

## **Windsor Accessibility Advisory Committee**

Meeting held December 3, 2019

A meeting of the Windsor Accessibility Advisory Committee is held this day commencing at 10:00 o'clock a.m. in Room 204, 350 City Hall Square West, there being present the following members:

Sally Bennett Olczak, Co-Chair  
Peter Best, Co-Chair  
Councillor Sleiman  
Surendra Bagga  
Mialynn Lee-Daigle  
Yo Son Dah Nost Huff  
Sheila McCabe  
Ricardo Pappini  
Nicholas Petro  
Caleb Ray

### ***Regrets received from:***

Kristy Franklin

### ***Also present are the following personnel:***

Gayle Jones, Accessibility/Diversity Officer  
Dana Popa, Handi Transit  
Karen Kadour, Committee Coordinator

### **1. Call to Order**

S. Bennett Olczak, Co-Chair calls the meeting to order at 10:07 o'clock a.m. and the Committee considers the Agenda being Schedule A attached hereto, matters which are dealt with as follows:

### **2. Declaration of Conflict**

None disclosed.

### 3. Adoption of the Minutes

Moved by Y. Huff, seconded by S. McCabe,  
That the minutes of the Windsor Accessibility Advisory Committee of its meeting held November 5, 2019 **BE ADOPTED** as presented.  
Carried.

### 4. Business Items

#### 4.2 WAAC Terms of Reference and Mandate

G. Jones distributes a revised version of the Terms of Reference/Mandate that includes some legislative edits and more detailed verbiage relating to WAAC's role. A line-by-line review of the document is conducted.

Moved by R. Pappini, seconded by Y. Huff,  
That the December 2019 Terms of Reference and Mandate for the Windsor Accessibility Advisory Committee including legislative and housekeeping edits **BE ACCEPTED**.  
Carried.

#### 4.1 WAAC Financial Variance Report

The WAAC Operating Budget for 2019 is \$7,317.55.

G. Jones suggests the Facility Accessibility Design Standards (FADS) document be updated. She proposes a consultant be retained to do a major review of the document and adds she will report back with the cost.

S. Bagga offers to review the FADS document and will provide an initial mock-up that can be forwarded to the consultant.

#### 4.3 Accessible Transportation Subcommittee

P. Best, Co-Chair provides the following report of the Accessible Transportation Subcommittee:

- Endeavouring to determine "what is accessible transportation?"
- Walter Bezzina, Vets Cab recently spoke at a meeting of a blind and visually impaired group. Patrons of Vets Cab are encouraged to call and provide their needs, i.e. if they have a guide dog.

- It is important that a policy and procedure be developed to ensure cab drivers are aware of such matters as guide and service dogs.
- Vets Cab has audible meters for the blind and visually impaired.
- Checker Cab is best for those with mobility issues.

G. Jones suggests Craig Robertson, Supervisor of Licensing be invited to attend the next WAAC meeting.

S. Bagga states implementation and education are key.

G. Jones recommends the cab companies implement a "profile of riders".

Moved by S. McCabe, seconded by Councillor Sleiman,  
That the verbal update of the Accessible Transportation Subcommittee **BE RECEIVED.**  
Carried.

#### **4.4 Upcoming Event Planning**

The Co-Chair thanks K. Franklin for providing the edits to the letter to be sent to the local accessibility advisory committees.

Moved by S. McCabe, seconded by Councillor Sleiman,  
That the attached letter from the Windsor Accessibility Advisory Committee **BE FORWARDED** to the local accessibility advisory committees to determine if there is interest in attending a "Meet and Greet" event to be hosted by the Windsor Accessibility Advisory Committee.  
Carried.

#### **4.5 Status of Memorial Bench for former member of WAAC**

#### **4.6 Accessible Picnic Table – Farrow Riverside Miracle Park**

The Co-Chair reports that they have been advised that the "Bench Program" is on hold at this time.

