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Windsor, Ontario March 22, 2011

A meeting of the **Windsor Accessibility Advisory Committee** is held this day commencing at 1:30 o'clock p.m. at the Room 405, 400 City Hall Square East, there being present the following members:

Ken Vickers, Chair
Melissa –Jo Meyer
Charles Payne (arrives at 2:12 o'clock p.m.)
Peter Best
Sandra Friesen
Kathy Iacovone
Eric Cross

Regrets received from:

Wayne Meneguzzi
David Kerr
Kendra Thompson, Note Taker
Tanya Emmett, APPD representative

Also present are the following resource personnel:

Geraldine Glos, Handi-Transit Windsor
Kelly Finlay, Marina Operator at Lakeview Park Marina Windsor
Frank Duralia, liaison member of Senior Advisory Committee
Derek Thachuck, Supervisor of Maintenance, Contracts & Special Projects
Gayle Jones, Diversity/Accessibility Officer
John Brunelle, Handi-Transit Windsor
Susan Vadori, Committee Coordinator (A)

1. CALL TO ORDER

The Chair calls the meeting to order at 1:34 o'clock p.m. and the Committee considers the Agenda being Schedule "A" **attached** hereto, matters which are dealt with as follows:

2. NEW BUSINESS ITEMS

That Rule 3.3 (a) of the Procedure By-law, 420-2001 as amended be waived to add the following Agenda item:

Moved by P. Best, seconded by S. Friesen

That an update **BE PROVIDED** regarding the Accessibility Awards as Item 8.2.

Carried

3. DECLARATIONS OF CONFLICT

None declared.

4. MINUTES

Moved by S. Friesen, seconded by P. Best

The minutes of the meeting held January 18, 2011 **BE ADOPTED** as presented.

Carried

5. BUSINESS ITEMS

5.1 Lakeview Park Marina – Overview and verbal update by K. Finlay, Marina Operator at Lakeview Park Marina

K. Finlay updates the Committee with the proposed construction and notes that the project is the planning stages. Accessibility improvements may include changes to the existing kiosk which houses the registration/office and existing washrooms facilities. Included in the construction accessibility updates are the docking structures and the boat space rentals.

The Committee suggests some areas for improvement consideration could include, updates to:

- Establishment of a floating dock and the group note caution regarding the gaps that occur between the dock and boat;

- Portable chair lifts
- Lighting and colour stripping along the edge of the docks;
- Along with the improvements of the washrooms and kiosk public space areas.
- And consult other marinas for suggestions regarding their accessibility improvements.

The Committee believes that a site visit would be of a benefit to the Committee and to the staff members at the marina site. K. Finlay notes that a spring project start up is being targeted and would appreciate scheduling a site visit and receiving comments as soon as possible.

The Diversity/Accessibility Officer and K. Finlay will schedule a meeting and update the Committee.

The Committee thanks K. Finlay for attending the meeting with the updates and appreciates the opportunity to discuss the changes prior to the construction phase.

K. Finlay leaves meeting at 1:47 o'clock p.m.

5.2 Review of Site Plans

G. Jones informs the Committee that she has received many copies of Site Plans for proposed construction sites in the City of Windsor.

The Committee generally agrees that P. Best, E. Cross and G. Jones will form a sub-committee. These members agree to remain after the monthly WAAC meetings to consider and comment on the Site Plans on behalf of the Committee and will report back on an as needed basis.

5.3 Results of Tender of Visual Alarms at Community Centres – verbal update by D. Thachuk, Supervisor of Maintenance, Contracts & Special Projects

D. Thachuk updates the Committee regarding visual signaling devices along with required electrical upgrades contracted for seven Community Centres.

D. Thachuk notes that four tenders were received from area contractors.

General discussion includes:

- The Committee inquires about the City's tendering procedure;
- The guarantee (if any) for parts and labour included in the pricing;
- Concern about Community Centre total renovation package and is it good investment.

Moved by M. Meyer, seconded by K. Iacovone

That the following tender # 05-11 as submitted by tenderer Rorison Electric Inc. of 825 Foster Avenue Windsor for visual signaling devices at community centres **BE ACCEPTED**, at the tender price of 25,065.00.

Carried

5.4 Update – Windsor Water World Accessibility Gym construction – verbal update by D. Thachuk, Supervisor of Maintenance, Contracts & Special Projects

D. Thachuk updates the Committee regarding the tender #41-11, which is to close on April 5, 2011. Presently construction is underway in the former Child Care Centre at the Windsor Water World location, which will be redeveloped into a gym area showcasing the new accessible equipment. A suggestion is considered to have a site visit by some Committee members, to provide recommendations (i.e. lighting, etc.). This meeting will be arranged once the site is safer and appropriate for visitors.

6. PRESENTATION

G. Jones presents a power point presentation regarding the Adie Knox Herman Recreation Complex Audit on March 22, 2011, as **attached** as Appendix "A".

F. Duralia leaves meeting at 2:21 o'clock p.m.

Some salient points regarding the Adie Knox Herman Recreation Complex Audit include:

- Floor covering contrasts and non-shiny is appropriate inside the building;
- Generally an appreciation of the new construction is noted;
- Requests to meet with project managers prior to contracts be written in order to institute accessibility issues for new or re-constructions.

F. Duralia returns to meeting at 2:45 o'clock p.m.

M. Meyer leaves meeting at 2:58 o'clock p.m.

7. DIVERSITY AND ACCESSIBILITY OFFICER REPORT

7.1 Update – Governance Model and Applications for WAAC

The Committee is updated regarding the ABC Governance Model and the involvement of the Standing Committees and the Committee is reminded of the deadline for Committee application submission to the City Clerk's office.

Moved by K. Iacovone, seconded by P. Best

That a future meeting **BE ARRANGED** forwarding an invitation to Public Works to attend an accessibility review on site meeting regarding the area near the WFCU Centre and McHugh Drive.

Carried

7.2 Face to Face Update

P. Best updates the Committee regarding his WEEG (Windsor Essex Employment Group) meeting attendance on behalf of WAAC. He notes that that WEEG is organizing a job shadowing experience and the May 25 and May 26, 2011 are scheduled. These days are set aside for the purpose of employers and potential employees obtaining a knowledge base for employer and possible employee alike and the educational experience community and business owner. More information will be forthcoming as the group is the development stages for the initiative.

J. Brunelle leaves meeting at 3:10 o'clock p.m.

7.3 National Quality Institute – NQI Community Accessibility Award

No action is indicated but the Committee notes a general support of the NQI Community Accessibility Award.

8. CHAIR'S REPORT

8.1 Ministry of Community and Social Services Video

The Ministry of Community and Social Services Video is not available at this meeting however will be placed on an upcoming agenda.

8.2 ACCESSIBILITY AWARDS

K. Iacovone updates the Committee regarding the approaching deadline for Accessibility Award nominees. She requests assistance and requests member to forward their suggestions to her as soon as possible. She is consolidating a list for possible recipients. Final decisions will be brought forward at the April 19, 2011 meeting.

P. Best offers to assist K. Iacovone with the Accessibility Awards nominees and consolidating a list of possible recipients.

The Committee discusses the initiatives of other cities Accessibility Advisory Committees and suggests members visit the City of St. Thomas accessibility website at city.st-thomas.on.ca.

9. DATE OF NEXT MEETING

The next meeting will be held on April 19, 2010 scheduled to commence at 1:30 o'clock p.m. at the Oakwood Community Centre located at 2520 Cabana Road West Windsor.

10. ADJOURNMENT

There being no further business, the meeting is adjourned at 3:32 o'clock p.m.

CHAIR

COMMITTEE COORDINATOR