

**Advisory Committee on Accessibility
December 6, 2017
Ontario Room
5:30 PM – 7:00 PM**

Committee Members Present: Regional Councillor Nirmala Armstrong, Arlene Juanillo, Jewell Lofsky (guest), Brian Lynch, and Kristen Hayes

Staff Present: Laura Gold, Council/Committee Coordinator

Regrets: Councillor Karen Rea, Keith Irish, Jason Tung, Jaqueline Bell, and Tammy Mok,

Item	Discussion	Action
1. Call to Order	The Advisory Committee on Accessibility convened without quorum at 5:30 pm with Kristin Hayes presiding as Chair.	
2. Approval of the Minutes	The Committee reviewed the November 15, 2017 Minutes.	
3. Accessibility Award	The Committee worked on its Marketing Plan for its Accessibility Award (see enclosed). The Clerk advised that the Nomination Form was reviewed and approved by the City's Corporate Communication Department.	
4. Accessibility Fair	The Committee worked on its Marketing Plan for its 2018 Accessibility Fair (see enclosed).	
5. New Business	There was no new business	
6. Next Meeting Date	The Clerk will survey the Committee regarding the next meeting date.	
7. 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.	Look into changing the meeting time to 5:30 pm.	Laura Gold	December 2017	
2.	Kristen Hayes responsible for VIP list (should include representatives from agencies in Markham helping people with a disability).	Kristen Hayes	January 2018	
3.	Tammy Mok to research possible awards that could be provided to the award winners.	Tammy Mok	January 2018	
4.	Finding a performer(s) for Accessibility Fair and Award	?		
5.	Research the timing of other Accessibility Awards in Ontario.	Arlene Juanillo	January 2018	