

Report to Committee of the Whole

Date: 6/9/2025

From: CAO Plumley

Re: Accessible Public Washroom in the Village of Merrickville-Wolford

RECOMMENDATION

THAT the Committee of the Whole receive for information the report outlining the proposed Memorandum of Understanding with the Chamber of Commerce, Main Street Restaurant and The Village of Merrickville-Wolford regarding the installation of an Accessible Public Washroom at 112 Wellington St.;

AND FURTHER THAT the Memorandum of Understanding be brought to the June 23rd, 2025, Regular Council Meeting for endorsement by Council.

BACKGROUND

At the April 14th, 2025, Committee of the Whole Meeting a report was provided concerning an initiative which would see a partnership between the Chamber of Commerce, Main Street Restaurant and The Village of Merrickville-Wolford.

Staff was directed to request the Solicitor's input on the proposed Memorandum of Understanding between the three stakeholders. This has been completed and attached with the comments from the Solicitor incorporated into the document.

The location proposed is 112 Wellington Street. Based on the recent direction to proceed with construction on Wellington St underground infrastructure in 2025/2026, it was determined that it would be beneficial and more cost effective to install/hookup the unit during the construction phase.

Given the willingness to proceed with a financial commitment from both the Merrickville Chamber of Commerce and Mainstreet Restaurant, signing the MOU at this stage would allow the project to proceed with the intent to have the unit available and on site when it is most convenient to install. Whether the supplier can supply or be stored can be determined within the scope of work for the project.

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.		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	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		Propose for 2026 - a part time employee as a " <i>Weekend Community Ambassador</i> " to monitor and maintain.		The value of a clean, accessible washroom is a direct 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 would 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.

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

ATTACHMENTS

Schedule "A" - Memorandum of Understanding

Submitted by:

Darlene Plumley, CAO