

AGENDA

Date: Monday, July 6, 2026

Location: St. Thomas Seniors Centre

Time: 11:30 a.m.

DISCLOSURES OF INTEREST

ADOPTION OF MINUTES

1. Confirmation of the May 28, 2026 minutes.

NEW BUSINESS

2. 2026 Municipal Accessibility Advisory Committee Open House Planning

UNFINISHED BUSINESS

3. Committee Mandate - **Pages 2-5**

REPORTS OF COMMITTEES

4. Budget:
5. Special Events:
6. Site Plan Control:

NEXT MEETING

ADJOURNMENT

CITY OF ST. THOMAS

BY-LAW NO. _____-2026

A by-law to establish the St. Thomas Municipal Accessibility Advisory Committee

WHEREAS Subsection (3) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides that a municipal power shall be exercised by by-law;

AND WHEREAS Section 9 of the Municipal Act, 2001 provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS Section 29.2 of 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 an accessibility advisory committee to advise on accessibility matters;

AND WHEREAS the Council of the Corporation of the City of St. Thomas wishes to establish a Municipal Accessibility Advisory Committee to advise on accessibility matters as identified in the legislation;

NOW THEREFORE the Council of the Corporation of the City of St. Thomas hereby enacts as follows:

1. THAT a committee, to be known as the St. Thomas Municipal Accessibility Advisory Committee, is hereby established to deal with matters provided for in Section 29.4 of the Accessibility for Ontarians with Disabilities Act, 2005, S.O. 2005, c. 11, as amended.
2. THAT the business of the St. Thomas Municipal Accessibility Advisory Committee be conducted in accordance with the Terms of Reference set out in Appendix "A" attached hereto and forming a part of this By-law.
3. THAT this By-law shall come into force and effect on the final passing thereof.

READ a First and Second time this 10th day of August, 2026.

READ a Third time and Finally passed this 10th day of August, 2026.

Thomas Thayer, City Clerk

Joe Preston, Mayor

Schedule “A” to By-law -2026

Terms of Reference for the St. Thomas Municipal Accessibility Advisory Committee

1. DEFINITIONS

- a. Act means the Accessibility for Ontarians with Disabilities Act, 2005, S.O. 2005, c. 11, as amended from time to time;
- b. City means the City of St. Thomas;
- c. Clerk means the City Clerk of the City of St. Thomas, or their designate;
- d. Committee means the St. Thomas Municipal Accessibility Advisory Committee, established pursuant to Section 29.4 of the Act;
- e. Council means the Council of the City of St. Thomas;
- f. Disability means any degree of physical disability, infirmity, malformation or disfigurement that is caused by bodily injury, birth defect or illness and, without limiting the generality of the foregoing, includes diabetes mellitus, epilepsy, a brain injury, any degree of paralysis, amputation, lack of physical coordination, blindness or visual impediment, deafness of hearing impediment, muteness or speech impediment, or physical reliance on a guide dog or other animal or on a wheelchair or other remedial appliance or device; a condition of mental impairment or a developmental disability; a learning disability, or a dysfunction in one or more of the processes involved in understanding or using symbols or spoken language; a mental disorder; or an injury or disability for which benefits were claimed or received under the insurance plan established under the Workplace Safety and Insurance Act, 1997 (“handicap”)

2. ENABLING LEGISLATION

Section 29 of the Act requires that the Council of every municipality having a population of not less than 10,000 shall establish an accessibility advisory committee, which identifies that a majority of the members of the committee shall be persons with disabilities and that there are duties of the committee and of Council.

3. TERM

The term of office of the Committee is the same as the term of office of Council.

Notwithstanding the above, members shall hold office until their successors are appointed and are eligible for reappointment on the expiration of their term of office.

4. MEETINGS

The Committee will typically meet at 9:00 a.m. on the fourth Thursday of each month, except in December. The meeting schedule can be changed with a vote passed by the majority of the members. The Chair may also call a meeting when required. The Clerk will ensure that a quorum of members is able to attend the said meeting.

The members shall select a Chair and Vice-Chair at the first meeting of the term.

The members shall select a representative to attend Special Events Committee meetings.

In accordance with the Municipal Act, the meetings of the Committee shall be open to the public.

The Committee welcomes community feedback regarding any barriers that individuals may face, including barriers to services, programs and/or facilities. Anyone wishing to attend the meeting as a delegation will need to submit a request in writing or electronically to the City Clerk's Office.

5. MANDATE

The Committee is required to act in accordance with the powers and obligations set out in the Accessibility for Ontarians with Disabilities Act, 2005, S.O. 2005, c. 11, as amended

The Committee will be required to:

- a. Advise Council regarding establishing objectives and policies for accessibility within the City;
- b. Assist with setting objectives and policies to be followed for the preparation of the annual Accessibility Plan and other related reports;
- c. Provide accessibility advice to Council when needed;
- d. Make recommendations to Council relating to City buildings, structures or premises that the Council purchases or leases, constructs or significantly renovates;
- e. Review the annual Capital Budget and make accessibility recommendations;
- f. Review site plans and drawings as described in Section 41 of the Planning Act;
- g. Offer guidance pertaining to a vast range of accessibility issues and facility designs, including, but not limited to the following: design of playgrounds, buildings, washrooms, trails and paths of travel, parking lots, transit systems and snow removal;
- h. Provide insights on identifying and enhancing accessibility at events;
- i. Meet with groups, organizations and individuals interested or involved in accessibility matters to determine concerns, suggestions or potential partnerships;
- j. Assist with the eligibility and adjudication of appeals relating to parallel transit transportation services;
- k. Identify opportunities to remove or prevent barriers for persons with disabilities in the community;
- l. Provide guidance regarding grant requests within the scope of accessibility;
- m. Identify the status of accessibility programs and their alignment with community needs;
- n. Propose, create and distribute educational materials, videos and/or social media content to the community regarding accessibility issues;
- o. Promote inclusiveness, awareness and understanding of accessibility issues.

6. COMPOSITION

The Committee shall be composed of a maximum of nine members appointed by Council as follows:

- a. Up to eight of whom shall be members of the St. Thomas general public;
- b. One of whom shall be a member of Council.

The majority of the members shall be persons with a disability.

At the discretion of Council, an honorary non-voting member may be appointed in an advisory capacity to the Committee.

The Committee may form sub-committees as may be necessary to address specific issues; it being noted that the Clerk may not be able to provide resources to support these groups. These sub-committees shall draw upon members of the Committee

7. APPOINTMENT PROCESS

All applicants will be required to submit the Committee/Board Application outlining their interest in serving and experience. Applications will be considered by Council.

Where a vacancy occurs from any cause, Council may appoint a person to fill the vacancy.

8. STAFF SUPPORT

The Clerk or designate shall act as the Secretary to the Committee and provide support where required. The Committee also collaborates with members of the City's Leadership Team, other municipal staff and other Committees.