

**Accessible Open Spaces and Parklands Working  
Group Meeting  
Wednesday, February 28, 2024  
1:30 pm.  
Via MS Teams**

**1. Introductions and Welcome**

Attending were Paula Kilburn, Kim Nolan, James Kemp, Meghan Stewart and Tim Nolan.

**2. Review agenda**

All good. Not enough time to review all agenda attachments even though many have been viewed before.

**3. Selection of chair and second chair**

Tim as chair. Paula as vice but willing to hand over to another.

**4. Review terms (work plan) including taking notes attachment**

Deferred to next meeting.

**5. Review list of amenities – attachment**

Some discussion but deferred to next meeting for any additions.

### **6. Student OT project- attachment**

Some discussion about when students will begin work and time devoted including work plan. Meghan advised she has sent some documents to the students in advance of their work beginning. Again, discuss next meeting.

### **7. Outdoor dining guidelines for accessibility – attachment**

Deferred to next meeting after folks have time to review the City's current recommendations and other guidelines from CNIB, etc.

### **8. Regular meeting schedule – discussion**

Will meet fourth Wednesday each month 1:30 – 3:30 pm

### **9. Adjournment**