

**Joint Accessibility Advisory Committee
Meeting Minutes
Thursday, May 11, 2017
City of Thorold Municipal Offices
3540 Schmon Pkwy, Thorold, ON L2V 4Y6
6:00 p.m. – 8:00 p.m.**

Present:

Rhys Evans
Brenda Mitchell
Karen Lemieux
Connie Groves
Joey Hewitt
Sharon Cook
Ann Villalta
Sheila Hirsch-Kalm
Gordana Mosher
Terry Bell
Donna Delvecchio
Donna Herrington
Gordana Mosher

1. **Call to Order.** Sharon called the meeting to order at 6:00 pm.
Tonight is about resetting our mandate and addressing concerns
and issues of the committee.

2. **Approval of the Agenda**

Be it resolved that the agenda be approved. Moved by: Joey Hewitt
Seconded by: Brenda Mitchell. CARRIED.

3. **Approval of Minutes from April 13, 2017**

Be it resolved that the minutes of April 13, 2017 be approved. Moved by:
Joey Hewitt. Seconded by: Sheila Hirsch-Kalm. CARRIED.

Old Business:

4. **Municipal and Community Groups for Multi-Year Accessibility Plan**

1. **Grimsby** – Active Transportation Committee, Grimsby Recreation Facility (includes events), Grimsby Downtown/BIA, Library Board.
2. **Lincoln** – Active Transportation Committee, Lincoln BIA, Canada 150, Library Board.
3. **West Lincoln** - Terry will assist in facilitating connection between Karen and Council. At this point; Active Transportation Committee (when activated), Canada Day 150, Library Board, FORT, Community Living.
4. **Pelham** – Active Transportation, ^{Volunteers} Canada Day, Seniors Advisory Committee, Library Board, SummerFest.
5. **Thorold** – Age-Friendly Committee, Thorold BIA, Active Transportation, Library Board
6. **Niagara-on-the-Lake** – Active Transportation Committee, Age-Friendly, NOTL Transit, Chamber of Commerce and Library Board.

5. **Expansion of JAAC mandate:**

Donna H. circulated the Making Accessibility Happen booklet to the committee members. Rhys has asked for an electronic copy of the document; Donna D emailed it to him.

- **What is an Advisory Committee?**

Donna reviewed the mandate as it currently stands.

Expectations of JAAC members

- Cannot select drawings when not made aware of what is being done
- Go to Councils more often and explain what we are doing and how they can assist us. How we approach Council is important – Task Council with something – e.g. revisit their policies to ensure accessibility has been included. Attend a Council meeting to learn about Council process.

- Committees – JAAC/Accessibility Issues be on each Standing Committee of Council
- Council orientation - deeper understanding of obligations; are Councils being trained? How can JAAC be involved in this process? Create training? Host training? Present components at Council meetings?
- **How do you review policies and approaches if you aren't informed of what is happening in the municipality?**
 - i. Report Card – ask questions – are you using the Site Plan Checklist, Procurement Checklist, Training Module.
- **Admin Group - How do they see the role of the JAAC?**

- **Review of other AAC mandates**

The group reviewed the research collected on other mandates. They chose the pieces they like the most. Donna will word-smith the selections into a new Terms of Reference and will review with Admin Group.

- Terms of Reference Review – monthly. Meetings will remain on the 2nd Thursday of month at 6:30 pm.
- Admin Group participation/meeting rotation

MOTION: Be it Resolved the committee, through its consultant will proceed with re-drafting our Terms of Reference as discussed and present it to the Admin Group. Moved by: Karen Lemieux Seconded by: Gordana Mosher.

6. **Transportation Issues**

Some improvement since involving the Niagara Regional Police.

MOTION: Be it Resolved the committee gives permission to Sharon Cook to approach the Regional Transportation Steering Committee regarding our transportation issues. Moved by: Joey Hewitt, Rhys Evans.

New Business:

Each member is asked to do the following before the next meeting:

- Read: Make Accessibility Happen (document circulated at the meeting)
 - Attend a Council meeting in their municipality
 - Take steps to joining another committee in their municipality (from the list discussed this evening)
7. Next Meeting– Thursday, June 8, 2017 – with Admin Group.
Location – To be determined
 8. Adjournment – Motion: to adjourn was made by at 8:00 pm.
Motioned by: Terry Bell. Seconded by: Anne Villalta