

# PETAWAWA ACCESSIBILITY ADVISORY COMMITTEE MEETING

## MINUTES

May 19, 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 1:45 p.m.
2. Adoption of Agenda – Moved by Theresa Sabourin to approve the agenda as revised, to include the review of 1 site plan, seconded by A. Morris. Motion carried.
3. Disclosure of Pecuniary Interest – None.
4. Adoption of previous minutes of April 21, 2016 – Moved by Sheila Clarke. to approve the minutes of April 21, 2016 as circulated to the members of the Committee, seconded by Theresa Sabourin. Motion carried.
5. Old Business:
  - a. Membership Recruitment – Christine Mitchell reported that on March 23, 2016 she sent an electronic information package and application form to Alison Morris's neighbours. No further correspondence has been received.

There were no additional membership applications received.

- b. Barrier Free Report Template Review

There was a discussion about the report and the presentation to bring before Council. Theresa Sabourin suggested that the PowerPoint indicating the results of the Barrier Free audits be reviewed quickly and then more focus be shed on the quick win items identified in the two page summary. Items that include egress, wayfinding and washrooms are a priority. A discussion about including the Centennial Park updates was reviewed and determined that since these accessible modification were underway there was no need to report on them again.

A date of June 6<sup>th</sup> was selected for the presentation to Council.

- c. Crossing (pedestrian) signals update – Christine Mitchell a review of the lights and timing is to be completed by the County and a letter detailing the legislation and results of the review is to be sent back to the PAAC. Since the last meeting no further correspondence has been received on this matter. A request for an update will be forwarded to David Unrau, Director of Public Works.

6. New Business:

a) Accessible Events

This document was previously circulated to members of the committee and it raised a great discussion on the logging of resource material. It was decided that two binders of accessibility mandated information be created and maintained as reference material for future members and interested business owners and residents. Sheila Clarke is going to speak with the Library CEO Sheila Durand to see if one copy could be maintained at the Public Library.

b) Accessibility Work Plan review

A review of the Accessibility Work Plan occurred and modifications to the plan were discussed. It was determined that a copy of the work plan should be included in the report to Council.

c) Site Plan Reviews

CHC Concrete – based on the intended use of the site that would prohibit any public access on said the PAAC did not have any recommendations to propose.

7. Correspondence

Christine Mitchell circulated the diagram showing the accessibility modifications that were planned for the Civitan Playland park at the Civic Centre. The committee was optimistic about the modifications being implemented.

8. Member Input

Alison Morris advised the committee of her transition to a new position with the Pembroke Regional Hospital but indicated that she would still be available to participate in PAAC meetings.

7. Next meeting – **June 23, 2016 at 1:00 p.m.**

8. The meeting adjourned at 2:40 p.m. to the call of the Chair.