

**Town of Markham**  
**Advisory Committee on Accessibility**  
**Wednesday, September 21, 2011, 3:30 p.m.**  
**Canada Room**  
**Minutes**

**Committee members present:**

Councillor Valerie Burke  
Councillor Don Hamilton  
Councillor Alan Ho  
Sidney Polak, Chair  
Prescott Harrison  
Joan Jenkyn  
Carole Robertson

**Staff present:**

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

**Regrets:**

Robert Hunn  
Jaqueline Bell

The Advisory Committee on Accessibility convened at 3:40 p.m. with Sidney Polak presiding as Chair.

**1. APPROVAL OF THE MINUTES**

Moved by Carole Robertson  
Seconded by Councillor Alan Ho

That the Minutes of the June 15, 2011 Advisory Committee on Accessibility be approved as presented.

**2. FOCUS 2011/2012**

A handout of the 2011/2012 focus was circulated to the Committee.

The Committee reviewed the 2011/2012 Focus. The areas of focus included:

**1. ACC: Reviews Markham Accessibility Plan**

This will include a review of Town by-laws, policies, programs, practices and services (e.g. enforcement of disabled parking spots).

**2. Review Site Plans, Drawings and Major Renovation Projects**

The Barriers Sub-Committee will review major site plan agreements and related documents that require additional review. The membership of the Sub-Committee will be discussed at the next meeting.

### 3. Business and Community Outreach

Some of the activities mentioned included: hosting a BIA seminar; the Markham Board of Trade Award; and assisting with the planning and execution of the National Access Awareness week celebration.

#### Discussion

There was a request to add accessible/full service gas stations to the focus 2011/2012 list. Mr. Rupnarain reported that the Town's goal is to have a map with all of the accessible gas stations in Markham on its website. The Town is currently learning from work done by Whitby's Advisory Committee on Accessibility with respect to promoting accessible/full service gas stations in Whitby.

The Chair reported that the focus of 2011-2012 will be discussed with the new committee at the next meeting. Roles and responsibilities re-Sub-Committees will be discussed at this time.

Asset Management was requested to test the door opener in the Canada Room to ensure that it is working properly, as it did not work when some members tried to enter the room.

It was noted that the developer of the mall at Major Mackenzie and 16<sup>th</sup> Avenue has failed to address the Committee's concerns regarding the location of its accessible parking spots. Mr. Rupnarain reported that he would contact the developer to discuss this matter.

It was noted that both Shoppers Drug Mart and Le Parc are addressing the Committee's accessibility concerns. The Committee felt large corporation were more sensitive towards addressing accessibility concerns.

There was a discussion regarding recreational services available to persons with a disability and how they could be improved. The Town currently provides a variety of programs to persons with a disability, including sledge hockey, accessible yoga and learning to skate. A Member suggested that some of these programs are not listed in the recreational guide, which may prevent some residents from enrolling in the programs (e.g. Accessible Yoga).

It was noted that accessible door opener will be installed at Thornhill Plaza by the end of the year.

### **3. CELEBRATION OF CAROLE ROBERTSON AND PRESCOTT HARRISON**

The Committee thanked Carole Robertson and Prescott Harrison for their contributions to the Committee and wished them best in their future endeavours.

Carole Robertson spoke about her experience as the Advisory Committee for Accessibility Representative for the Cycling & Pedestrian Committee. She noted some of the accessibility considerations she provided to the Committee. It was reported that a new Advisory Committee on Accessibility Representative will need to be appointed at the next meeting.

Prescott Harrison was recognized for his work on ensuring there are accessible/ full service gas stations in Markham.

#### **4. NEXT MEETING DATE**

The next meeting of the Advisory Committee on Accessibility will be held on October 19, 2011 at 3:30 p.m. in the Council Chamber.

#### **5. ADJOURNMENT**

The Advisory Committee on Accessibility adjourned at 4:34 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. Accessibility of the Underground Parking Lot**

Investigate barriers prevent disabled volunteers from parking in the under ground parking lot at Markham Civic Centre – Warren Rupnarain – October 2011

**10. 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.

**12. 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.

**13. Full Service Gas Stations in Markham**

Follow up with the Canadian Petroleum Institute regarding full service gas stations in Markham in October 2011 - Warren Rupnarain (Petro Canada, Esso, and Shell contacted)

Add full service gas stations to the focus 2011/2012 – October 2011 – Sidney Polak

**14. Letter to Taxi Brokerages and Markham Mobility**

Letter to be sent to Markham Taxi Brokerages and to Markham Mobility regarding dropping of a picking up disabled patrons - This action will be deferred until the matter is fully clarified at the next meeting in October.

**15. Door Opener in Canada Room**

Have Asset Management Test Door Openers for the Canada Room – Laura Gold – Complete by October 2011 Meeting

**16. Cycling & Pedestrian Committee**

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

**17. Development on 16<sup>th</sup> Avenue and Major Mackenzie**

Follow up with Developer regarding the Committee's accessibility concerns – complete by October 2011 meeting- Warren Rupnarain