



Essex County Council Regular Meeting Agenda

Date: Wednesday, September 21, 2022
Time: Meeting Time: Closed Meeting 6:00 PM; Regular Meeting 7:00 PM
Location: Council Chambers, 2nd Floor
360 Fairview Avenue West
Essex, Ontario N8M 1Y6
<https://video.isilive.ca/countyofessex/live.html>

Accessible formats or communication supports are available upon request. Contact Clerk's Office, clerks@countyofessex.ca, 519-776-6441 extension 1335

Pages

1. Closed Meeting

A Closed Meeting has been scheduled for 6:00PM

Recommendation:

Moved by _____

Seconded by _____

That Council move into a closed meeting pursuant to Section 239 (2) (e) and (i) of the Municipal Act, 2001, as amended for the following reason(s):

- litigation or potential litigation, including matters before administrative tribunals, affecting the municipality;
- financial information, supplied in confidence to the municipality, which, if disclosed, could reasonably be expected to interfere significantly with the contractual or other negotiations of a person, group of persons or organization.

2. Moment of Reflection

3. Singing of 'O Canada'

4. Land Acknowledgement Statement

We begin by acknowledging that the land on which we gather is the traditional territory of the Three Fires Confederacy of First Nations, comprised of the Ojibway, Odawa and Potawatomie Peoples.

To recognize the land is an expression of gratitude to those whose territory you reside on, and a way of honouring the Indigenous people who have been living and working on the land from time immemorial.

We value the significant historical and contemporary contributions of local and regional First Nations and all the Original Peoples of Turtle Island.

5. Recording of Attendance

6. County Warden's Welcome and Remarks

7. Disclosure of Pecuniary Interest

8. Adoption of Regular Meeting Minutes

7

Minutes of the Special Public Meeting and Regular Meeting of Essex County Council, dated September 7, 2022.

Recommendation:

Moved by _____

Seconded by _____

That the minutes of the September 7, 2022 Special Public Meeting and Regular Meeting of Essex County Council be adopted as presented.

9. Delegations and Presentations

There are no delegations for September 21, 2022.

10. Communications

10.1. Correspondence

Recommendation:

Moved by _____

Seconded by _____

That the correspondence listed on the Regular Agenda for September 21, 2022, be received and any noted action approved.

- | | | |
|----------------|---|----|
| 10.1.1. | Town of Plympton-Wyoming
Resolution RE Strong Mayors Building Homes | 24 |
| 10.1.2. | Municipality of Brighton
Resolution RE Support for Changes to the Healthcare Connect System for Members of the Canadian Armed Forces | 25 |
| 10.1.3. | Township of McGarry
Resolution RE Removal of Councillors | 27 |
| 10.1.4. | Windsor-Essex Regional Chamber of Commerce
Event - <u>2022 Windsor Mayoral Debate</u> | |
| 10.1.5. | Ontario Premier's Office
September 8, 2022 - <u>Statement, Premier Doug Ford Marks the Passing of Her Majesty Queen Elizabeth II</u> | |
| 10.1.6. | Rural Ontario Municipal Association (ROMA)
September 16, 2022 - <u>ROMA Insider Online, Rural Attainable Housing: Task Force Offers Solutions</u> | |
| 10.1.7. | Association of Municipalities of Ontario (AMO)
September 8, 2022 - <u>AMO Watchfile Online</u> | |
| 10.1.8. | Association of Municipalities of Ontario (AMO)
September 12, 2022 - <u>AMO Conference Highlights</u> | |
| 10.1.9. | Association of Municipalities of Ontario (AMO)
September 15, 2022 - <u>AMO Watchfile Online</u> | |
| 10.2. | Resolutions
There are no resolutions for Council's consideration for September 21, 2022. | |

11. Consent Agenda

Recommendation:

Moved by _____

Seconded by _____

That the recommendation in the Administrative Report listed as item 11.1 on the Consent Agenda for September 21, 2022 be approved.

11.1. Approval of Invoices – Legal and/or Consulting Services 28

Report number 2022-0921-LCS-R23-DS, Approval of Invoices - Legal and/or Consulting Services, dated September 21, 2022, from David Sundin, County Solicitor

12. Reports and Questions

12.1. Essex-Windsor Solid Waste Authority (EWSWA) 31

Minutes of the August 10, 2022 Essex-Windsor Solid Waste Authority Board meeting, Mayor, Aldo DiCarlo, Vice Chair

Recommendation:

Moved by _____

Seconded by _____

That the minutes of the Essex-Windsor Solid Waste Authority meeting held August 10, 2022 be received.

12.2. Essex County Accessibility Advisory Committee (ECAAC) 43

Minutes of the July 14, 2022 Essex County Accessibility Advisory Committee meeting, Deputy Mayor, Gord Queen, Vice Chair

Recommendation:

Moved by _____

Seconded by _____

That the minutes of the Essex County Accessibility Advisory Committee meeting for July 14, 2022 be approved.

12.3. 2023-2027 County of Essex Multi-Year Accessibility Plan Review and Annual Accessibility Status Report for 2022 50

Report number 2022-0921-LCS-R22-KH, 2023-2027 County of Essex Multi-Year Accessibility Plan Review and Annual Accessibility Status Report for 2022, dated September 21, 2022, from Katherine Hebert, Deputy Clerk

Recommendation:

Moved by _____

Seconded by _____

That Essex County Council receive the 2023-2027 County of Essex Multi-Year Accessibility Plan Review and Annual Accessibility Status Report for 2022 as information, and that the 2023-2027 County of Essex Multi-Year Accessibility Plan update be approved.

12.4. Essex County Homelessness Hub Update

103

Report number 2022-0921-LCS-R21-JDF, Essex County Homelessness Hub Update, dated September 21, 2022 from Jeanie Diamond-Francis, Manager, Community Services

Recommendation:

Moved by _____

Seconded by _____

That Essex County Council receive report number 2022-0921-LCS-R21-JDF, Essex County Homelessness Hub Update as information.

12.5. Approval of 2023 Conferences

106

Report number 2022-0921-LCS-R20-MB, Approval of 2023 Conferences, dated September 21, 2022, from Mary Birch, Director, Legislative and Community Services/Clerk

Recommendation:

Moved by _____

Seconded by _____

That Essex County Council receive Report Number 2022-0921-LCS-R20-MB, Approval of the 2023 Conferences, and approve for attendance by the members of Essex County Council for the year 2023, the conferences identified and attached as Appendix B to this report, in accordance with Policy 2022-003: Travel, Meetings and Conferences – Council, Committees, Agencies and Boards.

13. Unfinished Business

14. New Business

14.1. Public Reporting of Closed Meeting

15. Adoption of By-Laws

Recommendation:

Moved by _____

Seconded by _____

That By-law 2022-29, having been read a first, second and third time,
be finally passed and enacted.

15.1. By-law Number 2022-29

110

Being a By-law to confirm the proceedings of the Council of the
Corporation of the County of Essex, for September 21, 2022

16. Notice of Motion

17. Adjournment



Essex County Council Regular Meeting Minutes

Wednesday, September 7, 2022

7:00 PM

Council Chambers, 2nd Floor

360 Fairview Avenue West

Essex, Ontario N8M 1Y6

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

- Council:
- Gary McNamara, Warden, Mayor, Town of Tecumseh
 - Joe Bachetti, Deputy Mayor, Town of Tecumseh
 - Tracey Bailey, Deputy Mayor, Municipality of Lakeshore
 - Tom Bain, Mayor, Municipality of Lakeshore
 - Steve Bjorkman, Deputy Mayor - Town of Essex
 - Marc Bondy, Mayor, Town of LaSalle
 - Tony Gaffan, Alternate Member, Town of Kingsville
 - Hilda MacDonald, Mayor, Municipality of Leamington
 - Crystal Meloche, Deputy Mayor, Town of LaSalle
 - Leo Meloche, Deputy Mayor, Town of Amherstburg
 - Richard Meloche, Mayor, Town of Essex
 - Michael Prue, Alternate Member, Town of Amherstburg
 - Gord Queen, Deputy Mayor, Town of Kingsville
 - Larry Verbeke, Deputy Mayor, Municipality of Leamington
- Absent:
- Aldo DiCarlo, Mayor, Town of Amherstburg
- Administration:
- Rebecca Belanger, Manager of Planning Services
 - Mary Birch, Director, Legislative and Community Services/Clerk
 - Allan Botham, Director, Infrastructure & Planning Services
 - Jayne Brooks Keller, Administrator - Sun Parlor Home
 - Katherine Hebert, Deputy Clerk
 - Don McArthur, Manager, Communication and Organizational Development
 - David Sundin, County Solicitor
 - Crystal Sylvestre, Administrative Assistant, Legislative and Community Services
 - Sandra Zwiers, Director, Financial Services/Treasurer

1. Closed Meeting

There was no Closed Meeting scheduled for September 7, 2022

2. Moment of Reflection

3. Singing of 'O Canada'

4. Land Acknowledgement Statement

We begin by acknowledging that the land on which we gather is the traditional territory of the Three Fires Confederacy of First Nations, comprised of the Ojibway, Odawa and Potawatomie Peoples.

To recognize the land is an expression of gratitude to those whose territory you reside on, and a way of honouring the Indigenous people who have been living and working on the land from time immemorial.

We value the significant historical and contemporary contributions of local and regional First Nations and all the Original Peoples of Turtle Island.

5. Recording of Attendance

Warden McNamara and members of Council attended the meeting at the Essex County Civic Centre, Council Chambers.

Aldo DiCarlo was absent.

Michael Prue attended as the alternate member for the Town of Amherstburg.

Tony Gaffan attended as the alternate member for the Town of Kingsville.

(Nelson Santos – resigned as Mayor of Kingsville July 17, 2022)

6. County Warden's Welcome and Remarks

Warden McNamara welcomed the members of County Council, Administration and members of the public and delivered the following greeting:

"Summer is almost over. Students are back in school. And many of us are thankful for having had a break to soak up the sun and recharge our batteries.

While council meetings generally slow down during the summer, the work being done by staff does not. Essex County's Infrastructure and Planning Services department has been working full-out overseeing road rehabilitation and construction projects – as well as taking care of regular maintenance on county roads. Essex-Windsor EMS and Sun Parlor Home staff are continuing to give their all despite the challenges to the entire health-care system.

Staff at the Essex County Library have been busy providing programs, activities and great book recommendations. We are pleased to welcome our new chief librarian: Adam Craig. He is a lifelong Essex County resident who has worked in both the county and City of Windsor library systems. Welcome to back to the Essex County Library, Adam!

Last month, many members of Essex County council attended the Association of Municipalities of Ontario conference. Our delegations met with the provincial ministries of finance and health.

I want to thank Leamington Mayor Hilda MacDonald for making a presentation about levelling the property tax field for residents in municipalities with large-scale greenhouses.

As well, we called on the Ministry of Health to address the offload delay crisis, which sees ambulances idling outside of congested hospitals waiting for patients to be admitted. We urged the Province to declare offload delays a public health crisis and do everything in its power to help keep Paramedics on the road responding to emergency calls.

It is our job as elected municipal representatives to ensure the voices of our residents are heard on issues like these. It is also our job to make sure residents are provided with the municipal services important to them in a financially responsible way. The October 24 municipal election is approaching quickly. It is time to get informed about the candidates and where they stand on issues that matter to you. Get ready to make your voice heard at the ballot box and hold those who are elected accountable.

Finally, I want to encourage Essex County residents to say thank you to the thousands of foreign temporary workers who are contributing to the local economy by helping put fresh produce on grocery store shelves across North America.

One way to do this is by attending the Festival of Guest Nations and Public Safety Information Day at Seacliff Park in Leamington on Sunday, September 18, from 1 p.m. to 6 p.m.

Over a dozen groups, businesses and government departments are supporting this tremendous event. There will be music, food, prizes and opportunities to meet guest nation community members and service providers. In short: It is a great way to spend a Sunday afternoon."

7. Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest raised.

8. Adoption of Regular Meeting Minutes

Minutes of the August 10, 2022 Regular Meeting of Essex County Council.

193-2022

Moved By Gord Queen

Seconded By Marc Bondy

That the minutes of the August 10, 2022 Regular Meeting of Essex County Council be adopted as presented.

Carried

9. Delegations and Presentations

194-2022

Moved By Crystal Meloche

Seconded By Steve Bjorkman

That the delegation from the Essex Region Conservation Authority be permitted to address County Council.

Carried

9.1. Essex Region Conservation Authority

James Bryant, Director, Watershed Management Services, Essex Region Conservation Authority to make a presentation to County Council regarding the Flood Hazard Identification and Mapping Program (FHIMP) project funding.

James Bryant provided Council with information regarding an opportunity to apply for FHIMP grant funding and was seeking the support of Council in the form of a letter to be included in the grant application.

Mr. Bryant explained that the data being used today was collected in 1976 and requires updating. Updating the maps would provide ERCA with the appropriate information to minimize flood related hazards and risks in the watershed and would be shared with all residents of all communities online.

195-2022

Moved By Gord Queen

Seconded By Crystal Meloche

That Essex County Council provide the Essex Region Conservation Authority with a letter of support to accompany the Flood Hazard Identification and Mapping Program application.

Carried

10. Communications

10.1. Correspondence

196-2022

Moved By Tracey Bailey

Seconded By Larry Verbeke

That the correspondence listed on the Regular Agenda for September 7, 2022, be received and any noted action approved.

Carried

10.1.1 Pathway to Potential

August 2022 - [Monthly Newsletter Update](#)

10.1.2 Windsor-Essex Regional Chamber of Commerce

August 16, 2022 - [Border Chambers of Commerce ask government to Scrap the App](#)

10.1.3 Iris Residential Inns and Services

August 10, 2022 Letter RE Request for increase in funding

10.1.4 The Hospice of Windsor and Essex County Inc.

August 15, 2022 - Media Release - Hospice Launches 20th Annual Face To Face Campaign, and Announces New Program in Partnership With Essex-Windsor EMS

10.1.5 City of Kingston

Resolution RE Provincial Government to release Landlord and Tenant Board Information

10.1.6 Town of Hanover

Resolution RE Physician Shortage in Ontario by South Bruce Peninsula Council

10.1.7 Town of South Bruce Peninsula

Resolution RE Firefighter Certification Concerns

10.1.8 Northumberland County

Resolution RE Private Members Bull C-233 Keira's Law

10.1.9 Northumberland County

Resolution RE Former Mohawk Institute Residential School Document Release

10.1.10 Northumberland County

Resolution RE Expanding Amber Alert System

10.1.11 City of Owen Sound

Resolution RE Changes to the Amber Alert System

10.1.12 Town of Wasaga Beach

Resolution RE Strong Mayors Building Homes Act

10.1.13 Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO)

A. August 11, 2022 - [Policy Blog RE Government Introduces Strong Mayors Legislation](#)

B. September 1, 2022 - [Advocacy Update RE Standing Up for Municipal professionals at Standing Committee on Bill 3: Strong Mayors, Building Homes Act](#)

10.1.14 Ontario Human Rights Commission

August 18, 2022 - [HRTO Finds discrimination in OPP DNA sweep of migrant workers](#)

10.1.15 Ontario Premier's Office

August 18, 2022 - [News Release - Premier Ford re-appoints Secretary of the Cabinet Michelle DiEmanuele's leadership will remain critical as government implements plan to build Ontario](#)

10.1.16 Ontario Ministry of Municipal Affairs and Housing

August 17, 2022 - [News Release - Working with Municipalities to Move Ontario Forward, Province announces funding at 2022 AMO conference to support critical public services](#)

10.1.17 Ontario Ministry of Municipal Affairs and Housing

August 16, 2022 - [Speech, Minister Steve Clark's Speech at the 2022 Association of Municipalities of Ontario Conference](#)

10.1.18 Ontario Ministry of Municipal Affairs and Housing

August 9, 2022 - [Media Advisory - Minister Clark to Introduce Legislation to Help Municipalities Build More Homes](#)

10.1.19 Association of Municipalities of Ontario (AMO)

July 29, 2022 Letter RE Circular Economy Initiatives in the Made-in-Ontario Environment Plan

10.1.20 Association of Municipalities of Ontario (AMO)

August 8, 2022 - [AMO's 2021 Annual Report](#)

10.1.21 Association of Municipalities of Ontario (AMO)

August 9, 2022 - [AMO Policy Update – Throne Speech and Budget](#)

10.1.22 Association of Municipalities of Ontario (AMO)

August 10, 2022 - [AMO Policy Update – Strong Mayors, Building Homes Act](#)

10.1.23 Association of Municipalities of Ontario (AMO)

August 11, 2022 - [AMO Watchfile Online](#)

10.1.24 Association of Municipalities of Ontario (AMO)

August 18, 2022 - [AMO Watchfile Online](#)

10.1.25 Association of Municipalities of Ontario (AMO)

August 25, 2022 - [AMO Watchfile Online](#)

10.1.26 Association of Municipalities of Ontario (AMO)

August 19, 2022 - [AMO Policy Update – Provincial Health News from a Municipal Lens, Canada Child Care Plan Update, Flood Hazard Identification and Mapping Program](#)

10.1.27 Association of Municipalities of Ontario (AMO)

August 29, 2022 - [AMO Policy Update – Standing Committee on Bill 3, Strengthening Public Health, Increasing and Preserving Purpose-Built Rental Housing Strategy](#)

10.1.28 Association of Municipalities of Ontario (AMO)

September 1, 2022 - [AMO Watchfile Online](#)

10.2. Resolutions

There were no resolutions for Council's consideration for September 7, 2022.

