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Windsor, Ontario March 29, 2016

A meeting of the **Windsor Accessibility Advisory Committee** is held this day commencing at 10:30 o'clock a.m. in Room 407, 400 City Hall Square East, there being present the following members:

Peter Best, Chair  
Surendra Bagga  
Sandra Friesen  
Sheila McCabe (arrives at 10:42 a.m.)  
Nicholas Petro (Voting - Alternate)  
Robert Williams  
John Azlen (Alternate)  
Ricardo Pappini (Alternate)

***Regrets received from:***

Councillor Ed Sleiman  
Jillian Hotson  
Kathy Iacovone  
Chris Lemieux

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

Heidi Baillargeon, Landscape Architect  
Scott Bisson, Coordinator Community Development  
John Brunelle, Handi Transit  
Donna Desantis, Supervisor of Maintenance, Contracts and Special Projects  
Andrew Dowie, Project Administrator  
Gayle Jones, Accessibility/Diversity Officer  
Jen Knight, Manager WIATC and Adventure Bay  
Pam Labute, Manager Community Development  
Don Sadler, Project Manager  
Karen Kadour, Committee Coordinator

**1. CALL TO ORDER**

The Committee Coordinator calls the meeting to order at 10:32 o'clock a.m. and the Committee considers the Agenda being Schedule "A" **attached** hereto, matters which are dealt with as follows:

G. Jones provides a tribute to Wayne Meneguzzi, former Chair of WAAC who recently passed.

## 2. ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON

The Committee Coordinator calls for nominations from the floor for the position of Chairperson. S. Friesen nominates Peter Best and is seconded by N. Petro. The Committee Coordinator asks if there are further nominations from the floor for the position of Chair. Seeing, none, the Committee Coordinator asks P. Best if he accepts. P. Best accepts.

Moved by S. Friesen, seconded by N. Petro,  
That Peter Best **BE ELECTED** Chair of the Windsor Accessibility Advisory Committee for the term ending December 31, 2016.  
Carried.

It is generally agreed the election for the position of Vice Chairperson be deferred to the next meeting.

## 3. DECLARATIONS OF CONFLICT

None disclosed.

## 4. ADOPTION OF THE MINUTES

Moved by S. Friesen, seconded by N. Petro,  
That the minutes of the Windsor Accessibility Advisory Committee of its meeting held December 15, 2015 **BE ADOPTED** as presented.  
Carried.

## 5. BUSINESS ITEMS

### 5.2 Downtown Windsor Transportation Strategy

The Downtown Transportation Strategy - Executive Summary - Final Report is **attached** as Appendix "A".

Andrew Dowie, Project Administrator provides the following objectives as it relates to the Downtown Windsor Transportation Strategy:

- a) To develop a strategy that supports Council's Strategic Vision for a vibrant and inviting Downtown Windsor focusing on supporting active transportation choices;
- b) To repurpose the existing right-of-way to optimize space for all users (vehicles, transit, bicycles and pedestrians) to achieve a balanced transportation network

- for people that encourages non-motorized uses and establishes vibrant and inviting public spaces;
- c) To review existing auto, pedestrian, cyclist and transit facilities in the study area along with well known future developments and planned transportation improvements to determine existing and future deficiencies, strengths, needs and opportunities;
  - d) To engage in consultation with the public and stakeholders at major decision points in the process;
  - e) Based on public and stakeholder input and Council leadership, to develop the goals and objectives for the Downtown Windsor Transportation Strategy;
  - f) To identify inefficiently used or surplus transportation infrastructure and develop alternatives to allocate the public right-of-way more appropriately (e.g. \_road diets/bike lanes, etc.) in keeping with the "transportation strategy"
  - g) Identify opportunities to optimize on-street parking, in terms of factors such as locations, time limits, and paring fees;
  - h) Prepare a recommended strategy.

The following comments/recommendations are provided by the Committee:

- implement curb cuts at accessible parking spots.
- Provide audio signals at crosswalks to announce when pedestrians may cross
- Increase accessible street parking in the downtown core.
- Designate area when people can play chess as it would add a community European feeling.
- Provide high contrast areas at bus stops.

It is generally agreed an ad hoc committee be established to provide feedback to the Project Administrator regarding the City of Windsor Downtown Transportation Strategy Executive Summary - Final Report.

