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Windsor, Ontario February 21, 2013

A meeting of the **Windsor Accessibility Advisory Committee** is held this day commencing at 1:30 o'clock p.m. at the Forest Glade Arena, 3205 Forest Glade Drive, there being present the following members:

Wayne Meneguzzi, Chair
Kathy Iacovone, Vice Chair
Councillor Ed Sleiman
John Azlen
Jason Beaudin
Tanya Emmett
Sandra Friesen
Bridget Lefort (alternate member)

Regrets received from:

Peter Best
Meghan Johnson-Etue
Anne Mullin
Christine Trudell-Conklin

Also present are the following resource personnel:

Scott Bisson, Manager, Business Consultant & Community Facilities
John Brunelle, Handi Transit
Tom Graziano, Manager of Facility Operations (A)
Gayle Jones, Accessibility/Diversity Officer
John Miceli, Executive Director of Parks & Facilities
Rob Slater, Executive Initiatives Coordinator
John Wolf, Manager Traffic Operations
Karen Kadour, Committee Coordinator

1. CALL TO ORDER

The Chair calls the meeting to order at 1:35 o'clock p.m. and the Committee considers the Agenda being Schedule "A" **attached** hereto, matters which are dealt with as follows:

2. ADDITIONS TO THE AGENDA

Moved by J. Azlen, seconded by J. Beaudin,

That Rule 3.3 (c) of the *Procedure By-law 98-2011* be waived to add the following addition to the Agenda:

- 5.5 Proposal for Funding from Capital Project 7035138 – Windsor Community Museum
Carried.

3. **DECLARATIONS OF CONFLICT**

J. Beaudin discloses an interest on Item 5.2 as he is related to employee working at the Forest Glade Arena.

4. **MINUTES**

Moved by S. Friesen, seconded by K. Iacovone,
That the minutes of the Windsor Accessibility Advisory Committee at its meeting held September 20, 2012 **BE ADOPTED** as presented.
Carried.

5. **BUSINESS ITEMS**

5.2 **Funding Application – Forest Glade Arena**

S. Bisson is present to request funding in the amount of \$50,000 from the Capital Project 7035138 Fund for the following improvements to the Forest Glade Arena:

- Install automatic sliding doors in to rinks A and B
- Upgrades to all service counters to meet the Facility Accessibility Design Standards (FADS)
- Upgrades to all restroom facilities to meet FADS
- New signage to meet FADS

S. Bisson advises Lowe's Home Improvement Warehouse has contributed \$50,000 (with \$50,000 in matching funds from the City of Windsor) and up to \$25,000 in potential vendor donations.

In response to a question asked by Councillor Sleiman regarding if the City will provide additional funds to the Capital Project Fund for 2013, J. Miceli responds no funds are earmarked for 2013, however the 5 year Capital budget indicates that funds will be provided in 2014.

S. Bisson conducts a tour of the facility to identify the areas in need of improvement and/or retrofit. K. Iacovone suggests an adult change table be installed in the single bathroom located in the hallway.

Moved by Councillor Sleiman, seconded by K. Iacovone,
That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$50,000 to be derived from the Capital Project 7035138 Fund for the following accessible improvements to the Forest Glade Arena:

- Install automatic sliding doors in to rinks A and B
 - Upgrades to all service counters to meet the Facility Accessibility Design Standards (FADS)
 - Upgrades to all restroom facilities to meet FADS
 - New signage to meet FADS
- Carried.

J. Beaudin discloses an interest and abstains from voting on the matter.

5.1 Family Aquatic Centre Funding Request Update

City Council at its meeting held February 4, 2013 adopted the following resolution:

M48-2013 “THAT approval BE GIVEN to a placeholder in the amount of \$30,000 for the fiscal year from the Non-Built Environment Fund for Parks & Facilities to investigate and report back to the Windsor Accessibility Advisory Committee on the accessibility products/features for the Family Aquatic Complex; and

THAT the Family Aquatic Complex Project Manager BE REQUESTED to investigate if there is interest from the accessibility providers to donate and/or fund accessible components of the Family Aquatic Complex; and further,

THAT the Family Aquatic Complex Project Manager PROVIDE a breakdown outlining where the \$30,000 will be utilized.

