



MINUTES – ACCESSIBILITY ADVISORY COMMITTEE

June 14, 2022, 4:08 P.M.

VIA ZOOM and TELECONFERENCE

The City of Victoria is located on the homelands of the Songhees and Esquimalt People

PRESENT: S. Jennings (Chair), L. Bartram, C. Paisley, C. Marks.

COUNCIL LIAISON: Councillor Potts

STAFF PRESENT: A. Galiev – Equity Diversity & Inclusion Lead, P. Angelblazer – Committee Secretary, H. Follis – Digital Service Advisor, K. Salholm – Business Analyst.

A. Call to Order

The Chair called the meeting to order at 4:08 p.m.

B. Land Acknowledgement

The Chair acknowledged the City of Victoria is located on the homelands of the Songhees and Esquimalt First Nations communities, and thanked them for allowing us to live, work and play on their lands.

C. APPROVAL OF AGENDA

Moved By L. Bartram

Seconded By C. Paisley

That the agenda be approved.

Amendment:

Moved By L. Bartram

Seconded By S. Jennings

That the following items be added to the agenda:

- G.3. Distribution of the Minutes
- G.4. Two New Committee Members
- G.5. Living Wage Updates

CARRIED UNANIMOUSLY

On the main motion as amended:

CARRIED UNANIMOUSLY

D. READING OF MINUTES

D.1. Minutes from the meeting held May 10, 2022

Moved By L. Bartram
Seconded By C. Marks

That the minutes from the meeting held May 10, 2022 be approved.

CARRIED UNANIMOUSLY

E. Remarks from the Chair

The Chair acknowledged the participation and commitment of all members of the committee. Particularly, noting all the hard work, passion, and time which members put towards making our City better one curb, sidewalk, and website at a time.

F. Business Arising

F.1. Presentation from Information Technology – Website Redesign feedback

K. Salholm, Business Analyst, together with H. Follis, Digital Service Advisor, provided a presentation on the website redesign project, addressed questions from the Committee and provided an opportunity for comments.

Committee discussed the following:

- *Placement of the increase/decrease font size option and the high contrast mode. Both need to be moved to the top of the webpage and tested to ensure they appear at the beginning when using a screen reader*
- *Noted that many folks with accessibility issues use desktop computers, and devices like iPhones with voice output*
- *Difficulty with the website, particularly with finding information and using existing accessibility options*
- *High volume of website pages and information*
- *Information such as the accessible parking map needs to be updated regularly*
- *Asked staff to consult with Rick Hansen Foundation guidelines and the Website Content Accessibility Guidelines for accessible website design.*
- *Difficulties with accessing content and navigating on eScribe, noting that it will not be included as part of the website redesign project*
- *Involving the Committee with the procurement process in order to ensure vendors have experience with appropriate accessible website designs*
- *Ineffectiveness of many website accessibility rating systems*
- *Ensuring content is static and visually simple for neurodivergent individuals and screen reader users*
- *Ensuring the chosen vendor consults with accessibility groups outside the Committee*

- *Following up with staff on the feedback provided by the committee*

F.2. Action Log

The Committee reviewed the items in the Accessibility Action Log, and unanimously agreed on the following priority levels for each agenda item.

