

Notice and Agenda
United Counties of Leeds and Grenville
Accessibility Advisory Committee

Monday, April 20, 2026

9:00 a.m.

Council Chambers

25 Central Avenue West, Brockville, Ontario

	Pages
1. Call to Order	
2. Adoption of Agenda	
3. Disclosure of Pecuniary Interest and General Nature Thereof	
4. Adoption of the Minutes of the Previous Meeting	
4.1 Meeting Minutes Dated February 17, 2026	1 - 5
5. Delegations/Presentations	
5.1 Shannon Brown, Manager of Children's Services, Consultation re: Daycare Renovations at Maple View Landings	6 - 20
5.1.1 Drawings and Site Plan for Review	21 - 24
6. Correspondence, Communications and Petitions - Nil	
7. Information Items - Nil	
8. Staff Reports	
9. Sub-Committee, Ad Hoc Committee and Member Reports	
10. Unfinished Business	
10.1 2026 Accessibility Event Update	
10.2 2026 Accessibility Event - Speaker Suggestion by B. Steenkamer	
11. Announcements	

12. Notice of By-law/Notice of Motion
13. Questions from the Media
14. Questions from the Public
15. Closed Meeting - Nil
16. Adjournment

**United Counties of Leeds and Grenville
Accessibility Advisory Committee
Minutes**

Tuesday, February 17, 2026

9:00 a.m.

Council Chambers

25 Central Avenue West, Brockville, Ontario

Members Present: Rob Wright, Chair
Brant Burrow, Evelyn Pott, Jeff Shaver, Claire Smith,
Bill Steenkamer, Calvin Turner

Staff Present: Chelsea Kerr, Website Accessibility Coordinator
April Bradley, Administrivia Assistant
Andrea Bolton, Deputy Clerk/Accessibility Coordinator
(Recording Secretary)

Others Present: Sharon Steenkamer

1. Call to Order

Recording Timestamp 00:00:01

The Chair called the meeting to order at 9:03 a.m.

2. Adoption of Agenda

Recording Timestamp 00:01:18

Resolution No. AAC-001-2026

Moved by Calvin Turner

Seconded by Jeff Shaver

**THAT the Agenda for the February 17, 2026 meeting of the Accessibility
Advisory Committee be adopted as circulated.**

CARRIED

3. Disclosure of Pecuniary Interest and General Nature Thereof - Nil

Recording Timestamp 00:01:44

4. Adoption of the Minutes of the Previous Meeting

4.1 Meeting Minutes Dated October 21, 2025

Recording Timestamp 00:02:00

Resolution No. AAC-002-2026

Moved by Calvin Turner

Seconded by Brant Burrow

THAT the Minutes of the Accessibility Advisory Committee meeting held on October 21, 2025 be adopted as circulated.

CARRIED

5. Delegations/Presentations – Nil

Recording Timestamp 00:02:52

6. Correspondence, Communications and Petitions – Nil

Recording Timestamp 00:02:55

7. Information Items – Nil

Recording Timestamp 00:02:59

8. Staff Reports

8.1 Report No. AAC-001-2026: Website Accessibility and Remediation

Recording Timestamp 00:03:07

Mr. Burrow asked if the new website could be viewed by members of staff and council before it is viewable to the public. Ms. Kerr confirmed that the new website will be available for internal review before it is made available to the public.

8.2 Report No. AAC-002-2025: Review of the Township of Elizabethtown-Kitley Multi-Year Accessibility Plan

Recording Timestamp 00:04:44

This item was provided for information purposes at the request of the Township.

9. Sub-Committee, Ad Hoc Committee and Member Reports - Nil

Recording Timestamp 00:09:40

10. Unfinished Business

10.1 2026 Accessibility Event Discussion

Recording Timestamp 00:09:55

Mr. Wright highlighted the success of the first accessibility event that took place in 2025 and noted the need for similar events moving forward.

10.1.1 Date

Recording Timestamp 00:11:00

Ms. Bolton suggested the Committee consider holding the event September 25th or October 2nd. The Committee chose to let the availability of the venue dictate the final choice of date.

10.1.2 Theme

Recording Timestamp 00:16:01

Ms. Bradley suggested the following theme for 2026: Beyond the Building: Creating a Culture of Inclusion.

Ms. Bolton indicated she would share potential speaker topics with the Committee for review before moving forward with scheduling the speakers for the 2026 event.

10.1.3 Venue

Recording Timestamp 00:50:40

Mr. Burrow left the meeting at 9:56 a.m.

The Committee discussed possible locations for the event and instructed staff to research the North Grenville Municipal Centre as a possible location for the event.

10.1.4 Speakers

Recording Timestamp 01:07:08

The Committee agreed to invite the other Leeds and Grenville Accessibility Advisory Committees to speak at the event. The Committee agreed to consider possible speakers and bring forward suggestions.

11. Announcements - Nil

Recording Timestamp 01:07:44

12. Notice of By-law/Notice of Motion - Nil

Recording Timestamp 01:14:16

13. Questions from the Media

Recording Timestamp 01:14:27

There were no questions from the media.

14. Questions from the Public

Recording Timestamp 01:14:23

Ms. Steenkamer suggested adding a branded promotional item to the event to promote the Counties' website.

15. Closed Meeting – Nil

Recording Timestamp 01:17:45

16. Adjournment

Recording Timestamp 01:17:46

Resolution No. AAC-003-2026

Moved by Calvin Turner

Seconded by Claire Smith

THAT the meeting of the Accessibility Advisory Committee adjourn at 10:21 a.m.

