

## Regular Council Meeting 7:00 p.m. Monday March 11, 2024

IMPORTANT NOTICE: This meeting will be held in person and will be open to the public in the Council Chambers.

It will also be recorded and livestreamed electronically on the "Village of Merrickville-Wolford" YouTube channel accessible by clicking [https://www.youtube.com/channel/UC\\_OEkw3ylMarGSHGeNecrQg](https://www.youtube.com/channel/UC_OEkw3ylMarGSHGeNecrQg)

1. Call to Order
2. Approval of the Agenda (1-2)
3. Disclosure of Pecuniary Interest and the general nature thereof
4. Draft Motions for Consideration (3-5)
5. Minutes
  - a) Special Council Meeting (Budget) February 7, 2024 (6-8)
  - b) Special Council Meeting, (Budget/Strat. Plan) February 12, 2024 (9-11)
  - c) Regular Council Meeting February 12, 2024 (12-21)
  - d) Special Council Meeting (Budget) February 15, 2024 (22-23)
6. Planning
  - a) Strategic Planning Update N.G. Bellchamber and Associates (24-29)
7. By-laws
  - a) By-Law 12-2024 Operating, Capital & Water & Wastewater Budgets, and the 2024 Salary Grid. (30-35)
  - b) By-Law 13-2024 to levy and assess on the rateable property in the Village of Merrickville-Wolford a sufficient sum of money to meet all valid debts of the said Corporation within the year 2024 (36-38)
8. Delegations
  - a) Joe Gallivan/Frontenac County CAO/Communal Servicing Options(39-45)
  - b) Pat Evans/Parkinsons Awareness (46-47)
9. Staff Reports
  - a)
    - i) Departmental Activity Update (48-50)
    - ii) Updated Flag & Acknowledgment Policy (51-52)
    - iii) Strategic Plan Development (53)
  - b) Public Works Manager Cole  
Food Bank Challenge (54-55)

10. Committee Updates/Minutes

11. Action Items

Petition for Traffic Calming Measures to Improve Pedestrian Safety and Encourage Commerce on Merrickville’s North Side (56-74)

12. Information Items:

- a) Water Quality – Test Results for Village of Merrickville-Wolford (75)
- b) Notification Letters - Ministry of the Environment, Conservation and Parks/ environmental assessment (76-80)
- c) Scott and Patty Parker/Water bill calculations and water concerns (81-82)
- d) AMO/Policy Statement “Get it Done Act” (83-85)
- e) OCWA/Merrickville Drinking Water System Annual Water Report (86-98)

13. Notices of Motion:

Deputy Mayor Barr  
 THAT the Council of the Corporation of the Village of Merrickville-Wolford undertake a water rate study to assist in determining options for an alternate billing method that would more clearly reflect the usage by individual households, using a graduated scale to identify a lower usage base rate;  
 AND FURTHER THAT the study also identify how increased growth/additional hookups would impact the rates going forward;  
 AND FURTHER THAT the cost for the study be accommodated through the Water and Wastewater Reserve.

14. Public Question Period to Council:

15. Proclamations/Statements from Members:

16. Closed Session:

As per Municipal Act, 2001, Section 239(2)  
 f) Advice that is subject to solicitor-client privilege, including communications necessary for that purpose – Building File

17. Open Session:

18. Confirming By-Law: By-law 14-2024 (99)

19. Adjournment

Next meetings of Council:  
 Public Meeting Strategic Plan March 18, 2024 ??:00 p.m.  
 Regular Council, Monday, April 8, 2024, 7:00 p.m./cut off date for written submissions March 28, 2024 noon.  
 Committee of the Whole, April 22, 2024 2:00 p.m.

