

# Northumberland Accessibility Advisory Committee Minutes

November 14, 2024

10:00 – 11:30 am

Via Zoom

**Members present:** Bob Robertson, Christine Bayer, Hope Bergeron, John Logel (County Councillor), Rae Deschamps, Selena Forsyth, Bobby-Jo Preston (Chair), Andrea Nicholson (staff liaison)

**Regrets:** Stephanie Ash

Quorum was confirmed and the meeting called to order at 10:02 am

## 1. Approval of meeting notes from October 10, 2024

**Moved by** John, seconded by Christine, that the minutes from the October 10, 2024 meeting be approved. **Carried.**

## 2. Action items and follow-up from October 10, 2024

**Action Item 1:** Andrea will coordinate training for NAAC regarding County programs, services and facilities as a refresher. **In progress.** 1-2 department representatives will be invited to the NAAC meeting each month and provide an overview.

**Action item 2:** Andrea will send out information on International Day of Persons with Disabilities and the UN's Sustainable Development Goals. **Complete. Sent out with November agenda.**

## 3. New Business

### i Department Overviews

Andrea provided an overview of the Corporate Services Department - and its divisions: Legislative Services, Northumberland County Archives and Museum, Northumberland County Forest, Health Safety Emergency Planning, Human Resources.

**ii International Day of Person with Disabilities (IDPD) Dec 3, 2024 update (Andrea)**

Andrea reported that all planned activities are ready to launch and that the proclamation will go to Council at the November 20, 2024 meeting.

**iii Proposed 2025 Meeting dates (Bobby-Jo)**

The Committee confirmed the meeting schedule will remain the same for 2025. Meetings will be on the 2<sup>nd</sup> Thursday of the month at 10:00am-11:30am on the following dates.

- January 9
- February 13
- March 13
- April 10
- May 8
- June 12
- September 11
- October 9
- November 13

(no meetings scheduled for July, August, December)

**Action item 1:** Andrea will send electronic meeting invitations to members for the 2025 meetings.

**iv 2025 NAAC Chair (Bobby Jo)**

Bobby-Jo reviewed the section in the Terms of Reference regarding the Chair position and encouraged members to consider the Chair or Vice Chair positions, especially if they have not held the position before. The Committee will make nominations in January after the recruitment period has been completed.

“Annually, and at the first meeting of the Committee after new appointments have been made, the Committee shall select a Chair and Vice-Chair from among its membership for a period of 1 year, which may be repeated. Members of Council and municipal staff supporting the Committee are not eligible to assume the positions of Chair or Vice-Chair.”

“The Chair provides leadership to the Committee, ensures that the Committee carries out its mandate, and acts as the primary liaison between the Committee and Staff. If the chair is temporarily absent, the Vice-Chair will assume the position and responsibilities for the Chair in the interim. If the position of Chair becomes vacant, the Vice-Chair shall assume the responsibilities of the Chair until a new Chair can be elected. If the position of Vice-Chair becomes vacant the Chair may

appoint a member of the committee as interim Vice-Chair until a new Vice-Chair can be elected. Election, when required, will be held at the next meeting of the Committee.”

**v Accessibility Coordinator update (Andrea)**

Andrea reported the following:

- As a lead-in to International Day of Person with Disabilities, guest speaker John Draper of Together we Rock! will give a presentation to County staff called “Believe in Possibilities” on November 28, 2024. One of the Multi-Year Accessibility Plan goals is to research training options to address attitudinal barriers and stigma associated with disabilities and John’s lived experience and positive message will contribute to this goal.

**4. Adjournment**

The meeting was terminated at 10:39am

**Next Meeting: January 9, 2025 at 10:00am via ZOOM**