

# The Corporation of the Town of Tillsonburg

## Accessibility Advisory Committee Meeting

### MINUTES



Tuesday, December 10, 2024  
4:30 PM  
Boardroom CSC  
10 Lisgar Ave.

ATTENDANCE: Margaret McCrimmon  
Michelle Wegg  
Trevor Ford  
Taylor Campbell  
Mike Cerna  
Chris Rosehart, Councillor  
Deb Gilvesy, Mayor  
Michael Brown  
Christine Lamers

Regrets: Brittany Vaughan  
Mark Dickson, Chair

Staff: Emily Xuereb  
Duncan Bryce, Records and Legislative Coordinator  
Amelia Jaggard, Deputy Clerk

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#### 1. **Call to Order**

The meeting was called to order at 4:30 p.m.

Mark Dickson, the Chair, was not present. Deputy Clerk led election of the vice-chair.

#### **Resolution #1**

Nominated by: Mike Cerna.

Seconded by: Trevor Ford.

THAT Michael Brown be elected as vice-chair for the Accessibility Advisory Committee.

**Carried**

**2. Adoption of Agenda**

**Resolution # 2**

**Moved By:** Trevor Ford

**Seconded By:** Deb Gilvesy, Mayor

THAT the agenda as prepared for the Accessibility Advisory Committee Meeting of December 10, 2024 be approved.

**Carried**

**3. Disclosures of Pecuniary Interest and the General Nature Thereof**

There were no disclosures of pecuniary interest declared.

**4. Adoption of Minutes of Previous Meeting**

**Resolution # 3**

**Moved By:** Mike Cerna

**Seconded By:** Trevor Ford

THAT the minutes of the October 8, 2024 Accessibility Advisory Committee meeting be approved.

**Carried**

**5. Presentations**

**6. Information Items**

**7. General Business & Reports**

**7.1 Election of Vice-Chair**

This item was moved to the beginning of the meeting, taking place immediately upon the meeting being called to order.

**7.2 Michael Brown - Letter to Businesses re: importance of accessibility features in retail and commercial businesses**

Member Michael Brown provided an overview of his submission.

The following recommendations were passed.

**Resolution # 4**

**Moved By:** Trevor Ford

**Seconded By:** Mike Cerna

- A. THAT the Accessibility Advisory Committee receive committee member Michael Brown's submission titled "Accessibility to Retail and Commercial Business Downtown" as information; and
- B. THAT the Accessibility Advisory Committee recommend to Council that the CIP Facade Improvement Grant: Street Facing be updated to add a requirement that businesses install a power assist door operator if the grant is approved; and
- C. THAT the presentation as provided by member Michael Brown be provided to Council when this recommendation is presented.

**Carried**

**Resolution # 5**

**Moved By:** Trevor Ford

**Seconded By:** Margaret McCrimmon

THAT the Accessibility Advisory Committee the Accessibility Advisory Committee Recommend that Council investigate expanding the CIP Accessibility Renovation Grant availability beyond the BIA boundary.

**Carried**

**7.3 Trevor Ford - Request for site tour of the Aquatics Rehabilitation Project at the Tillsonburg Community Centre**

**Resolution # 6**

**Moved By:** Mike Cerna

**Seconded By:** Trevor Ford

THAT the Accessibility Advisory Committee's next committee meeting on March 18, 2025, be held at the Tillsonburg Community Centre with a site tour dependent upon the Aquatic Rehabilitation Project's completion.

**Carried**

**8. Next Meeting**

**9. Adjournment**

**Resolution # 7**

**Moved By:** Trevor Ford

**Seconded By:** Christine Lamers

THAT the Accessibility Advisory Committee be adjourned at 5:16 p.m.

**Carried**