



Windsor Accessibility Advisory Committee (WAAC)

Meeting held November 13, 2025

A meeting of the Windsor Accessibility Advisory Committee is held this day commencing at 10:00 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
Riccardo Pappini
Nicholas Petro

Absent:

Surendra Bagga
Danica McPhee
Caleb Ray

Guest in attendance:

Joy Mayerhofer

Also present are the following resource personnel:

Mark Keeler, Accessibility/Diversity Officer
Wadah Al-Yassiri, Manager, Parks Development
Laura Ash, Project Lead, Parks Development
Ian Day, Senior Manager, Transportation
Karen Kadour, Committee Coordinator

1. Call to Order

Sally Bennett Olczak, Co-Chair calls the meeting to order at 10:12 o'clock a.m. and the Committee considers the Agenda being Schedule A, attached hereto, matters which are dealt with as follows:

2. Conflict of Interest

None disclosed.

3. Minutes

Moved by Nicholas Petro, seconded by Riccardo Pappini,
That the minutes of the Windsor Accessibility Advisory Committee of its meeting held September 16, 2025, **BE ADOPTED** as presented.
Carried.

4. Operating and Capital Budgets

Mark Keeler, Accessibility/Diversity Officer reports that the 2025 Operating Budget consists of \$9,455.74 of which \$6,814 is allocated to Recreation. He notes there is an additional \$2,641.21. Peter Best, Co-Chair is requesting that this amount be provided to the Accessibility Resource Sharing Group at Riverside Library.

In terms of the 2025 Capital Budget, Mark Keeler reports there is currently \$394,000.

Moved by Councillor Fred Francis, seconded by Nicholas Petro,
That **APPROVAL BE GIVEN** to an upset limit of \$2,641,21 to provide funding to the Riverside Library to host quarterly meetings of the Accessibility Resource Sharing Group and to host a one-time Accessibility Open House for the community; (subject to approval by the library).
Carried.

5. Business items

5.1 Alexander Park Accessible Path

Wadah Al-Yassiri, Manager, Parks Development provides the following comments as it relates to the Alexander Park Accessibility Path:

- This is a well recommended small project.
- Recently opened some community seating areas.
- The accessible path is slightly over 30 metres with 1.5 metres concrete.
- Intent is to keep the cost down without requiring the need for any railings, as well as to achieve what is required in the City of Windsor's Facility Accessibility Design Standards (FADS) and the AODA maximum 5% slope.

Sally Bennett Olczak asks Wadah Al-Yassiri to explain the 5% slope and the weaving piece requiring no railings. Wadah Al-Yassiri responds if they were to cut across directly between where the concrete pad and the Riverfront Multi-Use Trail, the slope will be steeper than the 5% slope. If they do not do the meandering and they cut across, the slope will be much steeper (not meeting the AODA) and there will be a drop. If that drop exceeds between the path and the side by two feet, by code are required to put railings on both sides of the path to order to avoid anyone from rolling to the side. To cut the cost significantly, they created that switchback or meander in the pathway in order to achieve that 5% slope which is accessible with no requirements for a railing.

Nicholas Petro refers to the meandering path and expresses concern that the edge that is facing the river side or, if there is a slope on the other side. Wadah Al-Yassiri provides assurance there is no need to be concerned about rolling to the side as there will be a gradual restoration on the side. Nicholas Petro remarks his issue relates to the edge leading toward the path because it meanders. In response to a question asked by Wadah Al-Yassiri regarding a solution to this issue, Nicholas Petro proposes adding a textured edge to one of the sides or, to add one railing toward the river side only.

Peter Best responds in terms of navigation, he suggests the use of landmarks when using a white cane or a guide dog i.e. a curb and/or installing perhaps brick along the pathway which is a change on the edging that is different than the walking surface. He adds this tactile surface will indicate something has changed. He states that if this pathway is consistent with the centre walk, it would be fine.

Moved by Peter Best, seconded by Councillor Fred Francis,
That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$29,556.33 from the Capital Fund for the construction of the Alexander Park Accessible Path.
Carried.

