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Windsor, Ontario August 15, 2017

A meeting of the **Windsor Accessibility Advisory Committee** is held this day commencing at 2:00 o'clock p.m. in Room 407, 400 City Hall Square East, there being present the following members:

Kathy Iacovone, Co-Chair
Peter Best, Co-Chair
Councillor Ed Sleiman
John Azlen
Surendra Bagga
Ricardo Pappini
Nicholas Petro (alternate)
Robert Williams

Regrets received from:

Jillian Hotson

Also present are the following resource personnel:

Donna Desantis, Supervisor, Facilities
Mel Douglas, Manager, Parks & Facilities, Assets & Projects
Gayle Jones, Accessibility/Diversity Officer
Pam Labute, Manager, Community Development
Greg Rusk, Supervisor, Community Programming
John Brunelle, Handi Transit
Jamie Kramar, Masters of Political Science Intern
Karen Kadour, Committee Coordinator

1. CALL TO ORDER

K. Iacovone, Co-Chair calls the meeting to order at 2:00 o'clock p.m. and the Committee considers the Agenda being Schedule "A" **attached** hereto, matters which are dealt with as follows:

The Co-Chair provides a narrative of a woman with cancer who recently was able to enjoy the water at Sand Point Beach via the use of a mobi-chair. She advises that the woman spent a great deal of time during her youth at Sandpoint beach and due to her illness she had not been able to go into the water any more. She noted that it was on the woman's bucket list to be able to enjoy the water at Sandpoint beach again. She stated how thrilled the woman was to be able to go in the water again because of the accessible beach mats and the mobi-chairs. She thanks WAAC for purchasing the mats and amphibious rolling beach wheelchairs as this person passed away two days later.

ADDITIONS TO THE AGENDA

Moved by Councillor Sleiman, seconded by R. Pappini,
That Rule 3.3 (c) of the Procedure By-Law 98-2011 be waived to add the following additions to the Agenda:

3.4 Proposal for Funding from Capital Project 7086008 – Forest Glade Community Centre Accessible/Universal Washroom

Carried.

Moved by P. Best, seconded by Councillor Sleiman,
That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$292.50 payable to Handi Transit for transportation costs for members of the Windsor Accessibility Advisory Committee to attend a workshop in Leamington, Ontario on June 15, 2017.

Carried.

2. DECLARATIONS OF CONFLICT

None disclosed.

3. BUSINESS ITEMS

3.4 Proposal for Funding from Capital Project 7086008 – Forest Glade Community Centre - Accessible/Universal Washroom

The Proposal for Funding from Capital Project 7086008 is distributed and **attached** as Appendix “A”.

Donna Desantis, Supervisor, Facilities is present to request funding in the amount of \$35,000 from the Capital Project Fund for the construction of an accessible/universal washroom at the Forest Glade Community and Customer Care Centre. She provides the following comments relating to the proposal for funding:

- Forest Glade is the busiest Customer Care Centre and satellite to City Hall, catering to more than 6100 units of services which includes dog licenses, bus passes parking tickets, human resource applications, festivals, and other consumer items.
- The existing washroom is small and narrow and does not meet current FADS standards. She noted due to space restrictions they would not be able to retrofit

to make accessible and meet FADS thus the creation of a stand alone accessible washroom.

- The new stand alone accessible/universal washroom will be constructed in an existing closet which is within 65 feet of the existing washroom.
- A fully motorized lift at a cost of \$10,000 (to be funded by Facilities) will be placed in the accessible/universal washroom.

S. Bagga notes the project is worthwhile, however, he requests the sketches of the design for the stand alone washroom be provided.

Moved by Councillor Sleiman, seconded by P. Best,

That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$35,000 for the construction of a new stand alone accessible/universal washroom at the Forest Glade Community & Customer Care Centre, and that a plaque acknowledging the contribution by the Windsor Accessibility Advisory Committee and City Council **BE ERECTED** and further, that Administration **BE REQUESTED** to report back on the outcomes of the new stand alone accessible/universal washroom.

S. Bagga abstains from voting on the matter.

S. Bagga leaves the meeting at 2:40 o'clock p.m.

3.1 2018 Operating Budget

The document entitled "Windsor Accessibility Advisory Committee 2018 Budget" completed by the Accessibility Officer is distributed and **attached** as Appendix "B".

The WAAC 2018 Operating Budget (once approved by City Council) will be \$6,250 and the following additional initiatives are put forth:

- Hire intern students to assist with projects.
- Utilize the budget to promote/advertise the accessible amenities at Sand Point Beach, Huron Lodge.
- Add photos of accessible amenities throughout the city provided by WAAC and City Council to the city's website.
- Plant a tree with a plaque in Jackson Park or another appropriate location to commemorate Wayne Meneguzzi, former Chair of WAAC.

G. Jones advises she will report back on the cost to plant a tree along with a plaque to commemorate Wayne Meneguzzi.

Moved by R. Pappini, seconded by Councillor Sleiman,

That the draft 2018 Operating Budget for the Windsor Accessibility Advisory Committee **BE ACCEPTED**.

Carried.

3.2 2017 Annual Report

It is generally agreed the WAAC 2017 Annual Report will be provided to Council Services on a date to be determined in December 2017.

3.3 Meeting Dates for 2018

The meetings for 2018 are proposed tentatively on the following dates:

- February 13, 2018
- May 8, 2018
- September 11, 2018
- November 13, 2018

4. NEW BUSINESS

G. Jones reports David MacDonald, CanAdapt Solutions Inc. was retained to provide an accessibility audit of the city's website.

5. DATE OF NEXT MEETING

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

6. ADJOURNMENT

There being no further business, the meeting is adjourned at 3:22 o'clock p.m.

CO-CHAIR

COMMITTEE COORDINATOR

AGENDA
WINDSOR ACCESSIBILITY ADVISORY COMMITTEE
held Tuesday, August 15, 2017
at 2:00 o'clock p.m.
Room 407, 400 City Hall Square East

1. **CALL TO ORDER**

2. **DECLARATIONS OF CONFLICT**

3. **BUSINESS ITEMS**

3.1 2018 Operating Budget

The Procedure By-law 98-2011 (Part 21, 21.1) states the following:

“Advisory Committees shall prepare annual business plans and budget submissions should they require funding or additional resources for their activities.”

The 2018 Operating Budget Template is **attached.**

3.2 2017 Annual Report

The Procedure By-law 98-2011 (Part 21, 21.3) prescribes the following:

“Advisory Committees are required to report to their respective Standing Committee in either oral or written form, annually, so that the Advisory Committees are accountable for their performance.”

3.3 Meeting Dates for 2017/2018

The Procedure By-law 98-2011 (Part 21, 21.4) mandates the following:

“Standard meeting schedules shall be adopted for the Advisory Committees so that there is predictability in the deliberation of Public Policy.”

4. NEW BUSINESS

5. ADJOURNMENT