



LaSalle Accessibility Advisory Committee

Terms of Reference

Authority: Accessibility for Ontarians with Disabilities Act, 2005

Committee Type: Statutory Advisory

Lead Support Department: Council Services

Date Approved: [Click or tap here to enter text.](#)

Review Date: [Click or tap to enter a date.](#)

1. Purpose and Mandate

- 1.1 In promoting a barrier-free community, the Accessibility Advisory Committee is responsible for providing advice to Council on matters related to accessibility and inclusion with respect to the Town's programs, services, and facilities.
- 1.2 The Committee is responsible for fulfilling the duties outlined under the *Accessibility for Ontarians with Disabilities Act, 2005*.

2. Responsibilities

- 2.1 Responsibilities of the Accessibility Advisory Committee includes:
 - a) Advising Council about the requirements and implementation of accessibility standards and the preparation of accessibility reports, including but not limited to the Town's Multi-Year Accessibility Plan;
 - b) Selecting and reviewing site plan application drawings as described in section 41 of the Planning Act, 1990;
 - c) Providing advice to Council on the accessibility for persons with disabilities as it relates to:
 - The purchase, construction or significant renovation of a Town building, structure or premises;
 - A building, structure, or premises for which Council enters into a new lease; and,
 - A building, structure or premises that a person provides as municipal capital facilities under an agreement entered into with

Council in accordance with section 110 of the *Municipal Act, 2001*.

- d) Providing advice to Council on programs, policies, and services, as may be requested;
- e) Reviewing Year-End Accessibility Reports and Post-Election Accessibility Reports and providing feedback with respect to the same; and,
- f) Promoting accessibility and inclusion in the LaSalle community through public outreach, education and special events.

3. Membership

- 3.1 The Committee shall be comprised of the following voting members, a majority of whom shall be persons with disabilities:
 - a) One (1) or more Members of Council, as appointed by the Mayor
 - b) Four (4) or more members of the public
- 3.2 The Chairperson of the Committee shall be appointed by the Mayor.
- 3.3 The Term of Membership shall be for four years to align with the term of Council.
- 3.4 Administrative resources for the Committee shall include personnel from:
 - a) Culture and Recreation, Public Works, and Finance, as may be necessary, having regard for the business items listed on any given agenda; and
 - b) Council Services/Clerk to provide administrative and procedural support.

4. Meeting Details

- 4.1 The Accessibility Advisory Committee shall meet at least four (4) times per calendar year on a schedule to be determined in consultation with the Chair.
- 4.1 Committee members, with the exception of Members of Council, shall be remunerated for all meetings attended, in accordance with the amounts set out in the Committee Governance Policy. Payment shall be remitted at the end of each calendar year.

5. Link to Strategic Plan

Enhancing organizational excellence - Yes

Strengthen the community's engagement with the Town - Yes

Grow and diversify the local economy - N/A

Build on our high-quality of life - Yes

Sustaining strong public services and infrastructure - Yes

6. Related Policies and Reference Documents

6.1 The following policies, procedures, by-laws and/or legislation are applicable to the Accessibility Advisory Committee:

- *Accessibility for Ontarians with Disabilities Act, 2005*
- *O. Reg. 191.11 Integrated Accessibility Standards*
- Accessible Customer Service Standards Policy
- LaSalle Multi-Year Accessibility Plan
- Procedure Bylaw, in effect at the time