Carried.

J. Miceli provides a list of equipment for WAAC to consider for the Family Aquatic Complex to be funded by the foregoing placeholder in the amount of \$30,000:

- Flotation Aids – designed for adults who can support themselves in water but need assistance to walk
- Aqua wheelchairs – built to operate in both showers and pool environments, and can allow people to be rolled into water features with beach entry.
- Non-Aquatic wheelchairs – available for public use as required to assist in mobility in circulating throughout the building.
- Specialized lifejackets – designed to allow individuals to experience water who have a loss of autonomy and mobility.
- Underwater walkers – compatible with pool environments that allow participants with mobility issues to participate in water walking and other water fitness activities.
- Portable Aquatic Steps – alternative to using ladders to aid in entering and leaving the pool.

G. Jones indicates WAAC at its meeting held September 20, 2012 approved the following (excerpt from the motion)”

“and further, that the Project Manager BE REQUESTED to investigate if there is interest from the accessibility providers to donate and/or fund accessible components of the Family Aquatic Complex”

S. Bisson states an application for a grant for the Family Aquatic Complex will be submitted and if successful, a portable ramp will be purchased.

G. Jones requests that a portion of the wheelchairs purchased for the Family Aquatic Complex have a “tilt” feature.

Moved by K. Iacovone, seconded by J. Azlen,

That **APPROVAL BE GIVEN** to the purchase of the following accessible amenities for the Family Aquatic Complex to be funded in the upset amount of \$30,000 from the Capital Accessibility Project 7035138 Fund:

- Flotation Aids – designed for adults who can support themselves in water but need assistance to walk
- Aqua wheelchairs – built to operate in both showers and pool environments, and can allow people to be rolled into water features with beach entry.
- Non-Aquatic wheelchairs – available for public use as required to assist in mobility in circulating throughout the building.
- Specialized lifejackets – designed to allow individuals to experience water who have a loss of autonomy and mobility.
- Underwater walkers – compatible with pool environments that allow participants with mobility issues to participate in water walking and other water fitness activities.
- Portable Aquatic Steps – alternative to using ladders to aid in entering and leaving the pool.

and that a portion of the wheelchairs purchased will have a “tilt” feature if such a feature is available and further, that the Project Manager **BE REQUESTED** to investigate if there is interest from the accessibility providers to donate and/or fund accessible components of the Family Aquatic Complex.

Carried.

5.5 Proposal for Funding from Capital Project 7035138 – Windsor Community Museum

The Proposal for Funding from the Capital Project 7035138 in the amount of \$15,000 for the installation of a chair lift to allow persons to access the basement level of the Windsor Community Museum is distributed and ***attached*** as Appendix “A”.

J. Miceli advises there is exhibit and display space in the basement along with a craft room.

Derek Thachuk, Supervisor of Maintenance Projects and Special Contracts is contacted by phone and the following comments are made:

- There is an existing chair lift that allows access to the second floor
- Single bathroom in the basement is not accessible
- Requesting a chair lift to access the basement level
- The building has heritage designation
- There is a ramp at the front entrance of the building

In response to a question asked by K. Iacovone regarding if a wheelchair can be placed on the chair lift, D Thachuk replies a person would have to be transferred out of their wheelchair into the lift. K. Iacovone indicates this type of chair lift is more appropriate for those with portable wheelchairs.

S. Friesen advises the displays at the Windsor Community Museum are not interactive and suggests guided tours, and descriptive videos much like the Detroit Institute of Arts.

Councillor Sleiman states the Windsor Community Museum may be housed on the first floor of the Art Gallery and is not certain what the future use of the Francois Baby House will be.