CARRIED

Rob Wright, Chair

Andrea Bolton, Deputy Clerk/
Accessibility Coordinator

Maple View Lodge Redevelopment Licensed Child Care

Shannon Brown, Manager
Children's Services Department
Community and Social Services
April 20, 2026

Project Overview

Renovation of Municipal Property → Licensed Child Care Centre

- Conversion of a portion of Maple View Lodge into a licensed child care facility.
- Design prioritizes:
 - Accessibility and inclusion.
 - Health, safety, and child development.
 - Compliance with all provincial legislation and standards.

Final design subject to approval by the Ministry of Education

Legislative Framework (Ontario)

Primary Governing Legislation

- Child Care and Early Years Act, 2014 (CCEYA)
 - Establishes licensing, safety, staffing, and program requirements.
- Ontario Regulation 137/15 (under CCEYA)
 - Defines space, equipment, staffing, and accommodation requirements.
 - Includes provisions for children with special needs and individualized supports.
- Licensing required through the Ministry of Education
 - All centres must meet provincial requirements before operation.

Accessibility Legislation (Ontario)

Core Accessibility Laws and Standards

- Accessibility for Ontarians with Disabilities Act, 2005
 - Requires identification, removal, and prevention of barriers.
 - Includes Integrated Accessibility Standards Regulation (IASR).
- Ontario Human Rights Code
 - Duty to accommodate to the point of undue hardship.
- Accessibility applies to:
 - Built environment.
 - Programs and services.
 - Communication and customer service.

Ontario Building Code (Accessibility Requirements)

Barrier-Free Design Requirements

- Ontario Building Code
 - Governs new construction and renovations.
- Key accessibility requirements:
 - Barrier-free entrance and path of travel throughout facility.
 - Accessible washrooms and fixtures.
 - Accessible play areas (indoor and outdoor).
 - Spatial requirements for activity and sleeping areas.
- Applies fully to renovations and change of use.

Design & Accessibility Requirements

Provincial design expectations

- Ontario Child Care Design Guidelines (2022)
 - Facilities must be barrier-free and inclusive.
- Requirements include:
 - Accessible entrances, circulation routes, and play areas.
 - At least one barrier-free washroom.
 - Inclusive environments for children of all abilities.
- Outdoor play space requirements
 - Minimum size and safe, enclosed design.

Federal Accessibility Standard

Accessibility Standards Canada (in development)

- Accessibility Standards Canada developing
 - First national accessibility standard for child care.
- Focus areas include:
 - Accessible built environments.
 - Inclusive design for children of all abilities.
- Represents a shift toward consistent Canada-wide expectations.

Ministry Approval & Compliance

Final plans will be reviewed and approved by the Ontario Ministry of Education.

- Approval ensures full compliance with CCEYA and regulations.
- Alignment with health, safety, and accessibility standards.