1.	Call to Order
2.	Adoption of the Agenda THAT the Agenda for the Regular Council Meeting held on March 11, 2024, be approved -----
3.	Disclosure of Pecuniary Interest and the General Nature Thereof: -----
4.	Draft Motions for Consideration Document: THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the Draft Motions for Consideration Document as presented. -----
5.	Council Meeting Minutes. THAT the Council of the Corporation of the Village of Merrickville-Wolford approve the minutes of the; Special Meeting (Budget) February 7, 2024 Special Meeting (Budget/Strategic Planning) February 12, 2024 Regular Council Meeting February 12, 2024 Special Meeting (Budget) February 15, 2024, ----- Planning
6.	THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the update provided by Nigel Bellchamber with regard to the Strategic Planning document. AND FURTHER THAT a public meeting be scheduled on March 18, 2024, at 7:00 pm. to gather comments for consideration. -----
7.	By-laws.
a)	THAT the Council of the Corporation of the Village of Merrickville-Wolford give First, Second, Third and Final Reading to By-law 12-2024 Being a By-law to adopt the 2024 Operating, Capital & Water & Wastewater Budgets, and the 2024 Salary Grid; AND FURTHER THAT authorization be given to the Mayor and CAO/Clerk to sign, seal and place in the By-law Book for the Municipality By-law Number 12-2024. -----
b)	THAT the Council of the Corporation of the Village of Merrickville-Wolford give First, Second, Third and Final Reading to By-law 13-2024 Being a By-law to levy and assess on the rateable property in the Village of Merrickville-Wolford a sufficient sum of money to meet all valid debts of the said Corporation within the year 2024. AND FURTHER THAT authorization be given to the Mayor and CAO/Clerk to sign, seal and place in the By-law Book for the Municipality By-law Number 13-2024. -----
8. a)	Delegation Joe Gallavan, Director of Planning and Economic Development for Frontenac County. THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the delegation provided Joe Gallavan, Director of Planning and Economic

	Development for Frontenac County to address Council concerning Communal Servicing Options.
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8. b)	Delegation Pat Evans representing the Parkinson's Community Network.
	THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the delegation provided Pat Evans representing the Parkinson's Community Network.
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9. a)	Staff Reports: Departmental Activity Update
i)	THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the Departmental Activity Update prepared for the March 11, 2024, Council Meeting.
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ii)	THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the draft amendment to By-law 15-2021 which would be as follows; Change "Flag Policy" to "Acknowledgements Policy;" AND FURTHER THAT Schedule "A" indicate preapproval; AND FURTHER THAT when pole is not being utilized by other organizations/use municipal flag; AND FURTHER THAT a Schedule "B" be added to the by-law which would address the requests received seeking preapproval Proclamation Support. AND FURTHER THAT Council and Staff, continue to identify requests for incorporation into Schedules "A" and "B" with the intent to give First, Second, Third and Final reading to the Amendment of By-law 15-2021 at the April 8, 2024, Meeting of Regular Council.
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iii)	THAT the Council of the Corporation of the Village of Merrickville-Wolford engage Bellchamber and Associates for the purpose of Council/Staff Training and Education. AND FURTHER THAT Bellchamber and Associates provide assistance in the development of a Strategic Plan and a multi-year budget strategy.
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9. b)	THAT The Council of the Corporation of the Village of Merrickville-Wolford receives for information the report concerning the request for a County wide food drive that is being spear headed by the Chief Fire Officers Association of Leeds and Grenville. AND FURTHER THAT Council approves a \$500 dollar donation on behalf of the Village towards the food drive. AND Further THAT the challenge be extended to all other Councils of Leeds and Grenville to match their donation towards this worthwhile cause.
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10.	Committee and Board Updates/Minutes.
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11.	Action Items.

	THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the Petition for Traffic Calming Measures to Improve Pedestrian Safety and Encourage Commerce on Merrickville's north side.
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12.	Information Items
	THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the following items: Water Quality – Test Results for Village of Merrickville-Wolford Notification Letters - Ministry of the Environment, Conservation and Parks/E-A Scott and Patty Parker/Water bill calculations and water concerns AMO Policy Statement/Get It Done Act OCWA/Merrickville Drinking Water System Annual Water Report
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13.	Notices of Motion: THAT the Council of the Corporation of the Village of Merrickville-Wolford undertake a water rate study to assist in determining options for an alternate billing method that would more clearly reflect the usage by individual households, using a graduated scale to identify a lower usage base rate. AND FURTHER THAT the study also identify how increased growth/additional hookups would impact the rates going forward. AND FURTHER THAT the cost for the study be accommodated through the Water and Wastewater Reserve.
14.	Public Question Period pertaining to items on the agenda.
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15.	Proclamations/Statements from Members.
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16.	Closed Session
	THAT the Council of the Corporation of the Village of Merrickville-Wolford enter into an In-Camera Session as per Municipal Act, 2001, Section 239 (2): f) Advice that is subject to solicitor-client privilege, including communications necessary for that purpose.
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17.	Resume Open Session
18.	Confirmation of Proceedings
	THAT the Council of the Corporation of the Village of Merrickville-Wolford give First, Second, Third and Final Reading to By-law 14-2024 Being a By-law to Confirm the Proceedings of Council for the Meeting of March 11, 2024; AND FURTHER THAT authorization be given to the Mayor and CAO/Clerk to sign, seal and place in the By-law Book for the Municipality By-law Number 14-2024.
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19.	Adjournment
	THAT the Council of the Corporation of the Village of Merrickville-Wolford adjourn @ XX:XX pm.

