

# PETAWAWA ACCESSIBILITY ADVISORY COMMITTEE MEETING

## MINUTES

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

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PRESENT: Sheila Clarke, Theresa Sabourin, Sharon Slaney, Christine Mitchell

REGRETS: Alison Morris

1. Welcome and Introductions – Sheila Clarke welcomed the members of the committee and opened the meeting at 1:25 p.m.
2. Adoption of Agenda – Moved by Theresa Sabourin to approve the agenda as revised, to include the review of 2 site plans, seconded by Sharon Slaney. Motion carried.
3. Disclosure of Pecuniary Interest – None.
4. Adoption of previous minutes of March 17, 2016 – Moved by Theresa Sabourin to approve the minutes of March 17, 2016 as circulated to the members of the Committee, seconded by Shiela Clarke. Motion carried.
5. Old Business:
  - a. Membership Recruitment – Christine Mitchell reported that Sharon Slaney was approved for membership at the March 21, 2016 meeting of Council.

Christine also reported that she had received a phone message, followed up with a phone conversation in which Jennifer and Richard Holohan decided that they would no longer participate in the Accessibility Advisory Committee. They cited various other commitments they were pursuing which was making constraints on their availability.

Alison Morris spoke with her neighbours regarding the possibility that they may be interested in joining PAAC. On March 23, 2016 Christine Mitchell sent them an electronic information package and application form. 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. A date of May 24<sup>th</sup> was selected for the presentation.

- c. Crossing (pedestrian) signals update – Christine Mitchell reported that a letter had been drafted and sent to David Unrau, Director of Public Works regarding the issue of pedestrian lights and lack of sufficient crossing time. David has met with representatives of Public Works from Renfrew County regarding this matter. 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.

6. New Business:

- a) Emergency Evacuation Material

Sharon Slaney brought forward information on a local company called Weevac that designed and developed an infant carrier that would be capable of safely and securely transporting six infants by two people; the unit is lightweight and easily portable. Subsequent transportation devices have been designed to assist patients with mobility and excessive weight issues. Sharon Slaney is requesting that PAAC look into speaking with the Town's protection departments to see if they are aware of these local resources.

- b) Dairy Queen

Theresa Sabourin reported that she has had discussions with residents whom have complained about the lack of automated doors at the newly built Dairy Queen in Petawawa. Similar comments were voiced to other PAAC members during the Petawawa Diversity Fair. The issue is that the building meets the standard building code. While PAAC recommended that automated doors be installed during the site plan circulation phase, the builder is not obligated, under current regulations, to comply with those recommendations. Considering the fact that accessibility and universal use for the public should be a key consideration for any public business, is there a way for Petawawa Town Council to enforce a by-law that would require all new commercial builds within the Town to have automatic doors? This matter will need to be researched and, if feasible, a case presented for Council's consideration.

- c) Accessible Signage – standardization and design

As indicated in the barrier free report completed for the Town of Petawawa a lack of unified accessible signage was noted as a resolvable, short term deficiency. To this end, there is a resource document that is available, that outlines how businesses and municipalities can incorporate uniform signage and ensures that all signage meets with the Ontario with Disabilities Act (AODA) 2005. Of note, signage laws have changed and

some current signs within various municipal buildings no longer meet these new requirements and will also have to be changed to ensure compliance.

d) Site Plan Reviews

Lapointe Self-Serve Mini Storage Facility – based on the intended self-serve use that allows for vehicles to drive up to their individual unit and access to said unit is sufficient based on the rolling garage door design proposed there are no recommendations to propose.

Wade Contracting Ltd. – based on the proposed extension to the building and considering this does not include any additional services the PAAC does not have any recommendations to propose.

7. Correspondence

a) Petawawa Spring Showcase 2016 – April 29-May1 – Sheila Clarke reported that Cyndy Phillips circulated a request for participation in the upcoming Showcase. Both Sheila Clarke and Theresa Sabourin will be able to participate.

b) Integrated Accessibility Standards – Christine Mitchell circulated documentation and photo, received from David Unrau, Director of Public Works, regarding the new warning tactile strips that all concrete sidewalk construction will be required to install.

8. Member Input

Theresa Sabourin requested that the Accessibility Workplan be brought forward at a coming agenda for review and updating.

7. Next meeting – **May 19, 2016 at 1:00 p.m.**

8. The meeting adjourned at 2:45 p.m. to the call of the Chair.