1. **July 2022 / Item #1 – Accessible Parking:** Committee agreed to discussing the item in the July meeting as it will be before Council.
2. **July 2022 / Item #2 & July 2022 / Item #3 - Washrooms in the Public Realm: & Douglas Street Public Washroom:** Committee discussed concerns about inaccessible modular washrooms being ordered by the City and have noted inadequate consultation from staff. In particular, the placement of the sink outside the washroom and the lack of space beneath it for wheelchair users.
3. **August 2022 / Item #4 – Helping Hands:** Committee discussed changes to the program causing eligibility issues, and agreed to discuss it at a following meeting.
4. **August 2022 / Item #5 – Accessible Voting:** Committee discussed accessibility provisions for the upcoming general local election.
5. **September 2022 / Item #6 – Scent-free/reduction policy:** Committee noted a lack of staff consultation and a seeming lack of enforcement on the policy, though the item was not considered time-sensitive.
6. **September 2022 / Item #7 – Pet Restrictions in City Facilities:** Committee agreed that to reduce allergens in the environment they would discuss restrictions at the September meeting.
7. **October 2022 / Item #8 – Update Old Curb Cuts & Tactile Walking Surface Indicators Pilot:** Committee discussed consideration of curb cuts and tactile walking surface indicators together and are requesting a staff presentation.
8. **October 2022 / Item #10 – Design Guidelines for Accessible Sidewalk Cafes:** Committee discussed reviewing the sidewalk patio policy in the fall for changes to be implemented for 2023.
9. **November 2022 / Item #11 – Accessibility Accommodation Policy:** Committee discussed the development and implementation of an accommodation policy, and level of priority in relation to other items.
10. **November 2022 / Item #12 – Dog Park Off-Leash Pilots:** Committee discussed discomfort around off-leash dog parks, particularly for individuals with mobility issues.
11. **March 2023 / Item #13 – Beacon Hill Park Closure:** Committee discussed the closure, and noted that the decision would not be revisited for some time.

12. **March 2023 / Item #14 – Clover Point Infrastructure Changes:** Committee discussed accessibility concerns with the implemented changes, though due to timing the issue would not be discussed until next year. Members did note an unsafe ramp, and discussed submitting a service request.
13. **Remove - Best practices for accessibility and inclusion for public event organizers seeking permits & Festival Investment Grant Policy and Guidelines:** Committee noted that these items were a low priority due to the onset of summer, and that they are not priority 1 or 2 items. Therefore agreed to removing the items from the prioritization summary.
14. **Remove – Government Street Refresh:** Committee discussed removing the item from the priority list due to timing with other items, Councils schedule and staff timelines.

Moved By C. Paisley

Seconded By S. Jennings

That the Accessibility Advisory Committee recommend to Council that they direct staff to not order inaccessible modular washrooms. Such as the washroom proposed for the Douglas Street public washroom.

C. Marks withdrew from the meeting at 5:39 p.m. due to a technical issue.

Quorum was lost at 5:39 p.m., and therefore discussion on the motion concluded.

G. NEW BUSINESS

G.1. Pride Parade

A. Galiev provided the Committee with a summary of events planned for Pride for which the Committee had been asked to participate. Committee discussed accessibility concerns with parade floats, the proposed parade route and the yet undetermined meeting location.

Events Schedule:

- June 17, 2022, 11:30 a.m.: Pride Flag Raising at City Hall
- June 26, 2022, 11:00 a.m.: Start of the Victoria Pride Parade

G.2. Accessible Parking

Committee discussed a lack of consultation following the development of the draft bylaw amendments, determining the date of the public hearing, and solutions to automatically flag accessibility-related agenda items before Council. Specifically, creating a standing item on the agenda for accessibility items on Councils radar.

G.3. Distribution of Minutes

Committee discussed distributing minutes in a timely manner a week following the meeting.

G.4. Two New Committee Members

Committee discussed recruiting an additional two members, and mechanisms to ensure members notify the Committee when they are unable to attend a specific date or time as soon as possible.

G.5. Living Wage Updates

Committee discussed the lack of financial compensation to members of the Accessibility Advisory Committee, with an emphasis on the unequal treatment of some advisory committees compared to others. Members noted the connection to difficulties in retaining active members, and the estimated July completion date of the governance review.

H. Next Meeting Agenda & Date – July 12, 2022

Committee discussed adding the Accessible Parking item to the next meeting.

The following motion will be considered at the next meeting:

Moved By C. Paisley
Seconded By S. Jennings

That the Accessibility Advisory Committee recommends to Council that they direct staff to not order inaccessible modular washrooms. Such as the washroom proposed for the Douglas Street public washroom.

I. ADJOURNMENT

The Accessibility Advisory Committee Meeting adjourned at 6:10 p.m.

CITY CLERK

CHAIR