

Northumberland Accessibility Advisory Committee Minutes

Sep 10, 2026

10:00 – 11:30 am

In person Committee Room B

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

Regrets: Bob Robertson, Christine Bayer, Selena Forsyth (Vice Chair), Stephanie Ash

Guest: Tori Collicutt, Landscape Designer/Planner, with pl.ural

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

1. Approval of meeting notes from May 14, 2026

Moved by Lorraine, seconded by John,

That the meeting notes from May 14, 2026, be approved. **Carried.**

2. Action items and follow-up from May 14, 2026

Action item 1: Andrea will provide mock emergency shelter exercise details to interested committee members in advance of the Sept 17, 2026 mock emergency shelter exercise and coordinate transportation with Mike, as needed. **Completed.**

Action item 2: Andrea will notify all members of the June meeting date and format change from June 11, 2026 in-person to June 25, 2026 via zoom. **Note:** The June 25, 2026 meeting was cancelled as there were no agenda items. **Completed.**

Action item 3: Andrea will make Committee Room B available for NAAC members who wish to participate in the AAC Forum as a group on June 11, 2026 from 9:30 – 12:00. **Completed.**

3. New Business

- i **Northumberland County Forest Trails Network Study: Interest holder interview** (Tori Collicutt, Landscape Design/Planner, from pl.ural)

Tori Collicutt, landscape designer and planner with pl.ural (pronounced plural) conducted an interest-holder interview for the Northumberland County Forest Trails Network Study.

- ii **International Day for Persons with Disabilities (December 3)**

In 2026, the County will use International Day of Persons with Disabilities to promote the NAAC and recruit new members for the new term of council 2026 -2030. Current members are permitted to reapply for the upcoming term when the recruitment period starts as per NAAC Terms of Reference.

Moved by Lorraine, Seconded by Mike that “Breaking Barriers Together” be used as the theme for the 2026 International Day for Persons with Disabilities”

- iii **Mock Emergency Shelter Exercise update**

Mike reported that transportation arrangements have been made for those who requested them.

Andrea reported that mock evacuee scenarios will be provided prior to September 17, 2026 and will incorporate individual disabilities.

- iv **Accessibility Coordinator’s Update**

Andrea reported that due to the September meeting being changed from a Zoom meeting to in-person meeting and after consultation with the Chair, the October meeting will be via Zoom.

- v **NCAM user experience**

The Committee completed a site visit at the new Northumberland County Archives and Museum (NCAM).

The committee recommended the following:

- The powered door operators should be adjusted to remain open longer to give people using mobility devices time to find and activate the door operator buttons and safely get through the doors before they close.
- The customer service desk should incorporate knee/toe space under the lowered counter as per AODA, to allow users with

wheelchairs, or those who may need to sit in on chair, to safely approach the desk.

- The exhibit should have alternate formats such as reduced sound, reduced movement, increased lighting to support visitors with disabilities including those with autism spectrum disorder.
- A few members of the NAAC will return on a later date to review the public washrooms spaces and make recommendations.

Action item 1: Andrea will forward the recommendations from the NCAM site visit to Abigail Miller, Archivist.

Action item 2: Andrea will coordinate a date for NAAC members to review the public washroom spaces at NCAM.

4. Adjournment

The meeting was terminated at 12:20pm

Next Regular Meeting: October 8, 2026 via Zoom