



City of
Peterborough

To: Members of the Accessibility Advisory Committee

From: Sarah Mackillican Communication Coordinator

Meeting Date: March 3, 2021

Subject: Report AAC21-007
Built Environment Sub-Committee Membership Update

Purpose

A report to provide information about the current status of members of the Built Environment Sub-Committee.

Recommendation

That the Accessibility Advisory Committee (AAC) approve the recommendation outlined in Report AAC21-007 dated March 3, 2021, of the Communication Coordinator, as follows:

That the AAC approve extending the current terms for Andrea Dodsworth and Janet Dawson/Peterborough Public Health representative for six months (until September 2021).

Budget and Financial Implications

There are no budgetary or financial implications associated with the recommendation.

Background

The Built Environment Sub-Committee currently has seven members, with two members' terms that expired on December 2020. As identified in the Terms of Reference, the Sub-Committee should have a maximum of nine and a minimum of seven voting members and shall include:

- A chair that has been appointed by the AAC and is a member of the AAC
- At least one other AAC member
- Representation from at least two community agencies that work with people with disabilities
- A minimum of two individuals who have declared a disability
- A technical expert (For example. architect, landscape architect, architectural technologist or engineer)
- Other members as appropriate with a special interest in persons with disabilities and accessible facilities
- A staff representative from the Building Division (non-voting member)

Terms of Members of the Built Environment Sub-Committee

Jeff Chalmers has agreed to extend his term for one year (per February 3, 2021 Report AAC21-003). Neil Campbell has not yet confirmed the requested extension.

After the February 3, 2021 AAC meeting, the Communication Coordinator contacted all current members of the Built Environment Sub-Committee. Most are prepared to meet electronically beginning in March 2021. In response to the communication, two members expressed interest in staying on the Committee but were not able to begin work in March due to pandemic-related work demands. Both Andrea Dodsworth and Janet Dawson have asked that their terms be temporarily suspended and suggested that in September they might be able to participate again.

We recommend that these two members have their terms temporarily suspended for a six-month period. The Communication Coordinator will follow up with both members in August to confirm if they are able to resume participation for September 2021.

Requirements for quorum of this committee's meetings are not outlined in the Terms of Reference (attached, Appendix A). The issue of suspended membership is not articulated in the Built Environment Sub-Committee Terms of Reference.

Submitted by,

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Attachment:

Appendix A – Terms of Reference, Built Environment Sub-Committee