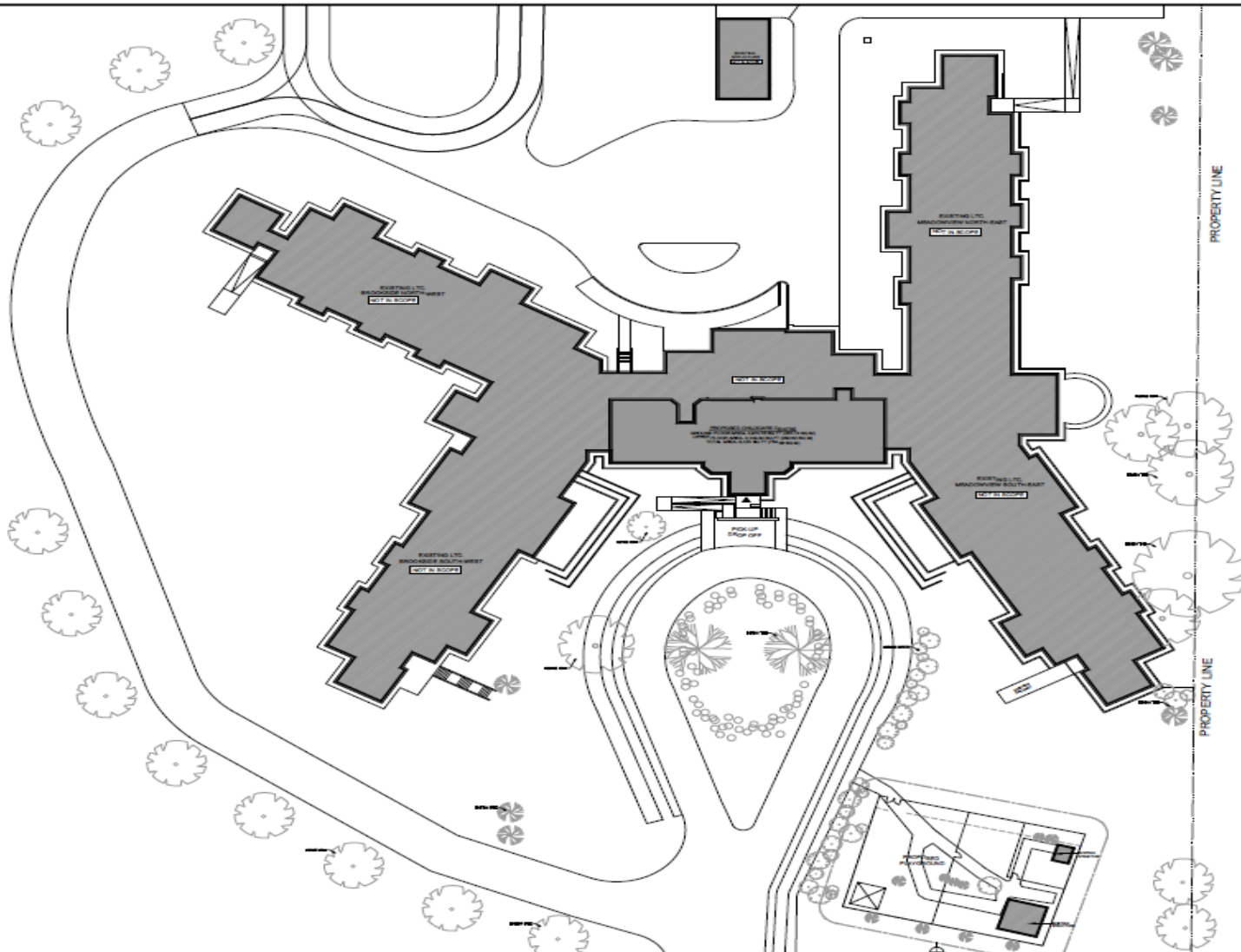
Stakeholder Engagement

Ongoing consultation with designated child care operator Kampus Kids who has 30+ years operating licensed child care in the community.

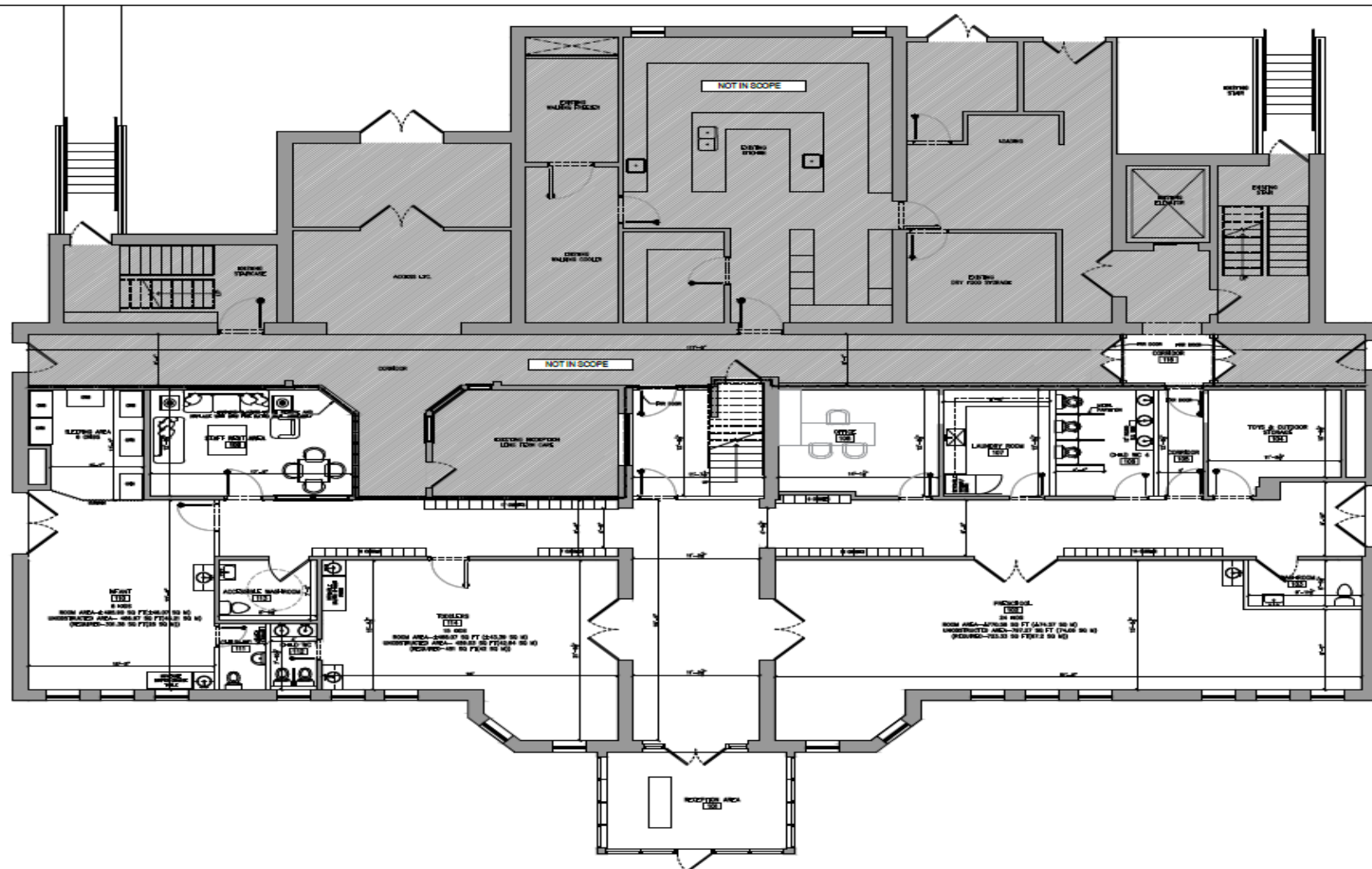
- Input informed;
- Functional layout;
- Accessibility considerations; and
- Program delivery needs.

Ensures design is practical, compliant, and responsive to real-world operations.

