

Advisory Committee on Accessibility
October 17, 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, , Joan Jenkyn, Cindy Jones Shrek , Arlene Juanillo and Brian Lynch

Staff Present:

Warren Rupnarain, Accessibility Coordinator, Graham Seaman, Sustainability Office Lead & Manager of Climate Change & Energy and Laura Gold, Council/Committee Coordinator

Guests:

Jacqueline Bell

Regrets:

Kristen Hayes and Margit Swift

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. Approval of the Minutes and Matters Arising There From	<p>Minor changes were made to the minutes.</p> <p>Moved by Arlene Juanillo Seconded by Councillor Don Hamilton</p> <p>That the Minutes from the September 19, 2012 Advisory Committee on Accessibility be adopted as amended.</p> <p style="text-align: right;">CARRIED.</p>	Amend the September 19, 2012 Minutes – Laura Gold
3. Discussion on Inviting Guest Speakers to Committee Meetings	<p>The Committee agreed that all guest speakers should first be approved by the committee. In order for this to occur, all guest speakers will be required to provide the Committee with a short description on what they will be presenting and on the purpose of their presentation. Based on this description the Committee will decide if the guest speaker is permitted to speak at an Advisory Committee on Accessibility Meeting.</p> <p>Moved by Councillor Don Hamilton Seconded by Joan Jenkyn</p>	

Agenda Item	Discussion	Action Item
	<p>That guest speakers to the Advisory Committee on Accessibility be approved by the process described above.</p> <p style="text-align: right;">CARRIED.</p>	
<p>4. Committee Focus</p>	<p>The Chair advised that at the last meeting the Committee decided it would focus on (1) the site plan process; (2) communications; and (3) building partnerships. A handout on the Markham Advisory Committee on Accessibility Focus was circulated to the Committee. The Committee discussed the following activities it could focus on:</p> <p>Site Plans</p> <ul style="list-style-type: none"> • Establishing indicators to measure accessibility improvements; • Finding ways to close gaps in the site plan process; • Making sure that the Committee is providing its input on City initiatives/projects (e.g. South East Markham Community Centre). <p>Communications:</p> <ul style="list-style-type: none"> • Conducting a survey to determine resident's accessibility concerns; • Promoting accessibility (e.g. on website or through a brochure); • Advertising the 10 most accessible businesses and the 10 least accessible businesses; • Communicating to residents through Ratepayer Associations; • Focusing on promoting accessibility in both the public and the private sector; • Encouraging the private sector to comply with legislation on accessible customer service; <p>Partnerships:</p> <ul style="list-style-type: none"> • Increasing the number and quality of the applications for the Board of Trade Accessibility Award; • Reaching out to applicable organizations (e.g. disability related organizations); • Reaching out to BIAs; • Continuing with and playing an active role in the planning and undertaking of the accessibility fair; • Reaching out to the York Region Advisory Committee on Accessibilities (e.g. attending the breakfast at the Region for Members of York Region Advisory Committee on Accessibilities). 	

Agenda Item	Discussion	Action Item
	<p>Discussion</p> <p><u>Site Plans</u></p> <p>It was suggested that staff look at how other municipalities review site plans to address accessibility concerns and that the Commissioner of Development Services be invited to a future meeting to discuss site plan shortfalls in Markham. The Committee can then see if there are areas that can be improved.</p> <p>Warren Rupnarain and Graham Seaman will investigate shortfalls to the site plan process and report back on this matter at the next meeting.</p> <p>It was agreed that having staff come and present on City initiatives heightens their awareness of accessibility issues/concerns.</p> <p>It was clarified that the <i>Accessibility for Ontarians with Disability Act</i> does not require businesses to retrofit their facilities by 2025. Rather it makes businesses address accessibility issues when they are doing major renovations. However, it is not clear what a major renovation entails.</p> <p><u>Communications</u></p> <p>Graham Seaman and Warren Rupnarain agreed to meet with Corporate Communications to discuss ways of improving communication on accessibility matters. If required the Director of Communication may also come to a future meeting to discuss this issue.</p> <p><u>Partnerships</u></p> <p>It was questioned if Thornhill Square could be nominated for the Board of Trade Accessibility Award for installing automatic door openers promptly when requested. It was explained that the award recipients are selected based on the fact that they went above and beyond what was required of them and based on their accessibility level.</p> <p>It was clarified that all applicants receive a certificate and that applicants can re-apply the following year.</p> <p>It was suggested that Markham Ratepayers and Seniors Groups be requested to nominate businesses for the Board of Trade Accessibility Award.</p>	<p>Report back on site plan process - Warren and Graham</p> <p>Meet with Communications to discuss way to improve the communication of accessibility related matters - Graham and Warren</p>

