

# Terms of Reference for the Promotional Awareness Subcommittee

## Mandate

The Promotional Awareness Subcommittee shall act in an advisory capacity to the Accessibility Advisory Committee and shall advise, recommend and assist the Accessibility Advisory Committee in promoting and facilitating a barrier-free Mississauga for citizens of all abilities (universal accessibility), including persons with disabilities. This Subcommittee of the Accessibility Advisory Committee provides advice with respect to the promotion of the Accessibility Advisory Committee and creates awareness of accessibility in Mississauga.

## Background

On March 9, 2009 at an Accessibility Advisory Committee meeting the following recommendation AAC-0010-2009 was approved to establish the Promotional Awareness Subcommittee.

## Objectives/Goals

The Promotional Accessibility Awareness Subcommittee provides comment and recommendations to the Accessibility Advisory Committee through the following:

1. the promote the Accessibility Advisory Committee and aware of accessibility in the City of Mississauga;
2. to make recommendations regarding promotional awareness.

## Procedures and Frequency of Meetings

The Promotional Awareness Subcommittee will meet when related matters are to be discussed and/or as determined by the Parent Committee at the call of the Chair.

## Reporting to the Accessibility Advisory Committee

Minutes of each Promotional Awareness Subcommittee meeting shall be submitted for confirmation and approval to the Parent Committee.

## Membership

All members are subject to the:

- Code of Conduct and Complaint Protocol for Local Boards. [http://www7.mississauga.ca/documents/CityHall/pdf/2014/Local\\_Boards\\_Code\\_of\\_Conduct.pdf](http://www7.mississauga.ca/documents/CityHall/pdf/2014/Local_Boards_Code_of_Conduct.pdf).
- Corporate Policy 02-01-01: Citizen Appointments to Committees, Boards and Authorities. <http://inside.mississauga.ca/Policies/Documents/02-01-01.pdf> ; and
- Council Procedural By-law

The Promotional Awareness Subcommittee shall be comprised of a minimum of three members of the Parent Committee.

## Quorum

A quorum of the Promotional Awareness Subcommittee shall result from the presence of a majority of the appointed and elected members, at a time no later than thirty (30) minutes past the time for which the meeting was scheduled and so noted on the agenda or notice of the meeting. The issuance of an Agenda for a meeting of this Subcommittee will be considered as notice of that meeting.

## Staff Support

A City staff team member will support the Promotional Awareness Subcommittee and assist in the removal of barriers for persons with disabilities is necessary. City staff representatives from the following Departments/Divisions shall provide input at the Promotional Awareness Subcommittee meetings:

<b>Community Services:</b>	<b>Corporate Services:</b>	<b>Planning and Building:</b>	<b>Transportation and Works:</b>	<b>City Manager's Office:</b>
Library Parks and Forestry Recreation	City Clerk Communications Facilities and Property Management Human Resources Information Technology Legal Services Materiel Management	Building Development and Design	Enforcement Mississauga Transit (Miway) Transportation and Infrastructure Planning	Management Consulting

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