



Municipality of Mississippi Mills

ACCESSIBILITY ADVISORY COMMITTEE AGENDA

Wednesday, May 19, 2021

3:00 p.m.

E-participation

	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 April 21, 2021 be approved.	3 - 6
E. DELEGATIONS AND PRESENTATIONS None	
F. REPORTS	
F.1. Annual Accessibility Report Recommended Motion: THAT the Accessibility Advisory Committee (AAC) recommends Council Accept the 2021 Annual Accessibility Report.	7 - 11
G. BUSINESS ARISING OUT OF MINUTES	
G.1. National AccessAbility Week May 31 to June 4, 2021 <ul style="list-style-type: none">• Poster (Website)• Weekly Tips (Website & News Posts)• Digital sign (Almonte)• Civitan Sign (Pakenham)	12 - 16
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

April 21, 2021

3:00 p.m.

E-participation

Committee Present: Jim Lowry
Araina Clark
Myrna Blair
Betty Preston (Chair)
Kristen Ray
Claire Marson
Councillor Guerard

Committee Absent: Paul Cozier

Staff Present: Jennifer Russell, Deputy Clerk
Calvin Murphy, Recreation Manager

A. CALL TO ORDER

The Chair, Betty Preston, called the meeting to order at 3:05 p.m.

B. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

None

C. APPROVAL OF AGENDA

Moved by Kristen Ray

Seconded by Councillor Guerard

THAT the agenda be approved as presented.

CARRIED

D. APPROVAL OF MINUTES

Moved by Araina Clark

Seconded by Jim Lowry

THAT the minutes dated March 24, 2021 be approved.

CARRIED

E. DELEGATIONS AND PRESENTATIONS

E.1 Calvin Murphy, Recreation Manager with Mississippi Mills re: Mill Run Park Design

Recreation Manager, Calvin Murphy, provided an overview of the Mill Run Park design located in Almonte. Accessibility items of note include:

- Pathway throughout the park is 2 metres wide with stone dust
- Play ground includes 5-6 accessible play structure features
- Benches include armrests

Items discussed by the committee included:

- Bench arms at the ends of benches and in the middle
- Playground surface is comprised of woodchips
- Depressed sidewalks will be needed for access from parking lot to trail
- No washrooms
- Shade structures will be provided in conjunction with Almonte High School
- Trees will be planted throughout the park
- Designated Accessible Parking spots

Recreation Manager offered to take the committee on a tour of the park once it has been completed.

F. REPORTS

F.1 Revised 2021 Annual Accessibility Report

The committee discussed the following items regarding the revised accessibility report:

- Library added an item regarding outside access to the washroom
- Almonte Old Town Hall washroom automatic door priority should be increased due to the recent increase in tourism
- Access to curling rink an important priority

ACTION: Deputy Clerk to consult with Tiffany MacLaren, Economic Development and Cultural Coordinator, regarding the washroom automatic door priority.

ACTION: Deputy Clerk to bring forward information at the next meeting regarding the creation of a Working Group for the possible creation of a Curling Rink Accessibility working group.

G. BUSINESS ARISING OUT OF MINUTES

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

The committee discussed options to promote National AccessAbility Week. Suggestions to advertise this week included:

- Radio ads - Lake 88 and Heritage Radio Renfrew
- Digital sign ads using the new digital sign in Almonte
- Civitan sign in Pakenham by the bridge
- Website posts
- Accessibility Tips from previous years to be posted on website

Messaging for advertisements to include:

- Questions: Have you thought of accessibility? How to handle accessibility during Covid?
- Tips on accessibility
- Direct residents to the website for more information
- Links to resources that we have on website

- "raising access awareness for individuals with disabilities"

ACTION: Betty Preston to contact local radio stations to inform them of AccessAbility week. Offer to provide "weekly tips" to the radio.

ACTION: Deputy Clerk to design the AccessAbility Week advertisements and municipal webpages and posts

G.2 New Municipal Website - WCAG 2.0 Level AA Compliant

Committee reviewed the municipal Accessibility webpage with no comments.

H. ROUND TABLE

Araina Clark - Dimensions of the Mill Run park for soccer field and entire park space

I. INFORMATION AND CORRESPONDENCE

None

J. OTHER / NEW BUSINESS

None

K. MEETING ANNOUNCEMENTS

The next meeting is May 19, 2021 at 3:00 p.m.

L. ADJOURNMENT

Moved by Araina Clark

Seconded by Councillor Guerard

THAT the meeting be adjourned at 4:15 p.m.

CARRIED

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	High	2021	Priority increased due to the amount of tourism.

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	



National AccessAbility Week

May 31 – June 4

**Raising awareness
for equal access for
individuals with
disabilities**

Watch for daily
accessibility tips
www.mississippimills.ca



Mississippi
Mills

National AccessAbility Week Tips 2021

1. Did you know...**May 31st to June 4th is National AccessAbility Week!**
National AccessAbility Week was first established in 1988 to promote better community access for people with disabilities.

