

# PETAWAWA ACCESSIBILITY ADVISORY COMMITTEE MEETING

## MINUTES

June 28, 2018 @ 1:30 P.M.

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PRESENT: Sheila Clarke, Theresa Sabourin, Sharon Slaney, Jackie Nieman, Alison Morris, Christine Mitchell

### REGRETS:

1. Welcome and Introductions – Sheila Clarke welcomed the members of the committee and opened the meeting at 1:34 p.m.
2. Adoption of Agenda – Moved by Theresa Sabourin, seconded by Jackie Nieman to approve the agenda. Motion carried.
3. Disclosure of Pecuniary Interest – None.
4. Adoption of previous minutes of May 24, 2018 – Moved by Jackie Nieman seconded by Theresa Sabourin to approve the minutes of May 24, 2018. Motion carried.
5. Old Business:

- a.) Membership Recruitment

S. Clarke indicated that no applications have been received however she did speak about the committee and the need for additional members with Val Hyska of Your Independent Grocer.

- b.) Community Transportation Grant Program – Municipal Stream – partner meeting updates

S. Clarke reported on attending the partner implementation meeting which occurred June 15<sup>th</sup>. The purpose of the meeting was to discuss the transportation grant parameters, partner opportunities for programing and service delivery and potential funding raising activities. A survey will be prepared and circulated to our user segments for additional inputs into program developments for “Daily Living” needs.

- c.) Work Plan Bi- Annual Review

A review of the work plan occurred. The plan will be adjusted to accommodate the proposed revisions discussed.

d.) Barrier Free Audit – updates from Parks and Recreation

C. Mitchell reported that she had discussions with Mark Reinert, Facilities Supervisor for Parks and Recreation, he indicated that based on changing plans for the development at the Petawawa Point he was unable to divide the mobi-mat to allow for two access points to the beach. Instead there is the single mat length leading directly to the water. Mark will look into budgeting for an additional 50 ft. length in 2019 and this would then provide two water accesses. A fully accessible apron, ramps and washroom facilities are almost complete.

Moved by Jackie Nieman, seconded by Sharon Slaney to provide Parks and Recreation with a letter of support regarding the additional purchase of a length of mobi-mat for 2019. Motion carried.

With respect to the Civic Centre Mark has asked for an independent audit to occur, which the County of Renfrew AAC can provide, to allow for independent eyes to review the facility for accessible compliance. He was hoping to have this occur in September to allow for 2019 budgeting considerations.

e.) Creating Accessible documents – developing a guide

The Committee has included this item in the work plan. J. Nieman has offered to review sample documents from other municipalities and assist in the development of a brief guide to be proposed for use by the Town.

6. New Business:

a. Site Plan Checklist

Karen Cronier, Director of Planning and Development and Levi Junop, Chief Building Official are in the processes of preparing a checklist which the Committee could use while reviewing site plan application. It should be available in the coming month.

b. Site Plan review – Winter Summer Solution – Travis Hogan – Industrial Park

The site plan was reviewed and no additional comments were provided by the Committee.

7. Correspondence

Correspondence was previously circulated to Committee members.

8. Member Input

S. Slaney was approached by a resident who asked if the Town would consider purchasing and accessible water chair which could be rented by the public. C. Mitchell indicated that she could circulate information about that as there was a recent news article highlighting this.

A. Morris spoke about the possibility of purchasing a Duet bicycle as well, considering the work on Active Transportation and the Algonquin Trail.

J. Nieman asked if there was any progress on the idea of creating portable ramps for area businesses to improve accessibility. T. Sabourin noted a discussion with the EDO and C. Mitchell indicated that there was an area business providing this service. C. Mitchell will search for information.

9. Next meeting – August 23, 2018 at 1:30 p.m.

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