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Windsor, Ontario February 24, 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
Sandra Friesen
Jillian Hotson
Ricardo Pappini
Robert Williams

Regrets received from:

Sheila McCabe

Also present are the following resource personnel:

Wadah Al-Yassiri, Project Administrator
John Brunelle, Handi Transit
Andrew Dowie, Project Administrator
Gayle Jones, Accessibility/Diversity Officer
Pam Labute, Manager, Community Development
Greg Rusk, Supervisor, Community Programming
Karen Kadour, Committee Coordinator

1. CALL TO ORDER

The Committee Coordinator calls the meeting to order at 2:20 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. ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON

It is generally agreed to elect two Co-Chairs who will chair the meetings on a rotating basis.

Moved by Councillor Sleiman, seconded by R. Williams,
That Kathy Iacovone and Peter Best **BE ELECTED** Co-Chairs of the Windsor Accessibility Advisory Committee on an alternating basis for the term ending December 31, 2017.

Carried.

ADDITION TO THE AGENDA

Moved by S. Friesen, seconded by R. Pappini,
That Rule 3.3 (c) of the Procedure By-law 98-2011 be waived to add the following addition to the Agenda:

5.7 Comments regarding the Transit Windsor bus tour/ride equipped with the Intelligent Transportation System (held at 1:30 p.m. this day).

Carried.

4. ADOPTION OF THE MINUTES

Moved by S. Friesen, seconded by R. Pappini,
That the minutes of the Windsor Accessibility Advisory Committee of its meeting held September 20, 2016 **BE ADOPTED** as presented.

Carried.

5. BUSINESS ITEMS

5.1 Metered On-Street Accessible Parking

Moved by P. Best, seconded by J. Azlen,
That the discussion relating to "Metered On-Street Accessible Parking" **BE DEFERRED** to the next meeting to allow a representative from the Traffic Division to be in attendance.

Carried.

5.2 Update on Gino & Liz Marcus Recreation Complex Accessible Family Change Room Addition

A. Dowie, Project Administrator is present to provide the following update relating to the Gino & Liz Marcus Recreation Complex accessible family change room addition:

- Currently are reviewing the contractor's bid for the project.
- Will install an accessible family change room as the current change room is relatively inaccessible.
- An adult change table and shower water stations will be installed.
- Meeting all building codes, however the footprint is small and space is limited.
- Hallways will be five feet wide.
- Construction will begin in mid-summer 2017.

A. Dowie distributes the 'Concept Floor Plan' for the Family Change Room Addition submitted by Glos Associates Inc., **attached** as Appendix "A".

In response to a question asked by J. Hotson regarding if a ceiling or portable lift will be installed to assist those in wheelchairs, A. Dowie responds a lift will not be installed.

A. Dowie reports the door to the change room will swing inwards. R. Pappini indicates the accessible change room door should swing "out" not in.

J. Hotson expresses concern that no lift will be installed in the change room which makes it inaccessible.

Councillor Sleiman requests A. Dowie speak to the contractor regarding the small door opening and the hallway width.

G. Jones thanks A. Dowie for the update and notes the improvements will provide a positive destination in some people's lives.

A. Dowie thanks WAAC for their comments and will report back.

5.3 Funding Application – Windsor Public Library – Addition to the Optimist Community Centre

Wadah Al-Yassiri, Project Administrator is present to request \$15,000 for a power assisted adult change table and a patient lift system to be installed in the barrier-free universal washroom in the building addition of the Optimist Community Centre.

Moved by Councillor Sleiman, seconded by P. Best,

That an expenditure in the upset amount of \$15,000 for the purchase of a power assisted adult change table and a patient lift system to be installed in the barrier free universal washroom in the building addition to the Optimist Community Centre **BE**

APPROVED IN PRINCIPLE subject to the provisions of the Purchasing By-law 93-2012 and further, that a plaque **BE ERECTED** acknowledging the contribution by the Windsor Accessibility Advisory Committee and City Council.

Carried.

Councillor Sleiman leaves the meeting at 3:10 o'clock p.m.

5.4 Funding Application – Recreation & Culture – Sand Point Beach Accessibility

Pam Labute, Manager, Community Development and Greg Rusk, Supervisor, Community Programming are present to request funding in the amount of \$37,500 for the purchase of beach access mats and for two Mobi-Chairs (amphibious rolling beach wheelchairs) for Sand Point Beach.

P. Labute advises this is a wonderful opportunity to create new space for those individuals with limited opportunity to enjoy the beach.

G. Rusk provides the following as it relates to the funding application:

- Proposing the purchase of blue access mats as opposed to brown as it will show contrast to the colour of the sand.
- The Aquatics staff will maintain the matting, i.e. will be checked daily to ensure it is secure and is swept.
- The two Mobi-Chairs will be stored and locked in a secure location at night.
- The matting will be removed and stored at the end of the summer season.
- The matting will be placed where shade is available.
- The Request for Proposal will include wording to ensure longevity, durability and a warranty.