**The Corporation of the Village of Merrickville-Wolford  
Special Meeting, Wednesday February 7, 2024, 3:00 p.m.  
Municipal Council Chambers  
317 Brock St. W. Merrickville, Ontario K0G 1N0**

**Members Present**

Mayor Michael Cameron  
Deputy Mayor Anne Barr  
Councillor Margaret Gural  
Councillor Stephen Ireland  
Councillor Ronnie Maitland

**Staff Present**

(Interim) C.A.O./Clerk Darlene Plumley  
Manager of Operations/Fire Chief Brad Cole  
Treasurer Kirsten Rahm  
Municipal Librarian, Mary Kate Laphen (ZOOM)

Important notice: This meeting was held in person and was open to the public in the Council Chambers. It was recorded and livestreamed electronically on the "Village of Merrickville-Wolford" YouTube channel;

[https://www.youtube.com/channel/UC\\_OEkw3yIMarGSHGeNecrQg](https://www.youtube.com/channel/UC_OEkw3yIMarGSHGeNecrQg)

The minutes presented do not represent a verbatim report, to view the meeting and discussion please refer to link above.

The Purpose of the Meeting is to undertake a review of the 2024 draft budget presentations for the Village of Merrickville-Wolford.

The Agenda for February 7, 2024, Special Meeting of Council was introduced.

Moved By: Councillor Gural SM-01-07-02-24.

Seconded By: Councillor Ireland

THAT the Agenda for February 7, 2024, Special Meeting of Council approved.

CARRIED

Mayor Cameron called for Disclosure of Pecuniary Interest and the General Nature Thereof, none was stated.

Mayor introduced the Review of proposed draft budgets.

Moved By: Deputy Mayor Barr SM-02-07-02-24.

Seconded By: Councillor Maitland

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the material provided with regard to;

AND FURTHER THAT Staff be directed to proceed with the directions introduced and prepare a revised document for the February 12, 2024, budget session.

Library Board Budget Presentation

Revisions to the Operational Draft Budget. (pending)

Options presented which reflect segregated reserve contributions, as it relates to tax levy increase.

Draft Budget Capital

Capital budget overview/reserve summary/options for consideration

Consideration concerning proposed changes

CARRIED

Municipal Librarian, Mary Kate Laphen provided an overview of the Library Board Budget presentation.

Revisions to the Operating Budget will be made available prior to the February 12, 2024 Special Meeting. They will take into account any changes requested from this meeting.

The draft Capital Budget was introduced for information.

Staff was asked to provide clarification on;

<b>Impact of reserve contributions on operating budget 2024</b>		
<b>(contributions made for the purpose of funding capital)</b>		
No contributions to reserves		17% tax decrease
No infrastructure reserve contribution		13.9% tax decrease
Contribute to annual operating reserves		1.23% increase

- It was suggested that we review the deductible with the insurance broker to determine if savings could be achieved. Rather than delay budget approval, it is suggested that the amount remain the same, if however, there are savings, they be allocated to the Self Insurance reserve.
- Going forward, based on history it may be worthwhile setting up a Contingency Reserve which could be utilized for unforeseen circumstances, an unusually harsh winter, flooding, equipment failure. This provides the ability for managing when there is a deficit realized due to circumstances beyond our control. It can be accommodated through a transfer from the Working Capital Reserve.

The status of the community center grant. RFP written circulated shortly. Costs higher than anticipated. Transformer voltage is not compatible with the used generator that was available. Still moving forward with the project. Comparison price using old generator with adapter.

H.F. Mclean paving project

- Give consideration to speed bumps/traffic control!
- Traffic calming
- Pedestrian warning for infrastructure ahead

How projects may be funded will be discussed at the Special Meeting scheduled for 2:00 pm. on February 12, 2024.

Rather than identify individual projects for roads infrastructure, an amount be set aside until additional data has been received.

Consideration be given for an allocation for maintenance gravel over and above the capital gravel expenditure.

It was identified that the purchase of Council laptops would be a better option than providing funds for Council to purchase their own, the cost of installation would still be necessary and the ongoing maintenance of the device would then be covered.

It was the consensus of Council that the Hospital Provision reserve would be used to provide the donation request of \$3,100 for Maple View LTC. The term of the commitment is for five years.

Camera work on Main Street expense will be funded from the Water and Sewer Reserve along with the water meter replacements scheduled.

