

AGENDA

Date: Thursday, April 23, 2026

Location: Committee Room #304 & Microsoft

Teams **Time:** 9:00 a.m.

DISCLOSURES OF INTEREST

ADOPTION OF MINUTES

1. Confirmation of the March 26, 2026 minutes.

NEW BUSINESS

1. Railway City Transit Plan for Growth

Jacob Terry and Harane Jegatheswaran, Dillon Consulting will be in attendance to lead a focus group session on the Railway City Transit Plan for Growth.

UNFINISHED BUSINESS

1. Committee Mandate

The members will discuss the proposed Committee Mandate as presented by the Chair. **Pages 2-4**

REPORTS OF COMMITTEES

1. Budget:
2. Special Events:
3. Site Plan Control:

NEXT MEETING

To be determined.

ADJOURNMENT

St. Thomas MAAC Mandate

In order to revise our Mandates/Terms of reference. I compared data from municipalities with similar populations as well as neighbouring communities. Below you will find the municipalities that were examined and their respective populations:

London ON (501,102), Woodstock ON (56,046), Innisfil ON (52,074), Quinte West ON (51,463), Brant ON (48,561), Lakeshore ON (46,755), Timmins ON (45,191), Fort Erie ON (38,144), Orillia ON (37,660), Stratford ON (36, 547)

Mandate

As mandated by the 2005 Ontario's with Disabilities Act, the Municipal Accessibility Advisory Committee (MAAC) is to fulfil the following roles:

- Advise city council regarding setting objectives and policies for accessibility within the city.
- Assist with setting objectives and policies to be followed for the preparation of the annual accessibility plan.
- Provide accessibility advice to the council when needed.
- Meet with groups, organizations and individuals interested or involved in accessibility matters to determine concerns, suggestions or potential partnerships
- Assists with the eligibility and adjudication of appeals related to para-trans transportation services
- Identify opportunities to remove or prevent barriers for persons with disabilities within our community.
- Offers guidance pertaining to a vast range of accessibility issues and/or facility designs. This includes, but is not limited to, the design of various playgrounds, buildings, washrooms, trails and paths of travel. Parking lots, and snow removal.
- Provide guidance regarding approval of grant projects within the scope of accessibility
- Provide insights on identifying and enhancing accessibility at upcoming events
- Establishing the objectives and policies for accessibility within the city.
- Identifying the status of accessibility programs and their alignment with community needs.
- Make recommendations to capital projects
- Propose, create and distribute educational materials, videos and/or social media posts to the community regarding accessibility issues
- Promote inclusiveness and awareness throughout the region
- Help the municipality increase public awareness and understanding of accessibility issues.

Composition

The Accessibility Advisory Committee is comprised of a maximum of nine members. The majority of committee members shall be persons with a disability. At the discretion of council, an honorary non-voting board member may also be appointed in an advisory capacity to the MAAC committee.

All members appointed to City Council Committees and Boards (including The MAAC committee) are subject to policy HR-10-05 - Harassment, Discrimination, and Violence Prevention and Resolution Policy and Program.

The citizen representatives of the committee are:

Michelle Sylvester, Chair
 Catherine Topping, Vice Chair
 Sheila Rodaway
 John Allen
 Sarah Savoie
 Joe Docherty Jr.
 Ed Vandermaarel

There is one (1) appointed representative of the city Council (Councillor Rose Gibson). The committee is also assigned one (1) municipal staff person (Jon Hindley, Deputy City Clerk), appointed by council to support the committee. The committee collaborates with department heads, other committees, and various boards throughout the municipality.

Members of the committee remain active on the committee for the duration of the current Council term of office (4 yrs)

Feedback

Administration and the Accessibility Advisory Committee welcome the community's feedback regarding any barriers that they may face. These barriers can be related to services, spaces and/ or programs within the community etc.

Reporting Barriers/Feedback can be addressed through the Customer Service Department. Submissions can be conveyed via telephone at 519-631-1680, press "0", by e-mail at customerservice@stthomas.ca or in person on level two of CiHall, Monday to Friday, 8:30 a.m. to 4:30 p.m.

Meetings

Committee meetings are typically held at 9:00 a.m. every fourth Thursday of the month (with the exception of the month of December). Meetings can also be called by the Chairperson as required pursuant to Section 29(4) of the Accessibility for Ontarians with Disabilities Act, 2001 and Sections 41(2), 79(1), 80(8), 80.19, 80.29 and 80.39 of Ontario Regulation 191/11 - Integrated Accessibility Standards.

Anyone wanting to attend the meeting as a delegation will need to complete the **Delegation Request Form***. Please contact the staff representative (**link required to city staff person***) listed at the bottom of this page or the Council representative (**link required***) to confirm dates and receive additional information.

Appointment & Attendance

The Municipal Accessibility Advisory Committee (MAAC) can create subcommittees to investigate specific issues and report their findings back to the MAAC. Each subcommittee must have at minimum one MAAC member, while the remaining members can be individuals with disabilities selected from within the community.

Applications for this committee are accepted at city hall or can be completed online. Appointments to the committee are made at the beginning of each council's term (every 4 yrs) and/or on an as needed basis.

Any member of the committee, who is absent for more than three (3) consecutive meetings without notification, will be removed from the committee. City Council will appoint a replacement committee member to carry out the requirements of the post for the remaining term.

In order to respect the time and effort of all members of the committee; we will define attendance as the following: All committee members wishing to be regarded as present must participate in meetings either in person at City Hall, or, if necessary, via Team and/or other electronic methods. To be viewed as in attendance, a participant must attend a minimum of 35 minutes of the 60 min meeting. For electronic methods such as Teams or Zoom; participants' cameras must be on, and committee members are required to actively participate in the meeting, not in other activities.