



Essex County Accessibility Advisory Committee Meeting Minutes

Thursday, February 5, 2026

5:00 PM

Council Chambers, 2nd Floor

360 Fairview Avenue West

Essex, Ontario N8M 1Y6

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

Committee

Members: Dennis Sanson, Chair
Debbie Alexander, Vice Chair
Sherri Currie
Julie Miles

Absent: Kimberly DeYong, Councillor
Rachel Jewell
Diana Kirkbride

Administration: Crystal Sylvestre, Manager, Records and Accessibility / Deputy Clerk
Kaitlyn Baggio, Administrative Assistant, Legislative and Legal Services

1. Call to Order

Dennis Sanson called the meeting to order at 5:10 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

Members of the Essex County Accessibility Advisory Committee were present at the County of Essex Administration Building, Council Chambers.

Julie Miles attended the meeting virtually from a remote location.

Kimberly DeYong, Rachel Jewell and Diana Kirkbride were absent.

4. Chair and Vice Chair Elections

Crystal Sylvestre explained that the position of Chair and Vice Chair would be for a one-year term per the Terms of Reference.

Debbie Alexander nominated Dennis Sanson to the position of Chair.

Sherri Currie nominated Debbie Alexander to the position of Vice Chair.

Both agreed to stand.

Moved By Julie Miles

Seconded By Sherri Currie

That Dennis Sanson be appointed as Chair of the Essex County Accessibility Advisory Committee for the year 2026; and

That Debbie Alexander be appointed as Vice Chair of the Essex County Accessibility Advisory Committee for the year 2026.

Carried

5. Disclosure of Pecuniary Interest

There were no conflicts of pecuniary interest declared.

6. Adoption of the Minutes

Moved By Debbie Alexander

Seconded By Sherri Currie

That the minutes of the December 4, 2025 meeting of the Essex County Accessibility Advisory Committee be adopted as presented.

Carried

7. Delegations and Presentations

There were no Delegations or Presentations scheduled for February 5, 2026.

8. Communications

Moved By Debbie Alexander

Seconded By Sherri Currie

That items listed on the Essex County Accessibility Advisory Committee meeting agenda, as items 8. Communications, be received and that any noted action are taken.

8.1. Accessibility Standards Canada

[Accessible and Equitable Standard for AI Systems Deput](#)

8.2. Government of Ontario

[Brantford Selected to Host 2027 Ontario Parasport Games](#)

8.3. Rick Hansen Foundation

[Accessibility Grant Program Deadline to Apply is March 15, 2026](#)

8.4. Windsor News

[Local Athletes join Para ice hockey team at Winter Olympics](#)

9. Unfinished Business

9.1. Social Media Update and 2026 Plan

Sherri Currie reported that over the past 90 days, engagement was down 96%, followers increased slightly to 492, and the page received 1,730 views.

Crystal Sylvestre suggested promoting Committee agendas and communications content to increase engagement.

9.2. 2026 Goal Setting

Dennis advised that a draft 2026 Work Plan had been prepared. He noted that the work plan would be shorter this year as the final delegation to County Council would take place in October rather than December due to the municipal election. As a result, there would be no November meeting and the Committee would be working within a ten-month timeframe instead of twelve.

Crystal Sylvestre reviewed the draft work plan with the Committee and outlined the proposed schedule for the year, including planning for Accessibility Week, preparation of the spring delegation to County Council, and ongoing communications efforts. National AccessAbility Week would take place June 1-5, 2026. Potential activities included a flag raising and participation in Red Shirt Day.

Later in the year, the Committee would begin work on the multi-year accessibility plan, review accomplishments for the year-end report, and prepare for the Committee's final delegation to County Council for this term. The Committee Terms of Reference would be reviewed prior to the end of the Term to support the incoming Committee.

Recruitment for the next ECAAC term would open October 1 and remain open for 30 days, with onboarding anticipated to occur early in the new year.

The Committee discussed options for the 2026 Accessibility Awareness event. Members reflected on the previous event, which was successful and primarily attended by service providers. Discussion focused on whether to host a public-facing awareness event or a smaller educational session for community partners. Staff would reach out to potential municipal partners regarding venue availability and report back at the March meeting. Members expressed interest in considering a smaller-scale educational format.

9.3. Year End Council Delegation Recap and Annual Report

[Recap of ECAAC Delegation to County Council on December 17, 2025](#)

[Administrative Report 2025-1217-LLS-R60-CS, Accessibility Initiatives Annual Compliance Review](#)

Dennis Sanson and Debbie Alexander provided the delegation to County Council on December 17, 2025. Council expressed appreciation for the presentation and commended the Committee for its efforts throughout 2025.

Crystal Sylvestre noted that the presentation recognized accomplishments across multiple County departments, highlighted continued progress in advancing accessibility initiatives throughout the region, and outlined key priorities and planned activities for 2026. Council conveyed its satisfaction with the progress achieved and expressed support for the Committee's ongoing work.

10. Reports from Administration

There were no reports from Administration to review on February 5, 2026.

11. New Business

There was no New Business for the February 5, 2026 meeting.

12. Next Meeting Date

The next meeting of the Essex County Accessibility Advisory Committee is scheduled for March 5, 2026 at the County of Essex Administration Building, Council Chambers

13. Adjournment

Moved By Debbie Alexander

Seconded By Sherri Currie

That the February 5, 2026 meeting of the Essex County Accessibility Advisory Committee be adjourned at 5:55 PM.

Carried