



Agenda
The Township of Cavan Monaghan
Accessibility Advisory Committee Meeting

Thursday, October 30, 2025

1:00 p.m.

Council Chambers - Hybrid Room

Members in attendance are asked to please turn off all electronic devices during the Meeting. Any special needs requirements pertaining to accessibility may be directed to the Clerk's Office prior to the meeting. Please be reminded meeting are livestreamed and recorded. Members may be participating remotely.

Pages

1. Call to Order

2. Land Acknowledgement

We respectfully acknowledge that the Township of Cavan Monaghan is located on the Treaty 20 Michi Saagiig territory, in the traditional territory of the Michi Saagiig Anishnaabeg. We offer our gratitude to First Nations for their care for and teachings about these lands. May we honour these teachings.

3. Approval of the Agenda

4. Disclosure of Pecuniary Interest and the General Nature Thereof

5. Minutes

5.1	Minutes of the meeting held September 18, 2025	2 - 4
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6. General Business

6.1	Draft Plan of Subdivision - Vargas South	5 - 5
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6.2	Integrated Accessibility Standards Regulation (IASR) Multi-Year Plan - 2026 Work Plan	6 - 8
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6.2.1	Draft 2025 Accessibility Compliance Report	9 - 15
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7. Adjournment

Minutes
The Township of Cavan Monaghan
Cavan Monaghan Accessibility Advisory Committee Meeting
Thursday, September 18, 2025
1:30 p.m.
Council Chambers – Hybrid Room

Those members in attendance:

Gerry Byrne	Councillor
Paul Buck	Chair
Lucy Danford	
Leslie Bilcox	Vice-Chair

Those members absent:

Guillermo Arevalo

Staff members in attendance:

Cindy Page	Clerk
Mark Froment	Deputy Clerk

1. Call to Order

Chair Paul Buck called the meeting to order at 1:30 p.m.

2. Land Acknowledgement

Chair Paul Buck recited the land acknowledgement.

3. Approval of the Agenda

Moved by: Byrne

Seconded by: Bilcox

That the agenda for the Accessibility Advisory Committee be approved as presented.

Carried

4. Disclosure of Pecuniary Interest and the General Nature Thereof

There were no pecuniary interest process noted.

5. Minutes

5.1 Minutes of the meeting held August 28, 2025

Moved by: Byrne

Seconded by: Bilcox

That the minutes of the Accessibility Advisory Committee meeting held on August 28, 2025 be approved as presented.

Carried

6. General Business

6.1 Updated Integrated Accessibility Standards Regulation Policy (IASR)

Staff presented the updated Integrated Accessibility Standards Regulation Policy (IASR) to the Committee.

Moved by: Byrne

Seconded by: Danford

That the Accessibility Advisory Committee received the Updated Integrated Accessibility Standards Regulation Policy for information.

Carried

6.2 Integrated Accessibility Standards Regulation Multi-Year Plan 2025 Update

Staff reviewed the Integrated Accessibility Standards Regulation Multi-Year Plan 2025 Updates with the Committee, discussing the updates and actions that have been taken since the Plan was approved in December 2013.

Moved by: Byrne

Seconded by: Bilcox

That the Accessibility Advisory Committee received the Integrated Accessibility Standards Regulation Multi-Year Plan 2025 Update for information.

Carried

6.3 Integrated Accessibility Standards Regulation Multi-Year Plan Draft

Staff reviewed the Integrated Accessibility Standards Regulation Multi-Year Plan Draft with the Committee and discussed the actions.

Moved by: Byrne

Seconded by: Danford

That the Accessibility Advisory Committee endorse the Draft Integrated Accessibility Standards Regulation Multi-Year Plan.

Carried

6.4 Budget 2026 Discussion

The Committee discussed budget items for consideration. Staff will request funding for mileage and Communication Support Devices as part of the operating budget and discussed options for consideration staff will investigate.

Moved by: Bilcox

Seconded by: Danford

That the Accessibility Advisory Committee request that Staff investigate the option for creating a snow removal program for persons with disabilities within The Township of Cavan Monaghan and report back on

this in the future.