Moved by Councillor Sleiman, seconded by J. Beaudin,

That the request for funding in the amount of \$15,000 from the Capital Project 7035138 for the installation of a chair lift at the Windsor Community Museum **BE DEFERRED** pending further information relating to the future use of the Museum.

Carried.

5.3 Automatic Door Openers

G. Jones reports some doors in city facilities either have a slight delay in opening, or, one has to press and hold a button to open the door. B. Lefort notes that there is no provision in the Ontario Building Code regarding what would be considered too long of a delay for Automatic door openers. G. Jones refers the committee to the FADS standard. K. Iacovone states she has no issue with the automatic doors openers and suggests people have “patience” as the 3 second delay is not an issue. She notes a problem would exist if the doors close too quickly. B. Lefort also reiterated that the issue that is generally raised is whether a door opens or closes too quickly.

5.4 Access 2 Entertainment Card

G. Jones states she received a call from a person new to Windsor asking if any establishments accept the Access 2 Entertainment Card. She brought the issue to the Committee for consideration and advice as to next steps.

Clerk's Note: The Access 2 Entertainment card allows persons with a disability to receive either free admission or a significant discount (no more than \$3.00) for their support person at member movie theatres, venues and attractions across Canada. The Access 2 Entertainment program is administered by Easter Seals. Persons with disabilities must apply to the Easter Seals program which will confirm eligibility for the card.

The person with a disability pays the usual admission fee in all cases.

J. Beaudin indicates that most people with disabilities cannot afford to pay the fee for their support person to go to entertainment venues.

Moved by J. Beaudin, seconded by K. Iacovone,

That the Accessibility/Diversity Officer along with the Chair, T. Emmett, and J. Beaudin **BE DIRECTED** to meet with representatives from the WFCU Centre, and Recreation to investigate and report back regarding the implementation of the Access 2 Entertainment Card at city venues.

Carried.

6. **DIVERSITY AND ACCESSIBILITY OFFICER REPORT**

G. Jones states at a recent meeting of the Social Development, Health & Culture Standing Committee the members requested additional information regarding the Annual Accessibility Conference held in Lasalle.

Discussion ensues regarding changing the venue of the Accessibility Conference to a facility in Windsor. Councillor Sleiman suggests alternating annually between the City and County or partnering with the County.

J. Beaudin concurs with Councillor Sleiman regarding partnering with the County to host the Accessibility Workshop.

T. Emmett notes that she would like WAAC to consider running its own Accessibility event. Discussion ensues regarding the creation of a sub committee to explore where WAAC should place its efforts regarding an accessibility event for 2013.

Moved by K. Iacovone, seconded by S. Friesen,

That a WAAC Event Subcommittee consisting of T. Emmett, S. Friesen, J. Azlen, J. Beaudin, B. Lefort, K. Iacovone, W. Meneguzzi with administrative resource G. Jones **BE ESTABLISHED.**

Carried.

It is generally agreed a meeting of the WAAC Event Subcommittee will be held on March 6, 2013 at 2:00 o'clock p.m. in Room 408, 400 City Hall Square East.

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 3:26 o'clock p.m.

CHAIR

COMMITTEE COORDINATOR

AGENDA
WINDSOR ACCESSIBILITY ADVISORY COMMITTEE
Thursday, February 21, 2013
at 1:30 o'clock p.m.
Forest Glade Arena
3205 Forest Glade Drive

1. CALL TO ORDER

2. DECLARATIONS OF CONFLICT

3. MINUTES

Adoption of the minutes of the meeting held Sept 20, 2012 (*previously distributed*).

4. BUSINESS ITEMS

4.1 Family Aquatic Centre funding request update

The Project Manager and/or designated representative to be in attendance. Background information and recent report to the Social Development, Health & Culture Standing Committee – *attached*.

4.2 Funding Application

Forest Glade Arena- *attached*.

4.3 Automatic Door Openers

Information and advice from Committee regarding maintenance schedule and door delay.

