

MCA Accessibility Advisory Committee

Terms of Reference 2020

Purpose

The Accessibility Advisory Committee (MCA AAC) provides advice to Council on identifying, preventing and eliminating barriers to people with disabilities and varying ability levels in municipal programs, services, initiatives and facilities. The committee plays a pivotal role in helping the Municipality of the County of Antigonish become an accessible community and meet its obligations under Nova Scotia's Accessibility Act.

Role

The Accessibility Advisory Committee shall:

1. Advise Council on the preparation, implementation and effectiveness of its accessibility plan. In accordance with the Accessibility Act, the plan must include:
 - a) a report on measures the municipality has taken and intends to take to identify, remove and prevent barriers
 - b) information on procedures the municipality has in place to assess the following for their impact on accessibility for persons with disabilities:
 - any proposed policies, programs practices and services
 - any proposed enactments or by-laws
 - c) any other prescribed information
2. Review and update its accessibility plan at least every three years, in accordance with the act.
3. Consult with the community on accessibility in the program.
4. Advise council on the impact of municipal policies, programs and services on people with disabilities.
5. Review and monitor existing and proposed municipal bylaws to promote full participation of people with disabilities, in accordance with the act.
6. Identify and advise on the accessibility of existing and proposed municipal services and facilities.
7. Advise and make recommendations about strategies designed to achieve the objectives of the municipality's accessibility plan.
8. Receive and review information from council and municipal committees, and make recommendations, as requested.

9. Assist in monitoring compliance with federal and provincial government directives and regulations.

Composition and Terms of Appointment

- The Accessibility Advisory Committee shall have 10-11 members, 7-8 members chosen on a 2- and 3-year rotation and 2 ex-officio members; ex-Officio members to include the Warden and Municipal CAO or the Director of Finance. At least half of the members must be peoples with disabilities or represent organizations that represent persons with disabilities, in accordance with the act. Two members of the committee should be municipal elected officials; two members from Municipal staff team, one of whom will be the Director of Sustainable Communities as the Accessibility Coordinator.
- The members of the MCA AAC shall be appointed by Council for a term of 2 & 3 years, different positions different terms to allow for stability of the committee, while bringing in new members and in accordance with the Municipality of the County of Antigonish Accessibility Policy No.
- The Committee shall elect a Chair and a Vice-Chair every year.
- Quorum for meetings and making decisions will be 60% of committee.

Meetings

The committee shall meet at least 4 times a year, or as needed to fulfill its duties. Meetings of the MCA ACC shall be open to the public. Quorum shall be determined by the Municipality of the County Accessibility Policy No.____.

The committee may establish working groups to explore specific issues related to the accessibility plan and/or to other responsibilities. A working group may include additional members from the community who are not Advisory Committee members, these working groups may be developed for specific projects, programs and to help with deliverables. A working group Chair must be a member for the MCA AAC to ensure clean lines of communication and consistency.