Westmount Accessibility Advisory Committee (« Committee »)

Terms of Reference

Background:

The City of Westmount is an inclusive city. It values all people and their needs equally. All persons within its community, regardless of their needs, are valued members and able to participate and contribute fully in all aspects of community life and benefit from all City services.

In December 2017, the Mayor named a Commissioner of Sustainability and Accessibility to her Council, underlying the importance of improving access to City services and civic life in Westmount by persons with disabilities.

Since 2005 and in compliance with the provincial Act to secure handicapped persons in the exercise of their rights, the City of Westmount prepares an annual action plan to improve the social, professional and educational integration of persons with disabilities in the local community. The Action Plan summarizes the achievements of the administration’s objectives identified in the preceding year, including the recurring programmes and other services provided, and identifies new objectives for the subsequent year. While the process inspires continuous improvement, a number of factors have come into play recently to indicate a stronger need for input by the affected segment of our population.

- The recommendation by the Office des personnes handicapées du Québec, dated January 7, 2019 to form a working committee.
- Demographic data indicating a growing number of residents living with some form of disability in Westmount, estimated at about 4,500 (Canadian Survey on Disability, 2017)
- The Covid-19 epidemic drawing attention to the needs of our most vulnerable citizens
- The appropriate timing of receiving input directly from the affected population, in light of Imagine Westmount 2040 and forthcoming urban planning bylaw review.

Mandate:

Produce a report to Council for its General Committee meeting in September 2021, with recommended actions, per administrative department and/or sector of activity, to further enhance access for inclusion for persons with disabilities to fully participate in City services and civic life in Westmount.

Term: Mandate is valid from October 2020 to September 2021.

Composition:

Resident members:

- Krista Leitham, Sheldon Lewis, Aren Prupas, Christophe Sepulchre and Paul Vinet. (Up to three resident-members who are persons with disabilities or are the
guardian/parent/caregiver of a person with a disability and up to two members representing the elderly population)

Council members:

- Mayor Smith
- Commissioner of Sustainability and Accessibility, Councillor Marina Brzeski (Chair)
- Commissioner of Public Security, Councillor Anitra Bostock

City Administration:

- Engineering and Urban Planning departmental representative
- Commissioner of Sustainability and Accessibility (Chairperson)
- Administrative support staff: Ms. Maureen Lafrenière, coordinator and writer and legal staff for minute taking

**Quorum**: 50% + 1

**Meeting schedule**: Each meeting will include invited members from the administration or other city committees according to the meeting’s departmental focus.

Meetings will be held after 3pm and determined according to availability

Meeting topics spread over 8 or 9 meetings:

- Brief introductory meeting
- Urban Planning
- Library & Community Events
- Communications and Legal Services
- Public Safety
- Sports & Recreation
- Hydro Westmount & Public Works (Roads) & Transportation
- Public Works (Buildings & Parks)
- Final report review and discussion

**Time commitment**:

- In addition to preparatory time and attendance at the meetings, may be asked to spend time on research, correspondence and review of external communications material.

**Attendance requirement**:

- May miss no more than two consecutive meetings.