11. Consent Agenda

197-2022

Moved By Marc Bondy

Seconded By Crystal Meloche

That the recommendations in the Administrative Report listed as item 11.1, on the Consent Agenda for September 7, 2022, be approved and further that the information item listed as item 11.2 on the said Consent Agenda be received.

Carried

11.1. Approval of Invoices - Legal/Consulting Services

Report number 2022-0907-LCS-R019-DS, Approval of Invoices - Legal/Consulting Services, dated September 7, 2022 from David Sundin, County Solicitor

11.2. Housing and Homelessness Advisory Committee (HHAC)

Minutes of the June 21, 2022 Housing and Homelessness Advisory Committee meeting, Warden Gary McNamara, committee member.

12. Reports and Questions

12.1. Essex-Windsor Solid Waste Authority (EWSWA)

Minutes of the EWSWA Meeting for July 5, 2022, Mayor Aldo DiCarlo, Vice Chair

198-2022-

Moved By Hilda MacDonald

Seconded By Richard Meloche

That the minutes for the July 5, 2022 Essex-Windsor Solid Waste Authority meeting be received.

Carried

12.2. Financial Projected Results of Operations 2022

Report number 2022-0907-FIN-R13-SZ, Financial Projected Results of Operations 2022, dated September 7, 2022 from Sandra Zwiers, Director, Financial Services/Treasurer

Sandra Zwiers provided the report to Council outlining the projected results of operations to the end of the fiscal budget year. The review was conducted using year to date data at July 2022 and was prepared in consultation with department heads and analyzed by County Financial staff.

Ms. Zwiers informed Council that it was projected the Corporation would be in an overall net deficit position of \$2,000 at year end. Following the format of the previous year's budget, the information was broken into operating and capital expenses. The operating component was projected to have a surplus of \$229,000, however the capital component was expected to have a deficit of \$231,000; resulting in the net overall deficit of \$2,000.

Ms. Zwiers attributed the shortfall to continued pandemic related pressures for EMS and Sun Parlour Home. Both of the departments were experiencing continued market related staffing shortages. The Sun Parlor Home was projected to end in a slight surplus position due to an unexpected transfer payment received from the Provincial government. The deficit projected for EMS was attributed to continued supply chain issues in the industry surrounding ambulance replacement. Ms. Zwiers explained that the inability to replace vehicles according to the fleet rotation schedule was resulting in increased repairs and maintenance costs.

The Infrastructure Services department was also expected to end in a deficit position as a result of rising inflation, construction market capacity issues, along with increased material, fuel and insurance costs.

A surplus was expected in the General Government division as a result of wage gapping and recoveries from the Essex County Library for interim leadership support.

Ms. Zwiers pointed out a correction to the report stating that the Records Management position that was reported to have been filled and it remains vacant, thereby increasing the General Government surplus by year end.

Ms. Zwiers assured Council that there will be continued monitoring of the financial forecast and any major variances before the end of the year would be reported to Council. As the projected deficit is largely related to pandemic impacts, Ms. Zwiers recommended the deficit should be covered by COVID Safe Restart funding rather than the Rate Stabilization Reserve.

199-2022

Moved By Marc Bondy

Seconded By Hilda MacDonald

That Essex County Council receives the Projected Results of Operations 2022 for information.

Carried

12.3. Request from the Town of Tecumseh to Initiate an OPA to Incorporate revised CIP Policies

Report number 2022-0907-IPS-R02-RB, Request from the Town of Tecumseh to Initiate an OPA to Incorporate revised CIP Policies, dated September 7, 2022, from Rebecca Belanger, Manager, Planning Services

Rebecca Belanger provided a report seeking Council approval to begin the process to amend the County Official plan to revise Community Improvement Plan (CIP) policies to allow the County to participate in grant programs of local tier municipalities' CIPs that have been adopted according to Section 28 of the Planning Act.

Ms. Belanger explained that the focus of the Tecumseh CIP was to align with Federal and Provincial incentive programs to generate broad economic opportunity for the town. The County did not have an incentive program in place to offer developers therefore the incentive could only be calculated on the local tier portion of the fees. Ms. Belanger explained that matching CIP levels at the upper tier would allow all seven local tier municipalities the opportunity to increase financial incentives for qualifying developments in a similar fashion to a single tier municipality.

Sandra Zwiers explained that the impacts to the budget would be better known based on case specifics found through applications. Policy statements would be developed and would include a fail-safe to ensure that any award of an incentive would be contingent on budget approval.

200-2022

Moved By Crystal Meloche

Seconded By Joe Bachetti

That County Council direct the Manager of Planning Services to initiate the planning process to undertake an Official Plan Amendment to modify the County's Official Plan regarding

Community Improvement Plans and report back with further recommendations.

Carried

12.4. County Road 42 and County Road 43 – Phase 1

Report Number 2022-0907-ISD-R21-AB, County Road 42 and County Road 43 – Phase 1, dated September 7, 2022 from Allan Botham, Director, Infrastructure and Planning Services

Allan Botham provided Council with an update on Phase 1 of the project through limited tendering.

Mr. Botham reviewed the history and reasons the development was required in this area including the introduction of new industries, increased capacity of travelers, residential growth and an historic agreement with the Town of Tecumseh to complete this work.

Mr. Botham provided Council with the details of the initial procurement process that was undertaken in May 2022 that resulted in no bids received. He also explained the options available under the County of Essex Procurement Policy outlining the reasons limited tendering would be acceptable and preferred at that time.

Discussion included the economic impacts driving the price of this work higher than initially budgeted.

201-2022

Moved By Marc Bondy

Seconded By Leo Meloche

That Essex County Council receive report 2022-0907-ISD-R21-AB, County Road 42 and County Road 43 – Phase 1, as information, and as background to support the probable action, and decision to exercise the CAO's delegated authority under By-law 2022-25 to 'authorize unbudgeted expenditures or liabilities of the County of Essex exceeding \$50,000' and to proceed with limited tendering and to enter into a contract if favourable to do so, to complete Phase 1 of the County Road 42 and County Road 43 project.

Carried

13. Unfinished Business

202-2022

Moved By Joe Bachetti

Seconded By Steve Bjorkman

That the letters listed as item 13.1 and 13.2 be received.

Carried

13.1. County of Essex

August 19, 2022 - Letter RE County of Essex AMO Delegation –
Code Black - Solving the EMS Offload Delay Crisis

13.2. County of Essex

August 19, 2022 - Letter RE County of Essex AMO Delegation –
Level the Field – Residents Are Paying for Greenhouse Growth

14. New Business

14.1 Public Reporting of Closed Meeting (Held August 10, 2022)

A Closed Meeting was held following the regular meeting of Council on August 10, 2022, pursuant to Sections 239 (2) (b) and (e) of the Municipal Act, 2001 as amended.

Council was provided with information that contained personal matters about an identifiable individual. Council was also provided with a report on a matter related to litigation or potential litigation affecting the municipality. Council provided Administration direction on how they wished to proceed.

15. Adoption of By-Laws

203-2022

Moved By Tracey Bailey

Seconded By Larry Verbeke

That By-laws 2022-27 and 2022-28, having been read a first, second and third time, be finally passed and enacted.

Carried

15.1 By-Law Number 2022-27

Being a by-law to adopt Official Plan Amendment Number 2 to the County of Essex Official Plan

15.2 By-law Number 2022-28

Being a by-law to confirm the proceedings of the Council of the Corporation of the County of Essex for September 7, 2022.

16. Notice of Motion

17. Adjournment

That the Essex County Council meeting for September 7, 2022 adjourned at 8:01 PM.

204-2022

Moved By Crystal Meloche

Seconded By Hilda MacDonald

Carried

Gary McNamara

Warden - County of Essex

Mary Birch

Director, Legislative and Community Services/Clerk

Date Signed



Essex County Council Special Meeting Minutes

Wednesday, September 7, 2022

5:30 PM

Council Chambers, 2nd Floor

360 Fairview Avenue West

Essex, Ontario N8M 1Y6

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

- Council:
- Gary McNamara, Warden, Mayor, Town of Tecumseh
 - Joe Bachetti, Deputy Mayor, Town of Tecumseh
 - Tracey Bailey, Deputy Mayor, Municipality of Lakeshore
 - Tom Bain, Mayor, Municipality of Lakeshore
 - Steve Bjorkman, Deputy Mayor - Town of Essex
 - Marc Bondy, Mayor, Town of LaSalle
 - Tony Gaffan, Alternate Member - Town of Kingsville
 - Hilda MacDonald, Mayor, Municipality of Leamington
 - Leo Meloche, Deputy Mayor, Town of Amherstburg
 - Richard Meloche, Mayor, Town of Essex
 - Michael Prue, Alternate Member, Town of Amherstburg
 - Gord Queen, Deputy Mayor, Town of Kingsville
 - Larry Verbeke, Deputy Mayor, Municipality of Leamington
- Absent:
- Crystal Meloche, Deputy Mayor, Town of LaSalle
 - Aldo DiCarlo, Mayor, Town of Amherstburg
- Administration:
- Rebecca Belanger, Manager of Planning Services
 - Mary Birch, Director, Legislative and Community Services/Clerk
 - Allan Botham, Director, Infrastructure & Planning Services
 - Katherine Hebert, Deputy Clerk
 - Don McArthur, Manager, Communication and Organizational Development
 - David Sundin, County Solicitor
 - Crystal Sylvestre, Administrative Assistant, Legislative and Community Services
 - Sandra Zwiers, Director, Financial Services/Treasurer

1. Call to Order

2. Recording of Attendance

All members of Essex County Council were in attendance with the exception of Crystal Meloche and Aldo DiCarlo. Michael Prue attended as the Alternate for the Town of Amherstburg. Tony Gaffan attended as the Alternate for the Town of Kingsville.

3. Disclosure of Pecuniary Interest

Hilda MacDonald declared a conflict of interest as the subject property abuts a property she owns. She left her seat and excused herself from the meeting.

4. Purpose of Public Meeting and Confirmation of Notice

<https://www.countyofessex.ca/en/news/notice-of-complete-application-and-public-meeting-opa-02-erie-sand-and-gravel.aspx>

Rebecca Belanger identified that Hal Kersey, as the agent for the Applicant and Allan Koop, as the Applicant, were present. She also noted that Amy Farkas, as the representative from the Municipality of Leamington was attending via Zoom. Rebecca Belanger provided information on the purpose of the meeting, advising that, the public meeting was to consider an Official Plan Amendment affecting a total of 54 ha of land immediately south of the Erie Sand & Gravel, Mainyard/Woolatt Pit located at 260 County Road 31, identified as "expanded Mineral Aggregate Resources Overlay" and as shown on the Map. The County received an Official Plan Amendment Application seeking to expand the Mineral Aggregate Resources Overlay lands on Schedule E1 of the County of Essex Official Plan. As a result of consideration of an expansion to the Mainyard/Woolatt Pit and a new proposed MOS Pit, it was identified that the Mineral Aggregate Resources Overlay in the County Official Plan did not coincide with the mineral aggregate resources mapping from the Ministry of Northern Development, Mines, Natural Resources and Forestry used for approvals under the Aggregate Resources Act. The owners proposed to expand the Mainyard/Woolatt Pit to the adjacent acquired lands with the proposed new sand pit being referred to as the proposed MOS Pit. A license for the expanded area was currently being pursued from the Ministry of Natural Resources and Forestry who oversee the licensing process in accordance with the Aggregate Resources Act. The proposed new MOS Pit would have a combined land area of approximately 7.3 ha. The Municipality of Leamington adopted OPA 13 through By-law 21-22 on April 26, 2022 which amended Schedule "B" to extend the Resource Overlay in the Leamington Official Plan (2008) which amends mapping only. This

amendment would come into effect following the approval of the related Official Plan Amendment by the County of Essex.

She recommended that the by-law approving Official Plan Amendment No. 2 be adopted in the open session of County Council, following the public meeting.

4.1 Reports and Questions

4.1.1 County of Essex Official Plan Amendment No. 2

Report number 2022-0907-IPS-R03-RB, County of Essex
Official Plan Amendment No. 2, dated September 7, 2022
from Rebecca Belanger, Manager, Planning Services

5. Comments from the Applicant

Mr. Kersey and Mr. Loop responded to some questions from Council, indicating that, if the OPA was adopted, the next steps would be for signage and notification in the newspaper with the applicable consultation period.

Amy Farkas indicated that she did not have comments to add.

6. Presentations from the Public

No requests were received.

7. Comments from the Public

No written submissions were received.

8. Closing Comments

192-2022

Moved By Marc Bondy

Seconded By Leo Meloche

That Essex County Council receive report 2022-0907-IPS-R03-RB, County of Essex Official Plan Amendment No. 2 - Erie Sand & Gravel, and pending comments received at this public meeting, that Essex County Council, at the September 7, 2022 Regular Meeting, adopt By-law No. 2022-27, and associated Official Plan Amendment No. 2.

Carried

9. Adjournment

Moved By Larry Verbeke

Seconded By Gord Queen

That the September 7, 2022 Public Meeting regarding the County of Essex Official Plan Amendment No. 2 (Erie Sand & Gravel) be adjourned at 5:47PM.

Carried

Gary McNamara

Warden - County of Essex

Mary Birch

Director of Council and Community Services/Clerk

Date Signed



Nina Bifulchi, Mayor
Town of Wasaga Beach
30 Lewis Street
Wasaga Beach, ON
L9Z 1A1
mayor@wasagabeach.com

September 9th 2022

Re: Strong Mayors Building Homes Act

Dear Mayor Bifulchi,

Please be advised that at the Regular Council Meeting on August 31st 2022, the Town of Plympton-Wyoming Council passed the following motion, supporting the resolution from the Council of the Town of Wasaga Beach regarding *Strong Mayors, Building Homes Act*.

Motion 11

Moved by Councillor Netty McEwen

Seconded by Councillor Tim Wilkins

That Council directs staff to send a letter in support of item 'H', Resolution- Town of Wasaga Beach re Strong Mayors, Building Homes Act

Motion Carried.

If you have any questions regarding the above motion, please do not hesitate to contact me by phone or email at dgiles@plympton-wyoming.ca.

Sincerely,

Denny Giles
Deputy Clerk
Town of Plympton-Wyoming

cc: All Ontario Municipalities

Cc: premier@ontario.ca; info@ontariohealth.ca; Sylvia.Jones@pc.ola.org; david.piccini@pc.ola.org
Subject: Change to Healthcare Connect System - Canadian Forces Member
Date: September 8, 2022 1:11:24 PM

Good afternoon;

Please find below a resolution that was passed September 6, 2022 by Council of the Municipality of Brighton looking for support regarding changes to be made to the Healthcare Connect System for Members of the Canadian Armed Forces.

Resolution No. COU-2022-329

Moved by Councillor Mark Bateman

Seconded by Mayor Brian Ostrander

Whereas Brighton is a community with a significant military population;
And whereas military personnel are from time to time released from their duties for medical reasons;

And whereas military personnel are attached to healthcare through the Canadian Armed Forces which ceases after the date of military release;

And whereas released military personnel are unable to register with Healthcare Connect until after their release date, providing a healthcare gap;

And whereas the notice for release dates are well in advance of the actual date of release from the Canadian Armed Forces;

Now therefore be it resolved that the Municipality of Brighton endorse that the Ontario Government change the access rules to Healthcare Connect to permit the registration of military personnel into the Healthcare Connect system once those Canadian Forces Members are provided with a release date;

And further that this motion is circulated to the Premier of Ontario, the Minister of Health, MPP David Piccini, and all municipalities across Ontario and the Association of the Municipalities of Ontario (AMO) for endorsement.

Carried

Candice Doiron
Municipal Clerk

Municipality of Brighton
35 Alice Street
PO Box 189
Brighton, ON K0K 1H0
cdoiron@brighton.ca

Tel: 613-475-0670
Fax: 613-475-3453



September 13, 2022

Resolution No. 202/2022

**THE CORPORATION OF THE TOWNSHIP OF MCGARRY
P.O. BOX 99
VIRGINIATOWN, ON. P0K 1X0**

MOVED BY Bonita Culhane

SECONDED BY L. Caza

Whereas across municipal councils in Ontario there have been appalling instances of misogyny and hatred; and

Whereas the powers of the Office of the Integrity Commissioner do not include the ability to recommend expulsion of councillors;

Now Therefore Be It Resolved That the Council of Township of McGarry direct staff to send a letter to the Ministry of Municipal Affairs and Housing with copies being sent to the federal government, provincial government, Association of Municipalities, requesting the Ministry:

1. Study the merits of allowing the recall of municipal councillors under carefully prescribed circumstances, including displays of hatred, misogyny and all forms of discrimination; and
2. Facilitate strengthened and ongoing orientation and training sessions for Councils, local boards, and committees"

Defeated _____
Mayor

/ Carried Matt Reimer
Mayor

Recorded Vote

Requested by _____

YES

NO

Mayor Matt Reimer
Councillor Wendy K. Weller
Councillor Louanne Caza
Councillor Bonita Culhane
Councillor Annie Toupin-Keft



Administrative Report

Office of the County Solicitor

To: Warden McNamara and Members of Essex County Council
From: David Sundin, BA (Hons), LL.B.
County Solicitor
Date: Wednesday, September 21, 2022
Subject: Approval of Invoices – Legal/Consulting Services
Report #: 2022-0921-LCS-R23-DS

Purpose

To present legal and consulting invoices for Council approval.

