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Windsor, Ontario December 15, 2015

A meeting of the **Windsor Accessibility Advisory Committee** is held this day commencing at 2:00 o'clock p.m in the Walkerville Meeting Room, 3<sup>rd</sup> floor, City Hall, there being present the following members:

Wayne Meneguzzi, Chair  
Peter Best, Vice Chair  
Councillor Ed Sleiman  
Surendra Bagga  
Sandra Friesen  
Jillian Hotson  
Kathy Iacovone  
Sheila McCabe  
Nicholas Petro

**Regrets received from:**

Chris Lemieux  
Laurie McMahon  
Ricardo Pappini

**Guest in attendance:**

Jodi Fischer, Senior Occupational Therapist, The John McGivney Children's Centre

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

Wadah Al-Yassiri, Project Administrator  
Scott Bisson, Coordinator Community Development  
John Brunelle, Handi Transit  
Gayle Jones, Accessibility/Diversity Officer  
Stacey McGuire, Project Administrator  
Don Sadler, Project Manager  
Karen Kadour, Committee Coordinator

**1. CALL TO ORDER**

The Chair calls the meeting to order at 2:06 o'clock p.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 S. McCabe, seconded by P. Best,  
That the minutes of the Windsor Accessibility Advisory Committee of its meeting held October 27, 2015 **BE ADOPTED** as presented.  
Carried.

**5. DIVERSITY OFFICER'S REPORT – UPDATE REVIEW – NEW CITY HALL**

The following comments are provided relating to accessibility issues at the New City Hall Building:

- An initial draft outlining comments and input relating to accessibility was provided to Administration.
- Met with the Consultant and the Project Manager to review architectural changes.
- Concern that one of the entrances requires climbing three stairs (there is a ramp located on the side). The consultants and the Project Manager advised that the stairs are necessary as there is a three-quarter metre difference and the stairs assist in balancing the building on the south side.
- The ramp dimensions have already been revised since the version was provided for the initial accessibility comments, and the Accessibility Officer was advised that the current design meets the legislated accessibility standards as does the design for the stairs.
- The ramp has also been designed with in-slab heating tubes for snow and ice melting.
- A further request by J. Hotson for consideration is a larger turning radius on the ramp to allow for scooters as the new four wheel scooters will require a wider turning radius.
- The Project Manager and the consultants have advised that they will provide two additional power door openers that will be located on the entrance doors to the Council Chambers. This will now be included in the project budget.
- There have been updates to the accessible and adaptable seating in Council Chambers. There will be 6 accessible seating areas in gallery and one additional accessible spot at the delegation table. The delegation table will also meet accessibility standards (legislation and the Facility Accessibility Design Standards)
- There will also be nine adaptable seating areas in the Council Chambers.

- There will be a storage area for wheelchairs and mobility assistive devices located in Council chambers.
- A “Loop” system will be provided in the Council Chambers for individuals who are hard of hearing.
- An acoustic consultant has been retained to minimize echoes within the Council Chambers.
- Council Chambers will also have several television monitors for closed captioning.
- The project Manager advised that the Mayor and Council areas have been raised slightly to allow for improved sight lines. Although this results in several stairs leading from the gallery to the area where the Councilors sit, the Project Manager and consultants have explained that there will be ramps that will allow for all individuals to be able to access those areas. The Project Manager and the consultants advised that the desks for the Mayor and Council are wheelchair accessible and the chairs for Mayor and Council are loose furniture and are removable.
- It is noted the amount of power door openers have now been increased slightly within the project budget. It is also suggested that a donation from the Committee could increase accessibility of the building.
- The Project Manager and the consultants advise that the OMB meeting room will also have a “Loop” system for individuals who are hard of hearing and a power door opener will also be included in the project budget for this meeting room.
- There is one single unisex washroom adjacent to the Council Chambers that we have been advised meets the FADS requirements.
- The Project Manager and the Consultants also note that there will be a change area put on one of the upper floors to allow staff an area to change and this will also help reduce the use of accessible stalls being used for this reason.
- Washrooms on the first and second floors will be utilized by staff and the public.
- Request to increase the number of barrier free stalls.
- Airport style washrooms are located on the main floor. There are three basic (not barrier free) women’s washroom stalls plus one large universal barrier free washroom (open to the public) that meets the accessibility requirements of the Ontario Building Code and an additional universal washroom for staff that meets Facility Accessibility Design Standards. The Project Manager and the consultants advise they will cover the cost of installing two electronic adjustable adult change tables that meet the specifications set out in the legislation. Adult change tables will be located in each of the universal washrooms open to the public (one on the first floor and one on the second floor).
- J. Hotson asks whether the adult change tables will be accompanied by lifts as many support persons provided by agencies have lifting restrictions. It is suggested that instead of the Project Administrator and consultants providing two adult change tables they should provide one adult change table with a lift and this adult change table should be located in the universally accessible washroom that is open to the public on the ground floor.
- It is noted that the cost of one adult change table with a lift would likely cost more than the two adult change tables that were originally proposed, so it is suggested

that the committee will provide some additional funding to cover the additional cost.

Moved by P. Best, seconded by Councillor Sleiman,

That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$2,500 to be derived from the Capital Project #7086008 – Accessibility ODA Requirements Fund to contribute to the cost of purchasing of a ceiling track lift system to be placed in the Universal washroom on the first floor of the New City Hall.

