

REPORT NO. 224 of the
SOCIAL DEVELOPMENT,
HEALTH & CULTURE STANDING COMMITTEE
of its meeting held March 5, 2014

Present: **Councillor Ed Sleiman, Chair**
 Councillor Jo-Anne Gignac
 Councillor Alan Halberstadt
 Councillor Al Maghnieh
 Councillor Fulvio Valentinis

That the following recommendation of the Social Development, Health and Culture Standing Committee **BE APPROVED** as follows:

Moved by Councillor Maghnieh, seconded by Councillor Gignac,
THAT the minutes of the Willistead Manor Inc. Executive Committee and Board of Directors meetings held November 14, 2013 **BE RECEIVED** for information.
Carried.

Clerk's Note: The minutes of the Willistead Manor Inc. Executive Committee and Board of Directors meetings held November 14, 2013 are attached as background information.


CHAIRPERSON


COUNCIL SECRETARIAT

NOTIFICATION :				
Name	Address	Email Address	Telephone	FAX

RB
November 14, 2013

A meeting of the **Executive Committee Board of Directors, Willistead Manor Inc.** is held this day commencing at 4:00 o'clock p.m. at Willistead Manor, 1899 Niagara Street, there being present the following members:

S. Marshall, Chairperson
L. Brown
R. Gauthier
C. Gaudette

Regrets:

J. Evans

Also in attendance are the following Resource Personnel:

J. Miceli, Executive Director of Parks & Facilities
J. Mancina, Deputy Treasurer-Financial Accounting
P. Labute, Manager of Leisure Outreach (A)
R. Barlozzari, Council Assistant & Executive Secretary to the Board of Directors, Willistead Manor Inc.

1. **CALL TO ORDER**

The Chairperson calls the meeting to order at 4:09 o'clock p.m. and the Executive Committee considers the Agenda being Schedule "A" **attached** hereto, matters which are dealt with as follows:

2. **ADOPTION OF THE MINUTES**

Moved by R. Gauthier, seconded by C. Gaudette
That the minutes of the Executive Committee Board of Directors Willistead Manor Inc. meeting held October 10, 2013 **BE ADOPTED** as presented.

Carried.

3. **BUSINESS ARISING FROM THE MINUTES**

None.

4. REPORTS

4.1 Chairperson

The Chairperson provides the following update:

- The Walker Family History Subcommittee continues to meet regularly. New information is being discovered and catalogued at each meeting.
- The Walker Family History Subcommittee is discussing a possible reception to honour the Morse Family for their generosity in donating photos and documents pertaining to the Walker Family.
- A donation of \$1,000.00 will be made to the Endowment Fund by a local resident who wishes to remain anonymous and did not have the opportunity to attend a public meeting regarding the Willistead Park proposed upgrades. That donor supports the City of Windsor's plans for park improvements.
- Reports positive response from the community regarding the proposed park plans the City of Windsor has for Willistead Park.

4.2 Administration

An update will be provided at the regular meeting.

4.3 Treasurer

An update will be provided at the regular meeting.

5. NEW BUSINESS

The Chair informs the Executive Committee that two delegations have requested to make a presentation to the Willistead Board of Directors at the Regular Meeting. The Chair further explains that through consultation and recommendation from the Office of the City Clerk, the Board of Directors will need to pass a resolution allowing for delegations to be heard as there are no provisions in the *City of Windsor Act, 1981* which established Willistead Manor Inc., for allowing for such actions.

6. DATE OF NEXT MEETING

The next meeting of the Executive Committee Board of Directors, Willistead Manor Inc. will be held on December 12, 2013 at 4:00 o'clock p.m.

7. ADJOURNMENT

There being no further business, the meeting is adjourned at 4:26 o'clock p.m.

