



Accessibility Advisory Committee Policy

Approved: 2020-02-18

Motioned by Van Kroonenburg

"I move that Village of Bible Hill adopt the Accessibility Advisory Committee Policy."

Seconded by Kennedy

Motion carried

Purpose

1. The purpose of the Accessibility Advisory Committee is to:
 - a. provide advice to the Village Commission on identifying, preventing and eliminating barriers to persons with disabilities in Village programs, services, initiatives, and facilities; and
 - b. play a pivotal role in helping the Village of Bible Hill become an accessible community and meet its obligations under the Nova Scotia Accessibility Act.

Definitions

2. In this policy,
 - a. "Act" means the Nova Scotia Accessibility Act.
 - b. "barrier" means anything that hinders or challenges the full and effective participation in society of persons with disabilities, including a physical barrier, an architectural barrier, an information or communications barrier, an attitudinal barrier a technological barrier, a policy, or a practice.
 - c. "committee" means the Accessibility Advisory Committee.
 - d. "Clerk and Treasurer" means the person appointed and employed by the Village as Clerk and Treasurer as described in the Municipal Government Act.
 - e. "disability" means a physical, mental, intellectual, learning or sensory impairment, including an episodic disability that, in interaction with a barrier, hinders an individual's full and effective participation in society.
 - f. "Village" means the Village of Bible Hill.
 - g. "Village Commission" and "Village Commissioner" have the same meanings, as defined in the Municipal Government Act.

Principles Supporting Policy

3. Village of Bible Hill is committed to complying with the Nova Scotia Accessibility Act and the standards it prescribes in order to create a barrier-free Nova Scotia.

Terms of Policy

Membership

4. Membership of the committee shall be comprised of:

- a. one Village Commissioner;
 - b. the Clerk and Treasurer;
 - c. the Parks and Recreation Director; and
 - d. up to three other persons as needed to ensure the committee membership is comprised of at least half of persons that:
 - i. self identify as having a disability; or
 - ii. are an agent of an organization that represents persons with disabilities.
5. All members of the committee, with the exception of the Clerk and Treasurer, shall be voting members.
 6. Members described in 4(a) and (d) shall be appointed by vote of the Village Commission at a regular monthly Village Commission meeting for a term of three years.
 7. On initial recruitment of committee members subsequent to the adoption of this policy, and whenever like circumstances demand, the terms of members described in 4(d) may be modified by the Village Commission on appointment, in order to vary the timing of term expirations of such members.
 8. Where one or more vacant committee seats results in the composition of the committee membership not meeting the minimum threshold described in 4(d), the committee shall continue to meet and perform its duties and may exercise its powers and the Village shall advertise to recruit committee members at least once every six months.
 9. Where a member fails to attend three consecutive regular meetings of the committee, without having been excused by the committee, the member shall be deemed to have resigned and vacated their seat.

Meetings

10. The committee shall meet on the third Wednesday of June and November each year at two o'clock in the afternoon. The committee may convene additional or special meetings by motion or consensus, including a contingent motion or consensus, at a previous meeting three or more days in advance of additional or special meeting.

11. Meetings of the committee shall be open to the public.
12. A majority of the voting members of the committee shall constitute a quorum.
13. The committee may establish working groups to explore specific issues related to the accessibility plan and/or other responsibilities. A working group may include additional members from the community who are not committee members. The Chair of a working group must be a member of the committee.

Role

14. The committee shall, in accordance with the Act:
 - a. Advise the Village Commission on the preparation, implementation, and effectiveness of its accessibility plan, ensuring that the plan includes:
 - i. a report on measures the Village has taken and intends to take to identify, remove, and prevent barriers;
 - ii. information on procedures the Village has in place to assess any proposed policies, programs, practices, services, enactments, or bylaws for their impact on accessibility for persons with disabilities; and
 - iii. any other prescribed information.
 - b. Review and update its accessibility plan at least every three years, in accordance with the Act.
 - c. Consult with the community on accessibility in the Village.
 - d. Advise the Village Commission on the impact of Village policies, programs, and services on persons with disabilities.
 - e. Review and monitor existing and proposed Village by-laws to promote full participation of persons with disabilities, in accordance with the act.
 - f. Identify and advise on the accessibility of existing and proposed Village services and facilities.
 - g. Advise and make recommendations about strategies designed to achieve the objectives of the Village's accessibility plan.
 - h. Receive and review information from the Village Commission and its committees, and make recommendations, as requested.
 - i. Assist in monitoring compliance with Federal and Provincial government directives and regulations.

Order at Meetings

15. The Chair shall be determined by way of motion or consensus of the committee at the first meeting following an election.
16. The Chair shall preside and maintain order at all committee meetings. In the absence of the Chair, the committee members present shall appoint a member to preside.
17. The order of business at a regular committee meeting shall take the following form:
 - a. Review of agenda and call for new or other business and approval of agenda;
 - b. Call for declaration of conflict of interest;
 - c. Review and approval of the minutes of last meeting;
 - d. Business arising out of the minutes;
 - e. Miscellaneous business including delegations;
 - f. New business
18. The committee shall supplement the terms of this policy by applying the conduct of meetings rules and procedures of the Village of Bible Hill Meeting and Procedures Policy, except to the extent that the context requires otherwise.

Administrative

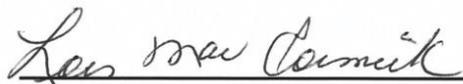
19. The committee shall prepare minutes of its meetings. Minutes shall be approved by motion at the next meeting of the committee. Approved minutes shall be signed by the Chair or the person presiding at the meeting, the Clerk and Treasurer and the Recording Secretary, and filed with the Clerk and Treasurer.
20. Committee recommendations to the Village Commission shall be made by way of motion or resolution and presented orally or in writing by the member described in 4(a) or their delegate.
21. The committee nor any member shall have the power to pledge the credit, authorize expenditures or enter into a legal agreement on behalf of Village of Bible Hill.

Policy Document Attestation

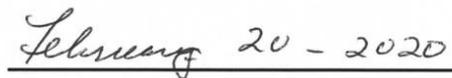
Date of Notice to Village Commission of Intent to Consider: 2020-02-11

Date of Passage of Policy: 2020-02-18

I certify that this Policy was adopted by Village Commission as documented above:



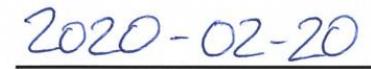
Chair



Date



Clerk and Treasurer



Date