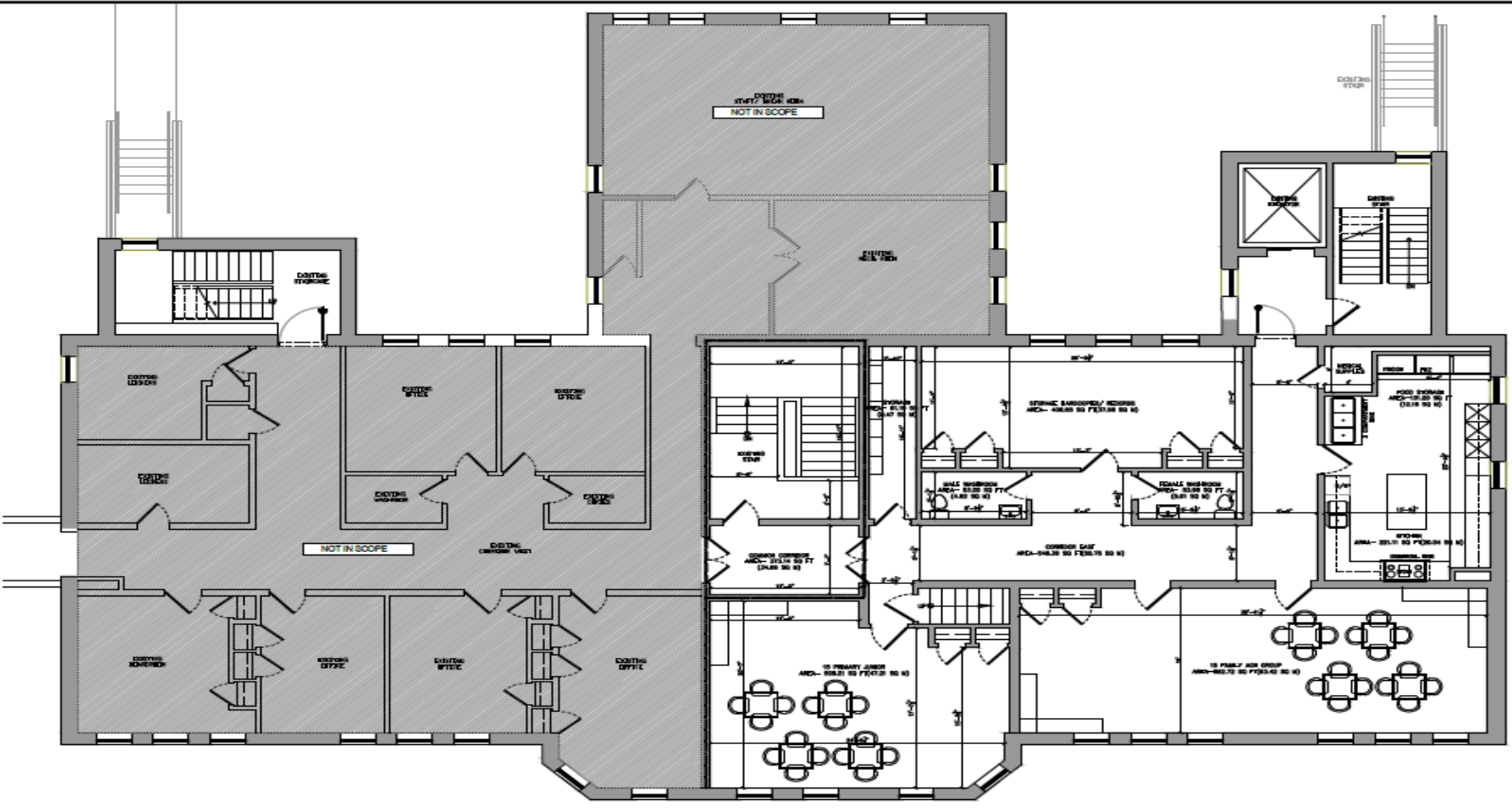
Site Plan at MVL



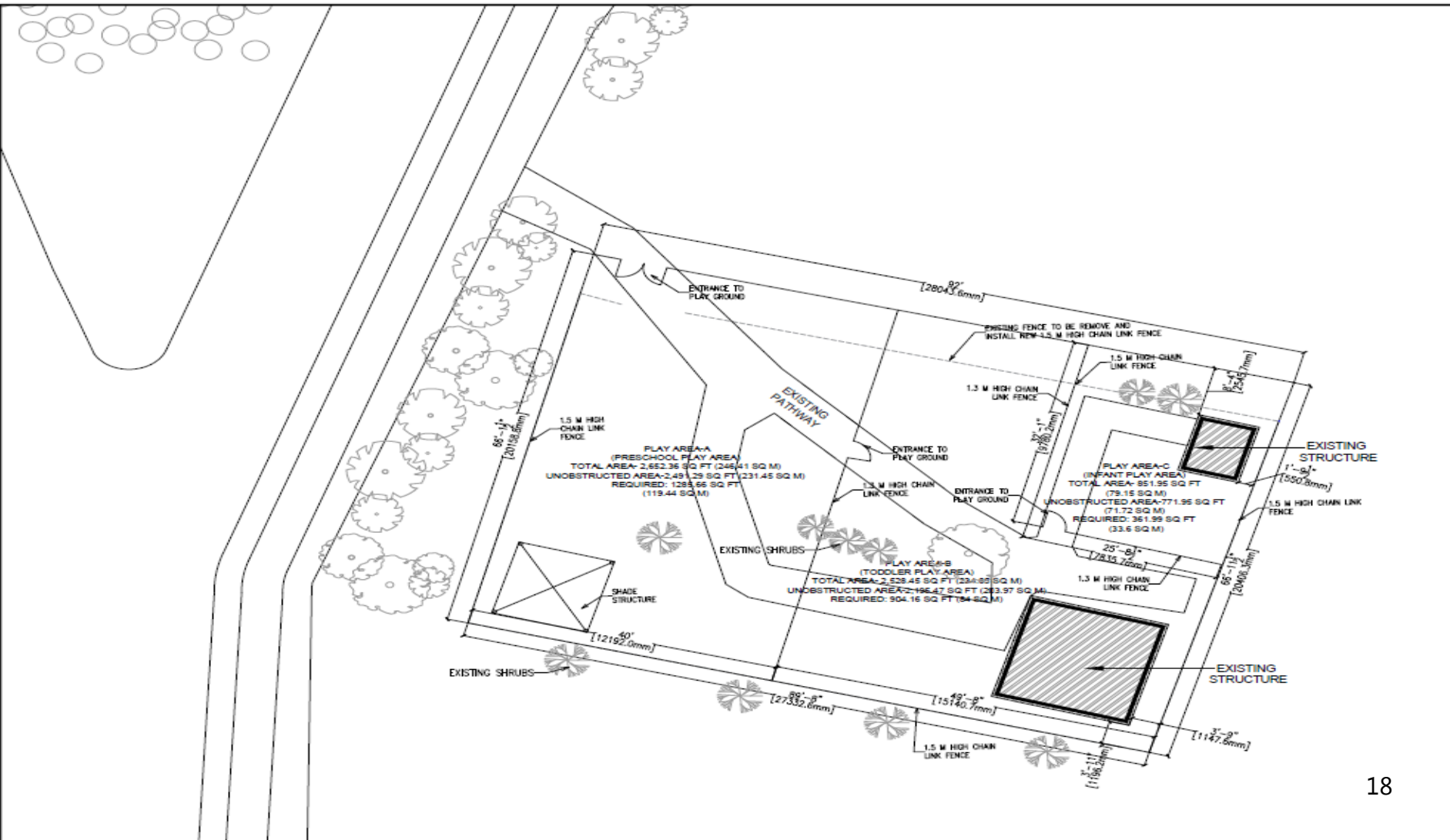
MVL – First Floor Design



MVL – Second Floor Design



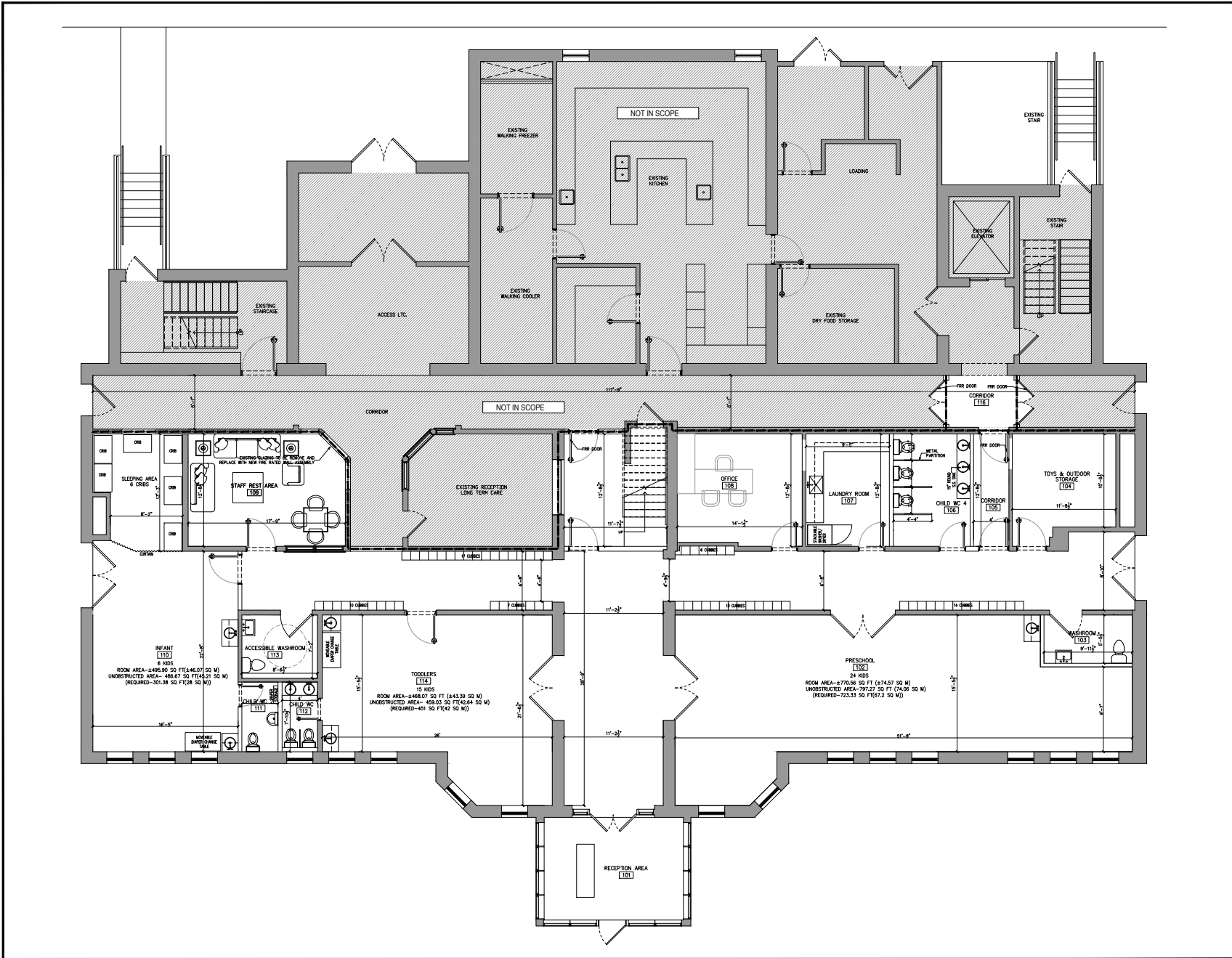
Outdoor Playground



Key Takeaways

- Project aligns with:
 - Provincial legislation (CCEYA, Building Code, AODA).
 - Emerging federal accessibility standards.
- Accessibility is integrated through design, programming, and operations.
- Final outcome:
 - A fully licensed, inclusive, and accessible child care facility.
 - Supporting children, families, and the broader community.

