

COMMUNITY ENGAGEMENT, CULTURE AND INCLUSION COMMITTEE TERMS OF REFERENCE

Purpose

To provide Council with advice and recommendations on issues related to community engagement, accessibility, and inclusiveness, as outlined below, and as aligned with the Corporate Strategic Plan.

Mandate

The Committee will provide advice and recommendations, on the request of Council, in the following areas.

- The development or enhancement of age-friendly policies, services, and programs;
- The development, and subsequent reviews, of an accessibility plan as defined in the Accessible British Columbia Act;
- Development of a mechanism for public feedback on accessibility;
- The enhancement of interest and participation at Anmore's public meetings and community events;
- The protection or enhancement of Anmore's heritage;
- Any other matters referred by Council; and
- Other areas identified by the Committee for approval by Council.

Decisions of the Committee are advisory and are not binding on the Village. Comments or decisions of the Committee must be in a form of a recommendation, and will be referred to Council for consideration after the respective Committee minutes have been adopted, unless otherwise directed by the Chief Administrative Officer. Where Committee members are not in favour of a recommendation, dissenting comments must be noted in the Committee minutes.

Membership

One (1) Council member will be Chair, as appointed by the Mayor. The Committee will consist of up to a maximum of six (6) volunteer members as appointed by Council. Per Section 9 of the Accessible British Columbia Act, members of the Committee should reflect the diversity of persons with disabilities in BC. The committee will be comprised of at least four (4) persons with disabilities or individuals who support persons with disabilities or represent organizations that support persons with disabilities, at least one (1) Indigenous community member, and one (1) community member at large. Membership is open to all residents and non-resident property owners of Anmore. The membership term is in effect for two (2) years commencing April 1 of each odd numbered year. The Mayor is an ex-officio of the Committee and when present may constitute a quorum.

Committee Support

When requested by Council or the Committee Chair, Staff or their representative will attend a Committee meeting to provide technical support. Administrative support is provided by Staff.

Meetings

At its first meeting, the Committee will endorse the recommended meeting schedule provided by Staff. The Committee will meet quarterly, or at the call of the Chair.

This Committee is not authorized to hold a meeting In-Camera.

Agendas and Minutes

Meeting agendas, minutes, and other related meeting documents will be distributed to the Committee by Staff in accordance with Anmore Procedure Bylaw regulations.

Governance

All Anmore Committees are governed in accordance with the applicable provisions of the *Local Government Act, Community Charter, Anmore Procedure Bylaw, and Anmore Code of Conduct*.