

PETAWAWA ACCESSIBILITY ADVISORY COMMITTEE MEETING

MINUTES

JANUARY 14, 2016 @ 1:00 P.M.

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

REGRETS: Jennifer Holohan, Richard Holohan

1. Welcome and Introductions – Theresa Sabourin welcomed the members of the committee and opened the meeting at 1:06 p.m.
2. Adoption of Agenda – Moved by Sheila Clarke to approve the agenda as presented, seconded by Alison Morris. Motion carried.
3. Disclosure of Pecuniary Interest – None.
4. Adoption of previous minutes of November 26, 2015 – Moved by Theresa Sabourin to approve the minutes of November 26, 2015 as circulated to the members of the Committee, seconded by Sheila Clarke. Motion carried.
5. Old Business:
 - a. Membership Recruitment – Sheila Clarke reported that she has been in conversation with a lady who has a keen interest in volunteering with the Committee. She has some accessibility issues herself and a perspective of assisting someone with mobility issue resides in their home.
 - b. There was no additional membership applications received.
6. New Business:
 - a. Election of Committee Chairperson – Christine opened the election for candidate consideration. Theresa Sabourin nominated Sheila Clarke. Sheila Clarke approved the nomination. No other nominations were submitted. Sheila Clarke accepted the Chair. The election closed.
 - b. Petawawa Diversity and Employment Equity Advisory Group – Cultural Diversity Festival– This event is scheduled to take place on Wednesday, March 9, 2016. Sheila Clarke is prepared to animate and facilitate the interactive display with support from the other members of the Committee. The Committee discussed various possible displays and what materials they would need. The members of the Committee were directed to review their resources and then report amongst each other. Missing materials

can be purchased and any support for set up and registration for the event will be provided by Christine.

- c. Barrier Free Report Template Review– Christine inputted the remaining data into the presentation. It was noted that a number of the Town properties included in the report are not necessarily open to the public and many of the properties do not have the full scope of amenities, as outlined in the evaluation form (ei elevators) There was also a noted disconnect between facility reports based on who conducted the inspections and their understanding of the specifics in the checklist (ei Lux lighting). As a result showing them as non-conforming when in fact they will never be able to conform, skews the data. In discussion with the Committee direction was given to make the necessary adjustments to the presentation: add a column for not applicable items and prioritize Town buildings based on their public use. The thought is that efforts should be made to correct accessible issues in the most publically used facilities. Once these modifications have been made to the report the Committee with then be able to access and prioritize key actions for the coming year.

7. Correspondence (Previously emailed to Committee members)

- a. Accessible Parking Permit Program Enhancements & Supports – The document detailed changes to the Accessible Parking Permit Program in order to ensure that less fraud and stricter adherence to the regulations be followed. It also provides police with broader opportunities to ticket offenders of the program.

8. Member Input

Sheila Clarke thanked the Committee for their confidence in her ability to Chair the proceedings.

Alison Morris indicated that she would be away during the time of the Cultural Diversity Festival but that she would attempt to obtain the material she mentioned that simulated schizophrenia.

Theresa Sabourin invited members to attend the Age Friendly Community Implementation session on Thursday, January 28, 2016 and indicated that she had been given a book on Accessible Buildings at the Canada Mortgage and Housing Session recently held in Petawawa. She said it was a great resource for the Committee.

7. Next meeting – **February 25, 2016 at 1:00 p.m.**

8. The meeting adjourned at 2:19 p.m. to the call of the past Chair.