



## Essex Accessibility Advisory Committee Meeting Minutes

January 12, 2022, 10:00 AM

Location: Electronic Meeting

Accessible formats or communication supports are available upon request. Please contact the Clerk's Office at [clerks@essex.ca](mailto:clerks@essex.ca) or 519-776-7336 extension 1100 or 1101.

Present: Lisa Wallace, Chair  
Richard Kokovai  
Julia Welsh  
Corrine Bridger

Also Present: Jake Morassut, Manager, Parks and Facilities  
Janice Aloisio, Recording Secretary

Regrets: Ron McDermott  
Geraldine Dozois

Absent: Ward 4 Councillor Sherry Bondy  
Fern Walsh

### 1. Call to Order

The Chair, Lisa Wallace called the meeting to order at 10:00 AM

### 2. Declarations of Conflict of Interest

There were no declarations of conflict of interest noted at this time.

### 3. Nomination of Committee Chair

The floor was opened to nominations for Committee Chair

#### **EAAC22-01-001**

Moved by Richard Kokovai

Seconded by Julia Welsh

That the Lisa Wallace be nominated as Committee Chair for the Essex Accessibility Advisory Committee.

**Carried**

No other nominations came forward

Lisa Wallace accepted the Committee Chair seat

### 4. Nomination of Committee Vice-Chair

The floor was opened to nominations for Committee Vice-Chair

#### **EAAC22-01-002**

Moved by Lisa Wallace

Seconded by Richard Kokovai

That the Corrine Bridger be nominated as Committee Vice-Chair for the Essex Accessibility Advisory Committee.

**Carried**

No other nominations came forward

Corrine Bridger accepted the Committee Vice-Chair seat

## **5. Adoption of Published Agenda**

### **5.1 Essex Accessibility Advisory Committee Meeting Agenda for January 12, 2022**

#### **EAAC22-01-003**

Moved by Richard Kokovai

Seconded by Julia Welsh

That the published agenda for the January 12, 2022, Essex Accessibility Advisory Committee Meeting be adopted as presented.

**Carried**

## **6. Adoption of Minutes**

### **6.1 Essex Accessibility Advisory Committee Meeting Minutes for November 3, 2021**

#### **EAAC 22-01 -004**

Moved by Richard Kokovai

Seconded by Corrine Bridger

**That** the minutes of the Essex Accessibility Advisory Committee Meeting held November 3, 2021, be adopted as circulated.

**Carried**

## **7. Unfinished Business**

### **7.1 Harrow Streetscape Walk-About by Sherry Bondy, Jake Morassut and Kevin Girard**

Jake Morassut advised that the walk-about had to be re-scheduled and will provide an update following its' occurrence in the future.

### **7.2 Accessibility Flag and other Promotional Items**

Jake Morassut advised that he spoke to the Chair of the Essex County Accessibility Committee who advised that they have not had a meeting, but the item is on their radar and that they are interested in the creation of a county-wide accessibility flag

and the item will likely be discussed at their February meeting date following which, Jake will bring forward their response to the committee potentially at our March meeting.

Lisa Wallace advised that we would like to have this completed in time to have a flag available to raise during National AccessAbility week at the end of May of this year.

### **7.3 Development Standards Manual Smaller Handbook**

Jake Morassut advised that in following up with the Development Services department, they will not be producing a smaller accessibility handbook similar to examples as provided to him by the Chair, but that this would be a project for the Summer Intern this summer with an end of this year goal of completion.

### **7.4 NaviLens Custom Pricing of QR Codes**

Jake Morassut advised that the phase one roll-out are the QR code entrance indicators which have been printed and a public media presentation involving committee and council will occur in the future with photo opt and media campaign occurring at that time which will build awareness of the product.

Phase two of the roll out will have the Summer Intern look at expanding the program throughout the interior of the facilities.

### **7.5 CNIB Update re Accessible Navigation and Wayfinding for Colchester Harbourfront property**

Jake Morassut advised that he is in receipt of a partnership proposal as provided through CNIB to provide an accessible wayfinding navigation solution for the Colchester Harbourfront.

The proposal cost is just under \$9,000 and has an annual fee of \$1,175.

The Town's 2022 budget has just been approved therefore this item would have to be put forward to the 2023 Capital budget presentation for approval unless any future grant opportunities came forward to cover the costs.

Richard Kokovai indicated that a public media campaign may bring forth a private sector donation.

## **8. Correspondence**

### **8.1 Development Services Manual – Accessibility Sections Review**

The committee received the Accessibility Section of the Town's proposed Development Service Manual

**8.2 Site Plan Control Application re: Affordable Housing Development at 80  
Maidstone Avenue, Essex**

Committee discussion was had regarding this development.

**9. New Business**

**9.1 Snow Removal in Downtown Business Corridor**

Richard Kokovai advised that a number of pictures with complaints of the Harrow downtown commercial areas were posted to social media following the most recent snow episode and inquired of the responsibility of salting and/or snow removal.

Jake Morassut advised that if in the downtown business corridor, the work is sub-contracted out to contractors and he will speak to the Manager of Public Work regarding the complaint.

**10. Future Meetings**

Scheduled for March 9 and May 11, 2022, at 10:00 AM

**11. Adjournment**

**EAAC 22-01-005**

Moved by Richard Kokovai

Seconded by Julia Welsh

**That** the meeting be adjourned at 10:41 AM

**Carried**

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Chair

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Recording Secretary