

## **CITY OF VAUGHAN**

### **EXTRACT FROM COUNCIL MEETING MINUTES OF DECEMBER 15, 2015**

Item 5, Report No. 44, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on December 15, 2015.

#### **5 REVISED TERMS OF REFERENCE OF THE ACCESSIBILITY ADVISORY COMMITTEE**

The Committee of the Whole recommends approval of the recommendation contained in the following report of the Chief Human Resources Officer, dated December 1, 2015:

##### **Recommendation**

The Chief Human Resources Officer recommends:

1. That the revised Terms of Reference of the Accessibility Advisory Committee be approved.

##### **Contribution to Sustainability**

This report is consistent with the priorities previously set by Council in the Green Directions, Vaughan, Community Sustainability Environmental Master Plan, Goal 4, and Objective 4.1:

- To foster a City with strong social cohesion, an engaging arts scene, and a clear sense of its culture and heritage.

##### **Economic Impact**

There is no economic impact.

##### **Communications Plan**

In consultation with the Office of Corporate Communications, the revised Terms of Reference of the Accessibility Advisory Committee will be communicated through the City's external website.

##### **Purpose**

The purpose of this report is to seek Council approval of the revised Terms of Reference of the Accessibility Advisory Committee.

##### **Background - Analysis and Options**

Accessibility is a priority in the City's strategic plan "Vaughan Vision 2020." The City of Vaughan is dedicated to being an accessible and inclusive City not because it is the law, but more importantly it is the right thing to do and is good for business. Accessibility benefits all Vaughan residents and visitors.

The City of Vaughan provides a number of programs and services for people with disabilities and regularly identifies and creates new opportunities to reflect the diverse and growing program needs of the community. Opportunities for persons with disabilities are vast and include the creative arts, health and wellness, life and social skills, performing arts, sports and leadership programs.

The City's Accessibility Plan 2013-2018 outlines corporate and departmental objectives and achievements related to addressing accessibility issues and services at a corporate level.

The barriers persons with disabilities face are more prevalent as a result of the environment in which they live in, rather than their impairment. Obstacles to participation stem more from the

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environment in which people live than from within the individual's perception of their abilities. These barriers can be prevented, reduced or eliminated.

The inclusivity of citizens with disabilities is a corporate-wide vision shared by Vaughan Council and staff as identified in Vaughan's corporate strategic plan. The City plays an important role in ensuring access for residents with disabilities and through the Vaughan Accessibility Advisory Committee (VAAC). The role of the VAAC is to advise Council to support the City's work in identifying and removing barriers to lay the foundation for a barrier-free, inclusive community.

The VAAC approved the Accessibility Advisory Committee Terms of Reference at its meeting on September 29, 2015.

Some of the highlights of the initiatives supported by the VAAC are the following:

- Assisted the Technical Advisory Committee in the completion of the multi-year accessibility plan,
- Assisted with the City's compliance of the AODA Integrated Accessibility Standards Regulation;
- Assisted in the planning of events for National Access Awareness Week.

#### **Relationship to Term of Council Strategy Map (2014-2018)**

This report supports the Vaughan Vision 2020 initiatives of Service Excellence, specifically to support and promote arts, culture, heritage and sports in the community and continue to ensure the safety and well-being of citizens.

#### **Regional Implications**

There are no regional implications.

#### **Conclusion**

The City of Vaughan is dedicated to being an accessible and inclusive City not because it is the law, but more importantly it is the right thing to do and is good for business. Accessibility benefits all Vaughan residents and visitors. The revised Terms of Reference of the Accessibility Advisory Committee will allow the Committee to function in a more effective manner as it outlines objectives, member accommodation and member responsibility.

#### **Attachment**

1. Revised Terms of Reference of the Accessibility Advisory Committee.

#### **Report prepared by:**

Warren Rupnarain, Accessibility and Diversity Coordinator, ext. 8641

(A copy of the attachments referred to in the foregoing have been forwarded to each Member of Council and a copy thereof is also on file in the office of the City Clerk.)

**REVISED TERMS OF REFERENCE OF THE ACCESSIBILITY ADVISORY COMMITTEE**

**Recommendation**

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1. That the revised Terms of Reference of the Accessibility Advisory Committee be approved.