Carried

7. Adjournment

Moved by: Danford

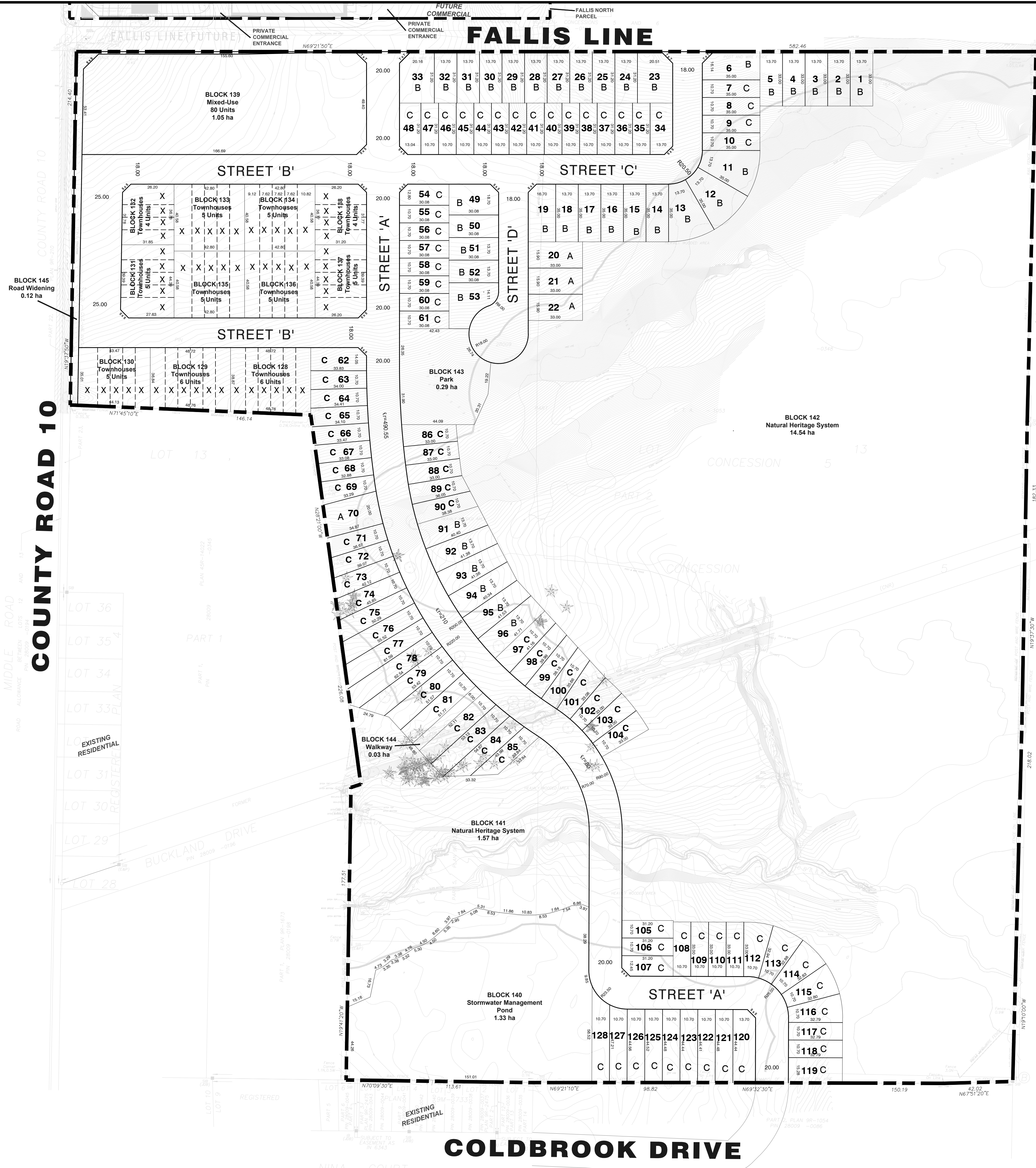
Seconded by: Bilcox

That the Accessibility Advisory Committee Meeting adjourn at 2:41 p.m.

