

Essex Accessibility Advisory Committee

Meeting Minutes

A meeting of the Essex Accessibility Advisory Committee (EAAC) was held on Thursday, December 5, 2019 in the large meeting room of the Essex Municipal Office, 33 Talbot Street South, Essex, Ontario.

Chair, Richard Kokovai called the meeting to order at 9:30 AM.

1. Roll Call

Present:

Richard Kokovai, Chair
Lisa Wallace, Vice Chair
Earl Brownell
Geraldine Dozois
Ron McDermott
Councillor, Sherry Bondy

Also Present: Doug Sweet, Director, Community Services
Jeffrey Morrison, Director, Corporate Services
Janice Aloisio, Committee Secretary

Regrets: Claudette Gauthier
Julia Welch

2. Declarations of Conflict of Interest

- There were no declarations of conflicts of Interest.

3. Delegations: Alex Denonville and Kevin Houf

- a. Kevin Houf, GIS and Mapping Services for the Town of Essex

- Kevin Houf attended the meeting to inform the Committee Members of various aspects of his job that are beneficial to the committee and public as a whole;
- Kevin advised that he creates various maps that provide information to town staff and general public; for example, Kevin has mapped locations of all accessible parking spaces pursuant to the By-Law 223 and 224;
- Both By-Law's are currently in need of an update by the Clerk and Public Works departments and once updated, Kevin will identify the locations on maps according to each ward;
- Kevin will forward the committee secretary the current maps available for circulation to the committee members;
- Doug advised that he will follow up with the senior management of both departments to see if he can get an estimated time-line when the two by-laws will be updated and bring the information forward to the committee at the next meeting.

b. Alex Denonville, Manager Communications

- Alex Denonville introduced himself and advised that in his role of Manager Communications, he oversees and is in charge of all Marketing and advertising for the Town of Essex;
- A large component of his job is the updating and re-creation of the town's website which has been enhanced with more accessible features including colour contrast, font styles and size, and in accordance with the AODA, the website will be fully compliant with the Web Content Accessibility Guidelines (WCAG) 2.0 level AA prior to the 2021 deadline;
- Alex was asked if he could look into 'closed captioning' of the live council meetings and advised that currently, YouTube does have in place a closed captioning tool that is accessible to the public however, he will look into the live closed captioning feasibility and report back to the Director to pass on to the committee.

- Both Kevin and Alex fielded other questions of the committee and were thanked by the Chair and left the meeting.

4. Adoption of Published Agenda

- c. Regular Essex Accessibility Advisory Committee Agenda for December 5, 2019

Moved by: Ron McDermott

Seconded by: Earl Brownell

(EAAC19-12-037) That the published agenda for the Thursday, December 5, 2019, regular meeting of the Essex Accessibility Advisory Committee be adopted as circulated. **“Carried”**

5. Adoption of Minutes from November 7, 2019

- a. Regular Essex Accessibility Advisory Committee Minutes for November 7, 2019

Moved by: Lisa Wallace

Seconded by: Earl Brownell

(EAAC19-12-038) That the minutes of the regular Essex Accessibility Advisory Committee meeting held November 7, 2019, be adopted as circulated. **“Carried”**

6. Old Business

a) Update on Co-An Picnic Tables

- Doug advised that the joint partnership purchase of accessible picnic tables will be purchased in the new year with an arrive and installation date of April 2020 and the announcement of a ribbon cutting ceremony announced shortly thereafter.

b) Update re: November Delegate Regarding Sidewalks in Essex Centre

- Doug advised that the list of sidewalks and street intersections as presented by the November delegates, Ed Burling and Kevin Schaafsma has been passed on to the Public Works Department for review and follow-up;
- Doug further advised that Public Works does a legislated annual sidewalk review and inspection of high areas and that if any committee members sees or knows of any sidewalk or sidewalk access deficiency, please feel free to submit the information;
- Town is looking at implementing a user friendly electronic reporting of 'issues' system and will be rolling this new plan out in the coming year.

7. New Business

a) Update on Presentation to Town Council – Chair/Vice-Chair

- The Chair and Vice-Chair attended the December 2 regular meeting of council and presented the revised Multi-Year Accessibility Plan and advised that Council received the presentation and the Plan was adopted as presented;
- Councilor Bondy asked if we could review the items listed under Schedule A of the plan to access their status;
- Doug advised that a status report of the items listed under Schedule A will be brought forward at the next meeting.
- It was noted that the County Wide Active Transportation committee was having an open house on December 10, at the Civic Centre between 3 and 8 pm. The Chair offered to attend on behalf of the committee and would prepare a recommendation to put forward requesting the Committee's recommendation for the installation of sidewalks along Maidstone in the McDonald/Tim Horton's section to better accommodate accessibility to those businesses;

- It was further noted that Maidstone is technically a 'county road', however, it is on the radar of applicable town management (i.e. planning department).

b) Mandatory Compliance Report

- Doug advised that there is an Accessibility Compliance Report due to the Ministry of Seniors and Accessibility and will submit the same on behalf of the committee and provide a copy to the committee at the next meeting;
- The Compliance report will also be posted on our website as required by the AODA.

c) Community Awareness Project Partnership with Essex District High School and Kingsville District High School – Richard Kokovai

- Richard advised the committee that he would like to see a partnership formed wherein students from both area high schools would have 2-3 students perform various day to day tasks under 'accessibility challenged circumstances' (for example a blindfolded student getting around the downtown area to visit a couple of stores or have a student using a walker or in a wheelchair do the same activity);
- Committee to set up criteria for inside and outside the school system to engage student participation in a spring and fall session;
- Could solicit support of BIA and Chamber;
- Good public awareness initiative;
- Written report of findings could be prepared and presented to Council;
- Doug offered to approach the two Youth Councillors and present the concept and solicit their input and see if they would support and participate in the initiative in 2020.

d) Closed Captioning of Council Meetings

- Committee member inquired of the Town's capabilities of having live closed-captioning of the regular town council meetings for those with hearing impairment and challenges.

Moved by: Lisa Wallace

Seconded by: Earl Brownell

(EAAC19-12-039) Recommended to Council to support the Town investigating, purchasing, installing, and utilizing software to enable real time transcription or closed captioning of the regular council meetings to better accommodate those in attendance with hearing impairment or challenges. **"Carried"**

8. Correspondence

- a. Re: 337 Maidstone Avenue East (Ward 1, Essex Centre) 627015 Ontario Limited

That notation be made that the Amended Site Plan Control Application submitted by 627015 Ontario Limited for property located at 337 Maidstone Avenue East, Essex Centre to provide access to site driveway next west of Ives Insurance office for the one story shop housing an office and three service bays and providing onsite parking as previously described was received for comments on November 22, 2019 and circulated to the committee members for comment to the Policy Planner on or before December 9, 2019;

Moved by: Lisa Wallace

Seconded by: Earl Brownell

(EAAC19-12-40) That the committee received the above noted correspondence and dealt with it as set out above. **"Carried"**

9. Next Meeting Date

- Next meeting will be on Thursday, January 23 at 9:30 AM in the large committee room of the Essex Municipal Office.

10. Adjournment

Moved by: Sherry Bondy

Seconded by: Geraldine Dozois

(EAAC19-12-041) That this meeting adjourns at 10:55 am. **“Carried”**

Richard Kokovai, Chair

Janice Aloisio, Secretary