

Staff Report to Council

Title: Accessibility Advisory Committee-Terms of Reference

Report Number: Legislative Services-2024-12

Director: Corporate Services

Manager: Legislative Services

Meeting Date:
Wednesday, April 10, 2024

Date to be considered by Council:
Wednesday, April 10, 2024

Recommendation:

That Council pass a By-law to authorize the updated Terms of Reference for the Accessibility Advisory Committee.

Executive Summary:

With the Governance Review in 2023 and update to the Committee policies, the Accessibility Advisory Committee Terms of Reference (TOR) was reviewed and updated with the new format. The TOR was also updated to align with the Accessibility for Ontarians with Disabilities Act (AODA).

Strategic Priorities:

D.15-Serve, communicate, collaborate and engage with the community to build trust and confidence in municipal services, Council and staff

Financial Considerations:

No change to the current budget

Policy:

- Code of Conduct for Council, Local Board, and Committee Members
- Volunteer Management Policy
- Recruitment and Appointment of Advisory Committees of Council and Local Boards Policy
- Advisory Committees of Council and Local Boards – Administration Policy
- Staff Council Relations Policy

- Municipality of Kincardine Procedure By-law

Context and Background Information:

As part of the Governance Review in 2023, Council approved the Recruitment and Appointment of Advisory Committees of Council and Local Boards Policy. With this update, the Terms of Reference (TOR) templates for all Committees will be reviewed and updated.

The current Accessibility Advisory Committee (AAC) TOR was adopted by Council in 2019.

The Terms of Reference for AAC has been reviewed by Staff and the AAC. The TOR has been updated to support the spirit of the Accessibility for Ontarians with Disabilities Act (AODA).

The TOR has also been updated to reflect the recent Council Motion 05/08/24 – 06 to allow the Chair of Statutory Committees to be appointed by the Committee and be a voting Member of the Committee, and the Council Representative will remain as the Committee spokesperson.

Consultation Overview:

The AAC has reviewed and approved the draft TOR.

Origin:

Per Recommendation R13 of the Governance Review passed by Resolution 06/05/23-10

Implementation Considerations:

The Accessibility Advisory has reviewed the TOR and the appointment of the Chair for 2024 will come at a future meeting. There are no changes to the current complement of AAC Members required.

Risk Analysis:

Without a clear TOR that details Council's expectation of the role, mandate, and accountabilities of the Committee, the Committee will not work effectively to reach the goals of Council. This clarity helps to have a common understanding with Council, the Committee Members, staff and the public.

Attachments: Draft Terms of Reference

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