The 5500 truck is in the que with hopes of arrival sometime in 2024.

Gas Tax and OCIF will provide funding for Read St. and the culvert rehab at Weedmark Rd.

Drainage plans for future projects, lidar mapping, drainage as well as waste site lifespan will assist in finding data. Councillor Maitland can provide the historical mapping to the Municipality. Request information from JP2G for recommendations on how to proceed related to any associated billing.

Chamber of Commerce request for upgraded signing. Staff to investigate options for funding.

IT Server replacement is scheduled, a summary of the specifications will be provided.

Adjournment was called for at 3:55 pm.

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Mayor Cameron

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Interim CAO/Clerk Plumley

Special Meeting (Budget Strategy & Strategic Planning) February 12, 2024, 2:00 pm.  
Regular Council Meeting will be held on February 12, 2024, at 7:00 p.m.



**The Corporation of the Village of Merrickville-Wolford  
Special Meeting Monday February 12, 2024, 2:00 p.m.  
Municipal Council Chambers  
317 Brock St. W. Merrickville, Ontario K0G 1N0**

**Members Present**

- Mayor Michael Cameron
- Deputy Mayor Anne Barr (2:15 pm.)
- Councillor Margaret Gural
- Councillor Stephen Ireland
- Councillor Ronnie Maitland

**Staff Present**

- (Interim) C.A.O./Clerk Darlene Plumley
- Treasurer Kirsten Rahm
- Clerk Julia McCauherty-Jansman
- Public Works Manager/Fire Chief Brad Cole
- Public Works Foreman Jon McCurdy
- Chief Building Official Dan Halladay

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The minutes presented do not represent a verbatim report, to view the meeting and discussion please refer to link above.

No Disclosure of Pecuniary Interest and the General Nature Thereof was stated.

Mayor Cameron introduced the Purpose of the Meeting being to promote education and training of Council and Staff.

Moved by: Councillor Ireland (SM-01-12-02-24)

Seconded by: Councillor Maitland

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the material provided with regard to;

- Strategic Planning and enhanced Capital Budgeting that will cover a longer time period than one year and be integrated with your Asset Management Plan.
- Capital versus operating expenditure-What is the difference.
- Can they be financed differently?
- Capital expenditure versus continued maintenance-is there a tipping point?
- Capital budgeting strategies.
- Budget time frames versus Council terms
- Multiyear operating and capital budgets
- User fees versus taxation
- Other revenue sources for Capital

CARRIED

Mayor Cameron turned the meeting over to **Nigel Bellchamber** of N. G. Bellchamber & Association.

Points raised.

Capital budgets should be designed to look at the long term and should span multi-years. Budgeting for capital expenditures one year at a time is just a reaction. Must be strategic about a multi-year capital plan that is in sync with the Asset Management Plan.

Greater detail is needed to categorize road segments.

The lack of good data impacts effective decision making.

Asset Management Plan needs to have the Gravel Roads Study incorporated.

Going forward in order to strategically plan capital infrastructure projects and expend funds wisely more detail should be provided.

An item-by-item fleet inventory with a set level of funds allocated annually.

If you improve the asset and extend the ability to meet services it is a capital expense.

Communication process to inform ratepayers of the process to be used to determine the strategic priorities being considered and the reasoning behind it.

Based on the information provided, staff was given direction to draft a motion incorporating the following key points.

- utilize the services of an engineering firm and temporary staff to collect data at a detailed level to interpret the condition of road segments, structures, fleet, and equipment for the purpose of establishing a multiyear capital budget for these and future assets a period of at least ten years.
- gather material be populated in an appropriately designed spreadsheet with the intent to provide ongoing data collection.
- have data collection begin as soon as possible, with the completed documents available.
- have staff assist with the collection to ensure a continuity of knowledge.
- a draft ten-year capital infrastructure plan reflecting the data collected above be presented to Council for consideration.
- update the data into the Asset Management Plan.
- capital projects that have been carried over from previous years be completed within 2024.
- until such time as the appropriate data has been assessed, new capital infrastructure projects be put on hold, but urgent spot improvements will be undertaken on a priority basis as needed.

It was the consensus of Council that the meeting recess at 4:30 pm. and reconvene at 6:45 for the purpose of entertaining the motion.

Moved By: Deputy Mayor Barr (SM-02-12-02-24)

Seconded By: Councillor Maitland

That the Council of the Corporation of the Village of Merrickville-Wolford direct the CAO to utilize the services of an engineering firm and temporary staff as required to collect data at a detailed level to interpret the condition of road segments, structures, fleet, and equipment for the purpose of establishing a multiyear capital budget for these and future assets a period of at least ten years.

