

**Town of Markham  
Advisory Committee on Accessibility  
Wednesday, May 18, 2011, 3:30 p.m.  
Ontario Room  
Minutes**

**Committee members present:**

Councillor Don Hamilton  
Councillor Alan Ho  
Sidney Polak, Chair  
Jaqueline Bell  
Robert Hunn  
Joan Jenkyn  
Carole Robertson

**Staff present:**

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

**Regrets:**

Councillor Valerie Burke  
Prescott Harrison

The Advisory Committee on Accessibility convened at 3:38 p.m. with Mr. Sidney Polak presiding as Chair.

**1. MARKHAM ACCESSIBLE TAXI SERVICES**

Mr. Warren Rupnarain, Accessibility Coordinator, provided a brief overview on the proposed accessible taxi services in Markham, advising that dual purpose taxis that can accommodate patrons in a wheelchair or a motorized scooter were being proposed. Patrons with a disability will pay the meter rate. It was clarified that this service would be in complement to the existing taxi script. It was anticipated that some taxi drivers will argue that it is not economically viable to charge the meter rate.

**2. APPROVAL OF THE MINUTES**

The following changes were made to the April 20, 2011 Advisory Committee on Accessibility Minutes:

- 1) Joan Jenkyn and Carole Robertson were added to the attendance under regrets;
- 2) A spelling correction was made on page one (1) of the minutes;
- 3) The last sentence of section two (2) paragraph one (1) was deleted.

Moved by Councillor Don Hamilton

Seconded by Councillor Alan Ho

That the minutes from the April 20, 2011 Advisory Committee on Accessibility be adopted as amended.

CARRIED.

### **3. BUSINESS APPROVING FROM MINUTES**

#### **a. Site Plan Memorandum**

It was noted that the memorandum on the site plan approval process provides suggestions as to what can be done to improve the process so that accessibility issues are considered early on in the planning process. The Committee requested that the memorandum be circulated to the Committee via email prior to it going forward to the Development Services Committee. It was noted that the memorandum was created in collaboration with the Planning Department.

#### **b. Building a Creative Markham Advisory Committee**

It was noted that the Building a Creative Markham Advisory Committee will only have a few more meetings prior to it being dissolved. It was agreed that an Advisory Committee on Accessibility Representative may informally attend the remainder of its meetings.

The Committee Clerk was requested to find out the remainder of the Building a Creative Advisory Committee meeting dates and email them to the Committee. A representative from the Committee will attend the meetings based on members' availability.

Moved by Councillor Don Hamilton

Seconded by Joan Jenkyn

That the Committee Clerk email the Advisory Committee on Accessibility the remaining meeting dates of the Building a Creative Markham Advisory Committee and coordinate who will be attend based on member's availability.

CARRIED.

#### **c. Review of the Accessibility Design Guidelines**

It was noted that Warren Rupnarain, Sidney Polak and Robert Hunn reviewed the accessibility guidelines and provided feedback to Shane Holten. There was a discussion on allowing volunteers with a disability park in the underground parking lot at Civic Centre for evening meetings. The accessibility of the underground parking lot at Civic Centre was requested to be investigated.

Moved by Sidney Polak

Seconded by Councillor Don Hamilton

That the accessibility of the underground parking lot at Markham Civic Centre be investigated.

CARRIED.

**d. York Region Sport Ball Program**

It was noted that there are only three (3) sport ball programs adapted for children with a disability listed in a York Region flyer recently sent to Markham households. The Committee wanted to ensure that York Region's Recreational Services are inclusive to all. Mr. Rupnarain was requested to bring this matter to the attention of the York Region Accessibility Coordinator. The Chair was requested to write a letter to York Region on this matter, noting a response should be requested.

**e. York Region Advisory Committee on Accessibility**

Warren Rupnarain will discuss with York Region the possibility of having a representative from the Markham Advisory Committee on Accessibility attend the York Region Advisory Committee on Accessibility meetings.

**4. DISCUSSION OF ACCESSIBILITY CONCERNS AT LE PARC BANQUET HALL**

It was reported that the curve cut at Le Parc Banquet Hall is too high; there are no automatic door openers; and that there are always cars parked in front of the curve cut. These issues have been brought to Le Parc's attention. Mr. Don Taylor, Manager of Executive Operations, was thanked for his handling of this matter.

**5. UPDATE ON ACCESSIBILITY GAS STATION INITIATIVE IN MARKHAM**

There was a discussion on the accessibility of Markham gas stations, as there are very few full service gas stations remaining. A meeting was held with the Canadian Petroleum Institute to discuss this matter. It was agreed that there is a need to have a certain number of full service gas stations in Markham and in other municipalities in Ontario. It was noted that full service gas stations should also be required to have adequate signage. The Canadian Petroleum Institute has agreed to articulate this message to the oil companies. It was noted that a memorandum was brought forward to Council on this issue and that the concern was addressed to other Regional municipalities. Councillor Alan Ho & Councillor Don Hamilton were thanked for taking the lead on this matter.