Questions



- NOTES:**
1. ALL DIMENSIONS ARE TO BE READ AS +/- (PLUS/MINUS)
 2. GENERAL CONTRACTOR MUST CHECK AND VERIFY ALL DIMENSIONS ON THE JOB AND REPORT ANY DISCREPANCIES TO THE ARCHITECT BEFORE PROCEEDING WITH THE WORK.
 3. DO NOT SCALE THE DRAWING.
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CONSTRUCTION PLAN NOTES

1. GENERAL CONTRACTOR IS RESPONSIBLE FOR DEMOLISHING EXISTING SPACE AS REQUIRED.
2. GENERAL CONTRACTOR TO PATCH AND REPAIR EXISTING WALLS AND FLOORS AND MAKE READY FOR NEW FINISHES.
3. ALL PENETRATIONS THROUGH FIRE WALLS, EITHER STRUCTURAL, MECHANICAL OR ELECTRICAL, ARE TO BE PACKED WITH MINERAL FIBER INSULATION AND CALLED TO MAINTAIN SEPARATION INTEGRITY.
4. CONTRACTOR SHALL FUR-OUT ALL EXPOSED COLUMNS, ELECTRICAL AND MECHANICAL LINES NOT INCLUDED ON THE DRAWINGS, CONFORM REQUIREMENTS WITH ARCHITECT.
5. DIMENSIONS ARE FROM FINISH FACE OF WALLS.
6. STRUCTURAL, MECHANICAL AND ELECTRICAL ENGINEERS DRAWINGS TO SUPERCEDE STRUCTURAL, MECHANICAL AND ELECTRICAL INFORMATION SHOWN IN THIS DRAWING. CONTRACTOR TO REPORT ANY CONFLICTED INFORMATION TO ARCHITECT AS SOON AS POSSIBLE.

