

MUNICIPAL ACCESSIBILITY ADVISORY COMMITTEE
TERMS OF REFERENCE
CITY OF TIMMINS

1.0 BACKGROUND:

The Province of Ontario proclaimed the Ontarians with Disabilities Act, 2001 (ODA) on September 30, 2002. Under the Act, each municipality is to establish an Accessibility Advisory Committee (AAC). A majority of the AAC must be persons with disabilities. For the purpose of the document, the Accessibility Advisory Committee (AAC) will be referred to as the Municipal Accessibility Advisory Committee (MAAC).

The purpose of the ODA is to “improve opportunities for people with disabilities and to provide for their involvement in the identification, removal and prevention of barriers to their full participation in the life of the province.” The new legislation imposes certain requirements that municipalities must follow to ensure that existing barriers for people with disabilities are removed over time and that no new barriers are created.

2.0 DEFINITIONS:

Within this Terms of Reference, the term:

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:
- physical barriers, for example a step at the entrance to a store;
- architectural barriers, for example no elevators in a building of more than one floor;
- information or communication barriers, for example a publication that is not available in large print;
- attitudinal barriers, for example assuming people with a disability can't perform a certain task when in fact they can;
- technological barriers such as traffic lights that change too quickly before a person with a disability has time to get through the intersection; and
- barriers created by policies or practices, for instance not offering different ways to complete a test as part of job hiring.

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 coordination, blindness or visual impediment, deafness or hearing impediment, 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;
- condition of 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”).

3.0 MANDATE:

The mandate of the City of Timmins Municipal Accessibility Advisory Committee (MAAC) is to advise City Council on matters pertaining to the accessibility of persons with disabilities as set out in the *Ontarians with Disability Act* (ODA), 2001 and the implementation of accessibility standards as set out in the *Accessibility for Ontarians with Disabilities Act* (AODA), 2005 and Regulations.

4.0 RESPONSIBILITY:

The ODA requires all municipalities of 10,000 or more residents to establish accessibility advisory committees, whose primary purpose is to help prepare and implement annual accessibility plans. The annual municipal accessibility plan provides the context for the accessibility advisory committee to review and advise council on the following matters:

- Site plans of new and existing municipal buildings and plans of subdivisions (as described in section 41 and 51 of the Planning Act);
- New and existing municipal by-laws;
- Municipal purchases of goods and services;
- Significant renovations to municipal buildings;
- Leased facilities or any other facility used as a municipal building;
- Municipal capital facilities under the Municipal Act;

- Goods and Services provided by the municipalities or agents providing services under contract with the municipality.

In addition to the above, the Committee will also be responsible for the following:

- Any other duties that are included in the regulations implementing the ODA;
- Working closely with City Departments, City Council, other levels of government, service agencies, local organizations and community interest groups to promote public education and awareness of issues pertaining to accessibility for persons with disabilities.

Under the AODA the Committee shall:

- Advise the Council about the requirements and implementation of accessibility standards and the preparation of accessibility reports and such other matters for which the council may seek its advice;
- Review site plans and drawings described in section 41 of the Planning Act that the committee selects;
- Any other duties that are included in the regulations implementing the AODA.

5.0 MEMBERSHIP:

1) The MAAC shall be comprised of 7 voting members consisting of:

a) Citizen members: a majority of the members shall be persons with disabilities.

2) 2 members of Council (non-voting)

3) For the purpose of 1) a) above, Citizen Members must reside in the City of Timmins. Employees of the City of Timmins are not eligible to be members of the MAAC.

4) The MAAC may form sub-committees to address specific issues and report to the MAAC. At least one member of the MAAC must be represented in a subcommittee. Other members of the subcommittee may include other persons from the disabled community.

5) A Chairperson shall be elected by a majority of the members of the MAAC at its first meeting of the term. He or she shall chair all MAAC meetings.

6) A Vice-Chairperson shall be elected by a majority of the members of the MAAC at its first meeting of the term. In the absence of the Chairperson, the Vice-Chairperson shall chair MAAC meetings.

7) In the event of a tie in voting, the Chair, or Vice-Chair in the absence of the Chair, will break the tie.

8) Staff Support Group (non-voting)

Staff representatives from the following Department shall provide input at MAAC meetings:

Development & Community Services Department

- Building & Park Maintenance
- Transit Operations
 - Clerk Department

6.0 LENGTH OF TERM:

The length of term for the Timmins MAAC members shall run concurrent with the term of Council.

7.0 MISSED MEETINGS:

Any member of the committee, who misses more than three (3) consecutive meetings without notification, will be removed from the committee and replaced with a member appointed by the City Council for the term of this committee member.

8.0 QUORUM:

A Quorum shall be a majority of voting members. Members attending the meeting via teleconference can also be counted as quorum.

9.0 RECRUITMENT PROCESS:

Follow Corporate Policy and Procedure for recruitment of citizen members for Committees of Council. Awareness and implementation of alternate formats for recruitment can also be considered.

10.0 FREQUENCY OF MEETINGS:

The Committee will meets on the third Wednesday of each month, at noon hour (12:00 p.m.), in the Gold Boardroom, at City Hall, or as determined by the Committee at the call of the Chair.