Discussion ensues regarding the purchase of two memorial trees for former members of WAAC who has passed – Wayne Meneguzzi and Sandra Friesen. The cost of one tree including a plaque is approximately \$600.

P. Best states although the bench program is on hold at this time, he asks that the Parks Department make an exception.

The following suggestions are provided as expenditures from the WAAC 2020 operating budget:

- Purchase of memorial trees
- Updating the Facility Accessibility Design Standards
- Purchase of an accessible picnic table for the Farrow Riverside Miracle Park

Moved by S. McCabe, seconded by Councillor Sleiman,  
That **APPROVAL BE GIVEN** to expenditures in the upset amount of \$6,600 as follows:

- |   |         |
|---|---------|
| • Purchase of a bench or commemorative memorial         | \$1,000 |
| • Autumn Blaze tree and plaque                          | \$ 600  |
| • Update of the Facility Accessibility Design Standards | \$ 5000 |

Carried.

G. Jones suggests purchasing a single FM system (portable unit with a receiver and a head set) in the amount of \$700 as another suggested expenditure from the WAAC 2020 operating budget.

Moved by S. Bagga, seconded by S. McCabe,  
That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$700 for the purchase of a single FM system (portable unit with a receiver and a head set).  
Carried.

G. Jones advises the Accessible Capital Fund can be utilized for sign language interpretation up to \$5,000. She reports \$1,130 was utilized in November 2019 for this purpose.

P. Best indicates the City is providing improvements at Lakeview Park Marina and he wants to ensure there are accessible features such as lifts for wheelchairs including ramps and lighting.

Moved by R. Pappini, seconded by Y. Huff,  
That the City of Windsor administrative project team for the improvements to Lakeview Park Marina **BE REQUESTED** to consult with the Windsor Accessibility Advisory Committee to ensure there are accessible amenities included in the design of the project.  
Carried.

P. Best requests an update relating to audio pedestrian signals and plans for future signals.

**5. Date of Next Meeting**

The next meeting will be held at the call of the Chair.

**6. Adjournment**

There being no further business, the meeting is adjourned at 11:36 o'clock a.m.

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Sally Bennett Olczak  
Co-Chair

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Committee Coordinator

**From:** Arquette, Katie  
**Sent:** Thursday, February 20, 2020 4:41 PM  
**To:** Kadour, Karen <[kkadour@citywindsor.ca](mailto:kkadour@citywindsor.ca)>  
**Subject:** WAAC and Diversity Committee

Good Afternoon Karen,

I know we've been briefly (virtually) introduced by Greg Rusk, but I am the new Community Development Coordinator for the Recreation and Culture department. Our department recently released a new Recreation Master Plan for our area that includes many recommendations to improve our services and programming. I met with Gayle Jones today to discuss one of the recommendations that I'm working on currently:

"36. Develop a network of representatives from diverse communities (and in consultation with the Diversity Committee) to intentionally include underrepresented people in recreation programs and services. The network would include newcomers, Indigenous Peoples, persons from low income backgrounds, persons with disabilities, females and those identifying as female, the LGBTQ2S community at a minimum and will serve to:

- a. Develop Inclusion and Access procedures specific to Recreation and Culture services;
- b. Consult on program and service development;
- c. Ensure public spaces and places for recreation are safe and welcoming to a diverse populations through community consultation - including the LGBTQ2S community specifically, through alignment with the Ontario Council of Agencies serving Immigrants or a like program;
- d. Improve communication and promotions of various activities;
- e. Ensure that staff reflect the community that they serve; and
- f. Ensure that participation in recreation programs and services is reflective of the community it serves."

I was hoping to discuss this topic with the WAAC and the Diversity Committee if possible to collect some feedback on how we can be more inclusive as a department. I feel that the members of your committees will have very valuable input that I can take back to Recreation in order to devise a plan to really make some positive changes in our area, specifically the community centres and pools within the City of Windsor. Please let me know if you have room on the agenda of your upcoming meetings. I am scheduled to attend the upcoming WAAC meeting on March 10<sup>th</sup>. If the Diversity committee is meeting in the coming months, I'd love to attend if I'm welcome.

