



## **PETAWAWA ACCESSIBILITY ADVISORY COMMITTEE**

### **Meeting Minutes**

**September 12, 2022 - 1:00 P.M.**

**Municipal Office – Council Chambers**

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

**REGRETS:** Leah Cuffe, Sharon Slaney

### **Welcome and Introductions**

T. Sabourin called the meeting to order at 1:05 p.m.

### **Adoption of Agenda**

The September 12, 2022 Petawawa Accessibility Advisory Committee agenda as reviewed as presented.

### **Disclosure of Pecuniary Interest**

None.

### **Adoption of previous minutes of August 15, 2022**

Deferred.

### **Old Business:**

#### Treat Accessibly

T. Sabourin reported that she spoke with RE/MAX office manager, Ian Vincent to follow up on the letter sent regarding being a pick-up location for the Treat Accessibly lawn signs. Mr. Vincent advised that both the Pembroke and Petawawa offices will have lawn signs available for pick up and will collect addresses from residents for the Petawawa Accessible Trick-or-Treating Map. L. Davenport also reported that CANEX is willing to hand out

lawn signs to families living on the base. T. Sabourin and L. Davenport are to send K. Bennett contact info for Mr. Vincent and Cannex in order to coordinate details with the resident addresses.

K. Bennett reported that she met with the Fire Department to begin planning the event along with Fire Prevention Month. The Fire Department has secured personnel to be available on Halloween night to help with set up, hand out candy and also provide Fire Prevention/Halloween Safety items and info. Marketing materials for fire prevention and Treat Accessibly were purchased and will be handed out at local schools during the month of October to help promote the event and get kids involved by creating their own accessible trick-or-treat location at home. K. Bennett has been communicating with Treat Accessibly Founder, Rich Padulo in order to get the Town of Petawawa noted as an official supporter on the Treat Accessibly website and has requested lawn signs to be delivered to the municipal office as well.

#### Workplan Item 1.1 – Review Medium Term Deficiencies

The committee completed a review of the 2018 Medium Term Deficiencies, the following was noted:

- Fire Stations and the Water/Wastewater Treatment plant has been removed from the list – these locations are not required to be barrier-free.
- Many items regarding the Civic Centre, Norman Behnke Hall, Field House and Library will require an update from Mark Reinert, Community Services Facility Manager.
- Walkways, Exterior, Parks: Municipal Office had new LED parking lot lighting installed. Municipal parking lot was also repaved with curb cuts added and accessible parking spaces painted.
- Curb Cuts: completed.
- Building Entrances and Doors/Public Buildings General Issues: Directional signage and vision panel on entrance doors (reception/council chambers) have not been completed at the municipal office. K. Bennett reported that many items have been placed on hold until the reception area renovations are scheduled. The Committee noted placing a decal over the entrance doors in the meantime.

**New Business:**Election Accessibility Plan

K. Bennett provided the Accessibility Election Report which is a legislative report outlining the accessible services and supports that have been implemented for the 2022 Municipal and School Board Election. The committee reviewed and approved the report as information.

It was suggested to speak with Civic Centre staff to ensure there will be wheelchairs available at the voting locations. It was also suggested to contact CareFor for transportation services to the Civic Centre on Election Day, Monday, October 24<sup>th</sup>.

**Correspondence:**

No items of correspondence.

**Member Input:**

L. Davenport reported that she spoke with Sarah at the library to discuss programs available to residents with disabilities and noted that the library will do their very best to accommodate all abilities, but they do not have any programs strictly dedicated to persons living with a disability. L. Davenport noted that the library has equipment that magnifies print for persons with low vision or impaired vision as well as a selection of large print books.

S. Clarke reported that Val Hyska, owner of Petawawa Your Independent Grocer has been researching motorized scooters in hopes to obtain one for the store to have it available to residents on a reservation basis. Also noted that Ms. Hyska is in the process of developing a home delivery service with the assistance of volunteers.

T. Sabourin reported that the Fire Department will attend resident homes to test smoke and CO detectors and will not leave the home without working devices. They can provide temporary detectors until the home owner has permanent devices installed.

**Next Meeting Date:** October 27, 2022

The meeting was adjourned at 2:22 p.m.