



## Municipality of Mississippi Mills

### ACCESSIBILITY ADVISORY COMMITTEE AGENDA

Wednesday, April 21, 2021

3:00 p.m.

E-participation

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	Pages
A. CALL TO ORDER	
B. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF	
C. APPROVAL OF AGENDA Recommended Motion: THAT the agenda be approved as presented.	
D. APPROVAL OF MINUTES Recommended Motion: THAT the minutes dated March 24, 2021 be approved.	2 - 5
E. DELEGATIONS AND PRESENTATIONS	
E.1. Calvin Murphy, Recreation Manager with Mississippi Mills re: Mill Run Park Design	6
F. REPORTS	
F.1. Revised 2021 Annual Accessibility Report	7 - 11
G. BUSINESS ARISING OUT OF MINUTES	
G.1. National AccessAbility Week May 31 to June 4, 2021	
G.2. New Municipal Website - WCAG 2.0 Level AA Compliant	
H. ROUND TABLE	
I. INFORMATION AND CORRESPONDENCE None	
J. OTHER / NEW BUSINESS None	
K. MEETING ANNOUNCEMENTS	
L. ADJOURNMENT	



**The Corporation of the Municipality of Mississippi Mills**  
**Accessibility Advisory Committee Meeting**  
**MINUTES**

**March 24, 2021**  
**3:00 p.m.**  
**E-participation**

Committee Present: Araina Clark  
Myrna Blair  
Betty Preston  
Kristen Ray  
Claire Marson  
Councillor Guerard

Committee Absent: Jim Lowry  
Paul Cozier

Staff Present: Jennifer Russell, Deputy Clerk

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**A. CALL TO ORDER**

Betty Preston, Chair, called the meeting to order at 3:02 p.m.

**B. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF**

None

**C. APPROVAL OF AGENDA**

**Moved by** Araina Clark

**Seconded by** Kristen Ray

**THAT** the agenda be approved as presented.

**CARRIED**

**D. APPROVAL OF MINUTES**

**Moved by** Claire Marson

**Seconded by** Myrna Blair

**THAT** the minutes dated January 15, 2020 be approved as presented.

**CARRIED**

**E. DELEGATIONS AND PRESENTATIONS**

None

**F. REPORTS**

**F.1 2021 Annual Accessibility Report**

The Committee discussed items on the 2021 Annual Accessibility Report.

ACTION: Staff to circulate the report to Department Heads for updates on the effects COVID 19 has had on priorities and additional items that may need to be included in the report due to COVID 19 impacts, such as outdoor areas, public washrooms etc.

**G. BUSINESS ARISING OUT OF MINUTES**

None

**H. ROUND TABLE**

Claire Marson - Accessibility for Pakenham store renovations.

Araina Clark - Accessibility issues for restaurants in downtown heritage buildings.

Councillor Guerard - AccessAbility Week and promotion to be discussed at the next Accessibility meeting, such as flyers, radio ads, and newspaper ads.

**I. INFORMATION AND CORRESPONDENCE**

**I.1 COVID-19 and People with Disabilities in Canada**

Committee members discussed the article.

ACTION: Staff to post the article on the municipal website, social media and News and Public Notice during the week of March 29, 2021. A version of the article to be provide as a publication for the upcoming AccessAbility week.

**J. OTHER / NEW BUSINESS**

**J.1 National AccessAbility Week May 31 to June 4, 2021**

Members discussed the challenges of promoting AccessAbility week during a COVID 19 lockdown. Pakenham to be included in the distribution area when information is provided to residents on AccessAbility week.

**J.2 New Municipal Website - WCAG 2.0 Level AA Compliant**

The Deputy Clerk advised the Accessibility Advisory Committee of the new Municipal website with its WCAG 2.0 Level AA compliance and asked the committee to review the Accessibility webpage.

ACTION: Staff to circulate the Municipality's Accessibility webpage link to the Committee for review and comment.

**J.3 Livestreaming on Municipal Website**

The Deputy Clerk informed the Committee members of the new livestreaming service that allows Council and Committee meetings to be livestreamed on the Municipal website making it more accessible for residents to stay informed. The livestreamed meetings can be found on the municipal website under "Council Calendar". The livestreaming and recording functions are also Closed Captioned as per the WCAG 2.0 Level AA compliance.

**K. MEETING ANNOUNCEMENTS**

The next meeting is scheduled for April 21, 2021 at 3:00 p.m.

