

Northumberland Accessibility Advisory Committee

Minutes

Thursday November 4, 2021

555 Courthouse Road, Cobourg

By Zoom video conference - 10:00am – 11:30am

Members present:, Christine Bayer, Hope Bergeron, Jason Ducharme, Karl vom Dorff (Chair), Kathy Richards, Selena Forsyth, Shelley Althouse, Bobby-Jo Preston, Andrea Nicholson (staff)

Regrets: Bob Robertson, Cailleigh Flannigan, Doug Bates, Christina Gray

Guest: Abigail Miller, Archivist, Northumberland County Archives and Museum

1. Approval of meeting notes from October 14, 2021

Moved by Selena and seconded by Christine that the minutes from October 14, 2021 be approved. **Carried.**

2. Action items and follow-up from October 14, 2021

Action item 1: Andrea will provide Adam McCue with contact details for NAAC members who work for Community Care Northumberland and Community Living Campbellford/Brighton who offered to help with needs assessment for from-door waste pickup. **Complete.**

Action item 2: Andrea will forward recommendations for improving accessibility of benches and picnic table to Mike Muldoon, Forest Trail Coordinator. **Waiting for further input from NAAC Chair**

Action item 3: Andrea will request that Council proclaim December 3, 2021 as International Day of Person with Disabilities in Northumberland County. **Complete.**

Action item 4: Andrea to forward NAAC members information on International Day of Person with Disabilities from the United Nations. **Complete.**

3. New Business

i Northumberland County Archives and Museum (NCAM) charging station (Abigail Miller, Archivist)

Abigail reported on the NCAM new build and requested input/feedback from the Committee on the placement of a wheelchair charging station.

The charging station will allow adults and children who use wheelchairs to have access to a place to charge.

The Committee supports locating the charging station within the reading room.

ii Multi Year Accessibility Plan (MYAP) update

Andrea provided an update on the next phase of the public consultation process. The draft MYAP and a feedback form will be posted November 8 - December 10, 2021, for consultation on Join In Northumberland.

This phase of public consultation will include a media advisory, e-newsletter to Join In Northumberland members, website banner, Facebook ad, Facebook and Twitter reminder posts. The MYAP review will also be promoted as part of International Day of Persons with Disabilities communications which will include print ads in 3 local newspaper publications. Alternate formats will be available, and the public may provide feedback by phone and email.

The next steps will be to make any required updates based on feedback then present the final draft to Council for approval in early 2022.

iii Integrated Accessible Transportation

Karl reported that he has been researching to prepare a letter to Council regarding integrated accessible transportation concerns. Bobby-Jo reported on another consultation regarding public transportation. The Committee agreed to table the issue until more information is available on the consultation.

iv Accessibility Coordinator update

Andrea reported on some recent improvements the County has completed.

- An **accessible parking spot** has been designated at the Carstairs Trail within the County Forest. A no parking sign has been added beside the space to act as an access aisle.
- An additional 20 **power door operators** have been added at 555 Courthouse, most in staff areas.
- **Assistive listening technology** (3) and hearing loops (4) have been installed at the 4 customer service desks at 555 Courthouse Road – main reception, Human Resources, Community and Social Services and Finance desks.

- Two **public washrooms** at 555 Courthouse (one on each floor) have been equipped with power door operators/locks and emergency call systems. There is one washroom on each floor.

v Outdoor ramps – design features

Andrea consulted with the committee regarding ramp design and asked for input on general ramp design. The committee reported that a gradual slope, the smallest % grade possible is important for manual wheelchair users and people who walk with or without devices. In addition, having a larger turning space where the ramp changes direction are important for power wheelchair users as these chairs tend to be larger and have tilt features. Some members reported that tactile plates can create a barrier, but are aware they may be required by law. The committee discussed variations under AODA, Ontario Building Code and CSA standards.

Moved by Jason and seconded by Karl that the NAAC recommends that the County follow, as a minimum standard, the CSA 2018 Accessible design standards for the built environment when constructing ramps that are subject to the Ontario Building Code.”
Carried.

vi International Day of Person with Disabilities (Dec 3) update

Andrea reported that a proclamation request has gone to Corporate Support Standing Committee and will go to Council November 17.

After meeting with Communications, the awareness activities will focus on a call to action to review the draft Multi-Year Accessibility Plan and will include newspaper ads, social media posts, intranet posting for County staff.

The chaser sign at the County courthouse will announce:” December 3, 2021 International Day of Persons w/ Disabilities Toward an accessible world.”

Post meeting – Additional posting for staff raised awareness of the impact of COVID-19 on people with disabilities worldwide.

vii 2022 NAAC meeting dates

The 2022 meeting dates are scheduled for the 2nd Thursday on the month. There are not meeting July, August and December. The committee will continue to meet via Zoom. When additional meeting options become available, the Committee can discuss the options.

- January 13, 2022
- February 10, 2022

- March 10, 2022
- April 14, 2022
- May 12, 2022
- June 9, 2022
- September 8, 2022
- October 13, 2022
- November 10, 2022

4. Adjournment

The meeting adjourned at 11:29am

Next Meeting: January 13, 2022

Upcoming 2022 regular meetings:

- February 10, 2022
- March 10, 2022
- April 14, 2022
- May 12, 2022
- June 9, 2022
- September 8, 2022
- October 13, 2022
- November 10, 2022

No meetings in July, August or December