



## **Hazelton Community Accessibility Committee (HCAC) Terms of Agreement**

### *Purpose*

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 Village of Hazelton and the organizations within its boundaries become more accessible and meet their obligations under the Accessible BC Act.

### *Role*

The Accessibility Advisory Committee shall:

- 1) Advise Village of Hazelton Council and Hazelton District Public Library Board of Directors on the preparation, implementation, and effectiveness of its accessibility plans in accordance with the Accessible BC Act.
- 2) Review and update its accessibility plans at least every three years, in accordance with the act.
- 3) Develop a mechanism for consulting with the community on accessibility.
- 4) Advise local governing bodies and boards on the impact of municipal policies, programs, and services on people with disabilities.
- 5) Review and monitor existing and proposed bylaws of the participating organizations to promote full participation of people with disabilities, in accordance with the act.
- 6) Identify and advise on the accessibility of existing and proposed services and facilities.
- 7) Advise and make recommendations about strategies designed to achieve the objectives of the accessibility plans.

- 8) Receive and review information from Council or Board and their committees, and make recommendations, as requested.
- 9) Assist in monitoring compliance with federal and provincial government accessibility directives and regulations.

### *Composition and Terms of Appointment*

The Hazelton Community Accessibility Committee shall have 5 members. At least half of the members must be people with disabilities or represent organizations that represent people with disabilities, and at least one member must be a person of indigenous background in accordance with the act.

One member of the Hazelton Community Accessibility Committee shall be appointed by the Village of Hazelton Council. One other member shall be appointed by Hazelton District Public Library. The remaining members will be chosen by the two appointees following an application process. This process will involve the advertisement of the positions and the acceptance of applications (Schedule A) when vacancies arise. All positions shall be for a 3 year term. There are no restrictions on the re-appointment of incumbents.

The Committee shall elect a Chair and Vice-Chair every year.

### *Meetings*

The committee shall meet at least 4 times per year, or as needed to fulfill its duties. Meetings of the Accessibility Advisory Committee shall be open to the public. Quorum shall be 3 members.

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. The chair of a working group must be a member of the Accessibility Advisory Committee.

### *Financial Considerations*

No honorariums will be offered to members of the committee. Costs incurred from advertisements and incidentals will be borne jointly by the Village of Hazelton and the Hazelton District Public Library. No payments or reimbursements to committee members or otherwise shall be approved unless prior authorization in writing is obtained by both the Village of Hazelton and the Hazelton District Public Library.