AND FURTHER THAT the material gathered be populated in an appropriately designed spreadsheet with the intent to provide ongoing data collection.

AND FURTHER THAT the data collection begins as soon as possible, with the completed documents available by April 30, 2024.

AND FURTHER THAT the Public Works Foreman and other staff assist with the collection to ensure a continuity of knowledge going forward.

AND FURTHER THAT based on the information provided a draft ten-year capital infrastructure plan reflecting the data collected above be presented to Council for consideration before July 1, 2024.

AND FURTHER THAT this data be incorporated into the updated Village of Merrickville-Wolford Asset Management Plan.

AND FURTHER THAT capital projects that have been carried over from previous years be completed within 2024.

AND FURTHER THAT until such time as the appropriate data has been assessed, new capital infrastructure projects be put on hold, but urgent spot improvements will be undertaken on a priority basis as needed.

CARRIED

It was the consensus of Council that a meeting be scheduled on Thursday February 15, 2024 at 3:00 pm for the purpose for finalizing the 2024 Budget for the Village of Merrickville-Wolford.

Adjournment was introduced at 6:52 pm.

Next meetings of Council:

Special Meeting of Council February 15, 3:00 p.m.

Regular Council, Monday March 11, 2024, 7:00 p.m.

The Corporation of the Village of Merrickville-Wolford  
Monday February 12, 2024, 7:00 p.m.  
Municipal Council Chambers  
317 Brock St. W. Merrickville, Ontario K0G 1N0

Members Present

Mayor Michael Cameron  
Deputy Mayor Anne Barr  
Councillor Margaret Gural  
Councillor Stephen Ireland  
Councillor Ronnie Maitland

Staff Present

(Interim) C.A.O. Darlene Plumley  
Treasurer Kirsten Rahm  
Clerk Julia McCaugherty-Jansman  
Public Works Manager/Fire Chief Brad Cole  
Municipal Planner of Record Forbes Symon

Important notice: This meeting was held in person and was open to the public in the Council Chambers. It was recorded and livestreamed electronically on the "Village of Merrickville-Wolford" YouTube channel;

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The Agenda for February 12, 2024, Regular Meeting of Council was introduced.

Moved By: Councillor Maitland R-01-12-02-24.

Seconded By: Deputy Mayor Barr

THAT the Agenda for the Regular Council Meeting held on February 12, 2024, be approved.

CARRIED

No Disclosure of Pecuniary Interest and the General Nature Thereof was stated.

The Draft Motions for Consideration Document was introduced.

Moved By: Deputy Mayor Barr R-02-12-02-24.

Seconded By: Councillor Ireland

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the Draft Motions for Consideration Document as presented.

CARRIED

The Minutes of the Council of the Corporation of the Village of Merrickville-Wolford were introduced.

Moved By: Councillor Gural R-03-12-02-24.

Seconded By: Councillor Maitland

THAT the Council of the Corporation of the Village of Merrickville-Wolford approve the minutes of the;

Regular Council Meeting held on January 8, 2024

Special Council Meeting, January 15, 2024

Special Council Meeting, January 16, 2024

Committee of the Whole Meeting, January 25, 2024

Special Council Meeting (Budget) February 5, 2024

CARRIED

### Planning

Mayor Cameron welcomed Forbes Symon, Municipal Planner of Record to provide the planning report concerning Planning Department Fees.

Moved By: Councillor Ireland R-04-12-02-24.

Seconded By: Councillor Gural

THAT the Council of the Corporation of the Village of Merrickville-Wolford amend By-law 44-2022 Planning Department Fees Schedule E, to reflect the following:

1. Increase the fee charged by the Village for Official Plan Amendment applications from \$2000 to \$2,500.

2. Increase the fee charged for major site plan control applications from \$1500 to \$2,000.

3. Increase the fee charged for draft plan of subdivision/condominium applications from \$2500 to \$2,500 + \$100 per lot.

4. Increase the fee charged for cash-in-lieu of parkland for local roads from \$500 to \$1250, for County Roads from \$750 to \$1500 and for waterfront lots from \$1000 to \$1850.

5. Amend Schedule E to By-law 44-2022 with the addition of an application fee of \$500 for part lot control applications.

CARRIED

The Recommended Municipal Conditions of Draft Approval Application for Draft Plan of Subdivision 07-T-20234 was introduced.

Moved By: Councillor Gural R-05-12-02-24.