CHAIRPERSON

EXECUTIVE SECRETARY

RB/
November 14, 2013

A meeting of the **Board of Directors, Willistead Manor Inc.** is held this day commencing at 4:30 o'clock p.m. at Willistead Manor, 1899 Niagara Street, there being present the following members:

S. Marshall, Chairperson
L. Brown
M.J. Dettinger
C. Gaudette
R. Gauthier
E. Craig
R. Easterbrook (departs at 5:10 o'clock p.m.)
D. Langstone
D. Sanborn
K. Renaud

Regrets:

Councillor A. Halberstadt
K. Spirou
J. Evans

Guests in attendance:

Howard Weeks, Save Willistead Park Group
Kael Critchlow

Also in attendance are the following resource personnel:

J. Miceli, Executive Director of Parks & Facilities
J. Mancina, Deputy City Treasurer-Financial Accounting
P. Labute, Manager of Leisure Outreach (A)
R. Barlozzari, Council Assistant & Executive Secretary to the Board of Directors, Willistead Manor Inc.

1. CALL TO ORDER

* The Chairperson calls the meeting to order at 4:36 o'clock p.m. and the Board considers the Agenda being Schedule "A" **attached** hereto, matters which are dealt with as follows:

2. **ADOPTION OF THE MINUTES**

Moved by D. Langstone, seconded by L. Brown,
That the minutes of the Board of Directors, Willistead Manor Inc. meeting held October 10, 2013 **BE ADOPTED** as amended with the following correction:

- 30 members reported attending the second meeting of the Friends of Willistead instead of 54.

Carried.

3. **CHAIRPERSON'S REPORT**

On behalf of the Board of Directors, the Chair offers condolences to Board Member D. Sanborn on the recent passing of his father, Dr. Clare Sanborn.

The Chairperson provides the following update:

- The Walker Family History Subcommittee continues to meet regularly. New information is being discovered and catalogued at each meeting.
- The Walker Family History Subcommittee is discussing a possible reception to honour the Morse Family for their generosity in donating photos and documents pertaining to the Walker Family.
- A donation of \$1,000.00 will be made to the Endowment Fund by a local resident who wishes to remain anonymous and did not have the opportunity to attend a public meeting regarding the Willistead Park proposed upgrades. That donor supports the City of Windsor's plans for park improvements.
- Reports positive response from the community regarding the proposed park plans the City of Windsor has for Willistead Park.

4. **BUSINESS ARISING FROM THE MINUTES**

None.

5. **REPORTS**

5.1 **Management**

J. Miceli, Executive Director of Parks & Facilities reports to the Board on the status of pathway construction, which has been stopped as a result of nearby resident concerns over the plan. Drainage work, as outlined to the Board of Directors in previous meetings will continue as planned until completion.

P. Labute, Manager of Leisure Outreach (A) informs the Board that the catering contract for the Manor is in final stages of the procurement process.

P. Labute also explains that lighting will be added to Manor Tours during the winter and Holiday Season which will create a hologram of falling snow set against the Manor.

P. Labute advises the Board that there were over 300 monetary transactions during the Antique and Collectibles Sale and thanks the Board Members and Friends of Willistead who donated their time toward this event.

5.2 Treasurer

J. Mancina, Deputy Treasurer-Financial Accounting, provides the current account balances as follows:

- Operating Account--\$30,624
- Savings Account--\$5,760
- Donations -- \$32,189

6. COMMITTEES

6.1 Fundraising

E. Craig reports that an updated and current donations list has been compiled at the last Fundraising Meeting. It will be forthcoming to the Board.

E. Craig thanks fellow Board Member K. Spirou for her assistance with advertising the Antique & Collectibles sale through traditional and Social Media outlets as the event received great media coverage and reception from the community.

6.2 Community Relations and Promotions

None.

6.3 Acquisitions

On behalf of the Acquisitions Committee, R. Gauthier thanks the Board Members, Friends of Willistead and Administration who assisted with the Antique & Collectibles Sale held November 9, 2013. The event was very well attended and received by the community. Approximately \$16,000 for Acquisition-related was raised for the Manor.

