



## CORPORATE SERVICES *Staff Report*

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REPORT NO: COR-2024-57

TO: Council

SUBMITTED BY: Kaitlin Bos, Manager of Legislative Services / Municipal Clerk

PREPARED BY: Kaitlin Bos, Manager of Legislative Services / Municipal Clerk

REVIEWED BY: Greg Clark, Acting CAO

DATE: December 16, 2024

SUBJECT: Committee Appointments to the Grand River Accessibility Advisory Committee (GRAAC) (2025)

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### RECOMMENDATION:

THAT Report COR-2024-57 Committee Appointments to the Grand River Accessibility Advisory Committee (GRAAC) (2025) be received for information; and

THAT Karen Hutcheson and Claire Gourlie be appointed to represent the Township of Wilmot on the Grand River Accessibility Advisory Committee (GRAAC) for a 4-year term, on until a successor is appointed ending December 31, 2028.

### SUMMARY:

The municipality is required under the Accessibility for Ontarians with Disabilities Act, 2005 (AODA) to have an accessibility advisory committee. The purpose of this report is to present the proposed community appointments for the Grand River Accessibility Advisory Committee (GRAAC) for Council's consideration. The Staff Coordination Committee reviewed the applications using a scoring rubric, based on the following criteria: experience, qualification, knowledge, diversity, time commitment acknowledgement and city of residency to make a recommendation for appointment.

### BACKGROUND:

Under the requirements of the Accessibility for Ontarians with Disabilities Act, 2005 (AODA), all municipalities with a population of 10,000 or greater are required to establish an Accessibility Advisory Committee to advise Council on the prevention, identification, and removal of barriers for persons with disabilities. The Grand River Accessibility Advisory Committee (GRAAC) is a joint committee of the Cities of Kitchener and Waterloo, the Regional Municipality of Waterloo and the Townships of North Dumfries, Wellesley, Wilmot, and Woolwich. GRAAC is appointed the task of advising the participating municipalities on accessibility planning.

At the February 12, 2024 Regular Council Meeting the Township of Wilmot Council provided the following direction to GRAAC 'THAT in subsequent recruitment Grand River Accessibility Advisory Committee makes more of a consorted effort to reach out to the Township's to ensure a fair and equitable representation.'

### REPORT:

The GRAAC Terms of Reference specify that the Committee will consist of 11-15 members of which a majority must be persons with a disability. Recruitment was conducted in fall 2024, with a goal of appointing 6 new members to fill pending vacancies.

During recruitment Township Staff representatives made increased efforts to recruit Township representatives to serve on GRAAC these efforts included:

- Social Media Campaign;
- Website News Item;
- Mayor's Announcements;
- Posters in Community Centres;
- Direct recruitment; and,
- Sharing information with organizations in our Township's that have experience and knowledge working with persons with disabilities.

The above listed efforts from Township staff representatives proved to be successful as we received applications from 3 of the 4 Area Townships, and 4 members from the Area Townships were chosen by the selection committee for appointment to serve on GRAAC.

A selection committee of staff representing the participating municipalities reviewed the applications with the use of a scoring rubric, to evaluate applications based on the following criteria: experience, qualification, knowledge, diversity, time commitment acknowledgement and city of residency to make a recommendation for appointment. Consideration was also given, where possible, to try and achieve representation of members from all the participating municipalities. The members recommended for appointment will be forwarded to the City Clerk's office for their respective municipalities, which will then be forwarded to their Council's for consideration and appointment. Pending ratification by each of the participating municipalities, including the appointments of 6 members, the committee will have a total of 15 members.

Following the conclusion of the appointments the entire list of appointed members will be forward to the Regional Clerk for the Region of Waterloo, to be shared with their members of Council.

ALIGNMENT WITH THE TOWNSHIP OF WILMOT STRATEGIC PLAN:

Goal 2: Healthy Community

FINANCIAL CONSIDERATIONS:

There are no financial considerations.

ATTACHMENTS:

None.