

Committee Approval Date: April 28, 2025

Council Approval Date: May 5, 2025

1. PURPOSE

The Accessibility Committee is a Select Committee of Council established pursuant to section 9(1) of the *Accessible British Columbia Act S.B.C. 2021, Chapter 19* to assist the Village in identifying barriers to individuals in or interacting with the Village, to advise the Village on how to remove and prevent such barriers and to provide recommendations and advice to Council on matters relating to the Village's Accessibility Plan.

2. PROCEDURES

Save with respect to matters expressly dealt with or provided for in this Terms of Reference, the Committee will conduct its proceedings in accordance with the procedures established by Council Procedure Bylaw No. 1216, 2025.

3. MEMBERSHIP

- (a) In accordance with section 9(2) of the *Accessible British Columbia Act*, the Committee's membership will, to the extent possible, have members who are selected in accordance with the following goals:
 - (i) At least half of the members are persons with disabilities or individuals who support, or are from organizations that support, persons with disabilities
 - (ii) Members reflect the diversity of persons with disabilities in BC
 - (iii) At least one member is an Indigenous person
 - (iv) Members reflect the diversity of persons in BC
- (b) The Committee will consist of up to five (5) voting members, as appointed by Council. One (1) member will be a member of Council.

4. MEETINGS

- (a) Meetings will be scheduled at the call of the Chair and the Committee will structure its activities so as to meet at least three (3) times per year.
- (b) Notwithstanding section 4(a), the Chair may call a meeting at any time.
- (c) The Committee will ordinarily meet in Council Chambers at the Village Office, 495 Hot Springs Road, Harrison Hot Springs, however, it may also meet at Memorial Hall, 290 Esplanade Avenue, Harrison Hot Springs if required as determined by the Chair.
- (d) If a Committee member is absent for two (2) consecutive meetings without leave of the Chair, that Committee member may be disqualified from holding office as a Committee member. This section is not applicable in the case of illness or injury

which impedes the Committee member's ability to attend and participate in meetings.

- (e) Provided that the Village is able to facilitate electronic participation, meetings will be live-streamed via Zoom video conference but will not be uploaded to the Village's Youtube page.

5. RESPONSIBILITIES

- (b) The Committee will consider the following or other matters as directed by Council:
 - (i) Provide advice on the Village's Accessibility Plan and how to identify, remove and prevent barriers
 - (ii) Bring forward items of interest in improving accessibility within the Village
 - (iii) Monitor changes to the *Accessible British Columbia Act*
 - (iv) Make recommendations to the Village on a regular basis to continue accessibility initiatives
 - (v) Respond to and consider accessibility feedback received by the Village
- (c) In the provision of their services to the Village, the Committee and its members have a responsibility to act in the best interests of the Village and in accordance with bylaws, procedures, policies and guidelines established by the Village.

6. REPORTING AND AUTHORITY

- (a) The Chair will act as the spokesperson for the Committee.
- (b) The Committee does not have the authority to directly change bylaws or policies.
- (c) All recommendations requiring Council's consideration will be forwarded to Council via a written report from the Chair at the next Regular Council Meeting.