

# Northumberland Accessibility Advisory Committee Minutes

Jan 8, 2026

10:00 – 11:30 am

Via Zoom

**Members present:** Bob Robertson, Hope Bergeron, Lorraine Gordon, Selena Forsyth (Vice Chair), Mike Gibson, John Logel (County Councillor) Andrea Nicholson (staff liaison)

**Regrets:** Christine Bayer, Rae Deschamps (Chair), Stephanie Ash,

Quorum was confirmed and the meeting was called to order at 10:03am.

## 1. **Approval of meeting notes from November 13, 2025**

Moved by John, seconded by Mike that the meeting notes from November 13, 2025, be approved. **Carried.**

## 2. **Action items and follow-up from November 13, 2025**

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

## 3. **New Business**

### i **Selection of 2026 Chair and Vice Chair**

Chair:

Rae was nominated by Selena. **Moved** by Selena and seconded by Hope that Rae be nominated. **Carried.** (Rae also self-nominated via email)

There were no further nominations.

**Moved** by John and seconded by Lorraine that **Rae Deschamps** fulfills the role of NAAC Chair for 2026. **Carried.**

## Vice Chair

Selena was nominated by herself. **Moved** by John, seconded by Mike that Selena be nominated. **Carried.**

There were no further nominations.

**Moved** by Lorraine and seconded by John that **Selena Forsyth** fulfills the role of NAAC Vice Chair for 2026. **Carried.**

### ii **2026 Helping Hands Award**

Andrea reviewed the purpose of the Helping Hands Award and process for granting the Award.

**Moved** by Selena, seconded by Lorraine, that the NAAC presents the Helping Hands Award for 2026 with a nomination period of Feb 4 to Feb 25, 2026. **Carried.**

**Action item 1:** Andrea will announce the nomination period (Feb 4-25) and distribute the 2026 Helping Hands Award nomination forms to County employees via internal website and email.

**Action item 2:** Andrea will invite Communications to the February meeting to begin discussing an awareness campaign for the 2026 National Access Ability Week (May 31 – June 6).

### iii **Accessibility Coordinator's Update**

Andrea reported the following:

- € **Accessibility Annual Status Report** – The report is on progress while information is gathered from County departments. Andrea expects to bring the report to the February NAAC meeting for endorsement.
- € **Emergency Exits grant project** – The work has been completed and final report submitted to funder.
- € **Training for Northumberland Emergency Shelter Committee (NESC)** – Andrea will provide refresher training to NESC members on the AODA standards, Customer Service and Non-Visible Disabilities in early 2026.

## 4. **Adjournment**

The meeting was terminated at 10:41am

**Next Regular Meeting:** February 12, 2026 (Zoom)