

WINDSOR ACCESSIBILITY ADVISORY COMMITTEE AGENDA

Meeting to be held Tuesday, December 5, 2023
at 10:30 a.m. via Zoom video conference

1. Call to Order

READING OF LAND ACKNOWLEDGEMENT

I would like to begin by acknowledging that the land on which we gather is the traditional territory of the Three Fires Confederacy of First Nations, which includes the Ojibwa, the Odawa, and the Potawatomi. The City of Windsor honours all First Nations, Inuit and Métis peoples and their valuable past and present contributions to this land

2. Declaration of Conflict

3. Adoption of the Minutes

Adoption of the minutes of the meeting held October 19, 2023 – ***attached***

4. Business Items

4.1 Accessible Pedestrian Signals – Update

4.2 Facility Accessibility Design Standards (FADS) Update

4.3 WAAC 2023 Operating Budget and Capital Budget– Discussion

Operating Budget

- (a) Memo from Jen Knights, Executive Director, Recreation & Culture regarding suggestions from Huron Lodge and Windsor Public Library for consideration by WAAC – ***attached***.

The WAAC remaining Operating Budget for 2023 is \$12,476.39.

(b) Capital Budget

Discussion regarding possible and needed expenditures from the Capital budget.

5. 2024 Working Guide- Proposed Agenda Items

- (a)** Transit Windsor report on accessibility complaints
- (b)** Discussion regarding Signage
- (c)** WAAC Accessibility Priorities for 2024
- (d)** Sandy's Point – Discussion regarding continued improvements and the Spring Media Event Announcement

6. Date of Next Meeting

To be determined.

7. Adjournment



Windsor Accessibility Advisory Committee Meeting held October 19, 2023

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
Surendra Bagga
Riccardo Pappini
Nicholas Petro
Caleb Ray

Guest in attendance:

Shauna Boghean, Vision Loss Rehabilitation Ontario

Also present are the following resource personnel:

Gayle Jones, Accessibility, Diversity Officer
Wadah Al-Yassiri, Manager Parks Development
Ian Day, Senior Manager Traffic Operations
Jen Knights, Executive Director Recreation and Culture
Prem Patal, Manager Traffic Operations
Rosanna Pellerito, Director of Corporate Services
Mark Keeler, Human Resources Assistant
Karen Kadour, Committee Coordinator

1. Call to Order

Sally Bennett Olczak, Co-Chair calls the meeting to order at 10:00 o'clock a.m. and the Committee considers the Agenda being Schedule A, attached hereto, matters which are dealt with as follows:

2. Declaration of Conflict

None disclosed.

3. Adoption of the Minutes

Moved by Caleb Ray, seconded by Councillor Fred Francis,
That the minutes of the Windsor Accessibility Advisory Committee of its meeting held May 25, 2023 **BE ADOPTED** as presented.
Carried.

4. Business Items

4.1 Application for Funding from Capital Fund 7086008 – Application for funding from Your Quick Gateway (Windsor) Inc.

Rosanna Pellerito, Director of Corporate Services, CFO for the Windsor International Airport is present and provides the following background information relating to the request for funding:

- The Windsor International Airport falls under the accessibility guidelines of the Federal Government (Accessible Canada Act) and they are currently working on an Accessibility Plan to be implemented in 2024 for the Airport.
- Looking to install a hearing loop copper wire in their pre board and check-in counters to assist passengers who are hard of hearing when they come to the airport.
- The project will require the removal of the carpet in the pre board, to install the copper wire on the floor, replace the carpet and install the units at each of the check-in counters that will work with anyone with a hearing aid with a t-coil inside.
- The cost (as outlined in the quote) does not include the cost of the carpeting which is \$30,000. The cost of the entire project is approximately \$67,000.

In response to a question asked by the Chair regarding if other airports are using this loop system, Rosanna Pellerito responds that the airport in Vancouver and the Toronto Pearson International Airport are using the loop system.

Nick Petro asks who will manage the loop system at the airport. Rosanna Pellerito responds that no management is required as it is a passive system that works on its own.

Moved by Councillor Fred Francis, seconded by Nicholas Petro,
That the request for funding from Your Quick Gateway (Windsor) Inc. in the upset amount of \$67,000 in invoiced costs from the Capital Fund 7086008 for the installation

of a hearing loop system, and the removal and installation of new carpeting at the Windsor International Airport **BE SUPPORTED.**

Carried.

Surendra Bagga voting nay.

4.2 Accessible Pedestrian Signals

Shauna Boghean, Vision Loss Rehab Ontario and Mobility and Orientation Instructor appears before the Committee and the following remarks are provided:

- Advises that there are 27 audible pedestrian signals throughout the city and requests working with Traffic and Engineering to determine the capability of the Campbell and Polaris Systems. She adds that replacement, and/or tweaking may be required to develop a safe standard.
- Will be meeting with Ian Day on October 20, 2023 at the Strabane and Wyandotte intersection to review ongoing issues on behalf of blind and low vision individuals.
- Indicates that a totally blind individual will be present at the October 20, 2023 site visit to provide comment.

