

PETAWAWA ACCESSIBILITY ADVISORY COMMITTEE MEETING

MINUTES

July 21, 2016 @ 1:00 P.M.

PRESENT: Sheila Clarke, Theresa Sabourin, Alison Morris, Christine Mitchell

REGRETS: Sharon Slaney

1. Welcome and Introductions – Sheila Clarke welcomed the members of the committee and opened the meeting at 1:05 p.m.
2. Adoption of Agenda –
6 d) PAAC priority recommendation request from the Library

Moved by Theresa Sabourin, to approve the agenda, as amended, seconded by Alison Morris. Motion carried.
3. Disclosure of Pecuniary Interest – None.
4. Adoption of previous minutes of June 23, 2016 – Moved by Alison Morris to approve the minutes of June 23, 2016 as amended to reflect the corrected Enabling Accessibility Fund Application deadline to July 26th, seconded by Theresa Sabourin. Motion carried.
5. Old Business:
 - a. Membership Recruitment – Christine Mitchell reported that no inquiries or applications have been received. Alison Morris reported that she had not yet placed a recruitment poster at the Petawawa Centennial Health Centre. Sheila Clarke offered to do some design work on a more modern recruitment poster and will provide the Committee with something at the next meeting.
 - b. Crossing (pedestrian) signals – letter sent and signage – Christine Mitchell circulated a copy of the communication signage that Dave Unrau, Director of Public Works, reported that the County will be installing at the pedestrian crossings under review. This sign should assist with the communication and education component.
6. New Business:

a) Enabling Accessibility Fund

After reviewing the criteria for the Enabling Accessibility Fund; it was apparent that applicants may apply once to each stream but not submit multiple applications to one stream. As such and based on the recommendation of the Committee, the application will be submitted for the Accessible Washrooms at Centennial Park. Applications must be submitted before July 26, 2016.

A draft letter supporting the application to accompany the funding request was discussed with the Committee.

b) Accessible services at the Town of Petawawa Municipal Office – interac machine

Christine Mitchell indicated that a resident with accessibility issues positively commented on all of the accessible improvements to the Municipal front entrance as well as the front counter area. The only issue appeared when the resident went to pay with her interac and the hardwired machine could not be extended to the accessible counter. The resident had to reposition her wheelchair to be able to use the machine. Municipal staff has inquired as to the possibility of getting a portable interac unit. PAAC Committee will make a written request to the CAO to review the possibilities of obtaining a portable interac unit for the Municipal office.

c) PAAC priority recommendation request from the Library

Theresa Sabourin reported that she had been requested by a Library staff member if the Accessibility Advisory Committee would be able to provide a list of priority recommendations specific to the Library. Theresa indicated that the PAAC short term goals were provided in the Barrier Free Report. Further discussion on this item will be tabled until the next meeting.

7. Correspondence

Sheila Clarke reported on the article in the July 6th edition of the Pembroke Daily Observer, written by Sean Chase.

8. Member Input

There was no member input.

7. Next meeting – **September 15, 2016 at 1:00 pm**

8. The meeting adjourned at 1:50 p.m. to the call of the Chair.