

**Accessibility Committee**

Monday, February 12, 2024

Berwick Town Hall Council Chambers

6:30 p.m.

**MINUTES**

**ATTENDING**

Elaine Furniss, Chair

Reta Shay, Citizen Representative

Kenisha Gordon, Citizen Representative (Virtual)

Michael Harris, Citizen Representative

Councillor Chris Goddard

Jordan Hebb, Active Living Coordinator

Taylor Boylan, Communications and Special Projects Coordinator

Councillor Derrick Jamieson

**ABSENT WITH REGRETS**

**1. CALL TO ORDER**

The meeting was called to order at 6:30 PM

**2. APPROVAL OF THE AGENDA**

- a. **IT WAS REGULARLY MOVED AND SECONDED THAT THE AGENDA OF THE ACCESSIBILITY ADVISORY COMMITTEE BE APPROVED AS CIRCULATED, WITH THE DATE AMENDED TO FEBRUARY 12, 2024.**

**3. APPROVAL OF THE MINUTES**

- a. **IT WAS REGULARLY MOVED AND SECONDED THAT THE MINUTES OF THE ACCESSIBILITY ADVISORY COMMITTEE MEETING OF NOVEMBER 20, 2023 BE APPROVED AS CIRCULATED**

**4. ON-GOING BUSINESS**

**a. Budget**

The committee reviewed the first version of the Town of Berwick's 2024-25 budget, from the Town of Berwick website. The committee felt the Town was taking accessibility concerns into consideration within the budget. The committee would like to renew a request for an accessible parking spot on Mill Street, alongside commercial businesses.

Looking ahead to the 2025 budget, the committee is interested in the creation of an accessibility Berwick map that will highlight accessible parking, and businesses that are accessible.

### **b. Recognition Dates**

The Town has begun sharing accessibility related recognition dates on social media monthly. The committee requested a tab be added to the Town of Berwick website for the Accessibility Advisory Committee, with a feedback form.

**ACTION:** Staff to add an Accessibility section to the website and begin to populate with information

### **c. Town of Berwick Municipal Planning Strategy**

Elaine attended the meeting and brought forward concerns and further information on accessibility. Sidewalks remain a concern for the committee, especially with snow clearing and snow piles. Staff were commended for their quick work on sidewalk clearing, and on-going management of snow piles.

## **5. New Business**

### **a. Ongoing Projects**

#### **- Mill Street Trail Head**

The committee would like to see an accessible parking spot added on Mill Street.

#### **- Centennial Park**

Regardless of what happens with the redesign of Centennial Park, it is not currently accessible to access the current washrooms housed within Carol's Place in Rainforth Park. Any changes to currently existing infrastructure will need to have an accessibility lense.

**ACTION:** Staff to distribute Phathom Designs new Centennial Park Plan

**ACTION:** Staff to apply for grant funding for pathways (Connect2 funding)

### **b. Addition: Reporting**

What is required for the committee, in terms of reporting? Minutes of each meeting are recorded and shared with Council, any questions that arise are answered by Council members at Committee of the Whole. Within the Accessibility Plan, the committee is to prepare a "Report Card" annually by March 31<sup>st</sup> to present to Council. Additionally, the plan is due for revision in 2024-25. The committee began to review the documents within the Accessibility Plan around the table.

**ACTION:** Staff to prepare a Report Card template to include in an information report, for the committee to review at the next meeting.

**ACTION:** Committee to break out priority items from the action item list

spreadsheet at the next meeting.

Next meeting: March 25, 2024: 6:30 PM

## **6. ADJOURNMENT**

**IT WAS REGULARLY MOVED AND SECONDED THAT THE REGULAR MEETING OF ACCESSIBILITY ADVISORY COMMITTEE BE ADJOURNED AT 7:48 PM**

**Approved by Accessibility Advisory Committee on March 25, 2024**

**As recorded by Taylor Boylan, Communications and Special Projects Coordinator**