



City of Pitt Meadows
Terms of Reference
Community Support & Accessibility Committee

CHIEF ADMINISTRATIVE OFFICER REVIEW / APPROVAL:

1) Establishment & Quorum

- a) The Community Support & Accessibility Committee is advisory and is given authority through the City Committees Policy C102.
- b) The 'Community Support Select Committee' was originally established by Council resolution on September 22, 2020 to provide a communication platform between City Council and community organizations.
- c) The Committee was renamed the 'Community Support & Accessibility Committee' by Council resolution on May 30, 2023, and its mandate broadened to respond to new municipal requirements established by the *Accessible British Columbia Act*.
- d) Quorum is established as more than 50% of voting members.

2) Mandate

- a) The mandate of the Committee is to:
 - i. Build relationships, enhance dialogue and information sharing between Council and community organizations who provide support services to Pitt Meadows residents;
 - ii. Advise the City on the identification, removal and prevention of barriers for persons with disabilities; and
 - iii. Advise the City on the development and update of its Accessibility Plan.

3) Membership

- a) Voting Members
 - i. The Committee will be comprised of the following voting members:
 - (1) Two (2) Council Liaisons, who will share the role of Chair; and
 - (2) One (1) representative per community organization that provides or coordinates supportive services to Pitt Meadows residents, endorsed by the CAO.
- b) A community organization is authorized to send a delegate to a meeting to act in their place from time to time.
- c) A representative from the q̓ic̓əy̓ (Katzie) First Nation will have a standing invitation to participate in Committee meetings as a voting member.
- d) In accordance with the *Accessible BC Act*, the Committee will, to the extent possible:
 - i. Have at least half of the membership comprised of persons with disabilities or individuals who support, or are from organizations that support, persons with disabilities;
 - ii. Reflect the diversity of persons with disabilities in the community; and

iii. Have at least one member who is an Indigenous person.

d) Non-Voting Members

i. The Committee may include the following non-voting members:

(1) One (1) Committee Clerk;

(2) One (1) or more Staff Liaisons; and

(3) Other staff resources as appointed and deemed advantageous by the CAO.

4) Term

a) Except for the Council Liaisons, appointments to the Community Support & Accessibility Committee will be for a two (2) year term, unless otherwise determined by the CAO.

5) Budget

a) There is no budget assigned to the Community Support & Accessibility Committee.