

Advisory Committee on Accessibility

December 19, 2012

Canada Room

3:30 PM – 5:30 PM

Committee Members Present: Councillor Valerie Burke, Councillor Don Hamilton, Councillor Alan Ho, Sidney Polak, Chair , Robert Hunn, Vice-Chair, Cindy Jones Shrek , Arlene Juanillo, Brian Lynch and Margit Swift Staff Present: Sally Campbell, Senior Planner Urban Design, Warren Rupnarin, Accessibility Coordinator, Diane Samek, Senior Advisor Communications & Marketing, Graham Seaman, Sustainability Office Lead & Manager of Climate Change & Energy and Laura Gold, Council/Committee Coordinator Regrets: Kristen Hayes and Joan Jenkyn	
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Agenda Item	Discussion	Action Item
1. Call to Order	The Advisory Committee on Accessibility convened at 3:39 p.m. with Sidney Polak presiding as Chair.	
2. Main Street Markham Design	Sally Campbell, Senior Planner Urban Design, was in attendance to provide an update on the accessibility enhancements on Main Street Markham. Some of these enhancements included: • A continuous 2 metre sidewalk; • 3 new accessible parking spots; • Urban Brail marking the line between the sidewalk and the road; • The street name impressed into the sidewalk for the visually impaired; • Trees will be planted below the boulevard so that nobody trips and falls over the roots; • Audible crossing signals; • A loading area with a dropped curve; • More levelled sidewalks; • Introduction of a new intersection by the Church to help residents cross the street; • Working with businesses on Main Street Markham to improve their accessibility (e.g. possibly creating an opportunity for businesses to undertake accessibility enhancements through the City's contractor). The Committee requested that staff ensure that urban brail is an approved method of marking the sidewalk from the street by the Canadian National Institute of the Blind	

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	(CNIB). In addition, there was some concern that people with a cane or walker may trip over the impressed street names being proposed to be placed on the sidewalks. The Committee was asked if it had any accessibility concerns with having a restaurant patio extend vertically in front of the store front and with the sidewalk going around the patio. The Committee had mixed opinions with respect to this matter. A Sub-Committee was formed to review the plans for Main Street Markham in more detail: Moved by Robert Hunn Seconded by Councillor Don Hamilton That a Sub-Committee of the Advisory Committee on Accessibility be formed to review and provide feedback on the proposed designs for Main Street Markham; and, That the following members be appointed: Sidney Polak Robert Hunn Councillor Don Hamilton Graham Seaman CARRIED The Committee Clerk was requested to set up a meeting for the Main Street Markham Design Sub-Committee in the second week of January 2013. A Committee Member expressed their concern regarding the accessibility of the sidewalks on Highway 7.	Investigate whether urban brail is an approved method for marking the line between the road and the sidewalk by the CNIB – Sally Campbell Meet to provide feedback on the Main Street Markham designs – Main Street Markham Design Sub-Committee Set up a meeting for the Main Street Markham Design Sub-Committee in the second week of January - Committee Clerk
3. Committee Communications	Diane Samek, Senior Advisor, Communications & Marketing, was in attendance to speak about ways of promoting accessibility related matters within the City of Markham. It was suggested that the Committee think about who it would like to reach in its promotional efforts.	Email Promotion Sub-

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	It was advised that the brochure prepared by Excellence Canada promoting access to businesses could be benchmarked to develop a similar brochure for the City of Markham. Sid Polak will provide Diane Samek with a copy of the Excellence Canada brochure. Members thought that a simple brochure could be used to promote accessibility within the City of Markham. It was agreed that the Committee should focus on promoting the following: (1) the accessibility fair; (2) the accessibility guidelines; (3) the Markham Advisory Committee on Accessibility; (4) the Board of Trade Accessibility Award; and (5) the benefits businesses will derive from making their business accessible. It was suggested that this Committee could make improvements to the accessibility section of the website (e.g. adding frequently asked questions regarding accessibility to the website and adding a place where residents can identify their accessibility concerns). The Promotion Sub-Committee was delegated this task. The Committee Clerk was requested to email the members of the Promotion Sub-committee to the Committee. Prior to the sub-committee meeting Staff will meet with Diane to discuss ideas for improving the accessibility section of Markham's website.	Committee Membership to Committee – Committee Clerk Meet with Diane to discuss ideas for improving the accessibility section of the website prior to the Promotion Sub-Committee meeting – Warren Rupnarain and Graham Seaman Meet to make recommendations for improving the promotion of accessibility on the City's website (note: meeting should occur after staff meet with Diane) – Promotion Sub-Committee
4. STOP-GAP RAMPS	A meeting has been scheduled in January with the City's legal staff to discuss any possible legal concerns with administering a community project to provide Stop-Gap-Ramps to Markham businesses free of charge. Staff will report back on this matter at the next meeting. It was noted that staff are trying to come up with a more permanent solution to enhancing the accessibility of Main Street Markham, as it is currently undergoing significant renovations.	Provide update on meeting with Legal regarding Stop-Gap-Ramps – Warren Rupnarain

