

# PETAWAWA ACCESSIBILITY ADVISORY COMMITTEE MEETING

## MINUTES

August 30, 2018 @ 1:30 P.M.

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

REGRETS: Alison Morris

1. Welcome and Introductions – Sheila Clarke welcomed the members of the committee and opened the meeting at 1:35 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 June 28, 2018 – Moved by Sharon Slaney seconded by Jackie Nieman to approve the minutes of June 28, 2018. Motion carried.
5. Old Business:
  - a. Membership Recruitment

S. Clarke indicated that no applications have been received.
  - b. Community Transportation Grant Program – (community survey results)

This status of this project is pending an overview by the new Ontario government. According to our contacts at the Transportation Ministry, all projects not currently under contract are being reviewed. Under this project, a local “daily living” needs initiative was undertaken with the circulation of a survey to residents in order to gauge public interest and need for specific services under the program initiative. Here are some of the basic results: 82 respondents completed the survey, 38 would regularly use the service, 29 occasionally and 15 did not require the service; 14 would be able to cover the fee, 7 would not, 8 would require assistance; 23 respondents had no vehicle, 11 no driver’s licence and 12 required accessible assistance; 40 respondents said they would use the service between two – five times per week; 18 respondents did not participate in member based activities as there was no accessible transportation options; the highest programs

selected under the program list were organized activities including hiking/walking, fitness classes, swimming, health services/clinics as well as interest in cooking classes or workshops. Grocery shopping was the number one listed daily living need for which the service might be required; 53 respondents were not currently users of Carefor transportation services while 16 indicated they were.

c. Work Plan Bi- Annual Review

A final revision of the work plan was provided. The plan was adopted as presented.

d. Barrier Free Audit – updates from request to County of Renfrew AAC

C. Mitchell reached out the County of Renfrew Accessibility Advisory Committee, through their staff contact, to request a barrier free audit be conducted at the Civic Centre. This has been organized for September 7<sup>th</sup> at 2:00 pm and PAAC member Jackie Nieman will participate.

e. Creating Accessible documents – developing a guide

This item was part of the 2018 work plan. J. Nieman has offered to review sample documents provided from other municipalities and assist in the development of a brief best practices guideline for consideration to implement by the Town.

f. Site Plan Checklist

Karen Cronier, Director of Planning and Development and Levi Junop, Chief Building Official provided a checklist for PAAC to use while completing site plan reviews. There are some clarifications required but the committee is appreciative of the resource citing respective codes.

6. New Business:

a. Enabling Accessibility Grant Application 2019 – Community Accessibility Stream Application

Christine Mitchell provided an overview of the project. This Community Accessibility Stream project includes the purchase of a safe launch docking system specifically for accessible water access for a series of paddle sport options, a water/amphibian mobi-chair and an Onit Ability Board and additional lengths of beach access-mats. These purchases will support the growing accessible infrastructure and water program opportunities which have been implemented at Petawawa Point Beach, over the last two years. The project involves the procurement of an accessible launch and dock system. The ideal system would provide for

independent access and use so when staff facilitated programs are not running, residents and visitors could launch their own paddle water craft independent of staff assistance. The entire project is estimated to cost \$57,000 with an EAF request for \$26,500 and the Town contributing \$30,297 through 2019 budget.

b. 2018 Election Accessibility Plan and Barrier Free Audit

The Committee reviewed the 2018 Election Accessibility Plan and the Barrier Free Audit. When a floor plan has been completed, it will be circulated electronically to members for review against the checklist. Results will be shared with the Returning Officer to ensure that any feasible recommendations can be implemented.

c. Site Plan review – Boston Pizza

The Committee discussed the site plan for Boston Pizza. Chair S. Clarke attended the public meeting on this project and reported that all issues raised were properly addressed. No further actions required.

7. Correspondence

Correspondence was previously circulated to Committee members.

8. Member Input

J. Nieman had some follow up questions regarding signage at Centennial Park. C. Mitchell will contact Parks and Recreation to discuss.

S. Slaney commented on all the improvements at Petawawa Point but noted there are still people not respecting barriers and causing damage to newly installed infrastructure. C. Mitchell advised that if anyone witnesses such behavior to contact Dawn Recoskie at the Municipal Office, 613-687-5536 ext. 2003 and she will address the situation; this includes concerns about smoking. Matters related to drinking at the beach need to be reported directly to the OPP.

9. Next meeting – September 20, 2018 at 1:30 p.m.

10. The meeting adjourned at 3:05 p.m. to the call of the Chair.