



**TOWN OF AMHERSTBURG**  
**AMHERSTBURG ACCESSIBILITY ADVISORY COMMITTEE**  
**MEETING**

**Tuesday, December 10, 2019**  
**5:00 PM**

Board Room, Town Hall 271 Sandwich Street South  
Amherstburg, ON, N9V 2A5

**MINUTES**

**PRESENT**

William Whittall, Chair  
Shirley Curson-Prue, Vice Chair  
Councillor Marc Renaud  
Tony Pietrangelo  
Christine Easterbrook  
Chris Drew  
Robert MacMillan

Kevin Fox, Staff Liaison/Recording Secretary

**ABSENT**

Angela Kelly

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**1.0 CALL TO ORDER**

The Chair called the meeting to order at 5:03 p.m.

**2.0 DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF**

There were no disclosures of pecuniary interest noted.

### **3.0 ADOPTION OF PUBLISHED AGENDA**

**Moved By** T. Pietrangelo

**Seconded By** R. MacMillan

**That the agenda BE ADOPTED as presented.**

The Chair put the Motion.

**Motion Carried**

### **4.0 ADOPTION OF MINUTES OF PREVIOUS MEETING**

**Moved By** R. MacMillan

**Seconded By** C. Easterbrook

**That the minutes of the Amherstburg Accessibility Advisory Committee meeting of November 13, 2019 BE ADOPTED as presented.**

The Chair put the Motion.

**Motion Carried**

### **5.0 ORDER OF BUSINESS**

#### **5.1 Amherstburg Accessibility Advisory Committee 2020 Meeting Schedule**

**Moved By** R. MacMillan

**Seconded By** T. Pietrangelo

**That the Amherstburg Accessibility Advisory Committee MEET on the following dates:**

- **January 23, 2020**
- **February 27, 2020**
- **March 25, 2020 (tentative)**
- **April 23, 2020**
- **May 28, 2020 (tentative)**
- **June 25, 2020**

- July 23, 2020 (tentative)
- August 27, 2020
- September 24, 2020 (tentative)
- October 22, 2020
- November 26, 2020 (tentative)
- December 17, 2020

The Chair put the Motion.

**Motion Carried**

## **5.2 Building Audit – 116 Sandwich Street North (Visitor Information Centre)**

*R. MacMillan shared details of an audit performed with A. Kelly of the VIC building which revealed that there were accessibility concerns with regards to the lack of railing on the ramp, the heaving of bricks, the raised lintel of the cement porch and the inaccessible rear door. The committee asked that there be communications from Facilities when actions are taken to address accessibility concerns at any site.*

## **5.3 Amherstburg Accessibility Advisory Committee 2020 Work Plan**

**Moved By** R. MacMillan

**Seconded By** C. Easterbrook

**That the statement on page 15 of the 2017 Revised Amherstburg Accessibility Plan which reads, “The Town of Amherstburg will put procedures in place to prevent severe disruptions to the accessible parts of our public spaces,” BE AMENDED to read, “The Town of Amherstburg provides preventative maintenance of accessible elements through routine maintenance and inspections. Emergency maintenance is provided, as needed, to address significant disruptions to accessible services. The Town notifies members of the public of temporary disruptions through the use of signage, the Town website, social media and/or the local newspaper.”**

The Chair put the Motion.

**Motion Carried**

## **6.0 UNFINISHED BUSINESS**

### **6.1 Depression at corner of Brock and Richmond**

*Repairs had been awaiting action by a contractor so emergency repairs will be utilized as an interim solution.*

## **7.0 NEW BUSINESS**

None noted.

## **8.0 NEXT MEETING**

The next meeting of the Amherstburg Accessibility Advisory Committee is February 27, 2020 at 5 p.m. in the Board Room of Town Hall.

## **9.0 ADJOURNMENT**

**Moved By** C. Easterbrook

**Seconded By** Councillor Renaud

**That the meeting adjourn at 6:28 p.m.**

The Chair put the Motion.

**Motion Carried**

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**Committee Chair**  
**William Whittall**

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**Committee Coordinator**  
**Kevin Fox**