



## **LGBTQ2+ Advisory Committee Terms of Reference**

### **Purpose**

The LGBTQ2+ Advisory Committee is a volunteer committee established to provide leadership and advice to Council on enhancing access and inclusion for lesbian, gay, bisexual, transgender, two-spirit and queer (LGBTQ2+) communities to fully participate in city services and civic life.

### **Mandate**

- Promote and enhance Welland as a welcoming city and improve the quality of life for all residents.
- Position the city, its advisory committees and Council with knowledge and resources to encourage a range of perspectives, experiences and ideas in decision making.
- Advise Council on eliminating barriers experienced by members of LGBTQ2+ communities in accessing and participating in city delivered programs, services, and spaces.
- Provide advice on and support the development, review and implementation of the city's public policies and programs, as they relate to the committee's mandate.
- Work with the community partners to organize civic events and recognize days or events that are significant to the LGBTQ2+ communities.
- Actively engage the community and provide public education on relevant programs, services and issues of interest.

### **Administrative Support**

The committee shall report to Council through the City Clerk. Administrative support to the committee shall be provided by the Office of the City Clerk, which shall assign a secretary to the committee.

## **Term of the Committee**

The term of Council or as determined by Council.

## **Committee Composition**

The membership of the committee will be comprised as follows:

- Five (5) citizen members.
- One (1) councillor representative.

Members shall be recruited in accordance with corporate procedures using an application form which will be presented to council for consideration for appointment to the committee.

Committee members shall be appointed by Council.

Any resignation from the committee shall be tendered through the Chair who will advise Council through city staff. Council shall approve a replacement member.

## **Quorum**

Quorum shall consist of a simple majority of the members holding office at the time of the meeting.

## **Meeting Schedule**

The Chair along with the City Clerk will establish a regular meeting schedule.

A meeting agenda will be prepared and distributed at least one week prior to the meeting.

## **Member Responsibilities**

Committee members shall work together as a team for the purpose of achieving positive outcomes that will benefit the entire community.

Committee members are selected based upon their experience and knowledge and are expected to actively participate in committee meetings.

Committee members shall declare any situation that is, or has the potential to be a conflict of interest.