

Northumberland Accessibility Advisory Committee

Minutes

October 13, 2022

555 Courthouse Road, Cobourg

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

Members present: Bob Robertson, Hope Bergeron, Karl vom Dorff (Chair), Christina Gray, Selena Forsyth, Bobby-Jo Preston, Andrea Nicholson (staff)

Regrets: Christine Bayer, Doug Bates, Jason Ducharme, Stephanie Ash
Guest: Brandon Upton (Manager Facilities)

1. **Approval of meeting notes from September 8, 2022**

Moved by Hope, seconded by Selena, that the minutes from September 8, 2022 be approved. Carried.

2. **Action items and follow-up from September 8, 2022**

Action item 1: Andrea will prepare the request to Council to proclaim December 3 2022 as International Day of Persons with Disabilities in Northumberland County. **Complete.**

3. **New Business**

i **Courthouse Ramp and accessible parking space update**

Brandon reported that the railing installation has been delayed and that he is ensuring that the quality of the rails is appropriate. The rails are now expected to be installed next week. After the rails are in place and the ramp is ready for use, the police parking space will be moved to the south lot and the former police parking space near the main entrance will be converted to an accessible parking space.

ii **Enabling Accessibility Fund grant application**

Andrea and Brandon reported that the County will be applying for a grant to make accessibility improvements to emergency exits at 555 Courthouse Road (headquarters) at the north-east staff entrance and the emergency exit out of Committee Room B. The project will involve redeveloping ramps, pathways and doors to create barrier-free emergency exits and improve the safety of people with disabilities.

Moved by Selena, seconded by Tina, that the Committee Support the Enabling Accessibility Fund grant application to improve the accessibility of building access and emergency exits. **Carried**

The Committee reviewed a letter of support.

Action 1: Karl will sign a letter of support, on behalf of the committee, for the County's 2022 Enabling Accessibility Fund application for accessible emergency exits.

iii International Day of Person with Disabilities

Andrea reported that the theme for the 2022 International Day of Persons with Disabilities will not be available from United Nations until sometime in November however the proclamation may still be submitted to Council. Andrea reviewed the Proclamation Andrea will meet with Communications in late October to discuss website banner, social media postings and Jostle (internal website) postings. The day will be announced on the chaser sign outside of the County Courthouse.

iv Accessibility Coordinator update

- **Multi-Year Accessibility Plan 2022 Goals Q3 update**

Andrea reviewed the Q3 status of the 2022 Goals (see attached "2022 Accessibility Goals Status Q3 update" document) Most goals are on track for completion.

v Dates for 2023 meetings

Committee agreed to continue meetings as scheduled in 2023 on the second Thursday of each Month at 10:00am. Members prefer to continue to meet via Zoom until a hybrid option is available.

Action 2: Andrea will add the list of 2023 meeting dates to the November meeting agenda.

4. Adjournment

The meeting was terminated at 11:03am.

Next Meeting: November 10, 2022

Upcoming 2022 regular meetings:

- November 10, 2022
- No meetings in July, August or December