

Advisory Committee on Accessibility

March 26, 2018

Ontario Room

5:30 PM – 7:00 PM

Committee Members Present: Kristen Hayes, Chair, Regional Councillor Nirmala Armstrong, Jaqueline Bell, Tammy Mok , Laura Meffen, Barry Martin, Wanda Wright, Brian Lynch, and Robert Hunn

Staff Present: Cheryl McConney-Wilson, Senior Diversity Coordinator, Andrea Berry, Senior Manager, Corporate Communications Department, and Laura Gold, Council/Committee Coordinator

Regrets:, Arlene Juanillo, Keith Irish, and Jason Tung

| Item | Discussion | Action |
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| 1. Call to Order | The Advisory Committee on Accessibility convened at 5:35 pm with Kristin Hayes presiding as Chair. The Committee welcomed the New Members. | |
| 2. Approval of the Minutes | A minor correction to the minutes was made. Moved by Tammy Mok Seconded by Barry Martin That the February 21, 2018 Advisory Committee on Accessibility Minutes be approved at amended. Carried | |
| 3. Accessibility Award | Andrea Berry, Senior Manager, Corporate Communications & Community Relations reported that she is working on simplifying and beautifying the nomination form, and on the communication plan for the event. The event will be promoted in Markham Life, through social media, in a senior's | Andrea Berry |

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| | <p>magazine, on the website, and through other sources still being determined. The Committee was encouraged to help promote the award through any accessibility groups or blogs they personally belong to. Members were also asked to email Andrea Berry their ideas with respect to where the award should be promoted.</p> <p>The City will start promoting the awards as soon as the Committee approves the final version of the nomination form.</p> <p>A Member suggested holding a poster contest with the award next year. He thought that having a contest would encourage the public to submit nominations.</p> | |
| 4. Markham Website | <p>Andrea Berry advised that on the City's new website each Committee will have a webpage. The goal is to make the website more community oriented. She encouraged the Committee to think about what type of information it would like to have on its webpage and to report back at the next meeting.</p> <p>The Committee suggested having links to other accessibility information/programs on the City's website (e.g. accessible recreational programs).</p> | Think about the type of content that should be included on the Committee's webpage - Committee |
| 5. Accessibility Fair | <p>Kristen Hayes reported that she is waiting for confirmation from Museum Staff that the Accessibility Fair can be held as part of Applefest, as the format of the event is changing this year. The Committee agreed to focus on recreation (sports, arts, and other extracurricular activities for persons with a disability) for the theme of the fair. The Committee can have up to 20 booths (10 booths on Saturday and 10 booths on Sunday) if it proceeds to hold the fair as part of Applefest.</p> <p>Barry Martin agreed to help prepare the master list of vendors.</p> | |

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| | The Committee discussed forming a sub-committee or assigning Members to take the lead with respect to the fair. Barry Martin and Kristen Hayes agreed to join the sub-committee or take lead on the planning of the fair. | |
| 6. Abilities Expo | Bob Hunn spoke about the Abilities Fair in Mississauga. A guide with a list of all booths was circulated to the Committee. It was suggested that the Committee get ideas for its fair from the Abilities Expo. | |
| 7. New Business | <p><u>Canada Day Committee Parade</u> Tammy Mok asked the Committee if it wanted to participate in the Canada Day Committee Parade. The Committee agreed to participate in the parade, noting some of the Members will be unable to participate.</p> <p><u>Service Ontario</u> Jaqueline Bell advised that she wrote a letter to Service Ontario regarding some of her accessibility concerns. She also provided recommendations to Service Ontario in person at their offices.</p> <p>A Member thought some of her recommendations have been put in place, as they had recently visited the Service Ontario Office.</p> | |
| 8. Next Meeting Date | The next meeting of the Advisory Committee on Accessibility will be held on Monday, April 23, 2018 at 5:30 pm. | |
| 9. Adjournment | The Advisory Committee on Accessibility adjourned at 7:00 pm | |

Advisory Committee on Accessibility Action Items

| No. | Action Item | Responsibility of Staff/Committee Member | Completion Date | Status |
|-----|---|--|--------------------|--------|
| 1. | Think of the type of information the Committee would like to have on its webpage on the City's new website. | All Committee Members | April 2018 | |