

Advisory Committee Name:	Joint Accessibility Advisory Committee
Meeting Date and Time:	TBD
Meeting Location:	TBD

Purpose

The Town of Pelham (the “Town”) is a member of a Joint Accessibility Advisory Committee - a partnership between seven (7) Niagara communities (Town of Grimsby, City of Port Colborne, Town of Niagara-on-the-Lake, Town of Lincoln, Town of Pelham, City of Thorold and Township of West Lincoln). Together with our respective Councils, the group shares a commitment to facilitate the identification and removal of barriers to people with disabilities and promoting equal opportunities to our citizens of all abilities.

Mandate

The mandate of the Joint Accessibility Advisory Committee is to provide input and perspective on matters related to accessibility that impact the Town, and to create a barrier-free environment for residents, job applicants, suppliers, visitors and other stakeholders entering our premises, accessing information or using our services, with respect to the following areas:

- The promotion and facilitation of a barrier-free municipality for citizens of all abilities, including persons with disabilities;
- Ensure a timely review and development of municipal policies, programs and services having an aim toward identification, removal and prevention of barriers faced by persons with disabilities; and
- Provide advice and recommendations to Council on matters relating to the *Accessibility for Ontarians with Disabilities Act, 2005*.

Membership:

The Committee shall be appointed by Council of the Town of Pelham, Town of Grimsby, City of Port Colborne, Town of Niagara-on-the-Lake, Town of Lincoln, City of Thorold and Township of West Lincoln and consist of a total of fourteen (14) members, comprised of the following:

- A minimum of six (6) members being persons with disabilities:
 - These members shall be representative of gender, ethnicity and different types of visible and invisible disability, including:
 - Physical (visual, speech, hearing, deaf, brain injury, use of wheelchair);
 - Cognitive (intellectual impairment);
 - Perceptual (learning disability); and

- Mental health disabilities;
- Municipal Joint Consultant (currently The Herington Group LTD);

The Town of Pelham appoints two (2) representatives to this Committee, and Pelham residents must meet the following criteria to be eligible for appointment:

- Satisfactory Police Criminal Record Check/ Vulnerable Sector Check, at the discretion of the Clerk and/or Chief Administrative Officer;
- Resident of the Town of Pelham;
- Must sign the Code of Conduct; and
- Must sign Confidentiality Agreement.

The meetings of the Joint Accessibility Advisory Committee are public and may be recorded and posted to the Town's website. Members should be aware that their names will be in the public realm. Member information, other than their first and last name, will be kept confidential in accordance with the *Municipal Freedom of Information and Protection of Privacy Act* "MFIPPA".

Schedule and Location of Meetings

The Joint Accessibility Advisory Committee shall meet at least quarterly however, additional meetings may be scheduled to deal with any urgent matters subject to the availability of Members and staff.

Committees are entitled to a summer/ vacation break.

Term of Committee

The term of membership shall be four (4) years, aligned with Town Council's elected term of office subject to the election period, and the memberships shall be approved by Council in accordance with membership requirements.

Please note, Committees do not meeting during the election period which commences on Nomination Day as determined by the *Municipal Elections Act, 1996*.

Meeting Protocols

Advisory and Statutory Committees are governed by the Town of Pelham's Procedural By-law, as amended. See relevant Section.

Consent

By applying to the Joint Accessibility Advisory Committee, you have agreed, consented and understand all the provisions within these Terms of Reference.

Amendments to the Terms of Reference

The Terms of Reference shall be reviewed and refined every four years to ensure that they remain current and meaningful. This four year period shall run with the Term of Council.