



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

**Friday, November 7, 2025, 1:00 p.m.
Council Chambers
600 Tomlinson Drive
Port Elgin, Ontario**

Present: Ian Moncrieff
Jennifer Cowan, Member
Diane Huber, Deputy Mayor and Chair

Members Absent: Patricia Kelly, Member

Staff Members: A. Kennedy, Licensing and Records Clerk
Candace Hamm, Development Services
Officer

1. Call To Order

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

2. Land Acknowledgement

Member, I. Moncrieff, read the Land Acknowledgement.

3. Disclosure of Pecuniary Interest and Nature

No pecuniary interests were declared.

4. Additions, Deletions, or Amendments

None.

5. Adoption of Minutes

6. Report of Municipal Officers/Committees

7. Unfinished Business

8. New Business

8.1 Site Plan Applications

8.1.1 Wilson Habitat for Humanity

The Committee provided the following feedback/suggestions:

- Accessible parking signage
- Tactile walking service
- Stairway access to the units
- Ideal location
- Encourage the developer to enforce improper parking in accessible parking spots
- Encourage developer to ensure sidewalks are accessible at all times

Clarifying questions were raised regarding sidewalk access from the parking lot to the units, sidewalk connection to the Town sidewalks, location of mailboxes, electronic vehicle charging and proposed construction dates. The developer is installing a sidewalk along the length of the property.

8.1.2 5094 Highway 21

The Committee provided the following feedback/suggestions:

- Additional accessible parking spots
- Dropped curb with tactile or a rolled curb on the north end by the accessible parking spot
- Photometric plan
- Ideal multi-density location

Clarifying questions were raised regarding the sidewalk from the parking lot to the highway, location of entryways for residents and of the commercial spaces.

9. Communications for the Committee

10. Next Meeting

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

11. Adjournment

Moved by: Jennifer Cowan
Seconded by: I. Moncrieff

That this Accessibility Advisory Committee meeting of November 7, 2025 hereby adjourns at 2:00 pm.

CARRIED