



## PETAWAWA ACCESSIBILITY ADVISORY COMMITTEE

### Meeting Minutes

September 24, 2020 - 1:30 P.M. Municipal Office

PRESENT: Theresa Sabourin, Sheila Clarke, Sharon Slaney, Lynn Davenport, Kate Bennett

REGRETS: Alison Morris

1. **Welcome and Introductions** – S. Clarke opened the meeting at 1:30 p.m.
2. **Adoption of Agenda** – Moved by T. Sabourin, seconded by S. Slaney to approve the agenda.

**MOTION CARRIED**

3. **Disclosure of Pecuniary Interest** – None.
4. **Adoption of previous minutes of January 23, 2020** – Moved by S. Slaney, seconded by L. Davenport that the minutes from January 23, 2020 be approved as presented.

**MOTION CARRIED**

#### 5. **Old Business:**

##### 5.1 Appointment of L. Davenport

S. Clarke advised the committee that L. Davenport was officially appointed to the committee by Council on February 3, 2020. S. Clarke welcomed L. Davenport to the committee and looks forward to working together.

##### 5.2 Carefor Transportation Bus Update

K. Bennett provided an update on the Carefor transportation bus as J. Wood was unable to attend the meeting. The following updates were provided:

- Petawawa MTO project was paused late March due to the pandemic, services were reduced greatly to protect our clients, the community and our staff and volunteers
- Beginning of April, Val Hyska reached out to Carefor to assist with the high demand of grocery delivery requests they were receiving
- The program was able to quickly secure two drivers to assist with deliveries two days a week while maintaining our on-going Fridays
- Grocery deliveries were running until the end of May, as the demand for deliveries were back to a manageable level

- The program continues to do the deliveries on Fridays and this service was not interrupted during COVID
- Approximately 240 grocery deliveries for residents of the Town of Petawawa were completed over the span of two months
- The pandemic has stalled a proper launch and roll-out of the program, however, they are back on track now with two drivers secured and ready to go starting the week of September 14
- Currently focusing on essential medical drives/food sustainability and pharmacy trips
- It was established that the van can leave Petawawa for a medical appointment and the fee will be the same as the local fee (\$10.00 round trip). Qualifying Petawawa Resident to Pembroke for a medical appointment
- Currently, clients call and pre-book, and Carefor is looking to have a “live-call” option where clients can call the driver to see if there is availability that day, without having to pre-book

### 5.3 Membership Recruitment

T. Sabourin stated the committee should focus on recruitment as a priority as we cannot gain any traction on our work plans as we are too small a committee to effectively address our items. It has been difficult to recruit members as COVID-19 makes it tough as we usually find recruits at social events throughout the year.

It was noted to expand the diversity within the committee to ensure we have a broad representation for the community; which should include invisible disabilities such as, mental illness, intellectual, chronic pain, and visual/auditory disabilities.

## 6. **New Business:**

### 6.1 Election of Chair of Petawawa Accessibility Advisory Committee for 2021

S. Clark advised the committee that she will be stepping down as the committee chair after four years to give another member a chance to run and also because she has more involvement with the Hospital Board as she was elected as vice-chair.

S. Clark moved that T. Sabourin be named chair of the committee. S. Slaney seconded.

**MOTION CARRIED**

## 6.2 Article Submission for the Spring/Summer Town Times

K. Bennett provided a copy of the PAAC submission for the 2020 Spring/Summer Community Guide and noted that the committee will need to come up with another concept as submissions for the guide begin in December. It was suggested that PAAC collaborate with the Carefor community transportation bus to develop advertising for the program along with recruitment for this edition of the community guide. Another suggestion was to develop an article on tips for obtaining summer employment for students with disabilities. T. Sabourin requested that the committee think about what to submit and bring back ideas for the next meeting.

## 6.3 Community Improvement Planning – Letter of Support

T. Sabourin reported that Christine Mitchell, Economic Development Officer has asked the committee to provide a letter of support for the municipality's application for Community Improvement Plan (CIP) grant. The CIP is a structured document that defines and enables incentive programs intended to revitalize the community, improve the quality of life for community residents, better utilize underdeveloped properties and promote private investment in land and buildings. CIP's are a municipal tool through which financial incentives are made available to landowners and tenants within very defined parameters to realize identified capital projects and improve, enhance and revitalize commercial infrastructure, bringing them compliant with evolving standards and supporting a collective development vision for a defined area.

The committee agreed the project would be an excellent opportunity for the community and is in full support. Direction was given to T. Sabourin to complete the letter of support towards this project.

## **7. Correspondence:**

There were no correspondence to report.

## **8. Member Input**

L. Davenport noted she was happy to see everyone after a few months away and thanked the committee and council for accepting her application to join the committee and is looking forward to working with everyone.

S. Slaney noted she is happy to be back and looking forward to working on recruitment and other projects.

S. Clarke reported that the PRH is working on senior friendly hospital stays in which they are working to be more proactive rather than reactive. S. Clarke noted the senior friendly initiatives and will bring them forward to the committee. S.

Clarke also thanked the committee for their support over the years as chair and is proud of the accomplishments they have made to the community.

T. Sabourin requested that the workplan be placed on the agenda as a reoccurring item.

- 9. Next meeting – October 22, 2020 at 1:30 p.m.**
- 10. The meeting adjourned at 2:23 p.m. to the call of the Chair.**