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Warren Rupnarain, Accessibility and Diversity Coordinator, ext. 8641

Respectfully submitted,

Demetre Rigakos, Chief Human Resources Officer



## TERMS OF REFERENCE

### ACCESSIBILITY ADVISORY COMMITTEE

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#### **Mandate**

The role of the Accessibility Advisory Committee is to advise Council to support the City's work in identifying and removing barriers to lay the foundation for a barrier-free, inclusive City.

#### **Objectives**

The objectives of the Accessibility Advisory Committee are as follows:

- advise Council about the requirements and implementation of accessibility standards and the preparation of accessibility reports;
- work on initiatives that promote accessibility;
- assist in the preparation and implementation of the City's multi-year Accessibility Plan; and
- provide guidance, address and identify the needs of the community by the removal and prevention of barriers in the City of Vaughan's by-laws, facilities, policies, programs, practices, initiatives and services.

#### **Membership**

The Accessibility Advisory Committee shall be composed of one (1) Member of Council and nine (9) citizen members.

Members are to be appointed by Council. Any changes to the membership will require Council approval.

The Accessibility for Ontarians with Disabilities Act (AODA) mandates that the majority of accessibility advisory Committee members be people with disabilities. The AODA defines disability as the following:

- 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").

#### **Term**

Four (4) year term, expiring on November 30, 2018, or until a successor is appointed.

### **Membership responsibility:**

- members shall be familiar with accessibility related legislation and these Terms of Reference;
- each member of the Accessibility Advisory Committee is an independent representative to the Committee and does not represent the concerns of only one disability or group;
- members shall work together for the purpose of making Vaughan a more accessible and inclusive City and develop a common approach that is reasonable and practical;
- members are expected to actively contribute beyond Committee meetings. This could entail working on sub-committees, as deemed necessary, to address specific accessibility related matters (e.g. National Access Awareness Week (NAAW), International Day of Persons with Disabilities (IDPD), etc.);
- members shall declare any situation that is, or has the potential to be, a conflict of interest;
- members approached by media shall refer all inquiries to the City's Accessibility & Diversity Coordinator;
- members may not speak on behalf of the City of Vaughan without written consent from the City of Vaughan; and
- members are expected to actively contribute during meetings.

### **Membership accommodation**

Members will be provided with the resources that are deemed necessary for them to fully participate in the Committee (e.g. sign language interpretation services, Braille translation services, transportation e.g. Mobility Plus, support care services, etc.).

### **Meeting Procedures**

The proceedings of the Committee are to be governed by the City's Procedure By-law Number 7-2011.

In the absence of the Chair and the Vice-Chair, a member appointed as Acting Chair, by those in attendance at that particular meeting, shall preside at that meeting.

### **Agendas and Reporting**

Agendas of meetings shall be filed and maintained in the Office of The City Clerk. Agendas shall be posted on the City's website one week prior to the scheduled date of the meeting.

After each meeting, a report shall be submitted in the City's Committee report format, to the Committee of the Whole.

### **Meetings**

Meetings are held at 7:00 p.m. on the last Tuesday of every other month (subject to change), except in the months of July and August. The Committee may meet on the schedule determined, or at the call of the Chair.

Meetings are to be open to the public in accordance with the *Municipal Act, 2001*.

### **Notice of Meetings**

Meetings will be noted on the Schedule of Meetings calendar posted on the City's website.

### **Quorum**

A majority of the members, including the Chair, shall constitute quorum.

### **Staff Resources**

The role of staff is to act as a resource to the Committee, but not to be members of the Committee, or to deliberate or draft the findings of the Committee. The following staff will provide advisory and technical support specific to the mandate and objectives of the Committee:

- Accessibility & Diversity Coordinator.

As required,

- Chief Human Resources Officer or delegate;
- Manager of Learning & Organizational Development.

The Office of The City Clerk will be responsible for agenda production and distribution, the giving of procedural advice, and the recording of the proceedings of the Committee.

### **Authority**

The Committee may not exercise decision-making powers, or commit expenditures save for those specifically delegated by Council. The Committee may not direct staff to undertake activities without authority from Council.

### **Amendment/Expansion of Terms of Reference**

Only Council can initiate any amendment and/or expansion of the Terms of Reference.