



PETAWAWA ACCESSIBILITY ADVISORY COMMITTEE

Meeting Minutes

January 23, 2025 - 1:30 P.M.

Municipal Office – Boardroom

PRESENT: Sheila Clarke, Karen Donovan, Lynn Davenport, Leah Cuffe, Danielle LeBlanc, Kate Bennett, Kat Moore

Welcome/Call to Order

Sheila called the meeting to order at 1:35 p.m.

Adoption of Agenda

Moved by Leah, seconded by Karen that the January 23, 2025, Petawawa Accessibility Advisory Committee agenda be approved with one addition:

Correspondence – Special Needs Family Support & Inclusion Forum

MOTION CARRIED.

Nomination of the Chair

Kate called for a motion to be brought forward to elect the 2025 PAAC Chair.

Moved by Karen, seconded by Sheila that Lynn Davenport be named Chairperson for the committee for the 2025 term, with Karen as chair designate in Lynn's absence.

MOTION CARRIED.

Disclosure of Pecuniary Interest

None.

Adoption of previous minutes of November 27, 2024.

Moved by Sheila, seconded by Daneille that the minutes from November 27, 2024, be approved as presented.

MOTION CARRIED.

Financial Report - Detailed Budget Trial Balance to January 15, 2025.

Moved by Karen, seconded by Leah that the detailed trial balance to January 15, 2025, be approved as presented.

MOTION CARRIED.

Old Business:

Barrier Free Audit Review – Civic Centre Arena

The committee reviewed the draft audit results report and noted minor changes and updates. Kate will draft a letter to accompany the audit results and share it with the committee for final review and approval before submission to the Facilities Manager, Director, and CAO.

Library Presentation Update

Sheila and Lynn are available to attend on Thursday afternoon, January 30th. Kate will email the Library CAO to confirm their availability and will also contact the *Petawawa Post* to see if they are interested in attending or publishing an article about the book being available at the library.

Ice Cube Update

Kat reported that she has been in contact with David regarding the Town's insurance procedures. As part of our standard process, the equipment needs to be tested to ensure safety. Kat has forwarded the matter to the facilities Manager, Ted, who is now in discussions with David.

The Town's insurance provider has expressed concerns and is seeking additional reassurance about the equipment's safety for public use to mitigate any potential risks. Kate will follow up with Ted to gather an update on the progress of this matter.

Karen noted that during the Council budget deliberations, it was discussed that \$2,000 from PAAC's 2024 budget will be reserved for 2025 to support the potential purchase of the Ice Cube if the project proceeds.

New Business:

Showcase 2025

Kate reported dates April 25-27, Friday 12-8pm, sat 10-6pm, sun 10-3pm. We have lots of marketings materials in stock and there is a hold on ordering anything new as the town is in the process of rebranding. Kate will provide the committee with a schedule of the weekend closer to the event date to get committee support at the town booth.

National AccessAbility Week, May 25-31

Committee discussed event planning arrangements for a flag raising ceremony to be scheduled for Saturday, May 24th at 1pm. Will arrange same format as last year for entertainment and a booth to be set up under the gazebo. Kate will reach out to the Economic Development department to coordinate the event during the container market for increased traffic.

Member Input:

Leah – reported that she will be attending the Luso Canadian Charitable Society’s 16th annual gala dinner on March 1st in Brampton. Luso is a charitable organization that provides programs and services to individuals and families living with physical and/or developmental disabilities.

Karen – reported that Council has requested funding in the 2025 budget for a monthly article in the Petawawa Post titled *Community Matters*. Karen and Councillor Driscoll will write these articles to highlight town projects, events, initiatives, and municipal services. If approved, the first article after the budget passes will feature PAAC, introducing the committee, its role, events, and the accessible services available in Petawawa. Once the article is drafted Karen will provide a copy to the committee to review before it is published.

Sheila – noted that the committee’s impact is expanding in the community and mentioned she is still hearing positive feedback about the Sensory Santa event, which was a great success. Danielle added that Haley from Dani’s Photography also enjoyed working with the committee at the event and is interested in continuing to collaborate in the future.

Kat – provided an update on her current projects, including work on the 2025 Enabling Accessibility Grant application. She is collaborating with program staff to develop a five-week sports program for

people with disabilities called *Moving Still*, which is scheduled to begin in May and continue through the summer. Kat advised Recreation staff to contact PAAC to help promote the program, noting that it would be a great initiative to highlight during National Accessibility Week. Kat also mentioned that regarding the arena audit and recommendations for accessible improvements, she grew up with support from the Rick Hansen Foundation and remains an active member. She offered to reach out to the foundation to explore resources or guidance on improving accessibility in recreational arenas.

Lynn – shared information from a segment on the *CTV Morning Show* about Ontario's readiness for full accessibility by 2025. Disability expert Rich Donovan, hired by the province to review the Accessibility for Ontarians with Disabilities Act (AODA), reported that the province is far from being fully compliant. Chris Stigas, founder of *HandHelp*, identified three key areas that remain inaccessible: public transportation, health care, and housing. Despite the province's commitment to becoming fully accessible, there are little to no enforcement mechanisms in place, meaning the province has not followed through on its commitment.

Correspondence:

Family Support & Inclusion Forum – Families with Special Needs

Kate shared an invitation from the Petawawa Military Family Resource Centre (PMFRC) for PAAC to attend and participate in the upcoming forum on February 6th from 6:00 p.m. to 8:00 p.m. at the South Side Community Centre. The event will include a presentation by Chris Quigley, PMFRC Family Advocacy Coordinator, followed by an information fair.

Lynn and Kate are available to attend on behalf of PAAC and will set up a table for the information fair.

Next Meeting Date: Due to conflicting schedules in February and March the next meeting will be held April 24th. If an urgent matter arises, a meeting will be at the call of the Chair.

Adjournment:

Moved by Leah that the meeting be adjourned at 3:30 pm.

MOTION CARRIED.