**6. DEMONSTRATION ON ACCESSING STANDING COMMITTEE AGENDAS ON THE TOWN'S WEBSITE**

The Committee Clerk provided a demonstration on accessing agendas and minutes on the Town's website.

**7. OTHER BUSINESS**

The following Members agreed to attend "A morning with David Lepofsky: Accessibility in the Past, Present and Future":

- Sidney Polak

- Warren Rupnarain

Other members who would like to attend must RSVP by June 3, 2011. The Chair will share the Markham Board of Trade Award as one of the Markham Advisory Committee on Accessibility's accomplishments.

#### National Access Week

On May 30, 2011 the Town will be celebrating National Access Week at 8:00 a.m. for one (1) hour. Members were requested to attend. Also, in collaboration with York Region a panel discussion will be held on June 2 in recognition of national access week. An invitation will be sent by email with further details. It was noted that this is a small scale event and that next year the Committee may consider planning a larger scale event to promote national access week.

Moved by Joan Jenkyn

Seconded by Carole Robertson

That the Advisory Committee on Accessibility undertake the planning and execution of a larger scale event in recognition of the 2012 National Access Week.

CARRIED.

#### Resignations

It was noted that it is with regret that some of the previous members did not re-apply to serve another term on the Advisory Committee on Accessibility Committee. The Committee Clerk advised that these members will receive a letter from Mayor thanking them for their service.

#### Board of Trade Award

It was noted that the deadline for the Board of Trade nominations is Friday, May 20, 2011.

#### Review of Action Items

The Committee reviewed the list of action items. Warren Rupnarain was requested to follow-up with Dale MacKenzie regarding scheduling a presentation on the Main Street Markham design details and report back at the next meeting.

### **8. NEXT MEETING DATE**

The next meeting date of the Advisory Committee on Accessibility will be held on Wednesday, June 15, 2011 in the Canada Room.

### **9. ADJOURNMENT**

The Advisory Committee on Accessibility Committee adjourned at 5:26 p.m.

**Attachment: Outstanding Items List (updated on April 27, 2011)**

**1. Promotions and Business Initiatives Subcommittee**

- a) Brochure: Interested Committee members distributed brochures at Markville Mall.
- b) Insert in Markham Life Magazine
- c) ACRA nomination for Markham business achievement in public service
- d) Board of Trade Awards: invite winner to AAC meeting to celebrate the achievement.

**2. Outreach Subcommittee**

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

**3. Barriers Subcommittee**

- a) Subcommittee developing a checklist of principles and features including the Markham Accessibility Guidelines, to provide consistency in the reviews.
- 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.
- 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.

**4. Opportunities Subcommittee**

- a) Compile a list of opportunities for consideration.

**5. 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. (Rhonda, Jaqueline and Sidney to attend)

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

**6. Main Street Environmental Assessment**

Warren and Markham BIA to coordinate efforts to ensure accessibility issues are not missed. A presentation was made in June, and Dale MacKenzie will make a further presentation with design details – Warren to check with Dale in regards to providing the presentation.

**7. Bench Installation**

Investigate/arrange presentation in April/May on practices regarding installation of benches along sidewalks, in malls, and other locations, and what funding is available.

**8. 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 – Committee Clerk requested this item be added to the June 1 Parking Advisory Committee Agenda.

**9. Heritage/BIA**

- Staff to provide info on coordination of accessibility and heritage in the Niagara-on-the-Lake area (Warren)
- Update on the BIA mandate to be provided following Council/BIA workshops

**10. Focus 2011**

**11. Accessibility Plan**

Update template to include a comprehensive list of services, policies, practices and by-laws enforcing accessible services and facilities for persons with disabilities in Markham.

**12. 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.

**13. Accessibility of the Underground Parking Lot**

Investigate the Accessibility of the underground parking lot at Markham Civic Centre – Warren Rupnarain.

**14. National Access Week Event**

Under take the Planning and Execution of a larger scale event for the 2012 National Access Week – All Committee Members.

**15. Accessibility Design Guidelines – complete before the May 18, 2011 meeting**

Sidney Polak, Jaqueline Bell, Robert Hunn and Warren Rupnarain will review the Accessibility Design Guidelines and provide feedback to Shane Holten.

**16. York Region Advisory Committee on Accessibility – report back at the May 18, 2011 meeting**

Gather information with respect to the York Region Advisory Committee on Accessibility – Warren Rupnarain.

**17. York Region Recreational Services**

Discuss with the York Region Accessibility Coordinator the sports ball flyer – Warren Rupnarain

Write a letter to York Region regarding the lack of sport ball programs adapted for children with a disability listed in a flyer recently sent to Markham households requesting that a response be requested.

**18. Accessibility Issues at Le Parc**

Follow-up with Le Parc to see if suggestions have been implemented in September 2011- Warren Rupnarain

**19. Site Plan Memorandum**

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

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

Follow up with the Canadian Petroleum Institute regarding full service gas stations in Markham in September 2011 - Warren Rupnarain