



Accessibility Advisory Committee

Minutes

AAC#01-21

Thursday, January 21, 2021, 3:00 p.m.

(Electronic Meeting 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, January 21, 2021 at 3:00 p.m. via videoconference.

Committee Members present via videoconference:

Councillor Cilevitz - Chair
Bernadina Bathory
Paul Edwards
Marisol Pestana
Kidambi Raj
Lisa Rosenberg
Paul Scotland

Regrets:

Lopa Banerjee - Vice-Chair
Edwin Greenfield
Patricia Rybka
Simon Waldman

The following members of Staff were present via videoconference:

J. Anderson, Program Coordinator
A. Foran, Legislative and Projects Advisor
R. Ban, Deputy City Clerk
L. Sampogna, Council/Committee Coordinator

The Chair called the meeting to order at 3:00 p.m. and provided opening remarks with respect to this afternoon's electronic Accessibility Advisory Committee meeting.

1. Adoption of Agenda

Moved by: K. Raj

That the agenda be adopted as distributed by the Clerk.

Carried

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#01-20 held July 16, 2020

Moved by: B. Bathory

a) That the minutes of the Accessibility Advisory Committee meeting AAC#01-20 held July 16, 2020, be adopted.

Carried

4. Scheduled Business

4.1 Richmond Hill Public Library Board - 2019 Annual Accessibility Policy and Program Report

Chair Cilevitz thanked the Richmond Hill Public Library Board for preparing the 2019 Annual Accessibility Policy and Program Report and for making it available to the Committee.

Members of the Committee did not have any additional comments regarding the 2019 Annual Accessibility Policy and Program Report.

Moved by: K. Raj

a) That the Richmond Hill Public Library Board - 2019 Annual Accessibility Policy and Program Report, be received.

Carried

4.2 Extract - Council meeting C#40-20 held September 23, 2020

Moved by: L. Rosenberg

a) That the extract from Council meeting C#40-20 held September 23, 2020, regarding staff report SRCM.20.22, 2019, Status Report on Implementation of Richmond Hill's 2018-2022 Multi-Year Accessibility Plan, be received.

Carried

4.3 Correspondence from York Region Transit regarding Mobility On-Request 65+ service

Committee members advised of their personal experience and great service provided by York Region Transit for the Mobility On-Request 65+ service. It was also noted that they shared the service information with other residents and received positive feedback from the users.

Chair Cilevitz requested Clerk's staff to contact York Region Transit to inquire if the service was being extended in 2021 and if there was an updated poster. Ryan Ban, Deputy City Clerk, advised that the Mobility On-Request 65+ service was being extended in York Region until April 30, 2021, and indicated that he would inquire if an updated poster was available, including if the service would be extended beyond April 30, 2021.

Moved by: B. Bathory

a) That the correspondence from York Region Transit regarding Mobility On-Request 65+ service be received.

Carried

4.4 Verbal update by Jennifer Anderson, Program Coordinator, regarding Inclusion Services in Richmond Hill's Culture and Recreation Programs

Jennifer Anderson, Program Coordinator, made a presentation to the Committee regarding Inclusion Services in Richmond Hill's Culture and Recreation programs. She advised that the City's 2020 recreation services and programs offered to people with disabilities was significantly impacted by COVID-19, and provided an update on the opportunities and events held at the end of 2019 with the popular Try a Sledge events, including the positive feedback received from the community. J. Anderson advised that

the Richmond Hill Mobility Accessibility Foundation generously donated funds to purchase 10 sledges and sticks to be used for sledge sports and noted that the equipment had been purchased and was looking forward to scheduling events once the provincial restrictions were lifted. She highlighted the specialized and inclusive opportunities hosted in the winter of 2020 that supported individuals with disabilities; the successful partnership opportunities with the Township of King and All Sports All People; noted the restrictions to the 2020 spring programs, modifications to the 2020 summer, fall and winter recreation programs, and the reductions in program participation. J. Anderson concluded the presentation by advising that staff were working with surrounding municipalities to collaborate on processes and best ways to support individuals with disabilities in all recreational programs and on the resumption of in-person recreation programs.

Committee members inquired if there was a demand in virtual programs for children with disabilities since the pandemic, and how visual and hearing impairments were accommodated in virtual programs. J. Anderson advised that program participation for people with disabilities had significantly reduced and indicated that they had not yet received any virtual visual or hearing accommodation requests, but would follow the processes for programming needs when received.

The Committee inquired about statistics tracking on program participation from pre-pandemic to present, including if a participant had moved or was participating in a program outside of Richmond Hill, and if data was collected on the types of programs in demand for accommodative situations. J. Anderson advised that statistics for services and program attendance was retained since 2013, noted they would not be aware of participants moving or participating in programs outside of the municipal administration, and reviewed accommodative supports available for people with disabilities.

Committee members inquired whether preassembled arts and crafts kits were still available for pickup for families to do at home during the winter months. J. Anderson confirmed that preassembled arts and craft kits were available to families for pickup, including kits for virtual recreational programs offered by the City.

Chair Cilevitz inquired if the City partnered with the CNIB or with Disabilities Ontario in order to provide programming for persons with a

disability. J. Anderson advised of the many community service agencies the City partnered with that supported people with disabilities.

Moved by: L. Rosenberg

a) That the verbal update by Jennifer Anderson, Program Coordinator, regarding Inclusion Services in Richmond Hill's Culture and Recreation Programs, be received with thanks.

Carried

4.5 Verbal update by Adam Foran, Legislative and Projects Advisor, regarding Improvements to Accessibility of the City of Richmond Hill's Website

Adam Foran, Legislative and Projects Advisor, made a presentation to Committee regarding improvements to accessibility of the City of Richmond Hill's website. He advised that the Office of the Clerk was overseeing a corporate project to update the City's website that ensured all content on the City's website met accessibility standards in order to be legislatively compliant with the *Accessibility for Ontarians with Disabilities Act* (AODA). He advised that the project commenced in the fall of 2020 and would continue until September 2021, and reviewed the City's web assets. A. Foran reviewed phase 1 of the project noting that in cooperation with the City's Communication Services and Human Resources teams, they had implemented a mandatory training program for all staff who updated items on the website such as application forms, program brochures, agenda materials, and public notices to ensure they were accessible. A. Foran reviewed the number of staff who received accessible document training in 2020, highlighted the plan for ongoing compliance and training in 2021, and advised that the Committee would continue to receive updates on the project as information was available.

Committee members requested clarification whether the JAWS Screen Reader software was a tool that staff were also being trained on and noted their personal experience with the software being unable to support PDF documents. A. Foran clarified that staff were being trained on ensuring all documents available on the City's website were accessible, and indicated that BrowseAloud was a tool also available on the City's website to help people with visual disabilities navigate the City's website.

Moved by:

a) That the verbal update by Adam Foran, Legislative and Projects Advisor, regarding Improvements to Accessibility of the City of Richmond Hill's Website, be received with thanks.

Carried

4.6 2021 Accessibility Advisory Committee Meeting Schedule

Moved by: K. Raj

a) That the 2021 meeting schedule for the Accessibility Advisory Committee be approved as follows:

Thursday, March 4, 2021

Thursday, May 6, 2021

Thursday, June 24, 2021

Thursday, September 30, 2021

Thursday, November 25, 2021

Carried

5. Date of Next Meeting

The next meeting of the Accessibility Advisory Committee was scheduled on Thursday, March 4, 2021 at 3:00 p.m.

6. Adjournment

Moved by: P. Edwards

That the meeting be adjourned.

Carried

The meeting was adjourned at 3:29 p.m.