



## **Accessibility Advisory Committee**

### **Minutes**

**AAC#01-20**

**Thursday, July 16, 2020, 3:00 p.m.**

**(Electronic Meeting during an Emergency, pursuant to Section 238(3.3) of the  
Municipal Act, 2001)**

An Electronic Accessibility Advisory Committee Meeting, pursuant to Section 238(3.3) of the *Municipal Act, 2001*, of the Council of the City of Richmond Hill was held on Thursday, July 16, 2020 at 3:00 p.m. in Committee Room 2 via videoconference.

Committee Members present via videoconference:

Councillor Cilevitz - Chair  
Lopa Banerjee - Vice-Chair  
Bernadina Bathory  
Marisol Pestana  
Kidambi Raj  
Lisa Rosenberg  
Paul Scotland

Regrets:

Paul Edwards  
Edwin Greenfield  
Patricia Rybka  
Simon Waldman

The following members of Staff were present in Committee Room 2:

R. Ban, Deputy City Clerk  
S Dumont, Council/Committee Coordinator  
A. Foran, Legislative and Projects Advisor and Lottery Licensing Officer

The following member of Staff was present via videoconference:

K. Hurley, Council/Committee Coordinator

The Chair called the meeting to order at 3:05 p.m. and provided opening remarks with respect to this afternoon's first electronic Accessibility Advisory Committee meeting.

**1. Adoption of Agenda**

Moved by: K. Raj

That the agenda be adopted as distributed by the Clerk.

Carried Unanimously

**2. Disclosures of Pecuniary Interest and General Nature Thereof**

There were no disclosures of pecuniary interest by members of the Committee under the *Municipal Conflict of Interest Act*.

**3. Adoption of Previous Minutes**

**3.1 Minutes - Accessibility Advisory Committee meeting AAC#03-19 held September 26, 2019**

Moved by: L. Rosenberg

a) That the minutes of the Accessibility Advisory Committee meeting AAC#03-19 held September 26, 2019, be adopted.

Carried

**4. Scheduled Business**

**4.1 York Region 2020 to 2023 Multi-Year Accessibility Plan**

Chair Cilevitz thanked York Region for making their 2020 to 2023 Multi-Year Accessibility Plan available, and noted as a Richmond Hill Committee, they were grateful to receive a copy.

Members of the Committee did not have any additional comments regarding the York Region 2020 to 2023 Multi-Year Accessibility Plan.

Moved by: P. Scotland

a) That the York Region 2020 to 2023 Multi-Year Accessibility Plan be received for information purposes.

Carried Unanimously

**4.2 Update regarding City Business during COVID-19 and Resumption Framework - Verbal update by Adam Foran, Legislative and Projects Advisor and Lottery Licensing Officer**

Adam Foran, Legislative and Projects Advisor and Lottery Licensing Officer, provided a verbal update for the Committee regarding City business during COVID-19 and the resumption framework. He

acknowledged that the health and safety of staff, residents, program participants and visitors was the top priority for the municipality, and reviewed the steps that the City of Richmond Hill had taken to prioritize safety while maintaining City business beginning with the establishment of a COVID-19 response team and the declaration of a State of Local Emergency on March 20. A. Foran reviewed measures taken and resources provided by the City to assist its residents and local businesses impacted by the pandemic, and new procedures put into place to facilitate the continuity of City business including electronic Council and Committee meetings live streamed on YouTube.

A. Foran advised that in May, the City of Richmond Hill Resumption Framework was created to act as a guide to resuming operations through pillars and principles to guide actions, and reviewed the five-phased approach that included corporate, community and economic components that would see the gradual reopening and lifting of further restrictions within the municipality to return to normal. He noted current closures and cancellations, and highlighted that this summer would see the offering of a variety of recreation options, virtual programs, opening of a select number of splash pads, and a pilot program of a touchless and curbside pickup initiative at the Central Library for residents.

The Committee inquired about what efforts were made to allow members of the public to participate in today's Accessibility Advisory Committee meeting. Ryan Ban, Deputy City Clerk, confirmed that the meeting was being live streamed through the City's YouTube channel to permit members of the public to view the meeting, and that as indicated in the opening remarks by the Chair, any member of the public had the opportunity to submit correspondence or request to be a delegation related to any agenda item by noon the day before and none were received.

Committee members acknowledged all of the front line workers and extended their thanks for the work they have been doing throughout the pandemic.

Moved by: K. Raj

a) That the verbal update by Adam Foran, Legislative and Projects Advisory and Lottery Licensing Officer, regarding City Business during COVID-19 and Resumption Framework, be received with thanks.

