



ACCESSIBILITY ADVISORY COMMITTEE TERMS OF REFERENCE

PURPOSE:

The Accessibility Advisory Committee is a Select Committee of Council established to provide advice and recommendations to Council on matters relating to citizens with disabilities, seniors and other citizens with access issues that may impede participation in everyday aspects of community living.

MANDATE:

To inform all citizens of the Committee's purpose and to identify existing social and physical barriers.

To provide advice and information in regards to future planning of municipal services, programs and facilities.

To work with Council to increase public awareness of the issues of accessibility and inclusion for people with disabilities, seniors and all citizens.

STRUCTURE:

The Committee membership shall be a combination of persons with disabilities, seniors, service providers familiar with accessibility issues and members of the general public.

The Committee shall be comprised of seven members consisting of:

- One member from the Special Olympics BC Mackenzie
- One member from the AimHi Mackenzie
- One member from Northern Health Authority
- Seniors' Coordinator
- One member from industry or business
- Two members from the general public

All members, except the members from the general public, shall remain members of the Committee until such time as a resignation is tendered or Council rescinds the appointment or appoints their respective successors.

The two members from the general public will be appointed by Council with one member to be appointed for a one year term in 2016 and one member being appointed for a two year term. All subsequent annual appointments for the two members from the general public will be for a two year term. The District will advertise in the local newspaper each year for applications from the general public.

One member of Council will be appointed as a liaison representative on an annual basis and will not vote on matters.

The Committee will be dissolved at the discretion of Council.

MEETING PROCEDURES:

1. A Chair, appointed by Council, will preside over the meetings.
2. After the first meeting is called, subsequent meetings will be held at the call of the Chair.
3. Continuous absence of a member at three (3) consecutive meetings, without prior consent of the Chair/Committee or reasonable need (illness) will be reviewed by the Committee, which may recommend to Council that the member be removed from the Committee.
4. The quorum shall be a majority of all of its members.
5. Meetings and operations of the Committee shall be governed by the District of Mackenzie Procedure Bylaw No. 1254.

DECISIONS:

Decisions will be made by majority vote.

STAFF SUPPORT:

The Municipal Office will assign a staff member to provide administrative support to the Committee as needed to prepare notices, agendas and record minutes for Committee meetings. Staff members are not voting members of the Committee.