

Memorandum

Date: September 24, 2024

To: Members of Council

From: Kevin Klingenberg, Municipal Clerk, Corporate Services

Subject: Updates to Accessibility Advisory Committee Terms of Reference

General Committee recommended to Council at its September 10, 2024 meeting to update the Accessibility Advisory Committee Terms of Reference for the provision of 1) to adjust member qualifications to require the applicant to be a resident at the time of qualification instead of remaining a resident throughout the term, and 2) to adjust the member composition to be a minimum of five (5) members instead of five (5) members total.

The proposed By-law 2024-076 on the agenda for Council consideration captures these recommended changes. The existing terms of reference are also proposed to be converted into a by-law format. The balance of the terms of reference provisions described in the proposed by-law 2024-076 remain unchanged from the current terms of reference. Some provisions are reordered to align with the By-law format.

The purpose of converting the terms of reference into a by-law are to: 1) strengthen legislative compliance with the *Municipal Act, 2001*; 2) formalize the advisory committee; and 3) align Accessibility Advisory Committee terms of reference with that of the recently established Age-Friendly Advisory Committee through a By-Law format.

ATTACHMENTS

None.