



REPORT

Clerk's Department

TO: Mayor and Members of Council

FROM: Josh Machesney, Deputy Clerk

DATE: October 3, 2022

REPORT: CL-25/22 **FILE NO.**

SUBJECT: Accessibility Advisory Committee – Terms of Reference

BACKGROUND:

The Accessibility Advisory Committee is a legislated Committee under the Accessibility for Ontarians with Disabilities Act, 2005 (AODA). The Uxbridge Accessibility Advisory Committee's Terms of Reference was last updated in 2017. The purpose of this report to seek Council's approval of the updated Terms of Reference (attached).

DISCUSSION:

The attached Terms of Reference has been updated to:

- 1) Reflect the updated language in the AODA;
- 2) Clarify the Committee's purpose and mandate and to align with the legislated requirements of an accessibility advisory committee as outlined in the AODA; and,
- 3) Align with the Township's standard terms of reference template for boards and advisory committees.

The attached Terms of Reference speaks to all the requirements of the Committee, including its legislated requirements set forth in the AODA, established procedures for reporting to Council, terms of appointment and membership, meetings and quorum,

agendas and minutes, and the roles and responsibilities of Committee members. It also aligns with the Township's Public Appointment Policy and the Township Procedural By-law.

The draft Terms of Reference was reviewed and approved by the Uxbridge Accessibility Advisory Committee at their June 2022 meeting.

RECOMMENDATION

THAT Report CL-25/22 of Josh Machesney, Deputy Clerk/Accessibility Coordinator be received for information;

AND THAT Council approve the Terms of Reference for the Uxbridge Accessibility Advisory Committee.

Respectfully Submitted by:

Josh Machesney
Deputy Clerk/ Accessibility Coordinator