Background

Section 16.1.2 of By-law #41-2018, being a By-law to Provide Rules Governing the Order and Proceeding of the Council of The Corporation of the County of Essex requires that **"Auditor's fees, consultation fees over and above contractual amounts, legal expenses, and items of a capital nature not already approved in budget estimates are to be referred to County Council for approval"**.

Discussion

Two invoices, totaling \$542.40 have been received for Council's approval. The nature of this account is summarized as:

Name of Legal/Consulting Service	Account Description	Amount
McTague	August 31, 2022 Invoice #319203	\$485.90
McTague	August 31, 2022 Invoice # 319202	\$56.50
Total	All Invoices	\$542.40

Financial Implications

Allocations for legal matters related to the above commitments are included within the departmental Budgets for 2022.

Consultations

These accounts have been reviewed by the County Solicitor and Director of Human Resources and are considered an accurate representation of the services rendered.

Recommendation

That Essex County Council approve the payment of invoices, for legal/consulting services as outlined in report number 2022-0921-LCS-R23-DS in the amount of \$542.40.

Approvals

Respectfully Submitted,

David Sundin

David Sundin, BA (Hons), LL.B., County Solicitor

Concurred With,

Mary Birch

Acting Chief Administrative Officer

Appendix Number	Title
Appendix A	Due to the confidential information of a personal nature being included on the above referenced invoices, Appendix I will be provided to members of County Council under separate cover



Essex-Windsor Solid Waste Authority Regular Board Meeting MINUTES

Meeting Date: Wednesday, August 10, 2022

Time: In-Camera Meeting 3:00 p.m.
Regular Session Immediately following In-Camera Session

Location: Meeting Room C (2nd Floor)
Essex County Civic & Education Centre
360 Fairview Ave. West
Essex, Ontario N8M 1Y6

Attendance

Board Members:

Gary Kaschak – Chair	City of Windsor
Fabio Costante	City of Windsor
Jim Morrison	City of Windsor
Ed Sleiman	City of Windsor
Aldo DiCarlo – Vice Chair	County of Essex
Hilda MacDonald	County of Essex
Marc Bondy	County of Essex
Gary McNamara	County of Essex (Ex-Officio)

EWSWA Staff:

Michelle Bishop	General Manager
Steffan Brisebois	Manager of Finance & Administration
Cathy Copot-Nepszy	Manager of Waste Diversion
Tom Marentette	Manager of Waste Disposal
Teresa Policella	Executive Assistant

City of Windsor Staff:

Anne Marie Albidone	Manager of Environmental Services
Tony Ardovini	Deputy Treasurer Financial Planning
Cindy Becker	Financial Planning Administrator

County of Essex Staff:

Mary Birch	Director of Council & Community Services/Clerk
Mike Galloway	County of Essex CAO
Sandra Zwiers	Director of Financial Services/Treasurer

Absent:

Board Members:

Drew Dilkens	City of Windsor (Ex-Officio)
Kieran McKenzie	City of Windsor
Shawna Boakes	Executive Director of Operations
Chris Nepszy	City Engineer/Commissioner of Infrastructure Services

1. Closed Meeting

The Chair called the meeting to order at 3:08 p.m.

Moved by Aldo DiCarlo

Seconded by Ed Sleiman

THAT the Board move into closed meeting pursuant to Section 239 (2) (i) of the Municipal Act, 2001, as amended for the following reason:

- (i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly with the contractual or other negotiations of a person, group of persons, or organization.

**71-2022
Carried**

Moved by Gary McNamara

Seconded by Marc Bondy

THAT the EWSWA Board rise from the Closed Meeting at 5:37 p.m.

**74-2022
Carried**

2. Call to Order

The Chair called the Regular Board meeting to order at 5:37 p.m.

3. Roll Call of Board Members Present

Marc Bondy – Present
Fabio Costante – Present
Aldo DiCarlo – Present
Gary Kaschak - Present
Hilda MacDonald – Present
Kieran McKenzie – not present
Gary McNamara – Present
Jim Morrison - Present
Ed Sleiman - Present

4. Declaration of Pecuniary Interest

The Chair called for any declarations of pecuniary interest and none were noted. He further expressed that should a conflict of a pecuniary nature or other arise at any time during the course of the meeting that it would be noted at that time.

5. Approval of the Minutes

A. July 5, 2022 Regular Meeting Minutes

Moved by Marc Bondy

Seconded by Aldo DiCarlo

THAT the minutes from the Essex-Windsor Solid Waste Authority Regular Meeting, dated July 5, 2022, be approved and adopted.

**75-2022
Carried**

6. Business Arising from the Minutes

No items were raised for discussion.

7. Delegations

There were no delegations for August 10, 2022.

8. Waste Diversion

A. RFP Processing of Source Separated Organics

The Chair requested that the Board members advise Administration if there were any questions regarding the report.

Mr. McNamara noted concerns regarding complaints regarding an anerobic digester located in Tecumseh that receives material from Seaclyff Energy Corp. (Seaclyff). He believes that this is a concern and a discussion needs to be had with Seaclyff. He would like to know what Seaclyff is going to do with the organics.

The General Manager stated that in the RFP proponents were asked how odours were addressed. Reference checks were completed and Seaclyff received very good references. She noted that perhaps the issue with the odour in Tecumseh is from material from other sources. She stated that Seaclyff satisfied the RFP requirements and received the highest score.

Mrs. MacDonald stated that she spoke with Mr. Tiessen from Seaclyff and they do not send material to the location described by Mr. McNamara. She further noted that they used to have odour issues but since have rectified the issue.

Mrs. MacDonald noted that Seaciff are experts in this field. She noted that she asked Seaciff if they can handle the tonnage from this area. Seaciff stated that they would give up tonnages from other areas to handle the Essex-Windsor area.

Moved by Aldo DiCarlo

Seconded by Hilda MacDonald

1. **THAT** the Authority Board award the Request for Proposals (RFP) for the Provision of Processing of Source Separated Organic Waste to Seaciff Energy Corp.
2. **THAT** the Authority Board authorize the Chair and General Manager to execute the Contract to engage Seaciff Energy Corp. for a five (5) year term commencing in Spring 2025 with the option to renew the contract for three (3) additional, one-year extensions or portions of a year thereof at the absolute unfettered discretion of the Authority, and such extensions shall be under the same terms and conditions contained within the executed Contract.

**76-2022
Carried**

B. Extension of Newspaper Sourcing to ReMM

The Manager of Waste Diversion explained that the Authority markets newsprint collected through the Red Box collection. The current contract with Recyclable Materials Marketing (ReMM) expires November 30, 2022. The two one-year extension clauses have been utilized. The recommendation is to extend the current contract with ReMM for the period of December 1, 2022 to August 28, 2024.

ReMM approached the Authority indicating that were interested in extending the contract and they would increase their contract by \$5.00 USD. Due to the upcoming Blue Box transition to Extended Producer Responsibility, extending the contract with ReMM is recommended. It is estimated that approximately 8,000 tonnes will be marketed during the term of this extension which will generate \$44,000 in additional revenue.

Moved by Marc Bondy

Seconded by Ed Sleiman

THAT the Board extend the contract for the sale of recyclable newsprint from the Blue Box Program to Recyclable Materials Marketing (ReMM) for the period December 1, 2022 – August 28, 2024 under the same terms and conditions of the current contract plus an adjustment premium of \$20 USD Per Ton for recycled newsprint, as mutually agreed upon by both parties.

**77-2022
Carried**

C. Zero Waste Event Update

The Manager of Waste Diversion provided an update regarding the City of Windsor's Zero Waste Depot at the opening ceremony for the Can-Am Police-Fire Games on July 26, 2022 held at Windsor's Festival Plaza.

Authority Administration were asked to support the event and worked with City of Windsor staff at the event.

There were 2,000 people in attendance at this event and only one 35-gallon cart of garbage was collected at the end of the event. She also noted the following was collected and diverted: 4 – 95-gallon carts of organic waste, 8 – 95-gallon carts of red box materials and 7 – 95-gallon carts of blue box material.

Due to the success of this Zero Waste Event, the Authority will be looking into created a zero-waste guide to be posted on the Authority's website for event organizers to utilize. This will help educate Essex-Windsor residents on the upcoming organics program. She noted that no other municipalities have a zero-waste policy and the Authority could provide support. There were no financial implications.

Mr. Morrison stated that he attended the event and it was an excellent event.

Mr. Kaschak stated that possibly other events in the area will have zero-waste events.

Moved by Jim Morrison

Seconded by Fabio Costante

THAT the Board receive this report as information.

78-2022
Carried

9. Waste Disposal

A. Large Volume Waste Customer Agreement

The Manager of Finance and Administration explained that Waste Connections current three-year 5,001 tonne per year contract with the Authority expires on August 31, 2022. Waste Connections advised the Authority that they would like to enter into a new 30,001 tonne per year contract for the period of September 1, 2022 to August 31, 2024 with an option to extend the contract for one (1) additional year upon mutual agreement.

If the Authority enters into this agreement with Waste Connections, it is anticipated that the Authority would guarantee approximately \$1,020,000 per contract year in tipping fee revenue. There would be no financial implications

as Waste Connections has exceeded their current contract for both years. The revenue from this contract will form part of the 2022 projection, 2023 and 2024 budget.

Moved by Hilda MacDonald

Seconded by Gary McNamara

THAT the Authority approve the execution of the contract with Waste Connections of Canada Inc. to deliver a minimum of 30,001 tonnes of refuse per year. The term of this contract will be September 1, 2022 – August 31, 2024 with an option to extend the contract for one (1) additional year upon mutual agreement. The rate for refuse delivered to the Regional Landfill will be \$34/tonne for the term of the contract.

**79-2022
Carried**

10. Finance & Administration

A. Restricted Acts of the Board

Moved by Gary McNamara

Seconded by Aldo DiCarlo

THAT the Board of the Essex-Windsor Solid Waste Authority, provisional upon City of Windsor Council, Essex County Council or the Board of the Essex-Windsor Solid Waste Authority being subject to the restricted acts of Council set out in Section 275 (3) of the Municipal Act, 2001, S.O. 2001 c. 25, following nomination day, delegate approval authority to the General Manager for the period August 19, 2022 to the date of first meeting of the newly appointed Board, to approve unbudgeted expenditures or liabilities exceeding \$50,000.

And further that the General Manager report to the Essex-Windsor Solid Waste Authority Board any use of this delegated authority at the first scheduled meeting of the Board.

**80-2022
Carried**

B. Amendment to Order and Proceedings Policy EW-001

The General Manager stated that at the May 3, 2022 meeting, the Board approved amendments to the Policy to allow for members of the Board in certain circumstances to attend and participate electronically in meetings that were otherwise scheduled to be held in person.

On June 7, 2022, Board Member Costante brought forward a Notice of Motion to request that the exceptions be expanded to those who want to attend the meeting virtually for other circumstances.

The General Manager described the current County of Essex and City of Windsor policies pertaining to electronic participation at Council and other Committee meetings.

Mr. Costante asked if operationally would it be difficult to conduct a hybrid meeting.

The General Manager stated that would depend on which meeting room is being utilized. Audio visual equipment is only available in Council Chambers. A Zoom meeting could be conducted in Council Chambers if the room was not being utilized by County Council, as was the case for today's meeting. A teleconference could be conducted in meeting rooms without audio visual equipment. Advance notice would be required to reserve the conference phone. In most situations it could be accommodated as long as advance notice was provided.

Mr. Costante motioned to move to a hybrid option.

Mr. Morrison seconded.

Mr. Morrison stated that he likes the County policy and would encourage people to be in-person as much as possible. He proposed a friendly amendment and asked Mr. Costante if he would be open to a limit of participating electronically 3 times per year.

Mr. Costante stated he would be okay with language stating a preference to attend meetings in-person but would like to provide flexibility to those who work full-time or have child care responsibilities. He does not really see a need to set a limit.

Mr. Kaschak asked if there were any other comments on the motion.

Mr. Costante asked for a seconder on the motion

Mr. Kaschak believed Mr. Morrison seconded the motion but asked again for a seconder.

Mr. Sleiman seconded the motion.

Discussion took place in order to clarify the motion wording as it pertained to the number of times per year a Board member could participate virtually and if a member could participate from outside of Canada.

Mr. Costante stated that the Board has to consider people that do not have the privilege to attend meetings in person and they might otherwise if they have the option to participate virtually with technology. Mr. Costante stated that he stands by his motion of a hybrid option.

Mr. Kaschak proposed a friendly amendment of attending 4 meetings virtually.

Mr. Costante maintains his motion of a hybrid option.

There was further discussion on how different Boards and Councils handle virtual meetings.

Mr. Kaschak asked if there were any other comments regarding the motion.

Mr. Kaschak called for a vote. The vote was tied and the motion did not carry.

Mr. Morrison proposed a friendly amendment to adopt the County's policy and remove the outside of Canada portion.

The General Manager explained the County's policy. She stated that we cannot say that we are going to adopt the County's policy. She believes that we would need to keep the wording on the bottom of page 36 of the agenda and add another paragraph stating other circumstances and a certain number of times per year. She noted that would more appropriately fit the Authority's by-laws.

Further discussion took place regarding the language on the number of times a member could attend virtually and providing accommodation to members.

Mr. Costante suggested limiting the number could be scrutinized as a human rights issue.

Mr. McNamara stated there are accommodations for those issues.

Mr. Morrison stated that he takes his motion off the floor.

Mrs. MacDonald stated that her concern is that a person will only participate via Zoom. There is an expectation to show up to meetings to the best of their ability.

Mr. DiCarlo stated that he appreciated Mr. Costante's position. Anyone that requires an accommodation should be accommodated but still thinks there is an understanding going in as a Board member to participate in-person.

Mr. Costante suggested that individuals with reasons under the human rights code would submit a request to the Board.

The General Manager agreed with Mr. Costante and further stated the motion was defeated and that the by-law remains the same.

Moved by Fabio Costante

Seconded by Jim Morrison

THAT the Board receive this report as information.

THAT the Board discuss the considerations for member participation in meetings, and determine what, if any, parameters to establish, to permit or limit participation remotely.

**81-2022
Carried**

Moved by Fabio Costante

Seconded by Ed Sleiman

THAT the Board expand the exceptions to those who want to attend the meeting virtually for other circumstances with no limitations.

**82-2022
Defeated**

C. January to June 2022 – 6 Month Financial Review

The Manager of Finance presented a six-month financial review of the operating costs and revenue comparing estimated results for the period of January to June 2022 to the 2022 budget.

The Manager of Finance highlighted some of the larger variances as follows:

- A favourable revenue variance of \$636,900 for ICI Refused Landfilled Tipping Fees. This pertains to the larger volumes of refuse and greenhouse material waste.
- A significant favourable revenue variance of \$1,249,500 in revenue from the sale of Recyclable Goods. This is a result of positive global market conditions due to low market supply which results in escalating commodity prices. In July, sales figures were starting to come down.
- A favourable revenue variance of \$147,700 in Product Stewardship Funding.
- An unfavourable variance of \$237,500 in Regional Landfill operating expenditures.
- An unfavourable variance of \$108,000 in Regional Landfill Compensation.

The favourable operating variance for January to June 2022 is approximately \$1,744,200 compared to the approved budget.

These projections will form the 2022 Projection as part of the 2023 Operating Plan and Budget.

Moved by Marc Bondy

Seconded by Hilda MacDonald

THAT the Board receive this report as information.

83-2022
Carried

11. Other Items

No other items were raised for discussion.

12. By-Laws

A. By-Law 10-2022

Moved by Gary McNamara

Seconded by Ed Sleiman

THAT By-Law 10-2022, being a By-law to Authorize the Execution of an Agreement between the Essex-Windsor Solid Waste Authority and Seacliff Energy Corp. for the Provision of Processing Source Separated Organic Waste.

84-2022
Carried

B. By-Law 11-2022

Moved by Ed Sleiman

Seconded by Marc Bondy

THAT By-Law 11-2022, being a By-law to Authorize the Extension of the Contract between the Essex-Windsor Solid Waste Authority and Recyclable Materials Marketing (ReMM) for the Sale of Recyclable Newsprint from the Blue Box Program.

85-2022
Carried

C. By-Law 12-2022

Moved by Hilda MacDonald

Seconded by Gary McNamara

THAT By-Law 12-2022, being a By-law to Authorize the Execution of an Agreement between the Essex-Windsor Solid Waste Authority and Waste Connections Canada Inc. for a Set Volume Put-or-Pay Contract for Waste Disposal.

86-2022
Carried

D. By-Law 13-2022

Moved by Marc Bondy

Seconded by Aldo DiCarlo

THAT By-Law 13-2022, being a By-law to Confirm the Proceedings of the Board of the Essex-Windsor Solid Waste Authority be given three readings and be adopted this 10th day of August, 2022.

87-2022
Carried

13. Future Meeting Dates

Wednesday – September 14, 2022

Tuesday – October 4, 2022

Tuesday – November 1, 2022

Tuesday – December 6, 2022

14. Adjournment

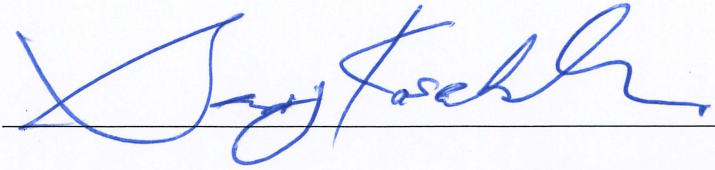
Moved by Jim Morrison

Seconded by Fabio Costante

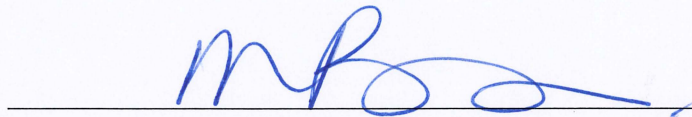
THAT the Board stand adjourned at 6:47 p.m.

