

Report to Committee of the Whole

Date: 4/14/2025
From: Darlene Plumley, CAO
Re: Accessible Public Washroom in the Village of Merrickville-Wolford

RECOMMENDATION

THAT the Committee of the Whole receive the report outlining the proposed Memorandum of Understanding with Community Partners with regard to the installation of an Accessible Public Washroom at 112 Wellington St.;

AND FURTHER THAT Committee direct Staff proceed with gathering the information necessary to secure the documents required to move forward with the initiative;

AND FURTHER THAT Committee direct staff to bring a confirmatory report to be provided at the April 28, 2025, Regular Council Meeting.

BACKGROUND

The need for an Accessible Public Washroom in close proximity to the downtown core has long since been on the mind of both residents and business owners for the reasons listed below.

- The Village of Merrickville-Wolford is “The Jewel of the Rideau” and a destination for many tourists.
- Community Events for local residents would be better served by the accessible public washroom.
- To enhance our reputation by ensuring a welcoming environment, having a compliant accessible structure is extremely important.
- To meet the needs and requirements outlined by the Accessibility for Ontarians with Disabilities Act “AODA” whose primary goal is to ensure that people with disabilities are given equal opportunities to participate in everyday life.

Support for this initiative is identified in the documents identified below.

Merrickville-Wolford Priority Setting Exercise 2024.

Business Retention and Expansion Report completed in October of 2019.

Merrickville-Wolford Strategic Plan 2017 – 2025.

ANALYSIS

Village of Merrickville-Wolford Municipal Accessible Washroom Facility				
Issue	Action	Option	Result	Community Impact
Estimated Cost of Unit \$55,000 Contributors: Fund raising event Main St. Family Restaurant Matched by Chamber of Commerce	RFQ process	Public Works	Memorandum of Understanding M-W Chamber of Commerce Main St. Family Restaurant <i>Village of M-W</i>	Donation - Further Community fundraising, subject to an approved MOU"
Available Municipal Property	112 Wellington St.	Determine placement on site. Seeking assistance from CBO	Allocation of an accessible parking space as near to the site as possible	Ensure appearance is in keeping with the ambiance of the downtown core
Cost for hook up and ongoing Provision of Water and Sewer	Economic Initiative Budget Request estimate for OCWA	Track usage Hydro Water Sewer Finance Dept. Porta-Potty on Wellington St. no longer required. (\$2,500)	Costs associated with water/sewer would be tracked annually and offset through a contribution from the economic development component of the Municipal Budget.	The impact of any additional water and sewer usage will not result in an increase in the bimonthly water/sewer billing to residents.
Ongoing maintenance	Schedule municipal staff for weekday cleaning	Propose for 2026 - a part time employee as a " <i>Weekend Community</i>	2025 may be determined through a scheduled weekend	The value of a clean, accessible washroom is a direct

	2025 dependent on assistance, possibly utilize Summer students from Block House.	<i>Ambassador</i> to monitor and maintain.	shared responsibility of stakeholders.	benefit to the stakeholders who have shown support for the project.
Loss of Parking Spaces	To accommodate the unit, it is estimated that two spaces will be lost	The porta-potty unit across the St. will no longer be required.	There will now be a designated accessible parking spot.	A review of how to best accommodate parking for businesses may be a topic for the Economic Development Coalition to discuss.

BUDGET/LEGAL IMPLICATIONS

The 2025 Municipal Budget included a line item for Economic Development Initiatives in the amount of \$15,000. Although the cost for hook up and initial meter set up has not yet been received, it is anticipated to fall well within that threshold.

The purchase of the Unit would be accommodated by Community Partners through the terms outlined in the Memorandum of Understanding.

ATTACHMENTS

1. Memorandum of Understanding
2. Estimate received
3. Photos Exterior & Interior
4. ADOA Compliance layout
5. Photo Current facility/Photo Proposed location
6. Initial request for OCWA estimate
7. Community Support Summary received by email.

Submitted by:

Darlene Plumley, CAO