Carried.

Moved by K. Iacovone, seconded by S. McCabe,

That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$25,000 to be derived from the Capital Project #7086008 – Accessibility ODA Requirements Fund for the purchase and installation of five (5) push button access doors, above and beyond what was already planned for, in the New City Hall, and further, that members of the Windsor Accessibility Advisory Committee will determine the location of the five (5) push button access doors.

Carried.

#### **4. BUSINESS ITEMS**

##### **4.1 Funding Application – East Windsor Community Pool – Request for Accessible Amenities**

S. McGuire, Project Administrator distributes the “Ground Floor Plan – Pool Addition” for the East Windsor Community Pool provided by Archon Architects Incorporated for viewing by the members. She states the design of the pool includes the principles of the Facility Accessibility Design Standards and the Accessibility for Ontarians with Disabilities Act (AODA). The layout of the facility is barrier free, including the entrance into all pools through the use of accessible ramps in the lap pool, therapy pool and the beach type entry to the children’s splash pad. Colour cues are being used to assist people with visual impairments as warnings.

It is noted that as the budget is fully committed, additional items have been identified to be an additional benefit to the community that would separate this pool as a leader in accessibility. The additional items for consideration are as follows:

1. One (1) hydraulic lift change table (lift and adjustable adult change table) in the family barrier free washroom - \$11,083.10 (including HST)
2. Two (2) water wheelchairs - \$4,008 (including HST)
3. One (1) portable lift to be used for the lap and therapy pools - \$9,610.65 (including HST)
4. Convert directional signage to Braille – approximately \$3,560 (including HST)
5. Add floor tile strip around the pool ledges to provide a textural cue for persons with visual impairments - \$18,509.40 (including HST).

6. One (1) shower chair \$2,715.90 (including HST)

S. McGuire indicates the foregoing accessible amenities are not in the budget and will not be purchased if WAAC does not provide the funding.

G. Jones requests that three quotes be provided for the requested items.

D. Sadler, Project Manager advises the facility will be opening on August 1, 2016, so there is some urgency for a decision regarding the conversion of directional signage to Braille, and the construction of the floor tile strip around the pool ledges.

A ramp into the lap and therapy pools is already included in the budget for the pool. The request for a portable lift that can be used for either pool goes above and beyond legislated requirements and will help make the pool more accessible to all.

S. Bisson states the lifts are integral to allowing access into the pool. The water wheelchairs allow one to be transported onto a ramp and into the pool.

Moved by K. Iacovone, seconded by S. McCabe,

That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$25,000 to be derived from the Capital Project #7086008 – Accessibility ODA Requirements Fund for accessible amenities at the East Windsor Community Pool which includes the conversion of directional signage to Braille and to add floor tile strip around the pool ledges to provide a textural cue for persons with visual impairments with the proviso the Project Manager obtains three (3) quotes and to choose the lowest bid.

Carried.

Moved by J. Hotson, seconded by S. McCabe,

That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$11,083.10 to be derived from the Capital Project #7086008 – Accessibility ODA Requirements Fund for one (1) hydraulic lift change table (adjustable adult change table and lift) to be placed in the barrier free washroom at the East Windsor Community Pool with the proviso the Project Manager obtains three (3) quotes and choose the lowest bid.

Carried.

S. Bagga leaves the meeting at 3:45 o'clock p.m.

## **4.2 WAAC Subcommittee Reports**

### **(a) WAAC Promotion & Incentive Subcommittee**

A. Mullen states the Subcommittee recently met and topics of discussion included the merits of accessible businesses, a review of the WAAC logo and the

possibility of re-branding the logo, the WAAC website and possibly hiring a summer student to assist with these initiatives.

S. Bisson advises improvements will be made to the City of Windsor's web pages relating to accessible recreation facilities.

**6. DATE OF NEXT MEETING**

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

**7. ADJOURNMENT**

There being no further business, the meeting is adjourned at 4:00 o'clock p.m.

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**CHAIR**

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**COMMITTEE COORDINATOR**

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**AGENDA**  
**WINDSOR ACCESSIBILITY ADVISORY COMMITTEE**  
**held Tuesday, December 15, 2015**  
**at 2:00 o'clock p.m.**  
**Walkerville Meeting Room, 3<sup>rd</sup> floor City Hall**

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**1. CALL TO ORDER**

**2. DECLARATIONS OF CONFLICT**

**3. ADOPTION OF THE MINUTES**

Adoption of the minutes of the meeting held October 27, 2015 – **attached.**

**4. BUSINESS ITEMS**

**4.1 Funding Application- East Windsor Community Pool- Request for Accessible Amenities**

- (a) The Proposal for Funding from Capital Project 7086008 – **attached.**
- (b) Letter of support from the John McGivney Children's Centre for the purchase of assistive devices – **attached.**
- (c) Background information including excerpt from the WAAC July 17, 2012 minutes and the Facility Accessibility Design Standards (FADS) – **attached.**

**4.2 WAAC Subcommittee Reports**

- (a) WAAC Promotion & Incentive Subcommittee Outline and Minutes of the meeting held November 25, 2015 – **attached.**
- (b) Community Outreach and Public Education Subcommittee report dated November 30, 2015 – **attached.**

5. **Diversity Officer's Report – Update Review – New City Hall**

6. **DATE OF NEXT MEETING**

To be determined.

7. **ADJOURNMENT**