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	<p>It was recommended that any outreach to the Markham Village BIA occur after the construction on Main Street Markham is complete, as businesses are currently facing challenges due to the construction.</p> <p>It was suggested that this Committee contact Councillor Moretti or Councillor Campbell with respect to providing its input on where the curve cuts should be located on Main Street Markham prior to the completion of the construction.</p> <p>It was recommended that staff speak with the Markham Centre Advisory Group staff liaison about the Advisory Committee on Accessibility representation on the committee. As there was some concern that the representative was not being provided with an opportunity to provide feedback on the site plans due to the meeting format.</p> <p><u>Terms of Reference</u> The Chair suggested that the Committee review the Terms of Reference, so that it better reflects the Committee activities and so it coincides with current legislation.</p> <p>The Committee agreed that that the Terms of Reference should be a living document that is updated when required.</p>	<p>Contact Councillor Moretti or Councillor Campbell about the designs for Main Street Markham - All Committee Members</p> <p>Speak with the Markham Centre Advisory Group staff liaison about the Advisory Committee on Accessibility representation on the committee – Graham and Warren</p>
<p>5. Other Business</p>	<p>A. <u>Main Street Markham</u></p> <p>Jacqueline Bell advised that there is a meeting tomorrow night on the design of Main Street Markham. Jacqueline Bell and Warren Rupnarain will attend the meeting and view the designs through the accessibility lens. The findings will be presented at the next meeting.</p> <p>B. <u>Employ Ability</u></p> <p>It was noted that few Members of the Committee attended the Employ Ability job fair.</p>	<p>Present findings from Meeting on Main Street Markham Designs at next meeting - Jacqueline Bell and Warren Rupnarain</p>

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Agenda Item	Discussion	Action Item
6. Date of the Next Meeting	November 21, 2012, 3:30 p.m., Canada Room	
7. Adjournment	The Advisory Committee on Accessibility adjourned at 5:32 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	November 2012	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 UBI 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	November 2012	
	Other			
5.	Investigate the model banks are using to locate their accessible parking spots	Warren Rupnarain	November 2012	Underway
6.	Invite a representative from Markville mall to discuss parking issues at Markville Mall	Warren Rupnarain	November 2012	Deferred to November 2012
7.	Write a letter to the (3) medical clinic owners with no or poorly placed accessible parking with a disclaimer	Warren Rupnarain	November 2012	Underway
8.	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	November 2012	Underway
9.	Consider amending Terms of Reference to better reflect the Committee's priorities	All Committee Members	November 2012	Underway
10.	Amend the September Minutes	Laura Gold	November 2012	Completed
11.	Report back on site plan process	Warren Rupnarain and Graham Seaman	November 2012	
12.	Meet with Communications to discuss way to improve the communication of accessibility related matters	Warren Rupnarain and Graham Seaman	November 2012	
13.	Present findings from Meeting on Main Street Markham Designs at next meeting	Warren Rupnarain and Jacqueline Bell	November 2012	

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No.	Action Item	Responsibility of Staff/Committee Member	Completion Date	Status
14.	Contact Councillor Moretti or Councillor Campbell about the designs for Main Street Markham	All Committee Members	November 2012	
15.	Speak with the Markham Centre Advisory Group staff liaison about the Advisory Committee on Accessibility representation on the committee	Warren Rupnarain and Graham Seaman	November 2012	