88-2022
Carried

All of which is respectfully submitted.

A handwritten signature in blue ink, appearing to read "Gary Kaschak", written over a horizontal line.

Gary Kaschak
Chair

A handwritten signature in blue ink, appearing to read "Michelle Bishop", written over a horizontal line.

Michelle Bishop
General Manager



Essex County Accessibility Advisory Committee Meeting Minutes

Thursday, July 14, 2022

5:00 PM

Online Attendance Only

Committee

Members: Debbie Alexander
Christine Easterbrook, Chair
Rachel Jewell
Diana Kirkbride
Gord Queen, Vice Chair
Stephanie Olewski

Absent: Brad Frenette

Administration: Katherine Hebert, Deputy Clerk
Dee Blais, Executive Assistant to the CAO

1. Call to Order

The Chair called the meeting to order at 5:01 PM.

2. Land Acknowledgement Statement

We begin by acknowledging that the land on which we gather is the traditional territory of the Three Fires Confederacy of First Nations, comprised of the Ojibway, Odawa and Potawatomie Peoples.

To recognize the land is an expression of gratitude to those whose territory you reside on, and a way of honouring the Indigenous people who have been living and working on the land from time immemorial.

We value the significant historical and contemporary contributions of local and regional First Nations and all the Original Peoples of Turtle Island.

3. Recording of Attendance

The Chair and committee members attended the meeting remotely from various locations via an electronic meeting platform. It was noted that Brad was absent.

4. Disclosure of Pecuniary Interest

There were no conflicts of pecuniary interest declared.

5. Adoption of the Minutes

Minutes of the Essex County Accessibility Advisory Committee Meeting, dated June 9, 2022

Moved By Gord Queen

Seconded By Stephanie Olewski

That the minutes of the June 9, 2022 meeting of the Essex County Accessibility Advisory Committee be adopted as presented.

Carried

6. Delegations and Presentations

There were no delegations and presentations scheduled for July 14, 2022.

7. Communications

Moved By Diana Kirkbride

Seconded By Rachel Jewell

That the Communications items listed on the ECAAC Agenda for July 14, 2022 be received, and any noted action taken.

Carried

7.1 Social Media Updates

- Facebook
- Twitter

The Chair advised that she continues to post information from the ECAAC page, and asks that if anyone has something to contribute or share, to pass it along. Stephanie advised that she would be in touch shortly with regard to election information RE accessibility. The Twitter page has been active with sharing information regarding the recent speaker event and the WECTT campaign, in addition to routine tweets and shares from the County of Essex and partners.

7.2 LTGO - On-Demand Transit

[Municipality of Leamington - Public Transit](#)

The Municipality of Leamington has launched LTGO on-demand transit service which replaced its previous fixed-route service. Buses are dispatched on a request basis.

7.3 AODA Alliance

[What's New in Our Campaign?](#)

7.4 Accessibility for Ontarians with Disabilities Act

[AODA New Summer Resources Online](#)

7.5 Ontario Ministry of Health

News Release - July 8, 2022 - [Ontario Expanding Access to Lifechanging Treatment for Cystic Fibrosis](#)

7.6 Legislative Assembly of Ontario

Appointed Ministers for 43rd Parliament - [Minister for Seniors and Accessibility, Hon. Raymond Sung Joon Cho](#)

7.7 Government of Canada

[Accessibility Standards Canada - Roadmap to 2040](#)

Roadmap to 2040 sets out a rough timeline for developing accessibility standards across Canada, so standards are uniform and everyone knows what the expectations are across the country.

7.8 Inclusion Canada

June 20, 2022 - [Canadian Disability Organizations Host Event at the United Nations](#)

The purpose of this event was to raise awareness about the disparity of treatment of people living with disabilities compared with those who do not have disabilities in Canada.

7.9 Municipal Elections in Ontario

Municipal elections are coming this fall! Are you thinking of representing your area? The Ministry of Municipal Affairs and Housing has some guidance for you.

- [2022 Voters' Guide](#)
- [2022 Candidates Guide](#)

The deadline to file your candidacy forms, to run for Mayor, Deputy Mayor or member of Council, with the Municipality, is August 19, 2022.

The deadline to file your nomination is 2 pm on August 19, 2022. You will need 25 nominations in order to run for municipal councillor.

7.10 Global Initiative for Inclusive Information Communication Technology (G3ict)

[Daily Headlines in Accessibility](#)

8. Unfinished Business

8.1 'No Barriers, No Problem'

Post-event follow-up discussion on the 'No Barriers, No Problem' speakers' forum.

Feedback was received after the 'No barriers, No problems' speakers' forum and from the comments received everyone seemed to have really enjoyed both Julie and Michael's presentations. These presentations were very eye-opening and provided an out-of-scope perspective to many, especially those who haven't had exposure to the barriers facing people living with disabilities.

Future sessions could be done over the virtual platform since it enabled anyone in the world to attend. What was missing, as is with most virtual events, is mingling and personal interactions. Online was more flexible, and it was easy to see and hear the person speaking. If we host online again, we may enable certain chat functions to engage the audience more readily, or possibly consider only having one presenter.

We will consider having both speakers back for future events or workshops.

In the end, this event was a great success, we had 55 people join online, some logging in from out of the region. It is great being at the forefront of accessibility and getting the Essex County AAC name out there again as leaders.

8.2 Multi-Year Accessibility Plan Review

Review of all feedback submissions for the MYAP.

Kate shared the feedback that was received from the public through the online form and social media comments regarding the MYAP. One specific item that came out of the response was in regards to emergency procedures. A focus on emergency planning geared to those who have accessibility needs is a

specific item we need to plan for at the County. People with assistive devices, technology-related items, mobility issues, and medications all require backup plans in shortage situation, loss of power or other resources, or in worst-case scenario emergencies.

The committee went over the MYAP draft, to review any further updates or changes that need to be made. There is a clause included at the end of the schedule under 'other actions' that the strategic asset management plan incorporates accessibility considerations into any future or planned investment in corporate assets.

The final document will be brought to the committee in September for review. Council will have the opportunity to consider and may approve the final version at a subsequent meeting.

9. Reports from Administration

9.1 2022 ECAAC Budget

Report from Katherine Hebert, Deputy Clerk, regarding the status of the 2022 ECAAC Budget, year-to-date

Review of the 2022 budget after a few major events, accessibility flag and 'No Barriers, No Problem' speakers forum.

There may be adequate funds remaining that the Committee could purchase another bench along the trails. It was noted that a capital purchase such as benches would require County Council approval, since it is not in the typical scope of the ECAAC, and it was suggested that a letter be drafted and sent to County Council for consideration.

Administration will get a quote for one additional bench from ERCA, and should the quote be within budget, pending Council approval, the ECAAC may be able to proceed. Again, with the installation of a bench, promotion and communication regarding its location can take place.

Moved By Diana Kirkbride

Seconded By Gord Queen

That a letter requesting County Council to authorize an expenditure from the ECAAC 2022 budget funds to purchase one bench to be placed on the ERCA Greenway Trail in the southern portion of the County, in the Kingsville area.

Carried

9.2 ECAAC Activities for 2022

This Month:

- July 14, 2022 - ECAAC Meeting
- COE Accessibility Policy Review
- MYAP Review and Draft by ECAAC

Next Month:

- August 11, 2022 - ECAAC Meeting
- MYAP Review and Draft by ECAAC (If Needed)

Every summer the ECAAC takes one month off, and it was brought forward to not meet in August since things are slowing down and the MYAP is almost complete.

The next meeting of the Essex County Accessibility Advisory Committee is scheduled to take place in person on September 8, at John R Homestead Park in the early afternoon.

It is typical that committee members be present at the final meeting of County Council, so they can be recognized for their service throughout the term. The final County Council meeting for the 2018-2022 term is October 19, 2022.

The final meeting for the ECAAC is scheduled for October 13, 2022.

Moved By Gord Queen

Seconded By Diana Kirkbride

That the ECAAC cancel the scheduled August 11, 2022 meeting.

Carried

10. New Business

10.1 Accessibility Policies - Review

[County of Essex Accessibility Policies - Review by ECAAC](#)

Discussion took place with regard to the County's accessibility policies. It was noted that an audit from the Ministry was performed for the County in 2020/2021 and at that time the

policies were reviewed and changes were made as recommended.

The ECAAC reviewed the policies that were shared in the agenda package. No comments were made at this time, but it was noted that should anyone have a comment in the future, they can reach out to discuss.

It was further noted that the annual policy review is something that can be shared on social media, with links to the documents online.

11. Next Meeting Date

The next meeting of the Essex County Accessibility Advisory Committee is scheduled to take place on September 8, 2022 and will be held at John R. Park Homestead in the early afternoon. There is no August meeting.

12. Adjournment

Moved By Stephanie Olewski

Seconded By Diana Kirkbride

That the July 14, 2022 meeting of the Essex County Accessibility Advisory Committee be adjourned at 6:15 PM.

Carried



Administrative Report

Office of the Deputy Clerk

To: Warden McNamara and Members of Essex County Council

From: Katherine Hebert
Deputy Clerk

Date: Wednesday, September 21, 2022

Subject: 2023-2027 County of Essex Multi-Year Accessibility Plan Review and Annual Accessibility Status Report for 2022

Report #: 2022-0921-LCS-R22-KH

Purpose

To present County Council with the draft 2023-2027 County of Essex, Multi-Year Accessibility Plan for review and approval, and to provide an update on the status of accessibility initiatives and activities for the County and the Essex County Accessibility Advisory Committee for 2022.

Background

In accordance with the Accessibility for Ontarians with Disabilities Act (AODA), Essex County Council has adopted a Multi-Year Accessibility Plan. This year, a fulsome review and update to the plan is required for compliance. The Multi-Year Accessibility Plan further includes a provision that annually, a report would be provided to County Council on the status of the accessibility initiatives identified in the Plan that were undertaken in the previous year.

The Essex County Accessibility Advisory Committee (ECAAC) works year-round to promote accessibility and inclusivity in Essex County and often helps to realize many of the initiatives outlined in the above-mentioned plan.

Additionally, the County of Essex is required to ensure compliance with the standards and deadlines for municipalities mandated by the Ontario Ministry for Seniors and Accessibility.

Discussion

The Essex County Accessibility Advisory Committee

The Essex County Accessibility Advisory Committee has been meeting virtually since 2020. These meetings have been available to the public, via livestream on the ECAAC Facebook page.

In 2022, the ECAAC expanded on the WE Check the Trails project, adding Phase 2 trails to those previously identified on the feedback forms. Feedback received from the public continues to be reviewed by the ECAAC and recommendations are made based on the common themes and findings. Some examples of feedback received to date relate to trail condition, placement of gates and access points, as well as the need for rest areas along the trails.

As part of the WE Check the Trails project, there was an identified issue of the absence of adequate accessible trail signage and navigation tools. A working group comprised of emergency services communicators, Essex-Windsor EMS, ERCA representatives, County of Essex personnel and the ECAAC Chair, has met to discuss this issue, and possible solutions are still being considered. Accessible navigation and having knowledge of one's location is paramount to the safe use of trails, especially for people with disabilities and for anyone who experiences an emergency while on the trails.

The ECAAC has also had the opportunity to work with the Infrastructure and Planning Services department for the County of Essex, as they develop plans for the upcoming Civic Centre renovations. Draft plans have been prepared, the Project Manager and architect have attended ECAAC meetings to provide a detailed overview of the architectural layout and to receive the Committee's feedback regarding the accessibility of the planned spaces. When the project progresses, consultations will continue with the County team.

The ECAAC has undertaken a thorough review of the County of Essex accessibility policies and procedures throughout 2022. A feedback mechanism is available at all times, for anyone to provide comments or suggestions regarding accessibility matters.

The Essex Region Conservation Authority (ERCA) has consulted with the ECAAC regarding the accessibility of their facilities. The recent addition of a

new facility on the site of John R. Park Homestead as well as trails and other of their assets have been reviewed and visited by the Committee. ERCA has been a consistent delegation at ECAAC meetings, as they seek consultation on how to improve their sites and services.

The Committee continues to identify priorities, share information, provide education and better their communities through their attempts to remove attitudinal and physical barriers to accessibility. Communication has been key to maintaining connections. Support received from the County of Essex departments has been key to ECAAC project success and continuity. Since the ECAAC was an early adopter of a virtual platform for meetings, the continuity of their activities and communication has been possible, despite blips in technology and connectivity issues from time to time.

‘No Barriers, No Problem!’ – Virtual Summer Speakers’ Forum

The Essex County Accessibility Advisory Committee and the County of Essex presented ‘No Barriers, No Problem!’ - a Virtual Summer Speakers’ Forum. featuring 2 speakers, Julie Sawchuk and Michael Jacques.

Julie Sawchuk is both an accessibility strategist and a storyteller. She helps people understand that true accessibility allows participation without having to dismantle barriers or change attitudes first. After sustaining a spinal cord injury in 2015, she turned from teaching high school science to educating everyone that accessibility matters. Julie also consulted on the development of the National Building Code and is chair of the Standards Development Committee Review of the Design of Public Spaces for the Accessibility for Ontarians with Disabilities Act, is on the County of Huron Accessibility Advisory Committee and is a member of the board for Spinal Cord Injury Ontario. On top of that, is an author of best-selling books:

- ‘Build Your Space: How to create an accessible home for you, your family and your future’, and
- ‘Building Better Bathrooms — connecting real stories with the details you need for truly accessible results.’

Michael Jacques was diagnosed with autism and an intellectual disability when he was young. Never one to shy away from obstacles, he is now a public speaker and activist. Using speech-to-text technology, he wrote and self-published ‘Can’t Read, Can’t Write, Here’s My Book’ in 2018. In 2020, he then released the children’s book ‘I Belong: Can I Play?’ which he co-authored with Heather Gale.

Through his brave story, witty personality and positive outlook on life, Michael is an inspiration to many. He constantly looks for opportunities to inspire and educate people on diversity and inclusion. He has said that diversity is a reality, and we need to embrace and celebrate our differences.

In addition to his public speaking engagements and work, Michael serves on the board of Community Living Ontario and as an advisor to the Niagara Catholic District School Board's Special Education Advisory Committee.

Throughout the forum, the message of 'accessible from the start' was clearly brought forward. These speakers that have made such an impact on their communities, and is something for which to strive. We heard from two people living with disabilities, who are authors, and accessibility experts, about their lived-experience and their incredible stories of success. The take-away from the forum was that 'true accessibility allows people to participate without having to dismantle barriers or change attitudes first', and that 'accepting yourself, and being comfortable in your own skin empowers us all'.

The afternoon event was well attended and the forum was a complete success!

WE Check the Trails

WE Check the Trails is a community engagement exercise, born out of the concept of inclusivity and access for all. The Essex County Accessibility Advisory Committee and the County of Essex have implemented a data collection tool. Members of the community can use to report on features, conditions and issues that may impact the overall accessibility of local public trails. This information is reviewed by the project team and reported to those who are responsible for the trails.

The WE Check the Trails feedback form can be used to report and rate the accessibility and conditions of designated local trails. The public's assistance is needed to make this program a success. The form includes a button for geo-location, so users can pinpoint which trail they are using.

Phase 1 of WE Check the Trails included a partnership with the Essex Region Conservation Authority (ERCA) and the trails that fall under their domain, and Phase 2 expands to include a multi-use path that is part of the County Wide Active Transportation (CWATS) network.

Benches:

As a result of feedback received during the WE Check the Trails program, three benches were purchased by the ECAAC, for placement along the trails.

These benches will serve to provide much needed additional rest areas. Two of the benches have already been installed, with another pending this fall.

Accessibility Flag

As a joint venture with the local municipalities, in honour of National AccessAbility Week a regional accessibility flag was commissioned.

The flag design is of a stylized figure in a wheelchair facing the right side of the flag, with a series of seven right-pointing chevrons behind it, the word Accessibility is below the design.

These chevrons symbolize the 7 local County municipalities moving forward with Accessibility together, in the right direction, suggesting momentum, progress and action, moving the most recognizable symbol for accessibility forward.

Kristine Verbeek of K. Design Studios provided the final design and the County of Essex hosted the inaugural flag raising, (along with several of the local municipalities) at the Civic Centre on May 30th. Several members of County and local Councils, Committees, staff and the public were in attendance. The flag will be raised annually during National AccessAbility Week in years to come, thanks to the endorsement of County Council.

Training and Tools for Accessibility

As a matter of compliance, the County of Essex has ensured that all existing employees and volunteers have received the basic accessibility training required under AODA and the Integrated Accessibility Standard Regulation, and continues to deliver training to any new employees or volunteers upon their onboarding. As more progressive training becomes available, and as employees express an interest in pursuing advanced skills in delivering accessible services for the County of Essex, staff are encouraged and empowered to take these opportunities.

The County of Essex uses software products and services that reduce the time and effort required to create and remediate documents to meet accessibility standards. External and peer to peer training has continued and progress is evident as the adoption and skill sets advance. The County has also served as a resource as local partners navigate their own accessibility requirements.

AODA Compliance for Municipalities for 2022

2022 is not a reporting year with the Ministry, however adopting an updated Multi-Year Accessibility Plan is required. The Province offers the following guidance:

Municipalities must create accessibility policies and a multi-year plan to help you achieve your accessibility goals.