Seconded By: Councillor Maitland

THAT the Council of the Corporation of the Village of Merrickville-Wolford receives for information the Planning Report – Recommended Municipal Conditions of Draft Approval Application for Draft Plan of Subdivision 07-T-20234 (Carley's Corners Subdivision) Part of Lot 13, Concession 4, Geographic Township of Wolford, Village of Merrickville-Wolford.

CARRIED

Mr. Symon informed Council that this is a critical stage of the process, it provides the developer with the information needed to move forward. Consistent clear and concise demands, as those reflected in the review may be the template for future applications. The proponent has three years to complete the conditions.

Updated designs will be provided at the zoning by-law stage.

The Report prepared concerning process and documents required concerning the submission of Consent Applications was introduced.

Moved By: Councillor Maitland R-06-12-02-24.

Seconded By: Deputy Mayor Barr

THAT the Council of the Corporation of the Village of Merrickville-Wolford receives for information the process and documents required concerning the submission of Consent Applications.

CARRIED

The Report prepared concerning the Sewage Capacity Allocation Moderna Lewis Street Development (Conway Lands) was introduced.

Moved By: Councillor Gural R-07-12-02-24.

Seconded By: Councillor Ireland

THAT the Council of the Corporation of the Village of Merrickville-Wolford receives for information the Report prepared by Jp2g Consultants Inc. concerning the Sewage Capacity Allocation Moderna Lewis Street Development (Conway Lands).

CARRIED

Mr. Symon confirmed that the allocations presented meet the approved policy as they prioritize infilling and intensification.

Data for the 2023 five year rolling average will soon be made available.

The Report prepared concerning the Sewage Capacity Allocation at 212 Main Street West was introduced.

Moved By: Deputy Mayor Barr R-08-12-02-24.

Seconded By: Councillor Maitland

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive and endorse the Report prepared by Jp2g Consultants Inc. concerning the Sewage Capacity Allocation 212 Main Street West Development.

CARRIED

The Report prepared concerning the Merrickville Sewer Camera Investigation – East of St. Lawrence Street, was introduced.

Moved By: Councillor Gural R-09-12-02-24.

Seconded By: Councillor Ireland

THAT the Council of the Corporation of the Village of Merrickville-Wolford and endorse the Report prepared by Jp2g Consultants Inc. concerning the Merrickville Sewer Camera Investigation – East of St. Lawrence Street

AND FURTHER THAT authorization be given to commence the process necessary to undertake the investigation;

AND FURTHER THOSE costs associated be transferred from the Water and Sewer Reserve.

CARRIED

By-laws:

Mayor Cameron introduced By-law 04-2024 Being a By-law to Appoint Julia McCauherty-Jansman as Clerk for the Village of Merrickville-Wolford.

Moved By: Councillor Ireland

Seconded By: Deputy Mayor Barr

THAT the Council of the Corporation of the Village of Merrickville-Wolford give First, Second, Third and Final Reading to By-law 04-2024 Being a By-law to Appoint Julia McCauherty-Jansman as Clerk for the Village of Merrickville-Wolford:

AND FURTHER THAT authorization be given to the Mayor and CAO/Clerk to sign, seal and place in the By-law Book for the Municipality By-law Number 04-2024.

CARRIED

Mayor Cameron introduced By-law 05-2024 Being a By-law to amend By-law 24-03, to adopt the 2024 Water and Wastewater Rates.

Moved By: Councillor Gural

Seconded By: Councillor Maitland

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the 2024 water and wastewater rates; and

AND FURTHER THAT Council considers By-law 05-2024, being a by-law to amend By-law 24-03, to adopt the 2024 Water and Wastewater Rates; and

AND FURTHER THAT By-law 04-2024, being a by-law to amend By-law 24-03, be adopted;

AND FURTHER THAT;

Schedule "A" of By-law No. 24-03 shall be amended as attached.

The amended rates of Schedule "A" shall come into force and take effect on the 1<sup>st</sup> day of January 2024.

Schedule "B" of By-law No. 24-03 shall be amended as attached.

The amended rates of Schedule "B" shall come into force February 12, 2024

CARRIED

Delegations:

Mayor Cameron invited Khristal Dillabough to address Council with regard to a request to reduce the speed limit to 60 km. on Kilmarnock.

Moved By: Councillor Ireland R-10-12-02-24.

Seconded By: Councillor Maitland

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the delegation provided by Khristal Dillabough with regard to a request to reduce the speed limit to 60 km. on Kilmarnock Road.

