

## **WINDSOR ACCESSIBILITY ADVISORY COMMITTEE AGENDA**

Meeting to be held Tuesday, February 20, 2024  
at 10:00 a.m. via Zoom video conference

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

#### **READING OF LAND ACKNOWLEDGEMENT**

I would like to begin by acknowledging that the land on which we gather is the traditional territory of the Three Fires Confederacy of First Nations, which includes the Ojibwa, the Odawa, and the Potawatomi. The City of Windsor honours all First Nations, Inuit and Métis peoples and their valuable past and present contributions to this land

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

### **3. Adoption of the Minutes**

Adoption of the minutes of the meeting held December 5, 2023 – ***attached***

### **4. Business Items**

#### **4.1 Capital Fund Recommendations**

The Capital Fund Recommendations are noted in the ***attached*** December 5, 2023 minutes.

#### **4.2 Audio Pedestrian Signals – Update**

#### **4.3 Facility Accessibility Design Standards (FADS) Update**

#### **4.4 Capitol Theatre – Accessible Parking**

Sally Bennett Olczak, Co-Chair to provide an update.

#### **4.5 Speed Humps**

Mark Keeler to provide an update.

**4.6 Transit Windsor report on accessibility complaints**

**4.7 Sandy's Point**

Discussion regarding a Dedication Ceremony for the Spring/Summer 2024

**4.8 Further development of Sandy's Point – 2024 Forward**

Discussion.

**5. Date of Next Meeting**

The following dates are suggested - Tuesday, May 14, 2024 or May 28, 2024.

**6. Adjournment**



## **Windsor Accessibility Advisory Committee**

Meeting held December 5, 2023

A meeting of the Windsor Accessibility Advisory Committee is held this day commencing at 10:30 o'clock a.m. via Zoom video conference, there being present the following members:

Sally Bennett Olczak, Co-Chair  
Peter Best, Co-Chair  
Councillor Fred Francis  
Surendra Bagga  
Danica McPhee  
Riccardo Pappini  
Nicholas Petro

### ***Guest in attendance:***

Shauna Boghean, Vision Loss Rehabilitation Ontario – regarding ***Item 4.1***

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

Gayle Jones, Accessibility, Diversity Officer  
James Chacko, Executive Director, Parks and Facilities  
Nada Tremblay, Manager Community Programming & Development  
Mark Keeler, Human Resources Assistant  
Karen Kadour, Committee Coordinator

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

Sally Bennett Olczak, Co-Chair calls the meeting to order at 10:33 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

Riccardo Pappini discloses an interest on matters relating to Huron Lodge as a family member is employed at Huron Lodge.

## 3. Adoption of the Minutes

Moved by Councillor Fred Francis, seconded by Danica McPhee,  
That the minutes of the Windsor Accessibility Advisory Committee of its meeting held October 19, 2023 **BE ADOPTED** as presented.  
Carried.

## 4. Business Items

### 4.1 Accessible Pedestrian Signals - Update

Peter Best reports that in terms of the accessible pedestrian signals, progress is being made due to extensive communication with the Traffic Department. He adds that as the environment for every corner is different, it is necessary to develop a standard to provide consistencies throughout the city.

Shauna Boghean advises that people in various neighbourhoods are voicing their concerns with the volume of tone and loudness from the pedestrian signals.

Moved by Nicholas Petro, seconded by Riccardo Pappini,  
That the update on the Accessible Pedestrian Signals **BE RECEIVED**.  
Carried.

### 4.2 Facility Accessibility Design Standards (FADS) Update

Riccardo Pappini remarks that the members of FADS include himself, Peter Best, Danica McPhee, Surendra Bagga and Nicholas Petro. He adds that the subcommittee meets on a weekly basis to review each section of FADS.

Peter Best states although the FADS process for the City of Windsor has been slow, the final document will be helpful going forward.

Nicholas Petro adds that the subcommittee has been focusing on practical solutions as FADS is not only for those building and designing these structures but also for the people using them.

