

MINUTES

Date: Monday, July 30, 2026

Location: Committee Room #304 & Microsoft Teams

Time: 9:00 a.m.

9:02 a.m. The meeting convened with M. Sylvester, Chair presiding.

Attendance:

Members

Michelle Sylvester, Chair

Catherine Topping, Vice Chair

Councillor Rose Gibson

Sheila Rodaway

Joe Docherty

Nancy Mayberry

City Officials

Matt Smale, Legislative Services Coordinator

Jon Hindley, Deputy City Clerk

Absent

John Allen

Ed Vandermaarel

DISCLOSURES OF INTEREST

Nil.

NEW BUSINESS

1. **Draft 2026 Municipal Election Accessibility Plan**

The members discussed mailing dates for voter cards and polling locations.

The Deputy City Clerk advised that Voter Information Letters would be provided by October 6th, 2026 and that Voter Help Centre's would be scheduled in accessible locations leading up to and on Voting Day.

Motion by J. Docherty - Councillor Gibson:

THAT: The Committee endorse the draft 2026 Municipal Election Accessibility Plan.

Carried.

2. **2026 Municipal Accessibility Advisory Committee Open House Planning**

The Deputy City Clerk advised that the open house has been confirmed for September 22nd, 2026 from 2:00 p.m. – 7:00 p.m. in the Doug Tarry Room at the Joe Thornton Community Centre. He further added that to date, 8 vendors had confirmed attendance, that the Dreams Come True Music Studio would be attending at 6:00 p.m., and that Ms. Salverda, would be reaching out to determine if a wheelchair basketball game could be arranged.

The Deputy City Clerk advised that approximately \$650 in costs to host the event had been identified to date and that Committee approval was being sought to continue with event planning.

Motion by J. Docherty - C. Topping:

THAT: The Committee support the continued planning of the 2026 Municipal Accessibility Advisory Committee open house noting the costs incurred to date.

Carried.

UNFINISHED BUSINESS

3. Committee Mandate

The Legislative Services Coordinator advised that the proposed Committee mandate would go to Council at its August 10, 2026 meeting for consideration.

REPORTS OF COMMITTEES

4. Budget

The Deputy City Clerk provided an update on the Committee budget spent to date and advised that there were sufficient funds remaining for the open house event.

The members discussed promotion of Committee related projects and initiatives including an enhanced presence on social media.

5. Special Events

Ms. Rodaway listed the events approved by the Special Events Committee at its July 8th, 2026 meeting.

6. Site Plan Control

Ms. Topping advised there were no site plan updates at this time. She drew the members attention to a recent story on CTV2 regarding the operations and expansion of the YWCA St. Thomas Elgin over different sites.

NEW BUSINESS ITEMS

Construction Projects

The members discussed construction projects on Alma Street, St. George Street, and sidewalk repair near the Elgin Centre and the importance of ensuring that access was maintained for people with accessibility concerns including clear signage directing people to open sidewalks or temporary paths.

The Deputy City Clerk advised that he would forward the concern over to the Manager of Capital Works for review.

NEXT MEETING

The next meeting date is August 20, 2026 – 2:00 p.m. Joint meeting.

ADJOURNMENT

The meeting adjourned at 9:36 a.m.