



Minutes

Accessibility Advisory Committee

The Corporation of the City of Brampton

Tuesday, February 25, 2025

Members Present: Franco Spadafora (Co-Chair)
Michelle Buckland
Nuno Alberto Peixoto
Paula Anderson
Sherri Hopkins
Sukhbir Taank
Vanessa Tantalo
City Councillor Rod Power - Wards 7 and 8

Members Absent: Gurleen Garcha (Co-Chair)
Chamila Belleth
Kathia Johnson

Staff Present: Shawnica Hans, Deputy Clerk, Election and
Accessibility
Sylvia Ingham, Accessibility Coordinator
Sabrina Cook, Accessibility Coordinator
Chris Sensicle, Accessible Enforcement Officer
Chandra Urquhart, Legislative Coordinator

1. **Call to Order**

The meeting was called to order at 6:38 p.m. and adjourned at 8:30 p.m.

2. **Approval of Agenda**

The following motion was considered:

AAC001-2025

That the agenda for the Accessibility Advisory Committee meeting of February 25, 2025 be approved, as published and circulated.

Carried

3. **Declarations of Interest under the Municipal Conflict of Interest Act**

Nil

4. **Previous Minutes**

4.1 Minutes - Accessibility Advisory Committee - December 10, 2024

The minutes were considered by Committee of Council on January 15, 2025, and approved by Council on January 22, 2025. The minutes were provided for Committee's information.

5. **Presentations\Delegations**

5.1 Delegation from Kat Norman, Design Director and Brian Piercey, Technical Specialist, Infrastructure Interior Design, re: City Hall - 1st Floor Renovations

Kat Norman, Design Director and Brian Piercey, Technical Specialist, Infrastructure Interior Design, provided a presentation on City Hall, 1st Floor renovations. The following was highlighted:

- Project key plan
- Overview

- Accessibility features
 - Economic Development Office
 - Clerks' Office counter
 - Marriage ceremony room
- Interior finishes

The delegation responded to comments from Committee regarding the following:

- Difference in the City's accessibility technical standards with respect to items, such as:
 - kitchen sink, counter height, workspace dimensions and clearance measurement, Clerks' counter height and border color contrast
- Reference to operation of accessible push door button, directional signage and adjustable room lighting

The delegation advised that comments provided will be reviewed and considered to meet the City's accessibility technical standards where feasible.

The following motion was considered:

AAC002-2025

That the delegation from Kat Norman, Design Director and Brian Piercey, Technical Specialist, Infrastructure Interior Design, to the Accessibility Advisory Committee meeting of February 25, 2025, re: **City Hall - 1st Floor Renovations** be received.

Carried

6. Municipal Accessibility Plan Priorities

Nil

7. Other/New Business

7.1 City Clerk's Office, re: Election of Chair/Co-Chairs

Clerk's Office staff referenced the recommendation that was approved when the current Co-Chairs were selected in 2023 for a review of appointments after one year.

In response to questions, City Clerk's Office staff reminded Committee that all members were initially appointed by the Citizen Appointments Committee. In the case of Franco Spadafora, Co-Chair, the Committee supported a motion at a previous meeting to allow him to continue as a member and attend meetings remotely, even though he relocated to another City. Staff clarified that he is now able to attend meetings in person and may participate in the election process.

Shawnica Hans, Deputy Clerk, Elections and Accessibility, outlined the voting process, noting that the Chair, and Vice-Chair or two Co-Chair positions were available. Members may nominate another member or themselves to fill the positions. The floor was opened for nominations.

Vanessa Tantalo, Member, nominated herself.

Nuno Peixoto, Member, nominated himself.

Franco Spadafora, Member, nominated himself.

There were no more nominations and nominations were closed.

The Deputy Clerk advised that each member was permitted to vote for two nominees for the position of Co-Chairs.

Members voted and the results noted as follows:

- Vanessa Tantalo - 6 votes
- Nuno Peixoto - 9 votes
- Franco Spadafora - 2 votes

Vanessa Tantalo and Nuno Peixoto were each appointed as Co-Chairs until the end of the Term of Council in November 2026.

The following motion was considered:

AAC003-2025

That the following members be appointed as Co-Chairs of the Accessibility Advisory Committee until the end of Term of Council on November 14, 2026, or until a new Committee was established:

- Vanessa Tantalo
- Nuno Peixoto

Carried

7.2 Report by Sabrina Cook, Accessibility Coordinator, re: 2024 Ontario Building Code Changes - Accessibility Updates

Sabrina Cook, Accessibility Coordinator, provided an overview of the subject report noting that staff reviewed the 2024 Ontario Building Code changes and identified seven areas that need to be updated in the City's Accessibility Technical Standards. Committee will be advised when the updates would be completed and published late this year.

In response to a question, staff advised that door width clearance in the City's Accessibility Technical Standards will be maintained.

