



Town of Newmarket **TERMS OF REFERENCE**

NAME: Accessibility Advisory Committee

REPORTS TO: Council

STATUS: Statutory

ESTABLISHED: August 19, 2002

ENABLING LEGISLATION/AUTHORIZING BY-LAW

The Accessibility Advisory Committee is authorized under the *Ontarians with Disabilities Act, 2001* and the *Accessibility for Ontarians with Disabilities Act, 2005*.

The Accessibility Advisory Committee is required to adhere to the provisions outlined in the Town's Procedural By-Law 2013-46, as amended from time to time, Committee Public Appointment Policy, and Committee Administration Policy.

MANDATE

The Accessibility Advisory Committee will encourage and facilitate accessibility for all persons with disabilities in the Town of Newmarket.

The Committee will be responsible for the following:

- Providing advice, recommendations and assistance to Council to develop and facilitate strategies for the identification and elimination of barriers for citizens with disabilities.
- Promoting accessibility related public outreach, education and awareness initiatives.

Deliverables

The Committee will accomplish its mandate by:

- Advising Council on the Multi-year Accessibility Plan as required by the Act. The Multi-year Accessibility Plan will work to identify, remove and prevent barriers to persons with disabilities.
- Providing comments and recommendations related to the accessibility of a building, structure and premise (or parts thereof) that the Town purchases, constructs, significantly renovates and/or leases.
- Providing comments and recommendations related to accessibility for selected site plan drawings and subdivision agreements. (For example building accessibility, curb cuts on roadways, audible traffic signals, etc.)

- Providing comments and recommendations on such things as selected designated parking, existing by-laws, services, practices, programs and policies of the Town and how they relate to persons with disabilities.
- Providing comments and recommendations on how the needs of persons with disabilities can be better served through the Town's purchasing of goods and/or services.
- Reviewing federal and provincial government directives and regulations in order to give Council advice about these directives and regulations.
- Consulting other municipalities, York Region government and local stakeholder groups on accessibility issues, policies and committee guidelines.
- Perform other duties that may be in the Regulations to the Act as they are developed.

Strategic Plan Linkages

The Accessibility Advisory committee meets the following Corporate Strategic Goals:

- *Living Well:* By centering on safety and security.
- *Well Balanced:* Due to its focus on increased accessibility for people with disabilities.

The Accessibility Advisory committee meets the following Council Strategic Priorities:

- *Efficiency/Financial Management:* By ensuring effective and efficient services.
- *Enhanced Recreational Opportunities:* By enhancing the Town of Newmarket's recreation and community facilities.

COMMITTEE COMPOSITION AND STAFF RESOURCES

The Accessibility Advisory Committee will be composed of:

- A minimum of six (6) residents, a majority of who must have a disability and consideration of the appointment of additional members with disabilities not represented.
- One (1) Member of Council

The Accessibility Advisory Committee will be supported by:

- Legislative Services Staff
- Recreation Programmer, Family & Special Needs

Qualifications

Consideration shall be given to inclusion of the following qualifications during the appointment process:

- Persons with physical disabilities (visual, speech, hearing, deaf, brain injury, use of wheelchair etc.)

- Persons with cognitive disabilities (intellectual impairments)
- Persons with perceptual disabilities (learning disabilities)
- Persons with mental health disabilities
- Persons with an interest in disability awareness or support people with disabilities

FREQUENCY OF MEETINGS

Six (6) times annually during the day.

BUDGET CONSIDERATION

The fiscal year of the Committee shall be from January 1 to December 31. The Committee will work with the assigned staff resource to submit a budget request that reflects their upcoming year's operating and capital needs, in keeping with corporate budget directions and timelines.

WORK PLAN

A report or presentation summarizing the Committee's accomplishments shall be provided to Council in the fourth quarter annually.

REMUNERATION

None.

TERM OF OFFICE

A Member's term on the Committee shall be two years, with the option to keep the committee going an additional two years if membership or attendance is maintained.

COMMITTEE REVIEW/SUNSET DATE

Every four years to coincide with the Term of Council or when a change to legislation impacts the obligations and responsibilities of the Committee.