

Northumberland Accessibility Advisory Committee Minutes

April 11, 2024

555 Courthouse Road, Cobourg

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

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

Guests (for Helping Hands Award presentation): Ashley Postma, Jen Glover, Jaclyn McDougall, Cara Timmermans, AJ Wood, Kathryn Larcher, Jackie Diminie, Kate Campbell, Amanda Bedwell, Leyla Attis

Regrets: Christine Bayer

Quorum was confirmed and the meeting called to order at 10:08am.

1. Helping Hands Award presentation

The Committee presented Helping Hands Award certificates to the following 7 County employees who will be recognized during National Access Ability Week:

- Cara Timmermans (Communications)
- AJ Wood (Golden Plough Lodge)
- Jen Glover (Community and Social Services)
- Ashley Postma (Community and Social Services)
- Jackie Diminie (Community and Social Services)
- Jaclyn McDougall (Community and Social Services)
- Kathryn Larcher (Community and Social Services)

Action 1: Andrea will meet with, and photograph, Helping Hands Award Recipients.

2. Approval of meeting notes from March 14, 2024

Moved by Selena, seconded by Jason, that the minutes from the March 14, 2024 meeting be approved. **Carried.**

3. **Action items and follow-up from March 14, 2024**

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

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. **Complete.**

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. **Complete.**

4. **New Business**

i **National Access Ability Week**

Andrea presented 2 potential themes that represent the Committee's work. The Committee recommended the theme "Advocating for an inclusive Northumberland."

Andrea reported that 5 Committee members submitted statement related to the value of participation on the committee. Communications will prepare social media postings with statements from members to help support the call to action related to recruitment of new Committee members.

ii **Recruitment of 1-3 members**

The Committee recommended the following process:

1. Andrea will review applications and phone each applicant to review the Committee's role and answer any questions.
2. The Committee will review applications at the NAAC June 13, 2024 meeting.
3. Andrea will invite applicants to attend a June 27 ad hoc NAAC meeting for the Committee to meet the prospective members and make their final decision on membership.

Action 2: Andrea will send out a meeting invitation for the June 27 ad hoc NAAC meeting. (post meeting note – completed April 12)

iii Multi Year Accessibility Plan Q1 update (Andrea)

Andrea reported on the Multi Year accessibility Plan goals for Q1.
(Attached)

iv Accessibility Coordinator update (Andrea)

Universal trail – The official opening of the Porcupine Universal Trail is being planned. The date should be confirmed by the next NAAC meeting.

v Annual in-person meeting

The committee discussed holding the May 9th regular meeting 10:00 – 11:30am as an in-person meeting. Every effort will be made to offer a hybrid option for any member that is unable to attend in person. Meeting Rooms are unavailable at County headquarters for May 9.

Action 3: Bobby-Jo will confirm if space is available at Ed's house to host the May 9 NAAC meeting (Post meeting note – On April 11 The Program Room at Ed's House was booked for NAAC for May 9.)

5. Adjournment

The meeting was terminated at 11:22am.

Next Meeting: (in-person) May 9, 2024, 10:00am, Ed's House Program Room