

**THE CORPORATION OF THE TOWNSHIP OF TAY**

**BY-LAW NO. 2018-14**

**A By-law to Establish a Joint Accessibility Advisory Committee for the Corporation of the Township of Tay with the County of Simcoe and Township of Springwater and to repeal By-law 2017-46**

**WHEREAS** the Accessibility for Ontarians with Disabilities Act, 2005, S.O. 2005, c. 11, as amended requires the Council of every municipality having a population of not less than 10,000 to establish or continue an accessibility advisory committee;

**AND WHEREAS** per Section 29(7) of the Accessibility for Ontarians with Disabilities Act, 2005, two or more municipalities may establish a Joint Accessibility Advisory Committee;

**AND WHEREAS** the Accessibility for Ontarians with Disabilities Act, 2005, requires that the Accessibility Advisory Committee shall advise the council in each year about the preparation, implementation and effectiveness of its accessibility plan; and

**AND WHEREAS** it the Council of the Township of Tay would like to establish a joint Accessibility Advisory Committee with the County of Simcoe and Township of Springwater;

**NOW THEREFORE THE MUNICIPAL COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF TAY ENACTS AS FOLLOWS:**

1. That the Council of the Corporation of the Township of Tay hereby establishes a Committee to be known as the "Joint Accessibility Advisory Committee" under the authority of the Accessibility for Ontarians with Disabilities Act, 2005, S.O. 2005, c. 11, as amended as amended.
2. That Schedule "A" attached hereto and forming part of this by-law be adopted as the Terms of Reference of the Joint Accessibility Advisory Committee.
3. This By-Law shall come into force and take effect immediately upon the final passage thereof.
4. That By-law 2017-46 be repealed.

**BY-LAW READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 28<sup>TH</sup> DAY OF MARCH, 2018.**

**THE CORPORATION OF THE TOWNSHIP OF TAY**

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**MAYOR, Scott Warnock**

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**CLERK, Alison Gray**

## SCHEDULE 'A 'TO BY-LAW 2018-14

### **The Corporation of the County of Simcoe and The Corporation of the Township of Springwater and The Corporation of the Township of Tay Joint Accessibility Advisory Committee**

#### Terms of Reference

##### **Purpose**

The Joint Accessibility Advisory Committee ("Committee") is established by the Corporation of the County of Simcoe ("Simcoe"), the Corporation of the Township of Springwater ("Springwater") and the Corporation of the Township of Tay ("Tay") in accordance with Ontarians with Disabilities Act 2001, and the Accessibility for Ontarians with Disabilities Act, 2005 ("Acts"), and shall act as an advisory body in accordance with both Acts and all related standards.

##### **Mandate**

The Committee shall:

- a) Provide input on the preparation of the accessibility plans for consideration by the respective municipal Council.

The plans will address and include steps that each municipality has taken and plans to take with respect to the identification, removal and prevention of barriers to persons with disabilities as required by legislation.

- b) Advise on major accessibility issues related to the significant renovation, operation, purchase or lease of buildings or structures or parts of buildings or structures used as municipal buildings with special attention to those that the public are encouraged to utilize through the review of site plans and drawings as described within the Planning Act.
- c) Advise on opportunities with respect to the identification and removal of barriers to persons with disabilities at facilities owned or operated by the municipalities.
- d) Identify any potential funding that could be available to assist with the removal of barriers for persons with disabilities.
- e) Research and report on specific matters referred to it by the municipal Councils.
- f) Advise on opportunities to increase staff awareness with respect to the provision of municipal programs and services to persons with disabilities.
- g) Advise on ways to improve opportunities for persons with disabilities with respect to programs and services offered by the municipalities.
- h) Perform other functions that are specified in the Regulations of the Acts.

##### **Composition**

The Committee shall consist of five to nine members as follows:

- a) The majority of members must be persons with disabilities as defined under the Acts, and are residents of the County of Simcoe. Preference will be given to appointing at least one eligible resident of "Springwater" and at least one eligible resident of "Tay".

