

MINUTES

Thursday July 14, 2022

Location: Room 304

Time: 9:00am

Present: K. Lizotte, L. McClure, S. Rodaway, T. Tiersma, C. Topping, A. Williams, M. Byl.

Regrets: M. Sylvester, Councillor S. Peters

9:21am The meeting convened with C. Topping, Chair presiding.

DISCLOSURES OF INTEREST

NIL

ADOPTION OF MINUTES

Motion by: A. Williams – S. Rodaway

THAT: The minutes of the meeting held on May 19 2022, be confirmed.

Carried.

NEW BUSINESS

- 1. Review and Approval of Revised Site Audit Forms** – C. Topping, Chair requested this be deferred to the October meeting to allow members time to review the document and the information on the website. It was requested that the link be forwarded by the secretary.
- 2. Draft Letter to Council** - Members reviewed and revised the letter written by the Chair.

Motion by: A. Williams – S. Rodaway

THAT: That the letter be approved as written and submitted to Council

Carried.

REPORTS of COMMITTEES

1. Budget: \$3000 Annual Budget Allocated

\$129.95 – Audit Luncheon

\$265.55 – Accessibility Flag

\$395.50 – Total Funds used to date

\$2,604.50 – Remaining funds

2. **Special Events:** S. Rodaway reported that the Special Event committee met on has the following new events with no concerns on accessibility:
- Kirkin 'O' the Tartan Parade - September 18, 2022
 - United Way 3M Harvest Lunch Elgin - September 22nd, 2022
 - St. Thomas Summer Harvest Festival - September 23rd to 25th, 2022

3. **Site Plan Control:** Nothing new to report.

UNFINISHED BUSINESS

1. **Annual Open House** – Members reported on the status of their tasks and will continue to work on outreach for the event. This will be the focus of the next meeting
2. **Site Audit Report to Council** – Members finding no errors or omissions approved the report to Council

Motion by: K Lizotte – A. Williams

THAT: That the report be approved as written and submitted to Council

Carried.

NEXT MEETING


Next Meeting – Thursday August 18 at 9am in Room 304 / Teams

ADJOURNMENT

Motion by: A. Williams – K. Lizotte

THAT: The committee adjourned at 10:09 a.m.

Carried.


Signed, Chair, Municipal Accessibility Advisory Committee


Date