CARRIED

It was the consensus of Council that direction be given to Staff for compile all of the issues which have been brought forward relating traffic control, calming and speed limits into one report that will be presented at the April 22, 2024, Committee of the Whole Meeting with documentation outlining the sections and the data related to the concerns raised.

Mayor Cameron invited Hunter McGill representing the "Friends of the Rideau" to address Council.

Moved By: Deputy Mayor Barr R-11-12-02-24.

Seconded By: Councillor Gural

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the delegation provided by Hunter McGill representing the "Friends of the Rideau".

CARRIED

Staff Reports:

The Staff Report prepared by Interim CAO/Clerk Plumley concerning the Departmental Activity Update was introduced.

Moved By: Councillor Gural R-12-12-02-24.

Seconded By: Deputy Mayor Barr

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the Activity Update prepared for the February 12, 2024, Council Meeting.

CARRIED

The Staff Report prepared by Interim CAO/Clerk Plumley concerning the appointment of a Human Resources Consultant was introduced.

Moved By: Councillor Ireland R-13-12-02-24.

Seconded By: Deputy Mayor Barr

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the report presented regarding the Human Resources Consultant;  
AND FURTHER THAT the quote obtained from ML Consulting with the amount ranging from \$20,400 to \$24,000 plus H.S.T. is deemed to be the successful bid.

AND FURTHER THAT Interim CAO Plumley be authorized to enter into the agreement with ML Consulting to complete the 2024 Compensation Review based on the workplan provided.

AND FURTHER THAT this cost be accommodated by use of the reserve for working funds.

CARRIED

The Staff Report prepared by Public Works Manager Cole concerning approval of three brush amnesty cycles for 2024 was introduced.

Moved By: Councillor Ireland R-14-12-02-24.

Seconded By: Deputy Mayor Barr

THAT: Council receive report PW-02-2024, being a report to provide Council with information required to consider the approval of three brush amnesty cycles for 2024;  
AND FURTHER THAT Council does hereby approve attachment "A" the 2024 brush amnesty days at the landfill.

CARRIED

The Staff Report prepared by Public Works Manager/Fire Chief Cole concerning surplus equipment was introduced.

Moved By: Councillor Gural R-15-12-02-24.



Seconded By: Councillor Maitland

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the surplus equipment report identifying equipment scheduled to be sold on Gov Deals for revenue.

CARRIED

Committee Updates/Minutes:

Library Board Minutes were introduced.

Moved By: Councillor Gural R-16-12-02-24.

Seconded By: Councillor Maitland

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the Merrickville-Wolford Library Board Minutes dated November 3, 2023, and January 24, 2024.

CARRIED

Minutes of the Merrickville-Wolford Museum Municipal Services Board and the Merrickville and District Historical Society were introduced.

Moved By: Deputy Mayor Barr R-17-12-02-24.

Seconded By: Councillor Ireland

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the Merrickville-Wolford Museum Municipal Services Board and the Merrickville and District Historical Society Meeting/December 14, 2023.

CARRIED

Minutes of the Blockhouse Museum Municipal Services Board/January 11, 2024.were introduced.

Moved By: Deputy Mayor Barr R-18-12-02-24.

Seconded By: Councillor Gural

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the Blockhouse Museum Municipal Services Board/January 11, 2024.

CARRIED

Action Items.

The Heritage Designation Submission was introduced.

Moved By: Deputy Mayor Barr R-19-12-02-24.

Seconded By: Councillor Maitland

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the Heritage Designation Submission provided by Donna Ross and Peter Szmidt.

AND FURTHER THAT a recommendation be made to have the Historical Society move forward with the submission.

CARRIED

The request for a municipal representative to be appointed to the Steering Committee of the Rideau Corridor Landscape Strategy was introduced.

Moved By: Councillor Gural R-20-12-02-24.

Seconded By: Councillor Ireland

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the request that early in the new year a municipal representative is appointed to the Steering Committee of the Rideau Corridor Landscape Strategy. AND FURTHER THAT the Chief Administrative Officer be appointed as municipal representative for the Village of Merrickville-Wolford, with the alternate being the Public Works Manager.  
CARRIED

The request the request from the Ride for Disabled Vets was introduced.

Moved By: Councillor Ireland R-21-12-02-24.

Seconded By: Councillor Maitland

THAT the Council of the Corporation of the Village of Merrickville-Wolford defer the request from the Ride for Disabled Vets until the March 11, 2024, Council Meeting; AND FURTHER THAT staff be directed to suggest options which would accommodate the event without closing Main Street.

CARRIED

The correspondence from Prince Edward County regarding support for the Province to expand the life span of fire apparatus was introduced.

