



VILLAGE OF MERRICKVILLE-WOLFORD

**Agenda for Council
Council Chambers**

Regular Council Meeting 2:00 p.m.

Monday November 22, 2021

*****IMPORTANT NOTICE: This meeting will be held electronically. To ensure transparency, an audio recording of this meeting will be livestreamed on YouTube on the “Village of Merrickville-Wolford” YouTube channel at https://www.youtube.com/channel/UC_OEkw3yIMarGSHGeNecrQg and posted on the website following adjournment.*****

1. **Call to Order**
2. **Disclosure of Pecuniary Interest and the general nature thereof**
3. **Approval of the Agenda**
4. **Minutes** Approval of Minutes of Regular Council meeting of November 8, 2021
5. **Declaration of Office** Steven Ireland, Councillor Wolford Ward
6. **Planning:** Jp2g report-UCLG Official Plan Amendment #2-Additional Residential Units
Consent applications B-154-21 & B-155-21 & Jp2g report
7. **CAO/Clerk:** Jp2g report - Merrickville STP Sewage Flow Update (see [colour graph](#))
Council discussion re: time of regularly scheduled meetings
8. **Correspondence:** Housing Affordability Task Force – [attachment 1](#)
Addressing Vulnerable Populations – [attachment 2](#)
Addressing Homelessness – [attachment 3](#)
Point In Time Count – [attachment 4](#)
9. **Public Works:** Disposal of Surplus Goods
Community Fireworks event 2022
10. **Public Question Period:** Questions may be emailed to: mayor@merrickville-wolford.ca
11. **Next meeting of Council:** Monday, November 29, 2021 at 2:00 PM
12. **Confirming By-Law:** 59-2021 re: Confirm Proceedings of Council meeting of November 22, 2021
13. **Adjournment.**

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Incorporated
Wolford 1850
Merrickville 1860
Amalgamated 1998



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Facsimile (613) 269-3095

VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 21

Date: November 22, 2021

Moved by: Cameron Foster Molloy

Seconded by: Cameron Foster Molloy

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the agenda of the regular Council meeting of November 22, 2021 as:

___ circulated.

___ amended.

Carried / Defeated

J. Douglas Struthers, Mayor

For Clerk's use only, if required:

Recorded Vote Requested By:

Cameron	Y	N
Foster	Y	N
Molloy	Y	N
Struthers	Y	N

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VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 21

Date: November 22, 2021

Moved by: Cameron Foster Molloy

Seconded by: Cameron Foster Molloy

For Clerk's use only, if required.

Recorded Vote Requested By:

Cameron	Y	N
Foster	Y	N
Molloy	Y	N
Struthers	Y	N

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the Minutes of the regular Council meeting of November 8, 2021 as

_____ circulated.

_____ amended.

Carried / Defeated

J. Douglas Struthers, Mayor

The Corporation of the Village of Merrickville-Wolford

Monday November 8, 2021, 2:00 p.m.

Chaired by: Mayor J. Douglas Struthers
Members of Council: Deputy Mayor Michael Cameron
Councillor Bob Foster
Councillor Timothy Molloy

Staff in Attendance: Doug Robertson, CAO/Clerk
Kirsten Rahm, Treasurer/Deputy Clerk
Brad Cole, Manager of Operations/Fire Chief

Guests: Forbes Symon, Jp2g Consultants.

NOTE: This meeting was held electronically via Zoom and livestreamed on the Village's YouTube Channel

Disclosure of Pecuniary Interest and the general nature thereof: None.

Approval of Agenda

R-300-21 Moved by Deputy Mayor Cameron, Seconded by Councillor Molloy
Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the agenda of the regular Council meeting of November 8, 2021, as circulated.

Carried.

Planning: Moved by Councillor Foster, Seconded by Deputy Mayor Cameron
R-301-21 **Be it hereby resolved that:** the Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the following documents:

- Site Plan Application dated and received by the Village on September 21, 2021;
- Planning Report prepared by Forbes Symon of Jp2g Consultants Inc. dated October 29, 2021
- Conceptual Proposed Elevation Drawings dated 10/22/2021, including A2-0 (front & side elevation) and A2-1 (rear & side elevation) as received by the Village on October 25, 2021 (Appendix A in the Planning Report) regarding the Moderna Homes proposed semi-detached development on Drummond Street, Lot 72 Plan 6, Village of Merrickville-Wolford; AND

That Council does hereby approve of the Site Plan/Proposed Elevation Drawings, dated October 22, 2021; AND

That Council proceed with passing of By-Law 58-2021, being a by-law to lift the holding (-h) symbol on the R2 zone of the subject parcel, from R2-h to R2; AND

Authorizing the Chief Building Official to proceed to issue a building permit for the approved building design, subject to all other matters of the Ontario Building Code being addressed, including lot grading and drainage.

Carried, as Amended

Forbes Symon left the meeting.

Minutes:

R-302-21

Moved by Councillor Molloy, Seconded by Councillor Foster

Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the Minutes of the regular Council meeting of October 25, 2021 as circulated.

Carried.

Correspondence:

R-303-21

Moved by Deputy Mayor Cameron, Seconded by Councillor Foster

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive a request from the Lions Club of Merrickville to waive fees for the use of the Community Centre for the Christmas Hamper program; and

That Council does hereby waive the rental fees.

Carried.

R-304-21

Moved by Deputy Mayor Cameron, Seconded by Councillor Molloy

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive a request from Rideau Bridge to Canada requesting a fee waiver for use of the Community Centre on November 22nd, 2021; and

That Council does hereby waive the rental fees.

Carried.

R-305-21

Moved by Deputy Mayor Cameron, Seconded by Councillor Foster

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive a request the Closed Meeting Investigation Report, dated November 1, 2021, prepared by Aird & Berlis LLP, for information purposes.

Carried.

CAO:

R-306-21

Moved by Councillor Molloy, Seconded by Deputy Mayor Cameron

Be it hereby resolved that: That the Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the draft New Business Welcome Package for information purposes.

Carried.

CAO:

R-307-21

Moved by Deputy Mayor Cameron, Seconded by Councillor Molloy

Whereas Council declared a Council seat vacant on September 13, 2021, per S.259 (h) of *The Municipal Act*; and

Whereas on October 15, 2021, per Council's direction, staff contacted all Council members from the most recent two terms of Council on a "best efforts" basis to seek their consent to being appointed to fill the vacant seat; and

Whereas Vic Suthren and Steve Ireland were the only two former Councillors to respond granting consent to being appointed;

Now Be It Hereby Resolved that the Council of the Corporation of the Village of Merrickville-Wolford does hereby appoint Steve Ireland to fill the vacant seat.

Carried.

Public Works:

R-308-21

Moved by Deputy Mayor Cameron, Seconded by Councillor Foster

Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive an Outdoor Rink Maintenance Policy for information purposes; and

That Council hereby approves the Outdoor Rink Maintenance Policy.

Carried.

Finance:

R-309-21

Moved by Councillor Molloy, Seconded by Councillor Foster

Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the Village of Merrickville-Wolford Drinking Water System Financial Plan 2021-2027; and

That Council hereby approves the Drinking Water System Financial Plan 2021-2027.

Carried.

R-310-21

Moved by Councillor Molloy, Seconded by Councillor Foster

Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report FIN-15-2021, being the 3rd Quarter report of the Finance Department, for information purposes.

Carried.

