



ARNPRIOR

**Town of Arnprior**  
**Accessibility and Age Friendly Advisory Committee Meeting**  
**Date: Wednesday, October 2<sup>nd</sup>, 2024**  
**Time: 6:30 PM**  
**Location: Town Hall – 105 Elgin St. W., Arnprior, ON K7S 1C9**

1. Call to Order
2. Roll Call
3. Land Acknowledgement
4. Adoption of Agenda
5. Disclosures of Pecuniary Interest
6. Adoption of Previous Minutes
  - a) **Committee Minutes – September 4<sup>th</sup>, 2024** (Page 1 – 4)
7. Presentations / Delegations
8. Matters Tabled / Deferred / Unfinished Business
9. Staff Reports (by Department)
  - a) **Summary of Accessibility Tours of Town Facilities**, Kaitlyn Wendland, Client Services Coordinator (Page 5 – 10)
  - b) **Community Sport and Recreation Infrastructure Fund Resolution**, Graeme Ivory, Director of Recreation (Page 11)
10. New Business
  - a) **Accessible Businesses**, Amanda Deschamps (Page 12)
  - b) Roundtable Discussion
11. Adjournment

The agenda is made available in the Clerk's Office at the Town Hall, 105 Elgin Street West, Arnprior and on the Town's [website](#). Persons wishing to receive a print item on the agenda by email, fax, or picked up by hand may request a copy by contacting the Clerk's Office at 613-623-4231 ext. 1818. The Agenda and Agenda items will be prepared in an accessible format upon request.

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ARNPRIOR

**Minutes of the Accessibility and Age Friendly Advisory Committee Meeting  
September 4<sup>th</sup>, 2024  
6:30 PM  
Nick Smith Centre**

**Committee and Staff Attendance**

**Committee Members Present:**

Tina MacLaren, Chair  
Tom Burnette, Councillor  
Amanda Deschamps, Committee Member  
Dave Furgoch, Committee Member  
Amanda Harris, Committee Member  
Sarah Tait, Committee Member

**Town Staff Present:**

Oliver Jacob, Deputy Clerk  
Graeme Ivory, Director of Recreation  
Kaitlyn Wendland, Client Services  
Coordinator

**Committee Members Absent:**

Lynn Cloutier, Vice Chair

**1. Call to Order**

Tina MacLaren, Chair, called the meeting to order at 6:34 PM and welcomed those present.

**2. Roll Call**

The roll was called, with all Members of the Committee being present except Lynn Clouthier.

**3. Land Acknowledgment**

Tina MacLaren asked everyone to take a moment to acknowledge and show respect for the Indigenous Peoples as traditional stewards of the land we operate on, by stating:

“I would like to begin by acknowledging that the land on which we work and gather is the traditional unceded territory of the Anishinaabe People. This Algonquin Nation have lived on this land for thousands of years, long before the arrival of the European settlers, and we are grateful to have the opportunity to be present in this territory.”

**4. Adoption of Agenda**

Resolution Number 014-24  
Moved by Dave Furgoch  
Seconded by Sarah Tait

**Be It Resolved That** the agenda for the Accessibility and Age Friendly Advisory Committee Meeting dated September 4<sup>th</sup>, 2024 be adopted.

Resolution Carried

**5. Disclosure of Pecuniary Interest**

None

**6. Adoption of Minutes of Previous Meeting(s)**

Resolution Number 015-24  
Moved by Sarah Tait  
Seconded by Amanda Deschamps

**Be It Resolved That** the minutes for the June 5<sup>th</sup>, 2024 Accessibility and Age Friendly Advisory Committee meeting be adopted.

Resolution Carried

**7. Presentations/ Delegations**

None

**8. Matters Tabled/ Deferred/ Unfinished Business**

None

**9. Staff Reports**

None

**10. New Business**

**a) Accessibility Tours**

Committee Members met on site to perform tours of Town facilities to provide feedback on accessibility of the facilities and amenities within them. The following facilities were toured this evening, with a summary of the suggestions from Committee Members noted.

**i. Nick Smith Centre**

- The inadequate turning radius in the washrooms should be addressed in future renovations and support was shared for universal washrooms, especially for those with special needs and near spaces like the Nick Smith Centre Community Hall where groups like the Dementia Society of Ottawa and Renfrew County offers programming regularly.

