



PETAWAWA ACCESSIBILITY ADVISORY COMMITTEE

Meeting Minutes February 22, 2024 - 1:30 P.M. Municipal Office – Boardroom

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

Welcome/Call to Order

Sheila called the meeting to order at 1:29 p.m.

Adoption of Agenda

Moved by Leah, seconded by Lynn that the February 22, 2024, Petawawa Accessibility Advisory Committee agenda be approved with two additions under New Business;

Site Plan Review – Petawawa Veterinary Hospital

Site Plan Review – Lapointe Self-Serve Mini-Storage Facility – Pole Barn Storage

MOTION CARRIED.

Disclosure of Pecuniary Interest

None.

Adoption of previous minutes of January 25, 2024.

Moved by Lynn, seconded by Karen that the minutes from January 25, 2024, be approved as presented.

MOTION CARRIED.

Financial Report - Detailed Budget Trial Balance to February 15, 2024.

Moved by Karen, seconded by Leah that the detailed trial balance to February 15, 2024, which was provided by the Town's Deputy Treasurer, be approved as presented.

MOTION CARRIED.

Old Business:

Presentation to Council – April 2, 2024

It was reported that the presentation to Council has been scheduled for Tuesday, April 2, 2024. Kate requested content submissions from members to assist in the creation of the presentation.

Civic Centre Arena Accessibility

Kate reported to the committee that she met with Director of Community Services, Mary McCaw and Civic Properties Manager, Mark Reinert, to review barriers within the Civic Centre arena entrance, viewing area and stadium seating. It was reported that barrier-free additions have been reviewed several times in the past with the guidance of hired engineers to improve the accessibility of the arena area. They have continuously run into issues with fire and building code regulations and structural concerns as the building is dated and very limited in which areas could be renovated.

Because of this, a raised platform equipped with a ramp was built so that residents with mobility devices could safely view arena events from the secured barrier-free platform. The structure is only large enough to have one wheelchair and one additional seat. Civic Centre staff have used this equipment numerous times when a resident has inquired about accessible viewing areas. To facilitate this request, staff require residents to call ahead of time, preferably a few days in advance to allow enough time to install the platform. Kate noted that information regarding the accessible platform will be made public on the Town's website, so residents are more familiar with the accessible services available at the Civic Centre.

It was further reported that staff are looking into a possible area for installing a ramp and accessible bleacher seating but require the services of an engineer and the Fire Chief to inspect to determine if it is a possibility.

New Business:

Showcase 2004

The committee discussed preparations for the upcoming spring Showcase happening April 26-28, 2024. Highlights from the discussion included the PAAC banner signs to be erected at the booth, water wheelchair be on display, marketing materials have been purchased, and a tentative schedule of committee members attendance was discussed. The committee suggested placing a Ramble pumpkin person in the wheelchair with a Treat Accessibility Sign for the Showcase. Leah noted she has a medical chair frame to use for the display. The committee requested the creation of poster boards with images of accessible town equipment and programs to be displayed for the event.

It was requested that Kate contact the Civic Centre to discuss the arena floor ramp entrance, members noted that the ramp was very narrow and was a tripping hazard as the entrance was used for entering and exiting the arena floor.

National AccessAbility Week

Planning preparations are underway for the awareness campaign for National AccessAbility Week held from May 26 to June 1, 2024. The committee requested a media release and media promotions for the event, Kate asked for assistance from members to help support this request. Danielle noted that she will assist with adding the PAAC logo to the flag design.

The committee also requested that Kate create personal profiles for each member to be added to the PAAC page of the Town's website, which can be promoted on the Town's social media platforms throughout the week.

Member Input:

Lynn Davenport

Reported there have been less vehicles parking in the handicap spaces without permits since the notice was sent to bylaw enforcement. Kate noted the Commissionaires will be ticketing any vehicle found in contravention.

Karen Donovan

Reported on circulated correspondence regarding sensory friendly solutions for businesses and organizations.

Daneille Leblanc

Requested information on which intersections in Town are equipped with accessible pedestrian signals, further noting that the Town consider installing such device at the intersection of the boulevard and Canadian Forces Drive. Kate noted this area might be a request to the County of Renfrew as the boulevard is a County roadway.

Next Meeting Date: Thursday, April 11, 2024, at 1:30pm

Adjournment:

Moved by Danielle that the meeting be adjourned at 3:15 pm.

MOTION CARRIED.