Public Question Period:

Mayor Struthers indicated all questions received were in relation to the outdoor rink, and have been commented on or addressed during discussions of the rink policy. Mayor Struthers provided a summary of the answers:

- The policy permits staff to maintain the rink without the need for volunteers
- It is a municipal operational program under the direction and authority of the Manager of Operations
- Staff have determined this is the best course to maintain the rink
- Questions were received about pay and overtime, and Mayor Struthers indicated staff were paid in accordance with employment and terms under provincial legislation
- Staff will continue to provide information on the municipal website

Confirming By-Law

R-311-21

Moved by Deputy Mayor Cameron, Seconded by Councillor Foster

Be it hereby resolved that: By-law 57-2021, being a by-law to confirm the proceedings of the Council meeting of November 8, 2021, be read a first and second time, and that By-law 57-2021 be read a third and final time and passed.

Carried.

Adjournment

R-312-21

Moved by Councillor Foster, Seconded by Deputy Mayor Cameron

Be it hereby resolved that: This regular meeting of the Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at 3:32 p.m. until the next meeting of Council on Monday, November 22, 2021 or until the call of the Mayor subject to need.

Carried.

J. Douglas Struthers, Mayor

Doug Robertson, CAO/Clerk



VILLAGE OF MERRICKVILLE-WOLFORD

DECLARATION OF OFFICE (Section 232 of the *Municipal Act, 2001*)

I, Steve Ireland, having been elected to the office of Councillor - Wolford Ward in the municipality of the Corporation of the Village of Merrickville-Wolford, do solemnly promise and declare that:

1. I will truly, faithfully and impartially exercise this office to best of my knowledge and ability.
2. I have not received and will not receive any payment or reward, or promise thereof, for the exercise of this office in a biased, corrupt or in any other improper manner.
3. I will disclose any pecuniary interest, direct or indirect, in accordance with the *Municipal Conflict of Interest Act*.
4. I will be faithful and bear true allegiance to Her Majesty Queen Elizabeth, the Second.
5. I have read and will abide by the attached Council Code of Conduct.

And I make this solemn promise and declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.

Declared before me
at the Village of Merrickville
in the United Counties of Leeds
and Grenville on the 22nd day of November, 2021

Douglas Robertson
CAO/Clerk

Steve Ireland

APPENDIX "B"
to Procedure By-law 30-17

Council Code of Conduct

Preamble

The Council of the Village of Merrickville-Wolford considers it desirable to augment the Oath of Office sworn by each member of Council, with a Council Code of Conduct. A written Code of Conduct helps to ensure that the Members of Council share a common basis for acceptable conduct. The Code is intended to provide guidance to individual Members of Council in acting at all times in a manner that will enhance public trust and confidence in their Municipal Council. ("**Member**" means a Member of the Council of the Village of Merrickville-Wolford, elected in accordance with *The Municipal Elections Act*.)

General

The Member must discharge with integrity all duties owed to Council, the Village of Merrickville-Wolford, and the public.

The Member shall serve her/his constituents in a conscientious and diligent manner.

Confidentiality

It is every Council Member's responsibility to ensure that all information collected, produced or obtained in the course of his/her duties, whether in reports, memos, oral communication, or electronic format, is as accurate as possible. No Council Member shall willfully mislead other Council Members, municipal employees, or the public about any issue of municipal concern.

It is the responsibility of each member of Council to ensure that confidential information, provided through administration, other Council Members, developers, investors, the public or through any other party, is kept strictly confidential and not released without the approval of Council.

The following information must not be disclosed, except in accordance with the *Municipal Freedom of Information and Protection of Privacy Act*.

- o Information which is personal;
- o Information that constitutes the proprietary information of a third party, individual or group;
- o Information that might reasonably be regarded as having been disclosed to an employee or member of Council in confidence;
- o Is sensitive in nature, or
- o Imparts to the person in possession of such information an advantage not available to the public generally.

The Member has a duty to hold in strict confidence all information concerning matters dealt with *in camera* by Council. The Member shall not release, make public or in any way divulge any such information or any aspect of the *in-camera* deliberations, unless expressly authorized or required by law to do so.

Information acquired through the Council member's position with the Municipality may not be used or disclosed in any personal external activity.

No Council member shall benefit, either directly or indirectly, from the use of information acquired during the course of official duties, which is not generally available to the public.

Business Relations

- The Member must not borrow money from any person who regularly does business with the Village of Merrickville-Wolford unless such person is a bank or trust company, or is a company whose shares are publicly traded and is regularly in the money-lending business.
- No member of Council shall act as a paid agent before Council or a committee of Council, or any agency, board, or committee of the Municipality.

Conduct At Council

- In Committee and Council meetings, the Member shall treat the Chair, other Members, staff and delegates from the public with courtesy and respect and good faith.
- The Member shall not criticize or blame staff or any other member in public. Criticism will be dealt with in private through the CAO. Should the criticism be of the CAO, it will be dealt with by the Mayor or his or her designate.
- The Member shall make every effort to participate in the Boards and Committees of Council to which he/she is appointed, and shall always be forthright with Council regarding the affairs of the Board or Committee.
- Where the Member is involved in an issue outside the Member's own ward, the Member shall inform the Ward Councillor(s) of such involvement and shall make reasonable efforts to invite the Ward Councillor to any meetings in conjunction therewith unless:
 - o The issue is clearly of Municipality-wide significance, or:
 - o The Member is the Chair of the Committee handling the matter or the Mayor, and the involvement does not go to the merits of the issue but rather involves only procedural aspects.

Municipal By-laws & Policies

- The Member shall encourage public respect for, and try to improve the administration of the by-laws and policies of the Municipality.

Harassment

- Harassment of another Member, staff, or any member of the public is misconduct.
- It is the policy of The Village of Merrickville-Wolford that all persons be treated fairly in the workplace, in an environment free of discrimination and of personal and sexual harassment.

Influence on Staff

The Member shall be respectful of the tradition that staff are expected to make recommendations to Committee and Council that reflect professional and corporate management, judgment, and opinions and which are not unduly influenced by any single member of Council.

It is expected that Members of Council will discuss Municipality business with staff and the CAO. These discussions, however, should never involve any comments or action that would in any way threaten or intimidate staff in the conduct of their duties.

Gifts and Benefits

Members should make responsible efforts to maintain a favour for a favour insofar as expenses associated with meetings with persons doing business with the Municipality are concerned.

It is acknowledged that, on occasion, discussions with persons doing business with the Village of Merrickville-Wolford may take place outside the Municipal Office where there is some form of hospitality. The Member may, from time to time, meet persons involved in doing business with the Municipality to discuss such business in such manner although this should not become a regular practice with the same person. The Member should make efforts to split the costs associated with such meetings or where it is reasonably anticipated that subsequent meetings may be held with the same person, the Member may choose to host the next meeting. In no event should a Member attend a meeting where the setting is so extravagant that the Member could not reciprocate or such that it is clear that the principal function of the meeting is to enjoy the social setting as opposed to discussing business in a related atmosphere.

Members should not solicit or accept gifts or other benefits whether it be money, services, loan, travel entertainment, hospitality, promise or any other gift/benefit from persons or companies who are or may be doing business with the Municipality or who are clients of the Municipality if:

- o It could be reasonably inferred or expected that the gift was intended to influence them in the performance of their official duties; or
- o The gift was intended to serve as a reward for any official action on their part.