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5. Approval of the Minutes and Matters Arising There From	A minor change to the minutes was made. Moved by Councillor Don Hamilton Seconded by Arlene Juanillo That the Minutes from the November 21, 2012 Advisory Committee on Accessibility be adopted as amended.	Update November 21, 2012 Minutes – Committee Clerk
6. Review of Terms of Reference	The Committee reviewed the proposed revisions to the Advisory Committee on Accessibility Terms of Reference. It was recommended that the second paragraph of the Terms of Reference be changed to say: “The Markham Advisory Committee on Accessibility will contribute to a community that is recognized as providing promoting excellent accessibility in both the public and private sector”. It was advised that the two bullets on conducting public audits are being removed from the Terms of Reference, as this is an activity that the Committee is not currently undertaking. Rather accessibility concerns are discussed by the Committee based on Members experiences. The final approval of the Terms of Reference was deferred to the next meeting.	Approve revised version of Terms of Reference at the next meeting – All Committee Members
7. Other Business	No report was provided.	
8. Date of the Next Meeting	January 21, 2012, 3:30 p.m. Canada Room	
9. Adjournment	The Advisory Committee on Accessibility adjourned at 5:35 p.m.	

Advisory Committee on Accessibility Action Items

No.	Action Item	Responsibility of Staff/Committee Member	Completion Date	Status
	Barriers Subcommittee			
1.	Provide an update on the new development on Highway 48, south of Major Mackenzie Drive, as the Developer has agreed to implement the Committee's suggestion regarding its accessibility concerns	Warren Rupnarain	January 2013	Underway
	Recreation Sub-Committee			
2.	Provide continuous updates from the Recreation Sub-Committee	Joan Jenkyn and Jacqueline Bell	Continuous	Underway
	Lack of accessible parking on Main Streets in Unionville and Markham.			
3.	Present the benefits of having accessible businesses to the UBIA and MVBIA	Sidney Polak	March 2013	
	Heritage/Accessibility			
4.	Committee to decide its next steps with respect to the retrofitting of heritage properties	All Committee Members	January 2013	
	Other			
5.	Investigate the model banks are using to locate their accessible parking spots	Warren Rupnarain	January 2013	Underway
6.	Invite a representative from Markville mall to discuss parking issues at Markville Mall	Warren Rupnarain	January 2013	
7.	Ask the Kiwanis Club for suggestions on criteria for allocating funds to residents/organizations in need of funds for accessibility purposes	Warren Rupnarain and Margit Swift	January 2013	Underway
8.	Speak with the Markham Centre Advisory Group staff liaison about the Advisory Committee on Accessibility representation on the committee	Warren Rupnarain and Graham Seaman	January 2013	
9.	Look into initiating a community project to provide Stop-Gap-Ramps to businesses on Main Street Unionville or on Main Street Markham free of Charge	Warren Rupnarain & Graham Seaman	January 2013	
10.	Look into any possible risk associated with the City of Markham initiating a project to provide Stop-Gap-Ramps free charge to local businesses	Warren Rupnarain & Graham Seaman	January 2013	
11.	Investigate what the penalty is for being in contravention with AODA.	Christopher Alexander	January 2013	
12.	Have Biju attend the December or January ACA meeting to discuss the site plan process	Warren Rupnarain	January 2013	

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No.	Action Item	Responsibility of Staff/Committee Member	Completion Date	Status
13.	Investigate whether urban brail is an approved method for marking the line between the road and the sidewalk by the CNIB	Sally Campbell	January 2013	
14.	Meet with Diane to discuss ideas for improving the accessibility section of the website prior to the Promotion Sub-Committee	Warren Rupnarain & Graham Seaman	January 2013	
15.	Email Promotion Sub-Committee Membership to Committee – Committee Clerk	Laura Gold	January 2013	
16.	Meet to provide feedback on the Main Street Markham designs	Main Street Markham Design Sub-Committee	January 2013	
17.	Have a Promotion Sub-Committee Meeting to discuss improvements to the website (note: meetings should occur after staff meet with Diane to discuss improvements to the website)	Promotions Sub-committee	January 2013	
18.	Set up a meeting for the Main Street Markham Design Sub-Committee in the second week of January	Laura Gold	January 2013	
19.	Approve revised version of Terms of Reference at the next meeting	All Committee Members	January 2013	
20.	Update November 21, 2012 Minutes	Laura Gold	January 2013	