4.4 Access 2 Entertainment Card

Request for some of City venues to receive card.

5. Diversity and Accessibility Officer Report

- 5.1 Funding of Accessibility workshop- Social and Development Committee's questions regarding contribution- information regarding workshop and the budget – attached.

6. Chair's Report

7. DATE OF NEXT MEETING

The date and location of the meeting is to be determined.

8. ADJOURNMENT

Windsor Accessibility Advisory Committee
Proposal for Funding from Capital Project 7035138
(Accessibility)

Access Funding Proposals are only available to projects internal to the Corporation. Funding will be on a one-time only basis except in rare circumstances.

Funding proposals may be submitted at any time. Proposals received later than the first Tuesday of the month will be reviewed by the Windsor Accessibility Advisory Committee at its regular meeting in the following month.

Instructions for completing this application:

- A) Complete Sections 1 and 2
- B) Return to Mary Lou McCullough, WAAC Secretary at kkadour@city.windsor.on.ca or c/o Council and Customer Services, 350 City Hall Square.
- C) WAAC will consider all proposals and may request attendance at a WAAC meeting for further discussions.

Section 1 Project Details

Date Submitted: November 22, 2012

Department: Parks & Facilities

1) Description of Barrier Removal Project and how it promotes universal access to all persons with disabilities (include appropriate references to attitudinal, informational, physical, technological, architectural or policy barriers):

This project will mitigate the barrier of the stairs leading to the basement of the Windsor Community Museum. By installing a stair lift on these existing stairs, persons with mobility impairments will be able to view the displays currently located in the basement.

2) Provide a list of users and groups that will benefit from this barrier removal activity:

Public, staff, volunteers

Windsor Accessibility Advisory Committee
Proposal for Funding from Capital Project 7035138
(Accessibility)

3) Identify all partners in this project:

City of Windsor

4) Identify in kind and volunteer contributions:

None

5) If this is for a modification to the built environment, has your site been audited for accessibility using the Windsor Barrier Free Design Standards?

Yes No Comments: Unknown

6) Is this project identified in the Corporate or Transit Windsor Accessibility Plan:

Yes No Comments:

7) Has this project been researched for best practises in creating accessibility? (The Diversity and Accessibility Officer or Windsor Accessibility Advisory Committee can provide assistance in identifying best practices in particular cases.)

Yes No Comments:

8) Does the project meet or exceed Ontario Building Code or Windsor Barrier Free Design Standards requirements? (Explain)

Yes

9) Does the project meet or exceed the Department Business Plan? (Explain)

Not Applicable

10) Does the project meet the Community Strategic Plan or Official Plan? (Explain)

Not Applicable

11) Does the vendor/supplier/designer/contractor of this project support the principles of full accessibility for people with disabilities?

Yes No Comments:

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Proposal for Funding from Capital Project 7035138
(Accessibility)

12) Appropriate supporting Documents included: Letters of Support
Plans/drawings Cost Analysis Other (Explain) (Where a project is very
large approval may be obtained in stages eg: approval in principle, approval after plans
or drawings are available, final approval)

13) What is the expected project completion date?

6 – 8 weeks after full approval

Section 2 Project Costs:

Department contribution	\$
Amount Requested from Accessibility Advisory Committee	\$15,000
Other Funding Sources (describe):	\$

Derek Thachuk

Date Signed

Supervisor of Maintenance, Contracts &
Special Projects

Windsor Accessibility Advisory Committee
Proposal for Funding from Capital Project 7035138
(Accessibility)

Section 3 Accessibility Committee Review

Your proposal was reviewed on .

We RECOMMEND your proposal be considered for funding from the Access Fund in the amount of \$.

We RECOMMEND your proposal be approved in principle for funding from the Access Fund in the amount of \$ subject to the following conditions:

We DO NOT RECOMMEND your proposal at this time. Your application for funding did not meet our requirements for the following reasons:

Date Signed

Chair, Windsor Accessibility Advisory
Committee