The Corporation of the City of North Bay
200 McIntyre St. East
North Bay, ON P1B 8V6

MUNICIPAL ACCESSIBILITY ADVISORY COMMITTEE (MAAC)

MEETING MINUTES

Meeting Date: September 10th, 2026
Meeting Location: 5th Floor Boardroom
Approval: DRAFT
Recorded By: Dana Bakker

ATTENDANCE

	Name	Title	Present
MAAC Committee Members:	Barbara Lynn Smith	Committee Chair	Y
	Andrew Gustafson	Vice Chair	N
	Robert Irvine	Committee Member	Y
	Laura Johnston	Committee Member	Y
	Johanne Brousseau	Committee Member	Y
	Don Halpert	Committee Member	Y
	Richard Mantha	Committee Member	Y
	Adam Curran	Staff Liaison	Y
	Sara Inch	Council Representative	Y
Other Participants:	Noah Perron	CNB	N
	Dana Bakker	CNB	Y

MEETING MINUTES

Item Number	Item	Discussion Summary / Action Item
1	**Welcome**	The meeting was called to order at 12:01 p.m. by Committee Chair Barbara Lynn Smith.
2	**Disclosure(s) of Pecuniary Interest**	None declared
3	**Adoption of Agenda**	Johanne – added Memorial Drive item to the Agenda - Budget added to the Agenda. **Motion:** That the agenda, as amended, for the meeting held on September 10th, 2026, be adopted as presented **Moved by:** Laura **Seconded by:** Robert **Carried/Defeated:** Carried
4	**Adoption of Minutes**	**Motion:** That the minutes of the July 23rd, 2026 meeting be adopted as presented. **Moved by:** Johanne **Seconded by:** Richard **Carried/Defeated:** Carried

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5	**Business Arising from the Minutes**	None for this meeting. - Staff to send minutes in a timelier manner.
6	**New Business**	
	Note	- Robert noted before the group started discussing new business items – piece of land missing from intersection at McIntyre and Wyld - **Action Item** – Johanne and Robert to take a picture and send to Adam. - **Action Item** – Adam to talk to Scott Franks.
6.1	Update – Clean Green Beautiful Gardens – Councilor Inch	Discussion led by Councilor Inch and Barb: - Councilor Inch and Barb share what they experienced and saw at the Clean Green Beautiful Gardens. o Entrance from Algonquin – not accessible o Mulch pathways – not accessible for wheelchairs and walkers o One handicap port-a-potty o Shaded gazebo has a concrete pad – beyond gazebo is dirt. - Suggestions: o Barb suggested a table with moveable chairs o Barb suggested paving the pathway to make it more accessible. - Events/Operating Information o Gardens are open 10 am – 4 pm Monday – Friday. o Fridays – you can visit the Gardens and get a bag of produce. o Event – October 15th – Harvest at the Hub 2-6 pm. - **Action Item** - Councilor Inch to ask to share email of the staff person for the group. - **Action Item** – MAAC members to attend Gardens if they can. They are to create list of suggestions to share at the next MAAC meeting.
6.2	Community Centre Site Visit	Discussion about the group's experience: - Barb – signs are inconsistent. - Richard – suggestion – need grab bars in the showers. - Barb – benches are grey on a grey floor. People figured the contrast is enough – might not be enough. - Laura – Andrew suggested the grips on the ramps in the arena – instead of just the top of the ramp. - Johanne – the ramp is too steep in the arena. - No curb cut for the bus - Parabus does drop off and pick up by the front door. - **Action Item** – Adam to talk to David about grab bars in the shower, grips on the ramps and curb cut. Adam to talk to Carly and David about slope of the ramp. - **Action Item** – Adam to talk to Mel – no changeroom/bathroom for runners – walking track

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	Note	*Memorial Gardens has a similar problem with curb cuts. *Don – new app to transcribe what is being said during the meeting.
6.3	Election and new Committee – 2027 Term	Adam - Spoke to Clerk's – applications are not up yet. - Normally applications are due mid-end of November. - Reach out to Planning Staff or Clerks with help on the application. - Clerks did not come back to demonstrate software for accessible voting. - **Action Item** – Adam to invite Clerk's to next meeting.
6.4	Budget	Discussion: - Historically MAAC has not used the allocated amount. - Johanne – the money is so low that it doesn't go for much. - Laura – What does the Terms of Reference say about what the budget can be spent on? - Potential costs: o Adult change tables o Water accessible wheelchair - Asking for $10,000 o To buy devices to assist members – or should the City buy the device? - Should it be on MAAC to pay for accessible retrofits or is the City responsible/should the project be planned better? - Don – having the authority over the budget would make it easier to buy the devices.
6.5	Welcome to North Bay 2026	September 13th – 12-3pm - booth welcoming people to North Bay – looking for volunteers - **Action Item** – Adam to find out if there is a booth. Adam to notify the group.
6.6	Memorial Drive - no handicap parking	Ran out of time. It will be added to next meeting's agenda.
6.7	Scott Franks – Lakeshore and Mulligan sidewalk improvements	Ran out of time. It will be added to next meeting's agenda.
	Note	Live Transcribe is the app Don is using during the meeting.

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7	**Previous Action Items**	None for this Meeting.
8	**Correspondence**	None for this Meeting.
9	**Next Meeting**	Next meeting scheduled for October 8th, 2026, from 12:00–1:00 p.m. in the Mayor's Boardroom (5th Floor, City Hall)
10	**Adjournment**	Meeting adjourned at 1:08 p.m. **Moved by:** Sara **Seconded by:** Richard **Carried/Defeated:** Carried

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