There are some limited circumstances where the acceptance of a gift or benefit is acceptable. Low value gifts may be accepted where it would be poor business practice or would cause offence not to accept it, for example, ball-point pen, coffee mug, cap or the like, commemorating an official opening, or a gift or benefit given as part of the formal and public protocol of the Member performing his/her duties as a Member of Council, such as a gift from a twin municipality given as part of a formal exchange visit. There are also receptions, open houses, charitable events and the like to which Members are invited and expected to attend as public figures by virtue of their being Members of Council. Members should avoid participation in events where the location or setting is unduly extravagant.

Use of Municipal Property

Where a member of Council makes use of any Village of Merrickville-Wolford property, equipment, supplies, or services of consequence, other than for the purpose connected with the discharge of Council duties, it is incumbent upon the member to make restitution for any additional expenses which are incurred by the Municipality for the use of said equipment, supplies or service.

No member shall use information gained in the execution of his or her duties, which is not available to the general public, for any purposes other than his or her official duties.

No member of Council shall use Municipal facilities, services, or property for his or her re-election campaign. No member of Council shall use the services of municipal employees for his or her re-election campaign, during hours in which the employees are in the paid employment of the Municipality.

No member shall seek or obtain, by reason of his or her office, any personal privilege or advantage with respect to the Municipality's services not otherwise available to the general public and not consequent to his or her official duties.

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VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 21

Date: November 22, 2021

Moved by: Cameron Foster Molloy Ireland

Seconded by: Cameron Foster Molloy Ireland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive a report from Jp2g Consultants Inc., being a report on the Official Plan Amendment No. 2 to the Official Plan for the United Counties of Leeds and Grenville re: Additional Residential Units for information; and

That Council does hereby approve the report recommendations and direct staff to forward the report to the United Counties of Leeds and Grenville.

Carried / Defeated

J. Douglas Struthers, Mayor

For Clerk's use only, if required:

Recorded Vote Requested By:

Cameron	Y	N
Foster	Y	N
Ireland	Y	N
Molloy	Y	N
Struthers	Y	N

November 18, 2021

Village of Merrickville-Wolford
317 Brock Street West
P.O. Box 340
Merrickville, ON K0G 1N0

Attention: Doug Robertson, CAO/Clerk

Dear Mr. Robertson:

**Re: Planning Review
UNLG OPA #2
Second Residential Units**

I have now had an opportunity to review OPA #2 prepared by the United Counties of Leeds and Grenville, as requested, and offer the following comments for your consideration.

It is clear that the intention of OPA #2 is to implement the new provincial policy related to additional residential units, which allows one additional residential unit in the main dwelling and one additional dwelling unit in an ancillary building or structure for a total of three potential units on a property within a detached, semi-detached or rowhouse residential dwelling. I find the planning analysis and justification to be very generic in nature and does not go into any detail about the appropriateness of additional residential units in various rural situations. It is understood that the promotion of additional residential units is in direct response to the need to increase the supply of affordable rental housing and assist new home buyers with an additional source of revenue to help finance their new home purchase.

It would be helpful for OPA #2 to include policies which provide more direction to the local municipalities than is currently offered through the provincial legislation. Recognition of the rural context that many of the Counties' municipalities operate in should be recognized. Specifically, there are situations where this intensification of development is not appropriate on private services or areas of concentrated private services. This should be explored and recognized.

The primary concern with additional residential units is permitting them along the many waterfront areas of the Counties. Additional residential units within waterfront areas do not assist with affordable housing and can result in a significant increase in development in fragile/at capacity environmental settings. The potential for additional residential units to evolve into short term rentals in waterfront settings is real and will result in enforcement and compatibility issues for the local municipalities, along with the increased impacts to the environment. This specific issue should be acknowledged in the County OPA so that local



municipalities with waterfront areas can establish appropriate local policies to regulate this concern.

In general, I believe the County OPA #2 requires more care and consideration of the Leeds and Grenville context in which additional residential units are appropriate and go beyond the simple reiteration of the provincial policy and give appropriate direction to local municipalities.

I would be happy to discuss this matter further with you or representatives at the United Counties at your convenience.

All of which is respectfully submitted.

Sincerely,
Jp2g Consultants Inc.
ENGINEERS ▪ PLANNERS ▪ PROJECT MANAGERS

A handwritten signature in black ink, appearing to read 'F. Symon', with a long horizontal flourish extending to the right.

Forbes Symon, MCIP, RPP
Senior Planner

Schedule "A"

**OFFICIAL PLAN AMENDMENT NO. 2
TO THE OFFICIAL PLAN
FOR THE UNITED COUNTIES OF LEEDS AND GRENVILLE**

(Additional Residential Units)

DRAFT

December 14, 2021

**Amendment No. 2
to the Official Plan for the
United Counties of Leeds and Grenville
Table of Contents**

INTRODUCTION

PART A - THE PREAMBLE

TITLE

PURPOSE AND EFFECT

LOCATION

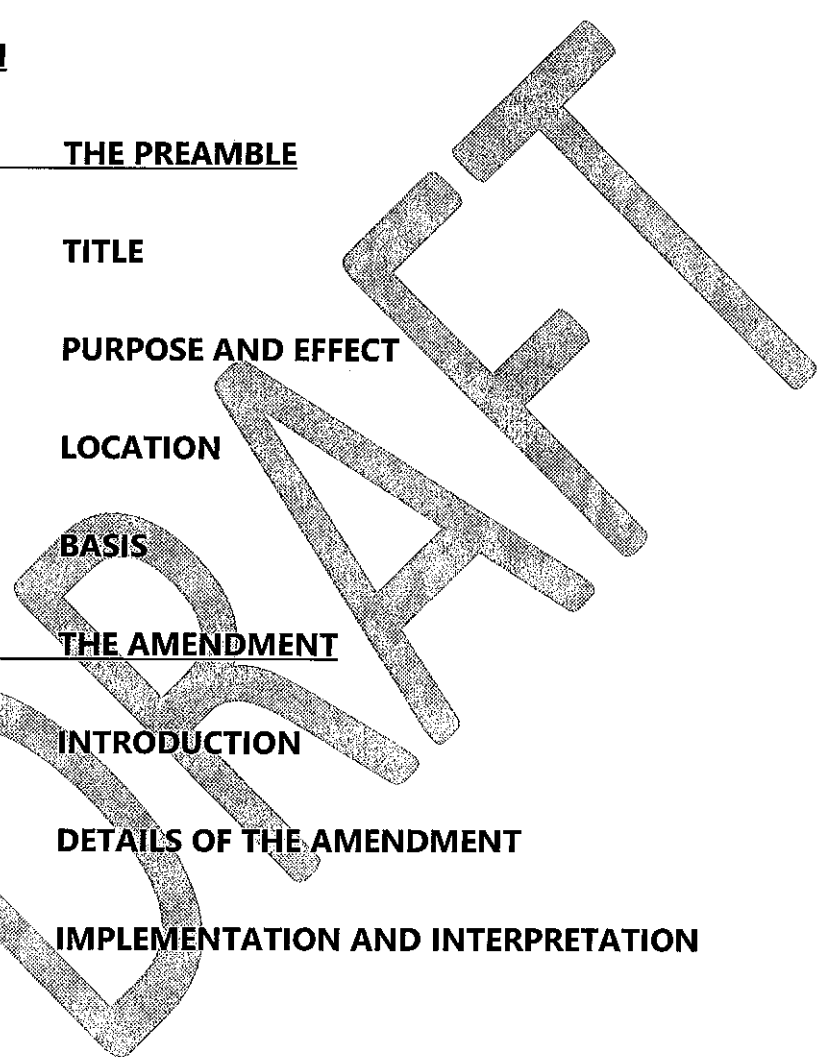
BASIS

PART B - THE AMENDMENT

INTRODUCTION

DETAILS OF THE AMENDMENT

IMPLEMENTATION AND INTERPRETATION



INTRODUCTION

The following Amendment to the Official Plan for the United Counties of Leeds and Grenville consists of two parts.

