



## Committee of the Whole Report For the Meeting of January 10, 2019

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**To:** Committee of the Whole  
**From:** Chris Coates, City Clerk  
Fraser Work, Director of Engineering and Public Works  
**Date:** December 24, 2018  
**Subject:** Interim Terms of Reference – Accessibility Working Group

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### RECOMMENDATION

That Council approve the Interim Terms of Reference for the Accessibility Working Group

### EXECUTIVE SUMMARY

The Accessibility Working Group (AWG) was established in 2016. The terms of reference indicated that the group would meet monthly for a year and then meet semi-annually thereafter until the approval of a new Strategic Plan in 2018. In 2018, the AWG continued working with an ambitious schedule of meetings.

At the December 13, 2018 Committee of the Whole meeting Council received the Council Member Motion Report attached as Appendix A, resulting in the following motion passed at the December 13, 2018 Council meeting:

***That Council direct staff to prepare interim terms of reference for the January 10, Committee of the Whole meeting for the Accessibility Working Group that would see it conclude one month after Council approval of the Accessibility Framework.***


Council authorized the establishment of the Accessibility Framework as noted in the report attached as Appendix B. It is anticipated that the Report back on the new Framework will occur in mid Quarter 1 2019. The Framework contemplates clear direction on an Advisory Body for the future.

Attached, as Appendix C for Council's consideration are the Draft Interim Terms of Reference which will provide the AWG a foundation on which to bridge until the new Advisory Body is authorized. The purpose and functional issues have remained essentially unchanged and the only alterations (highlighted in yellow) reflect the short term nature of the AWG pending the Accessibility Framework that is being developed. Embedded in the Interim Terms of Reference are also two Council motions passed during 2018 to formalize reporting on recommendations.

Respectfully submitted,



Chris Coates  
City Clerk



Fraser Work  
Director of Engineering and Public Works



**Report accepted and recommended by the City Manager:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**List of Attachments:**

- Appendix A - Council Member Report December 13, 2018
- Appendix B – Accessibility Working Group Report January 19, 2017
- Appendix C - Draft AWG Interim Terms of Reference