
PART 1 - GENERAL PROVISIONS
Division 11 - Advisory Commission for Persons with Disabilities

Subdivision 1 - The Commission

- 1.11.1. 1. An Advisory Commission for Persons with Disabilities is hereby established for the District of Kitimat.

Subdivision 2 - Interpretation

- 1.11.2. 1. In this division "Commission" means the Advisory Commission for Persons with Disabilities.

Subdivision 3 - Purpose and Duties

- 1.11.3. 1. To advise Council on matters presently under consideration which affect the disabled.
2. To monitor District programs to ensure that the needs of the disabled are considered.
3. To work cooperatively with District Departments, Boards and Commissions whose activities affect the disabled and to provide advice and information to them.
4. To disseminate information on civic matters affecting the disabled.
5. To encourage and facilitate feedback through existing channels from the disabled on civic matters affecting them.
6. To bring to Council matters identified by the Commission as requiring action by the District.
7. To deal with any matters concerning the disabled which may be referred to the Committee by Council.
8. When any matter is referred to the Commission pursuant to this bylaw, the Commission shall, where possible, meet and report back on such matter to the next meeting of the Council.

Subdivision 4 - Composition of Commission

- 1.11.4. 1. The members of the Commission shall be SEVEN (7) in number; one of which shall be a member of Council, appointed by Council; and the balance appointed by Council from among persons who reside or are employed within the District of Kitimat.

Subdivision 5 - Terms of Membership

- 1.11.5. 1. Members of the Advisory Commission for Persons with Disabilities other than the yearly Council appointee, shall hold office for TWO (2) years and no elector appointee shall be appointed for more than TWO (2) consecutive terms, but shall be eligible for reappointment after being off the Commission for TWELVE (12) months.
2. Appointments to the Commission shall be made during the month of March, and the appointments shall be effective from the 1st day of April in the year of appointment until the 31st day of March in the year of expiry.
3. Notwithstanding 1.11.5.2. appointments for the first year of operation shall be as follows:
- a. two members serving for a one half term, expiry March 31, 2012;
- b. two members serving for a full term, expiry March 31, 2013.
4. Commission appointment arising out of resignation or death may be made at any time the occasion requires, but shall be made for the duration of the unexpired term only.
5. If a member of the Commission is continuously absent, except because of illness or with leave of Council, from the meetings of the Commission for a period of FOUR (4) months, his appointment is automatically rescinded.

Subdivision 6 - Officers

- 1.11.6. 1. The Commission shall annually, from its own members, appoint a Chair and Vice-Chair. The Chair shall preside at all meetings and regulate the order of business at them.
2. The Commission shall appoint a Secretary of the Commission, whose duty it shall be to prepare and retain custody of the minutes and proceedings of these meetings of the Commission, and to communicate to Council all recommendations made by it.

Subdivision 7 - Quorum

- 1.11.7. 1. The Quorum necessary for the transaction of the business of the Commission shall be THREE (3).

Subdivision 8 - Procedures

- 1.11.8. 1. Questions arising at any meeting shall be decided by a majority of votes. In case of equality of votes, the question shall be lost.

Subdivision 9 - Meetings

- 1.11.9. 1. The Commission shall meet for the dispatch of business, adjourn and otherwise regulate their meetings as they see fit. The Chairman may, and the Secretary on the requisition of any THREE (3) members shall at any time summon a meeting of the Commission upon FORTY-EIGHT (48) hours' notice.
2. In the absence of the Chair, the Vice-Chair shall preside as Chair at any meeting of the Commission. If at any meeting the Chair or Vice-Chair is not present within FIFTEEN (15) minutes after the time appointed for holding the meeting, the members shall choose one of their members to be Chair.
3. It shall be the duty of the Secretary, or in his/her absence, of any member who may be appointed to act as Secretary by the Chair, to prepare and retain custody of minutes of proceedings of the meetings of the Commission.