- Policies must be reviewed annually and updated as required.
- Municipalities must communicate with employees and the public to notify them about the availability of your policies (e.g. notice on website, copy available online and at reception, etc.) and the provision of access to policies in an accessible format.
- Municipalities must, in the preparation of Multi-year Accessibility Plans:
 - consult with people with disabilities and with an accessibility advisory committee while establishing, reviewing and updating the plan
 - post the plan on the public website
 - provide it in an alternative accessible format, upon request
 - review and update the plan at least once every five years

The next compliance date for the County of Essex is 2023, where a biennial compliance report will be submitted to the Ministry for Seniors and Accessibility by December 31st.

Essex County Multi -Year Accessibility Plan (MYAP)

AODA Compliance for Municipalities for 2022

The Multi-Year Accessibility Plan for the Corporation of the County of Essex is presented to County Council for adoption. This plan was prepared in consultation with County departments and with the Essex County Accessibility Advisory Committee. Public consultation was sought on the draft 2023-2027 Multi-Year Accessibility Plan for a period of 90 days prior to the plan being presented to County Council for adoption. Comments were received and reviewed by administration and by the ECAAC prior to incorporating them into the final preparation of the plan.

The seven regulatory requirements for municipalities related to accessibility compliance as follows:

- 1) Accessibility Advisory Committee
- 2) Accessibility Policies
- 3) Multi-Year Accessibility Plan
- 4) Procurement and Self-Serve Kiosks
- 5) Training
- 6) Accessible Feedback
- 7) Accessible Employment Policies

The proposed 2022-2027 County of Essex Multi-Year Accessibility Plan was reviewed in detail and endorsed by the Essex County Accessibility Advisory Committee at their meeting held September 8, 2022. The ECAAC has provided a letter of endorsement for Council's consideration (Appendix B).

Financial Implications

All financial expenditures related to accessibility in 2021 were included in the 2021 budget.

Consultations

There were no consultations necessary for the preparation of this report. The Multi-Year Accessibility Plan included consultations and discussions with internal and external stakeholders, the Essex County Accessibility Advisory Committee, as well as feedback received from the public.

Recommendation

That Essex County Council receive the 2023-2027 County of Essex Multi-Year Accessibility Plan Review and Annual Accessibility Status Report for 2022 as information, and that the 2023-2027 County of Essex Multi-Year Accessibility Plan update be approved.

Approvals

Respectfully Submitted,

Katherine Hebert

Katherine Hebert, Deputy Clerk

Concurred With,

Mary Birch

Mary Birch B.A., CMO, Director, Legislative and Community Services/Clerk

Concurred With,

Mary Birch

Acting Chief Administrative Officer

Appendix Number	Title
A	County of Essex Draft 2023-2027 Multi-Year Accessibility Plan
B	Endorsement Letter from ECAAC



**The Corporation of the County of Essex
Multi-Year Accessibility Plan
2023-2027**

Table of Contents

Key Terms	4
Multi-Year Accessibility Plan Requirement	8
Background.....	8
The County of Essex	11
A Message from the Essex County Accessibility Advisory Committee Chair	12
A Message from the Chief Administrative Officer	13
A Message from the Warden.....	14
Statement of Commitment to Accessibility	15
Executive Summary.....	15
Overview	16
The Essex County Accessibility Advisory Committee (ECAAC)	16
Facilities Owned and/or Leased by the County	16
<i>Essex County Civic Centre and Other Facilities</i>	<i>16</i>
<i>Infrastructure and Planning Services.....</i>	<i>17</i>
<i>Sun Parlor Home</i>	<i>18</i>
<i>Essex-Windsor Emergency Medical Services Facilities.....</i>	<i>19</i>
<i>Essex County Library Facilities and Services.....</i>	<i>21</i>
Past Achievements to Remove and Prevent Barriers	22
Customer Service	22
Information and Communications	23
Employment.....	24
Procurement	25
Self-Serve Kiosks.....	25
Training.....	25
Design of Public Spaces	26
Transportation.....	29
Other	29
Strategies and Actions (Appendix A).....	30
Customer Service	30
Information and Communications	31
Employment.....	33
Procurement	34
Self-Serve Kiosks.....	36
Training.....	36

Design of Public Spaces	38
Transportation	40
Other	41
Conclusion.....	42
Accessibility Strategies and Actions Identified in the Multi-Year Accessibility Plan.....	42
Review and Monitoring of the Progress	42
Communication of the Plan	42
Feedback	43

Key Terms

“Ableism” mean attitudes in society that devalue and limit the potential of persons with disabilities. People with disabilities are assumed to be less worthy of respect and consideration, less able to contribute and take part, and of less value than other people. Ableism can be conscious or unconscious and is embedded in institutions, systems or the broader culture of a society.

“Accessibility” a general term for the degree of ease that something (e.g., device, service, physical environment and information) can be accessed, used and enjoyed by persons with disabilities. The term implies conscious planning, design and/or effort to make sure something is barrier-free to persons with disabilities. Accessibility also benefits the general population, by making things more usable and practical for everyone, including older people and families with small children. Accessibility refers to the design of products, devices, services, or environments for people who experience disabilities. Ontario has laws to improve accessibility for people with disabilities, including the Accessibility for Ontarians with Disabilities Act (AODA), the [Ontario Human Rights Code](#), and the [Ontario Building Code](#).

“Accommodation” a general term for arrangements to ensure that persons with disabilities can fully access and participate in services and programs in an equal way to people without disabilities.

“Adaptive technologies” means products that help people (primarily people with vision, hearing, mobility or other disabilities) who cannot use standard versions of products/services.

“Alternative (alternate) format” means a method of communication that considers a person’s disabilities. Examples include providing a text version of a website, braille, electronic or a large print version of a document for someone with a visual disability.

“AODA” means the Accessibility for Ontarians with Disabilities Act. AODA seeks to ensure that all Ontarians have fair and equitable access to programs and services and to improve opportunities for persons with disabilities. The Act address barriers in Customer Service; Information and Communication; Employment; Transportation; the Design of Public Spaces

“Assistive device” means devices to help people – primarily people with disabilities – to perform a task. Examples are a wheelchair, personal oxygen tank, assistive listening device, electronic device such as a smartphone or tablet with adaptive technology, or visible emergency alarm.

“Barrier” means anything that prevents a person with a disability from fully participating in all aspects of society because of his or her disability, including a

physical barrier, an architectural barrier, an information or communications barrier, an attitudinal barrier, a technological barrier, a policy or a practice; (“obstacle”)

Barriers are obstacles that limit access and prevent people with disabilities from fully participating in society. Most barriers are not intentional. Barriers usually arise because the needs of people with disabilities are not considered from the beginning.

“Disability” covers a broad range and degree of conditions, some visible and some not visible. A disability may have been present from birth, caused by an accident, or developed over time. There are physical, mental and learning disabilities, mental disorders, hearing or vision disabilities, epilepsy, drug and alcohol dependencies, environmental sensitivities, and other conditions. Disability, under the [Ontario Human Rights Code](#), is defined as:

- a) any degree of physical disability, infirmity, malformation or disfigurement that is caused by bodily injury, birth defect or illness and, without limiting the generality of the foregoing, includes diabetes mellitus, epilepsy, a brain injury, any degree of paralysis, amputation, lack of physical co-ordination, blindness or visual impediment, deafness or hearing impediment, muteness or speech impediment, or physical reliance on a guide dog or other animal or on a wheelchair or other remedial appliance or device,
- b) a condition of mental impairment or a developmental disability,
- c) a learning disability, or a dysfunction in one or more of the processes involved in understanding or using symbols or spoken language,
- d) a mental disorder, or
- e) an injury or disability for which benefits were claimed or received under the insurance plan established under the Workplace Safety and Insurance Act, 1997

“IASR” The AODA has five Standards which are included in the [Integrated Accessibility Standards Regulation \(IASR\)](#). These include the Customer Service Standard; Employment Standard; Information and Communication Standard; Design of Public Spaces Standard; the Transportation Standard; as well as some general requirements.

“Inclusive design” means taking into account differences among individuals and groups when designing something, to avoid creating barriers. Inclusive design can apply to systems, facilities, programs, policies, services, education, etc.

“OBC” The Ontario Building Code Act is the legislative framework governing the construction, renovation and change-of-use of a building. The Ontario Building Code (OBC) is a regulation under the Act that establishes detailed technical and administrative requirements as well as minimum standards for building construction. The Act was amended on January 1, 2015 to include requirements that enhance accessibility in newly constructed buildings and existing buildings that are to be extensively renovated.

“PDF/UA” means Portable Document File/Universal Accessibility, formally known as ISO 14289, is an International Organization for Standardization (ISO) standard for accessible PDF technology. A technical specification intended for developers implementing PDF writing and processing software, PDF/UA provides definitive terms and requirements for accessibility in PDF documents and applications. For those equipped with appropriate software, conformance with PDF/UA ensures accessibility for people with disabilities who use assistive technology such as screen readers, screen magnifiers, joysticks and other technologies to navigate and read electronic content. PDF/UA has been identified as substantially equivalent to WCAG 2.0 for “appropriate web content”.

“Service Animal” Under the AODA, an animal is a service animal if the animal can be readily identified as one that is being used by a person for reasons relating to that person's disability, including where the animal is confirmed as such by a letter from a qualified “regulated health professional.”

The [Blind Person Rights Act](#) specifically pertains to guide dogs used for blind persons and defines a guide dog as, a dog trained as a guide for a blind person and having the qualifications prescribed by the regulations.

The Ontario Human Rights Code defines “disability” under the Code and includes “physical reliance on a guide dog or other animal.” This captures guide dogs, but like the AODA, it is also much broader and includes all types of dogs as well as other animals used for support purposes.

“Standard” The AODA operates by bringing accessibility standards into regulation. Accessibility standards are laws that individuals, government, businesses, non-profits, and public sector organizations must follow in order to become more accessible. The accessibility standards contain timelines for the implementation of required measures and help organizations identify, remove, and prevent barriers in order to improve accessibility for people with disabilities.

“Web Accessibility” means that websites, tools, and technologies are designed and developed so that people with disabilities can use them. More specifically, people can: perceive, understand, navigate, and interact with the Web and/or contribute to the Web, as well as it encompasses all disabilities that affect access

to the Web, including: auditory, cognitive, neurological, physical, speech and visual.

Web accessibility depends on several components working together, including web technologies, web browsers and other "user agents", authoring tools, and websites. The [W3C Web Accessibility Initiative \(WAI\)](#) develops technical specifications, guidelines, techniques, and supporting resources that describe accessibility solutions. These are considered international standards for web accessibility; for example, WCAG 2.0 is also an ISO standard: ISO/IEC 40500.

Multi-Year Accessibility Plan Requirement

Municipalities must meet the requirement to develop a multi-year plan to assist and guide them in achieving accessibility goals. These plans must:

- be developed in consultation with people with disabilities and with an accessibility advisory committee while establishing, reviewing and updating your plan;
- be posted on the municipality's website and be publicly available;
- be provided in an alternate accessible format of choice, upon request;
- be reviewed and updated at least once every five years.

Background

The **Ontarians with Disabilities Act** (ODA) was passed in December, 2001 with the purpose of improving opportunities for people with disabilities in Ontario by identifying, preventing and removing physical and other barriers that may limit opportunities for people with disabilities to fully participate in society.

The **Accessibility for Ontarians with Disabilities Act**, (AODA) was passed in 2005 with the vision of creating a fully accessible Ontario by 2025. The AODA gave the Province the mandate to create sets of standards in accessibility which will apply to both public and private sector organizations. The AODA is more comprehensive and prescriptive than the ODA.

The Accessibility Standards for Customer Service (**Ontario Regulation 429/07**) was passed in January, 2008.

The Integrated Accessibility Standards which regulate information and communications, employment and transportation came into effect on July 1, 2011, with requirements under this standard to be phased in over time.

The Design of Public Spaces Standards (**Ontario Regulation 413/12**) came into effect on January 1, 2013. Also known as the Accessibility Standards for the Built Environment, these standards provide technical requirements for the design and construction of external elements, including:

- Recreational Trails and Beach Access Routes
- Public Use Eating Areas
- Outdoor Play Spaces

- Exterior Paths of Travel
- On and Off-Street Parking
- Service Counters, Fixed Queuing Lines and Waiting Areas
- Maintenance

Under the AODA, private, public and non-profit organizations are required to identify, remove and prevent barriers in order to make the Province accessible for all people with disabilities by 2025.

Designated public sector organizations are defined by **Ontario Regulation 191/11** of the AODA. This category consists of the broader public sector, municipalities and other organizations described under the AODA.

Through the AODA, the Provincial Government has identified key areas for the development of “common” accessibility standards intended to set requirements across all organizations and sectors:

Customer Service

Addresses how organizations are required to provide their goods and services in an accessible manner by influencing attitudes and behaviour.

Information and Communications

Outlines how organizations are required to create, provide and receive information and communications in ways that are accessible to persons with disabilities.

Employment

Builds upon the existing requirements under the Ontario Human Rights Code in relation to how to accommodate individuals with disabilities throughout the recruitment process and employment relationship.

Transportation

Intended to prevent and remove barriers in transportation, making it easier for everyone to travel in Ontario including people with disabilities, older Ontarians and families traveling with children in strollers.

Built Environment

Intended to address access to and within buildings and outdoor spaces. The standards for public spaces will only apply to new construction and planned redevelopment. Enhancements to accessibility in buildings were included in the

January 1, 2015 amendment to the Ontario Building Code governing new construction and renovations in buildings.

The County of Essex

Essex County is Canada's southernmost county, located on a peninsula of land surrounded by Lake St. Clair to the north, the Detroit River to the West and Lake Erie to the south. The County has a population of over 192,700 (according to the Canada 2021 Census) and an overall area of 1720 km².

The Corporation of the County of Essex is an upper tier municipality comprised of 14 members being the Mayor and Deputy Mayor of each of the 7 local municipalities within the County of Essex. One of the 14 County Councillors is elected as the Warden who serves as the Head of County Council.

The Corporation of the County of Essex is responsible for providing services that are common to all municipalities in Essex County thereby minimizing the need for duplicate services and administration. These services include transportation services, libraries, a long-term care home, planning, emergency management co-ordination, community services, emergency medical services and general government administration.

As well, the County of Essex is a funding partner for regional services including social services, child care, social housing, new regional acute care hospital, public health, economic development, tourism and property assessment.

A Message from the Essex County Accessibility Advisory Committee Chair

The Essex County Accessibility Advisory Committee (ECAAC) continues to work in collaboration with the County of Essex to remove barriers and facilitate and promote improvements to accessibility throughout our region. The committee consists of dedicated individuals who commit their time and lend their expertise to compliment the work that the County of Essex puts forth, as a leader in accessibility. The number of people living with a disability is increasing each year, and through our relationships, connections, peers, family and friends, accessibility truly affects us all.

The County's Multi-Year Accessibility Plan 2017-2022 bridged 2 terms of Council, and was supported by staff, committee members and stakeholders. This year, the County has developed a plan for the next 5 years, with strategies and goals that aim at breaking down barriers, and improving accessibility for the whole region. It covers all aspects of the services and programs that the County of Essex provides, and we look forward to working together to accomplish each item, as a team.

Through the development of this Plan, we consulted with local lower-tier municipalities, stakeholders within the community, service groups, staff members, department heads, elected officials and the public. The feedback we received was considered thoughtfully and incorporated into the strategies and action plan for the next five years.

As a term of Council ends in 2022 (and likewise the ECAAC term), we are determined to leave a plan that will be a legacy of accessibility, accountability and inclusion, for not only the next term, or the next 5 years, but for continued success into the future. We are proud of the work the County of Essex has done, and the positive impact the ECAAC has had with this community. We look forward to working with future Councils to further enhance the accessibility focus we have had to-date, and we remain optimistic about the potential for significant and positive change in the coming years.

In 2005, Ontario established a goal of a fully accessible province by 2025. Although much work has been done, we are still a long way from achieving total compliance with the standards. The plan set forth in the Multi-Year Accessibility Plan 2023-2027, will allow the County of Essex to move toward a completely inclusive community, and meeting the standards and helping to achieve equality for all.

Christine Easterbrook
ECAAC Chair

A Message from the Chief Administrative Officer

In June of 2005, the Accessibility for Ontarians with Disabilities Act (AODA) became law, and Ontarians embarked on a path to achieving a barrier free province. As compliance milestones come and go, we are reminded of the importance of creating and maintaining accessible, inclusive experiences for all. Socrates said that “The secret to ‘Change’ is to focus all of your energy not on fighting the old, but on building the new.” This legislation created change across the province, including in the County of Essex.

The County of Essex endeavours to incorporate the accessibility principles of independence, dignity, integration and equal opportunity into all its’ programs, and has been working diligently to make-good on the strategies and workplan outlined in previously adopted Plans. We recognize that there is still work left to be done. We must build accessibility into the first discussions, incorporate accessibility at the onset of project plans and throughout the development of programs, in the building and maintenance of facilities, and each time we communicate the County’s message.

This 2023-2027 Multi-Year Accessibility Plan outlines the means by which the County of Essex will identify and ardently remove accessibility barriers, while taking proactive steps to enhance the accessibility of all municipal services. It is the County’s commitment to afford all people the opportunity to acquire information, engage in interactions, and enjoy access to services in an equally effective and equally integrated manner for all County programs.

