



PETAWAWA ACCESSIBILITY ADVISORY COMMITTEE

Meeting Minutes

August 15, 2022 - 1:00 P.M.

Municipal Office – Council Chambers

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

REGRETS: Leah Cuffe

Welcome and Introductions

T. Sabourin called the meeting to order at 3:05 p.m.

Adoption of Agenda

Moved by L. Davenport, seconded by S. Slaney to approve the August 15, 2022 Petawawa Accessibility Advisory Committee agenda with the following additions:

Old Business: Workplan Item 1.5 – Accessibility Best Practices for Contractors

New Business: County of Renfrew Accessibility Advisory Committee Update

MOTION CARRIED.

Disclosure of Pecuniary Interest

None.

Adoption of previous minutes of May 16, 2022

Moved by S. Clarke, seconded by A. Morris that the minutes from May 16, 2022 be approved as presented.

MOTION CARRIED.

Old Business:

Workplan Item 1.5 – Accessibility Best Practices for Contractors

T. Sabourin created a letter of considerations for best practices for contractors in regards to door widths, levers and handles, and height of switches and plugs. The committee reviewed and accepted as information at the July committee meeting. T. Sabourin reported that she will forward the letter to the Director of Planning and Development, Karen Cronier to be circulated to local contractors/developers and to be attached to the Site Plan Application Guidelines for pre-consultations with developers. It was noted that once the letter is approved by K. Cronier it should be placed on the workplan to ensure it is reviewed and updated annually.

New Business:

Treat Accessibly

K. Bennett presented the Treat Accessibly initiative to the committee; a campaign that encourages home owners to set up a trick-or-treating station on their driveway or from their garage to allow children with disabilities to fully participate in trick-or-treating on Halloween night. Home owners may place a free Treat Accessibly sign on their lawn a week ahead of Halloween night to notify their neighborhood of their support for this initiative. Treat Accessibly is also sponsored by Canadian Tire, Kinder and RE/MAX. If a municipality decides to join the initiative, they are to contact their local RE/MAX office and find out if they are participating or if they would like to participate to be one of the locations for sign pick up. Treat Accessibly will send the municipality and/or RE/MAX however number of signs we request to give out to our community. Committee noted that this would be a great opportunity to host our own event in front of the municipal office as the Petawawa Ramble is also happening that week and the building will be decorated with pumpkin people and harvest décor.

The committee discussed hosting the event and suggested on setting up a trick-or-treat table in front of the municipal office/Civic Centre on Halloween evening. It was also noted to discuss this event with the Fire Department as a partner host and have Sparky on site to give out candy and possibly glowsticks or safety gear. K. Bennett noted that she will contact the

Treat Accessibly founder to be added to their website and begin contacting the Fire Department and RE/MAX to get their support as well.

Workplan Quarterly Review

The following are highlights from the committee's quarterly review of the workplan:

- Item 1.2 status was updated with a date of September 2022 for the Petawawa Library and Civic Centre Grounds
 - Committee will split into two groups for the audits, S. Clarke, L. Davenport and L. Cuffe will complete the library; and S. Slaney, A. Morris and T. Sabourin will complete the Civic Centre grounds
- Item 1.4 was deferred to 2023 or when the Building Department is able to provide support
- Item 2.4 a committee group photo will be rescheduled after the election period
- Item 2.5 A. Morris completed her review of AODA modules and will begin creating an orientation package with a targeted completion date of October 2022
 - **Note:** AODA modules must be reviewed every five years by all staff, Council and volunteers
- Item 3.1, the presentation to PBAN was completed and received positive feedback. A. Morris reported that some businesses already have procedures in place to provide support for persons suffering from PTSD in the form of signage or posting messages on their social media sites. A. Morris discussed the option of a symbol sticker posted on entrance doors or store front windows to discreetly identify which businesses have support or procedures in place for anyone suffering from PTSD. T. Sabourin noted that this initiative can be a joint collaboration with PBAN to share in the cost of signage/stickers for local businesses. A. Morris will create a list of concepts for PAAC and PBAN to review and approve in October.
- Item 4.3 target date changed to October

Correspondence:

No items of correspondence.

Member Input:

S. Clarke reported that she received the County of Renfrew Accessibility agenda package and notes from the meeting held on July 28th. The County is currently working on their accessibility plans for the upcoming fall election and also completing the review and approval process for their multi-year accessibility plan. S. Clarke requested that K. Bennett be in contact with the County to request an annual calendar of when the County Accessibility meetings are scheduled in order for PAAC to be available to attend the meetings.

S. Slaney reported on the unacceptable state of the mobi-mats at the Petawawa Point Beach and expressed her disappointment as this issue has been addressed in past seasons to the Community Services Department. Two out of the three mobi-mats are not in the water, therefore making them useless to our residents; furthermore, the accessible docking system for the water wheelchair, accessible paddleboards and stand-up paddleboards is connected to the second mat making that too unusable. The committee expressed their concerns and requested that a letter of recommendation be sent to the Director and Facility Manager of the Community Services Department to address these issues and request that staff formulate a plan for the 2023 season to ensure the equipment is properly installed and maintained over the summer months in accordance with the water levels. The committee also noted that they would like to see some of their concerns from the 2021 barrier-free audit be addressed as well for the 2023 season.

L. Davenport reported that she found a great website for assistive devices called Makers Making Change, which connects persons with disabilities to volunteer makers who can build affordable assistive technologies. Makers Making Change is an online platform providing a disruptively low-cost alternative to commercially available assistive technologies, they have a wide range of devices available with many options for people to request from and work with a volunteer maker who can build it for them. The program is run by donations and government funding and has delivered thousands of devices since the program began in 2016. L. Davenport noted that this could be a great resource to have in the library and has reached out to the programs coordinator to discuss this opportunity further.

T. Sabourin advised the committee that the Renfrew County Winter Games has been rescheduled for 2023.

Next Meeting Date: September 12, 2022 at 1:00pm

The meeting was adjourned at 2:30 p.m.