



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

**Wednesday, July 9, 2025, 1:00 p.m.
Council Chambers
600 Tomlinson Drive
Port Elgin, Ontario**

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

Staff Members: Dawn Mittelholtz
Ashlynn Kennedy

1. Call To Order

Acting Chair, Cheryl Grace, called the meeting to order at 1:08 p.m.

2. Land Acknowledgement

Acting Chair, Cheryl Grace, read the Land Acknowledgement

3. Disclosure of Pecuniary Interest and Nature

No pecuniary interests were declared.

4. Additions, Deletions, or Amendments

Moved by: Patricia Kelly
Seconded by: Ian Moncrieff

That Item 8.1 be moved on the Agenda to immediately before Item 7.1.

CARRIED

5. Adoption of Minutes

5.1 Committee Minutes - May 14, 2025

Moved by: Ian Moncrieff

Seconded by: Jennifer Cowan

That the Accessibility Advisory Committee approve the minutes of May 14, 2025, as presented.

CARRIED

6. Report of Municipal Officers/Committees

7. Unfinished Business

7.1 Accessible Picnic Tables

The Manager, Parks and Facilities, will be asked to attend the September meeting to further discuss the accessible picnic tables.

The Committee noted the benefit of adding an accessible plaque to the top of the tables to identify and hopefully deter movement.

The requirement for 20% accessible seating was noted.

The Committee expressed that a variety of seating types is beneficial to meet various needs.

7.2 2026 Business Plan and Budget

The Clerk explained the Business Plan and Budget process in brief and the dollars that have been allocated for use by the Committee for education, awareness, or other Committee activities. Members were invited to forward any additional budget requests to the Clerk.

7.3 2025 Workplan Update

Inspections discussed as to what was done and what could be done going forward for a facilities Tour in alternating years to the downtown tours.

It was noted that it is good to have a baseline of information for downtown areas and exterior paths of travel.

The Acting Chair noted she would reach out to staff on Transportation Master Plan and an opportunity to review it as a Committee before Council.

The Clerk will reach out to Development Services regarding the sidewalks leading to the County Hub.

8. New Business

8.1 Delegation - Daiene Vernile - Accessibility Renovations and Resources

Daiene Vernile provided the Committee with a presentation on accessing information and initiatives to assist seniors with aging in place.

- Is there an education opportunity for the committee to assist homeowners?
- Can there be a centralized source of advice?
- Are there opportunities for funding?
- Is there a list of qualified builders?
- Is there a consolidated and easy access, one-stop guide of the requirements?
- Is there a handout that provides the positive reasons, benefits, financial sense and general guide to updates that can be made available?

It was noted that modifications to a home for aging in place could be a small tweak or a more extensive renovation and having all the information needed in one place would make it easier.

A suggestion was made to host a workshop or other informational meeting.

The Acting Chair noted a resource created on universal design that was reviewed in an earlier term of the Committee. The Clerk will ask the Manager, Planning and Development on its status. Mr. Moncrieff volunteered to work with the Manager, Planning and Development, on its update, if needed.

9. Communications for the Committee

10. Next Meeting

The next meeting will be held on September 10, 2025 at 1:00 pm in the Council Chambers.

The Clerk was asked to check that the meetings for the remainder of year are added to the Public Meeting Calendar.

11. Adjournment

Moved by: Jennifer Cowan
Seconded by: Ian Moncrieff

That this Accessibility Advisory Committee meeting of July 9, 2025 hereby adjourns at 1:56 p.m.

CARRIED