



**To:** Chief Administrative Officer **Date:** April 7, 2025  
**From:** Jason Payne, Community Wellness Manager  
**Subject:** **Mission Health Community Committee—Terms of Reference**

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### **Recommendation(s)**

That the Terms of Reference for the Mission Health Community Committee (MHCC), as attached to the report from the Community Wellness Manager dated April 7, 2025, be approved.

### **Purpose**

The purpose of this report is to present a draft Terms of Reference for the MHCC for Council's consideration.

### **Background**

The MHCC last updated their Terms of Reference in 2021, prior to the implementation of the Community Wellness Strategy (CWS). The CWS is a leading document for the MHCC, and the MHCC is a committee that executes the CWS in collaboration with community agencies. The MHCC has recently reconvened on November 28<sup>th</sup>, 2024, due to staff changes and turnover within community organizations, therefore an updated Terms of Reference and list of community organizations attending the MHCC is needed.

### **Discussion and Analysis**

The draft Terms of References builds off the previous Terms of Reference and reflects a review of the community members supporting the MHCC. Community partners provided lists of past community members and ideas for new community members that may support the initiatives and actions of the committee. It was determined that the MHCC will be a Select committee, and "as a Select Committee, issues are discussed and recommendations forwarded to Council through the Staff Liaison for consideration". The committee will support the Community Wellness Strategy through its development, strategic directions, and community actions. The MHCC will be supported by Co-Chairs, with one representative from City Council and one from Fraser Health. An updated list of 43 community members is presented in the draft Terms of Reference. Any new member will need to be presented to Council for approval.

### **Communication**

The updated Terms of reference, if approved by Council, will be presented to the MHCC at the next meeting and posted on the City's website.

### **Summary and Conclusion**

The purpose of the report is providing a draft of the new Terms of Reference for the MHCC, for Council consideration. If adopted, the Terms of Reference will be provided to current MHCC Members and provided to any new members of the MHCC.

**Report Prepared by:** Jason Payne, Community Wellness Manager  
**Reviewed by:** Jennifer Russell, Corporate Officer  
**Approved for Inclusion:** Barclay Pitkethly, Deputy Chief Administrative Officer

**Attachment(s)**

Attachment A: MHCC Terms of Reference 2025