



**The Corporation of the Town of Saugeen Shores
Accessibility Advisory Committee Meeting Minutes**

**Wednesday, April 30, 2025, 1:00 p.m.
Council Chambers
600 Tomlinson Drive
Port Elgin, Ontario**

Present: Diane Huber, Deputy Mayor and Chair
Jennifer Cowan, Member
Patricia Kelly, Member
Ian Moncrieff, Member
Cheryl Grace, Councillor

Staff Members: Dawn Mittelholtz, Clerk

1. Call To Order

Deputy Mayor, Chair D. Huber called the meeting to order at 1:00 p.m.

2. Land Acknowledgement

The Land Acknowledgement was read by Member I. Moncrieff.

3. Disclosure of Pecuniary Interest and Nature

No pecuniary interests were declared.

4. Additions, Deletions, or Amendments

None.

The Chair took the opportunity to introduce herself and asked the members and staff to introduce themselves.

5. Adoption of Minutes

6. Report of Municipal Officers/Committees

6.1 Legislative Review

The Clerk reviewed the Committee Mandate, the Town's Procedural By-law, the Code of Conduct for Council and Local Boards, and the Accessibility for Ontarians with Disabilities Act.

The Committee noted two minor typos in the Committee Mandate that will be updated.

The Clerk clarified that site plans for review by the subcommittee have, historically, been brought forward from Planning staff.

7. Unfinished Business

8. New Business

Concerns were noted with boats being parked at the Chantry Island Hub impeding the accessible parking spot. The Manager of Parks and Facilities is aware of the issue and is working to remedy the situation. Councillor C. Grace will follow-up with the Manager.

The new Manager of Parks and Facilities will be asked to attending the next meeting to discuss accessibility at the two parks being refreshed in 2025 and to introduce themselves to the Committee.

Members were advised that Agenda items can be added by emailing the Clerk one week before the meeting with the Agenda topic and any needed materials.

9. Communications for the Committee

10. Next Meeting

The Committee discussed a regular meeting date, time, and location. The second Wednesday of the month at 1:00 pm, in Council Chambers, in the months of May, July, September, and November for the remainder of 2025, then alternating months starting in January, were confirmed by the Members.

The next meeting will be held on Wednesday, May 14, 2025, at 1:00 pm in Council Chambers.

Moved by: I. Moncrieff

Seconded by: J. Cowan

That the Committee will meet on the second Wednesday of the Month at 1:00 pm, in January, March, May, July, September, and November, in Council Chambers.

CARRIED

11. Adjournment

Moved by: P. Kelly

Seconded by: J. Cowan

That this Accessibility Advisory Committee meeting of April 30, 2025 hereby adjourns at 2:35 pm.

CARRIED