

Northumberland Accessibility Advisory Committee Minutes

April 9, 2026

10:00 – 11:30 am

In person at 555 Courthouse Road, Committee Room B

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

Regrets: Bob Robertson, Christine Bayer, Rae Deschamps (Chair), Selena Forsyth (Vice Chair)

Guests: County staff: Brenda McDonald, Jeff Freeburn, Spring Wickett, Ashley Postma, Jayne Anyaehie, Kathryn Larcher, Kimberly McKinnon, Colleen McCabe, Lisa Ainsworth, Dan Borowec

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

1. Helping Hands Award Nominations and Recipients

The committee presented Helping Hands Awards to the following County employees:

- Brenda McDonald,
- Jeff Freeburn,
- Spring Wickett,
- Ashley Postma,
- Jayne Anyaehie,
- Kathryn Larcher

The Committee took a recess from 10:29am until 10:40am.

2. Approval of meeting notes from March 12, 2026

Moved by Lorraine seconded by John,

That the meeting notes from March 12, 2026, be approved. **Carried**

3. Action items and follow-up from March 12, 2026

Action item 1: Andrea will invite all nominees, nominators and supervisors of nominees, CAO and Director of Corporate Services to the April 9 NAAC in-person meeting. **Completed.**

Action Item 2: Andrea will prepare Helping Hands Award certificates for signature by CAO and NAAC Chair. **Completed.**

4. New Business

i Review of new Emergency Exits at 555 Courthouse

The committee toured the new emergency exits at 555 Courthouse Road that were installed in late 2025.

Moved by Lorraine seconded by John

That the NAAC request that a railing be installed around the concrete pad and partway down the path for the Committee Room B emergency exit to support the safety of people with disabilities where the path is adjacent to the hill drop-off. **Carried.**

Action item 1: Andrea will request that Public Works Facilities assess the lighting along the Committee Room B emergency exit.

Action item 2: Andrea will explore relocating the smoking area sign from the accessible parking signpost to another location with Community and Social Services and Public Works Facilities

ii Accessibility Coordinator's Update – Andrea

- National Access Ability Week - The proclamation will go to Council in May. All social media posts will link to the National Access Ability Week event page where all resources related to Accessible workplaces for employers will be available.
- Assistive Listening Technology in Council Chambers and POA – Committee members agreed to hold an ad hoc meeting on April 16, 2026 for committee members to training/demo of the system.

Action item 3: Andrea will inform all members of the ad hoc meeting on April 16 at 10:00am to review the assistive listening technology in Council Chambers.

5. Adjournment

The meeting was terminated at 11:37am

Ad Hoc meeting: April 16, 2026 at 10:00am in Council Chambers

Next Regular Meeting: May 14, 2026 (via zoom)