PART A - THE PREAMBLE consists of the purpose and effect, location and basis for the Amendment and does not constitute part of the actual Amendment.

PART B – THE AMENDMENT sets out the actual Amendment along with the specific policy changes to be made to the Official Plan for the United Counties of Leeds and Grenville.

DRAFT

PART A – THE PREAMBLE

TITLE

The title of the Amendment is “Official Plan Amendment No. 2 to the Official Plan for the United Counties of Leeds and Grenville”, herein referred to as Amendment No. 2.

PURPOSE AND EFFECT

This is a Counties initiated Amendment to the Official Plan for the United Counties of Leeds and Grenville. The main purpose of this Amendment is to change the policies for second residential units to meet the provincial *Planning Act* changes. This includes updating the terminology from second residential units to additional residential units.

Further, the amendment will permit an additional residential unit within a detached house, semi-detached house or rowhouse and an additional residential unit in an ancillary building or structure to a detached house, semi-detached house or rowhouse. The amendment also identifies that detailed policies and requirements shall be contained in local official plans and zoning by-laws.

LOCATION

Official Plan Amendment No. 2 is an amendment to text and will apply to all lands in the United Counties of Leeds and Grenville.

BASIS

When the *Planning Act* was amended by Bill 140 - *Strong Communities through Affordable Housing Act* (2012), it used the term “secondary dwelling unit” to reflect one additional unit was permitted either in the main dwelling or in an accessory structure. This version of the *Planning Act* was in effect when the Counties Official Plan was originally prepared and approved in 2016, therefore this is what was reflected in the Plan.

In 2019, Bill 108 - *More Homes, More Choices Act* allowed one additional residential unit (ARU) in the main dwelling and one additional dwelling unit in an ancillary building or

structure for a total of three potential units on a property within a detached, semi-detached or rowhouse residential dwelling. This resulted in changes to Section 16(3) of the *Planning Act* to reflect Bill 108 and requires official plans contain policies authorizing up to two additional residential units per residential dwelling.

Bill 108 was supported by *Ontario Regulation 299/19*, which set out specific regulations for ARUs relating to parking and occupancy such as:

- each additional unit shall have one parking space provided and maintained for the sole use of the occupant of the ARU unless a zoning by-law amendment has been approved which requires no parking;
- parking may be tandem parking (also known as stacked parking);
- property owners do not have to live on the property and tenants do not have to be related to the owner; and,
- where the use of ARUs is authorized, an ARU is permitted regardless of the date of construction of the principal dwelling.

The provisions of *Ontario Regulation 299/19* are too detailed to be included in the Counties Official Plan and are best implemented through local official plan policies and zoning by-law regulations.

The Provincial Policy Statement (2020) (PPS) sets the policy foundation for regulating development and land use and supports growth and development within Ontario. The policies state that healthy, livable and safe communities are sustained by accommodating an appropriate affordable and market-based range and mix of residential types (including single-detached, additional residential units, multi-unit housing, affordable housing and housing for older persons) to meet the province's long term needs (Section 1.1.1(b))

Section 1.4 of the PPS provides policy direction for housing. Specifically, Section 1.4.3 sets out that planning authorities shall provide for an appropriate range and mix of housing options and densities required to meet projected requirements of current and future residents by permitting and facilitating all types of residential intensification, including additional residential units.

The Counties Official Plan directs growth management and land use decisions across the Counties by providing upper-tier land use planning guidance for the ten member

municipalities. One of the strategic directions of the Counties Official Plan is to encourage the provision of a range of housing opportunities of varying densities and tenures, including the construction of affordable housing. Additional residential units are a type of affordable housing.

Section 2.7 of the Counties Official Plan sets out the policies for housing and affordability. Specifically, Section 2.7.2 states that the provision of housing that is affordable and accessible to low and moderate-income households will be a priority. The Section further notes that the Counties will encourage the provision of affordable housing, where appropriate, through supporting increased residential densities in appropriate locations and a full range of housing types and sizes, provision of adequate land supply, and through redevelopment and residential intensification opportunities, where appropriate. Additional residential units do add to the range of housing types and sizes available across the Counties.

Currently, the Second Residential Unit policies in Section 2.7.4 recognize that second residential units are permitted within single detached, semi-detached, and townhouse dwelling units, where an accessory residential unit is currently not permitted in a structure which is accessory to those dwelling units, subject to appropriate servicing. Alternatively, local municipalities will permit the second residential unit to be located within a residential accessory structure, subject to the policies and regulations of the local municipality.

The current Counties Official Plan policies do not permit a second residential unit in the residential dwelling and an accessory structure at the same time. Through the Official Plan Amendment, Section 2.7.4 will incorporate the updated provincial terminology of additional residential units and clearly state that these additional residential units are permitted in both the dwelling unit and in an ancillary building or structure.

The proposed amendment is consistent with the recent *Planning Act* changes, the applicable policies of the Provincial Policy Statement (2020) and is supported by the policies of the Counties Official Plan.

PART B – THE AMENDMENT

INTRODUCTION

Part B – The Amendment, provides the following text changes that constitute Amendment No. 2 to the Official Plan for the United Counties of Leeds and Grenville.

DETAILS OF THE AMENDMENT

The Official Plan for the United Counties of Leeds and Grenville is hereby amended as follows:

1. That the Section 2.7.4 titled "Second Residential Units and Garden Suites" be renamed to "Additional Residential Units and Garden Suites" and that the table of contents be amended to reflect this title change.
2. That "second residential units" be replaced with "additional residential units" in the first sentence of the preamble of Section 2.7.4.
3. That Section 2.7.4 a) and b) be deleted and replaced to read as follows:
 - a) Local municipalities shall develop policies in accordance with the *Planning Act*, to permit one additional residential unit within a detached house, semi-detached house or rowhouse and one additional residential unit in an ancillary building or structure to a detached house, semi-detached house or rowhouse, subject to the policies and regulations of the local municipal Official Plan and zoning by-law.
 - b) Local municipal Official Plans and implementing zoning by-laws shall contain detailed policies and requirements relating to additional residential units, and may have consideration for such matters as parking requirements, servicing, and compliance with other relevant municipal and provincial requirements including the Ontario Building Code.

IMPLEMENTATION AND INTERPRETATION

The provisions of the Official Plan for the United Counties of Leeds and Grenville, as amended from time to time, shall apply in regard to this Amendment.

DRAFT

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VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 21

Date: November 22, 2021

For Clerk's use only, if
required.

