



## ACCESSIBILITY ADVISORY COMMITTEE TERMS OF REFERENCE

### 1. ESTABLISHMENT AND AUTHORITY

- 1.1. The Board has established the Accessibility Advisory Committee (“the Committee”) to provide input and direction to the TNRD and TNRD Board on the development of a TNRD accessibility plan and in creating a mechanism for public feedback on accessibility in accordance with the *Accessible British Columbia Act*.

### 2. MANDATE

- 2.2. The Committee’s role is to advise the TNRD and TNRD Board on:
- (a) Identifying accessibility and inclusion barriers that TNRD staff and community members experience or may experience in the course of interacting with the TNRD in the following areas:
- Delivery of programs and services
  - The built environment
  - Information and communications
- (b) Development of an accessibility plan.
- (c) Development of a mechanism for public feedback on accessibility.

### 3. MEMBERSHIP

- 3.1. The Committee has a maximum of ten (10) members appointed by the TNRD Board of Directors:
- One (1) Electoral Area Director
  - One (1) Municipal Director
  - At least five (5) persons with disabilities or individuals who support or represent organizations that support persons with disabilities
  - One (1) Indigenous community representative
  - Two (2) community members

### 4. TERMS OF APPOINTMENT

- 4.1. This is an interim Committee pending a future review by the Board. The term of this Committee is one year unless otherwise extended by the Board.

## 5. STAFF SUPPORT

- 5.1. TNRD staff will organize, prepare and distribute an agenda and take minutes.
- 5.2. The primary staff advisors and support to the Committee are representatives from the following divisions:
  - People and Engagement
  - Corporate and Legislative Services
  - Operations
  - Libraries

## 6. PROCEDURES

- 6.1. The Committee shall meet a minimum of four (4) times in a year, or as otherwise convened.
- 6.2. The Chair and Vice-Chair will be appointed by the TNRD Board of Directors Chair from among the TNRD Board members.
- 6.3. The committee will operate on a consensus decision making model wherever possible, with the identification of no consensus for issues, which members dissented and why. A consensus decision making process is based on understanding multiple perspectives, for moving from individual positions to common interests; consensus may not necessarily be unanimous agreement with all elements by all members, but simply the absence of objection. In the event that consensus cannot be reached, a vote will take place with a simple majority determining the result.
- 6.4. Agendas will be circulated at least one week in advance of meetings.
- 6.5. A record of the meeting will be recorded in the form of meeting summaries which will be forwarded and included on the TNRD Board of Directors regular agendas for information.
- 6.6. Committee members or their respective organizations will fund their own expenses to participate in the committee (e.g., mileage, accommodation, per diems).