I look forward to hearing from you and thank you so much for your time!

Katie Arquette | Coordinator, Community Development  
Recreation & Culture|Corporation of the City of Windsor  
2450 McDougall St.|Windsor, Ontario|N8X 3N6  
P: 519-253-3806|C: 519-980-8344 | F: 519-255-7990  
[karquette@citywindsor.ca](mailto:karquette@citywindsor.ca) | [www.activewindsor.ca](http://www.activewindsor.ca)

**From:** Dowie, Andrew <adowie@citywindsor.ca>  
**Sent:** Monday, March 09, 2020 2:28 PM

Hi Gayle. I'm sure one of us could attend but we won't have any answers with respect to the intent of City Council regarding its direction on this, other than stating the resolution itself. Andrew

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**From:** Jones, Gayle  
**Sent:** Monday, March 09, 2020 2:20 PM  
**To:** Dowie, Andrew <adowie@citywindsor.ca>; Kadour, Karen <kkadour@citywindsor.ca>; Kralovensky, Bill <bkralovensky@citywindsor.ca>  
**Subject:** RE: FREE METERED ON-STREET PARKING PILOT PROJECT

I appreciate the answer Andrew but the committee will likely have a few questions. I just sent a meeting request and hopefully one of you will be available to attend the upcoming WAAC meeting.

Kind regards,  
Gayle

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**From:** Dowie, Andrew <adowie@citywindsor.ca>  
**Sent:** Monday, March 09, 2020 2:11 PM  
**To:** Kadour, Karen <kkadour@citywindsor.ca>; Kralovensky, Bill <bkralovensky@citywindsor.ca>  
**Cc:** Jones, Gayle <gajones@citywindsor.ca>  
**Subject:** RE: FREE METERED ON-STREET PARKING PILOT PROJECT

→ ***CR414/2019 ETPS691 referred the matter back to the Accessibility Committee and New City Hall Project Steering Committee for consideration as part of the Civic Esplanade phase of the New City Hall. Andrew***

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**From:** Kadour, Karen  
**Sent:** Monday, March 09, 2020 2:05 PM  
**To:** Kralovensky, Bill <bkralovensky@citywindsor.ca>; Dowie, Andrew <adowie@citywindsor.ca>  
**Cc:** Jones, Gayle <gajones@citywindsor.ca>  
**Subject:** FREE METERED ON-STREET PARKING PILOT PROJECT

Good Afternoon....Please provide the status/update on this Pilot Project

**Subject: Report No. 118 of the Windsor Accessibility Advisory Committee - Pilot Program - Free Metered On-Street Accessible Parking**  
Decision Number: SDHC 547  
***THAT Report No. 118 of the Windsor Accessibility Advisory Committee indicating: That Administration BE REQUESTED to report back regarding the feasibility and logistics of developing a one year Pilot Program relating to free metered on-street accessible parking in a test area determined by the Traffic Operations Department BE APPROVED.***



2020

CITY OF WINDSOR  
 FINANCIAL VARIANCE BY ACCOUNT  
 For the Period Ending February 24, 2020  
 16.67% of Year Elapsed



0111711 Windsor Accessibility Advisory Run Date/Time: February 24, 2020 at 09:01

ACCOUNT CODE	ACCOUNT DESCRIPTION	BUDGET	YTD ACTUALS	PROJECTED ADJUSTMENTS	YE PROJECTED VARIANCE	PREVIOUS YEAR ACTUALS
<u>Revenues</u>						
7058	TRANSFER From Reserve Account	0.00	(2,237.00)		2,237.00	(2,597.32)
	<b>TOTAL REVENUES</b>	<b>0.00</b>	<b>(2,237.00)</b>		<b>2,237.00</b>	<b>(2,597.32)</b>
<u>Expenses</u>						
2810	Parking, Permits and Passes	0.00	0.00		0.00	260.00
4248	TRANSFER to Reserve Account	0.00	0.00		0.00	2,237.00
4295	Public Relations	6,250.00	0.00		6,250.00	6,350.12
	<b>TOTAL EXPENSES</b>	<b>6,250.00</b>	<b>0.00</b>		<b>6,250.00</b>	<b>8,847.12</b>
	<b>NET TOTALS</b>	<b>6,250.00</b>	<b>(2,237.00)</b>	<b>0.00</b>	<b>8,487.00</b>	<b>6,249.80</b>

