

MINUTES: Jan. 27, 2014
Access to Physical Activity (APA)
Working Group

Location: The Phoenix Centre for Children & Families

Time: 1:30-3:30 pm

Agenda

- Welcome
- Changes to Agenda?
- Review minutes - Oct. 2013 meeting; Outstanding issues/action?
- PAN RC updates relevant to APA WG – Shawna
- Petawawa Accessibility Working Group Update – Karen
- Member Updates
- 2014-15 Ontario Sport and Recreation Communities Fund (OSRCF)
- Work Plan review & actions
- Next meeting? (April/May?) Location?

<i>Item</i>	<i>Discussion</i>	<i>Action(s)</i>
1. Welcome	<ul style="list-style-type: none"> • Introductions from those who were present: Welcome Carly 	
2. Request member to take meeting minutes	<ul style="list-style-type: none"> • Candace volunteered – thank you Candace! 	Candace: provide notes following meeting to Lara for electronic minutes
3. Changes to Agenda?	<ul style="list-style-type: none"> • None 	Shawna: to report on AT Working Group activity during PAN-RC report
4. Quorum Achieved?	<ul style="list-style-type: none"> • Yes 	
Old Business		
5. Review Action Items from Oct. 28, 2013 meeting minutes	<ul style="list-style-type: none"> • Long-term or strategic planning for the APA group still an issue for the group to address; • All other actions identified in Oct. 28, 2013 minutes have been done; • No edits required for Oct. 28 minutes 	<p>Kayla/Lara/Shawna: discuss coordination of strategic planning for APA group with Shawna relevant to process for PAN-RC and add to APA Spring meeting agenda</p> <p>Shawna: verbal reminder invitation to Mike Barber (County of Renfrew) to join our APA working group;</p> <p>Kayla/Lara: follow-up above with e-mail invite to our group</p>
6. Work Plan	<ul style="list-style-type: none"> • Deferred to Spring meeting 	Kayla/Lara: Begin Spring meeting with Work Plan review & discussion
Standing Agenda Items		
7. PAN RC updates	<ul style="list-style-type: none"> • Shawna reported on discussions at County Council re: decision to retain or eliminate budget line distinctly identified for Active Transportation (190K); targeted request for public response to Council was issued and response in coordination with support from within Council lead to unanimous vote to retain the Active Trans. Budget line – advocacy in action! 	Shawna/Betty?: identify options to engage PAN-RC to adopt a tagline for our work e.g. survey? Email request?

Item	Discussion	Action(s)
	<ul style="list-style-type: none"> June APA meeting included discussion about the need for a “tagline” for APA and PAN-RC work, recognizing a greater need to have a more comprehensive marketing and communication strategy developed for PAN-RC & working groups; a few members have been discussing some possibilities e.g. “Every Body, Every Space,” “Move More” 	
8. Petawawa Accessibility Working Group Update	<ul style="list-style-type: none"> based on the survey results and work plan developed, working group has facilitated tangible increase in accessibility in physical spaces (buildings) in Petawawa; group has been productive even with fairly small membership; efforts to engage Renfrew County Council members on this committee continue but have not yielded an ongoing commitment or partnership to date 	
9. Member Updates	See attachment 1	<p>ALL: add brief comments to update APA members on your organizational work relevant to APA work</p> <p>Lara/Kayla: circulate member updates via e-mail</p> <p>Lara/Kayla: ask members to provide updates in advance of each APA meeting to expedite member reports</p>
New Business		
10. 2014-15 Ontario Sport and Recreation Communities Fund (OSRCF)	<ul style="list-style-type: none"> Discussion regarding many grant opportunities (including this one) and opportunities for PAN-RC members to apply and consider partnerships in creating their applications http://www.grants.gov.on.ca/GrantsPortal/en/OntarioGrants/GrantOpportunities/PRDR006918 	Shawna?: poll the PAN-RC to identify who is applying for this grant with what focus to share opportunities to collaborate among members?
<ul style="list-style-type: none"> Next Meeting Friday, May 2, 2014 – Time & Location (to be confirmed) coordinated with full PAN-RC meeting on same day 		

IN ATTENDANCE:	REGRETS / NOT IN ATTENDANCE:
1. Shawna Babcock	Tammy Hehn
2. Colin Coyle	Kayla Menkhorst
3. Lara Mylly	
4. Lyn Smith	Kim Groskleg
5. Candace Rose-Smith	Kathleen Rogers
6. Carly Meisner, KidActive	Christine Armstrong
7. Jennifer Harris [Teleconference]	
8. Karen Roosen [Teleconference]	
9. Jo-anne Caldwell [Teleconference]	
10. Betty Biesenthal [Teleconference]	
10	Please share minutes and invite other interested stakeholders to participate in the work of PAN-RC's Accessibility Working Group

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