Carried

Paul Buck
Chair

Cindy Page
Clerk



TITLE:
**DRAFT PLAN
OF SUBDIVISION**

LEGAL DESCRIPTION:
DRAFT PLAN OF SUBDIVISION
PART OF LOT 13
CONCESSION 5
TOWNSHIP OF CAVAN
COUNTY OF PETERBOURGH

KEY PLAN:

REQUIRED INFORMATION:
AS REQUIRED UNDER SECTION 51(17) OF THE PLANNING ACT R.S.O. 1990:

(a) SEE PLAN

(g) SEE PLAN

(b) SEE PLAN

(h) PIPED WATER TO BE PROVIDED

(c) SEE KEY MAP

(i) CLAY LOAM SOIL

(d) SEE SCHEDULE OF LAND USE

(j) SEE PLAN

(e) SEE PLAN

(k) SANITARY & STORM SEWERS TO BE PROVIDED

(f) SEE PLAN

(l) SEE PLAN

NOTE: CONTOURS RELATE TO CANADIAN GEODETIC DATUM

SURVEYOR'S CERTIFICATE:
I HEREBY CERTIFY THAT THE BOUNDARIES OF THE LANDS TO BE SUBDIVIDED AS SHOWN ON THIS PLAN AND THEIR RELATIONSHIP TO THE ADJACENT LANDS ARE ACCURATE AND CORRECTLY SHOWN IN ACCORDANCE WITH A PLAN OF SURVEY PREPARED BY IBW SURVEYORS

December 13, 2023

DATE

DAVID COMERY

ONTARIO LAND SURVEYOR

71 MEARNS COURT, BOWMANVILLE, ONTARIO, L1C 4N4

IBWSURVEYORS.COM | 1-800-667-2696

OWNER'S CERTIFICATE:
I HEREBY AUTHORIZE THE BIGLIERI GROUP LTD. TO PREPARE AND SUBMIT THIS DRAFT PLAN OF SUBDIVISION TO THE COUNTY OF PETERBOURGH

December 13, 2023

DATE

**FALLIS LINE
PETERBOURGH
COUNTY**

APPROVAL STAMP:

Schedule of Land Use				
Description		Lot / Block No.	Residential Units	Area (ha)
Minimum Lot Width 10.7m (35')	C	7-10, 34-48, 54-69, 71-90, 97-128	87	3.64
Minimum Lot Width 13.7m (45')	B	1-6, 11-19, 23-33, 49-53, 91-96	37	1.89
Minimum Lot Width 15.9m (52')	A	20-22, 70	4	0.22
Total Single Detached			128	5.75
Street Townhouse Minimum Lot Width 7.62m (24')		128-138	55	1.74
Mixed-Use		139	80	1.05
Net Developable Total			263	8.54
Stormwater Management Pond		140		1.33
Natural Heritage Systems		141, 142		16.11
Park		143		0.29
Walkway		144		0.03
Road Widening		145		0.12
Right of Way		Streets A-D		3.05
Total Site Area				29.47

REVISIONS

No.	Description	Date	Int.
5	Created Connection to Coldbrook Drive	2023 11 02	EC
4	Revision	2023 07 25	EC
3	Revision	2022 11 29	EC
2	Revision	2022 02 09	JS
1	Issues for DPS Revision	2022 02 09	JS

PROJECT No.: 20699

DATE: November 29, 2022

SCALE: 1:2500

DRAFTED BY: EC

CHECKED BY: MP

DRAWING No.: DP-01

**BIGLIERI
GROUP**

2472 Kingston Rd, Toronto
21 King Street W, Suite 1502, Hamilton
(416) 693-6155
thebiglierigroup.com

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**Integrated Accessibility Standards Regulation (IASR)
Multi-Year Plan – 2026 Work Plan**

