

Northumberland Accessibility Advisory Committee

Minutes

March 14, 2024

555 Courthouse Road, Cobourg

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

Members present: Bob Robertson, Hope Bergeron, Jason Ducharme, Selena Forsyth, Stephanie Ash, Bobby-Jo Preston (Chair), Andrea Nicholson (staff liaison)

Regrets: Christine Bayer, John Logel (County Councillor)

Quorum was confirmed and the meeting called to order at 10:06am.

1. Approval of meeting notes from February 15, 2024

Moved by Selena, seconded by Jason, that the minutes from the February 15, 2024 meeting be approved. **Carried.**

2. Action items and follow-up from February 15, 2024

Action item1: Andrea will provide prompts to help Committee members with quotes for National Access Ability Week promotion of the NAAC at the March meeting. **Complete.**

3. New Business

i Helping Hands Award Nominations

There were 4 nominations put forward for the 2024 Helping Hands Award. One of the nominations was a team of 4. In total, 7 County staff have been nominated.

Moved by Selena, seconded by Jason, that the NAAC present the 2024 Helping Hands Award to all nominees." **Carried.**

Andrea shared options for the certificate logo. The committee chose option 2.

Action item 1: Andrea will arrange for the Helping Hands certificate to be updated with the Committee's chosen logo.

CAO Jennifer Moore is available to attend the April 11 NAAC meeting. The Helping Hands Award presentation will be the first item on the agenda. Selena, Jason and Bobby-Jo volunteered to read the nominations.

Action item 2: Andrea will prepare speaking notes for the Helping Hands Award presentations and distribute to NAAC members prior to the April 11, 2024 meeting.

ii **National Access Ability Week**

Andrea reported that an application form has been created and approved by the Clerk to assist with the recruitment of new NAAC members.

Andrea shared sample statement starters to help NAAC members develop a personal statement to share during National Access ability week to encourage applications for NAAC membership.

- I believe in the importance of accessibility because...
- The NAAC's work is important to Northumberland County because...
- As someone with a disability, I joined the NAAC because...
- As a member of the NAAC, contributing to my community makes me feel...
- As a member of the NAAC, I am able to...

Action item 3: Andrea will send a message with the statement starters to NAAC members requesting each member submit a completed statement and collect statements to bring to the April 11 meeting.

iii **Accessibility Coordinator update**

Andrea reported the following:

- **Annual Accessibility Status Update report** – Andrea presented the report to the Corporate Services Standing Committee at their March 5, 2024 meeting. The report will go to Council on March 20, 2024.
- **AAC Forum** – Ministry for Seniors and Accessibility will be hosting a forum for AACs in Spring 2024. No details have been provided to date. The ministry has begun contacting municipalities to confirm the staff contacts for the AACs.
- **Emergency exits project** - the County is waiting for the final drawings that will incorporate NAAC feedback. Construction is expected in the summer.
- **AODA training** – Andrea presented refresher training on service animals to Community and Social Services staff on March 14, 2024.

4. **Adjournment**

The meeting was terminated at 10:38am

Next Meeting: April 11, 2024 10:00am (includes Helping Hands Awards Presentations)