**Recorded Vote Requested
By:**

Cameron	Y	N
Foster	Y	N
Ireland	Y	N
Molloy	Y	N
Struthers	Y	N

Moved by: Cameron Foster Molloy Ireland

Seconded by: Cameron Foster Molloy Ireland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive Planning Report from Forbes Symon of Jp2g Consultants Inc. dated November 19, 2021 with respect to Consent Applications B-154-21 and B-155-21 and Municipal Consent Application Questionnaire Form, for information purposes; and

That Council does hereby recommend support of Consent Applications B-154-21 and B-155-21 to the Consent Granting Authority with the following standard conditions:

1. That the applicant deposit a copy of the registered reference plan with the Village Clerk; and
2. That the applicant pay \$500 per lot for cash in lieu of parkland; and
3. That the applicant pay all outstanding taxes to the Village; and

In addition to the following condition:

4. That the recommendations of the Environmental Impact Study be implemented through a development agreement.

Carried / Defeated

J. Douglas Struthers, Mayor

November 19, 2021

Village of Merrickville-Wolford
317 Brock Street West
P.O. Box 340
Merrickville, ON K0G 1N0

Attention: Doug Robertson, CAO/Clerk

Dear Mr. Robertson:

**Re: Planning Report – Consent Application B-154-21 & B-155-21 (Gillespie)
Part Lots 110, 11, & 12, Concession 8, Former Township of Wolford,
Village of Merrickville-Wolford – 12020 Land O’Nod Road**

I have now had an opportunity to review the Consent Applications B-154-21 and B-155-21 as it relates to the Village of Merrickville-Wolford Official Plan and Zoning By-law and the United Counties of Leeds and Grenville Official Plan and provide the following comments.

The proposal involves the creation of two rural residential lots, each with approximately 5.0 acres (2.0 ha) in size, and roughly 300 feet (91.4 m) of frontage on Land O’Nod Road, which is an open and maintained Village Road. The lots are proposed to be located in the northeast corner of the parent property. The retained, parent property is a large rectangular shaped property with frontage on Land O’Nod Road and will be approximately 175 acres in size following the severances (Attachment #1 – Map).

The subject lands are designated “Rural” and “Wetland” in the Merrickville-Wolford Official Plan and zoned “Rural (RU)” and “Wetland (W)” in the Merrickville-Wolford Zoning By-law 23-08. It should be noted that the proposed severances are entirely within the “Rural” designation and “Rural (RU)” zone. A small portion of the rear of the proposed severances are within 120 metres of the boundary of the Provincially Significant Wetland (PSW). The retained lands are impacted by the “Unstable Soils” overlay of Schedule A-3 Hazards and Constraints, associated with the Wolford Bog PSW; however, they are outside the area of the proposed severances and therefore do not impact this application. The severed and retained lands are both impacted by the “Significant Woodlands” overlay of Schedule A-2 Natural and Cultural Heritage; an Environmental Impact Study has been submitted with the application to address the Significant Woodlands overlay.

The property is characterized as largely forested, unimproved, rural lands. The northern half of the property is characterized by wetlands associated with the Wolford Bog PSW. The lands proposed to be severed are vacant, planted forest lands.

The surrounding land use consists of rural single detached dwellings to east of the proposed severed lots, with the Wolford Bog being the dominate feature to the west. Vacant rural lands



dominate the landscape to the north and south of the subject property. The parent property abuts the Village boundary with the Township of Augusta.

The subject property appears to have no severance history and is a lot that existed in 1988 as a separate and distinct parcel of land.

Local Official Plan Policies

There are a number of policies of the Village Official Plan which are relevant to this application.

Section 4.1.6 (1), Significant Woodlands states that:

“Development and site alteration may be permitted in areas shown as Significant Woodlands, and on lands within 120 m (394 ft.), in accordance with the policies of the underlying designation, if it is demonstrated through an Environmental Impact Statement, undertaken in accordance with the policies of Section 9.5 [Environmental Impact Statement], that there will be no negative impacts on the natural features for which the area is identified.”

Section 6.3.2.3, Wetland states that:

“Development and site alteration within 120 m (393 ft.) of a designated Wetland is also subject to the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses regulation of the Conservation Authority.”

Section 6.4.2.3, Rural Residential Development states that:

“Residential Development on flat, open land will be discouraged. Such development shall be encouraged to locate in areas having natural tree cover, scenic views and/or rolling terrain.”

United Counties Official Plan Policies

The Official Plan for the United Counties of Leeds and Grenville, Schedule A, designates the subject property Rural Lands and Provincially Significant Wetlands. The Schedules also identify the unstable soils on the northern portion of the subject lands. The Appendices identify the property as containing Low and Moderate Wildland Fire Hazard Area.

Local Zoning By-law Regulations

The proposed severances are zoned “Rural (RU)”. The proposed severed lots will comply with the RU zone provisions of a minimum lot size of 1 ha and minimum lot frontage of 40 metres.



Summary & Recommendations

The proposal is to create two 5.0 acre rural residential lots, resulting in a 175 acre retained property, located within the Rural area of the Village. The proposed lots will have frontage on Land O'Nod Road in an area of relatively flat, wooded rural landscape. The location of the proposed lot is consistent with 6.4.2.3 which encourages rural residential development in areas having natural tree cover.

During the review of the application, it was noted that the property is within Significant Woodlands. As a result, the policies of Section 4.1.6 (1) apply, which requires that an Environmental Impact Study (EIS) should be undertaken to ensure there will be no negative impacts on the natural feature. An EIS was submitted with the application which assessed the woodlands on the property and determined that these are not significant woodlands. The Scoped EIS also provides best practices that should be implemented through the conditions of consent. The EIS was reviewed and supported by RVCA staff.

A portion of rear of the proposed severances are within 120 metres of the Wolford Bog PSW. Section 6.3.2.3 states that any proposed development within 120 metres will require an Environmental Impact Statement to the satisfaction of the Village and Conservation Authority. Due to the small area of the proposed severances affected by this policy, there is a suitable building area outside of the 120-metre buffer area of the PSW. The EIS indicated that the wetland is outside of a 90 m setback and the severed lands are appropriate to be developed.

The recommendation of this report is to support the proposed consent applications with the standard conditions of:

1. That the applicant deposit a copy of the registered reference plan with the Village Clerk.
2. That the applicant pay \$500 per lot for cash in lieu of parkland.
3. That the applicant pay all outstanding taxes to the Village.

, plus:

