



PETAWAWA ACCESSIBILITY ADVISORY COMMITTEE

Meeting Minutes

**January 27, 2022 - 3:00 P.M.
Electronic ZOOM Meeting**

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

REGRETS: Sharon Slaney

Welcome and Introductions

T. Sabourin called the meeting to order at 3:03 p.m.

Nomination of the Chair

K. Bennett called for a motion to be brought forward to elect the 2022-2023 PAAC Chair.

Moved by S. Clarke, seconded by L. Davenport that T. Sabourin be named the chair of the committee for 2022-2023.

MOTION CARRIED.

Adoption of Agenda

Moved by S. Clarke, seconded by Leah Cuffe to approve the January 27, 2022 Petawawa Accessibility Advisory Committee agenda as presented.

MOTION CARRIED.

Disclosure of Pecuniary Interest

None.

Adoption of previous minutes of November 25, 2021

Moved by S. Clarke, seconded by L. Cuffe that the minutes from November 25, 2021 be approved as presented.

MOTION CARRIED.

Old Business:

Workplan Recap 2021

The committee reviewed the 2021 workplan and provided updates on any items completed, and provided updates on items that are still in progress. T. Sabourin reported that she has gathered all the findings from Ontario municipalities in regards to whether they exceed the building code's minimum standards and provided a report of those findings. T. Sabourin received 209 replies and not a single municipality has enacted a by-law to exceed minimum standards; however, many municipalities provide recommendations to builders to exceed the standards in some areas to increase accessibility (entrances/exits, washrooms). T. Sabourin did mention that three municipalities have developed a universal design standard for new builds or major renovations; however, most communities address accessibility on a case-by-case basis where no minimum standard applies.

New Business:

Terms of Reference Review

Deferred to next meeting.

Workplan 2022

The committee reviewed the 2021 workplan and revised the document to remove items completed and place new goals and timeframes for the 2022 initiatives, such as, orientation training, accessibility staff training, guideline for best practices for the built environment and promotion of information at the Showcase, Library resource binder, and linking up with PBAN to further communicate the CIP and accessible upgrades to local business owners.

Correspondence:

Ontario Expanding Employment Supports for Postsecondary Students with Disabilities

Accepted as information.

Member Input:

A. Morris reported that the Ministry for Seniors and Accessibility Inclusive Community Grants Program is now live and the deadline for application submission is March 3, 2022. A. Morris is to email the committee the link.

S. Clarke reported that she attended the PRH Hospital Board of Directors meeting and noted the hospital is completing walk-about on every unit to identify areas of accessible improvements. They completed their compliance report in December 2021 and are now looking at completing renovations to units to be more accessible. They have also installed new accessible signage throughout the towers and implemented new policies in Human Resources for return-to-work accommodations. They are hoping to complete these upgrades by 2023.

K. Bennett mentioned that when completing the compliance report in December 2021, Mark Reinert and Community Services staff were a major asset for information regarding accessible recreational features and equipment and noted that it would be beneficial to have a member of the Community Services department such as Mark Reinert or Kelly Williams be an ad-hoc member when discussing community grants and funding for accessible features and equipment. They could help complete grant applications and also line up their annual budgets with accessible upgrades that the committee wishes to address. K. Bennett also mentioned that because the committee has not been able to attend any conferences, meetings, etc. the committee budget has not been utilized in two years and suggested that monies from the budget could be used to purchase a memorial tree in memory of Jackie Neiman, a former long standing committee member that passed away in April 2021. T. Sabourin noted that it was a good idea; however, she would like to see the funds from the budget be spent on accessible features and upgrades to the community.

Next Meeting Date:

The next meeting will be held on **Thursday, February 24, 2022.**

The meeting adjourned at 4:25 p.m. at the call of the Chair.