

Northumberland Accessibility Advisory Committee Minutes

November 13, 2025

10:00 – 11:30 am

Via Zoom

Members present: Hope Bergeron, Rae Deschamps (Chair), Stephanie Ash, Mike Gibson, John Logel (County Councillor), Andrea Nicholson (staff liaison)

Regrets: Bob Robertson, Christine Bayer, Lorraine Gordon, Selena Forsyth (Vice Chair)

The meeting called to order at 10:09am. Quorum was confirmed at 10:18am.

1. Approval of meeting notes from October 9, 2025

Moved by John, seconded by Mike that the meeting minutes for October 9, 2025 be approved. **Carried**

2. Action items and follow-up from October 9, 2025

none

3. New Business

i Accessibility Coordinator's Update – Andrea

- Accessible Emergency Exits project – All elements are installed including accessible path (no steps), tactile surface at the edge of the parking lot, a designated accessible parking space placed adjacent to path on 2nd floor. A weather cover over the 2nd floor entrance/exit will be installed this month to complete the project.
- Mock Emergency Shelter Exercise – Andrea provided an overview of accessibility feedback from the event which was forwarded to the manager of Health Safety and Emergency Planning.
- International Day for Persons with Disabilities – Andrea confirmed that all planned activities are ready for December 3. A staff training event delivered by a person with a disability has been planned for November 27, 2025.

ii **2026 Meeting dates draft (Rae)**

- January 8
- February 12
- March 12
- April 9 (in-person, Helping Hands Award)*
- May 14
- June 11(in-person)
- September 10
- October 8 (in-person)
- November 12

Moved by John, seconded by Hope, that the proposed 2026 meeting dates be approved. **Carried**

Action 1: Andrea will send out 2026 dates and meeting invitations

4. Adjournment

Next Regular Meeting: January 8, 2026 (Zoom)