This Committee has \$8,487 remaining to spend in 2020

2019



CITY OF WINDSOR  
 FINANCIAL VARIANCE BY ACCOUNT  
 For the Period Ending December 31, 2019  
 100% of Year Elapsed

0111711 - Windsor Accessibility Advisory

Run Date/Time: March 06, 2020 at 08:34

ACCOUNT CODE	ACCOUNT DESCRIPTION	BUDGET	YTD ACTUALS	PROJECTED ADJUSTMENTS	YE PROJECTED VARIANCE	PREVIOUS YEAR ACTUALS
<u>Revenues</u>						
7058	TRANSFER From Reserve Account	0.00	(2,597.32)		2,597.32	(5,370.00)
	<b>TOTAL REVENUES</b>	<b>0.00</b>	<b>(2,597.32)</b>		<b>2,597.32</b>	<b>(5,370.00)</b>
<u>Expenses</u>						
2810	Parking, Permits and Passes	0.00	260.00		(260.00)	0.00
4248	TRANSFER to Reserve Account	0.00	2,237.00		(2,237.00)	2,597.32
4295	Public Relations	6,250.00	6,350.12		(100.12)	9,022.68
	<b>TOTAL EXPENSES</b>	<b>6,250.00</b>	<b>8,847.12</b>		<b>(2,597.12)</b>	<b>11,620.00</b>
	<b>NET TOTALS</b>	<b>6,250.00</b>	<b>6,249.80</b>	<b>0.00</b>	<b>0.20</b>	<b>6,250.00</b>

**Surplus of \$0.20**

A carry forward of \$2,237 was approved (account 4248)

Here is the info regarding the Accessibility awards:

## Accessibility Awards 2020

The **Accessibility Awards 2020** nominations are now OPEN.  
Please save the date for: **Thursday May 28, 2020**  
We encourage you all to nominate someone for an award.

It is super easy to nominate someone and such a rewarding experience!

### **Download the Nomination Form**

- [DOWNLOAD PDF](#)
- [DOWNLOAD WORD DOCUMENT](#)

The document attached is the main document that needs to be added to the agenda.  
The nomination form has all the info about the event.

Kind regards,

**Gayle M. Jones,**  
Diversity and Accessibility Officer  
Corporation of the City of Windsor  
Human Resources Dept.  
Tel: 519-255-6515 ext 6601  
Fax: 519-255-6874  
email: [gajones@citywindsor.ca](mailto:gajones@citywindsor.ca)

# NOMINATION FORM

ALSO along with our community supporters will be presenting the Accessibility Awards on May 28, 2020 to businesses, organizations and individuals who have gone above and beyond in making our community a better place to live for persons with disabilities.

We would like to hear from you about your experiences. You may wish to nominate a retailer, bank, health care facility, church, restaurant, service company, non-profit organization or individual who has surpassed your expectations.



Presented by:



## ACCESSIBILITY AWARD CATEGORIES

**DISTINGUISHED VOLUNTEER** – Thanking a valuable contributor for extraordinary efforts on behalf of people with disabilities

**INFLUENTIAL ADVOCATE** – Celebrating a dedicated leader for justice and enhanced participation of persons with disabilities

**OUTSTANDING INDIVIDUAL** – honouring an individual who is making an impact on improving the inclusion and awareness of accessibility issues for all people in our community

**BARRIER FREE ACCESS** – recognizing leadership in the removal of barriers for people with disabilities

**INNOVATION AND TECHNOLOGY** – recognizing innovation in the field of technology that enhances the lives of people with disabilities

