

<b>Accessibility Advisory Committee – Terms of Reference</b>			
<b>Date Approved:</b>	August 13, 2024 Resolution #428-2024	<b>Committee Type:</b>	Statutory Advisory
<b>Department:</b>	Clerk	<b>Authority:</b>	Accessibility for Ontarians with Disabilities Act, 2005
<b>Review Date:</b>			

### 1. Mission Statement

To fulfill the requirements of the Accessibility for Ontarians with Disabilities Act (AODA), 2005 by providing vision and advice to the Council of the Town of Cochrane to create an accessible and inclusive community.

### 2. Purpose

The Accessibility Advisory Committee shall advise and assist the Town of Cochrane in promoting and facilitating a barrier-free municipality. This aim shall be achieved through the review of municipal policies, programs and services and the identification, removal and prevention of barriers facing persons with disabilities. Through community education and awareness, the committee will focus on an inclusive community for all ages and abilities.

### 3. Responsibilities

Responsibilities of the Accessibility Advisory Committee includes:

- (a) Advising Council about the requirements and implementation of accessibility standards and the preparation 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 Town of Cochrane community through public outreach, education and special events.

#### **4. Committee Composition**

The Committee shall be comprised of the following voting members, a majority of whom shall be persons with disabilities, as defined by the AODA:

- (a) One (1) member of Council
- (b) Four (4) or more members of the public

For the purpose of 1(b) above, members of the public must reside in the Town of Cochrane.

A Chairperson shall be elected by a majority of the members of the Committee.

Administrative resources for the Committee shall include personnel from:

- (a) Building, Finance, Infrastructure, Protective, and Recreation as may be necessary, having regard for the business items listed on any given agenda; and
- (b) Town Clerk to provide administrative and procedural support

#### **5. Term**

The length of term for the Committee members shall run concurrent with the term of Council

#### **6. Meeting Details**

The Accessibility Advisory Committee shall meet at least four (4) times per calendar year on a schedule to be determined by the Committee at the call of the Chair.

The Committee will follow the Town of Cochrane Procedural By-Law.