



Windsor Accessibility Advisory Committee (WAAC)

Meeting held March 19, 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
Councillor Fred Francis (joins the meeting at 10:06 a.m.)
Danica McPhee
Nicholas Petro

Absent:

Surendra Bagga
Riccardo Pappini

Also present are the following resource personnel:

Mark Keeler, Accessibility/Diversity Officer
Wadah Al-Yassiri, Manager, Parks Department
Ian Day, Senior Manager, Transportation
Karen Kadour, Committee Coordinator

1. Call to Order

Sally Bennett Olczak, Co-Chair calls the meeting to order at 10:03 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 Peter Best,

That the minutes of the Windsor Accessibility Advisory Committee of its meeting held November 13, 2025, **BE ADOPTED** as presented.

Carried.

4. Operating and Capital Budgets

Mark Keeler, Accessibility/Diversity Officer advises that the operating budget remains at \$6,250 and adds the balance of the Capital Budget is \$411,000.

5. Business Items

5.1 Capital Projects Update

Wadah Al-Yassiri, Manager, Parks Department is present to provide an update on Alexander Park. He reports that construction is in progress and adds the project should be completed by May 2026.

Alexander Park Construction

Wadah Al-Yassiri questions if an event will be held to showcase the new accessibility path in Alexander Park. Danica McPhee responds their plan is to host an event during National Accessibility Week (May 31, 2026, to June 6, 2026). There will be a ribbon cutting ceremony with perhaps a small giveaway along with media moments by members of WAAC regarding changes to Alexander Park. She suggests inviting Mayor Dilkens, and Councillor Ed Sleiman along with community partners, i.e. Alzheimer's Society, Community Living, and Assisted Living in order to understand the accessibility features that have been undertaken.

Councillor Fred Francis suggests inviting all of Council to the Alexander Park event.

Wadah Al-Yassiri leaves the meeting at 10:17 o'clock a.m.

Huron Lodge Acoustics

Mark Keeler remarks that he visited Huron Lodge and indicates that the acoustics in the auditorium area are ineffective. The acoustics systems that are being installed play a role in improving hearing for seniors with low hearing.

Moved by Danica McPhee, seconded by Nicholas Petro,
That \$40,000 **BE APPROVED** as a pre-commitment of Capital Funds for the deployment of acoustic panel enhancements in the auditorium at Huron Lodge from project 7086008 Accessibility-ODA Requirements.
Carried.

Windsor Public Library Riverside Washrooms Project

Mark Keeler advises that he will be visiting the Riverside Public Library Branch accompanied by Peter Best for a site visit. He adds that a universal washroom will be constructed on the first floor and an assessment will be done on site. Peter Best to provide an update of the project at the May 21, 2026, meeting of WAAC.

5.2 Event Planning for Alexander Park

This matter was discussed under “Alexander Park Discussion”.

5.3 Accessibility for Ontarians with Disabilities Act (AODA) Consultation Protocol

Mark Keeler remarks that the consultation protocol between WAAC and the city is not as reinforced as it could be as the purpose of the protocol is to bring departments and WAAC onto the same page. For example, if the city has 30-40 projects, the subcommittee can only review a fraction of those. This project is designed to develop the protocol to allow for more efficiency in the review process.

Moved by Nicholas Petro, seconded by Peter Best,
That the update regarding the AODA Consultation Protocol **BE RECEIVED**.
Carried.

5.4 Facility Accessibility Design Standards (FADS)

Mark Keeler reports that the internal working group is currently working on chapters 4 and 5 of FADS. It is expected that the internal reviews will be completed by June 2026. He adds that the final version is being compiled that outlines the changes.

Danica McPhee comments that working on the FADS has been a great experience and reiterates how intentional the infrastructure committee was around differentiating between a recommendation versus what we want to go into. She further adds that they gave the internal committees at the City of Windsor some space to say this is not feasible but can be a “lived experience recommendation”.

5.5 Transit Windsor AODA Compliance Transition

Mark Keeler advises he had a discussion with James Chacko, Executive Director, Transit Windsor, and adds that Transit is aware of and beginning the transition from the Accessible Canada Act to the AODA this year and are forming an internal management group. Mark Keeler remarks that he will begin the work with Transit Windsor in the spring 2026.

In response to a question asked by Peter Best regarding if WAAC will be involved in Transit Windsor consultations, i.e. East End Terminal, Mark Keeler responds that James Chacko will be forming an internal group and will request that a WAAC member sit on that committee.

5.6 Audible Transit Maps

Mark Keeler explains that the current transit bus schedules have tables with the times and the stops where a bus is going to go along with a map. If a person were to use a screen reader, it would say map of route 2. To remedy this, he remarks he has used a combination of AI and Adobe to build maps to provide a voice version of what that map looks like. He envisions audible maps being available on all transit bus schedules

Peter Best states this is a pilot project that is not being done anywhere else and adds the City of Windsor can be setting the path to accessibility.

New Business

Capitol Theatre Parking Update

Councillor Fred Francis advises that city administration has allowed for 2 accessible parking spots on Victoria close to the entrance of the Capitol Theatre. He adds there is commercial loading on University. He states commercial loading also acts as accessible parking spots if there is no commercial loading. During a show, there would be no commercial loading, therefore there would be 3 accessible parking spots provided the people have their permit clearly displayed on their windshield. He adds with the 2 spots on Victoria and the 3 spots located where the commercial loading is allowed, there would be 5 accessible parking spots in and around the entrance to the Capitol Theatre.

Peter Best asks if the 5 accessible parking spots are currently available and questions if signage will be posted. Councillor Fred Francis advises that parking in a commercial loading spot is allowed and indicates that the 2 spots on Victoria are clearly marked.

Mark Keeler to visit the site to ensure that the signage outlines the guidelines in parking on a commercial load spot. Sally Bennett Olczak, Co-Chair requests that pictures be taken at the site, and to review the signage posted on Victoria and to report back.

6. Date of Next Meeting

The next meeting will be held on Thursday, May 21, 2026, at 10:00 a.m. via Zoom video conference.

7. Adjournment

There being no further business, the meeting is adjourned at 10:55 a.m.