### **5.3 Central Box MuniQal Class Environmental Assessment**

In terms of the Central Box Municipal Class Environmental Assessment, A. Dowie provides the following information:

- The area being considered is generally bounded by Eugenie Avenue (north), Howard Avenue (east), West Grand Boulevard (south) and Dominion Boulevard (west).
- The outcome of the Study will be a preferred solution that will:
  - o provide a transportation network that will improve the conditions for both active and non-active modes of transportation;
  - o accommodate travel demands, serving the needs of the transportation system and area growth for a 20-year period; and
  - o consider the Civic Way designation of Dougall Avenue, Howard Avenue, and the E. C. Row Expressway.
- Looking at east-west connectivity and how to resolve the thirteen problem areas.\_

- Requests WAAC provide comments relating to this project so it can be addressed in the detail design.
- Several public meetings have been held.
- WAAC will be invited to any future public meetings.

The Chair thanks A. Dowie for his presentation.

#### **5.4 Funding Application : Reame Pak Concession Building - Accessible Service Counter**

Pam Labute, Manager Community Development provides an overview of the Funding Application as follows:

- Reaume Park is one of the many premier park locations within the City of Windsor and is located on the waterfront in East Windsor.
- The location of the concession in Reaume Park is considered an enhancement to the overall guest experience.
- There are over 400 identifiable units in this area including residential, assisted living and retirement living homes, where the average age of residents is over 80 years old.
- On any given weekday or weekend, there is a presence of many individuals from the neighbouring area with mobility issues as well as other noted physical limitations.
- The existing counter is over 42" in height from the grade level, and provides no accessible features for wheelchair access, an obstructed sight line of service for those with visual impairment, and health and safety concerns for the staff and employees of the concession.
- The proposed alternation to the left (east half) service counter will include a stainless steel serving surface that is low enough for someone sitting in a mobility aid, with enough clear space in front/underneath for a person in a mobility aid to approach the counter.
- The request in the amount of \$11,600 includes the following costs:
  - Two new windows with larger openings
  - Stainless steel countertops
  - Cupboards and obstructions to be removed
  - Partial wall removal to lower counter surface
  - Installation, labour, construction, project management
  - One new accessible picnic table

In response to a question asked by G. Jones regarding if the Parks Department can absorb the costs for any requested items, P. Labute responds the Parks Department will supply the accessible picnic table.

Moved by S. McCabe, seconded by S. Bagga,

That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$11,600 to be derived from the Capital Project #7086008 - Accessibility ODA Requirements Fund for the construction of an accessible service counter at the Reaume Park concession stand, and further, if Administration is able to provide an accessible picnic table in-kind, that any surplus funds provided by WAAC **BE RETURNED**, and that a plaque/sign **BE ERECTED** to acknowledge the Windsor Accessibility Advisory Committee for their generous donation to this project.

Carried.

### **5.5 Funding Application - Windsor International Aquatic & Training Centre**

Jen Knight, Manager WIATC and Adventure Bay and Scott Bisson, Coordinator Community Development are present to request funding in the amount of \$3,500 for the purchase of a Hoyer Power Advance power lift that will allow patrons who require assistance to transfer safely from a wheelchair to the accessible pool lift and into the pool.

S. McCabe expresses concern that occupational therapists were not contacted who would provide expert unbiased information relating to the power lift.

D. Sadler responds Jodie Fisher, Senior Occupational Therapist, The John McGivney Children's Centre was contacted and she gratuitously approved the purchase of the Hoyer Power Advance power lift.

Moved by R. Williams, seconded by S. McCabe,

That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$3,500 to be derived from the Capital Project #7086008 - Accessibility ODA Requirements Fund for the purchase of a Hoyer Power Advance power lift that will allow patrons who require assistance to safely transfer from a wheelchair to the accessible pool lift and into the pool at the Windsor International Aquatic Training Centre.

Carried.

S. Bisson puts forth a suggestion to provide a brochure (available in print and on line) that highlights accessibility features throughout City facilities and to also include the contributions made by WAAC to support those and upcoming initiatives.

### **5.6 Funding Application - Jackson Park Accessible Washroom**

Heidi Baillargeon, Landscape Architect is present to requesting funding in the amount of \$50,000 to assist in the cost of building fully accessible washrooms and change rooms at Jackson Park. The following comments are provided relating to this funding application:

- The Parks Department will be implementing a new accessible splash pad at Jackson Park within a few months time.
- The cost of the new splash pad is being covered by the Parks Department in full which is approximately \$220,000.
- The current washroom facilities at the park are not accessible.
- An architect was retained to investigate the cost of renovating the existing building to make the washrooms accessible, and was advised it would be more cost efficient to build new rather than to renovate the existing structure.
- The cost for fully accessible washrooms and change rooms is approximately \$250,000.
- - .- The current capital funding will allow Parks to contribute approximately \$200,000 to the cost of the new accessible washrooms and change rooms. This creates a shortfall of \$50,000.