Riccardo Pappini refers to previous remarks made regarding tripping on the side, and he suggests that when they regrade, instead of having a slope just drop right away from the north side of that walk, that they extend the landscaping out 3 to 4 feet and then have a gradual drop off. Wadah Al-Yassiri comments that this can be done on both sides.

5.2 Sandy's Point

Peter Best advises that Sandy's Point currently has a cement slab, an accessible picnic table with an umbrella along with a bench. He requests that an environmental cover be purchased to protect visitors from the rain and sun.

Laura Ash responds that a preliminary review of this point was undertaken and notes there are a few concerns regarding the installation of a shade structure at this location. She remarks that the concerns relating to the installation of a shade structure at this location are as follows:

- Very close to the steel break wall (built in the late 70's early 80's)
- The shoreline previously was much further back towards Riverside Drive so the steel sheet pile breakwall at this corner was built out beyond the shoreline and some kind of fill was added for the construction of this steel wall. The construction of the shade wall would require 9-foot-deep footings in a location with unidentified fill.
- Geotechnical and structural engineers would be involved. The cost is not known.

Sally Bennett Olczak, Co-Chair recommends that this matter be discussed by the Infrastructure Subcommittee and to look at the potential utility or not of this further.

5.6 Windsor Public Library Capital Projects – Riverside Washrooms and Pedestrian Crossings

Peter Best requests that a pedestrian crossover near the Riverside Library at Victor Drive be considered. He indicates that the benefit of this crosswalk is to allow people to access transit as they are unable to cross Wyandotte Street to get to the westbound bus stop.

Ian Day, Senior Manager, Transportation advises there are 5 lanes of width at Wyandotte Street and Victor Drive which doubles the cost of the two pedestrian crossings to approximately \$200,000 or higher. He remarks that this is not a prime location for a crossing as it would require a realignment of Victor Drive. He indicates that due to the nuances, this project will be almost impossible to justify a Pedestrian Crossover (PXO) Warrant. He adds this is not a prime location for a crossing.

Sally Bennett Olczak, Co-Chair suggests that the discussion regarding a pedestrian crossover at Victor Drive and Wyandotte Street be continued at the next meeting of the Infrastructure Subcommittee.

Mark Keeler advises that there are several Capital Projects that have been examined such as the upstairs and downstairs washrooms at the Riverside Library Branch. One of the washrooms requires a larger renovation estimated at \$50,000; the other is a door actuator in the amount of \$10,000. An estimate will be provided at the next meeting of WAAC.

5.5 Huron Lodge Capital Projects Update

Mark Keeler states he recently toured Huron Lodge and refers to the very poor acoustics in their auditorium.

Huron Lodge is requesting a hearing loop system and for an examination of its acoustics and acoustics panelling.

Mark Keeler advises that an estimate of the expenditures will be provided at the next meeting.

5.3 AODA Compliance Update

Mark Keeler explains that the city undertakes an Accessibility Compliance Audit every two years. Currently, the Audit for Police Services and their entire website was completed.

Mark Keeler adds that the City of Windsor's website content has been reviewed by their developers, and he will be meeting with Windsor Fire & Rescue Services. He indicates they expect to be compliant by December 15, 2025.

5.4 Facility Accessibility Design Standards (FADS)

Mark Keeler reports that the review by the city architects and engineers across multiple departments is proceeding well. He expects that chapters 1 and 2 of FADS will be completed this year.

5.7 Transportation Schedules – Audible Schedules

Mark Keeler remarks that transit schedules have presented a challenge for many years as they change frequently. He states that the Adobe Suite that Transit Windsor currently uses for rendering schedules does not create compliant documents. He in conversation with Peter Best suggests generating a talking map that would allow someone who is visually impaired to hear the route that a bus is going to take. He adds that a sample of the talking map will be provided at the next meeting.

Peter Best expresses concern that bus stops are constantly being moved to another location. He notes if there was an audible map it would provide information that would assist the rider in getting to their destination and to also 'learn the city'.

Mark Keeler indicates that the talking map will be discussed by the Infrastructure Subcommittee.

6. Date of Next Meeting

The next meeting will be held in January or February 2026.

There being no further business, the meeting is adjourned at 11:20 o'clock p.m.