Moved by Riccardo Pappini, seconded by Nicholas Petro,  
That the update regarding the progress of the Facility Accessibility Design Standards document **BE RECEIVED**.  
Carried.

#### 4.3 WAAC 2023 Operating Budget and Capital Budget – Discussion

Gayle Jones advises that Councillor Fred Francis at the WAAC meeting held October 19, 2023 requested that Administration bring back a report with suggestions for the Operating Budget. The request was provided to a number of different groups and Huron Lodge and the Windsor Public Library responded with suggestions. She provides an overview of the funds available in the Operating Budget as well as the Capital Budget. A review of the suggestions is undertaken.

Councillor Fred Francis leaves the meeting at 11:25 o'clock a.m.

Peter Best proposes that consideration be given to funding for programming to train staff/individuals to assist and teach individuals i.e. Windsor Public Library on the use of various forms of devices such as the LyriQ reader. Gayle Jones responds that funding for programming in the amount of \$5,000 from the Capital Fund has been included. He suggests that approximately \$5,000 of WAAC's Operating budget go to the library for training and development.

Danica McPhee expresses similar concerns around access and she proposes using the funds where the most people will have access to those devices.

Surendra Bagga advises that the people who sell the equipment will provide training on how the device works.

Moved by Danica McPhee, seconded by Surendra Bagga,  
That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$7200 from the Windsor Accessibility Advisory Committee 2023 Operating Budget for the purchase of a Portable Snoezelen Cart and Wall Mounted Manipulatives for Huron Lodge; and,

That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$5,200 from the Windsor Accessibility Advisory Committee 2023 Operating Budget for the purchase of a LyriQ reader, two I pads, audio books and ear buds for the Windsor Public Library.

Carried.

Riccardo Pappini discloses an interest and abstains from voting on the matter relating to Huron Lodge.

Moved by Surendra Bagga, seconded by Nicholas Petro,

That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$25,000 of invoiced costs from the Capital Fund 7086008 tied to the purchase of a Wheelchair Accessible Bike, Height adjustable table, Accessible picnic table, Genie Messaging Platform and Abby Engagement model

Carried.

Riccardo Pappini discloses an interest and abstains from voting on this matter.

Peter Best voting nay.

Moved by Nicholas Petro, seconded by Peter Best,

That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$15,000 of invoiced costs from the Capital Fund 7086008 for the Riverside Library Branch tied to the purchase of a LyriQ reader, Desktop Magnifier, two (2) Large print keyboards, Audio books, and accessibility software and programming for persons with disabilities.

Carried.

## **5. 2024 Working Guide – Proposed Agenda Items**

- (a)** Transit Windsor report on accessibility complaints.
- (b)** Discussion regarding signage.
- (c)** WAAC Accessibility Priorities for 2024
- (d)** Sandy's Point – Discussion regarding continued improvements and the Spring Media Event Announcement.
- (e) Work Groups**

In terms of Transit Windsor complaints, Danica McPhee asks what is our purview with Handi Transit and if they can be included in the discussion. Gayle suggests inviting a representative from Handi Transit to attend a meeting. The Chair requests that Tyson Cragg, Executive Director, Transit Windsor be invited to attend the next meeting of WAAC.

Peter Best requests that a discussion be held to review the role of WAAC; the process of WAAC in terms of operational budgets and WAAC's relationship with Administration and Council. The Chair asks that the Mandate of WAAC be included for discussion at the next meeting of WAAC.

Sally Bennett Olczak, Co-Chair states that Councillor Fred Francis has requested that a discussion be held relating to a member of the community who has expressed

concern regarding accessible parking near the Capitol Theatre with the upcoming beautification of University Avenue.

Danica McPhee advises that she attended the Essex County Accessibility Advisory Committee Forum held October 19, 2023 at Heritage Park Alliance in Lasalle. She states that the Key Note speaker was a disability/accessibility consultant from the Rick Hansen Foundation and adds the event was well attended.

**6. Date of Next Meeting**

The next meeting will be held in late February/early March 2024.

**7. Adjournment**

There being no further business, the meeting is adjourned at 12:26 o'clock p.m.