



City of Hamilton

ADVISORY COMMITTEE FOR PERSONS WITH DISABILITIES ADDENDUM

Meeting #: 22-011
Date: September 13, 2022
Time: 4:00 p.m.
Location: Room 264, 2nd Floor, City Hall
(hybrid) (RM)
71 Main Street West

Carrie McIntosh, Legislative Coordinator (905) 546-2424 ext.2729

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7. CONSENT ITEMS	
7.5. Strategic Planning Working Group Update	
*b. Review of the Proposed Work Plan for the Strategic Planning Working Group	3
10. DISCUSSION ITEMS	
*10.2. Review of the Terms of Reference for the Advisory Committee for Persons with Disabilities	5

DRAFT

Approved at SPWG August 17, 2022

Revised, to be presented to ACPD on September 13, 2022.

Advisory Committee for Persons with Disabilities

Strategic Working Group Work Plan

Purpose

The Strategic Planning Working Group (SPWG) takes a broad view of the issues about which the Advisory Committee for Persons with Disabilities (ACPD) is mandated and provide advice.

Scope

The Strategic Planning Working Group scope shall include:

- Monitoring the vision of the ACPD with respect to its advisory role to the City of Hamilton, as mandated by the *Accessibility for Ontarians with Disabilities Act, 2005*.

Activities

- Review the ACPD Terms of Reference at least every 4 years to recommend to ACPD for approval.
- Recommend 2-4 priorities per year, to be rotated across the 4-year term, to ensure work is focused on a variety of issues that impact full participation of persons with Disabilities in the City., Ideally, the priorities approved by ACPD will be shared amongst Working Groups.
- Make recommendations to ACPD to support resolving key issues as they arise at meetings.

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- Manage the continuity of the work of the ACPD across priorities, Working Groups, terms of appointment and membership.
- A member of each Working Group, not necessarily the Chair, shall be a member of the SPWG.

Proposed Changes to the Advisory Committee for Persons
with Disabilities Terms of Reference
2022 – 2026 Term of Council



Hamilton

**ADVISORY COMMITTEE FOR PERSONS
WITH DISABILITIES**

**** Proposed changes are bold and italicized****

Mission Statement:

The Advisory Committee for Persons with Disabilities exists to identify and raise awareness about the barriers that impact the lives of persons with disabilities, and to make recommendations to the City of Hamilton on how to prevent and eliminates barriers.

The Advisory Committee for Persons with Disabilities in the City of Hamilton assists the work of City Council by identifying accessibility barriers and making recommendations with regard to barrier removal and prevention in compliance with the Accessibility for Ontarians with Disabilities Act and the Ontario Human Rights Code.

The work of Committee encompasses the broadest possible scope of services, facilities policies and practices affecting the lives of all persons with disabilities in the City.

Vision Statement

Hamilton is an inclusive community where ALL people can live, work, play and participate fully, free from barriers or discrimination.

Values

Accountability
Excellence
Honesty
Innovation
Leadership
Respect

Teamwork
Equity
Inclusiveness
Cooperation
Dignity
Tolerance

Mandate:

The Advisory Committee for Persons with Disabilities ***provides Council with advice on providing full accessibility and inclusion for persons with disabilities in the City related to City services and City-owned facilities and spaces*** and recommends to the City of Hamilton policies, procedures and standards that address the needs and concerns of persons with disabilities.

Composition:

The ACPD shall be comprised of membership in accordance with the Accessibility for Ontarians with Disabilities Act, 2005.

The Advisory Committee for Persons with Disabilities shall be comprised of up to 18 citizen members and **two** Members of Council.

The majority of members of the ACPD will be persons with disabilities in accordance with the *Ontarians with Disabilities Act, 2001*.

The membership should reflect a wide range of disabilities and and represent the interests of all persons with disabilities.

Membership should fully represent the community arising from an equity, diversity, and inclusive lens.

Terms of Reference:

1. To advise Council, annually about the preparation, implementation, and effectiveness of its accessibility plan required pursuant to the Ontarians with Disabilities Act (ODA), the Accessibility for Ontarians with Disabilities Act (AODA), and related regulations.
2. ***To advise Council on barriers affecting full participation of persons with disabilities in the City*** to ensure that the right of access for persons with disabilities to programs and services provided by the City is sustained, maintained, and/or improved in accordance with Provincial legislation, regulations and City standards, and/or policies.
3. To review and comment to Council and other levels of government on pertinent reports, proposed legislation and studies which affect all persons with disabilities, where appropriate.

4. To provide a forum where persons with disabilities and service representatives can express their concerns, **identify barriers**, share information and recommend improvements to the existing level of City services, **goods, facilities and spaces**, for persons with disabilities, while taking into consideration a wide spectrum of disabilities in discussions and decision making.
5. To educate and increase awareness to City Council on issues which affect people with disabilities.
6. To support the work of the Committee through Working Groups, as required, specifically related to Housing, Transportation, and Built Environment.
7. To maintain knowledge of the work of the committee through attendance at meetings and review of agendas and supporting materials.
8. To regularly review the progress and measure the success of the committee and its activities.
9. **Members are expected to attend all meetings. If a member misses more than three consecutive (3) meetings during their term, the Chair, after hearing and considering any explanation provided by the member, may ask the member to resign, or request that Council remove the member.**
10. The Chair and Vice-Chair of the Advisory Committee for Persons with Disabilities may serve for more than one year in a Council term.

Working Groups:

The ACPD may establish at the outset of each four-year term Working Groups tasked with the conduct of much of the work of the ACPD.

The ACPD may establish, from time to time any Working Group tasked to complete specific business on behalf of the ACPD and may be established for a time limited period.

Every member of the ACPD is expected to be a member of no less than one (1) Working Group and encouraged to limit membership to no more than three (3) Working Groups.

Members are strongly encouraged to fully participate and contribute to discussion and debate at the full ACPD and its Working Groups including providing advice or recommendations to Council and staff.