

MINUTES

Date: Monday, July 6, 2026

Location: St. Thomas Seniors Centre

Time: 11:30 a.m.

11:30 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

John Allen

City Officials

Matt Smale, Legislative Services Coordinator

Absent

Ed Vandermaarel

DISCLOSURES OF INTEREST

Nil.

ADOPTION OF MINUTES

Motion by Councillor Gibson – C. Topping:

THAT: The minutes of the meeting held on May 28, 2026, be confirmed.

Carried.

NEW BUSINESS

1. 2026 Municipal Accessibility Advisory Committee Open House Planning

The Deputy City Clerk advised that planning was underway for the Municipal Accessibility Advisory Committee open house and that Elgin County could be contacted to jointly participate in the 2026 event.

The members expressed their preference to partner with the County-Central Elgin Committee if possible and inquired whether there would be sufficient time to bring another partner into the event organization.

The Deputy City Clerk advised that planning could continue while gauging the County-Central Elgin interest and that vendor invitation letters could be sent out in the next few weeks.

The members discussed groups or individuals who could be invited to speak or provide demonstrations.

UNFINISHED BUSINESS

2. Committee Mandate

The Deputy Clerk advised that the draft Committee mandate had been formatted into the City's by-law format and minor edits made to ensure it matched with Council's procedural by-law.

The members discussed increased communication and social media presence for the Committee

Motion by J. Docherty - C. Topping:

THAT: The Committee approve the draft Committee Mandate and support its submittal for Council consideration.

Carried.

REPORTS OF COMMITTEES

3. Budget

The Deputy City Clerk advised that the Committee had incurred costs for both the bus and branded shirts. Both costs were accommodated within the 2026 budget.

4. Special Events

Ms. Rodaway listed the events approved by the Special Events Committee on June 3, 2026.

5. Site Plan Control

Ms. Topping provided an update on site plan control applications including a covered dining area for a facility on Princess Avenue and a proposed housing development at 53 Hiawatha Street. She added that a request had been made on behalf of the Committee to add 2 additional A parking spaces to the Hiawatha development.

NEW BUSINESS ITEMS

NEXT MEETING

The next meeting date is to be determined.

ADJOURNMENT

The meeting adjourned at 12:57 p.m.

Signed, Chair, Municipal Accessibility Advisory Committee

Date