name: Brock Accessibility Advisory Committee

Phone Number: 705-432-2355

Email: brock@townshipofbrock.ca

Date: September 22, 2020

Signature: 

Please submit your completed nomination form online or by email to brock@townshipofbrock.ca.

Note: Personal Information on this form is being collected under the authority of the Freedom of Information and Protection to Privacy Act, R.S.O. c.F.31, s. 39 (2) for the purposes of improving customer service. Questions about collection of personal information may be directed by mail to the above address.



2020 Accessibility Award Nomination Form

1. Accessibility Advisory Committee and Contact Person:

Brock Accessibility Advisory Committee

Lesley Donnelly, Clerk's Assistant

2. Individual, Business or organization nominated:

Fisher's Your Independent Grocer

3. Name of business owner(s):

Russell Fisher – President

4. Address and phone number and/or email:

B30 Beaver Ave., Beaverton, Ontario, L0K 1A0

705-426-2598

5. Provide details of this nomination's accessibility achievement(s):

During COVID, Fisher's was an early adopter of the following:

- Opened early to accommodate seniors and individuals with compromised immune systems;
- provided an option to shop online with groceries delivered to your car;
- improved the flow of aisles making it easier and safer to move around in the store
- Quickly responded to the needs of their customers within the limitations of COVID restrictions

Please return to:

Janet.traer@durham.ca

By October 16, 2020



Corporation of the Township of Brock

Brock Accessibility Advisory Committee (B.A.A.C.) Schedule 2021

| Date | Time |
|-----------------------------|-----------------------|
| Tuesday, January 19, 2021 | 7:00 p.m. - 9:00 p.m. |
| Tuesday, March 16, 2021 | 7:00 p.m. – 9:00 p.m. |
| Tuesday, May 18, 2021 | 7:00 p.m. – 9:00 p.m. |
| Tuesday, September 21, 2021 | 7:00 p.m. – 9:00 p.m. |
| Tuesday, November 16, 2021 | 7:00 p.m. – 9:00 p.m. |

*Meetings are open to the public and are held in the Basement Committee Room of the Municipal Administration Building, 1 Cameron Street East, Cannington, Ontario, L0E 1E0.

B.A.A.C. Work Plan - 2021

Updated: October 15, 2020

| | Deliverable | Description | Delivery Method | Frequency | Scheduled Date | Location | Lead | Audience | Comments |
|-------------------------|--|---|---|------------------|--|---|--|---|---|
| Marketing & Advertising | Accessibility Makes Good Business Sense Flyer | To advise business owners on welcoming customers and employees with disabilities | Online | Yearly | Ongoing | N/A | Committee / Clerk's Assistant | All residents | |
| | Accessible Events Checklist | To provide recommendations in assisting event organizers in making their event accessible to all | Online | Yearly | Ongoing | N/A | Committee / Clerk's Assistant | Community Organizations | |
| | Accessibility Display Board | Portable accessibility display board to promote accessibility in the Township | Display Board to be used at community events, etc. (SMSF, Fall Fairs, Brock's Big Bite) | Ongoing | Ongoing | Community events, Municipal Administration Building, etc. | Committee / Clerk's Assistant | All residents / community events | |
| Events | Community Accessibility Event | Educates and makes residents in the community aware of accessibility issues, etc. | Event | Yearly | In May during National Access Awareness Week | TBD | Committee / Staff | Members of Council / Business Owners / Community Organizations / Media / All Residents / Visitors | |
| | Durham Region Accessibility Forum | Joint Meeting of Durham AAC's and Presentations | Forum | Yearly | Fall 2021 | Regional Headquarters | Committee / Staff | Committee / Staff | |
| | Presence at Community Events | Accessibility display board at community events at the Township of Brock booth | Display Board | Ongoing | Ongoing | Community | Committee / Staff | Committee / Staff | To be displayed at SMSF, Fall Fairs, Brock's Big Bite |
| Initiatives & Projects | Multi-Year Accessibility Plan | Annual review of the Multi-Year Accessibility Plan to provide input to staff for annual status reports | In-Person Meeting | Yearly | Spring / Summer 2021 | N/A | Committee / Deputy Clerk | Committee / Staff | |
| | Brock and Durham Accessibility Awards | Presented once a year to a business or organization who has shown a considerable effort to improve accessibility. | Presentation | Yearly | Summer 2021 | TBD | Committee / Deputy Clerk / Clerk's Assistant | All residents and visitors | |
| Meetings | Committee Meeting | BAAC members' meeting. Public is welcome. | In-Person Meeting | Bi-Monthly | 3rd Tues. of every other month | Municipal Office, Cannington or Virtually | Committee Chair / Staff | Committee. / Township Staff / Council / Public | |
| | Committee of the Whole Meeting | Chair of BAAC provides update to the Committee of the Whole | In-Person Meeting | Yearly | November 2021 or December 2021 (TBD) | Municipal Office, Cannington | Committee Chair / Staff | Council | |
| | Tri-ACC Meeting | Meeting between the 3 North Durham AAC's. | In-Person Meeting | Yearly | Fall 2021 | To be hosted by Uxbridge | Committee / Staff | Committee / Staff | |
| | Regional Accessibility Advisory Committee Chairs meeting | Meeting between all Durham Region AAC Chairs | In-Person Meeting | 2 times per year | Spring & Fall | Regional Headquarters | Region / Committee Chair | Committee Chair / Township Staff | |
| | Regional Accessibility Advisory Coordinators Meeting | Meeting between all Durham Region AAC Coordinators | In-Person Meeting | 3 times per year | TBD | Regional Headquarters | Region / Clerk's Assistant | Township Staff | |