

**REPORT TO GOVERNANCE COMMITTEE
MEETING OF WEDNESDAY, DECEMBER 06, 2023**

SUBJECT Appointment of Liaison to Accessibility Advisory Committee

ISSUE SUMMARY

Appoint a liaison between the Accessibility Advisory Committee and the Governance Committee.

BACKGROUND

On April 12, 2023, the CRD Board approved the Accessibility Advisory Committee (AAC) Terms of Reference (Appendix A). The Terms of Reference states that *“The Governance Committee will recommend AAC member appointments to the CRD Board for up to a two-year term; and appoint a member as the liaison between the AAC and the Governance Committee.”*

The Governance Committee must appoint one of its members to the Accessibility Advisory Committee for one or two-year term. The Committee meets every two months on the third Tuesday at 1:00 pm. The next meeting is January 16, 2024. For additional information, please refer to the previous staff report dated April 5, 2023 (Appendix B).

ALTERNATIVES

Alternative 1

The Governance Committee recommends to the Capital Regional District Board:
That Director [X] be appointed as the Governance Committee liaison to the Accessibility Advisory Committee for a one-year term ending December 31, 2024.

Alternative 2

That this report be referred back to staff for additional options on appointing a CRD liaison to the Accessibility Advisory Committee.

RECOMMENDATION

The Governance Committee recommends to the Capital Regional District Board:
That Director [X] be appointed as the Governance Committee liaison to the Accessibility Advisory Committee for a one-year term ending December 31, 2024.

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| Submitted by: | Marlene Lagoa, MPA, Manager, Legislative Services & Deputy Corporate Officer |
| Concurrence: | Kristen Morley, J.D., General Manager, Corporate Services & Corporate Officer |
| Concurrence: | Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer |

ATTACHMENT(S)

Appendix A: Accessibility Advisory Committee Terms of Reference
Appendix B: Previous Staff Report dated April 5, 2023