

Advisory Committee of Council Staff Report



To Accessibility Advisory Committee
Date Tuesday, August 20, 2024
Subject **AAC Member Handbook – Appendix A Review**

Recommendation

1. That the Accessibility Advisory Committee (AAC) consider and provide feedback on the two staff recommended edits to Appendix A captured in Attachment 1 of this report.
 2. That the AAC review Appendix A of the Member Handbook and connect with staff by September 6, 2024, if interested in making changes to a section of the Appendix.
 3. That the AAC provide staff with their feedback and recommendations for discussion at the October 15, 2024 AAC meeting.
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Executive Summary

Purpose of Report

To provide the Accessibility Advisory Committee with the opportunity to review Appendix A of the Member Handbook.

Key Findings

- Annually, the AAC review Appendix A of the Member Handbook. Through their review, the AAC have the opportunity to share valuable information with new and current AAC members.
- Staff have reviewed Appendix A and recommend adding some form of definition of intersectionality and determining where it should live within the Appendix, as well as one minor edit to the existing Introduction section for the AAC to consider in their review of Appendix A.

Strategic Plan Alignment

This report's purpose and key findings align with the Strategic Plan priority area of People and Economy.

Also noting that the City's Strategic Plan values highlight Inclusion – Stronger for Our Differences – as well as Learning – Always Learning.

Reviewing Appendix A of the Member Handbook annually contributes to the City's commitment to celebrating a diverse and equitable community.

Financial Implications

None.

Report

Every year, the AAC reviews Appendix A of the Member Handbook. Appendix A is a section that the AAC utilizes as a communication tool to introduce the various barriers individuals with disabilities may encounter. In providing the opportunity to review Appendix A, we ensure that it remains meaningful, relevant and reflective of the current understanding of these barriers to empower members to continue to foster an inclusive and supportive environment.

Based on the staff review of Appendix A, we recommend:

- Adding a clear definition of 'intersectionality'. A draft definition has been created in plain language to ensure it is accessible and easy to understand for everyone. The draft definition is highlighted at the beginning of Attachment 1.
- Revising the last sentence of the second paragraph of the Introduction. This recommended edit is reflected in Attachment 1. The text that is to be removed is stroked through, and the text that is to be added is highlighted.

If you are interested in reviewing a section of Appendix A, please email accessibility@guelph.ca by September 6, 2024.. To be efficient, we will help connect members that are interested in reviewing the same section. Edits will be made available to the AAC on October 8, 2024. The recommended edits will be discussed at the October 15, 2024, AAC meeting.

The committee will have the opportunity to review the full Member Handbook in the new year (2025) when the City Clerk's Office returns to with next steps regarding the ACOC Framework.

Consultations

Accessibility Advisory Committee

Attachments

Attachment-1 – Accessibility Advisory Committee Member Handbook_Appendix A

Attachment-2 – Presentation_AAC Member Handbook, Appendix A Review

Report Author

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