

# PETAWAWA ACCESSIBILITY ADVISORY COMMITTEE MEETING

## MINUTES

May 25, 2017 @ 1:30 P.M.

---

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 1:30 p.m.
2. Adoption of Agenda – Moved by Sharon Slaney, seconded by Theresa Sabourin to approve the agenda with the addition of an update regarding the Scent Sensitive Environment Policy update and a report on the Accessibility Forum in Ottawa. Motion carried.
3. Disclosure of Pecuniary Interest – None.
4. Adoption of previous minutes of April 27, 2017 – Moved by Theresa Sabourin seconded by Sharon Slaney to approve the minutes of April 27, 2017. Motion carried.
5. Old Business:
  - a. Membership Recruitment – C. Mitchell reported that an application had been received. Information about the PAAC was forwarded to the applicant for review. Council will consider the application during the regular meeting of June 5, 2017.

b. Accessibility Recognition Program for area businesses

The PAAC committee had previously expressed interest in examining some form of incentive based program to support local businesses to become more accessible by means of installing a ramp or doorbell to the exterior entrances of buildings. T. Sabourin suggested that consultation with the local business community might be the next step to determine if there is interest from operators as there would still be a cost for any program implemented. T. Sabourin will consult with the municipal Economic Development Officer for assistance.

c. Scent Sensitive Environment Policy

S. Clarke noted the article in the local paper detailing the Council adoption of the Scent Sensitive Environment Policy.

6. New Business:

a. Accessible Advisory Committee Work Plan (review and update)

The Committee reviewed the work plan, revising objectives and adjusting completion schedules.

b. Site Plan Application – Jerry and Tammy Novack (59 Mohns Avenue)

The site plan application was reviewed. The AAC Committee had no objection to the rezoning of the property from residential to commercial, however, the requirements to ensure that the building is accessible needs to be clearly reviewed. A letter with such recommendations will be provided to the Planning Coordinator for consideration.

c. Accessibility Forum – Update

T. Sabourin provided an overview of the material discussed at the Accessibility Forum which was held at the Carleton campus on May 17<sup>th</sup>.

7. Correspondence

Material was previously circulated to committee members electronically.

8. Member Input

There was no additional member input provided.

9. Next meeting – **June 22, 2017 at 1:30 pm**

10. The meeting adjourned at 3:00 p.m. to the call of the Chair.