

June 10, 2019

To: Members
Accessibility Advisory Committee

Re: Consideration of Meeting Dates and Times

RECOMMENDATION

1. That 2019 meetings of the Accessibility Advisory Committee be held at 4:00 p.m. on the following dates:
 - September 16
 - November 18
2. That the first meeting of the Accessibility Advisory Committee in 2020 be held on Monday, January 13, at 4:00 p.m.

CONCLUSION

The Committee should review the information contained within this report and confirm the proposed meeting dates for 2019.

BACKGROUND

City Council, at its meeting held on December 17, 2018, approved the meeting schedule for 2019. A calendar which lists approved meeting dates for City Council and Committees is attached as Appendix “A”. Their schedule is set each year in accordance with the provisions of *The Procedure Bylaw, 9004*. The purpose of this report is to facilitate the establishment of 2019 regular meeting dates for the Accessibility Advisory Committee.

DISCUSSION

The Accessibility Advisory Committee should establish its regular meeting schedule for 2019, with the dates selected:

- to allow timely submission of reports to City Council or other committees
- to avoid conflict with other scheduled meetings, such as the Executive Committee
- to fit the schedules of Committee members.

It is also proposed that the Accessibility Advisory Committee select a date for its first meeting in 2020. Based on this year’s meeting schedule, it is proposed the committee hold its first meeting of 2020 on Monday, January 13 at 4:00 p.m.

RECOMMENDATION IMPLICATIONS

Financial Implications

None with respect to this report.

Environmental Implications

None with respect to this report.

Strategic Implications

None with respect to this report.

Other Implications

None with respect to this report.

Accessibility Implications

None with respect to this report.

COMMUNICATIONS

An updated calendar will be circulated which includes the meeting dates of City Council and all committees. This calendar will be provided to the local media and any other interested parties who request the information.

DELEGATED AUTHORITY

The Accessibility Advisory Committee has the authority to establish a meeting schedule.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Jim Nicol', with a stylized flourish at the end.

Jim Nicol,
City Clerk