

Windsor Accessibility Advisory Committee
Meeting held November 5, 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 (alternate)
Caleb Ray (alternate)

Regrets received from:

Kristy Franklin

Guests in attendance:

Amanda Moore
Greg Strong

Also present are the following resource personnel:

Gayle Jones, Accessibility/Diversity Officer
Greg Rusk, Supervisor Community Programming
Karen Kadour, Committee Coordinator

1. Call to Order

Sally Bennett Olczak, Co-Chair calls the meeting to order at 10:01 o'clock a.m. and the Committee considers the Agenda being Schedule A attached hereto, matters which are dealt with as follows:

2. Declarations of Conflict

None disclosed.

3. Adoption of the Minutes

Moved by Y. Huff, seconded by Councillor Sleiman,
That the minutes of the Windsor Accessibility Advisory Committee of its meeting held July 30, 2019 **BE ADOPTED** as presented.
Carried.

4. Business Items

4.1 Overview of Accessibility Projects Underway

G. Jones distributes the first mock-up of a braille tactile map, *attached* as Appendix "A" for the 350 City Hall Square West Campus produced by students at Mohawk College located in Hamilton. She adds the students worked with low vision individuals along with the blind community to produce the braille tactile map. She indicates the mock-up includes raised areas identifying the edge of the building, the layout of the rooms, symbols on the Council Chambers, the Information desk, and the washrooms and stairs. She adds the final braille tactile map will be located at the Information/Reception desk on the 1st floor, 350 City Hall Square West and will measure 18" x12". She further adds there will be an "eye beacon" to help guide one through the facility, however, the intention is to not have anything tied to one source of technology.

G. Jones states the AODA has mandated that the public sector provide accessible communication websites according to a set schedule and the next deadline is January 1, 2021. She expresses concern that there is often difficulty in creating accessible documents given Human error, tight timelines and the high costs associated with this.

G. Jones notes that the City is in the process of contracting with a service provider to provide an accessible digital document solution for all of our Council, Standing Committee and Committee of Council documents that will make PDF remediation a thing of the past and will deliver a superior cross device user experience with HTML.

In response to a question asked by Councillor Sleiman regarding if this technology will assist the visually impaired, G. Jones responds that its intent is to make the documents universally accessible for everyone.

P. Best suggests the app entitled "Be my eyes" is another useful app that we should be encouraging.

In terms of accessible job postings within the Corporation of the City of Windsor, G. Jones advises that the Information Technology Department is working with low vision and blind individuals to ensure job postings will be accessible within the required timelines.

Moved by Councillor Sleiman, seconded by Y. Huff,
That the overview of the Accessibility Projects underway provided by the
Accessibility/Diversity Officer **BE RECEIVED**.
Carried.

4.2 WAAC Terms of Reference and Mandate

The subcommittee struck to review the WAAC Terms of Reference and Mandate has not met. An update to be provided at the next meeting.

4.3 Accessible Transportation

The Accessible Transportation subcommittee consisting of P. Best, Y. Huff and C. Ray met and provide the following comments:

- Contacted Vets Cab regarding accessible taxicabs. There are two issues that relate to obtaining the plate and the retrofit costs to make a cab accessible (\$10,000 to \$25,000).
- Additional training is required for “rear loading cabs” as the rider must be locked into place.
- City of Calgary implemented an incentive program in the amount of \$1.366 M for accessible cabs.
- Issues with service animals. Some people have PTSD and often the cab driver will not allow the service animal access to the vehicle.

P. Best suggests undertaking a study to determine “what is accessible transportation” in our community. G. Jones indicates there are costs associated with a study.

Councillor Sleiman proposes inviting Vets Cab to a future meeting.

M. Lee-Daigle recommends collaborating with other communities regarding accessible transportation as other municipalities are most likely looking at the same issue.

4.4 Upcoming Event Planning

The Event Planning subcommittee consisting of P. Best, N. Petro and K. Franklin have provided a draft letter to be sent to local accessibility advisory committees to determine if there is interest in attending a “meet and greet” event to be hosted by the City of Windsor. The proposed date for this event is Spring 2020.

Discussion ensues regarding the draft letter and it is generally agreed that the wording be tweaked somewhat to make it more “poignant”. The revised letter will be reviewed at the December 3, 2019 WAAC meeting.

4.5 WAAC Operating Budget

G. Jones advises the surplus 2019 Operating Budget is \$7,388. She will provide the costs associated with the purchase of a tree, park benches and a picnic table for review at the December 3, 2019 meeting.

4.6 Status of Memorial Bench for former Member of WAAC

In terms of the purchase of a bench or tree, G. Rusk to contact Parks and report back.

4.7. Accessible Picnic Table – Farrow Riverside Miracle Park

P. Best to report back at the December 3, 2019 meeting.

5. Date of Next Meeting

The next meeting will be held on Tuesday, December 3, 2019 at 10:00 a.m. in Room 204, 350 City Hall Square West.

6. Adjournment

There being no further business, the meeting is adjourned at 11:33 o'clock a.m.

**Sally Bennett Olczak
Co-Chair**

Committee Coordinator