The Acquisitions Committee will focus on replacing lighting in the north east gallery. Track lightning will continue to be the type used, however new and improved

style tracks will be installed which will have the capability of doubling the lights fixed to them.

6.4 Friends of Willistead

K. Renaud distributes a Friends of Willistead Report to the Board dated November 14, 2013 attached hereto as **Appendix "A."** Updates include:

- Saturday, October 26 Hallowe'en party for 45 children and families was a success and will become an annual event;
- 170 volunteer hours donated by Friends of Willistead to clean and tag Antique & Collectibles sale items;
- 23 Friends of Willistead and 8 Board Members assisted with the Antique & Collectibles Sale;
- Open Houses in December will be held on Wednesday evenings from 7 to 9 o'clock p.m. and on Sunday's from 1 to 4 o'clock p.m.
- Coach House will be open as crafters, displays and a play area for children will be available to the public;
- 15 to 20 Friends of Willistead volunteers are required for each date when tours are granted to assist. The Winter/Holiday Season is the busiest time of year for the Friends of Willistead volunteers.

Moved by K. Renaud, seconded by R. Gauthier,
That the Friends of Willistead **BE REIMBURSED** for expenses incurred during the Antique & Collectibles Sale in the amount of \$109.00.

Carried.

6.5 Classic Car Show

None.

6.6 Education

M.J. Dettinger reports that the last meeting of the Walker Family History Subcommittee took place on October 28, 2013 and that new and exciting information regarding the Walker Family and the Manor is emerging from each and every meeting.

M.J. Dettinger also updates the Board Members regarding her involvement and assistance during the Salt Marche meeting held at the Manor on October 18, 2013, which was an extremely successful event.

Historical

None.

(R. Easterbrook departs the meeting at 5:10 o'clock p.m.)

7. NEW BUSINESS

Mr. Howard Weeks, organizer of "Save Willistead Park" and Mr. Kael Critchlow attend the meeting of the Board of Directors for the purposes of addressing the proposed park improvements scheduled for Willistead Park.

The Chair provides an overview of the role, responsibilities and mandate of the Willistead Manor Board of Directors as prescribed in the *City of Windsor Act 1981*, which established Willistead Manor Inc. The Chair further explains that the Board appreciated working with the residents and the community on the matters regarding Willistead Manor and Willistead Park.

Moved by D. Langstone, seconded by L. Brown,

That the Willistead Board of Directors **APPROVE** the request from Mr. Howard Weeks to address the Board for the purposes relating to grounds development at Willistead Park for a duration **NOT EXCEEDING** five (5) minutes in length, and further;

That the Willistead Board of Directors **APPROVE** the request from Mr. Kael Critchlow to address the Board for the purposes relating to grounds development at Willistead Park for duration **NOT EXCEEDING** five (5) minutes in length.

Carried.

K. Critchlow thanks the Board of Directors for the opportunity to express his feelings and concerns regarding the proposed park improvements scheduled for Willistead Park. The salient points of K. Critchlow's presentation are as follows:

- Substantial changes made to the Manor and the park over the years;
- Dollars spent to improve or keep up the Manor and its grounds true to Architectural Beauty;
- Improvements are insurance to protect investment all enjoy using;
- Park improvements should be embraced;
- Art in the Park has assisted in historical promotion and significance of the park;
- Art in the Park organizers should be congratulated for commitment and funds raised for the Manor;
- Every individual has a right to access the park;
- Park improvements are for accommodation and accessibility;
- Sidewalks a welcome addition to evolving landscape;
- To restrict access to persons with disabilities is an affront to their liberty;

- 10 foot walkway ideal to not impeded use of wheelchairs or assisted walking devices;
- Asphalt preferred over interlock brick.

