

**Joint Accessibility Advisory Committee of
Lincoln, West Lincoln, Pelham, Thorold, Niagara-on-the-Lake,
Grimsby and Port Colborne**
Meeting Minutes
Thursday, January 8, 2026
City of Thorold City Hall, Committee Room 2
3540 Schmon Parkway
6:30 p.m. – 8:00 p.m.

Present: Joey Hewitt (Thorold), Rhys Evans (Pelham), Rebecca Hill (Lincoln), Jennifer Thiessen (Lincoln), Dan Whipple (Pelham) Dave Antaya (NOTL), Dianne Rintjema (Lincoln) Lisa Peso (Grimsby), Nicholas Debono, Clerk, City of Thorold, Justin Letourneau, City of Thorold Donna Herrington (The Herrington Group).

Regrets: Jennifer Korstanje (Grimsby), Laura Slade (Port Colborne), Janice Desroches (Thorold). Lisa Peso (Grimsby)

1. **Call to order.** Dan called the meeting to order at 6:35 p.m.
2. **Approval of the Agenda.**

Be it resolved that the agenda is approved as presented. Moved by Dave Antaya, seconded by Dianne Rintjema. CARRIED.

3. Approval of the Minutes of November 13, 2025

Be it resolved that the minutes of November 13, 2025, are approved as presented. Moved by Dianne Rintjema, seconded by Dave Antaya. CARRIED.

Business Arising from the Minutes:

4. No Barrier Business Accessibility Award – Lincoln

This award is focused on the Town of Lincoln's Chamber of Commerce. It will serve as an awareness-raising opportunity for accessibility. The Chamber is looking for support from the JAAC to serve as the decision panel for the award and assist in promoting the award and its intention. Now, the

Chamber needs a one-paragraph summary of what the award represents. The Chamber wishes to begin marketing the award in March. Donna suggested that she and Dianne work on drafting that summary and circulate it to the committee via email for review and comment. The group agreed.

5. Community Guides/Website Accessibility Pages Subcommittee Update

The goal is to ensure there is consistency across the municipalities in terms of what is on the page. Discussion began by reviewing the comparison chart Donna provided which summarizes the information found on the JAAC page, by municipality (Nicholas shared the screen). In summary, the chart outlines the following for the JAAC webpage:

- A: what is required information according to the AODA – highlighted in green
- B: what is the information we want on the site – no highlight
- C: what information should be removed as it is not JAAC specific – highlighted in orange
- D: what information should be moved to other pages on the municipal website – highlighted in blue (i.e. employment and emergency information)

The subcommittee asked the group what other information they'd like to see on the JAAC webpage. It was suggested to have a list of accessibility award winners and a list of JAAC members with their contact email included. The subcommittee will meet again and solidify what will be included on the page.

6. Accessibility Matters Here Award

Donna met with the St. Catharines accessibility coordinator and expressed the JAAC concerns about our identity being preserved with the award, and it is understood that this is important to us. The AAC has not had a chance to meet about the award yet, but we hope to start the campaign again in March 2026.

New Business:

7. Voting Locations for Municipal Election – Thorold

Justin shared a document showing the proposed voting locations for the upcoming municipal election. Many of these locations have previously been

used by federal and provincial elections as accessible voting locations. Justin outlined the accessibility features of these locations. No concerns were raised by the JAAC.

8. Community News

The Niagara-on-the-Lake Santa Clause parade was successful but none of the accessibility features recommended were adopted. We hope that will change next year.

9. Next Meeting – Thursday March 12, 2026; 6:30-8:00 p.m. Hybrid Zoom/In-person

10. **Adjournment.** Dan adjourned the meeting at 7:15 p.m.