



Mayor M. Morrison (arrived at 9:50 a.m. - municipal business)
D. Beffort
N. deBoer
A. Groves (arrived at 10:55 a.m., left at 1:00 p.m. – illness)
G. McClure
R. Paterak
J. Payne (absent)
A. Thompson
R. Whitehead (arrived at 9:35 a.m.)

Chief Administrative Officer: D. Barnes
Director of Administration/Town Clerk: K. Landry
Deputy CAO/Director of Corporate Services/Treasurer: R. Kaufman
Fire Chief: B. Bigrigg
Municipal Solicitor/Prosecutor: C. Grant
Manager of Policy: T. Salter
Chief Building Official: G. Middlebrook
Manager of Economic Development/Communications: N. Lingard
Director of Recreation and Property Services: E. Eglite
Deputy Treasurer: F. Wong
Research & Project Co-ordinator: S. Dolson

1. **CALL TO ORDER**

The Chair called the meeting to order at 9:20 a.m.

2. **APPROVAL OF AGENDA**

Moved by R. Paterak – Seconded by G. McClure

301-2009

That the agenda for the May 19, 2009 Council Workshop Meeting be approved; and

That Council convene into Council Workshop.

Carried.

3. **DISCLOSURE OF PECUNIARY INTEREST** – none stated.

4. **COUNCIL WORKSHOP**

1. Council Procedures

Karen Landry, Director of Administration/Town Clerk reviewed the following components of the Procedural By-law:

- General Section and Definitions
- Inaugural, Regular and Special meetings
- Suspension of Rules
- Calling a meeting to order and quorum
- Council proceedings
- Delegations
- Petitions and communications
- Establishment of committees
- Confidentiality provisions
- Standardization of committee agendas and minutes
- Closed meeting requirements
- 2010 schedule
- Council/committee operating structure review

2. Accessibility – Customer Service Standards

Colleen Grant, Municipal Solicitor/Prosecutor provided an update on the Accessibility for Ontarians with Disabilities Act, specifically regarding accessibility standards for customer service and the requirements to be met by January 1, 2010. Requirements of the Act are:

- Establish policies, practices and procedures
- Set a policy on allowing people to use personal assistive devices

- Use reasonable efforts to ensure that the Town's policies, practices and procedures are consistent with the core principles of independence, dignity, integration and equality of opportunity
- Communicate with a person with a disability in a manner that takes into account his or her disability
- Allow people with disabilities to be accompanied by their guide dog or service animal unless prohibited by law
- Allow people with disabilities to be accompanied by support person
- Where admission fees are charged, provide notice ahead of time for support person
- Provide notice when facilities are temporarily disrupted
- Establish process for people to provide feedback
- Notify customers that documents required under the customer service standard are available upon request
- When giving documents required to a person with a disability, provide the information in a format that takes into account the person's disability
- Document in writing all policies, practices and procedures for providing accessible customer service
- Training of staff, volunteers, contractors and any other people who interact with the public or third parties or who are involved in developing policies, practices and procedures
- Train current employees, agents, volunteers etc. by January 1, 2010
- New employees, agents, volunteers etc. to be trained as soon as practicable after being assigned duties that trigger the training requirements
- Ongoing training on changes to policies, procedures, new equipment, etc.

3. Preliminary Budget Schedule

Ron Kaufman, Treasurer/Director/Deputy CAO outlined the process to be followed for the 2010 Budget.

Key dates include:

- Council Workshops at the end of October
- Budget meetings on November 10 and 24, 2009
- Town Hall Budget Meetings on December 1 and 3, 2009
- Final Budget Approval on December 8, 2009

A Report establishing additional Workshops and Town Hall meetings will be brought forward to Council.

4. Fire Platooning

Brad Bigrigg, Fire Chief reviewed the Platoon System for small or composite fire departments and highlighted the following:


- The purpose and intent
- Issues and concerns
- Solutions
- Interim results
- Program evaluation

5. Caledon Community Work Plan


Sandra Dolson, Research & Project Coordinator reviewed the draft 2006-2010 Caledon Community Work Plan Status Chart.

5. **ADJOURNMENT**

On verbal motion moved by Mayor Morrison, Council adjourned at 2:33 p.m.



Nick deBoer, Chair



Karen Landry, Clerk

