



Essex County Accessibility Advisory Committee Meeting Minutes

Thursday, November 2, 2023

5:00 PM

Council Chambers, 2nd Floor

360 Fairview Avenue West

Essex, Ontario N8M 1Y6

<https://video.isilive.ca/countyofessex/live.html>

Committee Members: Debbie Alexander, Vice Chair
Sherri Currie
Diana Kirkbride
Julie Miles
Dennis Sanson, Chair
Kimberly DeYong, Deputy Mayor - Town of Kingsville

Absent: Rachel Jewell

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

1. Call to Order

The Chair called the meeting to order at 5:13 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 Essex County Accessibility Advisory Committee attended the meeting at the Essex County Civic Centre, Council Chambers.

Rachel Jewell absent.

4. Disclosure of Pecuniary Interest

There were no conflicts of pecuniary interest declared.

5. Adoption of the Minutes

Minutes of the October 5, 2023 Essex County Accessibility Advisory Committee meeting.

Moved By Diana Kirkbride

Seconded By Julie Miles

That the minutes of the October 5, 2023 meeting of the Essex County Accessibility Advisory Committee be adopted as presented.

Carried

6. Delegations and Presentations

There were no Delegations scheduled for the November 2, 2023 ECAAC meeting.

7. Communications

Moved By Julie Miles

Seconded By Kimberly DeYong

That the items listed on the November 2, 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 - Program Updates](#)
- [Easter Seals - News and Notices](#)
- [Canadian Association for Supported Employment - October 2023 Newsletter](#)
- [Inclusion Canada - Inclusion Matters October 2023](#)
- [Council of Canadians with Disabilities - Chairperson's Update](#)
- [Autism Ontario West Region - October 2023 Newsletter](#)
- [Active Living Alliance - Fall Updates and AGM](#)
- [Rick Hansen Foundation - Fall 2023 Image Newsletter](#)
- [CTV News: Appealing to the Ontario Accessibility Directorate RE London Transit System](#)
- [Canadian Centre for Diversity and Inclusion: Diversity Link November 2023](#)

8. Unfinished Business

8.1 After Event Report and Discussion: October 19, 2023 Invisible No More - Accessibility Forum

Katherine Hebert reviewed the feedback received about the day with the committee members. The overall feedback was positive.

Takeaways included:

- When scheduling in person events, build in contingencies for speakers or presenters that are late or do not attend.
- Low audio was identified as an issue that would need to be considered for future presentations.
- Plan for a virtual option.

Katherine reviewed the event budget summary in detail.

8.2 Delegation to County Council December 20, 2023

Katherine Hebert explained that along with the delegation from the committee, the Annual Accessibility report will be presented that outlines the progress of the Corporation towards the goals of the Multi-Year Accessibility Plan (MYAP).

The ECAAC will include in their delegation details regarding their activities and how they relate to the MYAP.

8.3 Policy Review - Accessible Customer Service

[Accessible Customer Service Policy](#) - Review and discussion

Katherine asked that any feedback for the policy review and send them to her by Nov 10

9. Reports from Administration

9.1 Accessibility Compliance Report Filing

Katherine Hebert explained that an annual report must be filed with the Ministry of Seniors and Accessibility each year. The information is submitted through an online form. Questions include an overview of the website content, services provided to ensure the County is in compliance with our obligations under the AODA.

Feedback from the Ministry will be shared with the ECAAC when available.

10. New Business

10.1 Canadian Standard for Emergency Measures

Feedback to be submitted by the December 13, 2023 deadline.

Katherine will accept feedback until November 10, 2023 in order to review with Dan Metcalfe and submit if acceptable.

11. Next Meeting Date

The next meeting of the Essex County Accessibility Advisory Committee is scheduled for December 7, 2023 in Council Chambers at the Essex County Civic Centre.

The ECAAC will provide a delegation to County Council on December 20, 2023 at 6:00 PM in Council Chambers at the Essex County Civic Centre.

12. Adjournment

Moved By Debbie Alexander

Seconded By Sherri Currie

That the November 2, 2023 meeting of the Essex County Accessibility Advisory Committee be adjourned at 6:06 PM.

Carried