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**Subject:** Terms of Reference: Accessibility Advisory Committee (AAC)

**Report to:** Accessibility Advisory Committee

**Report date:** Tuesday, June 25, 2019

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## Recommendations

That this Committee recommends to the Corporate Services Committee:

That Report AAC-C 4-2019, dated June 25, 2019, respecting the Terms of Reference for the Accessibility Advisory Committee **BE RECEIVED** and the following recommendation **BE APPROVED**:

1. That the Accessibility Advisory Committee Terms of Reference attached to Report AAC-C 4-2019 as Appendix I, **BE APPROVED**.

## Key Facts

- The purpose of this report is to obtain approval for the proposed terms of reference for the AAC.
- Embedded in the terms of reference for the AAC is the requirement that the terms be reviewed and refined every four years to keep them meaningful and current. The terms of reference for the AAC were last updated in 2015
- Proposals to amend the Terms of Reference require the approval of a majority of the members of the Committee present.

## Financial Considerations

There are no financial impacts as a result of this report.

## Analysis

The terms of reference for the Accessibility Advisory Committee was last reviewed and amended in 2015. Staff have reviewed the current terms of reference and are proposing minor amendments (i.e. reporting structure) to ensure the information provided is meaningful and current. Once these amendments are approved by a majority of the Committee members present, they will be submitted to Regional Council for approval through the Corporate Services Committee and shall take effect only upon the approval of Council.

### **Alternatives Reviewed**

The requirement that the terms for the AAC be reviewed and refined every four years is embedded in the terms of reference, therefore no alternatives were considered.

### **Relationship to Council Strategic Priorities**

Not applicable (pending the development of Council Strategic Priorities).

### **Other Pertinent Reports**

n/a

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**Submitted by:**  
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*This report was prepared in consultation with Steve Murphy, Policy & Sustainability Analyst.*

### **Appendices**

Appendix 1              Draft Terms of Reference for the Accessibility Advisory Committee