**L. ADJOURNMENT**

**Moved by** Araina Clark

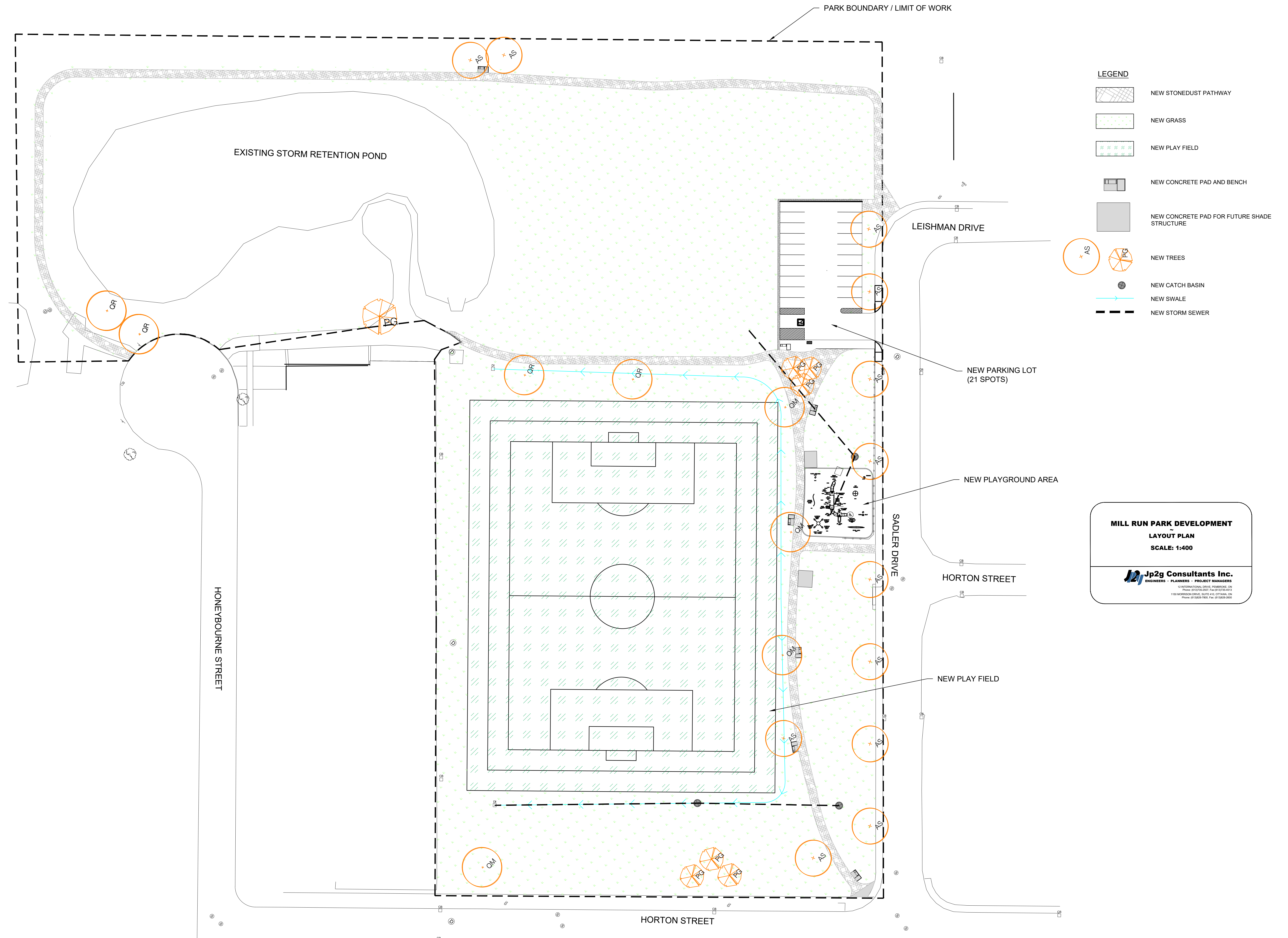
**Seconded by** Kristen Ray

**THAT** the Accessibility Advisory Committee meeting be adjourned at 3:59 p.m.

**CARRIED**

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Jennifer Russell, Deputy Clerk,  
Recording Secretary



## 2021 ACCESSIBILITY ANNUAL REPORT - IDENTIFIED BARRIERS

ALMONTE DAYCARE CENTRE – 208 STATE STREET						
TYPE OF BARRIER	LOCATION	DESCRIPTION	REMEDY	PRIORITY	ESTIMATED COMPLETION DATE	COMMENTS
P	Almonte Daycare	No elevator to second floor	Install elevator	Low	Major renovation	If a child with disabilities attends the daycare their programming takes place on first floor
P	Almonte Daycare	Accessible Parking	Install more spaces	Medium	2025	No place to drop off persons with disabilities and parking is limited
P	Almonte Daycare - Washrooms	Doorways, sinks taps, counters, toilets	Lower counters upgrade fixtures, install accessible doors with push buttons and alarms	Medium	2025	If a child with disabilities attends they cannot reach the taps, or use facilities at ease, and no privacy.
A new daycare location at Holy Name of Mary opened in 2019 and is fully accessible. Any child requiring greater accessibility would be provided a spot at that location.						