- b) Three elected officials as follows:
- One member of "Simcoe" Council, and
  - One member of "Springwater" Council, and
  - One member of "Tay" Council

The Councils may, at their discretion, authorize the appointment of:

- a) One citizen at large who may not be a person with a disability but who has special interest or expertise in the identification or removal of barriers or has specific expertise as a care giver to a person(s) with disabilities; and/or
- b) A representative of an organization representing persons with disabilities.

## **Recruitment**

"Simcoe" will be responsible for advertising recruitment opportunities through local newspapers, local libraries, and relevant organizations representing persons with disabilities.

The participating municipalities will each be responsible for promoting recruitment opportunities on their respective website and through their social media accounts.

Enhanced advertising may be done by "Springwater" and "Tay" at their own expense.

## **Appointment of Members**

Elected officials are to be appointed by their respective Council or in accordance with their applicable by-laws or policies.

The elected officials appointed to the "Committee" shall review applications and nominate the balance of the membership to the participating municipal Councils for approval.

## **Term of Appointment**

- a) Elected Officials:
- "Simcoe" Warden, or his or her designate, or other appointed County Council member shall serve for the term of office;
  - "Springwater" Council Member shall serve for the term as specified by his/her Council.
  - "Tay" Council Member shall serve for the term as specified by his/her Council.
- b) Non-elected representatives:
- The term shall coincide with the term of Council
  - Representatives are eligible for re-appointment

Members may be required to resign from the "Committee" if they have been absent for three consecutive meetings without good cause.

## **Quorum**

More than half of the members eligible to vote must be present in order to transact business.

## **Voting**

All members, when eligible to vote, shall have one vote only.

## **Chair and Vice-Chair**

The Chair and Vice-Chair of the "Committee" shall be elected annually at the first meeting of the "Committee" in each year.

## **Compensation and Reimbursement of Expenses**

Non-elected representatives shall be compensated in accordance with the existing policies of the Corporation of the County of Simcoe.

Elected officials shall be compensated in accordance with existing policies of their respective municipalities.

Non-elected representatives who are persons with disabilities will be provided, at the "Simcoe's" expense, with the resources related to their disability that are deemed necessary for them to fully participate in the "Committee's" activities. The resources could include such things as transportation, sign language, Braille translation etc. Any equipment shall remain the property of "Simcoe".

### **Exception**

"Springwater" shall reimburse "Simcoe" for all expenses associated with holding special meetings of the "Committee" or conducting "Springwater" facility reviews that may be required by "Springwater" from time-to-time.

"Tay" shall reimburse "Simcoe" for all expenses associated with holding special meetings of the "Committee" or conducting "Tay" facility reviews that may be required by "Tay" from time-to-time.

## **Reporting Structure**

The "Committee" shall report to the respective Councils, in accordance with the provisions of their respective Procedure By-laws. The presentation of the Committee's activities will be in the form of a report containing a record of those present at the meeting, the items considered, and the recommendations of the "Committee". The respective Councils may only consider and act on the recommendations within their jurisdiction.

The "Committee" does not have the authority to specifically direct the activities of staff.

## **Resources**

The Clerk's Departments for "Simcoe", "Springwater" and "Tay" will share the responsibility for administrative support as appropriate, including co-ordination of meetings, compilation of agenda material, and meeting support.

Responsibility for creating and distributing the agendas and record of proceedings will reside with "Simcoe".

Other staff resources by "Simcoe", "Springwater" and "Tay" will be available as required.

## **Meetings**

Meetings may be scheduled as may be required each year to support staff reporting and the advisory committee providing guidance and conducting facility reviews resulting in improved accessible services and facilities. All meetings shall be held during the day at a location to be determined.

## **Review**

The effectiveness of having a joint "Committee" will be subject to review by all participating municipal Councils at least once per term.