

**1. Purpose:**

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The Access Advisory Committee advises Council on improving access and inclusion for community members with disabilities.

Authority:

- [Community Charter, Part 5, Division 4, S.142 \(Select Committees of Council\)](#)

Background:

- In 2021 June, the *Accessible BC Act* received royal assent. The Act establishes a framework for government to work in partnership with people with disabilities and the broader community to identify, remove, and prevent barriers to the full and equal participation of people with disabilities in BC. Part 3 of the Act requires local government to establish an accessibility committee.
- The City of Burnaby has had an operating Access Advisory Committee since 1988, reporting to City Council through the Social Planning Committee.
- Given the passing of the *Accessible BC Act*, the Access Advisory Committee is being reformed as a Select Committee of Council.
- Accordingly, on 2022 April, Access Advisory Committee was established.

**2. Functions:**

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- 2.1. Assist in identifying accessibility and inclusion barriers to individuals within the community or interacting with the organization.
- 2.2. Recommend on how to remove and prevent any identified barriers.
- 2.3. Advise on development of an organizational accessibility plan.
- 2.4. Create a mechanism for public feedback on accessibility.

**3. Membership:**

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- 3.1. As per s. 142 of the *Community Charter*,

*“(1) A council may establish and appoint a select committee to consider or inquire into any matter and to report its findings and opinion to the council.*

*(2) At least one member of a select committee must be a council member.*

*(3) Subject to subsection (2), persons who are not council members may be appointed to a select committee.”*

3.2. As per s. 9 of the Accessible BC Act,

*(2) An accessibility committee must, to the extent possible, have members who are selected in accordance with the following goals:*

*(a) at least half of the members are*

*(i) persons with disabilities, or*

*(ii) individuals who support, or are from organizations that support, persons with disabilities;*

*(b) the members described in paragraph (a) reflect the diversity of person with disabilities in BC;*

*(c) at least one of the members is an Indigenous person;*

*(d) the committee reflects the diversity of persons in BC.*

3.3. Membership consists of up to three (3) representatives from Council, and up to seven (7) resident representatives.

3.4. Membership term is three (3) years with the opportunity for one (1) renewal.

3.5. A member who is absent from three (3) consecutive meetings of the Committee without leave of the Committee or without reason satisfactory to the Committee shall forthwith cease to be a member.

3.6. Staff support is provided by the Planning and Development Department; Parks, Recreation and Cultural Services Department; Engineering Department; People and Culture Department; Burnaby Public Library; and the Legislative Services Department.

#### **4. Meetings:**

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4.1. Committee meetings will be scheduled in accordance with criteria outlined in Part 14 of the Burnaby Procedure Bylaw 2024 (Bylaw No. 14610).

4.2. Meeting procedures are regulated according to Burnaby Procedure Bylaw 2024 (Bylaw No. 14610).

#### **5. Reference Information:**

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- [Burnaby Procedure Bylaw 2024 \(Bylaw No. 14610\)](#)
- [Burnaby Social Sustainability Strategy \(2011\)](#)
- [Burnaby Equity Policy \(1994, Updated 2020\)](#)