- All emergency exits should be reviewed to ensure that they are accessible (without lips and steps) and that accessible ramps are installed where warranted.
- While the Arena Slab Replacement Project will assist with equipment storage, staff should aim to limit congestion and equipment storage in open areas (like the lobby of the Community Hall), particularly for those who may have visual impairment(s).
- The non-functional water fountain in the Community Hall lobby should be replaced with a water bottle refilling station due to its proximity to the Community Hall and its programming.
- There is a lip on the west side of the front entry doors into the main lobby and the door plate should be altered to ensure a smooth transition to the floor mats.
- There should be a table underneath the battery recycling boxes to ensure that they are at an appropriate level for all users.
- Reflective tape should be added to all sharp corners on countertops at the canteen and serving counters within the main lobby.
- There is a broken pipe in one of the stalls at the female washroom off the main lobby.
- There is a lip around the mat at the old pool entry doors (no longer used) that may cause a tripping hazard. Reflective tape should be added or the floor replaced to reduce this hazard.
- There are small blue concrete raised areas in the changerooms (where lockers may have historically existed). These are tripping hazards for those with low vision and reflective tape should be added to these areas. They may also be considered for the future placement of accessible seats / benches in the changerooms.
- There is a lip between the showers and the pool deck area that does not allow for a zero-degree entry into the pool area.
- The accessible door openers between the showers and changerooms were not functioning.

- A wider bench and/or a bench with a back on it would provide a more accessible options for individuals using the pool changerooms.
- The addition of an accessible mobility aid in the change room showers would be a beneficial addition (similar to the Access Chair at the Robert Simpson Park beach). A portable wheelchair in vinyl material would be easiest for users and staff cleaning.
- The emergency door sign on the eastern side of the pool area is too high and obstructed by the flags hung from the ceiling.
- Reflective tape should be added to all sharp corners on countertops within the pool viewing room.
- Accessible door openers should be added from the pool viewing room into Arena B as well as on all doors within Arenas A and B, including in changerooms and to access emergency / parking exits.
- Identify timelines for accessibility upgrades to Arena B changerooms in the Long Range Capital Forecast (LRCF).

**b) Roundtable Discussion**

None

**11. Adjournment**

Resolution Number 016-24

Moved by Sarah Tait

Seconded by Amanda Harris

**That** the Accessibility and Age Friendly Advisory Committee adjourn at 7:54 PM.

Resolution Carried



## Town of Arnprior Staff Report

**Subject:** Summary of Accessibility Tours of Town Facilities

**Report Number:** 24-10-02-01

**Report Author and Position Title:** Kaitlyn Wendland, Client Services Coordinator

**Department:** Client Services

**Meeting Date:** October 2<sup>nd</sup>, 2024 (Age Friendly & Accessibility Advisory Committee)

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### Recommendations:

That the Accessibility and Age Friendly Advisory Committee receive this report as information.

### Background:

The Town of Arnprior regularly undertakes an Accessibility Review of Town facilities. This year, the Accessibility and Age-Friendly Advisory Committee (AAFAC) assisted with this review and completed walk-through tours of several Town facilities as summarized in this report. The committee's feedback will be incorporated into the draft annual compliance report which will come forward at the November 6<sup>th</sup>, 2024 AAFAC meeting.

### Discussion:

The following is a summary of the findings from the facilities tours that the AAFAC completed over the last six months.

#### 1. Gillies Trail / Waterfront Trail

- An accessible portable toilet would complement the existing portable toilet at the Arnprior Marina.
- Consider paving the road surface connection of the Gillies Trail through the public boat launch area at the Arnprior Marina through the rolling road rehabilitation project for Ottawa Street and/or any other funding opportunities.

- Consider adding an accessible picnic table to the beach area, particularly for seniors and those with disabilities who may be using the beach amenity.
- Continue to ensure that the slope of the Access-Mat is appropriate for its users.
- An accessible pathway connection from the loading zone at the Arnprior Marina to the Gillies Trail and the Marina slips would be beneficial for marina users with mobility aids.
- Consider how to make the bench at the Arnprior Marina accessible with connections to other accessible pathways (where possible).

