

Staff Report



To City Council
Service Area Corporate Services
Date Tuesday, December 16, 2025
Subject **December 2025 Public Appointments to Advisory Committees of Council**

Recommendation

1. Motions regarding appointments to the Accessibility Advisory Committee, Economic Development and Tourism Advisory Committee, and the Transportation Advisory Committee will be brought forward following City Council's closed meeting discussion on December 16, 2025, regarding closed staff report 2025-577 December 2025 Public Appointments to Advisory Committees of Council.

Executive Summary

Purpose of Report

To appoint three members to the Accessibility Advisory Committee (AAC).

To appoint one member to the Economic Development and Tourism Advisory Committee (EDTAC).

To appoint one member to the Transportation Advisory Committee (TAC).

Key Findings

The City Clerk's Office was directed by Council on March 25, 2025, to start recruiting to fill vacancies for the seven redesigned Advisory Committees of Council (ACOCs). While each ACOC has sufficient members to reach the minimum requirements for quorum, the recruitment has been extended to encourage more applicants and fill the outstanding vacancies for three Advisory Committees, namely the AAC the EDTAC, and the TAC.

Following the resignation of three AAC members, the current AAC membership stands at seven members. Both the EDTAC and TAC currently have ten members.

The City Clerk's Office received applications for the AAC, EDTAC and TAC during the ongoing open application period from March 31, 2025 to November 14, 2025. The staff liaisons of the AAC are recommending appointing three applicants, and the staff liaisons of EDTAC and TAC suggest appointing one applicant to EDTAC and TAC respectively.

With a target membership of 11 members, the City Clerk's Office will continue recruitment efforts to fill the remaining vacancy on the AAC.

Strategic Plan Alignment

This report supports the Strategic Plan through Foundations - Lead with Accountability, by reviewing the continued effectiveness of Council processes and its Advisory Committees, as well as fostering a culture of continuous improvement.

Financial Implications

None.

Report

The City Clerk was directed to conduct further recruitment for Advisory Committees of Council that have outstanding vacancies, after appointing 58 members for the seven redesigned ACOCs on May 27, 2025. Through a combination of resignations and ongoing vacancies, one position on the EDTAC and TAC remained, as well as three positions on the AAC. After considering the applications received during the extended application period, the staff liaisons of the AAC, EDTAC and TAC recommend appointing three members to the AAC and one applicant to EDTAC and TAC.

Advisory Committee Ongoing Data Collection on Race, Gender and Disability

The City Clerk's Office has set a long-term goal of increasing the participation of equity-deserving groups on ACOCs with the aim to improve the diversity of ACOC members and make them more representative of the larger Guelph community in terms of indigenous identity, race, gender, and disability. Since November 2020, the City Clerk's Office began voluntarily collecting demographic data from committee applicants on indigenous identity, race, disability, and gender.

Summary of Applications for the Newly Created ACOCs

Including the new applications for the AAC, EDTAC and TAC, the City received a total of 116 applications in 2025, 113 of those being unique applicants, and 111 completed the diversity questionnaire.

The table below summarizes data received for the current members appointed to the City of Guelph's various ACOCs, as well as the City of Guelph's 2021 census of population data.

Table 1-Applicant’s demographic data from 2025 applications

Applicants’ Demographic Characteristic	Current Appointed Members (% based on 63 members)	City of Guelph 2021 Census of Population data (% based on total population of 144,356)
Indigenous identity	1 (1.6%)	1.5%
Visible minority	10 (15.8%)	25%
Gender: Woman (Cisgender)	32 (50.8%)	51%
Gender: Man (Cisgender)	23 (36.5%)	49%
Gender: Woman/transgender	0 (0%)	Less than 1%
Gender: Man/transgender	1 (1.6%)	Less than 1%
Gender: Non-binary	2 (3.2%)	Less than 1%
Gender: Gender Diverse (gender-fluid), Two-Spirit	1 (1.6%)	Unknown
Gender: Other	0 (0%)	Unknown
Gender: Prefer not to answer	5 (7.9%)	Unknown

Table 2-Applicant’s demographic data (disability) from 2025 applications

Applicants’ Demographic Characteristic	Recommended Appointments (% based on 63 recommendations)	2022 Canadian Survey on Disability Data
Persons self-identify themselves with a disability	13 (20.6%)	27% of the Canadian population aged 15 years and over have one or more disabilities

Accessibility Advisory Committee

Meetings: The Accessibility Advisory Committee will meet up to monthly, on the third Tuesday of each month at 3:00 pm, as required and excluding August.

The [Accessibility Advisory Committee](#) (AAC) contributes strategic input and advice to City Council and City staff on matters outlined in the Accessibility for Ontarians

with Disabilities Act (AODA). The Act includes the Integrated Accessibility Standards and awareness of the Ontario Human Rights Code. In accordance with the AODA, the AAC shall advise and assist the City on the requirements within the AODA and related legislation. The AAC can advise on promoting and facilitating an inclusive and equitable community that is universally accessible. This aim shall be achieved through the review of municipal policies, programs and services and the identification, removal and prevention of barriers faced by persons with disabilities.

The AAC shall consist of 11 members appointed by Guelph City Council as per the Public Appointment Policy. The majority of the members (minimum of six) shall be persons with disabilities.

The staff liaisons for the AAC are Manager, Equity and Community Investment and Supervisor, Accessibility Services.

Economic Development and Tourism Advisory Committee

Meetings: The Economic Development and Tourism Advisory Committee (EDTAC) will meet up to monthly, on the second Tuesday of the month, at 3:00 pm, as required and excluding August.

The [Economic Development and Tourism Advisory Committee](#) (EDTAC) contributes strategic input and advice to City Council and City staff on matters pertaining to economic development and tourism strategic priorities in the City of Guelph and other corporate master and strategic plans, policies, initiatives or regulatory changes that may affect Guelph's employers. The EDTAC shall consist of 11 members appointed by Guelph City Council as per the Public Appointment Policy.

The staff liaisons for the EDTAC are the Manager, Tourism and Destination Development and the Manager, Economic Development.

Transportation Advisory Committee

Meetings: The Transportation Advisory Committee (TAC) will meet up to monthly, on the third Thursday of the month at 5:30 pm, as required and excluding August.

The [Transportation Advisory Committee](#) (TAC) contributes strategic input and advice to City Council and City staff on advancing a safe, multimodal, equitable, sustainable, complete, affordable transportation system. The TAC shall consist of 11 members appointed by Guelph City Council as per the Public Appointment Policy.

The staff liaisons for the TAC are the Manager of Transit Business Services, the Manager of Transit Network Design and Control Centre and the Parking and Transportation Policy Advisor

Financial Implications

None.

Consultations and Engagement

AAC staff liaisons were consulted:

Alex Goss, Manager, Equity and Community Investment

Leanne Warren, Supervisor, Accessibility Services

EDTAC staff liaisons were consulted:

Alex Jaworiwsky, Manager, Tourism and Destination Development

Christine Chapman, Manager, Economic Development

TAC staff liaisons were consulted:

Helya Oghabi, Policy Advisor, Parking and Transportation

Laura Bragues, Manager, Transit Network Design and Control Centre

Attachments

None.

Departmental Approval

None.

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