

Committee of the Whole (2) Report

DATE: Tuesday, April 18, 2023 **WARD(S):** ALL

**TITLE: ACCESSIBILITY ADVISORY COMMITTEE - REVISION OF
TERMS OF REFERENCE TO AMEND MEETING SECTION
(TRANSMITTAL REPORT)**

FROM:

Accessibility Advisory Committee

ACTION: DECISION

Purpose

To seek Council's consideration to revise the Accessibility Advisory Committee Terms of Reference to amend the meeting section with respect to the day of the month in which the meetings would take place.

Report Highlights

- The Committee is requesting an amendment to the Terms of Reference to change the day in which the meeting would take place to Mondays rather than Tuesdays.
- The change is better suited, as Council and Committee meetings take place on Tuesdays.

Recommendations

The Accessibility Advisory Committee forwards the following recommendation from its meeting of March 27, 2023, for Council's consideration:

- 1) That the Accessibility Advisory Committee Terms of Reference be revised, under the Meetings section, as follows:
Meetings are usually held on the last Monday of every other month at 7:00 p.m. or at the call of the Chair. No meetings are scheduled for July and August.

Background

The Accessibility Advisory Committee meetings were scheduled on Tuesdays, but these meeting often occurred on the same day as Council and Committee of the Whole meetings, therefore changing these meetings to Mondays would avoid any conflicts in schedules.

Previous Reports/Authority

None.

Analysis and Options

The Accessibility Advisory Committee meetings that were scheduled for Tuesdays, were required to be changed as they conflicted with other meetings, therefore, the Committee is seeking Council's consideration to amend the meeting day to Mondays.

Financial Impact

None.

Operational Impact

The updated meetings dates were reviewed with the Office of the Chief Human Resources Officer, Diversity & Inclusion Officer, who is the staff resources for the Accessibility Advisory Committee.

Broader Regional Impacts/Considerations

There are no broader regional impacts and/or considerations resulting from this report.

Conclusion

This report is submitted on behalf of the Accessibility Advisory Committee, seeking Council's consideration to amend the Terms of Reference to change the meeting day to Mondays.

For more information, please contact Todd Coles, City Clerk, ext. 8281

Attachments

None.

Prepared by

Adelina Bellisario, Council/Committee Administrator, ext. 8698