K. Critchlow submits his presentation to the Executive Secretary, hereto attached as Appendix "B".

H. Weeks thanks the Board for allowing him to address the matter of park improvements on behalf of the "Save Willistead Park" organization. H. Weeks recites a letter as published by the Windsor Star written by Ms. Sara Venney, a local resident. The salient points of Ms. Venney's letter are as follows:

- Area residents protest the proposed improvements;
- Park can be adequately viewed with the current north-south and east-west sidewalk configuration;
- New routes would not be direct enough for someone with mobility issues;
- Abandon the plan of an asphalt maze;
- Budgeted funds be spent on servicing the existing paths to smooth surfaces;
- Important to keep the park as green as possible as lawns, gardens, trees all assist in cooling during summer.

H. Weeks also provides the following points on behalf of the "Save Willistead Park" group:

- Neighbours concern with future property values and the park being cut up by roadway which compromises your property's nature and reduces park to patchwork islands;
- AODA regulations do not apply to existing spaces with existing pathways and minimum allowance is 3.3 feet;
- Current walkways are within width parameters, stable and slip resistant, there is no case for replacing;
- Suggests adding more park benches, installing picnic tables, replace the aging playground equipment and sand with new structures and impact resistant materials;
- Include workout stations to promote physical fitness, maintain keeping the comfort station open and attended year round;
- Suggests a volunteer organization to help facilitate visitors to Willistead Park who may have mobility restrictions or disabilities.

H. Weeks submits his presentation to the Executive Secretary, hereto attached as Appendix "C".

The Chair recognizes that not all residents approve of the ten foot pathways and asks Mr. Weeks if a six foot path reduced from ten feet is favourable or acceptable. H. Weeks indicates that the needs are met with the current pathways.

D. Langstone indicates that he would have preferred a different finishing material other than asphalt, but also that he did visit Jackson Park for the purpose of seeing the pathways with lighting and reports that it does create a nice atmosphere.

H. Weeks explains that Jackson Park is much larger than Willistead Park and that ten foot pathways would not create the same atmosphere at Willistead Park as it does at Jackson Park. He further suggests that citizens visit parks to escape from asphalt as they do not want to be absorbed by bicycles, skateboards and scooters.

The Chair indicates that improvements to Willistead Park were well received at previously scheduled Open Houses by those who attended and that he has received positive feedback from others in the community on the proposed plans.

H. Weeks replies that he believes residents want to view parks with more benches and picnic areas, which would be more productive for families. He does not understand the need for ten foot paths and that the current sidewalks are in need of repair. He does not understand the Board's agreement to the proposed plan.

R. Gauthier offers his thanks to K. Critchlow and H. Weeks for attending the Board meeting and bringing forward their respective opinions and views on proposed changes to the park. He appreciates that this project initiated much dialogue within the community on the matter. Furthermore, he explains that The Board, advisory to Council in nature, relies and works with administration and municipal experts for advice and direction.

H. Weeks suggests moving Art in the Park to another venue such as the Riverfront Festival Plaza citing the annual "Word on the Street" event in Toronto, Ontario which also experienced a venue change.

The Chair explains that at no time have the proposed pathways been tailored to meet the needs of the Art in the Park event or have they been devised at the request of Rotary Club of Windsor (1918). While Rotary is a large contributor to restoration projects and funding for Willistead Manor, and should be applauded for their generous contributions over the years, the organization did not initiate these improvements or request their construction.

Moved by D. Langstone, seconded by C. Gaudette,

That the presentations provided by Mr. K. Critchlow and Mr. H. Weeks, organizer, "Save Willistead Park" regarding proposed park improvements at Willistead Park **BE RECEIVED** for information.

Carried.

8. DATE OF NEXT MEETING

The next regular meeting of the Board of Directors, Willistead Manor Inc., will be held Thursday, December 12, 2013.

9. ADJOURNMENT

There being no further business, the meeting is adjourned at 6:34 o'clock p.m.

CHAIRPERSON

EXECUTIVE SECRETARY

