

Accessibility Advisory Committee Terms of Reference

Role

The role of an advisory committee is to provide recommendations, advice and information to the Municipal Council on those specialized matters which relate to the purpose of the advisory committee, to facilitate public input to City Council on programs and ideas and to assist in enhancing the quality of life of the community, in keeping with the Municipal Council's Strategic Plan principles. Advisory committees shall conduct themselves in keeping with the policies set by the Municipal Council pertaining to advisory committees, and also in keeping with the Council Procedure By-law.

Definitions

"the organizations" refers to:

- the City of London and may refer to the City's Agencies, Boards and Commissions, to be determined subject to the *Accessibility for Ontarians with Disabilities Act (AODA 2005)* and its regulations. It is intended that the Accessibility Advisory Committee shall advise comprehensively upon issues for a barrier-free London which may entail forwarding recommendations to the City's Agencies, Boards and Commissions and/or other outside organizations;

"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 communication barrier, an attitudinal barrier, a technological barrier, a policy or a practice ("obstacle");

"disability" means:

- 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;
- a condition of mental impairment or a developmental disability;
- a learning disability, or a dysfunction in one or more of the processes involved in understanding or using symbols or spoken language;
- a mental disorder; or
- an injury or disability for which benefits were claimed or received under the insurance plan established under the Workplace Safety and Insurance Act, 1997; ("handicap").

Mandate

The mandate of the Accessibility Advisory Committee is to develop an awareness and understanding of issues and concerns of all citizens of the City of London, including persons with disabilities, to identify, prevent and remove barriers with the goal to improving the quality of life for those with disabilities.

The Accessibility Advisory Committee reports to Municipal Council, through the Community and Protective Services Committee. The Accessibility Advisory Committee is responsible for the following:

Duties - Required by the *Accessibility for Ontarians with Disabilities Act (AODA 2005)*

1. Participate in the preparation and implementation of the City's Accessibility Plan and advise on its effectiveness with the Identification, Prevention and Removal of barriers to persons with disabilities;
2. Select and review, in a timely manner, site plans and drawings for new development, described in section 41 of the *Planning Act*;
3. Review and monitor existing and proposed procurement policies for the purpose of accessibility for persons with disabilities to the goods or services being procured;
4. Review access for persons with disabilities to buildings, structures and premises (or parts thereof) that the City purchases, constructs, significantly renovates, leases, or funds for compliance with the City of London's Facility Accessibility Design Standards (FADS);

Other Duties

5. Be an ongoing resource to Council, Businesses, Organizations, Agencies, Individuals and Others about measures to improve the quality of life for persons with disabilities, through the identification, prevention and removal of barriers to make London an increasing accessible, livable City for all people.
6. Review City Design and Engineering Standard, Policies and other Documents related to the "Built Environment" and advise Council their impact on persons with disabilities;
7. Advise Council on transportation issues, including conventional transit, specialized transit (Para-Transit) and taxi services related to measures to enable barrier-free access for persons with disabilities;
8. The Advisory Committee shall be informed of Government (Municipal, Provincial, Federal) Policy, Legislation, and Information impacting persons with disabilities and shall inform Council on the impact of these policies on the citizens of London;
9. Participate with Staff in the review and update of the City of London's Facility Accessibility Design Standards (FADS);
10. Advise Council on accessibility issues relating to buildings, structures or premises owned or leased by the City or which are subject to a Municipal Capital Facilities Agreement; and any other project that is specifically identified by Council as a P3 project.

11. Coordinate the dissemination of information to the disabled community and the public at large regarding the Advisory Committee and any pertinent Corporate decisions;
12. Provide a forum for persons with disabilities to raise issues and concerns;
13. The Accessibility Advisory Committee may advise council on any issues which relate to the prevention or risk reduction of acquired disabilities.

Composition

Voting Members

A maximum of thirteen members consisting of:

- a majority of the members (minimum 7) shall be persons with disabilities. The Committee members shall be representative of gender, ethnicity and different types of visible and invisible disabilities such as persons with physical (visual, speech, hearing, deaf, brain injury, use of a wheelchair); cognitive (intellectual impairments); perceptual (learning disability) and mental health disabilities; and
- a maximum of six members who may have a disability, including:
 - one member (parent/guardian) representing children with disabilities; and
 - five members at large, interested in issues related to persons with disabilities

Non-Voting Resource Group

Members from each of the following specific sector organizations;

- Two representatives from the Boards of Education
- One representative from the *Accessibility for Ontarians with Disabilities Act (AODA 2005)* Regional Committee
- One representative from the Employment Sector
- One representative from the seniors' community of London
- One representative from the housing and development sector
- One Health Care or Wellness Practitioner
- One representative from the Multicultural or New Comers to Canada sector
- One representative from Mental Health Sector
- One Post-Secondary Student Representative

Staff Resources

- The committee shall request staff support at meetings of the whole or sub committee meetings in accordance with the City of London's General Policy for Advisory Committees

Sub-committees and Working Groups

The Advisory Committee may form sub-committees and working groups as may be necessary to address specific issues; it being noted that the City Clerk's office does not provide secretariat support to these groups. These sub-committees and working groups shall draw upon members from the Advisory Committee as well as outside resource

members as deemed necessary. The Chair of a sub-committee and/or working group shall be a voting member of the Advisory Committee.

Term of Office

Appointments to advisory committees shall, in all but one case, be for a four-year term, commencing March 1 of the first year of a Council term and ending on February 28 or, in the case of a leap year, February 29 of the first year of the following Council term. In the case of the Non-Voting Post-Secondary Student Member, the term shall be for one year, commencing March 1 of each year and ending on February 28 or, in the case of a leap year, February 29 of the following year.

Appointment Policies

Appointments shall be in keeping with Council Policy. Non-voting Post-Secondary Student Members shall be cooperatively nominated by the Fanshawe Student Union and the University Students' Council, Western University.

Qualifications

Each voting member of the Committee is an independent representative to the Committee and does not represent the concerns of only one disability or group. The members of this Committee shall work together for the purpose of developing a common approach which is reasonable and practical.

Members shall be chosen for their special expertise, experience, dedication and commitment to the mandate of the Committee in promoting and facilitating a barrier-free London to persons of all abilities. Non-voting representatives from local resource groups shall be members or employees of the organization they represent. Non-voting Post-Secondary Students shall be current students at either Fanshawe College, Western University, Brescia University College, Huron University College or King's University College.

Conduct

The conduct of Advisory Committee members shall be in keeping with Council Policy.

Meetings

Meetings shall be once monthly at a date and time set by the City Clerk in consultation with the advisory committee. Length of meetings shall vary depending on the agenda. Meetings of working groups that have been formed by the Advisory Committee may meet at any time and at any location and are in addition to the regular meetings of the Advisory Committee.

Remuneration

Advisory committee members shall serve without remuneration.