



PETAWAWA ACCESSIBILITY ADVISORY COMMITTEE

Meeting Minutes February 21, 2023 - 1:00 P.M. Municipal Office – Council Chambers

PRESENT: Sheila Clarke, Lynn Davenport, Kate Bennett, Karen Donovan, Leah Cuffe, Athena Tefoglou

REGRETS:

Welcome and Introductions

K. Bennett called the meeting to order at 1:14 p.m.

Nomination of the Chair

K. Bennett called for a motion to be brought forward to elect the 2023-2024 PAAC Chair.

Moved by L. Davenport, seconded by L. Cuffe that S. Clarke be named Chairperson for the committee for 2023-2024.

MOTION CARRIED.

Adoption of Agenda

Moved by K. Donovan, seconded by A. Tefoglou that the February 21, 2023 Petawawa Accessibility Advisory Committee agenda be approved as presented.

MOTION CARRIED.

Disclosure of Pecuniary Interest

None.

Adoption of previous minutes of October 27, 2022

Moved by L. Davenport, seconded by L. Cuffe that the minutes from October 27, 2022 be approved as presented.

MOTION CARRIED.

Old Business:

K. Bennett shared communications from the Treat Accessibility event that was held on Halloween night; noting it was very well received by the community and that the Town received many comments and thanks from residents for hosting such event. The photos of the event were shared to the Town's social media sites along with a thank-you to the Petawawa Fire Prevention Officers and sponsors like RE/MAX for providing the free lawn signs. L. Davenport noted that the committee will need to supply Town consent forms for collecting photos of the children for the Town's website and social media platforms for the 2023 event.

K. Bennett provided insight for the recommendation from A. Morris to have the AODA Customer Service Training applied to the Town's orientation packages for new Councillors and staff. K. Bennett reported that all employees, Councillors, and volunteers receive this training during orientation and is repeated every five (5) years thereafter. K. Bennett further noted that the training modules were circulated in December for the refresher training; we are about 90% complete getting everyone re-certified.

K. Donovan requested an update on the recommendation from the previous chairperson, T. Sabourin in regards to the committee hiring a consultant to create a multi-year work plan. S. Clarke advised that the committee members were not in favor of hiring a consultant at this time as the cost for that service is rather high and they wish to use their budget for items that would directly benefit the community; furthermore, the committee is satisfied with the current work plan. K. Bennett noted that she will provide an update on the work plan under New Business.

New Business:

Terms of Reference – Annual Review

S. Clarke presented the PAAC terms of reference for its annual review. A discussion was held in regards to the committee being more involved with departmental projects, such as

parks & playgrounds, programs, and purchasing of new recreational equipment and services provided by the Town.

Moved by A. Tefoglou, seconded by K. Donovan that the Petawawa Accessibility Advisory Committee Terms of Reference for 2023-2024 be revised to include the following ad-hoc members to the committee membership; Parks & Recreation Facilities Supervisor, Recreation Program Coordinator, Chief Fire Prevention Officer, Economic Development Officer, and the Chief Building Official.

MOTION CARRIED.

Site Plan Review – VC Athletic Therapy & Health Centre

K. Bennett introduced newly appointed Building Inspector, Amy Brazeau and Chief Building Official, Erin McCann to the committee and noted they are available to provide assistance with any questions in regards to site plans. Items noted from the plan review were recommendations on accessible features throughout the facility (lever handles, grab bars, accessible signage throughout), consider purchasing equipment/machines with accessible features if available, and an exterior rest area to maximize the usability of the paths of travel for persons with reduced stamina or patrons waiting for transportation. The committee also suggested providing access aisles to one of the accessible parking spaces to accommodate an accessible van equipped with wheelchair ramp/lift (i.e. Petawawa Carefor Accessible Community Transportation Program).

Work Plan Review

The committee discussed revising the work plan to align with town budgetary items for each department in which PAAC could provide assistance. K. Bennett reported that she collected work plans from other AAC within the county and from other municipalities for comparison and inspiration; further noting after reviewing the ministry's template would the committee consider revising the work plan to be a multi-year design. Switching to a multi-year plan will allow the committee more time to organize initiatives with the various department projects, such as the Laurentian Highlands Park construction, Radtke Estates Trail development, upgrades to recreational equipment and programs, major road work projects and improvements for the Point. The committee discussed a few options they would like to see

added to the work plan, such as; noting days of celebration for persons of disabilities, more focus on promotion of community events/programs and town accessible recreational equipment and services. K. Bennett noted that she will meet with department heads to discuss upcoming projects that the PAAC may be able to assist with and will present to the committee at the next meeting. Members were asked to bring a list of ideas to the next meeting so they can begin to decide which projects/initiatives will be added to the multi-year plan.

Correspondence:

No items of correspondence.

Member Input:

L. Davenport reported on an event she found called Sensitive Santa; which is a reserved area for children who require a sensory-friendly environment to meet Santa Claus, get their pictures taken and participate in festive activities. The sensory area is usually a quieter environment, with less people waiting in lines by booking appointments ahead of time to meet Santa, and music turned down low. Committee noted it was a great program and suggested looking into details further and possibly placing the initiative on the work plan. L. Davenport reported that she attended a free legion supper last week which was possible through the Ministry for Seniors and Accessibility Grant funding the legion received; noting that the event could be added to the Town's event calendar for future similar events. L. Davenport also reported that there is a Neil Squire office in Pembroke which provides services such as employment programs, computer tutoring, and facilitate innovative technology solutions to improve productivity for people with disabilities.

L. Cuffe noted that there is a free app for smart devices called Parking Mobility which is used to report accessible parking abuse. Individuals with the app can upload photos of the licence plate of the vehicle abusing the accessible parking and the municipality will be notified and have the option to send a fine. Data from the app will help demonstrate the issue of accessible parking abuse in a community and determine areas that may require enforcement. K. Bennett noted that residents are encouraged to call the Commissionaires when they notice someone abusing accessible parking spaces as the town would not have the service to fine people from an app at this time.

K. Donovan reported that she received an email from a resident in regards to difficulty crossing Petawawa Boulevard when walking to TD Bank; further explaining that when the resident is returning

from TD Bank there is no sidewalk on the opposite side for her to use. S. Clarke noted that this particular item would not be considered under PAAC's scope to respond and that the concern should be forwarded to the County of Renfrew as they own and maintain Petawawa Boulevard.

S. Clarke advised the committee of a new television series on CBC called "Push", which is based on a special disabled group in Edmonton who have coined themselves the "Wheelie Peeps;" a group of friends, working people, advocates, and newbies who found support through acceptance, knowledge, and living life to the fullest.

Next Meeting Date: March 23, 2023 at 1:00pm.

The meeting was adjourned at 3:08 p.m.