

Advisory Committee on Accessibility

November 18, 2015

Canada Room

3:30 PM – 5:30 PM

Committee Members Present: Regional Councillor Nirmala Armstrong, Councillor Karen Rea, Kristen Hayes, Co-Chair, , Co-Chair, Catherine Hughes, and Robert Hunn

Staff Present:

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

Regrets: Mona Nazif, Senior Manager of Human Resources and Client Service, Brendan Faulkner, Arlene Juanillo, Brian Lynch, Keith Irish, Jaqueline Bell, and Tammy Mok

Item	Discussion	Action
1. Call to Order	The Advisory Committee on Accessibility convened at 4:05 p.m. with Kristen Hayes presiding as Chair without quorum.	
2. Approval of the Minutes	The approval of the Minutes was deferred to the next meeting, as there was no quorum.	
3. Diversity Training	This item was deferred to a future meeting due to low meeting attendance.	
4. Accessibility Fair	There was a discussion on including the whole Committee in the planning and undertaking of the Accessibility Fair. A list of the tasks required to undertake the event will be created. Tasks can then be assigned to Committee Members. The Accessibility Fair will become a regular agenda item.	Make Accessibility Fair a regular agenda item – Laura Gold

Item	Discussion	Action
5. Accessibility Board of Trade Award	The Committee discussed how to increase the number of nominations for the Accessibility Board of Trade Award. The award will be placed as a regular item on the Committee's agenda to encourage early promotion of the award.	Make the Board of Trade Award a regular agenda item – Laura
6. New Business	<u>Recruitment</u> The Committee Clerk will email the recruitment advertisement for the Advisory Committee on Accessibility to the Committee once recruitment starts.	Email advertisement - Laura Gold
7. Next Meeting	The Committee discussed whether it should hold a meeting on December 16, as it is very close to the Christmas holidays.	
8. Adjournment	The Advisory Committee on Accessibility adjourned at 5:25 p.m.	

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	Fall 2015	
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	Fall 2015	
4.	Look into providing a warning for first offences with respect to the expiry date of the accessible parking permit not being visible.	Christopher Alexander	Fall 2015	
5.	Add the Accessibility Fair to the next agenda.	Laura Gold	November 18, 2015	