

# Accessibility Advisory Committee

## Terms of Reference

### Mandate

All Committees of Council are required to follow the Committees of Council Administration Policy.

The Accessibility Advisory Committee will provide advice to Council regarding the preparation, implementation, and effectiveness of the municipal accessibility plan with the intent to enhance the ability of people with disabilities to have equal access to opportunities within the municipality.

### Definitions

The Accessibility Advisory Committee is being established in accordance with the *Accessibility for Ontarians with Disabilities Act, 2005* (the "Act"). Key definitions within the Act are:

**"barrier"** means anything that prevents a person with a disability from fully participating in all aspects of society because of his or her disability, including a physical barrier, an architectural barrier, an information or communications barrier, an attitudinal barrier a technological barrier, a policy or a practice; ("obstacle")

**"disability"** means,

- a) Any degree of physical disability, infirmity, malformation or disfigurement that is caused by bodily injury, birth defect or illness and, without limiting the generality of the foregoing, includes diabetes mellitus, epilepsy, a brain injury, any degree of paralysis, amputation, lack of physical co-ordination, blindness or visual impediment, deafness or hearing impediment, muteness or speech impediment, or physical reliance on a guide dog or other animal or on a wheelchair or other remedial appliance or device,
- b) A condition of mental impairment or a developmental disability,
- c) A learning disability, or a dysfunction in one or more of the processes involved in understanding or using symbols or spoken language,
- d) A mental disorder, or
- e) An injury or disability for which benefits were claimed or received under the insurance plan established under the Workplace Safety and Insurance Act, 1997.

## Goals and Objectives

1. To advocate for and enhance the ability of persons with disabilities to have equal access to opportunities within the municipality.
2. To advise the Council about the requirements and implementation of accessibility standards and the preparation of accessibility reports and other such matters for which Council may seek its advice such as accessibility for persons with disabilities to a building, structure or premises, or part of a building, structure or premises:
  - 2.1. That the Council purchases, constructs or significantly renovates,
  - 2.2. For which the Council enters into a new lease, or
  - 2.3. That a person provides as municipal capital facilities under an agreement entered into within the Council in accordance with section 110 of the Municipal Act, 2001,
3. To review in a timely manner the site plans and drawings described in Section 41 of the Planning Act that the Committee selects,
4. To assist staff in the preparation of the 5-year accessibility plan to be approved by Council and make it public.
  - 4.1. The accessibility plan is intended to identify (inventory) existing barriers within all departments or areas of operation within the municipality, address the removal of those barriers in a prioritized manner and to prevent new barriers from being established.
  - 4.2. In keeping with Section 4 of the Regulation, the accessibility plan shall include the Municipality's strategy to prevent and remove barriers and meet the requirements set out by the Regulation.
5. To provide an annual status update on the identification and removal of barriers in accordance with the Municipality's 5-year plan and make it publicly available.
6. To perform all other functions that are specific in the Regulation, including consultation on:
  - 6.1. Accessible design criteria for the construction, renovation or replacement of bus stops and shelters,
  - 6.2. The proportion of on-demand accessible taxicabs required in the community,
  - 6.3. The construction of new or when redeveloping recreational trails including the slope, need for and location of ramps, need for and location and design of rest areas, passing areas, viewing areas, amenities on the trail and any other pertinent features,
  - 6.4. The construction of new or when redeveloping existing outdoor play spaces for the needs of children and caregivers with various disabilities,

- 6.5. The design and placement of rest areas for new or when redeveloping existing exterior paths of travel, and
- 6.6. The construction of new or when redeveloping existing on-street parking spaces for accessible requirements.
7. To provide advice on accessibility and the removal of barriers during the municipal election and voting process.
8. To conduct periodic audits of municipal facilities and make recommendations to Council regarding the removal of barriers.
9. To make recommendations to staff and Council on accessibility issues relating to customer feedback, municipal programs, services, policies and procedures.
10. To assist in monitoring the Municipality's compliance with the Act and Ontario Regulation 191/11 and providing input on the required compliance report every 2 years.

## **Member Requirements**

The Committee shall be composed of a minimum of five members and a maximum of seven members, which will include two members of Council.

Committee support:

- The Municipality's Accessibility Coordinator to act as recording secretary and staff liaison to the Committee
- A non-voting representative from the Brighton Public Library
- Other staff support to the Committee will be required from time to time from all departments.

Member Qualifications:

- A majority of the members shall be persons with disabilities.
- Awareness and knowledge of the Act and its Standards.
- Have relevant work and volunteer experience, demonstrated expertise, and interest and participation in accessibility and community matters. This may include a family member of a person with a disability, or represents a skill set or interest in areas including youth, adults or seniors.
- Ability to participate in scheduled meetings.

The Committee or its members do not have the authority to make direct representations of the Municipality to Federal or Provincial Governments.

## **Term**

The term of office for the Accessibility Advisory Committee will be the term of Council. However, the Committee members shall remain in their position until such time as new Committee members are appointed by a new Council following an election.

## **Frequency of meetings**

The Accessibility Advisory Committee shall meet four (4) times per year, and more frequently at the discretion of the Chair and in consultation with staff. Meetings shall be governed by The Municipality's Procedural By-law as may be amended from time to time.