

Municipality of Lakeshore - Report to Council

Community & Development Services

Communications & Strategic Initiatives



To: Mayor & Members of Council

From: Rita Chappell, Manager of Communications & Strategic Initiatives

Date: January 4, 2021

Subject: Accessibility Committee Meeting Minutes November 17, 2020

Recommendation

Approve the use of the 2020 Accessibility Committee budget to purchase customized accessible products such as flags, banner and tablecloth(s) to be used to promote accessibility in Lakeshore up to limit of \$2,200.

Permit an Accessible Flag be flown on either Town Hall or the Atlas Tube Centre on the International Day of Persons with Disabilities – December 3.

Receive the Accessibility Committee Meeting Minutes of November 17, 2020.

Background

The Draft Accessibility Advisory Committee meeting minutes are attached.

Comments

The Accessible Advisory Committee requests Administration create customized accessible promotional products which can be used during events to promote accessibility.

The products include:

- A customized Accessible Flag which can be flown on a municipal building on provincially recognized Accessibility Days, such as the International Day of Persons with Disabilities on December 3.
- Customized accessible tablecloth and pull-up banner which can be used for events such as the Sunsplash, Canada Day, Comber Fair or other such events where members of the Accessibility Committee may be present.

Due to the initial setup cost of customization, Administration recommends Council approve the purchase of a backup flag/tablecloth which can be used should the original

be damaged. The costs for 2 tablecloths, pull-up banner and 4 flags is estimated at \$2,000 plus tax.

With Council's approval, Municipal Liaison Rita Chappell shall have draft designs created for approval by the Committee. The Committee has requested funds from the committee's 2020 budget which was not used for training due to COVID-19, be used to fund the expense.

The Committee passed the following Motion:

02-11-2020 - Motion

Accessibility Advisory Committee 2020 budget be used to purchase a flag(s) and banner/tablecloth. The budget amount is to be carried over to 2021 should the project not be completed by the end of 2020.

Financial Impacts

The 2020 Accessibility Committee Budget of \$3,000 will remain open into 2021 to purchase the customized accessible products.

Estimated cost of recommendation:

Setup Fee and Artwork	\$ 250
Tablecloth \$265 X 2	\$ 520
Pull-up Banner	\$ 299
Flags \$195 X 4	\$ 780
Total	\$1859 plus tax

Funds remaining from the 2020 budget shall be transferred to Lakeshore's general account.

Attachment 1 - Draft Accessible Advisory Committee Meeting Minutes November 17, 2020.

Report Approval Details

Document Title:	Accessibility Committee Draft Minutes.docx
Attachments:	- Nov 17 2020 - Accessibility Advisory Committee Meeting Minutes.docx
Final Approval Date:	Feb 10, 2021

This report and all of its attachments were approved and signed as outlined below:

Tammie Ryall

Rosanna Pellerito

Kristen Newman

Truper McBride