1 in 7 Ontarians, and 42% of people over 65 years of age, have a disability.

Mississippi Mills is committed to making our community more accessible for everyone. Throughout the week we will be posting tips on our website for individuals and businesses to help those with Accessibility needs.

Lend a hand and join us in an effort to raise awareness for equal access and full participation for individuals with disabilities.

Let's celebrate the achievements of those who encounter barriers every day!

For more information on Accessibility, the Municipality, and organizations associated with Accessibility please visit our website at www.mississippimills.ca

2. Did you know...**Physical disabilities** include a range of functional limitations from minor difficulties in moving or coordinating one part of the body, to muscle weakness, tremors, and paralysis.

Here are some **tips to assist people** with physical disabilities:

- People with physical disabilities often have their own way of doing things. Ask before you help.
- Wheelchairs and other mobility devices are part of a person's personal space, don't touch, move or lean on them.

Here are some **tips for businesses** to assist people with physical disabilities:

- Keep ramps and corridors free from clutter. Remove obstacles and rearrange furniture/shelving to ensure a clear passage.
- Provide accessible seating with arms for those who may not be able to stand or wait in lines for long periods of time.

- If you need to have a lengthy conversation with someone who uses a wheelchair or scooter, consider sitting so you can make eye contact at the same level.

Join us in an effort to raise awareness for equal access and full participation for individuals with disabilities. Let's celebrate the achievements of those who encounter barriers every day!

For more information on Accessibility, the Municipality, and organizations associated with Accessibility please visit our website at www.mississippimills.ca

3. Did you know...**Hearing loss** can cause problems in distinguishing certain frequencies, sounds or words and like most disabilities has a wide variety of degrees.

Here are some **tips to help people** who are deaf or hard of hearing:

- Attract the person's attention before speaking. A gentle touch on the shoulder or a gentle wave of the hand works well.
- Make sure you are in a well-lit area and keep your hands and other objects away from your face and mouth while speaking.
- If the person uses a hearing aid, try to speak in an area with little background noise.

Here are some **tips for businesses** to assist people who are deaf or hard of hearing:

- Provide a pen and paper at all customer service desks for an alternative method of communicating.
- speak directly to your customer – not to their sign language interpreter – if they are accompanied by one.

Join us in an effort to raise awareness for equal access and full participation for individuals with disabilities. Let's celebrate the achievements of those who encounter barriers every day!

For more information on Accessibility, the Municipality, and organizations associated with Accessibility please visit our website at www.mississippimills.ca

4. Did you know...**Vision disabilities** reduce a person's ability to see clearly. Very few people are totally blind. Many have limited vision such as loss of peripheral

or central vision, where others can only see outlines of objects or the direction of light.

Here are some **tips to help** people who are vision impaired:

- Identify yourself when you approach the person. Speak normally and clearly and don't walk away without saying good-bye.
- If you offer assistance, wait until you receive permission from that person then offer your arm to guide them while walking slowly.
- Don't touch or address service animals as they are working and have to pay attention at all times to their surroundings.

Here are some **tips for businesses** to assist people that are vision impaired:

- Ask if the customer would like you to read any printed material out loud to them (e.g., a menu or cost of services)
- Make it clear that service animals are welcomed in your establishment.
- Don't leave the customer in the middle of the room if you need to leave them, guide them to a comfortable location.
- Use planters beside uneven steps to visually mark changes in levels which could be hazardous.

Join us in an effort to raise awareness for equal access and full participation for individuals with disabilities. Let's celebrate the achievements of those who encounter barriers every day!

For more information on Accessibility, the Municipality, and organizations associated with Accessibility please visit our website at www.mississippimills.ca

5. Did you know...**Mental health disabilities** include a range of disorders such as anxiety, mood, and behavioural. People with mental health disabilities may seem edgy or irritated, act aggressively, be pushy or abrupt, unable to make a decision, start laughing or get angry for no apparent reason.

Here are some **tips to help** people who have mental health disabilities:

- Treat a person with mental health disabilities with the same respect and consideration you have for everyone else.
- If someone appears to be in a crisis, ask them to tell you the best way to help.

Here are some **tips for businesses** to assist people with mental health disabilities:

- Respect your customer's personal space
- Limit distractions that could affect your customer's ability to focus or concentrate – loud noises, crowded areas and interruptions could cause stress.
- Stay calm and courteous, even if the person exhibits unusual behaviour, focus on what they need and how you can help.

Join us in an effort to raise awareness for equal access and full participation for individuals with disabilities. Let's celebrate the achievements of those who encounter barriers every day!

For more information on Accessibility, the Municipality, and organizations associated with Accessibility please visit our website at www.mississippimills.ca