

# PETAWAWA ACCESSIBILITY ADVISORY COMMITTEE MEETING

## MINUTES

SEPTEMBER 10, 2013 @ 6:00 P.M.

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PRESENT: Jennifer Holohan, Richard Holohan, Dawn Recoskie, Karen Roosen, Sherry Soltysiak

REGRETS: Theresa Sabourin

1. Welcome and Introductions – Karen Roosen welcomed the members of the committee.
2. Adoption of Agenda – Moved by Sherry Soltysiak to approve the agenda as presented, seconded by Richard Holohan. Motion carried.
3. Disclosure of Pecuniary Interest – None.
4. Adoption of previous minutes of May 14, 2013 – Moved by Sherry Soltysiak to approve the minutes of May 14, 2013 as circulated to the members of the committee, seconded by Karen Roosen. Motion carried.
5. Old Business:
  - a. Membership Recruitment – Dawn Recoskie advised that the poster/fact sheet, as approved at the May 14, 2013 meeting, was distributed to community partners along with a letter and an application form to join the Petawawa Accessibility Advisory Committee. Ms. Recoskie advised that she received an email from Family & Children Services requesting further information about the committee. Ms. Recoskie will provide the organization with a copy of the terms of reference for the committee. Karen Roosen commented that Mayor Bob Sweet sent Kat Moore a letter accepting her resignation from the PAAC.
  - b. Community – Customer Service Survey Results – Committee members reviewed the results of the survey. Only 14 responses were received. Ms. Recoskie was directed to bring forward the draft survey for businesses to be reviewed at the next meeting. Committee members suggested sending out the next “community” survey in fall 2014 with the “business” survey to be sent out in spring 2014.
  - c. 2013 Workplan – Committee members reviewed the 2013 workplan and made the following updates:
    - Under Public Awareness Item #1: Status – Town Times article published on April 11, 2013;
    - Under Public Awareness Item #3: Status – Completed, participated in April 2013 Home Show and September 2013 Home Show;

- Under Outcomes Item #1 (a): Status – Completed, Integrated Accessibility Standards adopted by By-law 821/13 on March 4, 2013;

The barrier free checklist will be discussed at the next meeting. Committee members were asked to bring ideas forward at the next meeting regarding promotional items that the committee can purchase in accordance with the 2013 Budget for the Petawawa Accessibility Advisory Committee. Dawn Recoskie was directed to order magnetic nameplates for Jennifer and Richard Holohan.

6. New Business:

- a. AODA Self-Certified Accessibility Report 2013 – Dawn Recoskie reported that the Town is in compliance with the AODA and completed the 2013 Self-Certified Accessibility Report. The report is posted on the Town's website.
- b. Fall Showcase – Committee members agreed to the following schedule:
  - Friday, September 13<sup>th</sup> – 1:00 p.m. to 2:00 p.m. Sherry Soltysiak;
  - Sunday, September 15<sup>th</sup> – 1:00 p.m. to 2:00 p.m. Jennifer and Richard Holohan;

7. Correspondence (Previously emailed to Committee members)

- a. Virtual Employ-Ability Program – Neil Squire Society – received for information.
- b. Inclusive Community – What does diversity, inclusivity and goodwill mean to your municipality? – AMCTO – received for information.
- c. Ontario's Accessibility Standards Advisory Council/Standards Development Committee News Release – Ministry of Economic, Trade and Employment – received for information.

8. Member Input

Jennifer Holohan commented that Fred Street and Wilbert Street both have large cracks on the road surface as well as on the sidewalks, which makes it difficult to travel the roadways with her scooter.

Jennifer and Richard also commented that the traffic lights at the intersections of Mohns Avenue/Petawawa Boulevard and Victoria Street/Petawawa Boulevard are not long enough for people with mobility disabilities.

9. Next meeting – October 8, 2013 at 6:00 p.m.

10. The meeting adjourned at 6:52 p.m.