1. That the recommendations of the Environmental Impact Study be implemented through a development agreement.

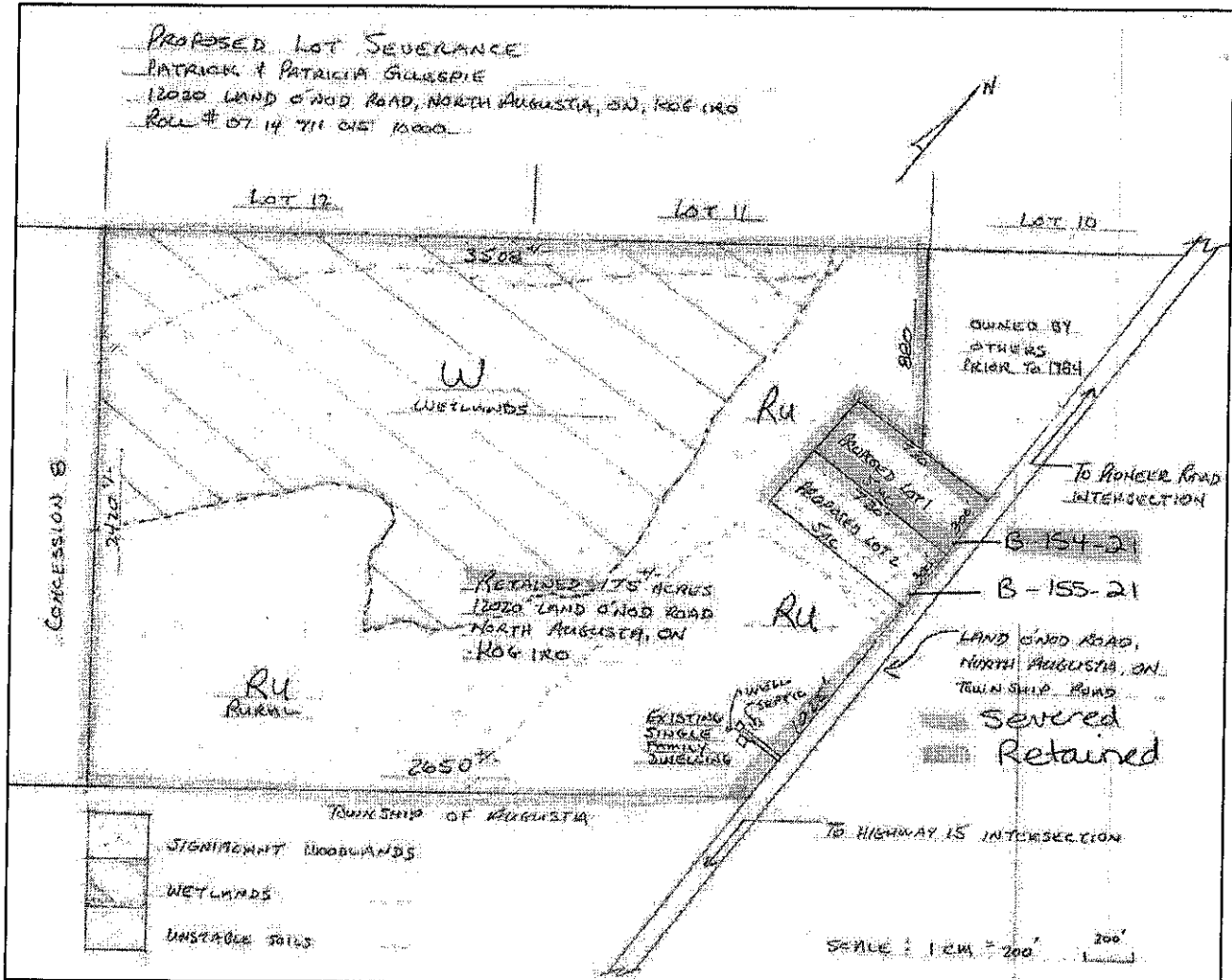
All of which is respectfully submitted.

Sincerely,
Jp2g Consultants Inc.
ENGINEERS • PLANNERS • PROJECT MANAGERS

Forbes Symon, MCIP, RPP
Senior Planner



Proposed Severances – Gillespie B154-21 & B154-21 (12020 Land O'Nod Road)





Municipal Consent Application Form

Please complete and send to the Secretary-Treasurer (via email) within 30-days of receipt of an application to Krista.Weidenaar@uclg.on.ca

File:	B154-21 & B155-21
Municipality:	Village of Merrickville/Wolford
Owner:	Patrick and Patrica Gillespie
Location:	12020 Land O'Nod Road, Pt Lots 10, 11, 12, Con 8 Wolford

Municipal Responses Yes or No?

What is the local Official Plan designation of the land?
 Rural for severed, Rural and PSW for retained

Does the application conform to the local Official Plan?

If not, please give relevant sections of the plan.

What is the land currently zoned in the Zoning By-Law?
 Rural (RU) for severed, Rural (RU) and Wetland (W) for retained

Does the application comply with the municipal Zoning By-Law?

If not, please give relevant sections of the By-Law.

Are there any other relevant documents or other Municipal By-Laws which would affect the proposed consent?

Are there any additional applications on the subject lands (minor variance, Official Plan Amendment Zoning By-Law amendment, etc.)? If yes, what type?

Additional Information

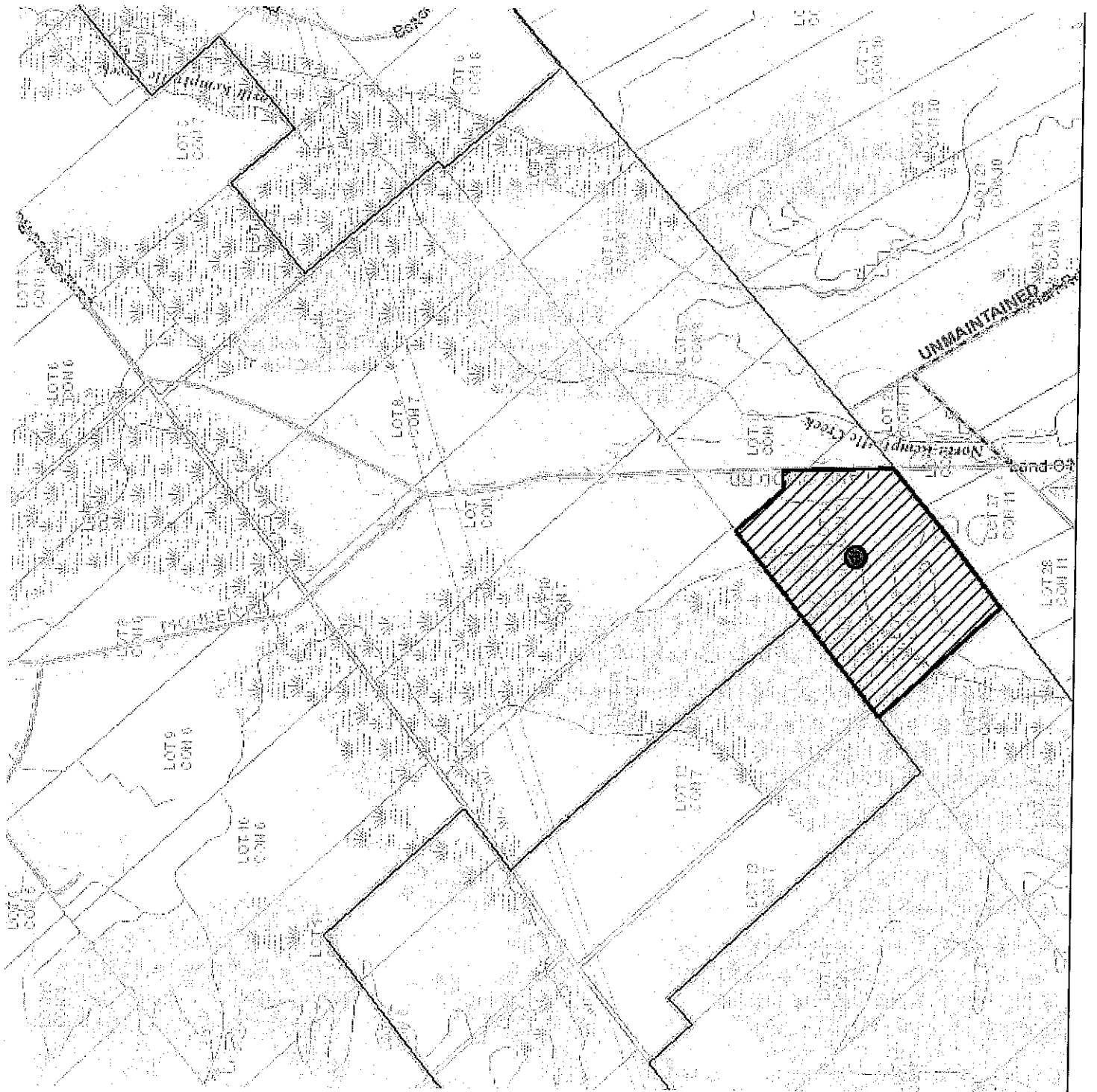
Please check which of these municipal services are available for the subject lands?