Peter Best expresses that immediate action is required. He advises that he and Shauna Boghean have worked with blind and visually impaired individuals to determine their specific needs. There is a need to understand the difference between the two technologies (Campbell and Polaris systems) and to discern what will work at what environment and, why they are not operating to the benefit of the client at any given intersection. There is also a requirement to train the client in how to use the APS systems because pushing the button does not work for everyone.

Ian Day states that two sites (intersections) will be visited on October 20, 2023 to physically demonstrate and to go through all of the settings on both the Polaris and the Campbell to determine a standard on site. The limitations and the capabilities of the systems will also be discussed.

Gayle Jones advises in terms of the Polaris, there are different types of units. She notes there are new types of units that the City of Windsor does not have which could be helpful in our community.

Ian Day remarks that the starting point is to work with the Polaris to resolve the issues. Their recommendation is the establishment of a subcommittee to include the direct parties involved to continue to move forward with this.

Moved by Councillor Fred Francis, seconded by Caleb Ray,
That update regarding the Accessible Pedestrian Signals and next steps **BE RECEIVED.**

Carried.

4.3 Request regarding Signage – To consider implementing a new symbolic traffic sign to warn motorists of various disabilities within residential neighbourhoods

Gayle Jones reports that this matter was brought up by a member of the public who suggested that a symbol be added to the signage to denote for example that a person with a hearing disability resides in the area and to allow for traffic to be aware.

Councillor Fred Francis advises that Niagara Falls has added the symbol to their signage and asks if the public may take offence to this if they do not have a physical disability, i.e. autism. Gayle Jones responds that the request comes forward from an individual asking for a sign to be placed on their street or through an organization such as the autism society that make the request on behalf of the family.

Ian Day indicates that the most prevalent sign that traffic erects relates to autistic individuals living in an area and adds that the Autism Society is heavily involved with this. The Autism Society advises the Traffic Department if the person has moved and subsequently the sign is taken down.

Moved by Councillor Fred Francis, seconded by Riccardo Pappini,
That Gayle Jones, Accessibility and Diversity Officer **BE REQUESTED** to research other municipalities for best practices regarding the implementation of a new symbolic sign to warn motorists of various disabilities within residential neighbourhoods and to report back at a future meeting.

Carried.

4.4 Update on Alexander Park

Gayle Jones reports that Sandy Friesen was a longstanding member of WAAC. She was an exceptional individual who was blind and deaf and who offered so much to this community. In memory of Sandy, an engraved bench along with a cement pad and accessible picnic table were placed at Alexander Park in an area called “Sandy’s Point”.

Peter Best adds that Sandy’s Point is a destination point for many people including seniors and those who reside at Lion’s Manor who like to sit by the river in a comfortable, safe place. He suggests that a media presentation and formal dedication of Sandy’s Point be held the first week of June 2024 which is Accessibility Week.

Moved by Councillor Francis, seconded by Nicholas Petro,
That the update by Administration regarding “Sandy’s Point” at Alexander Park **BE RECEIVED**.

Carried.

4.5 Facility Accessibility Design Standards (FADS) - Update

Mark Keeler remarks that a subcommittee of WAAC was struck several months ago to look at the next generation of FADS. In reviewing the FADS City of London standard, he adds that it covers everything from common elements, the interior environment, exterior and common elements and once completed, the document will be approximately 500 pages in length and will be accessible.

Gayle Jones adds once the review of FADS has been completed by WAAC, it will be vetted and reviewed by relevant members of Administration; will be sent back to WAAC for review and will then eventually proceed to City Council for approval.

Surendra Bagga advises that he has enjoyed sharing his experience and knowledge to help improve the document.

Riccardo Pappini adds that the mix of professional experience with the lived experience of the subcommittee has created a nice balance to the approach of reviewing this document. This document is clear, concise and will be a help to the community.

Gayle Jones advises that once City Council adopts the FADS document, it will be the standard for City Facilities.

Moved by Caleb Ray, seconded by Nicholas Petro,
That the Facility Accessibility Design Standards (FADS) update by the Windsor Accessibility Advisory Committee subcommittee **BE RECEIVED.**
Carried.

4.6 WAAC Operating Budget

Gayle Jones advises that the balance of the WAAC 2023 Operating Budget is \$12,476.

Peter Best, Co-Chair suggests supporting the following entities such as. Miracle Park, Huron Lodge, and the Riverside Library with funds from the WAAC 2023 Operating Budget.

Councillor Fred Francis requests that Administration reach out to the Miracle Park, Huron Lodge and the Windsor Library Board to determine what their needs are and to report back with items along with the associated costs.

Jen Knights states that she will reach out to Recreation and Culture and will liaise with Parks as well as the organizations mentioned by Councillor Fred Francis.