## **2. Robert Simpson Park**

- Consultation with the AAFAC would be helpful through the design process of the Robert Simpson Park revitalization project, specifically related to the accessible path from the beach area to the upper level.
- Consideration of more accessible parking at the Robert Simpson Park beach may warrant further study through the revitalized park design process.

## **3. Arnprior & District Museum (D.A. Gillies Building)**

- Move the accessible parking stall to the left side of the cement base of the accessible ramp, install signage on the building denoting the accessible parking stall and repaint the lines regularly.
- Support was noted for the project to re-pave and level the parking lot.
- Move the salt box and tools (i.e. shovels) out of the turning radius at the base of the accessible ramp to ensure that there is enough space for the movement of mobility aids and their caretakers (where applicable).
- Continue to digitize community belongings and work with Museum staff / volunteers to develop audio recordings, braille displays and other accessible tools to support Museum collections management and programming.
- Ensure that the entrance to the accessible washroom is fully accessible by meeting minimum width requirements on both entrances (via community room and lobby area).
- Add signage on the front door to note that an accessible ramp is available at the rear of the building for those with disabilities.

## **4. Caruso Park**

- The temporary bench along the entrance pathway from Caruso Street should be replaced with a permanent bench that meets accessibility standards.

- The installation of engineered wood fibre (EWF) base under the swings will increase the accessibility of this amenity and complement the maintenance of the one (1) accessible swing at the site.
- The sensory elements on the new play structure are an accessibility improvement that was highlighted as a key addition that makes this park more conducive to those with sensory processing challenges.

## **5. Arnprior Public Library**

- The Chief Librarian reviewed the accessibility policies that have been implemented at the Arnprior Public Library for their program and service offerings. In particular, committee members noted that the inclusivity language of the Summer Reading Program (“for all abilities”) was a best practice that should be praised alongside the work that they have done to implement one-on-one support for those with accessibility needs (where possible).
- The ground threshold between the basement café area and the elevator area was identified as being too high and the Chief Librarian noted that this is already being actioned by Town staff.

## **6. Downtown Arnprior**

- Private signage in front of Downtown businesses should be alongside their properties and/or within patios (where they exist) to ensure that there is a clear path of travel for all users, particularly those with visual impairments.
- The placement of waste receptacles should be reviewed to ensure that they are not placed alongside accessible parking stalls to allow for accessible ramps to be extended onto the sidewalk from the passenger side of parked vehicles.
- Education materials should be developed to advise Downtown businesses, residents and collection companies that they should ensure that recycling bins and garbage cans are carefully returned to the sidewalk without blocking the main path of travel and any accessible parking stalls, particularly to preserve the rear half of the stalls for side entry vehicles with accessible ramps.
- The pedestrian crossover (PXO) activation button should be moved closer to the travelled sidewalk due to the presence of a garden and curb under the button extending around one (1) foot out from the button’s current location. Adding an extension arm would ensure that it could be accessed more easily by those with mobility aids. (This was completed in summer 2024.)
- Town signage for special events (i.e. A-Frame signs) should also be placed outside of the main path of travel.



## 7. Nick Smith Centre

- The inadequate turning radius in the washrooms should be addressed in future renovations and support was shared for universal washrooms, especially for those with special needs and near spaces like the Nick Smith Centre Community Hall where groups like the Dementia Society of Ottawa and Renfrew County offers programming regularly.
- All emergency exits should be reviewed to ensure that they are accessible (without lips and steps) and that accessible ramps are installed where warranted.
- While the Arena Slab Replacement Project will assist with equipment storage, staff should aim to limit congestion and equipment storage in open areas (like the lobby of the Community Hall), particularly for those who may have visual impairment(s).
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- Identify timelines for accessibility upgrades to Arena B changerooms in the Long Range Capital Forecast (LRCF).

### **Options:**

Committee members may elect to provide additional feedback on the accessibility of Town facilities at this meeting which will also be incorporated into the annual status report.

### **Policy Considerations:**

The Town of Arnprior adopted the 2023-2025 Multi-Year Accessibility Plan which outlines Council's commitment to eliminating barriers and improving accessibility for persons with disabilities in a manner that respects their dignity, independence, integration and equal opportunity across the municipality and its services.

