



Windsor Accessibility Advisory Committee (WAAC)

Meeting held June 18, 2026

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
Danica McPhee
Riccardo Pappini
Nicholas Petro

Regrets received from:

Councillor Fred Francis

Also present are the following resource personnel:

Mark Keeler, Accessibility Diversity Officer
Ian Day, Senior Manager, Parks Department
Craig Robertson, Manager Licensing & Enforcement & Deputy Licence Commissioner
Wadah Al-Yassiri, Manager Parks Department
Karen Kadour, Committee Coordinator

1. Call to Order

Sally Bennett Olczak, Co-Chair calls the meeting to order at 10:03 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 Nicholas Petro, seconded by Danica McPhee,

That the minutes of the Windsor Accessibility Advisory Committee of its meeting held March 19, 2026, **BE ADOPTED** as presented.
Carried.

4. Operating and Capital Budgets

Mark Keeler, Accessibility/Diversity Officer advises that the current operating budget remains at \$6,250. The current Capital Budget remains at \$393,337.

5. Business Items

5.1 Capital Project – All Saints Church Accessibility Improvements

Mark Keeler advises that the lease agreement has been finalized with the City of Windsor and All Saints Church and awaits final approval by City Council. He reports that the cost is \$100,000 for all of the renovations to the south entrance including a ramp, new door openers with washroom changes.

Moved by Nicholas Petro, seconded by Riccardo Pappini,
That an upset amount of \$100,000 (plus HST) **BE APPROVED** as a precommitment of funds for accessibility improvements to the west and south entrances and the ground floor washrooms at All Saints Church from project 7086008 Accessibility Requirements.
Carried.

5.2 Capital Project – Riverside Branch Accessibility Improvements

Mark Keeler advises the Riverside Branch is a heavily used library that has resulted in a measurable increase in attendance by individuals who rely on accessible design features to fully engage the services.

Peter Best Co-Chair remarks that doing a physical site visit at the Riverside Branch was extremely helpful as additional features, i.e. handrails were required and suggests site visits be undertaken in the future.

Nicholas Petro states that the willingness for Administration and Facilities to attend a subcommittee meeting of WAAC was extremely fruitful as there was an opportunity to discuss the matters and to ask questions.

Moved by Danica McPhee, seconded by Nicholas Petro,
That an upset amount of \$80,000 (plus HST) **BE APPROVED** as a pre-commitment of funds for the renovations to the stairs, upstairs washrooms, and

downstairs washrooms at the Riverside Branch of Windsor Public Library from project 7086008 Accessibility-ODA Requirements.

Carried.

5.3 Capital Theatre Parking Update

Mark Keeler advises that an e-mail was sent to Parking requesting that language be added to the City's Website as it relates to accessible parking at the Capital Theatre. As there are no recent updates, the Chair suggests that this matter be discussed at the next meeting of WAAC.

Ian Day indicates that it is permitted for the handicap to use any commercial parking spaces/commercial loading zones in the city as noted in the Parking By-law.

Sally Bennett Olczak remarks that nothing is in writing that publicly addresses the issues regarding parking in a commercial zone. This information must be communicated to the end user.

Ian Day states that an update will be provided on the City's web page that provides clarification regarding accessible parking in any commercial parking zone. The foregoing information will also be communicated on every accessible permit issuance.

Danica McPhee expresses concern that there may be other concessions in the by-law that impact people with those accessible permits, i.e. in the GTA area people are able to park in a no parking zone with free parking in municipal lots. Sally Bennett Olczak, Co-Chair asks is it broader than commercial zones only; are there other areas, and is this being communicated to the citizen and user.

Ian Day responds they will update the whole process of issuing the permit and will provide an information sheet explaining where the public can and cannot park with that permit.

Moved by Peter Best, seconded by Nicholas Petro,

That feedback from the Senior Manager Traffic regarding an update outlining the whole process of the issuance of a permit and where the public can and cannot park with that permit **BE PROVIDED** for the next meeting of the Windsor Accessibility Advisory Committee.

5.4 Funding of Accessible Taxi Renewal Licenses

Mark Keeler advises currently there are eight (8) cabs on the road with thirteen (13) plates that are unused and on the shelf. Due to fuel increases and other costs some of these cabs are struggling to stay on the road at all which affects people with disabilities to have that transit available to them. The Windsor Licensing Commission has

recommended reducing the 2026 renewal fee of \$520 to \$25. The Commission is asking for support from WAAC to ensure that accessible taxis can remain operating by subsidizing the costs of accessible licenses for 2026.

Craig Robertson, Manager of Licensing & Enforcement and Deputy Licence Commissioner is present and available to answer questions.

Riccardo Pappini refers to the reduction of the 2026 renewal fee from \$520 to \$25 and asks if this is due to the number of cabs on the road. Mark Keeler responds that it will allow those cabs to be able to afford to keep those cars on the road due to the extra cost.

Craig Robertson explains that there was a request from Canadian Checker Cab to look at extending the vehicle age of taxicabs as well as a reduction of licence fees due to the rising cost of tariffs and gas. He advises that Checker has 8 accessible taxicabs currently on the road; five are due to come off the road due to the age limit of the vehicle (age limits for accessible cabs are 12 model years old) He indicates that the Windsor Licensing Commission made the decision to extend the vehicle age limit for 8 vehicles for one year to 2027. The Commission also agreed to provide another financial benefit to the accessible taxicab by reducing the plate renewal fees one-time which resulted in the need for Administration to find a funding source.

In response to a question asked by Sally Bennett Olczak, Co-chair regarding the total cost for 8 vehicles, Craig Robertson states that the difference is \$3,960 to recover those costs resulting from the reduction of the taxicab renewal fees from \$520 to \$25.

Danica McPhee advises she is in support of these temporary measures and wonders if this will remain an ongoing topic of consideration on how to sustainably reduce these barriers for accessible taxi drivers. Craig Robertson responds that it is a global problem of keeping these types of vehicles on the road due to rising tariffs and the fuel costs that have an impact. He adds that they would have to bring forward a budget issue for 2027 for fee reductions on an ongoing basis.

Riccardo Pappini asks if the supplement of \$3,960 will assist in continuing the service of these 8 cabs. Craig Robertson states that licence fees are based on a cost recovery basis, however they are getting to the point where they are not recovering costs and recognize how important the fleet is for our community that may require these services.

Peter Best, Co-Chair advises that this is a major concern for a number of municipalities as well as for the consumers and it is important that City Council is aware that WAAC is supporting the need for more accessible taxis. He states the more we can understand the problem, the more we can support the potential solutions and invites Craig Robertson to attend future meetings of the WAAC subcommittee to discuss this matter.

Mark Keeler advises that Craig Robertson or a representative will be invited to the next meeting of the WAAC subcommittee.

Moved by Danica McPhee, seconded by Riccardo Pappini,
That the Windsor Accessibility Advisory Committee **APPROVE** funding in the amount of \$3,960 from the Accessibility Operating Fund to offset the 2026 revenue shortfall resulting from the reduction of wheelchair accessible taxicab licence renewal fees from \$520 to \$25.
Carried.

6. Date of Next Meeting

The next meeting will be held on a date to be determined in September 2026.

7. Adjournment

There being no further business, the meeting is adjourned at 10:59 o'clock a.m.

