

# Northumberland Accessibility Advisory Committee Minutes

Feb 13, 2025

10:00 – 11:30 am

Via Zoom

**Members present:** Hope Bergeron, Lorraine Gordon, Rae Deschamps, Selena Forsyth (Vice Chair), Stephanie Ash, Mike Gibson, John Logel (County Councillor), Andrea Nicholson (staff liaison).

**Regrets:** Bob Robertson, Christine Bayer.

**Guests:** Cara Timmermans (Digital and Document Accessibility Specialist), Keagan Philion (Communications Intern) until 10:45am.

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

## 1. **Approval of meeting notes from January 9, 2025**

Moved by John, seconded by Rae that the meeting notes from January 9, 2025, be approved. **Carried.**

## 2. **Action items and follow-up from January 9, 2025**

**Action item 1:** Andrea will contact Lorraine Gordon to inform her that the NAAC has approved her membership. **Completed.**

**Action item 2:** Andrea will announce the nomination period (Feb 5 – 26) and distribute the 2025 Helping Hands Award nomination forms to County employees via internal website and email. **Completed.**

## 3. **New Business**

### i **Committee Membership update**

Andrea reported that Bobby-Jo Preston has left Community Care Northumberland and read an email from Bobby-Jo to the Committee. Mike Gibson will represent CCN on the committee in the interim.

## ii **National Access Ability Week (May 25 – 31, 2025)**

- Helping Hands Award update
  - Andrea reported that 3 nominations have been received so far.
- Awareness campaign / theme
  - Andrea reviewed options for awareness campaign theme.
  - Cara reviewed options for 5 awareness scenarios.

**Moved** by Selena, seconded by John that the NAAC recommend the theme of " Challenge Your Perspective: Rethinking Accessibility" for the 2025 National Access Ability Awareness Week. **Carried.**

**Moved** by Selena, seconded by Rae that the NAAC recommend using the 5 scenarios as presented for the 2025 National Access Ability Awareness Week. **Carried.**

## iii **Annual Accessibility Status Report Draft (Andrea)**

Andrea presented the draft Annual Accessibility Status Report that will go to the Corporate Support Standing Committee that will serve as the Annual Status update to the 2022-2025 Multi-year Accessibility Plan. Andrea presented updates to the Multi-Year Accessibility Plan that will be attached to the report.

**Moved** by Selena, seconded by Stephanie, that the NAAC endorse the Annual Status Update Report and recommend that Council accept and approve the 2024 Accessibility Annual Status Update. **Carried.**

## iv **Selection of 2025 Chair and Vice Chair (all)**

Selena invited members to nominate or self-nominate for Chair and Vice Chair of the committee.

Chair:

- Rae Deschamps self-nominated.
- There were no further nominations.

Vice Chair:

- Selena Forsyth self-nominated.
- There were no further nominations.

**Moved** by Selena and seconded by Stephanie that Rae Deschamps fulfill the role of NAAC Chair for 2025. **Carried.**

**Moved** by Rae and seconded by Hope that Selena Forsyth fulfill the role of NAAC Vice Chair for 2025. **Carried.**

**v Accessibility Coordinators Update**

Andrea reported no further updates.

**4. Adjournment**

The meeting was terminated at 11:21am

**Next Meeting: March 13, 2025 at 10:00am via ZOOM**