Water Sanitary Sewers Access to a public and maintained road

Electricity Garbage Collection Name of public road Land O'Nod Road

Municipal Consent Application Form

Recommendations	Yes or No?
Does the Planning Committee, or Council, recommend approval be given to this application, and why? <hr/> <hr/>	<input checked="" type="checkbox"/> <input type="checkbox"/>
Are there any issues the approval authority should be made aware of for the application lands (Site conditions, development history/activity, flooding, water quality and quantity concerns, etc.)? <hr/> <hr/>	<input type="checkbox"/> <input checked="" type="checkbox"/>
If provisional approval is granted, what Conditions would the municipality wish to see attached? (Please attach Council's resolution, a Planning Report, list of conditions, or check below). <u>please see planning report</u> <hr/> <hr/>	
Does the municipality require their own copy of the reference plan for the subject lands?	<input checked="" type="checkbox"/> <input type="checkbox"/>
Does the municipality require that the balance of any outstanding taxes, including penalties and interest, be paid to the municipality?	<input checked="" type="checkbox"/> <input type="checkbox"/>
Does the municipality require an Environmental Impact Study or other supporting studies? If yes, please describe. <u>Scoped EIS implement through development agreement registered on title of land</u>	<input checked="" type="checkbox"/> <input type="checkbox"/>
Does the municipality require a road widening?	<input type="checkbox"/> <input checked="" type="checkbox"/>
Does the Planning Committee or Council wish to recommend that up to 5% of the land if residential, or 2% for commercial or industrial, be set aside as parkland dedication? Or does Council wish to accept cash to the value of 2% or 5% of the land? If Yes, please describe below.	
<u>\$500 per severed lot for cash in lieu of parkland</u>	<input checked="" type="checkbox"/> <input type="checkbox"/>
Date: <u>19-11-2021</u> Signed: <u>Forbes Symon</u>	
Position: <u>Contract Planner</u> Municipality of <u>Village of Merrickville/Wolford</u>	



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Incorporated
Wolford 1850
Merrickville 1860
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Telephone (613) 269-4791
Facsimile (613) 269-3095

VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 21

Date: November 22, 2021

Moved by: Cameron Foster Molloy Ireland

Seconded by: Cameron Foster Molloy Ireland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive Merrickville STP Sewage Flow Update 2021, prepared by Neil Caldwell of Jp2g Consultants Inc. dated November 17, 2021.

Carried / Defeated

J. Douglas Struthers, Mayor

For Clerk's use only, if required:

Recorded Vote Requested By:

Cameron	Y	N
Foster	Y	N
Ireland	Y	N
Molloy	Y	N
Struthers	Y	N

**Jp2g Consultants Inc.**

ENGINEERS • PLANNERS • PROJECT MANAGERS

1150 Morrison Drive, Suite 410

Ottawa, ON K2H 8S9

T 613-828-7800, F 613-828-2600, www.jp2g.com

Jp2g No. 19-5031D

November 17, 2021
Village of Merrickville-Wolford
317 Brock Street West
Merrickville, ON K0G 1N0

Attention: Mr. Doug Robertson, MBA
CAO/Clerk/Director, Economic Development

Re: Merrickville STP Sewage Flow Update 2021

Dear Sir:

This letter provides an update on the sewage flow average daily flow data for 2021 to date versus 2020. The data is presented on the attached graph along with rain data from the gauges at Drummond Centre and Kemptville.

Based on the data, the increase in flow at the sewage plant does not directly coincide with larger rainfall events and therefore direct storm sewer or roof drainage is not the main cause of infiltration into the sanitary sewer system. It appears that as the groundwater level rises during the Spring melt and in the Fall after substantial rainfall, groundwater enters into the sanitary sewer system either through leaks in the main line or services, or through sump pumps/foundation drainage from the connected buildings.

The Village has been addressing deficiencies in the sanitary sewer system through the following:

- sanitary sewer and manhole patching and repairs in 2019 – 2021.
- major sanitary system repairs along St. Patrick Street, Drummond Street, and Lewis Street in 2018
- repair of a significant leak at St. John Street in March of 2021. It is important to note that two large pumps were required to dewater the excavation to make the repair. This is significant because it highlights the potential volume of groundwater that is immediately adjacent to the sewer that can enter the system.

The full impact of the March 2021 repair will become evident once the sewage flow/rainfall through March 2022 have been compiled and analyzed against the 2020 and 2021 data. In the interim, we provide the following for consideration:

- The base flow through the summer months is essentially unchanged from 2020 to 2021. Flow from dwellings that have been added during that time frame did not have a significant impact on the system.
- The maximum flow experienced in late October 2021 was less than the maximum flow experienced in October 2020. This may be a result of the March 2021 repair.

The next updates will be in mid-January 2022 which will include a recalculation of the uncommitted reserve capacity based on final flow data for 2021 then a review of 2022 Spring melt flows against 2021 and 2020, in early April of 2020.

Our staff were on site in March 2021 and noted that the flows in the sanitary sewer system were significantly higher in the Main Street sewer. We recommend continuing to focus on reducing inflow and infiltration in this area through sewer repairs and investigations for abandoned connections in the St. John Street area and possible sump pump connections in the St. Lawrence Street / Main Street area.

Sincerely,

Jp2g Consultants Inc.
ENGINEERS • PLANNERS • PROJECT MANAGERS

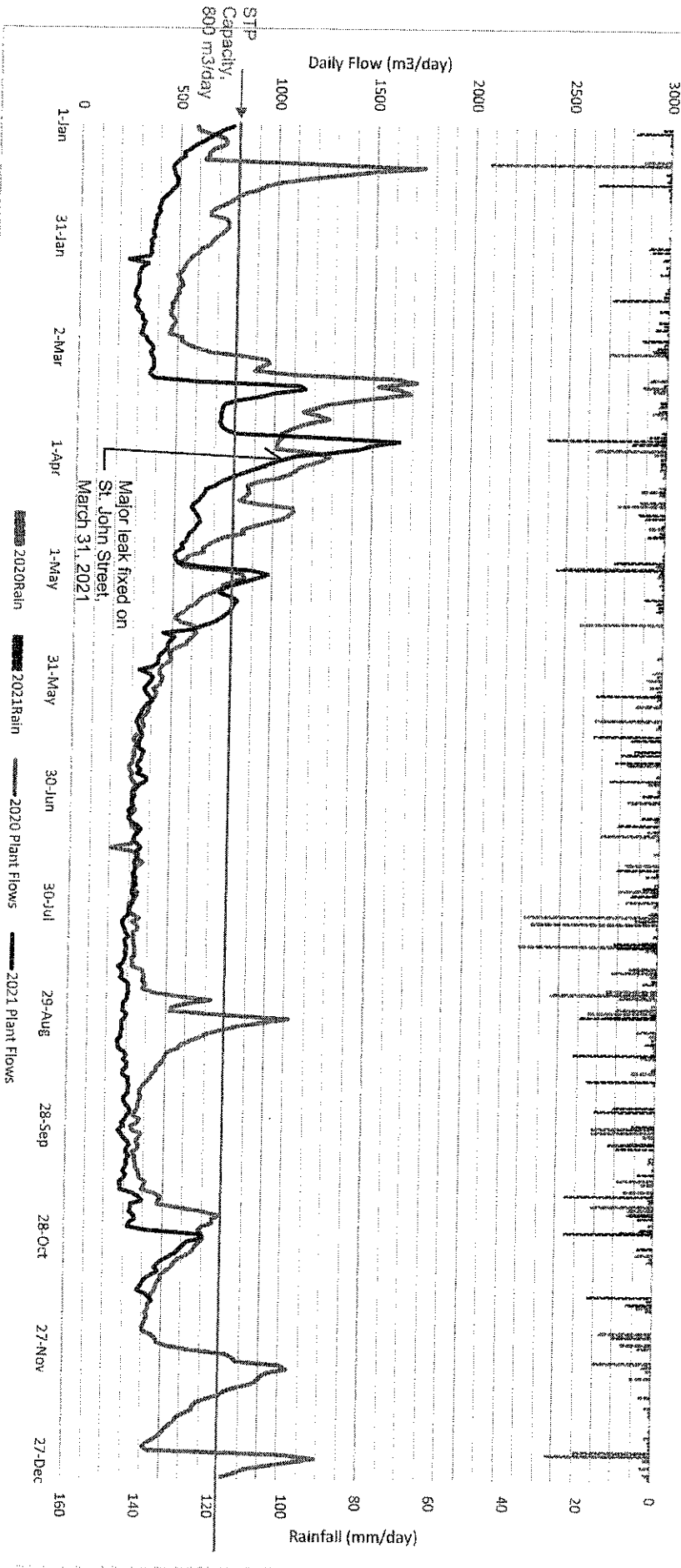
Neil Caldwell, P.Eng PMP
Chief Executive Officer

