



Report to: General Committee

Meeting Date: February 27, 2024

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**SUBJECT:** Request for Approval of Revised Terms of Reference for Markham Accessibility Advisory Committee

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**PREPARED BY:** Victoria Chai, Assistant City Solicitor, ext 7781  
Dana Honsberger, Project Manager, Sustainability & Asset Management, ext 2331

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**RECOMMENDATION:**

- 1) That the report titled “Request for Approval of Revised Terms of Reference for Markham Accessibility Advisory Committee” be received;
- 2) That the name of the “Markham Advisory Committee on Accessibility” be changed to the “Markham Accessibility Advisory Committee”;
- 3) That the revised Terms of Reference for the Markham Accessibility Advisory Committee be approved in substantial conformity with the Terms of Reference attached as Appendix A; and
- 4) That Staff be authorized and directed to do all things necessary to give effect to this resolution.

**PURPOSE:**

This report seeks Council approval of the revised Terms of Reference for the Markham Advisory Committee on Accessibility, and approval of a name change to the “Markham Accessibility Advisory Committee” (the “Committee”).

**BACKGROUND:**

The Committee is an advisory committee that advises Council on the requirements and implementation of accessibility standards and other legislated requirements in the *Accessibility for Ontarians with Disabilities Act, 2005* (the AODA).<sup>1</sup>

**DISCUSSION:**

The Committee Terms of Reference sets out the framework and procedures for the Committee’s role, membership, and scope of work. The Terms of Reference were last updated in 2007. The legislation has since changed, and the Terms of Reference have now been revised to reflect the new requirements of the current legislation. The revised Terms of Reference confirm the Committee’s mandate of providing advice to Council and to act as an advisor to Council. The Committee was consulted in the preparation of the revised Terms of Reference and their feedback has been incorporated.

On November 27, 2023, the Committee met and resolved to change its name from the “Markham Advisory Committee on Accessibility” to the “Markham Accessibility

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<sup>1</sup> Accessibility for Ontarians with Disabilities Act, 2005, S.O. 2005, c. 11

Advisory Committee”. The name change is proposed in order to maintain consistency with the AODA and other municipalities’ accessibility advisory committee’s names.

**FINANCIAL CONSIDERATIONS**

Not applicable

**HUMAN RESOURCES CONSIDERATIONS**

Not applicable

**ALIGNMENT WITH STRATEGIC PRIORITIES:**

Building Markham’s Future Together; Diversity Action Plan.

**BUSINESS UNITS CONSULTED AND AFFECTED:**

Legal Services, Legislative Services & Communications, Sustainability & Asset Management

**RECOMMENDED BY:**

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Claudia Storto  
City Solicitor and Director of People Services

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Trinela Cane  
Commissioner, Corporate Services

**ATTACHMENTS:**

Appendix A – Terms of Reference for Markham Accessibility Advisory Committee