Terms of Reference
Essex Accessibility Advisory Committee

Authorizing or Mandating Legislation: *Ontarians with Disabilities Act,* section 12
Procedural By-Law: By-Law Number 2159, as amended from time to time
Approved: [DATE]
Evaluation Date: [DATE]

1.0 PURPOSE

1.1 To fulfill the requirements set out in section 12 of the *Ontarians with Disabilities Act*, 2001.

1.2 To promote the general betterment and positive self-image of our community using the identified strengths that exist in the community.

2.0 COMMITTEE PARTICULARS

2.1 **Type:** Advisory Committee

2.2 **Resources:**

a) Staff Support: Parks and Facilities Division
b) Number of Council Members: One
c) Number of Community Members: Maximum of twelve

2.3 **Term:** December 14, 2026 to November 14, 2030

2.4 **Meeting Frequency:** Quarterly, with additional meetings scheduled by the Committee, when required

2.5 **Remuneration:** None

3.0 SCOPE OF WORK

3.1 The Essex Accessibility Advisory Committee shall perform the functions as set out in section 12 of the *Ontarians with Disabilities Act, 2001*, including:

a) Advising Council in each year about the preparation, implementation and effectiveness of its accessibility plan.

b) Advising Council on the accessibility for persons with disabilities to a building, structure or premises, or part of a building, structure or premises:

i) That which the Council purchases, constructs, or significantly renovates.
ii) For which the Council enters a new lease; or
iii) That a person provides as municipal capital facilities under an agreement entered with the Council in accordance with section 110 of the Municipal Act, 2001.

c) Reviewing in a timely manner the site plans and drawings described in section 41 of the Planning Act that the committee selects.

d) At the request of Council, reviewing and providing advice to Council on the accessibility for persons with disabilities regarding a service performed by the Town, a purchase of service by the Town, and/or the scope and effect of by-law.

4.0 REQUIRED SKILLS

Communications
Critical Thinking/Analysis
Stakeholder Relations