## 2021 ACCESSIBILITY ANNUAL REPORT - IDENTIFIED BARRIERS

ROADS & PUBLIC WORKS – 3131 OLD PERTH RD						
TYPE OF BARRIER	LOCATION	DESCRIPTION	REMEDY	PRIORITY	ESTIMATED COMPLETION DATE	COMMENTS
P	Municipal Garage - Washrooms	Not accessible	Renovation	Low	2022+	Pending Facility Needs Assessment
P	Municipal Garage - Entrance	Not accessible	Renovation	Low	2022+	Pending Facility Needs Assessment
A	Sidewalks in Almonte and Pakenham	Sidewalks are uneven and not all sloped to accommodate passage by wheelchairs and strollers	Reconstruct sidewalks	High	Incorporated yearly	Each year there is a budget allocated to sidewalk repairs. The list of repairs is prioritized by Public Works Department.
P	Sidewalk on Little Bridge Street	Sidewalk too high off the road	Extend railing	Medium	2021-2022	Little Bridge Street sidewalk will likely be addressed when the downtown revitalization project is realized likely in 2021-2022



## 2021 ACCESSIBILITY ANNUAL REPORT - IDENTIFIED BARRIERS

### PUBLIC LIBRARY – ALMONTE BRANCH – 155 HIGH ST

TYPE OF BARRIER	LOCATION	DESCRIPTION	REMEDY	PRIORITY	ESTIMATED COMPLETION DATE	COMMENTS
P	Reception counter	Counter requires an overhang to accommodate a wheelchair	Move the counter wall	Low	2021-2023	Patrons can approach the accessible low counter for exchange of materials but we need to have an overhang to accommodate a wheelchair. Estimated cost-\$500.
P	Door leading into meeting area	Door is too narrow to accommodate wheelchair	Enlarge doorway	Low	2022-2024	The door from the quiet room meets accessibility standards (greater than 32 inches). The other door will be widened when the Almonte Branch is renovated in 2022. Estimated cost (if done outside of renovation) - \$3000.
P	Accessible bathroom- outside access	Build an accessible public bathroom- accessible from outside when library closed.	Build a new bathroom	Low	2022-2024	This could be included in the Almonte Branch renovation if approved.

### ALMONTE OLD TOWN HALL – 14 BRIDGE STREET

## 2021 ACCESSIBILITY ANNUAL REPORT - IDENTIFIED BARRIERS

TYPE OF BARRIER	LOCATION	DESCRIPTION	REMEDY	PRIORITY	ESTIMATED COMPLETION DATE	COMMENTS
P	Sidewalks	Uneven, cracked	Need repair	Low	2025	Hard for someone in a wheelchair to maneuver. This will be addressed by Public Works during their annual budget for sidewalk repair.
P	Washrooms on first floor	Doors are not automated	Install power assist doors	Low	2022+	

### ALMONTE & DISTRICT COMMUNITY CENTRE – 182 BRIDGE STREET

TYPE OF BARRIER	LOCATION	DESCRIPTION	REMEDY	PRIORITY	ESTIMATED COMPLETION DATE	COMMENTS
P	Access onto the Curling Rink Surface	No accessible access onto curling slab, 2 sets of steep stairs	Review options	Low	2025	Complete a detailed review of accessible options (eg. stairlift, ramp, renovation) for access to curling rink. Options were presented to AAC for consideration. Will require approx. \$50,000 to complete

### GEMMILL PARK – 182 BRIDGE STREET

## 2021 ACCESSIBILITY ANNUAL REPORT - IDENTIFIED BARRIERS

TYPE OF BARRIER	LOCATION	DESCRIPTION	REMEDY	PRIORITY	ESTIMATED COMPLETION DATE	COMMENTS
P	Gemmill Park parking lot	Access from parking lot to park has large gravel and is hard for wheelchairs and walkers	Pave a path or sidewalk to park entrance	Low	2023	

### MUNICIPAL BUILDING – 3131 OLD PERTH RD

TYPE OF BARRIER	LOCATION	DESCRIPTION	REMEDY	PRIORITY	ESTIMATED COMPLETION DATE	COMMENTS
P	Public washrooms	Accessible washroom doors are not automated	Install automated doors	Low	2022	