

## Staff Report 2024-0450

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Meeting Date: October 1, 2024

Subject: Proposed 2025 Age-Friendly Advisory Committee Meeting Dates

Submitted By: Kevin Klingenberg, Municipal Clerk, Corporate Services

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### RECOMMENDATION

That the 2025 Council and Committee Meeting Schedule include the proposed Age-Friendly Advisory Committee meeting dates as set out in Staff Report 2024-0450.

### REPORT HIGHLIGHTS

- A proposed schedule for the 2025 Age-Friendly Advisory Committee, including bi-monthly meetings on the last Wednesday of each month at 10 a.m., in accordance with the committee's established format.

### DISCUSSION

The Age-Friendly Task Force was dissolved in May 2024, and the Age-Friendly Advisory Committee was established through approval of [Staff Report 2024-0098: Proposed Age-Friendly Advisory Committee](#). The Committee schedule was updated to have meetings scheduled bi-monthly, except for the months of July and August.

The 2024 meeting schedule for the Age-Friendly Advisory Committee (AFAC) is currently held the day following Town Council, resulting in meeting minutes and recommendations made by AFAC being presented for Council Decision the following month.

### Option/Analysis

Advisory committees should be held during the last week of the month, as it gives opportunity to have recommendations report directly to the next General Committee, which typically occurs on the first or second week of the month. The recommendations considered at the General Committee are then approved at the following Council meeting later in the month.

It is recommended that Age-Friendly Advisory Committee meetings for 2025 be scheduled as follows:

- Wednesday, January 29, 2025 10 am
- Wednesday March 26, 2025 10 a.m.
- Wednesday, May 21, 2025 10 a.m.
- Wednesday, September 24, 2025 10 a.m.
- Wednesday, November 26, 2025 10 a.m.

**Alternative Options**

Committee members may determine an alternative individual date and time if the recommended times conflict with their own schedules, or move the proposed date and time during the week to an alternative that is more compatible with their schedules.

**FINANCIAL IMPLICATIONS**

None.

**COUNCIL WORK PLAN**

**Strategic Plan 2023-2035**

This report is directly related to the following priority in Caledon's 2023-2035 Strategic Plan:

Service Excellence and Accountability

Scheduling provides accountability and certainty to the public on advisory committee meetings.

Details about Caledon's 2023-2035 Strategic Plan can be found at [caledon.ca/strategicplan](https://caledon.ca/strategicplan).

**ATTACHMENTS**

None.