R. Pappini remarks this matting is vehicular grade and notes the military utilizes this product and drives trucks over it.

K. Iacovone notes that she has utilized accessible beach mats in the past during a vacation and it allowed her to participate and enjoy the beach.

Moved by S. Bagga, seconded by R. Pappini,

That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$37,500 for the purchase of beach access mats and for two (2) Mobi-Chairs (amphibious rolling beach wheelchairs) for Sand Point Beach subject to the provisions of the Purchasing By-law 93-2012 and further, that a plaque **BE ERECTED** acknowledging the contribution by the Windsor Accessibility Advisory Committee and City Council.

Carried.

5.5 Funding Application – Engineering & Development – New City Hall Building – Annunciation System for the Three Elevators

Wadah Al-Yassiri, Project Administrator is present to request funding in the amount of \$11,076 for the installation of an annunciation system for the three elevators within the New City Hall facility. He adds comments relating to the New City Hall provided by G. Jones and WAAC have been taken into consideration.

P. Best notes as there is an annunciation system currently in the present 350 City Hall, why is this not the standard for the New City Hall.

R. Pappini expresses concern that precedents are being set, i.e. if a department cannot afford an enhancement to a new build, they make a request to WAAC.

W. Al-Yassiri indicates his department is willing to cost share 50/50 on this project.

Moved by J. Hotson, seconded by R. Pappini,

That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$5,538 (50% of the cost) for the installation of the annunciation system for the three elevators within the New City Hall facility subject to the provisions of the Purchasing By-law 93-2012 and further, that a plaque **BE ERECTED** acknowledging the contribution by the Windsor Accessibility Advisory Committee and City Council.

Carried.

S. Friesen and P. Best voting nay.

5.6 Subcommittee Updates

This item is deferred to the next meeting.

5.7 Transit Windsor Bus Tour

A bus tour/ride is conducted prior to this meeting. Comments relating to the experience are as follows:

- The volume of the bus stop announcements is insufficient and should be augmented.
- Suggestion to have the announcements provide additional information such as travel direction and provide the call outs more than one time per stop.
- All passengers on the bus should be able to hear the bus stop announcements.
- The bus driver does not have the ability to increase or decrease the volume.

- Asks if the problem can be rectified by raising the volume or changing the location of the speakers.
- Speakers sounded “tinny”.
- Suggestion to have volume control with background noise.
- Electronic signage at the front of the bus is excellent; however, it could be difficult for some people located at the back of the bus to see it. Suggests signage over the exit doors that will enable riders to be aware of the next stop.

6. ACCESSIBILITY OFFICER’S REPORT

G. Jones advises she was approached by a company to ascertain if accessibility data is available relating to city facilities. She notes that the committee has conducted numerous accessibility audits in the past and compiling the information could be useful. As this information is currently unavailable, she suggests the formation of a subcommittee to undertake this work.

7. CHAIR’S REPORT

No report.

8. DATE OF NEXT MEETING

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

9. ADJOURNMENT

There being no further business, the meeting is adjourned at 4:13 o’clock p.m.

Kathy Iacovone, Co-Chair

Committee Coordinator

AGENDA
WINDSOR ACCESSIBILITY ADVISORY COMMITTEE
held Friday, February 24, 2017
at 2:00 o'clock p.m.
Room 407, 400 City Hall Square East

1. **CALL TO ORDER**

2. **DECLARATIONS OF CONFLICT**

3. **ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON**

Election of the Chairperson and Vice Chairperson for the term ending December 31, 2017.

4. **ADOPTION OF THE MINUTES**

Adoption of the minutes of the meeting held September 20, 2016 - **attached.**

5 **BUSINESS ITEMS**

5.1 **Metered On-Street Accessible Parking**

City Council at its meeting held December 12, 2016 approved CR769/2016 as follows:

“That the report of the Environment, Transportation and Public Safety Standing Committee of its meeting held November 23, 2016 regarding “Response to CQ20-2016 – Metered On-Street Accessible Parking” ***BE REFERRED to the Windsor Accessibility Advisory Committee for review and comment for Council’s consideration.***”

5.2 **Update on Gino & Liz Marcus Recreation Complex Accessible Family Change Room Addition**

Andrew Dowie, Project Administrator to provide an update.

5.3 **Funding Application – Windsor Public Library - Addition to the Optimist Community Centre**

The Proposal for Funding from Capital Project 7086008 (Accessibility) – **attached.**

5.4 Funding Application – Recreation & Culture – Sandpoint Beach Accessibility

The Proposal for Funding from Capital Project 7086008 (Accessibility) – **attached.**

5.5 Funding Application – Engineering & Development – New City Hall Building – Annunciation System for the Three Elevators

The Proposal for Funding from Capital Project 7086008 (Accessibility) – **attached.**

5.6 Sub Committee Updates

6. Accessibility Officer’s Report

Data for City facilities

7. CHAIR’S REPORT

8. DATE OF NEXT MEETING

To be determined.

9. ADJOURNMENT