

Advisory Committee on Accessibility
September 19, 2012
Canada Room
3:30 PM – 5:30 PM

Committee Members Present: Councillor Valerie Burke, Councillor Don Hamilton, Sidney Polak, Chair , Robert Hunn, Vice-Chair, Kristen Hayes, Joan Jenkyn, Cindy Jones Shrek , Arlene Juanillo, Brian Lynch, and 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: Councillor Alan Ho and Margit Swift	
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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. Approval of the Minutes and Matters Arising There From	It was requested that minor changes/additions to the June 20, 2012 minutes be made. The Committee Clerk clarified that action items will be removed from the list once completed and that the completion date will be adjusted for action items that still need to be completed. Moved by Arlene Juanillo Seconded by Councillor Don Hamilton That the Minutes from the June 20, 2012 Advisory Committee on Accessibility be adopted as amended. CARRIED.	Amend the June 20, 2012 Minutes – Laura Gold
3. Committee Focus	The Chair advised that the purpose of this committee focus exercise is to look at where the committee is now and where it would like to be. The exercise is designed to help the committee identify its strengths, weaknesses, opportunities and threats. Based on the outcome of this brainstorming exercise the committee can then set its priorities.	

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	The Chair read a proposed mission statement for the Advisory Committee on Accessibility Committee, which was as follows: <i>“To contribute to a community that is recognized as providing excellent accessibility in both the public and private sector”.</i> Graham Seaman, Sustainability Office Lead & Manager of Climate Change & Energy, conducted a Strength, Weaknesses, Opportunities and Threats (SWAT) analysis. The following feedback was obtained. Strengths • The Accessibility Fair – the committee’s effort, participation and attendance • Legislation - the legislation provides certainty with respect to the Committee’s roles and responsibilities; • Staff resources – this committee has both a Accessibility Coordinator and a Council/Committee Coordinator assigned to the committee to provide staff support; • Existing communication tools in place that this Committee can utilize (e.g. Markham Life, Markham portal and social media); • The Markham Board of Trade Award; • The diversity of the Committee’s membership; • Strong leadership; • The City of Markham receiving recognition by external organizations – Excellence Canada; • Existing Accessibility Guidelines for approving site plans (note: this was thought to be a leadership document) ; • Committee Members making recommendations to improve the existing accessibility of existing businesses in Markham; • A City of Markham Accessibility Plan; • The knowledge and expertise that has been acquired by the Committee to date; • All Committee Members actively participate in discussions. Weakness • A lack of time and financial resources (note: Committee only meets only once a	

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	month) • The difficulty to find time for sub-committees to work (note: there is a Promotions, Barriers and Recreation sub-committee); • The lack of time to meet affects the amount of work the Committee can achieve; • Committee's desire to take on all issues rather than focusing on a few; • The fact that Markham businesses fail to see the benefits of improving accessibility (note: there is a need to engage the community of the benefits of improving the accessibility of their business); • The practical application and follow-up of the Accessibility Guidelines. Opportunity • Needing to update the City of Markham Accessibility Plan every five (5) years (note: the plan will need to be updated in 2013); • Expanding on existing communications to create a brochure that the Committee can use to engage/educate the public on accessibility matters; • Holding the Accessibility Fair at the mall to encourage greater attendance and to promote greater awareness of accessibility matters; • Increasing recreation opportunities for people with disabilities in Markham by 2013 (e.g. Tai Chi and sports demos); • Having fun while volunteering; • Building Partnerships and collaborations with other organizations to create synergy and leverage (e.g. partnering with the York Region Accessibility Committee); • Considering hybrid meeting methods for sub-committee meetings (e.g. holding sub-committee meetings via teleconference); • Improving the functionality of sub-committees by assigning a Chairperson to each subcommittees and by having set agendas at meetings; • Increase communications with other advisory committees (e.g. Markham Centre, MEAC, Seniors, Race Relations); • Offer a sport class/ other types of events with a variety of communities and abilities (e.g. basketball with able and disabled players). Threats • Matters that have been brought up at the committee level have often been complaint driven rather than having a strategic focus;	Consider amending Terms of Reference to better reflect Committee – All Committee Members

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	• The uncertainty of the site plan review process and how this committee can provide review and support; • The Committee does not have an operating budget. The Committee agreed to focus on the following three (3) priorities: 1. Communications 2. Building Partnerships 3. The Site Plan Review Process The Chair suggested that once the Committee has clearly defined its goals based on the above priorities that it may consider amending its Terms of Reference to better reflect its current roles and responsibilities. It was noted that the Committee should see themselves as ambassadors for persons with disability. Staff advised that the funds could likely be found to support key committee initiatives.	
4. Other Business	A. <u>Employ Ability</u> Information on the Employ Ability job fair was circulated to the committee. The fair will be held at the Thornhill Community Centre on September 27, 2012. B. <u>Diversity Focus Group</u> An invitation to sit on a diversity focus group was circulated to the Committee. The Committee Clerk was requested to inquire if the focus group could be held as part of a Committee meeting. C. <u>Living Disabled</u> It was questioned if any of the Committee Members were able to view the show “Living Disabled”, which airs on Rogers Television.	See if diversity focus group could be held as part of a regularly held Advisory Committee on Accessibility meeting – Laura Gold

Advisory Committee on Accessibility

September 19, 2012

5 | Page

Agenda Item	Discussion	Action Item
		Add Joan's documents to the next agenda – Laura Gold
5. Date of the Next Meeting	October 17, 2012, 5:30 p.m., Ontario Room	
6. Adjournment	The Advisory Committee on Accessibility adjourned at 5:09 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	October 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 UBIA and MVBIA	Sidney Polak	October 2012	
	Heritage/Accessibility			
4.	Committee to decide its next steps with respect to the retrofitting of heritage properties	All Committee Members	October 2012	
	Other			
6.	Investigate the model banks are using to locate their accessible parking spots	Warren Rupnarain	October 2012	Underway
7.	Invite a representative from Markville mall to discuss parking issues at Markville Mall	Warren Rupnarain	October 2012	Deferred to November 2012
8.	Write a letter to the (3) medical clinic owners with no or poorly placed accessible parking with a disclaimer	Warren Rupnarain	October 2012	Underway
9.	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	October 2012	Underway
10.	Consider amending Terms of Reference to better reflect the Committee's priorities	All Committee Members	October 2012	
11.	See if diversity focus group could be held as part of a regularly held Advisory Committee on Accessibility meeting	Laura Gold	October 2012	Completed
12.	Add Joan's documents to the next agenda	Laura Gold	October 2012	
13.	Amend June Minutes	Laura Gold	October 2012	Completed