



Committee Agenda Report

Committee Name: Accessibility Advisory Committee

Meeting Date: March 26, 2025

Submitted By: Mary Remmig, Deputy Clerk

TOPIC: Possible modifications to the Terms of Reference that can be proposed to the Ministry of Seniors and Accessibility to improve membership and attendance for the Accessibility Advisory Committee.

GOAL: To attract new members to the Accessibility Advisory Committee.

BACKGROUND: Over the last several months the Accessibility Advisory Committee has had difficulty achieving quorum (majority of members present) in order to have regular meetings. Staff are investigating options to improve membership in accordance with the Accessibility for Ontarians with Disabilities Act (AODA).

The AODA requires North Grenville to have an Accessibility Advisory Committee under Section 29 of the Act because the Municipality has a population of more than 10,000 residents. This section also requires a majority of members of the Committee be persons who identify as having a disability. This requirement impacts the options that have and can be considered to enhance membership and improve attendance.

HOW DOES THIS RELATE TO THE COMMITTEE: The Committee is unable to meet without a quorum of members present at a meeting. In order to ensure the Municipality meets their mandate under the Act, the Municipality must investigate options to ensure the Committee is meeting on a regular basis.

HOW DOES THIS RELATE TO THE COMMUNITY STRATEGIC PLAN: Council has identified Advisory Committees as an instrumental community group for building a strong, connected and vibrant community (Strategic Plan, Key Action item 2.1.2). In the case of the Accessibility Advisory Committee, the Committee is mandated under the AODA and is responsible for choosing the Planning Act site plan approvals and Town-owned initiatives, such as new park developments or building renovations, that the group would like to provide feedback on and participate in the design process to ensure accessible needs are met.

OUTCOME: Staff are looking for the Committee to brainstorm ideas of how the Terms of Reference for the committee can be modified. Proposed modifications must generally meet the intent that a majority of members must be persons that identify as having a disability. For example, parents of child with disabilities, caretakers of individuals with disabilities etc. As a reminder, not every individual on the Committee needs to identify as having a disability but a minimum 51% is required (majority).

As a note, any proposed changes to the Term of Reference must meet the intent of the Act, be endorsed by the Ministry and approved by Council By-law. This means that it may take some time to put changes into effect to ensure the Ministry is comfortable that the intent of the Act is met. During this time, the Committee may also consider recommending Council reduce the membership for the Committee for a period of time to make it easier to achieve quorum and continue meeting until membership has increased.