Carried Unanimously

#### **4.3 Draft 2019 Multi-Year Accessibility Plan (MYAP) Status Report - Presentation by Adam Foran, Legislative and Projects Advisor and Lottery Licensing Officer**

Adam Foran, Legislative and Projects Advisor and Lottery Licensing Officer, made a presentation to the Committee regarding the Draft 2019 Multi-Year Accessibility Plan (MYAP) Status Report and noted that following the presentation, staff were looking to obtain any comments and/or feedback from members to be taken into consideration and incorporated into the final Report that would be presented to Council. He highlighted the MYAP goals that the City achieved in 2019 and completed projects including:

- Employee recruitment in 2019 was updated to include accessible documents and additionally, to help ensure equality with recruitment, the recruitment process was updated for part-time hires to follow the same practice applied to non-union, full-time staff;
- Accessible documents training was offered to staff throughout 2019, including Word Accessibility and Creating Accessible PDF documents;
- Communication Services completed the accessible Microsoft Word template in 2018 and updated the template in 2019, providing all Richmond Hill employees with an accessible template complete with City branding when they open up a Word document;
- The City of Richmond Hill's website continued to improve its accessibility score while moving towards meeting the AODA's WCAG 2.0 AA requirement by 2021;
- Completed Parks projects included King's College Park, Bradstock Park, Lake Wilcox Youth Area, Ritter Park Playground Replacement and Abraham Law Parkette (Formerly Briggs Parkette);
- Construction of the new Oak Ridges Library that included many accessible features such as universal washrooms, barrier-free male and female washrooms, ramps leading into the building having a gradient of 1:15, minimum corridor width of 1500 mm, automatic door operator, accessible ramps, accessible and van accessible parking, accessible exterior paths of travel, and clear and open interior routes;
- Expansion of the Ed Sackfield Arena that included accessible features such as six barrier-free player change rooms, two change rooms for referees and coaches, and accessible washrooms; and

- Success of the pilot program Camp AdaptAbility in the summer of 2019 which offered an opportunity for teens with disabilities who had aged out of the general children's camps to have an enjoyable camp experience in this specialized setting. Parents and staff requested that it be implemented for additional weeks in 2020.

A. Foran concluded the presentation by asking if there were any questions, comments and/or feedback from Committee members regarding the Draft 2019 Multi-Year Accessibility Plan (MYAP) Status Report.

Committee members provided positive feedback regarding the Report and thanked staff for their efforts, specifically related to Camp AdaptAbility, and inquired if staff were aware of when it would be offered again and if it would be offered throughout different times of the year, for example during the March Break. Staff confirmed that it was not known at this time when Camp AdaptAbility would be offered again because of the current climate, but would follow up to provide a response at the next meeting. It was suggested that the Status Report focus on the success of the Camp during 2019 and what the future plans were for the Camp going forward.

Moved by: B. Bathory

- a) That the presentation by Adam Foran, Legislative and Projects Advisor and Lottery Licensing Officer, regarding the draft 2019 Multi-Year Accessibility Plan (MYAP) Status Report be received with thanks;
- b) That all comments from the members of the Accessibility Advisory Committee regarding the draft 2019 MYAP Status Report be referred back to staff.

Carried

#### **4.4 Accessibility Advisory Committee Meeting Schedule and Future Agenda Items - Verbal update and discussion**

Chair Cilevitz advised that a Member Motion of Councillor Chan regarding Richmond Hill being identified as an Age Friendly Community was considered by Council last month and referred to staff to be considered as part of the development of the new Strategic Plan. Chair Cilevitz noted that as the seconder to the Member Motion, she fully supported Richmond Hill becoming an Age Friendly Community and advised that staff would attend a future Accessibility Advisory Committee meeting to discuss and

receive comments from Committee members as it encompasses the AODA and accessibility matters.

Committee members requested clarification on what an Age Friendly Community was, and how it was different from other accommodations that may also need to be addressed and discussed. Ryan Ban, Deputy City Clerk, confirmed that staff from the Community Services Department would present at a future meeting to give members a better understanding of what an Age Friendly Community entailed.

Committee members inquired if there was a basic report or data available related to demographic information within the municipality specific to each Ward to view statistics such as the age population within Richmond Hill. R. Ban confirmed that demographic and census information was available on the City's website and that staff would send a link to Committee members following the meeting.

**5. Date of Next Meeting**

Ryan Ban, Deputy City Clerk, advised that there was a York Region District School Board By-election scheduled on Monday, October 19, 2020 and currently scheduled Council and Committee meetings were being cancelled and/or rescheduled to accommodate the By-election.

The next meeting of the Accessibility Advisory Committee was proposed for Thursday, November 19, 2020 at 3:00 p.m. A meeting schedule for 2021 would be discussed at this meeting.

**6. Adjournment**

Moved by: K. Raj

That the meeting be adjourned.

Carried

The meeting was adjourned at 3:50 p.m.