The County of Essex Senior Leadership Team, departmental staff, Committee members and County Council are committed to continuous improvement, to working together, to enrich and advance the quality of life for all our citizens, businesses, and visitors alike. As County Council’s vision is executed, we remain focused on strengthening our community, removing physical and attitudinal barriers right from the start, and improving accessibility for all.

Mike Galloway, MBA, CMO
Chief Administrative Officer

A Message from the Warden

The County of Essex is committed to creating and maintaining accessible environments – places where residents and visitors have access to programs and services in a way that respects their dignity and independence. We have made tremendous strides toward achieving that goal, but there is more work to be done. The 2023-2027 Multi-Year Accessibility Plan is our roadmap for moving forward to eliminate the barriers that remain. It is also our written commitment to improving the accessibility of municipal services.

Municipal governments play an important role in the planning and development of accessible, inclusive communities. Through the dedicated efforts of the Essex County Accessibility Advisory Committee, we have established a wide range of municipal processes that ensure public services and facilities are accessible to everyone. The County of Essex was an early adopter of accessibility principles and has been a leader for many years. We have collaborated with federal, provincial and local partners. We have also educated ourselves and the public as we improved our regional facilities, programs and services.

County Council will continue to work with Accessibility Advisory Committee members, County Administration, community stakeholders and citizens to remove barriers and create inclusive spaces. This partnership has been fundamental to our success to date. The promise of growth and a bright economic future for our region provides another opportunity to embrace the contributions and abilities of all community members. True progress is progress that leaves no one behind.

The Integrated Accessibility Standards Regulation (IASR) and Accessibility for Ontarians with Disabilities Act (AODA) set out the goals for achieving an accessible Ontario by 2025. The County of Essex and our partner municipalities of Amherstburg, Essex, Kingsville, Lakeshore, LaSalle, Leamington and Tecumseh are on board. We understand that accessibility starts with each of us making adherence to the principles of independence, dignity, integration and equal opportunity a priority. Every new building, every new service and every new investment must be accessible from the start. When we begin with accessibility, we build a community that provides equal access and opportunity to all.

Gary McNamara
Warden, County of Essex

Statement of Commitment to Accessibility

Essex County Council recognizes that improving accessibility is important to all residents. Approximately 15.5% or 1.85 million people in Ontario have a disability – that’s one in seven. That number is expected to grow significantly in the next 20 years as the population ages.

The Corporation of the County of Essex, is committed to meeting the accessibility needs of persons with disabilities in a respectful, equitable and timely manner and will do so by preventing and removing barriers to accessibility and meeting accessibility requirements under the AODA.

Executive Summary

This Multi-Year Plan outlines Essex County’s strategy to prevent and remove barriers and meet the requirements under the AODA, Accessible Customer Service Standard (**Ontario Regulation 429/07**) and Integrated Accessibility Standards (**Ontario Regulation 191/11**, as amended.) The Corporation of the County of Essex continues to identify new accessibility initiatives which have been incorporated in this Multi-Year Accessibility Plan for the period 2023 to 2027.

This Plan was prepared by the County of Essex, in conjunction with the Essex County Accessibility Advisory Committee. Public consultation was sought on the draft Multi-Year Accessibility Plan prior to the Plan being presented to Essex County Council for adoption.

Our plan shows how we will play our role in making Ontario an accessible province for all Ontarians. The plan is reviewed and updated at least once every 5 years. We train every person as soon as practicable after being hired and provide training in respect of any changes to the policies. We maintain records of the training provided including the dates on which the training was provided and the number of individuals to whom it was provided.

This plan outlines the structure, policies and fundamental practices that have been put into place for the County of Essex over the past several years, in relation to accessibility and removing barriers. It further summarises past achievements and identifies areas of focus, as an action plan, for the further removal of barriers to accessibility, over the next 5 years and into the future, as the County of Essex helps to achieve the goal of an accessible Ontario.

Overview

The Essex County Accessibility Advisory Committee (ECAAC)

The Essex County Accessibility Advisory Committee (ECAAC) was established by Council resolution on September 18th, 2002. The Committee consists of 7 members representing the following groups:

- 1 member from Essex County Council
- 2 members who are professionals from the stakeholder community
- 4 members who are people with disabilities

Members of all the previous and current Essex County Accessibility Advisory Committees (ECAAC) have been instrumental in continuing to identify for the County of Essex, the barriers that they believe should be addressed in the Essex County Accessibility Plans and in County activities/initiatives.

Facilities Owned and/or Leased by the County

Essex County Civic Centre and Other Facilities

The building at 360 Fairview Avenue (also known as the Essex County Civic Centre) became home to the County Administration offices in October of 1975.

In November of 2017, the Corporation of the County of Essex assumed full ownership of the Essex County Civic Centre, and continues to lease certain areas of the building to legacy tenants, Essex-Region Conservation Authority, Student Transportation Services, the GECSB Media Centre, Essex-Windsor Solid Waste Authority and Essex County Library Administration.

The primary administrative offices for several County departments and divisions, including the Warden's Office, County Administration, Legislative and Community Services, Communication and Organizational Development, Financial Services, Information Technology, Human Resources, Infrastructure and Planning Services, Facilities Management, as well as Essex-Windsor Emergency Medical Services and Emergency Management are housed at the Essex County Civic Centre. Some departments have satellite locations, bases, and primary facilities at other locations throughout the County and City of Windsor.

The County of Essex Council Chambers, as well as a number of Committee Rooms are utilized primarily by the County of Essex, agencies, boards, committee meetings, tenants of the building and occasionally by community organizations.

Facilities, which are accessed only by vehicular traffic, such as the Essex County Regional Landfill and Transfer Station 2 are owned by the County of Essex and operated by the Essex-Windsor Solid Waste Authority.

Many of the barriers identified in the previous Accessibility Plans which related to physical accessibility barriers in the Civic Centre have been addressed over time. In 2013, improvements to the accessibility of the West building access provided a ground level entrance and access to all floors by means of a new elevator inside the building as well as a new ramp to the patio area under the Council Chambers, and a new ramp at the entrance located on the South side of the building. In 2015 and beyond the replacement of plumbing fixtures, when appropriate, have been installed with automatic features to improve accessibility and water savings. Since the County assumed full ownership of the facility in 2017, several renovations have taken place to large office spaces for Essex-Windsor EMS, IT Services and Infrastructure and Planning Services, while others are still pending for the remaining office spaces and common areas.

In 2020/2021 renovations to the bathroom facilities at the lower level of the building were completed, addressing the need for a universal washroom, including an adult change-table and a lift. In 2022, in response to security and safety concerns with the building accesses, the County commenced the replacement of exterior doors, with automatic touch-free sliding doors.

The Civic Centre is an important gathering place for a cross-section of the community and given that the Civic Centre is approaching 50 years old, a number of significant deficiencies have been identified with the facility which must be addressed in the near future. Many of the issues with the building are not necessarily related exclusively to accessibility, however, the renewal and/or rehabilitation of the existing infrastructure will allow for an opportunity to remove additional barriers in the facility. Each renovation fosters an opportunity for the Essex County Accessibility Advisory Committee to review drawings with the architects, and provide comments on plans, to ensure accessibility is considered and barriers are removed.

Infrastructure and Planning Services

The Infrastructure and Planning Services department, which includes, Facilities, Design and Construction, Transportation Planning and Development, and Planning Services divisions currently operate from offices on the upper floor of the Essex County Civic Centre, in Suite 315. In mid-2018 the space underwent a complete renovation, and modernization. Renovations were conducted in accordance with

the Ontario Building Code, consideration for the Integrated Accessibility Standards of Ontario and with a review of the plans by the Essex County Accessibility Advisory Committee.

The Roads Maintenance Operations division operates from four year-round depots and one seasonal depot.

Year-Round Maintenance Facilities:

- Maintenance Depot, 1941 Road 4 E, Kingsville
- West End Depot, 7101 North Sideroad, Amherstburg
- West Pike Creek Depot, 11965 County Rd 42, Tecumseh
- Tilbury North Depot, 2400 Comber Side Rd, Lakeshore.

All Maintenance Depots have varying degrees of material storage, equipment housing, office and washroom facilities. These maintenance depots are not service locations that the general public would readily visit. Primarily, only roads maintenance staff have occasion to frequent these facilities. Improvements to washroom facilities have taken place to reflect accessibility and a more diverse employee roster.

Sun Parlor Home

The Sun Parlor Home ('the Home'), located at 175 Talbot Street East in Leamington, is a long-term care home that was built in 1992. The Home has a capacity of 206 residents.

While the Home was designed to exceed accessibility standards from the day when it was constructed, over the past decade, general wear on some fixtures and furnishings, as well as the increasingly complex nature of the health needs of the residents, has created some accessibility issues. To address these issues, the management team in cooperation with the Accessibility Advisory Committee continues to investigate options for refurbishing areas of the Home, particularly with respect to enhancing the accessibility of the facility for residents, visitors and staff, and is always pleased to receive suggestions.

Some examples of improvements over the past several years have been related to upgrading the elevators, adding evac-chairs, the purchase of a new telephone system that included options for residents' phones with louder volume controls, flashing ringers, programmable phone numbers and larger buttons; new flooring, doors equipped with automatic openers, doorway widenings, replacement of threshold moldings, accessible walkways in the courtyard, the relocation of

accessible parking spaces from the side to the front of the building and the installation of some directional signage to reflect the changes.

The Home encourages both management and staff to be “thinking accessibility” at all times.

As always, on an individual resident needs basis, the Home makes every effort to facilitate the acquisition of a variety of assistive devices as may be required. The health circumstances of the residents being admitted to the Home highlight the increasing demand for improved accessibility of the facility and the need for bringing accessibility to the forefront of any conversation about updating the Sun Parlor Home’s facilities.

As well as the enhancements to physical assistive devices and removal of physical barriers in the Home, the life enrichment staff provide and coordinate a number of social activities and services designed to promote inclusiveness and enhancements to the quality of life of residents.

Essex-Windsor Emergency Medical Services Facilities

The administration offices for Essex-Windsor Emergency Medical Services (EWEMS), for Essex County, Windsor and Pelee Island are located on the main floor of the Essex County Civic Centre, in Suite 218. In 2018, this office space was fully renovated in accordance with the Integrated Accessibility Standard and to the Building Code and with a review of the plans by the Essex County Accessibility Advisory Committee.

There are secondary EWEMS offices and an ambulance station located at 920 Mercer Street in Windsor. This facility is closed to the public, and is a two-storey structure. In 2004, this facility was partially renovated to modernize the office spaces on the main and second floor. An accessible washroom was constructed on the main floor during this renovation.

There are two other ambulance stations in Windsor located at:

- 3180 Jefferson Avenue - The County of Essex leased this property until 2010, at which time it was purchased.
- 2620 Dougall Avenue - The County of Essex leased this property until purchase and re-construction in 2017.

Throughout the County, Ambulance stations are situated at the following locations:

- LaSalle Station – 1902 Normandy St., LaSalle ON - A joint Police, Fire and EMS facility constructed in 2014 by the Town of LaSalle,

to replace the existing municipal complex. The LaSalle station is leased from the Town of LaSalle.

- Leamington Station – 10 Wilkinson Dr., Leamington ON - Formerly the Leamington Day Care building, this station was renovated into an ambulance station in 2010. The Leamington station is owned by the County of Essex.
- Lakeshore Station – 419 Renaud Line, Emeryville ON - Constructed in 2011, the Lakeshore station is owned by the County of Essex.
- Tecumseh Station – 975 Lesperance Rd., Tecumseh ON - Formerly the Tecumseh Day Care building, this station was renovated in 2013. The Tecumseh station is owned by the County of Essex.

Kingsville Station – 1720 Division Rd., Kingsville ON - A joint facility with the Town of Kingsville Fire Department. The Kingsville station is leased from the Town of Kingsville.

Construction of a new facility is planned for the Kingsville service area and that facility has been designed with accessibility considerations in accordance with the Ontario Building Code.

- Harrow Station – 660 Queen St., Harrow ON - Constructed in 2010, the Harrow station is owned by the County of Essex.
- Amherstburg Station – 549 Simcoe St., Amherstburg ON - Purchased and renovated in 2009. The Amherstburg station is owned by the County of Essex.
- Essex Station – 55 Alice St. N., Essex ON - In 2013, the Essex EMS base was constructed as a joint facility with the Town of Essex Fire Department. The Essex station is leased from the Town of Essex.
- Pelee Island Station – 1047 West Shore Road, Pelee Island, ON - The Pelee Island Station is a joint facility with the Medical Centre.

None of the ambulance stations are intended for public access. Newly constructed or renovated stations have been designed with accessibility features in mind. Future bases are designed in accordance with the Built Environment Standard and amended Ontario Building Code.

Essex County Library Facilities and Services

The Essex County Library operates a system of 14 branch libraries that provide library materials and services, free of charge, to all residents of Essex County.

Library facilities are provided by the local municipalities with one facility located in each of Amherstburg, LaSalle, Leamington and Tecumseh, three facilities in both Essex and Kingsville and four in Lakeshore. The local municipalities are responsible for access into the buildings and for designating accessible parking adjacent to the facilities. While the local municipalities provide the facility for the Library Branches, the Essex County Library Board is responsible for furnishing the inside of the buildings with shelving, furniture, equipment, library resources and employs the staff who deliver all the services the Essex County Library provides.

Library administration offices are located in the lower level of 360 Fairview Avenue West, Essex in Suite G01, where Administration, computer network services, ordering and processing of library materials are centralized. Only library staff have access to the library administration offices.

The Essex County Library is funded primarily through the County of Essex. A Library Board, appointed every four years by Essex County Council, in accordance with the Public Libraries Act, has four members from the current County Council. There are 3 lay appointees. The Board is responsible for setting policy and reviewing the overall performance of the Library. The Board's budget is approved annually by County Council and some administrative and operational services are shared with the County of Essex.

The Essex County Library produces its own Accessibility Plan and Policies and Procedures and the library branches are observed for accessibility via the seven municipalities' own accessibility advisory committees.

Past Achievements to Remove and Prevent Barriers

Since September of 2003, when the first-generation Accessibility Plan for the Corporation of the County of Essex was adopted by Essex County Council, the Corporation has been making every effort to implement the initiatives approved in the annual Accessibility Plans. Past achievements to remove and prevent barriers have included:

Customer Service

- Review and update Accessible Customer Service Policies and Procedures as required, ensuring compliance with legislation.
- Continue to deliver Accessible Customer Service training to all new employees and volunteers
- Ensure Vendor Accessible Training Certificates are being received.
- As new emergency procedures, plans and public safety information becomes available, continue to ensure that the information is developed in formats which are easily convertible to alternate formats upon request.
- Essex County employees advised that workplace emergency response plans and information will be developed to accommodate any employees with disabilities specific accessibility requirements;
- Installation of a Nurse Call System at the Sun Parlor Home addressing safety and accessibility home-wide;
- Implemented the use of a software program, "Site Improve", for the external websites of the County of Essex and CWATS in order to consistently monitor for website accessibility concerns to make speedy corrections in accordance with WCAG 2.0 website standards;
- Construction of a new administration reception desk for greater accessibility at the Essex County Civic Centre.
- Construction of a new EMS reception desk for greater accessibility at the Essex County Civic Centre.
- When planning events, ensuring that accessibility is considered and using the Ontario Planning Accessible Events Guide.

- Continued individual resident needs assessments and procurement of resultant assistive devices for Sun Parlor Home;
- The Sun Parlor Home is continually enhancing the accessibility of the facility and services for residents, visitors and staff;
- Essex County Accessibility Advisory Committee activities which include:
 - Annual Accessibility Workshops and/or events/initiatives
 - Annual Promotion of National Access Awareness Week and International Day of Persons with Disabilities through activities/information sharing.
 - Partnering with the Essex Regional Conservation Authority (ERCA) to provide consultation of matters related to accessibility in regards to ERCA projects such as trail construction and other outdoor spaces.

Information and Communications

- Review, consult on and update 5-year Multi-Year Accessibility Plan
- Training of employees on the Essex County Integrated Accessibility Standard Policy #2012-001, on requirements of the Information and Communications Standard including the use of accessible formats or communication supports.
- Essex County Accessibility Advisory Committee launched a social media platform to help share information and awareness surrounding accessibility;
- Developed templates for letters, documents and presentations for staff use in accessible formats.
- Contracted with National Captioning Services of Canada to provide live closed captioning services for broadcasts of Essex County Council meetings.
- Annual promotion of National Accessibility Awareness Week through activities and education;
- Annual publication of a newsletter providing information on activities of the Accessibility Advisory Committees throughout the region;

- Continue employee training on how to create accessible documents in 'Microsoft Word' and PDF formats.
- Re-development of a new corporate website, ensuring WCAG AA and AAA compliance as well as mobile technology compliance.
- Investigate screen reader technology integration for the new website (i.e.: browsealoud)
- Monitor feedback process to ensure that receiving and responding to feedback is made available in an accessible format upon request or with appropriate communication supports.
- Ensure all items posted to the employee intranet system are in accessible formats and available in additional accessible formats as per the IASR.
- Ensure any marketing and communications efforts reach people with disabilities. Include people with disabilities of all generations in photos, testimonials and other communications. Ensure marketing collateral such as flyers, brochures, podcasts and YouTube videos, are accessible.
- When planning events, ensuring that accessibility is considered and using the Ontario Planning Accessible Events Guide.

