

Advisory Committee on Accessibility
January 17, 2018
Ontario Room
5:30 PM – 7:00 PM

Committee Members Present: Regional Councillor Nirmala Armstrong, Arlene Juanillo (tele-conference), Keith Irish, Brian Lynch, Jaqueline Bell, Tammy Mok , Robert Hunn and Kristen Hayes

Staff Present: Laura Gold, Council/Committee Coordinator

Regrets: Councillor Karen Rea, and Jason Tung

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	Moved by Regional Councillor Nirmala Armstrong Seconded by Brian Lynch That the November 15, and December 6, 2017 Advisory Committee on Accessibility Minutes be approved. Carried	
3. Election of the Chair	The Committee elected the Co-Chairs of the Accessibility Committee. Moved by Regional Councillor Nirmala Armstrong Seconded by Brian Lynch That Kristen Hayes and Jaqueline Bell be elected as Co-Chairs of the Advisory Committee on Accessibility. Carried	

Item	Discussion	Action
4. Accessibility Award	<p>The Committee continued to work on its Marketing Plan for its Accessibility Award (see enclosed). It agreed on the following details:</p> <ul style="list-style-type: none"> • Hold the award ceremony just prior to the Accessibility Fair in the Council Chambers • Work with the Mayor's Office to confirm the date of the award ceremony – Laura Gold • Invite a representative from Corporate Communication to come to the next meeting to discuss promotion of the Award – Laura Gold <p>The Committee viewed a list of possible VIP guests and the award criteria from other Accessibility Awards in Ontario. It was noted that none of the other Accessibility Awards being offered in Ontario were being run in the fall.</p>	<p>Confirm date of award with Mayor's Office - Laura Gold</p> <p>Invite a representative from Corporate Communications to come to the next meeting - Laura Gold</p>
5. Accessibility Fair	<p>The Committee continued to work on its Marketing Plan for its 2018 Accessibility Fair (see enclosed). It agreed on the following details:</p> <ul style="list-style-type: none"> • Will hold the Accessibility Fair as part of Applefeast on September 22, and 23, 2018; • Can have different vendors each day, unless the vendor wants to attend both days; • Committee agreed to go with a recreation theme; • Could have 10 to 12 vendors; • Could invite Ontario Wheelchair Sports to host an exhibit at the event; • Agreed to do a passport similar to what the City of Vaughan did at their Accessibility Fair; • Suggested asking for donation of prizes for the event. 	

Item	Discussion	Action
	<p>Moved by Kristen Hayes Seconded by Brian Lynch</p> <p>That the 2018 Markham Accessibility Committee be held as part of Apple Feast.</p> <p>Carried</p> <p>The Committee was encouraged to visit the Ability Fair being held at the International Centre in Mississauga to get ideas for Markham's Accessibility Fair.</p>	
6. New Business	<p><u>York University Presentation</u> York University will be coming to the next meeting to provide a presentation on Markham's new campus.</p>	
7. Next Meeting Date	<p>The Committee discussed what time and date it will meet at on a go forward date. It agreed to meet the third Monday of the month at 5:30 pm starting in March 2018.</p> <p>Moved by Regional Councillor Nirmala Armstrong Seconded by Brian Lynch</p> <p>That future meetings be held on the third Wednesday of the month at 5:30 pm, starting in March 2018.</p> <p>Carried</p>	
8. Adjournment	<p>The Advisory Committee on Accessibility adjourned at 5:30 pm</p>	

Advisory Committee on Accessibility Action Items

No.	Action Item	Responsibility of Staff/Committee Member	Completion Date	Status
1.	Tammy Mok to research possible awards that could be provided to the award winners.	Tammy Mok	January 2018	
2.	Finding a performer(s) for Accessibility Fair and Award	?		
3.	Confirm date of award with Mayor's Office.	Laura Gold	February 2018	
4.	Invite Corporate Communications to attend the next meeting.	Laura Gold	February 2018	