

**MIDDLESEX ACCESSIBILITY ADVISORY COMMITTEE**

**MINUTES**

*To be approved*

Tuesday, February 4, 2025, 10:00 AM  
Virtual Meeting

Members Present      Councillor Brennan  
                                 Councillor Mayhew  
                                 Leslie-Anne Steeper-Doxtator  
                                 Jerrica Gilbert

Members Absent      Warden Ropp  
                                 Michele Ivanouski  
                                 Nancy Wickerson-Harmer

Also Present            Marci Ivanic, Legislative Services Manager / County Clerk  
                                 Rebecca Glavin, Deputy Clerk / Legislative Services Coordinator  
                                 Chris Traini, County Engineer / Deputy CAO  
                                 Steven Cooper, Matter Inc.  
                                 Heather Robinson, Matter Inc.

**1. CALL TO ORDER**

Chair Brennan called the meeting to order at 10:03am.

**2. PROVISION FOR DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF**

None.

**3. MINUTES**

3.a      Minutes of the November 20, 2024 meeting of the Middlesex Accessibility Advisory Committee

Moved by Councillor Mayhew  
Seconded by Jerrica Gilbert

THAT the Minutes of the November 20, 2024 meeting of the Middlesex Accessibility Advisory Committee be approved as presented.

Carried

#### **4. ACTION ITEMS**

##### **4.a Middlesex County Governance & Administration Centre Review**

Report from Chris Traini, Deputy CAO / County Engineer & presentation by Steven Cooper, Founding Partner & Heather Robinson, Associate / Design Director, Matter Inc.

Jerrica inquired about making all accessible parking spaces Type A and whether accessible parking spaces will be marked by signage in addition to the pavement markings. Chris Traini confirmed that parking signage would be included in the design drawings.

Jerrica noted the size of the walkway being above standards for width and the sheltered entrance and asked whether tactile walking surface indicators could be considered between the main pathway connections between the new building, existing building and street frontage. Jerrica also asked if outdoor benches and rest areas were being considered along walking connections and noted that reviewing a landscape plan would be beneficial to see when it becomes available. Jerrica noted appreciation of the gender-neutral washrooms. Chris Traini provided further review of these items within the architectural drawings.

Leslie-Anne left the meeting at 10:33am and the meeting recessed for 5 minutes.

Leslie-Anne returned at 10:38am.

Leslie-Anne noted natural light was a positive feature for accessibility.

Chair Brennan inquired about using solar energy to power the facility. Chris Traini noted that a report and proposal for solar energy would be provided to County Council at the February 11, 2025 meeting.

The meeting resumed at 10:38am.

Moved by Jerrica Gilbert

Seconded by Councillor Mayhew

THAT the Middlesex County Governance & Administration Centre Review report be received for information.

Carried

**5. CORRESPONDENCE AND INFORMATION ITEMS**

None.

**6. INQUIRIES**

None.

**7. NEW BUSINESS**

None.

**8. ADJOURNMENT**

Moved by Councillor Mayhew

Seconded by Jerrica Gilbert

THAT the meeting adjourn at 10:42am.

Carried

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Marci Ivanic, County Clerk

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John Brennan, Chair