**COMMUNITY PARTNER** – applauding those who contribute to increased community awareness and services through good deeds

**EDUCATION / EMPLOYMENT** – acknowledging those who work toward integration of persons with disabilities in education and employment

**SYDNEY MITCHELL MEMORIAL** – recognizing a support worker who is exemplary in their commitment and integrity towards the independent living philosophy



Windsor/Essex  
5<sup>TH</sup> ANNUAL ACCESSIBILITY AWARDS  
May 28, 2020 – 6pm  
HELLENIC CULTURE CENTRE  
3052 WALKER RD

## NOMINATION FORM

I WOULD LIKE TO NOMINATE:

NAME:	BUSINESS:
ADDRESS:	
PHONE:	EMAIL:
SOCIAL MEDIA LINKS (TWITTER, FACEBOOK, LINKEDIN) <i>OPTIONAL</i> :	

Please fill out the Nomination Form and include a summary (100-200 words), why this company or individual is a candidate for a **Windsor Essex County Accessibility Award**.

*Deadline for submissions is Thursday - April 2, 2020*

Nominees selected from completed nomination forms by the Accessibility Awards Committee will move forward in the process and will be contacted to complete a more comprehensive questionnaire.

### Please Select Award Category:

- |  |   |
|--|---|
| <input type="checkbox"/> DISTINGUISHED VOLUNTEER AWARD | <input type="checkbox"/> INNOVATION AND TECHNOLOGY      |
| <input type="checkbox"/> INFLUENTIAL ADVOCATE          | <input type="checkbox"/> COMMUNITY PARTNER              |
| <input type="checkbox"/> OUTSTANDING INDIVIDUAL        | <input type="checkbox"/> EDUCATION / EMPLOYMENT         |
| <input type="checkbox"/> BARRIER FREE ACCESS           | <input type="checkbox"/> SYDNEY MITCHELL MEMORIAL AWARD |

## NOMINATION SUBMITTED BY:

NAME:	BUSINESS:
ADDRESS:	
PHONE:	EMAIL:

**Assisted Living Southwestern Ontario reserves the right to verify the information supplied on the nomination form and submission to conduct a background check of the nominee prior to being considered. Submissions are held in confidence and are the property of ALSO.**

The information provided on this form is, to the best of my knowledge, correct.

SIGNATURE:	DATE:
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Please attach your 100-200 word summary with this form.

**Please submit your nominations by April 2, 2020**

to Laura by email [LauraKay@alsogroup.org](mailto:LauraKay@alsogroup.org)

fax 519-969-0390 or mail 3141 Sandwich St, Windsor, ON N9C 1A7.

## Kadour, Karen

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**From:** Iatonna, Dan  
**Sent:** Monday, March 09, 2020 3:26 PM  
**To:** Kadour, Karen  
**Cc:** Jones, Gayle  
**Subject:** RE: DISCOVERABILITY NETWORK

Not sure exactly what kind of update you are looking for but I can tell you this with respect to the jobs we posted on their site.

- Active Postings : 9 ; Expired: 121
- Invitations Sent: 82,488
- Applications Received: 200

Beyond that I'm not sure what other information they may want.

**From:** Kadour, Karen <kkadour@citywindsor.ca>  
**Sent:** Monday, March 09, 2020 11:30 AM  
**To:** Iatonna, Dan <diatonna@citywindsor.ca>  
**Cc:** Jones, Gayle <gajones@citywindsor.ca>  
**Subject:** DISCOVERABILITY NETWORK

Hi Dan....The Discoverability Network will be one of the agenda items for the March 31, 2020 Windsor Accessibility Advisory Committee meeting. Can you please provide an update/status of this initiative via an e-mail that I will attach to the Agenda for information. Thank you.

*Karen Kadour, Committee Coordinator*



Council Services, Suite 530  
350 City Hall Square West  
[kkadour@citywindsor.ca](mailto:kkadour@citywindsor.ca)  
519-255-6222 ext. 6430