



BRANT HALDIMAND NORFOLK
Catholic District School Board

Minutes

Catholic Education Centre
322 Fairview Drive
Brantford, ON N3T 5M8

**Accessibility Steering Committee
Tuesday, May 26, 2026 – 1:00p.m.
Via Microsoft Teams**

Present: Rajini Nelson (Chair), Toni Poirier (Trustee), Carlee Webb, Dave Buist, Gianni Silvestri, Jared Boughner, Kevin McQuaid, Lisa Whelan, Mirona Dragicevic, Nicole Swayze, Philip Kuckyt, Rachel Moreau, Steven Docherty, Tom Krukowski
Katherine Reddicliffe (Recording Secretary),

Regrets: Amy Pimentel, April Taylor, Carlo Fortino, Darren Duff, Humberto Cacilhas, Morlaye Camara, Rita Raposo, Sandra DeDominicis

1. Opening Business

1.1 Land Acknowledgement

The meeting was opened with a Land Acknowledgement led by Kevin McQuaid.

1.2 Opening Prayer

The meeting opening prayer was led by Kevin McQuaid.

1.3 Attendance

Informal roundtable committee introductions were made, their role on this committee and past responsibilities.

1.4 Approval of the Agenda of May 26, 2026

Moved by: Phil Kuckyt

Seconded by: Tom Krukowski

THAT the Accessibility Steering Committee approves the Agenda of May 26, 2026

Carried

1.5 Approval of the Minutes – February 26, 2026

Moved by: Carlee Webb

Seconded by: Phil Kuckyt

THAT the Accessibility Steering Committee approves the Minutes of February 26, 2026

Carried

1.6 Additions to Agenda – NIL

2. Standing Items

2.1 Website Feedback

It was noted that substantial changes to the website are forthcoming. Based on this, a recommendation was made to pause further work on related items until the autumn to allow for alignment with the updated platform.

Discussion regarding accessibility-related website content was deferred. It was agreed that this item will be revisited at a future meeting, coinciding with the start of the new school year and the implementation of the revised website model.



2.2 Facility Departments

An update was provided regarding an upcoming logo refresh, which will be implemented system-wide beginning in September. The updated branding will extend to signage and be incorporated across all materials and platforms.

It was noted that a third-party vendor has been engaged to support the development and rollout of the new design. Recent projects, including examples such as Pope Francis, were also completed using the same vendor, demonstrating consistency in approach.

The committee requested that additional information be brought forward at a future meeting outlining how the new logo and design elements meet accessibility standards. This will support the committee in understanding compliance considerations and ensuring alignment with accessibility requirements.

A recommendation was made to defer further discussion on this item until September to align with the official rollout timeline. It was noted that the group will proceed based on committee direction, with an opportunity to revisit and review materials at that time. This was also identified as a valuable learning opportunity for the committee.

Clarification was sought regarding terminology used in facilities-related documentation. Specifically, it was confirmed that references to elevators will also include lifts. Facilities staff will ensure that all applicable equipment is captured consistently moving forward.

3. Committee Updates

The potential inclusion of Procurement representation on the committee was discussed. It was suggested that a representative be invited to provide input and feedback on procurement-related considerations.

4. Other Business

The purpose of the committee meetings was reaffirmed. The committee is responsible for identifying and addressing accessibility barriers, including:

- Physical barriers
- Architectural barriers
- Communication barriers
- Attitudinal barriers
- Information technology barriers

Members are expected to actively identify any such barriers within their areas and bring them forward to the committee for discussion and resolution.

Members were asked to review the materials in detail. It was agreed that the documents will be circulated in Word format through the Teams channel to allow for collective markup and feedback. It was noted that the ongoing policy review supports this mandate by ensuring that all relevant categories are addressed and that no gaps exist. This review process aligns with the overall mandate of the committee.



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Clarification was sought regarding whether individual requests or concerns can be brought forward for consideration. It was confirmed that items may be raised and reviewed from a Facilities perspective, as appropriate.

5. Future Meetings

- Tuesday, June 23, 2026 at 1:00 p.m.

6. Adjournment

Moved by: Tom Krukowski

Seconded by: Phil Kuckyt

THAT the Accessibility Steering Committee adjourns the meeting of May 26, 2026.

Carried

Next Meeting: Tuesday, June 23, 2026 – 1:00 p.m.