1 HR FRR WALL
 EXISTING WALL
 NEW CONSTRUCTION

NOT FOR CONSTRUCTION

GENERAL CONTRACTOR

NO.	REVISIONS	DATE	BY

PROPOSED FLOOR PLAN

SCALE: AS NOTED

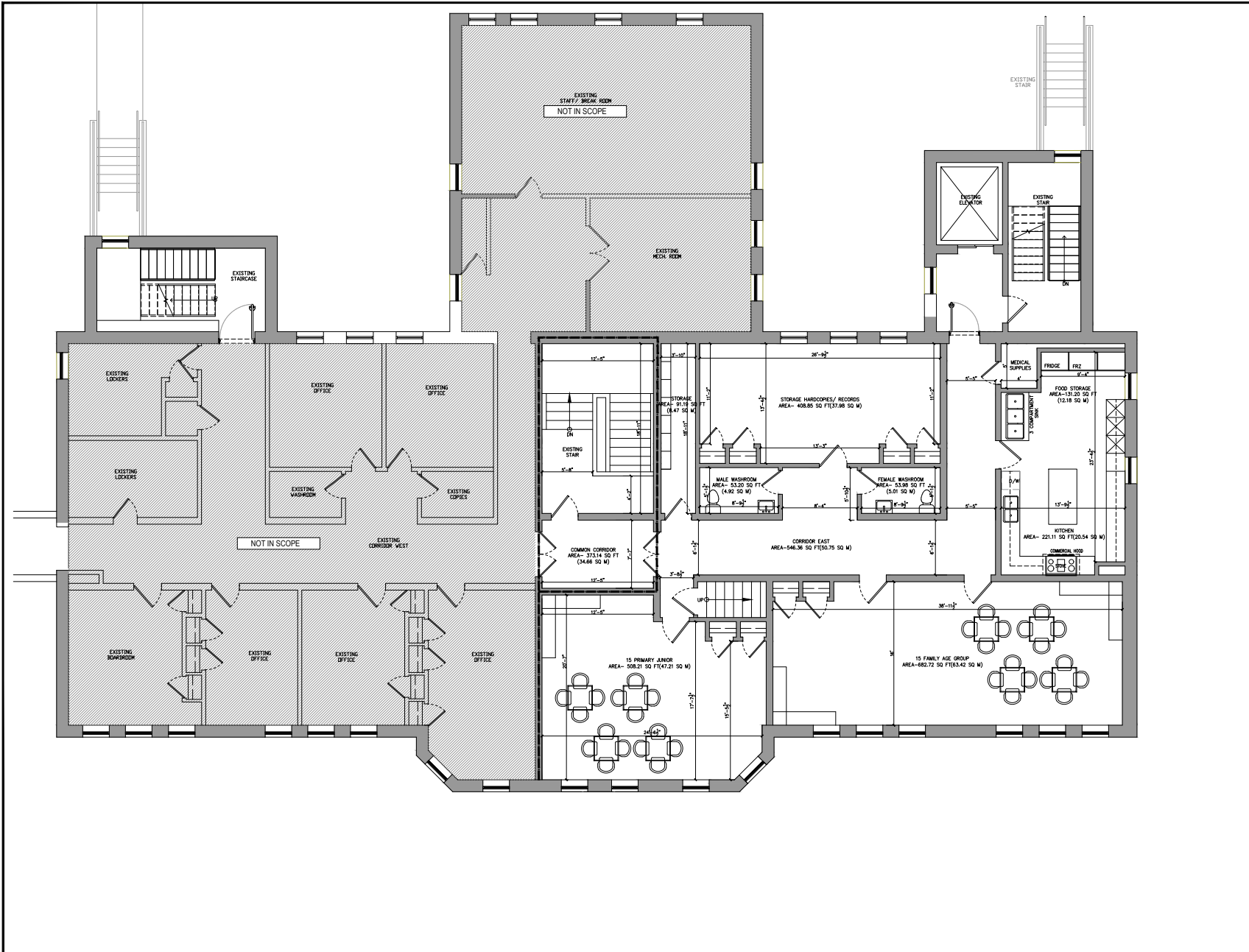
CHILD CARE CENTRE RENOVATION

746 COUNTY ROAD
ATHENS, ON KOE 1B0
FOR:

YS Architects Inc.
200 UNIVERSITY AVENUE, SUITE 1000
TORONTO, ON M5G 1S2
TEL: 416-593-9888
info@ysarchitects.com

DRAWN BY	MP	PROJECT NO.
DESKED BY	YS	26102.00
DATE	MARCH, 2026	DWG NO.
ISSUED	MARCH, 2026	A100

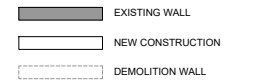
1 PROPOSED GROUND FLOOR PLAN
A100 SCALE: 1/4" = 1'-0"



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GENERAL CONTRACTOR

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PROPOSED UPPER FLOOR PLAN

SCALE: AS NOTED

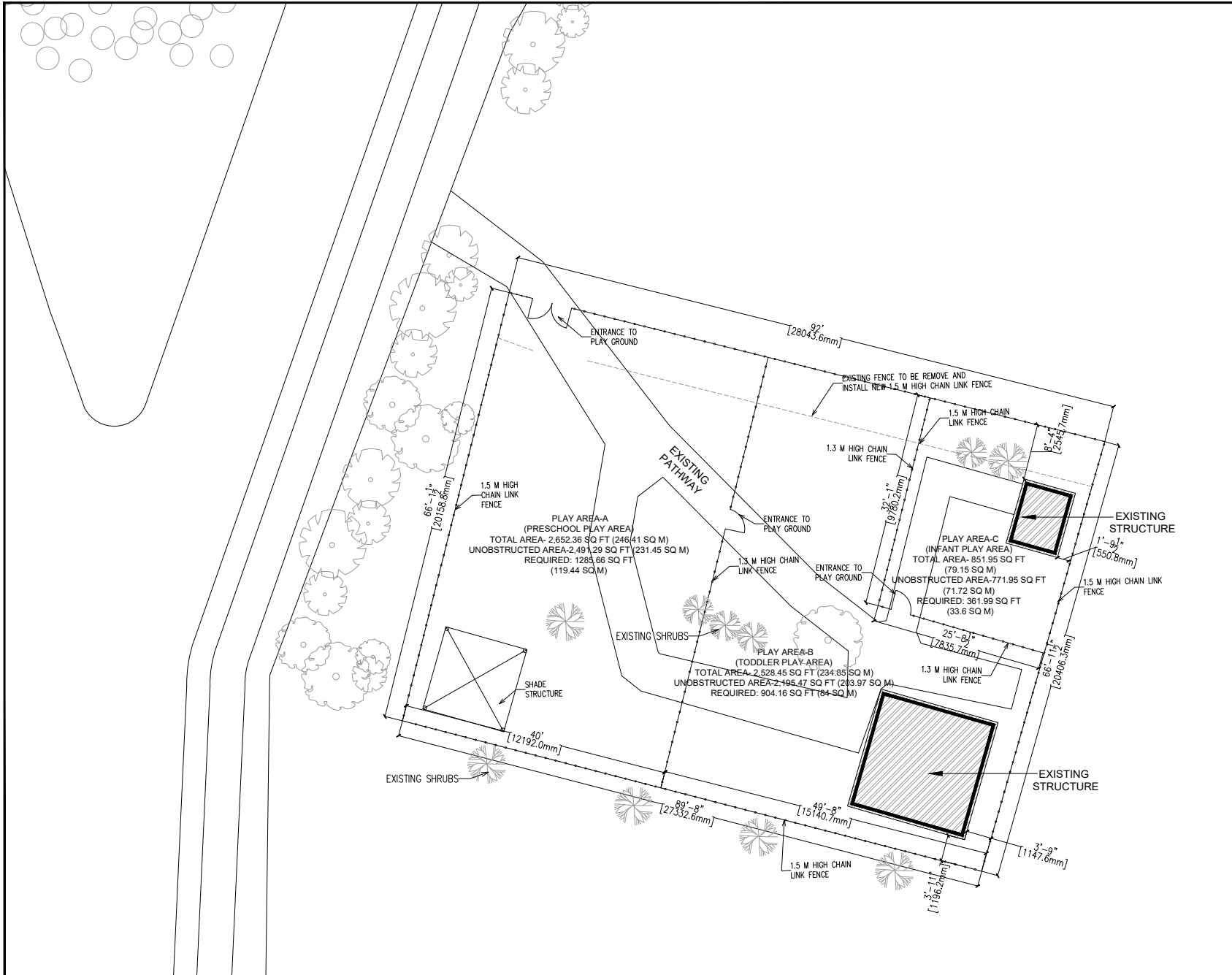
CHILDCARE CENTRE RENOVATION

746 COUNTY ROAD
ATHENS, ON K0E 1B0
FOR:

YS Architects Inc.
200 WINDERMERE DRIVE, SUITE 100
TORONTO, ONTARIO M2H 1B5
TEL: 416-498-9888
info@ysarchitects.com