Employment

- Training of employees on the Essex County Integrated Accessibility Policy #12-001, on requirements of the Accessible Employment Standard.
- Implementation of employee return to work and accommodation policies for County of Essex employees;
- Developed practices and procedures to notify job applicants who have been invited to participate in the recruitment, assessment or selection process that accommodations for disabilities are available upon request;
- Developed practices and procedures for notifying successful applicants of the policy for accommodating employees with disabilities when offering employment;

- Train staff to interact and communicate with people with different types of disabilities.
- Conduct employee workshops and sensitivity training to help remove attitudinal barriers surrounding working with persons with disabilities.
- Employee workshops and information sessions surrounding mental health, aimed at removing attitudinal barriers surrounding friends and coworkers that may be experience mental health concerns;

Procurement

- Ensure Vendor Accessibility Training Certificates are being received.
- Developed accessible document requirements for consultants and other third parties engaged to prepare public documents on behalf of the Corporation;
- The implementation and use of a formalized electronic procurement system, "Bids & Tenders", that allows for fair and accessible procurement process and documents available in accessible formats;
- Continue to ensure the electronic procurement system for the County of Essex remains accessible and is compliant with the latest accessibility requirements.
- Sun Parlor Home purchase and installation of new resident room furnishings that consider and improve accessibility (ease of opening drawers, space, etc.)

Self-Serve Kiosks

This section was not applicable in previous years.

Training

- Continue to deliver Accessible Customer Service training to all new employees and volunteers
- Training of employees on the Essex County Integrated Accessibility Standard Policy #12-001, on requirements of the

Information and Communications Standard including the use of accessible formats or communication supports.

- Training for County of Essex employees to enhance their awareness of accessibility issues and to provide them with knowledge on how to effectively serve people with disabilities and how to remove attitudinal barriers;
- The annual Accessibility Workshop, designed to provide a day filled with motivational/inspirational speakers and educators who focus on ways in which to make communities barrier free from both physical and attitudinal barriers;
- Employee training on how to create accessible documents;
- Provide training to employees on the requirements of the Ontario Human Rights Code as it relates to people with disabilities

Design of Public Spaces

Many physical changes to County owned or operated facilities have been made to remove barriers. As noted in previous Accessibility Plans these have included:

- Construction of a new administration reception desk for even greater accessibility at the Essex County Civic Centre.
- Construction of a new EMS reception desk for even greater accessibility at the Essex County Civic Centre.
- The removal of the exterior lift at the Essex County Civic Centre and the installation of a new ramp;
- Relocation of accessible parking at the Civic Centre, including line painting and signage;
- The construction of a family washroom on the main floor of the Civic Centre, complete with automatic doors;
- Renovations to other existing washrooms within the Civic Centre to make them more accessible;
- Additional automatic doors were installed at the east entrance of the Civic Centre;
- Ramp to the shade rock garden/fountain at the Civic Centre

- adjustable table in the Civic Centre Cafeteria;
- Renovations to County Administration reception desk to improve Accessibility;
- Continuing renovations to the Sun Parlor Home to improve the accessibility of that entire facility for the residents and visitors.
- Construction of a new West End Depot for Infrastructure Services that was constructed in accordance with the Integrated Accessibility Standard and to the Ontario Building Code;
- Construction of a new Tecumseh Station (2013/14) and Dougall Station (2017/18) for Emergency Medical Services constructed in accordance with the Integrated Accessibility Standard and to the Building Code;
- Redeveloped existing exterior off-street parking and pathways at the Essex Civic Centre that meet the technical and general requirements of 80(21) – 80(23) and 80(32) – 80(37) of the Integrated Accessibility Standard Regulation;
- Continued improvement projects at the Sun Parlor Home including:
 - Flooring renovation to eliminate carpet and flooring in the Special Activation Room for ease of mobility and safety.
 - New dining room chairs which allows for easier sliding
 - Purchase of additional electric hi-low beds, and specialized lifts.
- Sun Parlor Home Exterior Courtyard Refresh to include new concrete with slight ramp, to ease mobility for residents and visitors with wheelchairs and walking aids.
- Consultations with the Infrastructure Services department on the redevelopment of roads and intersections, crosswalks and other infrastructure projects to ensure accessibility compliance;
- Renovations to upgrade washrooms on the upper floor of the Essex Civic Centre to ensure accessibility.
- Renovations to upgrade washrooms on the basement level of the Essex Civic Centre to ensure accessibility.

- Renovations of the interior office space of the Essex Civic Centre.
- Installation of security cameras and additional lighting for the Civic Centre parking lot.
- Removing barriers and enhancing the accessibility of the facilities of the County of Essex.
- The Essex County Accessibility Advisory Committee visits the Sun Parlor Home to make recommendations for improved accessibility;
- Infrastructure Services – ensuring new and renovated facilities meet Built Environment Standard and Ontario Building Code;
 - Any improvements or development of depots will be done in accordance with Built Environment Standard and the Building Code.
 - Ensure all consultants follow the AODA, IASR and other accessibility regulations and guidelines for Customer Service, Information and Communications, Employment and Built Environments when working on a project on behalf of the County of Essex.
 - Ensuring all plans for design are brought forward to the Essex County Accessibility Advisory Committee for review and comment prior to final approval.
- Essex-Windsor Emergency Medical Services Station Construction and Renovations, ensure new and renovated facilities meet Built Environment Standard and Ontario Building Code and Any improvements or development of offices/stations will be done in accordance with Built Environment Standard and the Building Code.
- Active Transportation - New initiatives related to the development of on and off-road pedestrian and cycling facilities under the County's jurisdiction will be accessible;
 - The County Wide Active Transportation Strategy (CWATS) is phased over a 20-year period. An Inter- municipal Active Transportation Committee is guiding the process of implementation. Requirements established in the Accessibility Standard for the Built Environment – Design of Public Spaces Standards (Part IV.1 of Ontario

Regulation 413/12) is incorporated into the implementation plans.

The Council of the Corporation of the County of Essex remains committed to ensuring that the facilities, services and programs provided by the County are available to all residents including people with disabilities. The process of identifying barriers is constant.

Transportation

The County does not currently operate or contract public transit services or license taxicabs.

Other

- Development of Accessible Customer Service Policy, Practices and Procedures for services provided by the County of Essex and Accessible Customer Service training for all employees and Council of the County of Essex;
- Development of policies in accordance with the Integrated Accessibility Standard;
- Sun Parlor Home - Annual review of the facility by the Essex County Accessibility Advisory Committee to provide continued suggestions for improvement.
- Maintenance of the accessible elements in public spaces:
 - Develop policies and procedures for preventative and emergency maintenance of the accessible elements of public spaces.
 - Develop procedures for dealing with temporary disruptions when accessible elements are not in working order.

Strategies and Actions (Appendix A)

(In the years between MYAP Reporting, the Strategies and Actions will be converted to 'Appendix A' and updated on an ongoing basis and reported out to County Council annually.)

Customer Service

The County of Essex is committed to providing accessible customer service to people with disabilities. This means that we will provide goods, services and facilities to people with disabilities with the same high quality and timeliness as others. The status of the items indicated will be defined as 'Planned' for items that are not yet started, 'In-Progress' for items that are started, but not yet accomplished or, 'Ongoing' for items that are continual.

Customer Service Actions	Timeframe	Status
Deliver, on an ongoing basis, and as soon as practicable, Accessible Customer Service training to all new employees and volunteers of the Corporation.	2023-2027	Ongoing
Review and update Accessible Customer Service Policies and Procedures, to ensure compliance with the established policy review parameters and legislative requirements.	2023-2027	Ongoing
Ensure proof of compliance is received for any contractors and vendors doing business with, or on behalf of the County of Essex, as it relates to the AODA requirements for Accessible Customer Service training for employees and volunteers.	2023-2027	Ongoing
Use of 'Site Improve' software program, to monitor and ensure internal and external websites are meeting accessibility compliance requirements according to the WCAG 2.0 Level AA standard (or better as required.)	2023-2027	Ongoing
Ensuring that all departments of the County are utilizing best practices for accessibility when planning events, and consulting the Ontario - Planning Accessible Events Guide to ensure events are barrier-free and inclusive for all.	2023-2027	Ongoing

Customer Service Actions	Timeframe	Status
Ensure that patient and resident care is provided based on the individual needs of each person, and that accommodations are made when needed.	2023-2027	Ongoing
Ensure that signs and instructions at all facilities meet the guidelines for accessible signage, considering: clear type/font, size in relation to distance, letter and line spacing, location and placement, colour contrast, tactile lettering and surface type.	2023-2027	Ongoing
Use of the NextTalk software for those who require the use of TTY services for customer service via telephone phone communication.	2023-2027	Ongoing
Support and promote ECAAC activities and initiatives in the community.	2023-2027	Ongoing
Support and promote National AccessAbility Week and International Day of Persons with Disabilities.	2023-2027	Ongoing
ECAAC continue to leverage a partnership with the Essex Region Conservation Authority (ERCA) to provide consultation of matters related to accessibility of their facilities and spaces.	2023-2027	Ongoing
Ensuring Access to meeting spaces on the main floor of the Civic Centre, where ramp access and egress is possible.	2023-2027	Ongoing

Information and Communications

The County of Essex is committed to making our information and communications accessible to people with disabilities.

Information and Communications Actions	Timeframe	Status
Review, consult on and update 5-year Multi-Year Accessibility Plan. Current plan is for the five-year period of 2023 to 2027, with ongoing annual reviews to Schedule A. Review and consultations for the 2028-2032 will commence in 2031.	2023-2027	Ongoing

Information and Communications Actions	Timeframe	Status
Training of employees on the Essex County Integrated Accessibility Standard Policy #12-001, on requirements of the Information and Communications Standard including the use of accessible formats or communication supports.	2023-2027	Ongoing
Maintain and update the ECAAC Facebook profile, sharing relevant and current information regarding accessibility initiatives, and social awareness	2023-2027	Ongoing
Maintain and update the ECAAC Twitter profile, sharing relevant and current information regarding accessibility initiatives, and social awareness	2023-2027	Ongoing
Maintain and update the Accessibility page of the County of Essex public website	2023-2027	Ongoing
Maintain and update the Accessibility page of the internal County website (CountyConnect)	2023-2027	Ongoing
Review, update and promote the use of accessible document templates, presentations, correspondence, and reports for use by all staff.	2023-2027	Ongoing
Ensure that live-streamed or video recorded public meetings offer closed captions	2023-2027	Ongoing
Foster communication among local Accessibility Advisory Committees, support and promote their municipal activities where possible	2023-2027	Ongoing
Re-development of a new corporate website, ensuring WCAG AA (January 1, 2021 – Complete) and future levels of compliance, as required for websites as well as mobile technology.	2023-2027	Ongoing
Monitor feedback process to ensure that receiving and responding to feedback is made available in an accessible format upon request or with appropriate communication supports.	2023-2027	Ongoing

Information and Communications Actions	Timeframe	Status
Ensure all items posted to the employee intranet system are in accessible formats and available in additional accessible formats as per the IASR.	2023-2027	Ongoing
Ensure any marketing and communications that comprise photographs and graphics, include people with disabilities. Utilize disability inclusive stock photography (such as DisabilityIn) on marketing collateral such as flyers, brochures, podcasts and YouTube videos, are accessible.	2023-2027	Ongoing
When posting images online, ensure that alternative text options are updated on social media sites in addition to County website.	2023-2027	Ongoing
When planning events, ensuring that accessibility is considered and using the Ontario - Planning Accessible Events Guide .	2023-2027	Ongoing
Include people with disabilities as part of any future County of Essex, Diversity, Equity and Inclusion initiatives or committees.	2023-2027	Planned
Include access to County of Essex committee members, to mental health, accessibility or equity diversity and inclusion, training resources through FSEAP, or other means.	2023-2027	Planned

Employment

The County of Essex is committed to fair and accessible employment practices.

Employment Actions	Timeframe	Status
Complete the 6 requirements of the Accessible Employment Standard: • hiring • workplace information • talent and performance management • communicate accessibility policies • accommodation plans	2023-2027	Ongoing

Employment Actions	Timeframe	Status
return to work process		
Notify employees and the public that the County of Essex will accommodate the needs of people with disabilities in the hiring process, by posting this information on the County website and including this language in job postings.	2023-2027	Ongoing
Training of employees on the Essex County Integrated Accessibility Policy #12-001, on requirements of the Accessible Employment Standard.	2023-2027	Ongoing
Adhere to policies regarding employee return to work and accommodation policies for County of Essex employees;	2023-2027	Ongoing
Utilize the developed practices and procedures to notify job applicants who have been invited to participate in the recruitment, assessment or selection process that accommodations for disabilities are available upon request.	2023-2027	Ongoing
Utilize the developed practices and procedures for notifying successful applicants of the County's policy for accommodating employees with disabilities when offering employment.	2023-2027	Ongoing
Conduct employee workshops and sensitivity training aimed at removing attitudinal barriers surrounding friends and coworkers that may be experience intermittent, temporary or permanent mental health, cognitive or physical disabilities.	2023-2027	Ongoing

Procurement

The County of Essex is committed to fair and accessible employment practices.

Procurement Actions	Timeframe	Status
Ensure proof of compliance is received for any contractors and vendors doing business with, or on behalf of the County of Essex, as it relates to the	2023-2027	In-Progress

Procurement Actions	Timeframe	Status
AODA requirements for Accessible Customer Service and IASR training for employees and volunteers. This includes a declaration of compliance for vendors to be provided before any work is performed or payment of invoices.		
Make available the information for the 'Vendor of Record' for accessible document remediation services, used by the County of Essex, and is also obtainable by 3 rd parties at their own expense.	2023-2027	Ongoing
All procurement documents have been vetted to ensure solicited products and/or services will meet the criteria required by the Municipality under AODA and O. Reg. 191	2023-2027	In-Progress
Ensure that all procurement documents include a clause that outlines the responsibility of the contractor to provide documents, plans, goods and services that meet accessibility standards.	2023-2027	In-Progress
Continued and expanded use of 'Bids & Tenders' for all procurement activity, as it allows for fair and accessible procurement process and documents available in accessible formats through an online platform, as well as facilitating contractor compliance by providing a means of uploading proof of accessibility training certificates and/or declarations of compliance with AODA etc. as required.	2023-2027	Ongoing
Sun Parlor Home purchase and installation of new resident room furnishings that consider and improve accessibility (ease of opening drawers, space, etc.)	2023-2027	Ongoing
That the County's Procurement Policy and Purchasing By-law include language that provide strategies for accessibility considerations when procuring goods and/or services for the County of Essex.	2023-2027	Planned

Self-Serve Kiosks

The County of Essex is committed to incorporating accessibility features/ considering accessibility for people with disabilities when designing, procuring or acquiring self-service kiosks.

Self-Serve Kiosks Actions	Timeframe	Status
Ensure that kiosks used to screen for COVID-19 at the entrance of facilities, comply with accessibility requirements.	2023-2027	Ongoing
Ensure an alternative method of obtaining the service provided at the kiosks is available	2023-2027	Ongoing

Training

The County of Essex is committed to providing training in the requirements of Ontario's accessibility laws and the Ontario Human Rights Code as it applies to people with disabilities.

Training Actions	Timeframe	Status
Training of employees on the Essex County Integrated Accessibility Standard Policy #12-001, on requirements of the Information and Communications Standard including the use of accessible formats or communication supports.	2023-2027	Ongoing
Provide fundamental training on the concepts and best practices of creating accessible documents for all employees of the County of Essex, at the time of onboarding for new employees, and as soon as practical for existing employees;	2023-2027	Ongoing
Provide advanced and ongoing training for key employees of the County of Essex who produce documents for circulation and for the public;	2023-2027	Ongoing
Foster a working group of employees who act as departmental experts in the area of document accessibility.	2023-2027	Ongoing

Training Actions	Timeframe	Status
Provide training and tools for the ease of remediation of documents, and periodically seek out whether new or more advanced programs and tools become available for this purpose.	2023-2027	Ongoing
Train staff to interact and communicate with people with different types of disabilities.	2023-2027	Ongoing
Continue to deliver Accessible Customer Service training to all new employees and volunteers	2023-2027	Ongoing
Produce records of such training, from all service areas, on an annual basis for all employees.	2023-2027	Planned
Training for County of Essex employees to enhance their awareness of accessibility issues and to provide them with knowledge on how to effectively serve people with disabilities and how to remove attitudinal barriers;	2023-2027	Ongoing
Make available events and workshops organized by the ECAAC to members of Council and committees, the public, and to members of staff, ensuring greater reach of the accessibility message and ideals.	2023-2027	Ongoing
Organize and promote attendance at Accessibility Workshop, forums, guest speakers and educators who focus on ways to make workplaces and communities barrier free from both physical and attitudinal barriers.	2023-2027	Ongoing
Provide training to Council, committee members and employees regarding their obligations and requirements under the Ontario Human Rights Code as it relates to people with disabilities.	2023-2027	Ongoing

Design of Public Spaces

The County of Essex will meet accessibility laws when building or making major changes to public spaces. The Council of the Corporation of the County of Essex remains committed to ensuring that the facilities, services and programs provided by the County are available to all residents including people with disabilities. The process of identifying barriers is constant.

