



Essex County Accessibility Advisory Committee Meeting Minutes

Thursday, October 5, 2023

5:00 PM

**Council Chambers, Upper Level
360 Fairview Ave. W., Essex ON N8M 1Y6**

Committee

Members:

Debbie Alexander, Vice Chair
Rachel Jewell
Diana Kirkbride
Julie Miles
Dennis Sanson, Chair
Kimberly DeYong, Deputy Mayor - Town of Kingsville

Absent:

Sherri Currie

Administration:

Katherine Hebert, Manager, Records and
Accessibility/Deputy Clerk
Crystal Sylvestre, Coordinator, Legislative and
Community Services

1. Call to Order

Debbie Alexander chaired the meeting and called to order at 5:17 PM.

2. Land Acknowledgement Statement

We acknowledge the land on which the County of Essex is located is the traditional territory of the Three Fires Confederacy of First Nations, comprised of the Ojibway, Odawa and Potawatomie Peoples.

We specifically recognize Caldwell First Nation and other First Nations which have provided significant historical and contemporary contributions to this region.

We also value the contributions of all Original Peoples of Turtle Island, who have been living and working on this land from time immemorial.

3. Recording of Attendance

All members of the ECAAC were present in Essex County Council Chambers.

Dennis Sanson attended virtually from a remote location.

Sherri Currie was absent.

Katherine Hebert was in attendance in person and Crystal Sylvestre attended virtually from a remote location.

4. Disclosure of Pecuniary Interest

There were no conflicts of pecuniary interest declared.

5. Adoption of the Minutes

Minutes of the September 7, 2023 Essex County Accessibility Advisory Committee meeting.

Moved By Kimberly DeYong

Seconded By Rachel Jewell

That the minutes of the September 7, 2023 meeting of the Essex County Accessibility Advisory Committee be adopted as presented.

Carried

6. Delegations and Presentations

6.1. Dan Metcalfe, Emergency Measures Coordinator

Dan Metcalfe, Emergency Measures Coordinator for the County of Essex provided an overview of the Canadian Standard for Emergency Measures listed as agenda item 10.1.

Moved By Rachel Jewell

Seconded By Julie Miles

That Dan Metcalfe, be permitted as a delegation for the ECAAC, regarding Emergency Measures Standard Review listed as item 10.1 on the agenda.

Carried

Dan Metcalfe explained that the purpose of the standard on Accessible Emergency Measures was to:

- reduce the impact of emergencies on people with disabilities and other vulnerable individuals; and
- strengthen the ability of communities to recover after an event.

This was the first version of the standard and was created by the Accessibility Standards Canada's Technical Committee on Emergency Measures.

The Accessibility Standards Canada's Technical Committee on Emergency Measures was seeking public feedback to its development. Dan explained feedback could be provided collectively or individually.

Dan outlined the high-level differences between Federal and Provincial responsibilities as it relates to Emergency Management; noting that Ontario is more focused than the federal level but the collaboration is deep and filters to the municipalities equally.

7. Communications

Moved By Julie Miles

Seconded By Rachel Jewell

That the items listed on the October 5, 2023 ECAAC agenda, as item 7 - Communications be received, and any noted actions taken.

Carried

7.1 Accessibility for Ontarians with Disabilities Act (AODA)

[AODA Toolbox Latest Edition and Archives](#)

7.2 Accessibility for Ontarians with Disabilities Act Alliance

[AODA Alliance - What's New in Our Program?](#)

7.3 AODA Canada

[Latest Headlines and other resources](#)

7.4 Accessibility News

- [CNIB - News Updates](#)
- [Easter Seals - News and Notices](#)
- [CBC News - Halifax research institute to examine accessibility in tourism industry](#)
- [Global News - TD Bank launches new tool for people with disabilities. How does it work?](#)
- [Owen Sound Sun Times - City disbands its accessibility committee](#)
- [Benefits Canada - BDO partnering with NGOs to address workplace accessibility gaps](#)

- [WheelsNoHeels](#) - Blogger and Activist in the UK
- [Council on Canadians with Disabilities - Newsletter](#)

8. Unfinished Business

8.1. Invisible No More - An Accessibility Forum - Status Update

The ECAAC discussed the progress and planning of the forum to date.

Ticket sales were to close on Oct 5, 2023 and were showing 43 registrants. After including the ECAAC members, guest speakers and some County Staff, the total guest would be approximately 70 people.

A final social media push would take place and extend the registration open to October 12, 2023.

Feedback so far had indicated that offering a virtual option would have interested some.

Registrants had asked for a variety of dietary considerations and a scent free environment. Dietary requests had been forwarded to the caterer and pre-event communications to registrants would remind guests of the scent free environment. No registered guests requested additional support.

Julie Miles presentation was being reviewed for content and compliance to document accessibility standards.

The feedback form was reviewed and discussion included providing the form via a QR code that will be placed on each table.

8.2. Policy Review: County of Essex Accommodation Policy

[Accommodation Policy Review](#) - Review and Discussion

Feedback included the reference to 'patient'; it was recommended that the term be extended to resident or another broader term.

8.3. Policy Review: Integrated Accessibility Standards Regulation Policy

[Integrated Accessibility Standards Policy](#) - Review and Discussion

8.4. Policy Review - Accessible Customer Service

[Accessible Customer Service Policy](#) - Distribution of Policy for Review in November

9. Reports from Administration

9.1. Indigenous Land Acknowledgement Statement - Review and Update

[Report number 2023-0920-LCS-R20-MB, Indigenous Land Acknowledgement Statement - Review and Update, dated September 20, 2023 from Mary Birch, Director, Legislative and Community Services/Clerk](#)

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Katherine Hebert explained that through their ongoing efforts towards the goals of the Truth and Reconciliation Commission report, the County had reviewed their Land Acknowledgment statement and Council approved the updated version to be used at all meetings going forward.

Moved By Julie Miles
Seconded By Dennis Sanson

That the report from administration, regarding the County of Essex Indigenous Land Acknowledgement Statement Review, be received.

Carried

9.2. 2023 ECAAC Workplan

The committee discussed the ongoing workplan items for 2023.

Following the forum on October 19, 2023 the ECAAC would know better what it would be able to completed before the end of the calendar year and would revisit the plan at the next meeting.

10. New Business

10.1. CAN-ASC-5.1 Standard on emergency measures: Public review draft

The deadline to provide feedback on CAN-ASC-5.1 standard on emergency measures was December 13, 2023 at 3:00 PM EST.

[Link to Review and Submit Comments](#)

Discussed during delegation item 6.1.

Katherine Hebert thanked Dan Metcalfe for joining the ECAAC meeting to provide the department update for County of Essex Emergency Management and on the standard review feedback opportunity.

The ECAAC would review and discuss the standard further at the Nov 2, 2023 meeting.

Following the Nov 2, 2023 meeting, the ECAAC will provide feedback to Dan Metcalfe for review and advice on their submission.

Comments would be submitted as a group prior to the Dec 13, 2023 deadline.

10.2. CAN-ASC-1.1 Standard on employment: Public Review Draft

The deadline to provide feedback on CAN-ASC-1.1 Standard on employment: Public Review Draft had been extended to October 31, 2023 at 3:00 PM EST.

Members were encouraged to review and offer their feedback independently.

[Link to Review and Submit Comments](#)

11. Next Meeting Date

The next meeting of the ECAAC is scheduled for November 2, 2023 at 5:00PM

12. Adjournment

Moved By Kimberly DeYong

Seconded By Rachel Jewell

That the October 5, 2023 meeting of the Essex County Accessibility Advisory Committee be adjourned at 6:10 PM.

Carried