AAC004-2025

That the report from Sabrina Cook, Accessibility Coordinator, City Clerk's Office, to the Accessibility Advisory Committee meeting of February 25, 2025, re: **2024 Ontario Building Code Changes - Accessibility Updates**, be received.

Carried

7.3 Update from Chris Sensicle, Accessible Enforcement Officer, re: Annual Staff Report - Accessible Enforcement 2024

Chris Sensicle, Accessibility Enforcement Officer, provided an overview of the annual report on Accessibility Enforcement for 2024, highlighting the tracking inspection process, response times for calls on misuse of accessible parking spaces, vehicles blocking accessible parking aisles, and training for new accessibility enforcement officers.

In response to questions and comments, Committee was advised that business owners or their management may also contract private security to take action as required on accessibility violations, and issue City tickets as appropriate.

The following motion was considered:

AAC005-2025

That the update from Chris Sensicle, Accessible Enforcement Officer, to the Accessibility Advisory Committee meeting of February 25, 2025, re: **Annual Staff Report - Accessible Enforcement 2024** be received.

Carried

7.4 Report by Sylvia Ingham, Accessibility Coordinator, re: Accessibility Awards Program Update

Sylvia Ingham, Accessibility Coordinator, provided an overview of the report on the accessibility awards program, noting that two options were provided to Committee for consideration.

Discussion followed and included the following:

- benefits and advantages of the 'standalone' program which will be administered by accessibility staff with the assistance of the Clerk's Office staff
- benefits and advantages of including the event within the existing Citizen Awards

- Suggestion to continue the standalone event and consider adding “accessibility” as a category within the Citizen Award
- Recognition of awards' recipients at a Council meeting

Staff provided clarification that a request to add a category to the Citizen Awards' event will create confusion and duplication for nominees, the public, and may also jeopardise the status of the Accessibility Awards Program, as their selection criteria will differ from the AAC awards, the intent of which is to bring recognition to the contributions of individuals in the accessibility community.

Committee agreed that the AAC awards should remain as standalone event and supported option 1 of the staff recommendation.

Staff added that arrangements will be made for the recipients of the Accessibility Awards Program to be recognized at a Council meeting. Staff will reach out to the Citizen Awards Committee and inquire what options may be available to recipients for recognition at that event.

The following motion was considered:

AAC006-2025

1. That the report from Sylvia Ingham, Accessibility Coordinator, City Clerk's Office to the Accessibility Advisory Committee Meeting of February 25, 2025, re: **Accessibility Awards Program Update**, be received; and.
2. That the Accessibility Advisory Committee (AAC) direct staff to relaunch the Accessibility Awards program in the following format:
 - I. That the Accessibility Awards Program remain as a program administered by the AAC and City Clerk's Office staff.

Carried

7.5 Report by Sylvia Ingham, Accessibility Coordinator, re: Rosalea Tennis Dome – Information Update

Committee discussion took place and included the following:

- request for an update on the enhancements proposed for the accessibility ramp located outside the universal washroom
- whether the permit approvals for the project followed the formal building permit approval process

Ed Fagan, Director, Parks Maintenance and Forestry, Community Services, advised that an additional washroom will be located on the site that will be compliant with the *Accessibility for Ontarians with Disabilities Act* (AODA) and the City's accessibility technical standards. Also, the ramp outside the universal washroom was being modified in the next few days to meet applicable standards.

In response to a question, Ed Fagan advised that staff will confirm whether both the ramp and the universal washroom are in compliance with the Ontario Building Code.

Sylvia Ingham, Accessibility Coordinator, advised that accessibility staff will be reviewing the specifications for any new trailer that is being considered for the site to ensure compliance with the City's accessibility technical standards.

The following motion was considered:

AAC007-2025

That the report from Sylvia Ingham, Accessibility Coordinator, City Clerk's Office, to the Accessibility Advisory Committee meeting of February 25, 2025, re: **Rosalea Tennis Dome – Information Update**, be received.

Carried

8. Correspondence

Nil

9. Information Items

Nil

9.1 Verbal update from Sylvia Ingham, Accessibility Coordinator, re: Howden Recreation Centre

Sylvia Ingham, Accessibility Coordinator, provided an update on Howden Recreation Centre, noting the following:

- The redevelopment of the subject facility was presented to Committee at the meeting December 10, 2024
- Comments and concerns were noted by staff
- A Council Resolution was passed at the Special Council meeting on January 13, 2025 to approve the addition of a library at the facility
- Design of Howden Recreation Centre facility will be revisited and redesigned to incorporate the library space
- Staff will review the new design to include the library space which will be presented at a future Committee meeting

10. Question Period

Nil

11. Public Question Period

Nil

12. Adjournment

AAC008-2025

That the Accessibility Advisory Committee meeting do now adjourn to meet again on Tuesday, May 13, 2025, at 6:30 p.m.

Carried

Franco Spadafora, Co-Chair

Gurleen Garcha, Co-Chair