Design of Public Spaces Actions	Timeframe	Status
Renovation of the Essex County Civic Centre main floor office space, creation of universal washroom and common areas for modernization, increased security and increased accessibility;	2023-2027	In-Progress
Renovation of the Essex County Civic Centre upper floor meeting spaces, creation of universal washroom and common areas for modernization, increased security and increased accessibility;	2023-2027	Planned
Renovation of the exterior doors of the Essex County Civic Centre, to improve accessibility, reduce touch surfaces and improve security;	2023-2027	In-Progress
Improve signage for accessible entry to the building and parking area at the Essex County Civic Centre;	2023-2027	Planned
The construction of a universal washroom on the main floor of the Civic Centre, complete with automatic doors;	2023-2027	Planned
General improvements to Essex County Civic Centre, public eating areas, outdoor eating areas and accessible public access to outdoor common space;	2023-2027	Planned
Addition of an accessible second public entrance, with a ramp;	2023-2027	Planned
Exterior access ramp, to common sitting area with shade rock garden/fountain at the Civic Centre	2023-2027	Planned
Accessible furnishings for common areas, meeting rooms, cafeteria etc.	2023-2027	Planned

Design of Public Spaces Actions	Timeframe	Status
Improved navigation to the facilities, using tactile, audio, or alternative wayfinding tools;	2023-2027	Planned
Continuing renovations to the Sun Parlor Home to improve the accessibility of that entire facility for the residents and visitors	2023-2027	Ongoing
Essex-Windsor Emergency Medical Services Base/Stations - Construction and Renovations, ensure new and renovated facilities meet Built Environment Accessibility Standard and Ontario Building Code and that any improvements or development of offices/stations will be done in accordance with Built Environment Accessibility Standard and the Building Code, and brought forward to the ECAAC for comments prior to final approval.	2023-2027	Planned
Road, bridge, intersection, signalling, crosswalk or other transportation asset construction and remediation – review of draft plans by the ECAAC.	2023-2027	Planned
CWATS developments – Review of plans by ECAAC for expansion or improvements of the network.	2023-2027	Ongoing
New initiatives related to the development of on and off road pedestrian and cycling facilities under the County's jurisdiction will be accessible;	2023-2027	Ongoing
The County Wide Active Transportation Strategy (CWATS) is phased over a 20 year period. An Inter-municipal Active Transportation Committee is guiding the process of implementation. Requirements established in the Accessibility Standard for the Built Environment – Design of Public Spaces Standards (Part IV.1 of Ontario Regulation 413/12) is incorporated into the implementation plans.	2023-2027	Ongoing
Redevelop existing exterior off-street parking and pathways at the Essex Civic Centre that meet the technical and general requirements of 80(21) – 80(23) and 80(32) – 80(37) of the Integrated Accessibility Standard Regulation;	2023-2027	Ongoing

Design of Public Spaces Actions	Timeframe	Status
Consultations with the Infrastructure Services department on the redevelopment of roads and intersections, crosswalks and other infrastructure projects to ensure accessibility compliance;	2023-2027	Ongoing
Removing barriers and enhancing the accessibility of the facilities of the County of Essex.	2023-2027	Ongoing
The Essex County Accessibility Advisory Committee visits the Sun Parlor Home to make recommendations for improved accessibility.	2023-2027	Ongoing
Infrastructure Services – ensuring all new and renovated facilities meet Built Environment Standard and Ontario Building Code.	2023-2027	Ongoing
Any improvements or development of depots will be done in accordance with Built Environment Standard and the Building Code.	2023-2027	Ongoing
Ensure all consultants follow the AODA, IASR and other accessibility regulations and guidelines for Customer Service, Information and Communications, Employment and Built Environments when working on a project on behalf of the County of Essex, in accordance with the contract document specifications related to Accessibility compliance.	2023-2027	In-Progress
Ensuring all plans for design for any facility or assets, are brought forward to the Essex County Accessibility Advisory Committee for review and comment prior to final approval.	2023-2027	Ongoing

Transportation

The County does not currently operate or contract public transit services or license taxicabs.

Other

Other Actions	Timeframe	Status
As new emergency procedures, plans and public safety information becomes available, continue to ensure that the information is developed in formats which are easily convertible to alternate formats upon request.	2023-2027	Ongoing
Work with the County Emergency Management division, to develop an awareness campaign specifically targeting emergency preparedness for people with disabilities.	2023-2027	Planned
Essex County employees advised that workplace emergency response plans and information will be developed to accommodate any employees with disabilities specific accessibility requirements.	2023-2027	Ongoing
Development and review of Accessible Customer Service Policy, Practices and Procedures for services provided by the County of Essex and Accessible Customer Service training for all employees and Council of the County of Essex.	2023-2027	Ongoing
Development and review of policies in accordance with the Integrated Accessibility Standard.	2023-2027	Ongoing
Maintenance of the accessible elements in public spaces: Develop policies and procedures for preventative and emergency maintenance of the accessible elements of public spaces. (maintenance may be mechanical, environmental or other) Develop procedures for dealing with temporary disruptions when accessible elements are not in working order and develop procedures for addressing environmental barriers that arise resulting from planned or inadvertent events or incidents. (examples: debris or obstacles on paths of travel, power failure/disruption, weather-related issues etc.)	2023-2027	Ongoing

Other Actions	Timeframe	Status
Regional accessibility flag-raising annually, to commemorate National AccessAbility Week. (Inaugural flag raising was May 30, 2022 and Council passed a resolution to permit the flying of the Accessibility Flag for a week each year to mark National AccessAbility Week.)	2023-2027	Ongoing
That the Strategic Asset Management Plan incorporate accessibility considerations into any future planned investment in corporate assets.	2023-2027	Planned

Conclusion

Accessibility Strategies and Actions Identified in the Multi-Year Accessibility Plan

The outlined items in this document as Strategies and Actions or “Appendix A” of the County of Essex Multi-Year Accessibility Plan outlines various ways to prevent and remove barriers for people with disabilities, to be undertaken over the next five years. These initiatives include the timelines and updated status of initiatives established earlier in this document, and will be updated on an ongoing basis, and reported to Essex County Council annually.

Review and Monitoring of the Progress

The Multi-year Accessibility Plan will be updated at least once every five years. The County of Essex will review the progress of the initiatives undertaken in the Multi-Year Accessibility Plan on an on-going basis. Progress reports will also be provided to the Essex County Accessibility Advisory Committee. Feedback from the Essex County Accessibility Advisory Committee on the progress of the initiatives will be reported to Essex County Council through their Committee minutes.

The Essex County Accessibility Advisory Committee will also complete a report on their accomplishments from the current year and provide it to County Council annually.

Communication of the Plan

Copies of the Multi-Year Accessibility Plan for the Corporation of the County of Essex will be available at the County of Essex Administration Office located at 360

Fairview Avenue West, Essex, Suite 202. The Plan will also be posted on the County of Essex website once approved. Copies of the Plan will be available in alternate formats, upon request.

Feedback

Essex County welcomes public input, as feedback helps to identify areas where changes could be considered and help to identify ways in which the County can improve County facilities, programs, and/or services. Should a member of the public wish to provide general feedback, comments or suggestions on how to improve accessibility in County facilities, programs, and/or services, please contact the Accessibility Coordinator at:

Phone: 519-776-6441, ext. 1353

TTY: 1-877-624-4832

Email: accessibility@countyofessex.ca

Mail: 360 Fairview Ave. W., Suite 202, Essex, Ontario, N8M 1Y6



September 8, 2022

Warden McNamara and Members of Essex County Council
360 Fairview Ave. W., Suite 314
Essex ON
N8M 1Y6

Dear Warden and Members of County Council,

Re: 2023-2027 Multi-Year Accessibility Plan Endorsement

In 2001 the first version of accessibility legislation was passed in Ontario. Over the past 21 years, there have been legislative updates, more robust requirements and compliance deadlines implemented for various sectors, including municipal governments. One requirement, is that municipalities must develop a multi-year plan to assist and guide them in achieving accessibility goals. These plans must be developed in consultation with people with disabilities, must be available and posted publicly in accessible formats, and be consistently reviewed at least once, every five years.

Previous versions of the Multi-Year Accessibility plan included provisions for the removal of barriers, elevating public awareness of accessibility issues that exist, and fostering inclusive programs and policies throughout the County of Essex. Since its' first iteration, and adoption many years ago, the mutual support, and partnership effort, between the County Council and the ECAAC has resulted in very positive advancements for accessibility in the County of Essex. The lived experiences of ECAAC members and their network of accessibility experts, have provided vital perspective on the implementation of past initiatives, as well as identifying which projects would have the greatest impact for those living with disabilities in our region. These are the building blocks of the 2023-2027 Multi-Year Accessibility Plan, which endures as a guiding document and plan for the County's future.

For the last several months, the Essex County Accessibility Advisory Committee has been reviewing the draft 2023-2027 Multi-Year Accessibility Plan for the County of Essex. Throughout this process, Committee members received feedback from correspondence, social media, personal interactions, comments received during the public consultation period as well as from internal discussions with County of Essex departments.

519-776-6441
TTY 1-877-624-4832

360 Fairview Ave. W.
Essex, ON N8M 1Y6

countyofessex.ca

On September 8, 2022, the ECAAC met for their regular meeting, and at that time the members moved the following:

Moved by: Gord Queen

Seconded by: Rachel Jewell

That the Essex County Accessibility Advisory Committee endorse the 2023-2027 Multi-Year Accessibility Plan for County of Essex Council approval, and that a letter be forwarded to the Warden and Council outlining the endorsement by the Committee.

As such, please accept the endorsement of the ECAAC for the 2023-2027 Multi-Year Accessibility Plan for the County of Essex.

Thank you for the continued support and partnership in breaking down barriers, and advancing accessibility inclusion and awareness in our region.

Sincerely,

Christine Easterbrook

Chair, Essex County Accessibility Advisory Committee



Administrative Report

Office of the Manager, Community Services

To: Warden McNamara and Members of Essex County Council

From: Jeanie Diamond-Francis
Manager, Community Services

Date: Wednesday, September 21, 2022

Subject: Essex County Homelessness Hub Update

Report #: 2022-0921-LCS-R21-JDF

Purpose

To provide County Council Members with updated information on the status of the Essex County Homelessness Hub program.

Background

On June 1st, 2022, County Council approved funding for a two-year pilot program for the County of Essex to enter into an agreement with a Service Provider to deliver homelessness services to Essex County residents. These services would be provided through the development of a Homelessness Hub located in Leamington and services to be deployable to any parts of the County where needed.

Discussion

Since June 1st, 2022, the County of Essex has entered into an agreement with Family Services Windsor Essex (FSWE) to develop a Homelessness Hub Program and deliver various services to individuals experiencing homelessness in Essex County. County Administration and leadership staff at FSWE collaborated to find appropriate space and engaged with the South Essex Community Council (SECC) to lease space out of their existing building located at 215 Talbot Street.

On September 12th, 2022, the “Essex County Homelessness Hub” opened its doors and has already been visited by individuals seeking support and services. Engagement has commenced with community agencies such as Housing Information Services, Faith Leaders, Windsor Essex Community Health Center Addiction Counselling Program and the HEP C outreach team to attend the Hub on a consistent basis. Furthermore, the plan is to have many other community services to attend the program to deliver their services.

Currently, FSWE is awaiting the completion of a sign to post on the building to advertise the program. Once the sign is complete and installed, FSWE and County Administration will collaborate on scheduling a media event to officially launch the program. An invitation will be sent to all County Council Members to attend the event.

Furthermore, County Administration and FSWE will collaborate on completing a presentation to County Council once sufficient data is gathered to identify trends and community needs. It is expected that such information would be available within three months of the program being operational.

Financial Implications

There is no financial implication as this report serves to provide information.

Consultations

Consultations for this report were held with:

Mary Birch: Director, Legislative and Community Services/Clerk

David Sundin: County Solicitor

Joyce Zuk: Executive Director, Family Services Windsor-Essex

Recommendation

That Essex County Council receive report number 2022-0921-LCS-R21-JDF, Essex County Homelessness Hub Update as information.

Approvals

Respectfully Submitted,

Jeanie Diamond Francis

Jeanie Diamond-Francis, Manager, Community Services

Concurred With,

Mary Birch

Mary Birch, B.A., CMO, Director, Legislative and Community Services/Clerk

Concurred With,

Mary Birch,

Acting Chief Administrative Officer

Appendix Number	Title
N/A	N/A



Administrative Report

Office of the Director, Legislative and Community Services/Clerk

To: Warden McNamara and Members of Essex County Council

From: Mary Birch
Director, Legislative and Community Services/Clerk

Date: Wednesday, September 21, 2022

Subject: Approval of the 2023 Conferences

Report #: 2022-0921-LCS-R020-MB

Purpose

To seek approval for the conferences which members of County Council may attend in 2023, in accordance with Conference/Convention Attendance Policy 2022-003, as amended, attached as Appendix A.

Background

Policy 2022-003, which establishes a policy related to County Councillor attendance at conferences, recognizes the need for members of Council to enhance their knowledge and keep abreast of the changing technologies and legislative requirements affecting the Corporation's business. Annually, County Council identifies and approves Conferences which historically have provided information and resources which help County Councillors to better carry out the duties of their office.

Discussion

Policy 2022-003: Travel, Meetings and Conferences – Council, Committees, Agencies and Boards was approved by Council May 18, 2022.

Council should be aware that the responsibility for registering members of County Council for conferences, workshops, seminars, etc., as well as for making related travel arrangements resides with the Legislative and Community Services Administrative Assistant, Crystal Sylvestre. Crystal can

be reached by email csylvestre@countyofessex.ca or by phone 519-776-6441 ext. 1323.

The following Conferences scheduled for 2023 are proposed for approval:

ROMA

Rural Ontario Municipal Association
January 22-24, 2023
Toronto, ON

OGRA

Ontario Good Roads Association
April 16 – 19, 2023
Toronto, ON

OSUM

Ontario Small Urban Municipalities
April 24 - 26, 2023
Brant County, ON

FCM

Federation of Canadian Municipalities
May 25-28, 2023
Toronto, ON

AMO

Association of Municipalities of Ontario
August 20 - 23, 2023
London, ON

GLSLCI

Great Lakes and St. Lawrence Cities Initiative
June 7-9, 2023
Chicago, Illinois

TAC

Transportation Association of Canada
September 24–27, 2023
Ottawa, ON

Financial Implications

Conference expenses for Council will be approved as part of the budget process for 2023. The budget will include \$3,500 per member for conferences within the parameters as set out in the policy.

Consultations

There were no consultations.

Recommendation

That Essex County Council receive Report Number 2022-0921-LCS-R020-MB, Approval of the 2023 Conferences, and approve for attendance by the members of Essex County Council for the year 2023, the conferences identified and attached as Appendix B to this report, in accordance with Policy 2022-003: Travel, Meetings and Conferences – Council, Committees, Agencies and Boards.

Approvals

Respectfully Submitted,

Mary Birch

Mary Birch, B.A., CMO, Director, Legislative and Community Services/Clerk

Concurred With,

Mary Birch

Acting Chief Administrative Officer

Appendix Number	Title
A	Conference/Convention Attendance Policy 2022-003
B	List of Conferences for 2023

2023 APPROVED CONFERENCES

ROMA

Rural Ontario Municipal Association
January 22-24, 2023
Toronto

OGRA

Ontario Good Roads Association
April 16 – 19, 2023
Toronto

AMO – OSUM

Ontario Small Urban Municipalities
April 24 - 26, 2023
Brant County

FCM

Federation of Canadian Municipalities
May 25-28, 2023
Toronto

AMO

Association of Municipalities of Ontario
August 20 - 23, 2023
London

GLSLCI

Great Lakes and St. Lawrence Cities Initiative
June 7-9, 2023
Chicago

TAC

Transportation Association of Canada
September 24-27, 2023
Ottawa, ON



The Corporation of the County of Essex

By-Law Number 2022-29

A By-law to Confirm the Proceedings of the Council of the Corporation of the County of Essex for September 21, 2022.

Whereas under the Section 5(1) of the Municipal Act, 2001, c.25 as amended, the powers of a municipality shall be exercised by its Council; and

Whereas under Section 5(3) of the Municipal Act, 2001, S.O. 2001, c.25 as amended, a municipal power, including a municipality's capacity, rights, powers and privileges under Section 8 of the Municipal Act, 2001, S.O. 2001, c.25 as amended, shall be exercised by By-law unless the municipality is specifically authorized to do otherwise; and,

Whereas it is deemed expedient that the proceedings of the Council of The Corporation of the County of Essex, at this meeting be confirmed and adopted by by-law;

Now therefore the Council of the Corporation of the County of Essex hereby enacts as follows:

- 1) That the actions of the Council of The Corporation of the County of Essex in respect of all recommendations in reports of committees, all motions and resolutions and all other action passed and taken by the Council of The Corporation of the County of Essex, documents and transactions entered into during the September 21, 2022, Regular and Closed Meetings of Council, is hereby adopted and confirmed as if the same were expressly embodied in this By-law.
- 2) That the Warden and proper officials of The Corporation of the County of Essex are hereby authorized and directed to do all the things necessary to give effect to the action of the Council of The Corporation of the County of Essex during the said September 21, 2022, Regular and Closed Meetings referred to in Section 1 of this By-law.

By-Law Number 29

Page 2

- 3) That the Warden and the Clerk are hereby authorized and directed to execute all documents necessary to the action taken by this Council as described in Section 1 of this By-law and to affix the Corporate Seal of The Corporation of the County of Essex to all documents referred to in said Section 1.

This By-law shall come into force and take effect after the final passing

Read a first, second and third time and Finally Passed this 21st day of September, 2022.

Gary McNamara, Warden

Mary S. Birch, Clerk

Clerk's Certificate

I, Mary S. Birch, Clerk of the Corporation of the County of Essex, do hereby certify that the foregoing is a true and correct copy, of **By-law Number 2022-29** passed by the Council of the said Corporation on **September 21, 2022.**

Mary S. Birch, Clerk
Corporation of the County of Essex