

PETAWAWA ACCESSIBILITY ADVISORY COMMITTEE MEETING

MINUTES

March 17, 2016 @ 1:00 P.M.

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

REGRETS: Jennifer Holohan, Richard Holohan

GUEST: Sharon Slaney

1. Welcome and Introductions – Sheila Clarke welcomed the members of the committee, guest Sharon Slaney and opened the meeting at 1:08 p.m.
2. Adoption of Agenda – Moved by Theresa Sabourin to approve the agenda as revised, seconded by Alison Morris. Motion carried.
3. Disclosure of Pecuniary Interest – None.
4. Adoption of previous minutes of January 14, 2016 – Moved by Theresa Sabourin to approve the minutes of January 14, 2016 as circulated to the members of the Committee, seconded by Alison Morris. Motion carried.
5. Old Business:
 - a. Membership Recruitment – Christine Mitchell reported that guest Sharon Slaney had submitted an application to become a member of the Committee and that said request would come before Council on March 21, 2016.
 - b. There were no additional membership applications received.
6. New Business:
 - a. Barrier Free Report Template Review

In an overview of the barrier free report it is noted that the largest number of easily resolvable deficiencies involve signage, fixtures and visual identification markers on stairs, doors and around walkways.

Lighting needs to be addressed. Perhaps there is a way to obtain an energy audit from the municipal hydro provider, or affiliate, to get a report on the lighting types and levels within the municipal properties. Once this is completed the data could be used to create a work plan to address

lighting standards with accessibility focus and plan a replacement schedule.

Since lack of accessible signage (and standardization) is an issue there would be an opportunity to design and require all municipal buildings to adhere to the signage standard. Considerations for signage, large letters with contrast, low glare, braille and common icons. This concept should be brought forward as an agenda item at a future meeting.

A specific review of each section of the Barrier Free Report was discussed and the quick wins have been identified and documented as follows: Please see attached two page document.

b. Petawawa Diversity and Employment Equity Advisory Group – Cultural Diversity Festival– March 9, 2016 – Review of the Event.

Sheila Clarke thanked the Committee for participating in this event and indicated other than being relocated from our original display location the event seemed well received and attended, at least in the early portion of the evening (they closed up by 6:30 due to lack of visitors). Sheila suggested that it would be a beneficial event to attend if the Garrison hosted it again.

c. Arnprior Accessibility Advisory Committee – Downtown Business Accessibility Incentive Grant Program

Theresa Sabourin reported that she learned of an accessibility program that Arnprior is offering to their local business community.

68 businesses in downtown Arnprior do not have automatic doors. In hoping to lower that number, the Town of Arnprior has created a Downtown Business Accessibility Incentive Grant Program to allow downtown business owners to receive up to 50 per cent of their accessibility improvements returned to them, to a maximum of \$1,250. Building permit and encroachment fees will also be waived by the municipality.

Christine Mitchell reported that she had confirmed the project with Lindsay Wilson, Marketing and Economic Development Officer for the Town of Arnprior. In fact, the Town has earmarked \$25,000 towards making the downtown accessible, focusing specifically on accessible ramps and automatic doors.

d. Pedestrian Crossing Lights

Christine Mitchell brought forward complaints regarding the pedestrian crossing lights at Victoria St. and Petawawa Boulevard as well as at the McDonalds and Pharma Plus. The lights are not long enough to allow anyone with mobility issues to safely get across. These pedestrian

crossing lights are programmed by the County and thus would require further investigation by them. It is moved by Sheila Clarke that a letter be sent via the Town's Public Works Director, David Unrau, to the County to request a review of the crossing lights and clarification on the programming sequencing and theory, seconded by Alison Morris. Motion carried.

e. Site Plan for Petawawa Housing Corporation

The PAAC reviewed the submitted site plans for the Petawawa Housing Corporation addition of 14 affordable housing units. The following considerations were discussed to be sent to Karen Cronier, Planning Coordinator in a letter.

- Considering the aging population, and the focus of the addition is for senior accommodation, the committee is recommending additional accessible parking be considered at this phase of development.
- Additionally, ensure that access and turning radiuses, for service vehicles such as ambulance, fire trucks and modified lift vehicles, are sufficient.
- Accessible signage throughout.

8. Member Input

The meeting ran out of time and so there was no round table member input.

Two items were tabled until the next meeting:

- Emergency Evacuation Material – Sharon Slaney
- Dairy Queen – lack of automatic doors – Theresa Sabourin

7. Next meeting – **April 21, 2016 at 1:00 p.m.**

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