DRAWN BY	MP	PROJECT NO.
DESKED BY	YS	26102.00
DATE	MARCH, 2020	DWG NO.
ISSUED	MARCH, 2020	A101

1 PROPOSED UPPER FLOOR PLAN
A101 SCALE: 1/4" = 1'-0"



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CONTRACTOR:



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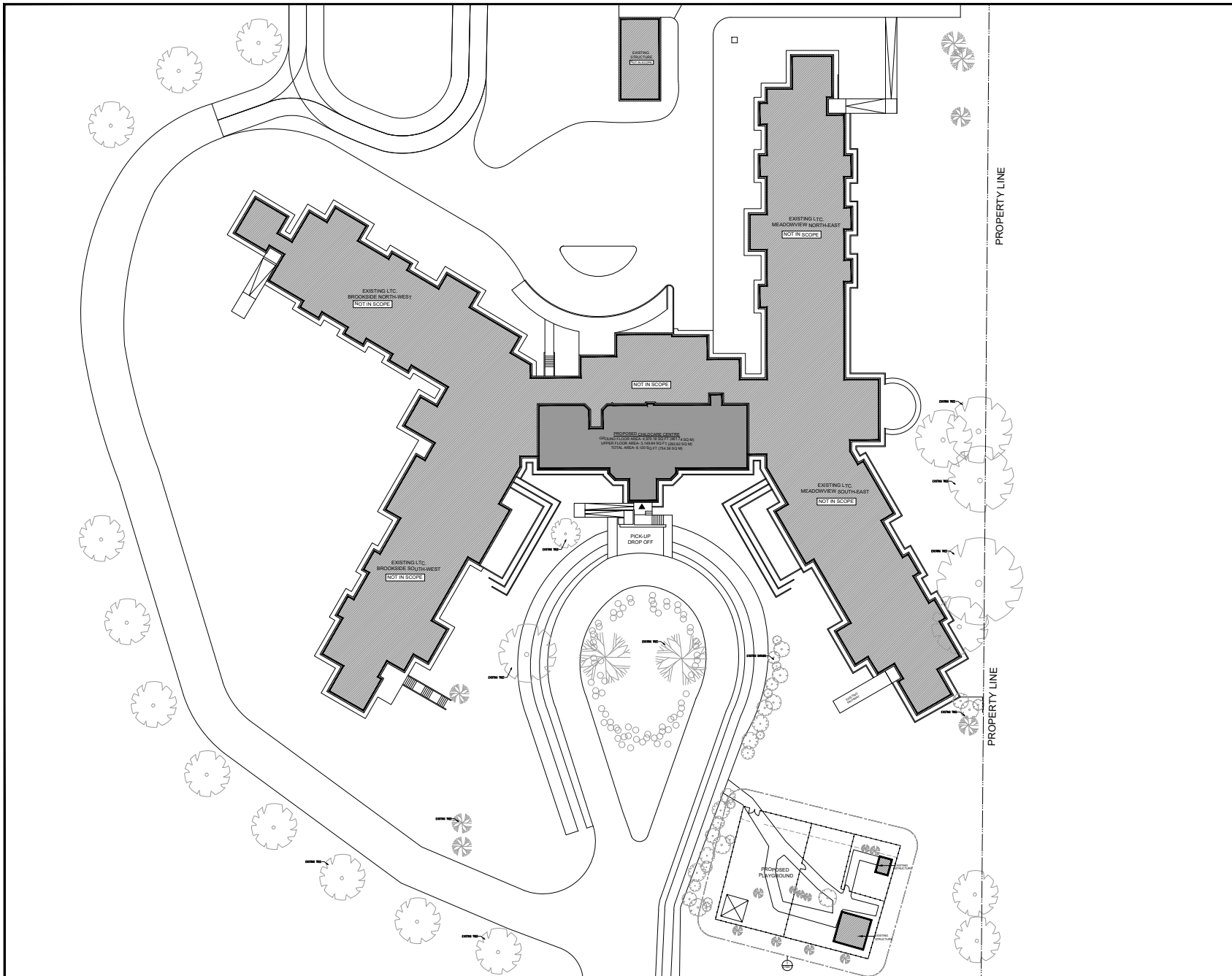
PROPOSED OUTDOOR PLAYGROUND

SCALE: AS NOTED
CHILDCARE CENTRE RENOVATION
 746 COUNTY ROAD
 ATHENS, ON KOE 180
 FOR:



DRAWN BY	MP	PROJECT NO.
DESKD BY	YS	26102.00
DATE	APRIL, 2020	DWG NO.
ISSUED	APRIL, 2020	A100.1

1 PROPOSED OUTDOOR PLAYGROUND
 A100.1 SCALE: 3/16" = 1'-0"



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PROPOSED SITE PLAN



SCALE: AS NOTED

CHILDCARE CENTRE RENOVATION

746 COUNTY ROAD
ATHENS, ON K0E 1B0
FOR:



1 PROPOSED SITE PLAN
A100 SCALE: 1/8" = 1'-0"

DRAWN BY	MP	PROJECT NO.
DESKD BY	YS	26102.00
DATE	APRIL, 2020	DWG NO.
ISSUED	APRIL, 2020	A100