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**APPENDIX D**

Accessibility Advisory Committee

**1. PURPOSE**

- 1.1. The Accessibility Advisory Committee provides advice to Council on identifying, preventing and eliminating barriers to people with disabilities in municipal programs, services, initiatives and facilities. The Committee plays a pivotal role in helping the Region of Windsor and West Hants Municipality become a barrier-free community and ensuring obligations under "An Act Respecting Accessibility in Nova Scotia (2017)" are met.

**2. SCOPE**

- 2.1. This Policy is applicable to all members appointed to the Municipality's Accessibility Advisory Committee.

**3. DEFINITIONS**

- 3.1. In Appendix D,
- a) "AAC" means the Accessibility Advisory Committee of the Municipality;
  - b) "Act" means the *Accessibility Act*;
  - c) "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 communication barrier, an attitudinal barrier, a technological barrier, a policy or a practice;
  - d) "Council" means the Council for the Municipality;
  - e) "Disability" includes 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) "Municipality" means the Region of Windsor and West Hants Municipality (or name of the Regional Municipality given as per Section 11 of the Region of Windsor and West Hants Municipality Act), effective April 1, 2020.

**4. COMMITTEE COMPOSITION**

- 4.1. The AAC will consist of seven (7) members as follows:
- To a two-year term – One (1) members of Council
  - To a two-year term – four (4) Resident members
  - To a three-year term – two (2) Resident members.
- 4.2. Resident members will not be members of Council or employees of the Municipality.

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- 4.3. At least one half of the members of the AAC must be persons with disabilities or representatives from organizations representing persons with disabilities.
- 4.4. If a member vacates AAC for any reason at any time before that member's term would normally expire, Council will promptly appoint a new member to the Committee to hold office for the unexpired term.
- 4.5. The Chair and Vice-Chair will be appointed annually by the members of AAC.

## **5. MANDATE AND RESPONSIBILITIES**

- 5.1. AAC has the following responsibilities:
- a) Advise Council in the preparation, implementation and effectiveness of its accessibility plan. In accordance with the Act, the plan must include:
    - A report on measures the Municipality has taken and intends to take to identify, remove and prevent barriers;
    - Information on procedures the Municipality has in place to assess the following for their effect on accessibility for persons with disabilities:
      - i. Any of its proposed policies, programs, practices and services, and
      - ii. Any proposed enactments or bylaws it will be administering; and
        - Any other prescribed information.
  - b) Advise Council on the impact of the Municipality's policies, programs and services on persons with disabilities;
  - c) Review and monitor existing and proposed Municipal by-laws to promote full participation of persons with disabilities, in accordance with the Act;
  - d) Identify and advise on the accessibility of existing and proposed municipal services and facilities;
  - e) Advise and make recommendations about strategies designed to achieve the objectives of the Municipality's Accessibility Plan;
  - f) Receive and review information directed to it by Council and its committees, and to make recommendations as requested;
  - g) Monitor Federal and Provincial government directives and regulations; and,
  - h) Host community consultations related to accessibility in the Municipality.

## **6. ADMINISTRATION**

- 6.1. AAC will meet no less than six times per year, or otherwise as required to fulfill the duties as outlined.
- 6.2. A quorum for AAC will be a majority, four (4) members.
- 6.3. The AAC may receive presentations from the public upon approval of the

Chair.

- 6.4. The AAC may establish Working Groups to explore specific issues related to the accessibility plan and/or to other responsibilities. Members of the Working Group may consist of additional members of the community. A member of the AAC shall chair the Working Group.