



Essex Accessibility Advisory Committee Meeting Minutes

March 9, 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 or 519-776-7336 extension 1100 or 1101.

Present: Lisa Wallace, Chair
Richard Kokovai
Ward 4 Councillor Sherry Bondy
Corrine Bridger, Vice-Chair
Geraldine Dozois

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

Regrets: none

Absent: Ron McDermott
Fern Walsh
Julia Welsh

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. Adoption of Published Agenda

3.1 Essex Accessibility Advisory Committee Meeting Agenda for, 2022

EAAC22-03-006

Moved by Richard Kokovai

Seconded by Corrine Bridger

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

Carried

4. Adoption of Minutes

4.1 Essex Accessibility Advisory Committee Meeting Minutes for January 12, 2022

EAAC 22-03 -007

Moved by Richard Kokovai

Seconded by Lisa Wallace

That the minutes of the Essex Accessibility Advisory Committee Meeting held January 12, 2022, be adopted as circulated.

Carried

5. Unfinished Business

5.1 Youth Enabling Accessibility Fund Grant Application

Jake Morassut advised that we have received confirmation of approval of the \$10,000 grant application for the doors to the Essex Centre Sports Complex second floor bowl-entrance however, he stated that due to all the increased costs associated with the project that have sky-rocketed, this may be something that is going to have to wait until later in the year to see where costs could be transferred from to off-set the additional expenses.

Mr. Morassut advised that he believes the project needs to be completed before the end of March 2023, but he can confirm that date and if different, advise the committee.

The youth applicant was Evha Hoffman, and Jake Morassut has thanked her for her contribution to the application and further advised that upon completion of the project, a photo opportunity will be conducted with her, any available committee and council members and staff to promote the grant.

5.2 Harrow Streetscape Walk-About by Sherry Bondy, Jake Morassut and Kevin Girard

Jake Morassut advised that the walk-about was conducted on February 9 by the three of them and deficiencies noted at that time.

Some noted deficiencies as they related to accessibility were given to Kevin Girard and included such items as curb-cuts at the accessible parking spots in front of the post office, some driveway access points have lips however, these are not access points which are to be used or considered access points and were constructed as intended. The public accessibility access points have been properly located and curb-cut with proper textile installations have been completed satisfactorily.

The posts are up for the crosswalks and still need to be activated.

All areas are wide enough for accessibility access. There were snow removal issues at the time of the walk-about, however, they have been addressed.

Areas around the light standards still have to be fixed weather permitting they will be completed.

In terms of accessibility, the paver stones can have a 6mm height difference between pavers. This will be assessed prior to final approval and be an on-going assessment during annual freeze-thaw cycles.

Upon completion, the committee would like to go out and do a video promotion of the accessible crosswalks with members of the committee and have the town's media and communications department promote the accessibility features of the streetscape.

Committee members asked for clarification on a couple items pertaining to the project and Mr. Morassut will seek additional clarification from the respective department head or alternatively, invite them to attend the next regular meeting.

EAAC 22-03 -008

Moved by Sherry Bondy

Seconded by Richard Kokovai

That the verbal update from Jake Morassut, Director, Community Services and Kevin Girard, Director, Infrastructure Services regarding the Harrow Streetscape Walk-About conducted on February 9, 2022 be received for information.

Carried

EAAC 22-03 -009

Moved by Sherry Bondy

Seconded by Richard Kokovai

That the Council direct Administration to prepare a video for Disability Awareness Week May 29 to June 4, 2022 outlining the accessibility features in the Harrow Streetscape project.

Carried

5.3 Accessibility Flag and other Promotional Items

Jake Morassut advised that County Council has approved moving forward and working on the flag with an ask from all participating municipalities for a cost-sharing on the development of the flag and getting them made keeping in mind the committee's intention to have the flag available for May's accessibility week.

The chair inquired on the committee's operating budget for the year.

Mr. Morassut advised he didn't have the budget in front of him, but the cost-sharing would be approximately a couple hundred dollars and easily covered by the operating budget.

5.4 Development Standards Manual Smaller Handbook

Jake Morassut advised that this would be a project for the Summer Intern this summer with an end date by the fall of this year as a goal of completion.

The Chair asked that once, started, if the summer student could provide regular updates for the committee to approve prior to completion of the handbook.

Mr. Morassut advised that the draft will be reviewed by the committee.

5.5 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.

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

The date of the roll-out of phase 1 and photo-opt with municipal staff, council and available committee members will be held on Thursday, March 24, 2022, at 1:00 PM

5.6 CNIB Update re Accessible Navigation and Wayfinding for Colchester Harbourfront property

Jake Morassut advised the grant application has been sent in to assist in funding for this project if approved.

Should grant approval be received, annual maintenance costs would be added to the committee's operating budget for approval by council.

6. Correspondence

6.1 Site Plan Control Application re: 0 Maidstone Avenue West, Essex

6.2 Site Plan Control Application re: 2151 Roseborough Road, Harrow

6.3 Site Plan Control Application re: 1110 Ridge Road, Colchester South

6.4 Site Plan Control Application re: 0 Parnell Street

6.5 Short-Term Rental Licensing System Overview

Committee discussion ensued.

Committee members had questions and comments pertaining to the Short-Term Rental Licensing Overview and Mr. Morassut will get answers to these issues brought forward for an update at the next meeting.

Committee recommendation to have either a contest or an award system for all registered short-term rentals within the municipality in the future who make their facility an accessible rental unit.

EAAC 22-03 -010

Moved by Sherry Bondy

Seconded by Richard Kokovai

That the correspondence listed in Agenda item 6. Correspondence be received for information.

Carried

7. New Business

7.1 Fieldhouse Bathroom Door

Committee discussion ensued regarding a leaseholder that requires an accessible washroom in the facility.

Mr. Morassut advised that an assessment is in the works of what is required and how much it may cost as it will be a large project potentially requiring an architect and/or engineering assessment. Contractors have already been in the facility, and he is looking at potential remedies and costs associated.

Richard Kokovai is going to speak with a local clubhouse group and inquire about a potential donation for funding.

7.2 Essex County Library Push-Button Access to Bathroom door

It was brought forward by a committee member that there is no push-button access to the Essex County Library bathroom door.

Mr. Morassut will look into this and add it to a budget item for 2023.

7.3 Grant Application re: Colchester Harbour

Refer to CNIB grant above.

7.4 Disability Awareness Week 2022 – May 29 – June 4, 2022, Campaign Theme – “Adapt – Improve – Overcome!”

The Chair was looking to the committee to brainstorm on any committee initiatives they would like done for this week.

Social media posts for this week will be through our Communications department.

The Chair would like the Manager of Communications to attend at the next committee meeting to discuss future committee promotions and initiatives and specifically the campaign for the above-noted week.

The Chair will forward in the proclamation to the clerk’s department for this week.

8. Future Meetings

Scheduled for May 11, 2022, at 10:00 AM

9. Adjournment

EAAC 22-03-011

Moved by Geraldine Dozois

Seconded by Corrine Bridger

That the meeting be adjourned at 11:07 AM

Carried

Chair

Recording Secretary