cc. Andrew MacDonald, P.Eng, Jp2g Consultants Inc.

Attachment: Plant Influent Flows and Rainfall 2020 – 2021

Jp2g No. 19-5031D

Plant Influent Flows and Rainfall 2020 and 2021



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VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 21

Date: November 22, 2021

Moved by: Cameron Foster Molloy Ireland

Seconded by: Cameron Foster Molloy Ireland

Be it hereby resolved that:

Whereas the Council of the Corporation of the Village of Merrickville-Wolford approved resolution R-12-2021 to amend the procedure by-law to alter the Council meeting start time from 7:00 p.m. to 2:00 p.m.; and

Whereas all Council meetings that are open to the public are recorded and livestreamed on the Village of Merrickville-Wolford You Tube channel; and

Whereas social distancing requirements continue to pose health and safety challenges to the Village of Merrickville-Wolford in permitting the public to physically attend regular Council meetings; and

Be it hereby resolved that Council approves resuming Council meetings start time to 7:00 p.m.

Carried / Defeated

J. Douglas Struthers, Mayor

For Clerk's use only, if required:

Recorded Vote Requested By:

Cameron	Y	N
Foster	Y	N
Ireland	Y	N
Molloy	Y	N
Struthers	Y	N

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VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 21

Date: November 22, 2021

For Clerk's use only, if
required:

**Recorded Vote Requested
By:**

Cameron	Y	N
Foster	Y	N
Ireland	Y	N
Molloy	Y	N
Struthers	Y	N

Moved by: Cameron Foster Molloy Ireland

Seconded by: Cameron Foster Molloy Ireland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from the United Counties of Leeds and Grenville re:

- Housing affordability task force – November 17, 2021
- Addressing vulnerable populations – August 2021
- Addressing homelessness – November 9, 2021
- Point in time count

Carried / Defeated

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VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 21

Date: November 22, 2021

Moved by: Cameron Foster Molloy Ireland

Seconded by: Cameron Foster Molloy Ireland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby declare the 1996 Bomag and the 2009 Sterling garbage truck surplus goods; and

That Council direct staff to dispose of the surplus goods as outlined in the Purchasing and Procurement Policy.

Carried / Defeated

J. Douglas Struthers, Mayor

For Clerk's use only, if required.

Recorded Vote Requested By:

Cameron	Y	N
Foster	Y	N
Ireland	Y	N
Molloy	Y	N
Struthers	Y	N

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VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 21

Date: November 22, 2021

Moved by: Cameron Foster Molloy Ireland

Seconded by: Cameron Foster Molloy Ireland

Be it hereby resolved that:

Whereas on August 24, 2021, the Council of the Corporation of the Village of Merrickville-Wolford approved resolution R-224-21 to reschedule the fireworks, as approved in the 2021 budget, to August 28, 2021; and

Whereas on August 26, 2021 Council approved resolution R-242-21 to postpone the fireworks up to and including May 22, 2022; and

Whereas the provincial government has declared February 21, 2022 Family Day; and

Whereas we are aware of some community groups planning events for Family Day 2022; now

Be it hereby resolved that Council approve a fireworks display on:

_____ Saturday February 19, 2022; or

_____ Sunday February 20, 2022; or

_____ Monday February 21, 2022

Carried / Defeated

J. Douglas Struthers, Mayor

For Clerk's use only, if required.

Recorded Vote Requested By:

Cameron	Y	N
Foster	Y	N
Ireland	Y	N
Molloy	Y	N
Struthers	Y	N

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VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 21

Date: November 22, 2021

Moved by: Cameron Foster Molloy Ireland

Seconded by: Cameron Foster Molloy Ireland

For Clerk's use only, if required:

Recorded Vote Requested By:

Cameron	Y	N
Foster	Y	N
Ireland	Y	N
Molloy	Y	N
Struthers	Y	N

Be it hereby resolved that: By-law 59-2021, being a by-law to confirm the proceedings of the Council meeting of November 22, 2021, be read a first and second time, and that By-law 59-2021 be read a third and final time and passed.

Carried / Defeated

J. Douglas Struthers, Mayor

THE CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD

BY-LAW 59-2021

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD AT ITS MEETING HELD ON NOVEMBER 22, 2021

WHEREAS section 5(3) of the Municipal Act, 2001 states that municipal power, including a municipality's capacity, rights, powers and privileges, shall be exercised by by-law, unless the municipality is specifically authorized to do otherwise;

AND WHEREAS it is deemed prudent that the proceedings of the Council of the Corporation of the Village of Merrickville-Wolford (hereinafter referred to as "Council") at its meeting held on November 22, 2021 be confirmed and adopted by by-law;

NOW THEREFORE the Council of the Corporation of the Village of Merrickville-Wolford hereby enacts as follows:

1. The proceedings and actions of Council at its meeting held on November 22, 2021 and each recommendation, report, and motion considered by Council at the said meeting, and other actions passed and taken by Council at the said meeting are hereby adopted, ratified and confirmed.
2. The Mayor or his or her designate and the proper officials of the Village of Merrickville-Wolford are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required and, except where otherwise provided, the Mayor and Clerk are hereby directed to execute all documents necessary in that regard, and the Clerk is hereby authorized and directed to affix the Corporate Seal of the Municipality to all such documents.

This by-law shall come into force and take effect immediately upon the final passing thereof.

Read a first, second and third time and passed on the 22nd day of November 2021.

J. Douglas Struthers, Mayor

Doug Robertson, CAO/Clerk

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VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 21

Date: November 22, 2021

Moved by: Cameron Foster Molloy Ireland

Seconded by: Cameron Foster Molloy Ireland

Be it hereby resolved that:

This regular meeting of the Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at _____ p.m. until the next meeting of Council on Monday, November 29, 2021 or until the call of the Mayor subject to need.

Carried / Defeated

J. Douglas Struthers, Mayor

For Clerk's use only, if required:

Recorded Vote Requested By:

Cameron	Y	N
Foster	Y	N
Ireland	Y	N
Molloy	Y	N
Struthers	Y	N