

**Advisory Committee on Accessibility**

**May 18, 2016**

**Ontario Room**

**3:30 PM – 5:30 PM**

**Committee Members Present:** Regional Councillor Nirmala Armstrong, Brendan Faulkner, Co-Chair, Kristin Hayes, Co-Chair, Robert Hunn, Tammy Mok, Catherine Hughes, Arlene Juanillo, and Brian Lynch

**Staff Present:**

Cheryl McConney-Wilson, Senior Diversity Coordinator, and Laura Gold, Council/Committee Coordinator

**Regrets:** Councillor Karen Rea, Jaqueline Bell , and Keith Irish

Item	Discussion	Action
1. Call to Order	The Advisory Committee on Accessibility convened at 4:05 pm with Kristin Hayes presiding as Chair.	
2. Approval of the Minutes	Moved by Brendan Faulkner Seconded by Bryan Lynch  That the Minutes from the April 21, 2016, Advisory Committee on Accessibility be approved as presented.  CARRIED	
3. Cycling & Pedestrian Committee	Fion Ho, Traffic Management Coordinator was in attendance to request the Committee to appoint an accessibility representative to the Cycling & Pedestrian Advisory Committee. The position has been vacant for a few years. The Committee meets the third or fourth Thursday of the month at 7:00 pm. at Markham Civic Centre. An overview of the Committee's roles and responsibilities was provided. One of the Committee's roles is providing advice on local improvements to pathway and trails. Another role is to make recommendations to improve pedestrians and cyclist safety in Markham. The representative may not be required attend every meeting.	

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	<p>After some discussion, it was agreed that Arlene Juanillo would represent the Committee on the Cycling &amp; Pedestrian Committee. The Council/Committee Coordinator will provide Fion with Arlene's contact information.</p> <p>Moved by Brendan Faulkner Seconded by Bryan Lynch</p> <p>That Arlene Juanillo be appointed as the Advisory Committee on Accessibility Representative on the Cycling &amp; Pedestrian Committee. Carried</p>	<p>Provide Fion Ho with Arlene Juanillo's contact information – Laura Gold</p>
<b>4. Corporate Update</b>	<p>Martha Pettit, Deputy Clerk was in attendance to provide a corporate update and to answer some of the Committee's questions from previous meetings. The Committee discussed the following:</p> <p><u>Accessible Taxi Cabs and Uber</u> The Committee demonstrated its interest in learning more about the City's plans with respect to Accessible Taxi Cabs and Uber. In particular, it wanted to ensure that the City was looking at Uber through the accessibility lens and it wanted to know when the report on Uber will be brought forward to Council.</p> <p>Martha Pettit suggested that Chris Alexander, Manager of By-Laws &amp; Enforcement be invited to a future meeting to provide an update on accessible taxi cabs and on Uber. It was anticipated that the report on Uber will be brought forward in September.</p> <p><u>Developing Frequently Asked Questions for the Committee</u> Martha Pettit suggested that the Committee consider developing frequently</p>	<p>Invite Christopher Alexander to an upcoming Advisory Committee on Accessibility meeting – Laura Gold</p>

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	<p>asked questions with commonly asked questions regarding accessibility. A Committee Member suggested including a question and answer on reporting accessibility violations. It was noted that the questions and answers should be written in plain English. The Committee was asked to think of sample questions.</p> <p><u>Corporate Communications</u></p> <p>The Committee discussed improving the communication of corporate initiatives/programs that remove barriers to City services/programs for persons with a disability. Possibly by having a central location on the website and/or on the City's social media sites where the initiatives/programs can be promoted. Examples of programs/initiatives the City has undertaken to remove barriers for persons with a disability included: internet voting; recreation programs for persons with special needs; and the installation on the universal washrooms.</p> <p>The Committee thought it may be most effective to promote these initiatives/programs through social media. It asked for more information on the City's social media policies. Martha Pettit advised that Dennis Flaherty and Lisa Lombardi will come to the next Advisory Committee on Accessibility to make suggestions with respect to improving the promotion of these initiatives/programs.</p> <p><u>Standing Committees of Council</u></p> <p>Martha Pettit provided an overview of the City of Markham's Standing Committee structure. She advised that the meetings are open to the public and that they are audio-streamed so that the public can listen to them from their homes. An overview of the process committees can use to make recommendations to Council was provided (e.g. a recommendations requesting that staff undertake work).</p>	

