

PETAWAWA ACCESSIBILITY ADVISORY COMMITTEE MEETING

MINUTES

January 24, 2019 @ 1:30 P.M.

PRESENT: Sheila Clarke, Theresa Sabourin, Sharon Slaney, Jackie Nieman, Mark Reinert, Christine Mitchell

REGRETS: Alison Morris

1. Welcome and Introductions – Sheila Clarke welcomed the members of the committee and opened the meeting at 1:40 p.m.
2. Adoption of Agenda – Moved by Theresa Sabourin, seconded by Sharon Slaney to approve the agenda. Motion carried.
3. Disclosure of Pecuniary Interest – None.
4. Adoption of previous minutes of November 22, 2018 – Moved by Sharon Slaney seconded by Jackie Nieman to approve the minutes of November 22, 2018. Motion carried.
5. Old Business:
 - a. Committee Appointments for 2018 – 2022 Term

C. Mitchell indicated that Council approved the appointment of Sheila M. Clarke, Alison Morris, Jackie Nieman and Sharon Slaney to the Petawawa Accessibility Advisory Committee for a term concurrent with Council. Councillor appointee is Theresa Sabourin.

S. Slaney reported that she had another interested member who may make an application shortly.
 - b. Committee Report 2017/2018 for Council

T. Sabourin indicated that the PAAC had not made a presentation to Council since 2016. A report that includes our work plan, milestones and future initiatives should be prepared and presented to Council. C. Mitchell will work with S. Clarke on this.

6. New Business:

a. Election of Chair of Petawawa Accessibility Advisory Committee for 2019

At this point Sheila Clarke vacated the Chair. C. Mitchell called for nominations for the position of Chair. Moved by Jackie Nieman and seconded by Sharon Slaney that Sheila Clarke be nominated as Chair. Sheila Clarke accepted the nomination. C. Mitchell called for further nominations for the position of Chair. There were no further nominations. Motion to appoint Sheila Clarke as Chair of the Petawawa Accessibility Advisory Committee for 2019 was carried unanimously.

b. 2019 Draft Council Budget for PAAC discussion

C. Mitchell reported that the budget request for PAAC 2019 had included \$4,000 carried forward from reserves and \$5,000 allocated during budget deliberations. Council will meet to adopt the budget on February 4th, 2019.

Some of the funds requested have been earmarked to complete some recognized barrier free deficiencies at the Civic Centre. M. Reinert is pleased to move forward and rectify these items and anticipates that they will be applied consistently in other municipal infrastructures. The list of items to be resolved and supported with a maximum \$5,000 from the PAAC committee budget include:

- Accessible signage at entrance and exit doors
- Color/opaque strips on glass doors to assist with visual cues
- Detectable warning surface installed at the top of stairs and at landing areas.

In addition, there was a discussion regarding the use of this money to support a request to purchase additional sections of mobi mat for the Petawawa Point versus allocating funds to promotional giveaways.

Moved by Sharon Slaney, seconded by Sheila Clarke to support disbursement of 50% of the cost to purchase 100 feet of additional length(s) of mobi mat. Unanimously carried.

c. Enabling Accessibility Grant Application 2019 – Community Accessibility Stream Application – update

C. Mitchell reported, as circulated via email on January 10, 2019, that we received word that our EAF application was not approved for funding. They indicated a large volume of applications had been received for the program with limited funding envelope available. We had been successful in our

three applications in recent years.

- d. Article submission for the 2019 Spring/Summer edition of the Town Times required

A discussion occurred on what to place in the Town Times. It was determined that our logos and a “coming soon” announcement featuring additional mobi mats and the accessible benches at the Kin Hut would be ample.

- e. Garrison Petawawa Cultural and Diversity Festival - March 7, 2019 10:00 am to 3:00pm

The Garrison Petawawa Diversity and Employment Equity Advisory Group is conducting a Garrison Petawawa Cultural Diversity Festival on Thursday, March 7, 2019 at Dundonald Hall and has invited the Petawawa Accessibility Advisory Committee to participate with a display. C. Mitchell will confirm with organizers, PAAC’s intent to participate.

- f. Sumo Sushi circulated site plan review –correspondence submitted from PAAC

C. Mitchell circulated site plan documentation to the committee via email on December 3rd, 2018 and asked for committee review as the deadline for comment was January 4th and the PAAC would not meet again prior to that date. C. Mitchell did receive comments and summarized them in a letter prior to the deadline. That letter was provided to committee with the agenda package.

7. Correspondence

There was no additional correspondence circulated.

8. Member Input

S.Slaney indicated that additional applications for membership to the PAAC committee can be anticipated.

9. Next meeting – February 28, 2019 at 1:30 p.m.

10. The meeting adjourned at 3:00 p.m. to the call of the Chair.