This Plan also assists the Town to meet its legislative obligations under *the Accessibility for Ontarians with Disabilities Act* and its regulations (including the Integrated Accessibility Standards Regulation).

### **Financial Considerations:**

There are no financial implications to this report; however, accessibility improvements may be funded from the Operating/Capital Budgets and be included on the Long-Range Capital Forecast (LRCF) for future financial forecasting or grant opportunities.

**Meeting Dates:**

1. May 1<sup>st</sup>, 2024 at 6:30pm
2. June 5<sup>th</sup>, 2024 at 6:30pm
3. September 4<sup>th</sup>, 2024 at 6:30pm

**Consultation:**

- Accessibility and Age-Friendly Advisory Committee

**Documents:**

None

**Signatures**

**Reviewed by Department Head:** Jennifer Morawiec

**Reviewed by General Manager, Client Services/Treasurer:** Jennifer Morawiec

**CAO Concurrence:** Robin Paquette

**Workflow Certified by Town Clerk:** Kaila Zamojski



## **Community Sport and Recreation Infrastructure Fund – Nick Smith Centre Revitalization**

**Whereas** the Province of Ontario has introduced the Community Sport and Recreation Infrastructure Fund providing \$200 million in capital funding delivered by the Ministry of Sport to revitalize existing community sport and recreation infrastructure and support new facilities across the province; and

**Whereas** the Community Sport and Recreation Infrastructure Fund Stream 1 is directed for project funding between \$150,000 and \$1 million to support projects that will result in the repair and rehabilitation of community sport and recreation facilities/spaces; and

**Whereas** Council authorized the Nick Smith Centre Revitalization project to be completed in 2025; and

**Whereas** this project will provide accessibility enhancements to the ice surface, benches, spectators stands and viewing areas; and

**Whereas** this project will provide accessible meeting rooms and program space; and

**Whereas** this project will provide elevator access to all second level meeting and public spaces; and

**Whereas** the Arnprior Accessibility and Age Friendly Advisory Committee provides Council with sound advice and recommendations to Council related to the accessibility of Town programs, services and facilities for all users; and

**Whereas** the Arnprior Accessibility and Age Friendly Advisory Committee also serves to promote and facilitate a barrier-free and age friendly community by assisting in the removal and prevention of barriers faced by persons with disabilities and the creation of programs and services that can be enjoyed by residents and visitors of all ages and abilities; and

**Therefore Be It Resolved That** the Arnprior Accessibility and Age Friendly Advisory Committee supports the Town of Arnprior's application to the Community Sport and Recreation Infrastructure Fund under the Repair and Rehabilitation Stream for the Nick Smith Centre Revitalization project.

## **Accessibility and Age Friendly Advisory Committee**

Proposal brought forth at the committee meeting on June 5, 2024

First I would like to reference two websites:

- <http://ibcces.org/> - The International Board of Credentialing and Continuing Education Standards is a website whose goal is to provide Autism Certification in many areas in the community from, entertainment venues to workplace, to community workers and more.
- [www.access2card.ca](http://www.access2card.ca) - The access2 card is a program offered by Easter Seals and has emerged as national leader in helping create opportunities for over 100,000 individuals with disabilities while raising awareness about the importance of accessible venues.

I would encourage businesses, services, and entertainment venues to partake in earning their Ibcces certification. Understanding the needs of others, and what they're living with everyday makes inclusiveness easier for everybody,

I would encourage entertainment venues, such as the theatre, the museum, the Nick Smith Centre, the bowling alley and more, to add their business to the venue list on the access2 website and to accept access2 cards, in the way of allowing a care giver free access to be with the person with the disability for the activity. This is the most common benefit venues give to card holders

When a business complies with both these requests, I propose we recognize them with a Town of Arnprior created certificate from the Accessibility and Age Friendly Committee and a post honouring the business on the town website or Facebook Page.

Reason 1: Businesses want to help and deserve to be acknowledged for the ways they are helping.

Reason 2: For parents of children with special needs we are often unaware of some of the extra curriculans activities we can place our children in or knowing if a place is inclusive of their needs. A list of options we can choose from as well as a pre-understanding of when a service cannot support, would be extremely helpful but also help keep business committed to staying on that list.

Thank you

Amanda Deschamps  
Committee Member