

Northumberland Accessibility Advisory Committee

Minutes

February 9, 2023

555 Courthouse Road, Cobourg

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

Members present: Bob Robertson (10:40), Christine Bayer, Hope Bergeron, Jason Ducharme, Karl vom Dorff (Chair), Christina Gray, Selena Forsyth, Bobby-Jo Preston, Andrea Nicholson (staff)

Regrets: Stephanie Ash

The meeting was called to order at 10:07am

1. Approval of meeting notes from January 12, 2023

Move by Selena, seconded by Hope that the minutes from the January 12, 2023 meeting be approved.

2. Action items and follow-up from January 12, 2023

Action 1: Andrea to review 2022 meeting attendance and report back to Chair for determining next steps for members with low attendance.
Completed.

Action 2: Andrea to send NAAC members a call for nominations for Chair for 2023-2024 term. **Completed.**

3. New Business

i NAAC Chair for 2-year term (2023-2024)

Andrea reported that no additional nominations were received. Karl was nominated and accepted the nomination at the January meeting. By acclamation Karl will remain the Chair for the 2-year period of 2023-2024.

ii Additions to Accessibility Annual Status Update Report (Andrea)

Andrea reported that in addition to the items reported at the last meeting under the Design of Public Spaces, the County reported the following additional accessibility improvements on the 2022 Accessibility Annual Status Update Report.

- Assessed 3 km of sidewalks at County and Northumberland County Housing Corporation owned facilities, rating all sections to help better plan future maintenance and replacement project.
- Improved the lower west side staff entrance at 555 Courthouse, Cobourg, by adding a new sidewalk and door system with automatic door opener.
- Began retrofit project of Community and Social Services supportive housing at 152 Cockburn Street, Campbellford by adding an accessible ramp (1/12 pitch), creating a barrier-free first floor and full barrier-free washroom and bedroom (expected completion first quarter 2023).

The County worked with the Northumberland County Housing Corporation (NCHC) to make accessibility-related improvements including the following:

- Replaced over 152 meters (500 feet) of interlocking brick sidewalks, which had developed uneven surfaces, with wider and AODA compliant sidewalks at 6 Percy Street in Colborne (NCHC) and 111 Front Street in Campbellford (NCHC).
- Made repairs and alterations to tenant units as required to support greater accessibility of tenant units to meet individual needs.
- Replaced an accessible lift at 330 King Street East in Cobourg (NCHC) with a new accessible lift (lift modernization due to age)

The County's Waste programs:

- Accommodated 116 households through the Accessible Recycling Collection Program (increase of 25%).
- Accommodated 147 households through the existing Medical Waste Subsidy program (increase of 14%).

iii **National Access Ability Week May 28 – June 3, 2022 (Chair/Andrea)**

- **Proclamation** – The Committee supported the proclamation as written.
- **Theme** – The Committee agreed to focus on a theme related to invisible disabilities
- **Suggested Activities** – Newspaper ad, Courthouse sign, internal education on a few invisible disabilities, helping hands awards.

Andrea reported that all external communications must be approved by County Communications and Andrea will bring the Committee's suggestions to Communications on February 27, 2023 and report back at the March meeting.

iv Helping Hands Award 2023 (Chair)

Karl reported that nominations for the NAAC's Helping Hands Award will be accepted for 3 weeks (February 10 – March 3)

Andrea reported that the notifications will go out to all staff February 9 via email and the County's internal website. Andrea will provide the nominations to committee members along with the March 9 meeting materials. The Committee can review the nominations at the March 9 meeting and determine who will receive an award. The date to award certificates is still to be determined

Action item 1: Andrea will check availability for the CAO to attend the April or May NAAC meeting for the Helping Hands Award presentations.

v Accessibility Coordinator update

Andrea reported the following:

- **County Clerk to attend March meeting** - The County Clerk, Maddison Mather, will attend the March 9, 2023 NAAC meeting. With the beginning of a new Council term, Maddison will inform the committee about the new County Council, and review information to support the advisory role of the committee, including recommended processes for updating Terms of Reference.
- **2023 Accessibility Compliance Report** - The County has received from the Ministry for Seniors and Accessibility a notice to complete the 2023 Accessibility Compliance Report by February 26, 2023. Jason reported options to reporting on website compliance which Andrea will forward to the Web Content Accessibility Steering Committee
- **Discover Ability Network** – The Discover Ability Network presented to the County Management Operating Committee on February 8, 2023. The network links people with disabilities seeking employment to organizations who support employee people with disabilities. The County will proceed to use this free service.

Action item 2: Andrea will arrange for the Program Manager of the Discover Ability Network to present at a future NAAC meeting.

4. Adjournment

The meeting was terminated at 10:55am

Next Meeting: March 9, 2023

Upcoming 2023 regular meetings:

- March 9, 2023
- April 13, 2023
- May 4, 2023 – 1st Thursday

- June 8, 2023
 - September 14, 2023
 - October 12, 2023
 - November 9, 2023
- No meetings in July, August or December