Governance and Compliance

Requirement	Work Plan Item	Status
Prepare annual status report on Multi-Year Plan for Council	Committee to review Multi-Year Plan status report for 2026 before it is presented to Council	Fall 2026
Submit Accessibility Compliance Report to Ministry	Accessibility Compliance Report to the Ministry is due by December 31, 2025. The report is ready for review by the Committee	Fall 2025

Information and Communication

Requirement	Work Plan Item	Status
Emergency Response and Management Plan available in accessible format	Staff to examine feasibility of maintaining a list of vulnerable residents that might require extra support in the case on an emergency, this includes exploring partnerships with community groups	2026
Maintain communication supports	Staff to review communication supports and consult with Committee	Spring 2026
Accessible process for receiving and responding to feedback	Committee and staff to work together on campaign for AccessAbility Week in the last week of May 2026.	Spring 2026

Design of Public Spaces

Requirement	Work Plan Item	Status
Maintain process for the review of Site Plans by the Accessibility Advisory Committee	Staff to refine the process reviewing Site Plans after first few Site Plans are presented to the Committee for comment Site Plans Reviewed: List Site Plans reviewed	Winter or Spring 2026
Maintain a procedure for managing temporary disruptions of accessible infrastructure when unavailable due to maintenance or emergencies	Staff to explore how to manage any disruptions to using accessible parking spaces on King Street in Millbrook during filming or special events Investigate how closures or disruptions to accessible infrastructure can be communicated	2026 2026
Maintain process for consultation of Committee during construction or redevelopment of buildings, facilities, and structures	Committee to provide comments on design of new Downtown Park and the remaining CMCC lands when design is at stage where accessibility features are to be discussed	2025-2026

Customer Service

Requirement	Work Plan Item	Status
Maintain process for providing services and access to facilities for people using	Township to explore the use of automated transcription for any videos the Township releases	2026

assistive devices		
Incorporate accessibility features into any service kiosks acquired	Committee to assist in the review of voting assistance stations at help centre for 2026 election for any accessibility issues	2026



Step 12 of 12: Review Accessibility Compliance Report

Step 12 of 12

Review and submit report

Please carefully review the information below to confirm it is accurate and correct. Use the 'Back' button to make any changes.

[Collapse All](#)

^ Township of Cavan Monaghan

Organization information:

Organization category:	Designated Public Sector
Number of employee range in Ontario:	1-49 employees
Reporting year:	2025
Organization legal name:	Township of Cavan Monaghan
Number of employees in Ontario:	38

AODA Identifier:	AD100014
Organization operating name:	Township of Cavan Monaghan
Organization sector:	91 - Public Administration
Subsector:	913 - Local, Municipal and Regional Public Administration
Industry group:	9139 - Other Local, Municipal and Regional Public Administration

Business address:

988 County Road 10
 Millbrook ON (Ontario), L0A 1G0
 Canada

Mailing address:

988 County Road 10
 Millbrook ON (Ontario), L0A 1G0
 Canada

Acknowledgement

Acknowledgement:	Complete
Certification date:	2025/10/23

Certifier information

Last name:	Page
First name:	Cindy
Position title:	Clerk
Business phone number:	705-932-9326
Extension:	—
Email:	cpage@cavanmonaghan.net
Alternate phone number:	—
Extension:	—
Fax:	705-932-3458

Primary contact information

Last name:	Page
First name:	Cindy
Position title:	Clerk
Business phone number:	705-932-9326
Extension:	—
Email:	cpage@cavanmonaghan.net
Alternate phone number:	—
Extension:	—
Fax:	705-932-3458

Compliance questions

Is your organization in compliance with all applicable requirements of the General Section?	Yes
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Is your organization in compliance with all applicable requirements of the Information and Communications Standards?	Yes
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Is your organization in compliance with all applicable requirements of the Employment Standards?	Yes
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Does your organization provide transportation services, either directly or through a third party?	No
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Is your organization in compliance with all applicable requirements of the Transportation Standards?	N/A
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Is your organization in compliance with all applicable requirements of the Design of Public Spaces Standards?	Yes
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Is your organization in compliance with all applicable requirements of the Customer Service Standards?

Yes

Submit

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