Moved by Councillor Fred Francis, seconded by Caleb Ray,
That Administration **BE REQUESTED** to report back on initiatives to support programming services related to seniors and youth and the optimum use of the Windsor Accessibility Advisory Committee 2023 Operating Budget.

Carried.

Moved by Councillor Fred Francis, seconded by Nicholas Petro,
That the update regarding the 2023 Windsor Accessibility Advisory Committee Operating Budget **BE RECEIVED**.

Carried.

5. Date of Next Meeting

The next meeting will be held in late November 2023.

6. Adjournment

There being no further business, the meeting is adjourned at 11:29 o'clock a.m.

To: The Windsor Accessibility Advisory Committee
From: Jen Knights, Executive Director – Recreation & Culture
Subject: Follow Up to WAAC Meeting from October 19, 2023

Greetings! As discussed at the October 19, 2023, please find below a number of suggestions from Huron Lodge and Windsor Public Library for your consideration. Thank you to Alina Sirbu, Amanda Caslick, Dana Paladino, Peter Best, Christine Arkell and Gayle Jones for their input.

Suggestions from the Huron Lodge Team

- 1. Wheelchair Accessible Bike**
\$9,102.00 per bike (see picture below)



- 2. Height Adjustable Indoor Tables to facilitate resident games and crafts**
\$1467.00 per table
- 3. Wheelchair Accessible Picnic Tables**
\$1546.00 per table
- 4. Portable Snoezelen Cart**
These carts are specially designed to deliver stimuli to various senses, using lighting effects, color, sounds, music, scents, etc...
\$4,450.00 per cart
- 5. Wall Mounted Manipulatives of Various Types**
\$500.00 - \$2000.00 per board

Additional Items:

6. Genie Messaging Platform

A system to connect residents with their loved ones
Waiting for quote

7. Abby Engagement Model

A self-accessible engagement activity station
Waiting for quote

8. The opportunity for **future discussion** about the availability of funding dollars for Huron Lodge residents that require financial assistance in booking **accessible medical transportation**.

Suggestions from Windsor Public Library in consultation with Peter Best, Christine Arkell and Gayle Jones:

1. LyriQ Assistive Reader

Reads books, magazines etc... to those who are blind and have low vision \$2550.00 before taxes

https://cnibsmartlife.ca/products/lyriq-reader-with-keypad?_pos=1&_sid=df7c46c4b&_ss=r

2. iPads

For Accessibility training purposes
\$1200.00 per iPad before taxes

3. Purchase Audio Books

\$1000.00 (10 books at \$100 each plus applicable taxes)

4. Inexpensive Disposable Earbuds

To be used with the LyriQ Assistive Reader for those who do not have earphones
\$50.00 to purchase at Dollar Store

For future consideration:

5. Desktop Magnifier

Magnifies books, magazines etc...
\$3795.00 per magnifier

<https://cnibsmartlife.ca/collections/featured-products/products/24in-merlin-hd-ultra-1080p>

Video :<https://www.youtube.com/watch?v=s4EUqXcRdHg>

6. Large Print Keyboard

<https://cnibsmartlife.ca/products/large-print-keyboard-black-print-on-yellow-keys-1>

7. Zoomtext Software and/or Screen Reader Software



CITY OF WINDSOR
FINANCIAL VARIANCE BY ACCOUNT
 For the Period Ending July 05, 2023
 58.33% of Year Elapsed

| ACCOUNT CODE | ACCOUNT DESCRIPTION | BUDGET | YTD COMMITMENTS | YTD ACTUALS | TOTAL INCL. COMMITMENTS | YTD VARIANCE | PROJECTED ADJUSTMENTS | YE PROJECTED VARIANCE | PREVIOUS YEAR ACTUALS |
|-----------------|-------------------------------|-----------------|-----------------|------------------|-------------------------|------------------|-----------------------|-----------------------|-----------------------|
| Revenues | | | | | | | | | |
| 7058 | TRANSFER From Reserve Account | 0.00 | 0.00 | -6,226.39 | -6,226.39 | 6,226.39 | | 6,226.39 | 0.00 |
| | TOTAL REVENUES | 0.00 | 0.00 | -6,226.39 | -6,226.39 | 6,226.39 | | 6,226.39 | 0.00 |
| Expenses | | | | | | | | | |
| 4248 | TRANSFER to Reserve Account | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | 0.00 | 6,226.39 |
| 4295 | Public Relations | 6,250.00 | 0.00 | 0.00 | 0.00 | 6,250.00 | | 6,250.00 | 23.61 |
| | TOTAL EXPENSES | 6,250.00 | 0.00 | 0.00 | 0.00 | 6,250.00 | | 6,250.00 | 6,250.00 |
| | NET TOTALS | 6,250.00 | 0.00 | -6,226.39 | -6,226.39 | 12,476.39 | 0.00 | 12,476.39 | 6,250.00 |