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	<p><u>Markham Elections</u></p> <p>Martha Pettit advised that she will be consulting the Committee on the accessibility plan for the 2018 election in the near future. She asked if the Committee had any ideas with respect to making the election more accessible for persons with a disability. The Council/Committee Coordinator was requested to email Martha's contact information to the Committee so that the Members could email her any ideas they may have with respect to improving the accessibility of the election.</p>	<p>Provide Martha's contact information to the Committee to provide suggestions for improvement for the 2018 election – Laura Gold</p>
<p><b>5. Markham Board of Trade Award</b></p>	<p>The Committee was encouraged to submit their nominations for the Markham Board of Trade Accessibility Award. The nomination deadline is the end of the month. To date four nominations have been submitted.</p>	
<p><b>6. Accessibility Fair</b></p>	<p>Kristin Hayes provided an update on the Accessibility Fair. The fair is scheduled to be held on Saturday, October 15, 2016, at the Thornhill Community Centre. The theme for this year's festival is accessibility and technology.</p> <p>The Sub-Committee will be approaching vendors that participated in the event last year. The Committee was encouraged to submit ideas for new vendors that support this year's theme. Returning vendors will be asked to focus on how they are using technology to improve accessibility. The target number of vendors is 25. A Committee Member suggested inviting the library, the York Region Advisory Committee on Accessibility, and the Seniors Advisory Committee to have booths at the fair. It was noted that library had participated in the fair in the past.</p> <p>The Committee discussed the promotion of the fair. It discussed promoting the fair at City festivals this summer/fall. Staff suggested partnering with</p>	<p>Look into partnering with another department to</p>

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	<p>another City department to promote the fair at local festivals. This would likely entail having a Committee Member (when possible) at the booth promoting the fair and creating a brochure to be placed at the booth to provide to interested residents.</p> <p>It was noted that there may be an opportunity to promote the Accessibility Fair at Markville Mall in August.</p> <p>The Sub-Committee will hold a meeting to discuss the fair on Tuesday, May 24, 2016, via teleconference.</p>	<p>promote the accessibility fair at a festival this spring/fall – Laura Gold</p>
<b>7. Adjournment</b>	The Advisory Committee on Accessibility adjourned at 5:30 pm	

**Advisory Committee on Accessibility Action Items**

No.	Action Item	Responsibility of Staff/Committee Member	Completion Date	Status
1.	Invite organizations representing different types of disabilities to present at future Advisory Committee on Accessibility Meetings	Senior Diversity Coordinator	On going	
2.	Include in the Site Plan for the gas station at Major Mackenzie and Don Cousens how it will provide accessible service.	David Miller	Spring 2016	
3.	Look into why an accessible parking spot was placed in front of the Church on Main Street Markham.	Cheryl McConney-Wilson, and Sally Campbell	Spring 2016	
4.	Invite Lisa Lombardi from Corporate Communications to a future meeting to discuss the City's social media protocols and how social media can be used to promote the City's accessibility initiatives.	Cheryl McConney-Wilson	June 15, 2016	
5.	Report back on accessible taxi cabs after the report on Uber goes to Council.	Chris Alexander	September 2016	
6.	Provide Fion Ho with Arlene Juanillo's contact information	Laura Gold	June 15, 2016	Completed
7.	Provide Martha's contact information to the Committee to provide suggestions for improvement for the 2018 election	Laura Gold	June 15, 2016	
8.	Look into partnering with another department to promote the accessibility fair	Laura Gold	June 15, 2016	

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	at a festival this spring/fall			