G. Jones states if this project is a new build, it must exceed AODA legislation, ie. two universal washrooms.

N. Petro suggests providing \$25,000 (half of the requested amount) with the Department assuming the remaining \$25,000. He notes the Department can come back to WAAC when the tendered price is known.

H. Baillergeon indicates if the project isn't funded fully, the washroom will remain as status quo.

R. Pappini leaves the meeting at 12:02 o'clock p.m.

Moved by R. Williams, 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 (pending the results of the tendering process) as a contribution\_ for the construction of two (2) universal washrooms and two (2) accessible change stalls in the newly constructed accessible washroom to be located in Jackson Park.

Carried.

S. Friesen voting nay.

## **5.7 Funding Application - East Windsor Community Pool**

Don Sadler, Project Manager is present to request funding for the purchase of one (1) portable pool lift, two (2) water wheelchairs and one (1) Reclineez shower chair for the East Windsor Community Pool.

In terms of the textural tile floor around the pool, D. Sadler states patrons will be aware of the edge of the pool by the textured surface felt under their feet.

Moved by S. Bagga, seconded by S. Friesen,  
That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$14,600 (plus tax) to be derived from the Capital Project #7086008 - Accessibility ODA Requirements Fund for the following accessible amenities in the East Windsor Community Pool:

- One (1) Portable Pool Lift
- Two (2) Water Wheel Chairs (Upgrade to 400 lbs, 24" seat, swing arms)
- One (1) Reclineez Shower Chair

And further; that a copy of the-invoices shall be forwarded to the Windsor Accessibility Advisory Committee after said purchases.

Carried.

D. Sadler invites WAAC to visit the East Windsor Community Pool. He notes the building is accessible and suggests the next meeting be held at this location.

#### **5.1 WAAC Subcommittee Reports**

S. McCabe suggests two students be hired to assist with matters such as communications and promotion of WAAC initiatives.

G. Jones indicates that timing might be too late for the summer but possible future internships (paid or unpaid) will be investigated and will report back. She also proposes additional funds or carryover of unused funds be requested during the budget deliberations for the hiring of students in 2017.

#### **6. DIVERSITY OFFICER'S REPORT**

No report.

#### **7. DATE OF NEXT MEETING**

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

#### **8. ADJOURNMENT**

There being no further business, the meeting is adjourned at 12:40 o'clock p.m.

\_\_\_\_\_  
CHAIR

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COMMITTEE COORDINATOR



**AGENDA**  
**WINDSOR ACCESSIBILITY ADVISORY COMMITTEE**  
held Tuesday, March 29, 2016  
at 10:30 o'clock a.m.  
Room 407, 400 City Hall Square East

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**1. CALL TO ORDER**

**2. ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON**

**3. DECLARATIONS OF CONFLICT**

**4. ADOPTION OF THE MINUTES**

Adoption of the minutes of the meeting held December 15, 2015 - *attached.*

**5 BUSINESS ITEMS**

**5.1 WAAC Subcommittee Reports**

**5.2 Downtown Windsor Transportation Strategy -**

E-mail from Andrew Dewie, Project Administrator dated March 22, 2016 - *attact.ed.*

**5.3 Central Box Municipal Class Environmental Assessment**

E-mail from Andrew Dewie, Project Administrator dated March 22, 2016 - *attached.*

**5.4 Funding Application- Reaume Park Concession Building : Accessible Service Counter--The Proposal for Funding from Capital Project 7086008 - Accessibility Requirements - *attached.***

**5.5 Funding Application- Windsor International Aquatic and Training Centre- Power Lift (to assist with transfers to pool lift)--The Proposal for Funding from Capital Project 7086008 - Accessibility Requirements - *attached.* E-mail from Scott Bisson, dated March 22, 2016 regarding an initiative to create a brochure highlighting the accessible features in City facilities - *attach d.***

**5.6 Funding Application- Jackson Park Accessible Washroom--The**  
Proposal for Funding from Capital Project 7086008 - Accessibility  
Requirements - ***attached.***

**5.7 Funding Application- East Windsor Community Pool- Stacey**  
**McGuire and Don Sadler** Funding from Capital Project 7086008 -  
Accessibility Requirements - The following documents are attached:

- Quote for conversion of directional signage to Braille
- Quotes for adding floor strip around the pool edges to provide a textural cue for persons with visual impairments
- E-mail from Don Sadler dated January 12, 2016 (with updated prices hand written in the right margin)

**Consideration of the following items not approved at the WAAC**  
**December 15, 2015 meeting:**

- Two water wheelchairs
- One portable lift to be used for the lap pool and therapy pool
- One shower chair
- Quotations for the foregoing are ***attached.***

**6. Diversity Officer's Report**

**7. DATE OF NEXT MEETING**

To be determined.

**8. ADJOURNMENT**