

**Town of Markham**  
**Advisory Committee on Accessibility**  
**Wednesday, October 19, 2011, 3:30 p.m.**  
**Council Chamber**  
**Minutes**

**Committee members present:**

Councillor Valerie Burke  
Councillor Don Hamilton  
Councillor Alan Ho  
Jaqueline Bell  
Sidney Polak, Chair  
Kristen Hayes  
Robert Hunn  
Joan Jenkyn  
Cindy Jones Shrek  
Arlene Juanillo  
Brian Lynch  
Margit Swift

**Staff present:**

Warren Rupnarain, Accessibility Coordinator  
Don Taylor, Manager, Executive Operations  
Laura Gold, Council/Committee Coordinator

**Regrets:**

None

The Advisory Committee on Accessibility convened at 3:46 p.m. with Sidney Polak presiding as Chair.

**1. OPENING REMARKS AND INTRODUCTIONS**

The Chair welcomed the new members. The Committee Members briefly introduced themselves.

**2. BOARD AND COMMITTEE ORIENTATION**

The Committee Clerk provided a Board and Committee orientation.

**3. APPROVAL OF THE MINUTES**

The date of the next meeting was corrected.

Moved by Councillor Don Hamilton  
Seconded by Councillor Valerie Burke

That the Minutes of the September 21, 2011 Advisory Committee on Accessibility be approved as amended.

**CARRIED.**

The Chair suggested that the action items be reviewed at the next meeting.

#### **4. BUSINESS ARISING FROM MINUTES**

##### **a. Accessibility of the Underground Parking lot a Markham Civic Centre**

The Town is working on establishing an Accommodation Policy for employees and visitors that will address issues such as parking in the underground parking lot.

##### **b. Update on 2012 National Access Week Event**

It was reported that the Markham's 2012 National Access Week event will be a grander event than in 2011. The Lieutenant General of Ontario and other honoured guest may be invited to the event. The following Committee Members were appointed to the Event Sub-Committee:

Joan Jenkyn  
Arlene Juanillo  
Kristen Hayes  
Jaqueline Bell  
Councillor Alan Ho

The Chair advised that members may spend an extra hour a month on sub-committee work.

##### **c. Plaza located on 16<sup>th</sup> Avenue and Major Mackenzie**

Warren Rupnarain, Accessibility Coordinator, and Planning Staff met with the Developer to discuss the Committee's accessibility concerns regarding the placement of the accessible parking spots at the plaza located at 16<sup>th</sup> Avenue and Major Mackenzie. The Developer agreed to implement the recommended changes.

##### **d. Accessibility Considerations – Shoppers Drug Mart**

It was reported that Shoppers Drug Mart will be implementing all of the Committee's accessibility considerations.

##### **e. Other Accessibility Consideration**

It was reported that Le Parc will notify the Committee when its recommendations regarding the other accessibility concerns are addressed.

It was suggested that improvements be made to the curve cut on Yonge Street between Clark Avenue and Centre Street due to accessibility concerns.

It was noted that the Fitness Depot located on Glen Cameron does not have an accessible front entrance. Accessible patron need to call in advance to enter the store through the loading dock.

## **5. FOCUS 2011/2012**

The Committee briefly reviewed a handout outlining the focus for 2011/2012. This document will be reviewed in more detail at the next meeting.

Ms. Cindy Jones-Sherk requested that the Accessible Design Guidelines be emailed to her.

## **6. PROPOSED SUB-COMMITTEES**

This matter will be discussed at the next meeting.

## **7. OTHER BUSINESS**

There was no other business

## **8. NEXT MEETING DATE**

The Committee Clerk was requested to survey the Committee in regards to a possible date and time for the next meeting date.

## **9. ADJOURNMENT**

The Advisory Committee on Accessibility adjourned at 5:21 p.m.

**Attachment: Outstanding Items List (updated September, 2011)**

**1. Promotions and Business Initiatives Subcommittee**

- a) Brochure: handouts (to be accessed)
- d) Board of Trade Awards: invite winner to AAC meeting to celebrate the achievement.

**2. Promotions Subcommittee**

- a) Councillor Alan Ho to liaise with other organizations in such events as roundtable meetings and breakfast meetings - ongoing
- b) Joining the Coalition of Ontario Accessibility Advisory Committees. Warren will provide more information regarding the benefits of joining – Completed, information was sent out by email.

**3. Barriers Subcommittee**

- a) Subcommittee developing a checklist of principles and features including the Markham Accessibility Guidelines, to provide consistency in the reviews – Committee reviewed guidelines in the spring of 2011.
- b) Motion at November, 2010 meeting:  
That representatives of the Advisory Committee of Accessibility work with Town staff to rectify the current situation at the new development on Highway 48, south of Major Mackenzie Drive, and prepare for a deputation to the Development Services Committee by the end of March, 2011, to present the Committee's concerns regarding development that ignores accessibility issues (included for information purposes only).

Memo will be distributed to the Committee by the end of the third quarter.

- c) Warren Rupnarain will contact Biju Karumanchery to obtain a list of major projects the Town is currently working on and report back at the May 18, 2011 meeting.
- d) Discuss membership of the Sub-Committee will be discussed at the October 2011 meeting.

**4. Lack of accessible parking on Main Streets in Unionville and Markham.**

Markham BIA has attended to discuss parking issues. AAC members were encouraged to attend a future BIA meeting and submit an article for their newsletter. (Sidney to attend) - Upcoming Markham Seminar

Unionville BIA attended in September, 2010 and encouraged AAC to work on parking and washroom issues with the Town – Upcoming Unionville Seminar

**5. Main Street Environmental Assessment**

Warren and Markham BIA to coordinate efforts to ensure accessibility issues are not missed.

Dale MacKenzie will present digitally enhanced drawing at the next stage in design process – Fall 2011

Town engineering staff will encourage existing business owners to explore accessibility opportunities – Dale Mackenzie, throughout 2011

Committee plans to make presentation to the BIA in the fall of 2011.

**6. Toronto Parking Regulations**

Disabled parking is permitted in any “no parking” areas in Toronto. Gord Landon offered to bring this matter forward at the next Parking Advisory Committee meeting. An email will be sent to the Committee.

**7. Heritage/Accessibility**

- Staff to provide info on coordination of accessibility (Warren) - ongoing
- Update on the BIA mandate to be provided following Council/BIA workshop

**8. Building a Creative Advisory Committee**

The Committee Clerk was requested to email the upcoming meeting dates of the Building a Creative Advisory Committee to the Committee. A member will attend based on availability – Summer 2011.

**9. National Access Week Event**

Start the Planning and Execution of a larger scale event for the 2012 National Access Week in the fall of 2011 – All Committee Members.

**10. Site Plan Memorandum**

Email memorandum to Committee prior to bringing it forward to the Development Services Committee – Warren Rupnarain

Memo is now being email to Mayor and Members of Council.

**11. Cycling & Pedestrian Committee**

Appoint a new Advisory Committee on Accessibility Representative to Cycling and Pedestrian Committee – Laura will add to the Agenda

**12. Accessible Design Guidelines - Provide Cindy Jones – Sherk with a copy of the Accessible Design Guidelines – Warren Rupnarain – complete by November 2011**

**13. Review Focus 2011-2012** – All Committee Members, November 2011 meeting