

ACCESSIBILITY ADVISORY COMMITTEE

TRANSPORTATION

TERMS OF REFERENCE

MARCH 2012

The Accessibility Advisory Committee (AAC) in accordance with the Ontarians with Disabilities Act, 2001 (ODA) and the Accessibility for Ontarians with Disabilities Act, 2005 (AODA) shall advise and assist Council and staff in the City of Peterborough to promote and facilitate accessible City Goods, services and facilities. This shall be achieved through the review of municipal policies, programs and services and the identification, removal or prevention of barriers faced by people with disabilities. The AAC may at its discretion, establish standing and ad hoc Committees on any matters considered by the Committee that require particular study. As a result the AAC has established a Standing Committee which shall hereby be referred to as the AAC Transportation Committee.

**Goals and Objectives of the AAC Transportation Committee:**

- To make recommendations on issues regarding all types of municipal transportation for persons with disabilities in the City of Peterborough
- To review and make recommendations for safe, barrier free sidewalks, including appropriate curb cuts and safe crosswalks
- To monitor municipal parking, and make recommendations to ensure that parking areas are adequate and accessible
- To review the implementation of technologies for the transportation system that improve accessibility for all residents (audible traffic signals, bus hailing kits, low entry transit buses)
- The Terms of Reference are to be reviewed once every three years or as required due to legislative changes effective March 2012
- The Committee shall report regularly to the Accessibility Advisory Council and recommend courses of action to the Committee

### **Structure of the Committee:**

- Chairperson of the AAC Transportation Committee must be a member of the ACC in good standing
- Manager of Transportation, City of Peterborough or a Designate (non-voting member)
- An additional AAC member
- Representation from at least two city agencies which work regularly with people with disabilities, for example CNIB or Community Living
- A minimum of four individuals who have declared a variety of disabilities including an individual who utilizes the handivan, and an individual who utilizes conventional transit
- Other members as appropriate with a special interest in persons with disabilities and transportation issues
- Accessibility Coordinator, City of Peterborough (non-voting member)
- The Committee should have a maximum of nine voting members
- The membership shall be approved by the AAC
- Each member is responsible to declare if they have a conflict of interest
- The committee should meet a minimum of three times per year
- Committee Meetings are to be held at the City of Peterborough Bus Terminal located on Simcoe Street in Peterborough
- The meetings are open to the public

### **Attendance**

- If a voting member is unable to attend a committee meeting, the member is required to notify the Chair of the Committee or the Accessibility Coordinator prior to the meeting, the recording secretary will document "regrets" in the minutes failure to notify the appropriate person will be documented as "absent"
- If a voting member is absent from the meetings for three consecutive meetings, without leave of absence from the Chair, or without reasons satisfactory to the Chair and the Committee, the Chair shall deem the member's seat vacant and shall provide notice to the Accessibility Advisory Committee

### **Liaison**

- Other City Committees
- Peterborough Public Works Department
- Kawartha Participation Project and other agencies that require specific transportation
- Similar committees in the surrounding municipalities