

DATE OF MEETING NOVEMBER 24, 2021

AUTHORED BY SKY SNELGROVE, STENO COORDINATOR AND DEPUTY  
CORPORATE OFFICER

**SUBJECT 2022 ADVISORY COMMITTEE ON ACCESSIBILITY AND  
INCLUSIVENESS KEY DATE CALENDAR**

## **OVERVIEW**

### **Purpose of Report:**

To present the Advisory Committee on Accessibility and Inclusiveness with the 2022 Key Date Calendar for information.

## **BACKGROUND**

Each year a meeting schedule is prepared for the upcoming year. The Key Date Calendar is prepared in accordance with "Council Procedure Bylaw 2018 No. 7272" which states that the Corporate Officer is responsible for establishing a regular schedule of committee meetings.

## **DISCUSSION**

The 2022 schedule is based on the 2021 schedule with Advisory Committee on Accessibility and Inclusiveness Meetings held on select Wednesdays, generally every two months, from 4:00 p.m. to 6:00 p.m. Meetings are scheduled in the Boardroom, Service and Resource Centre; however, the meeting method (in person or electronic) may be adjusted based on public health guidelines. The committee is currently meeting electronically and staff expect electronic meetings to continue for the foreseeable future. Where revisions to the schedule are required, notice must be provided and the key date calendar updated.

Due to member terms expiring mid October and the October 15, 2022 municipal election, the committee's last meeting will be held in September 2022.

Due to the limited availability of Staff and Council's meeting commitments, there is little flexibility to adjust the meeting dates. Any proposed changes will be reviewed by the Corporate Officer prior to the calendar being adjusted.

## **CONCLUSION**

Invitations will be distributed once the committee receives the calendar. The calendar was received by Council at their October 18, 2021 Council Meeting.

### **SUMMARY POINTS**

- Advisory Committee on Accessibility and Inclusiveness meetings are scheduled on select Wednesday's from 4:00 p.m. to 6:00 p.m.
- Meetings are scheduled to be held in the Boardroom, Service and Resource Centre; however, based on public health guidelines the meeting method may be adjusted.

### **ATTACHMENTS**

Attachment A: 2022 Advisory Committee on Accessibility and Inclusiveness Committee Key Date Calendar

#### **Submitted by:**

Sheila Gurrie,  
Director, Legislative Services

#### **Concurrence by:**

Richard Harding  
General Manager, Parks, Recreation and  
Culture

Lynn Wark,  
Director, Recreation & Culture