

Staff Report 2024-0447

Meeting Date: September 9, 2024

Subject: Proposed 2025 Accessibility Advisory Committee Meeting Dates

Submitted By: Anuneet Dhindsa, Coordinator, Council and Committee Services, Corporate Services

RECOMMENDATION

That the 2025 Council and Committee Meeting Schedule include the proposed Accessibility Advisory Committee meeting dates as set out in Staff Report 2024-0447.

REPORT HIGHLIGHTS

- A schedule for the 2025 Accessibility Advisory Committee meetings that is compatible for an advisory committee format is proposed for every other month on the last Monday of the month at 5:00 p.m.

DISCUSSION

Background

The Accessibility Advisory Committee was updated in December 2022 to have meetings held bi-monthly through approval of [Staff Report 2022-0459: Proposed Changes to Advisory Committees of Council](#).

Issues Statement

The 2024 meeting schedule for the Accessibility Advisory Committee (AAC) is held the day before General Committee, resulting in meeting minutes and recommendations made by AAC being presented for Council decision the next month. There can be resulting issues in obtaining timely approvals for resource requests on Accessibility projects.

Option/Analysis

Advisory committees ideally are held during the last week of the month as it gives time for advisory committee recommendations to be reported into General Committee, which occurs on the first or second week of the month. The recommendations considered at General Committee are then recommended for approval at the following Council meeting later in the month.

It is recommended that the 2025 Accessibility Advisory Committee meetings be scheduled as follows:

- Monday, January 27, 2025 5:00 pm
- Monday, March 31, 2025 5:00 pm

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- Monday, May 26, 2025 5:00 p.m.
- Monday, July 28, 2025 5:00 p.m.
- Monday, September 29, 2025 5:00 p.m.
- Monday, November 24, 2025 5:00 p.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 alternate 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 committee meetings.

Details about Caledon's 2023-2035 Strategic Plan can be found at caledon.ca/strategicplan.

ATTACHMENTS

None.