

The Accessibility Advisory Committee has reviewed the proposed Terms of Reference and has requested the following reinstatements and additions. Some of the items that have been proposed to be removed negatively impact the committee in that they prevent us from fully embracing the scope of the Committee's mandate.

As well, we have included language in the role, mandate, and duties section to reflect the need for accessibility to be looked upon by the "Corporation" as reflective of ableist structures and policies, to better align the committee and the language with the desired inclusive nature of the City's other documentation, including but not limited to, its Diversity and Inclusion policy.

This version is presented as an example of desired edits to the current state. However, we feel that council documentation, as a whole, should embrace Plain Language principles and adhere to the concept of universal accessibility. As it stands, this document scores a 12.8 on the Flesh Reading Ease Scale. The desired score for universal accessibility is 60.

At 12.8, this score is aligned to college graduates and is described as "very difficult to read. Best understood by university graduates." It is also at the high-end of that difficulty scale, on the cusp of Professional -- described as "Extremely difficult to read. Best understood by university graduates."

The Government of Canada in its Policy on Communications and Federal Identity embraces a move to Plain Language communication. Medical and legal organizations throughout North America have been moving towards embracing Plain Language to ensure that content is accessible to all users and that linguistic barriers do not prevent people from accessing and understanding content. And the City of London's communications team has embraced Plain Language in all of its web content.

Universal accessibility is not targeted towards the accessibility community. In fact, universal accessibility supports the needs of all users -- not only those with educational barriers, but also for our growing community for whom English may not be their first language. Universal accessibility promotes writing content in a manner that ensures comprehension, and we strongly recommend that all City of London documentation should be written in a way to promote universal accessibility.

With that, our minimum threshold edits are presented in bold, as follows:

APPENDIX A

Terms of Reference Accessibility Advisory Committee

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 **[edit reinstate the following “, to facilitate public input to City Council on programs and ideas and to assist in enhancing the quality of life of the community.”]**

The establishment and role of the Accessibility Advisory Committee is mandated by the Accessibility for Ontarians with Disabilities Act, 2005, SO 2005, c 11.
Definitions (AODA 2005)

“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 Ontarians with Disabilities Act, 2001 (ODA 2001) and the Accessibility for Ontarians with Disabilities Act, 2005 (AODA 2005) and its regulations. It is intended that the Accessibility Advisory Committee shall advise comprehensively upon issues **[add: “that promote the dismantling of existing ableist structures and work to prevent the creation of new ableist structures towards establishing” (remove “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 their 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 Accessibility Advisory Committee (ACCAC) shall advise and assist “the organizations” in **[add: “working towards dismantling existing ableist structures, preventing the creation of new ableist structures, and]** promoting and facilitating a barrier-free London for citizens of all abilities (universal accessibility). This aim shall be achieved through the review of municipal policies, programs and services, which may include the development of means by which an awareness and understanding of matters of concern can be brought forward and the identification, removal and prevention of barriers faced by persons with disabilities, and any other functions prescribed under the Ontarians with Disabilities Act,

2001 (ODA 2001), Accessibility for Ontarians with Disabilities Act, 2005 (AODA 2005) and regulations.

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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, 2005 (AODA 2005)

- A. participating in the development and/or refinement of the City of London's Multi- Year Accessibility Plan, which outlines the City of London's strategy to prevent and remove barriers for persons with disabilities;
- B. advising the City of London on the implementation and effectiveness of the City's Multi-Year Accessibility Plan to ensure that it addresses the identification, removal and prevention of barriers to persons with disabilities in the City of London's by-laws, and all its policies, programs, practices and services;
- C. selecting and reviewing in a timely manner the site plans and drawings for new development, described in section 41 of the Planning Act;
- D. reviewing and monitoring existing and proposed procurement policies of the City of London for the purpose of providing advice with respect to the accessibility for persons with disabilities to the goods or services being procured;
- E. reviewing 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 Accessibility Design Standards (FADS);
- F. Consulting on specific matters as prescribed under the Accessibility for Ontarians with Disabilities Act, 2005 (AODA 2005)

Other Duties

- G. advising "the organizations" on issues and concerns (barriers) faced by persons with disabilities and the means by which "the organizations" may work towards the elimination of these barriers;
- H. annually reviewing and recommending changes to The City of London's Facility Accessibility Design Standards (FADS) and other applicable and related policies including, but not limited to, sidewalk design, traffic signalization, public works etc.;
- I. supporting, encouraging and being an ongoing resource to "the organizations", individuals, agencies and the business community by educating and building community awareness about measures (such as the availability of employment, leisure and educational choices) for improving the quality of life for persons with disabilities, through the removal of physical barriers, incorporation of universal design standards, and education to overcome attitudinal barriers to make London an accessible, livable City for all people.

[Reinstate:

- **i) advising "the organizations" on universal transportation issues and how to enable barrier-free access for persons with disabilities. Issues related to**

universally accessible forms of transportation, conventional transit and taxi services, specialized services such as Para-transit, sidewalk design (curb cuts), traffic signalization, etc. shall be considered;

- **(ii) advising, consulting and reporting findings and recommendations to “the organizations” on matters related to the status of persons with disabilities. The Committee shall be informed on matters of government policy (municipal, provincial or federal) affecting persons with disabilities and shall inform “the organizations” about the impact of these policies on London;**
- **(iii) reviewing and making recommendations on barriers faced by persons with disabilities to existing facilities owned, leased, or operated (in full or part) by the City of London;**
- **(iv) reviewing public works policies and standards (sidewalks, snow removal, etc.) and advising “the organizations” on the accessibility for persons with disabilities;**
- **(iv) coordinating the immediate and ongoing dissemination of information in various formats to the disabled community, etc. and to the public at large regarding issues faced by persons with all types of disabilities and regarding the work undertaken by the Accessibility Advisory Committee; and**

Add

- **v) in accordance with the principles of the City’s Diversity and Inclusion Policy, work with “the organizations” to identify ableist structures, policies, and behaviours, and work towards both dismantling existing barriers and preventing the introduction of new ableist policies and structures.]**

Composition

Voting Members

A maximum of thirteen members consisting of:

- a majority of the members (minimum 7) shall be persons with disabilities as required under the Accessibility for Ontarians with Disabilities Act, 2005 (AODA 2005). The Committee members shall be representative of gender, ethnicity and diverse types of disabilities wherever possible; and
- a maximum of six additional members, as follows:
 - one member (parent) representing children with disabilities; and
 - five members-at-large, interested in issues related to persons with disabilities

it being noted that these additional members may also have a disability.

Non-Voting Resource Group

Non-Voting and Resource members may be engaged as the committee deems necessary.

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Staff Resources

Staff resources will be allocated as required, however the specific liaison shall be the Supervisor, Municipal Policy (AODA), or designate.

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 resources or 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 be determined by the Municipal Council.

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.