Moved By: Deputy Mayor Barr R-21-12-02-24.

Seconded By: Councillor Ireland

THAT the Council of the Corporation of the Village of Merrickville-Wolford endorse the resolution received from Prince Edward County regarding support for the Province to expand the life span of fire apparatus, specifically pertaining to the replacement of fire trucks due to insurance requirements Fire Underwriters Survey requesting the creation of a new community fire-protection and fire prevention insurance system that does not put all municipalities under the same umbrella, with distinct categories for rural and urban municipalities.

CARRIED

The correspondence from AMO regarding undermining Ontario's economic prosperity and quality of life was introduced.

Moved By: Councillor Maitland R-22-12-02-24.

Seconded By: Councillor Gural

WHEREAS current provincial-municipal fiscal arrangements are undermining Ontario's economic prosperity and quality of life

WHEREAS nearly a third of municipal spending in Ontario is for services in areas of provincial responsibility and expenditures are outpacing provincial contributions by nearly \$4 billion a year

WHEREAS municipal revenues, such as property taxes, do not grow with the economy or inflation.

WHEREAS unprecedented population and housing growth will require significant investments in municipal infrastructure

WHEREAS municipalities are being asked to take on complex health and social challenges – like homelessness, supporting asylum seekers and addressing the mental health and addictions crises.

WHEREAS inflation, rising interest rates, and provincial policy decisions are sharply constraining municipal fiscal capacity.

WHEREAS property taxpayers – including people on fixed incomes and small businesses – can't afford to subsidize income re-distribution programs for those most in need.

WHEREAS the province can, and should, invest more in the prosperity of communities.

WHEREAS municipalities and the provincial government have a strong history of collaboration

THEREFORE, BE IT RESOLVED THAT the Province of Ontario commit to undertaking with the Association of Municipalities of Ontario a comprehensive social and economic prosperity review to promote the stability and sustainability of municipal finances across Ontario.

CARRIED

The Correspondence received from Enbridge concerning a measured approach to Ontario's energy transition was introduced.

Moved By: Councillor Ireland R-23-12-02-24.

Seconded By: Councillor Gural

THAT the Council of the Corporation of the Village of Merrickville-Wolford supports a measured approach to Ontario's energy transition.

AND THAT the Council of the Corporation of the Village of Merrickville-Wolford recognizes that there may not be enough electricity available to replace the energy provided by natural gas and meet the increased demand for electrification.

2. THAT Natural gas must continue to play an integral role in meeting the energy needs of Ontario.

3. THAT the Council of the Corporation of the Village of Merrickville-Wolford supports the work the Government of Ontario has done to date, including the Natural Gas Expansion Program and Electrification and Energy Transition Panel's call for a clear policy on the role of natural gas to secure access to affordable energy.

4. THAT this resolution be circulated to the President of AMO, Colin Best, Hon. Doug Ford, Premier of Ontario, Hon. Todd Smith, the Minister of Energy, Steve Clark, Member of Provincial Parliament Leeds Grenville Thousand Islands and Rideau Lakes, all regional municipalities as significant actors to ensuring the need for natural gas in Ontario as part of a measured approach towards energy transition and submitted to [municipalaffairs@enbridge.com](mailto:municipalaffairs@enbridge.com).

CARRIED

The Correspondence received from Ian Fraser concerning traffic calming and access to water and wastewater on the north side of the Village was introduced.

Moved By: Councillor Maitland R-24-12-02-24.

Seconded By: Councillor Gural

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the correspondence received from Ian Fraser concerning; traffic calming and the absence of mains sewerage on the north side of the river.

CARRIED

Information Items were introduced.

Moved By: Deputy Mayor Barr R-25-12-02-24.

Seconded By: Councillor Gural

THAT the Council of the Corporation of Merrickville-Wolford receive for information the following items:

Ontario Clean Water Agency Water Quality – Test Results for Town of Merrickville-Wolford

United Counties of Leeds and Grenville/Room to Donate/Mapleview Landing

United Counties of Leeds and Grenville/ROMA 2024 Highlights

United Counties of Leeds and Grenville Agricultural Area Review

2024 Community Safety and Policing Letter for s.10 Municipalities

*\*Economic Development eNews*

*\*Ontario Supporting Plan to Refurbish Pickering Nuclear Generating Station*

*\*Ontario Connecting Children and Youth in Belleville, Kingston, and the Thousand Islands Region to Care Close to Home*

*\*Governments Investing up to \$8 Million in Ontario's Dairy Processing Sector*

*\*Ontario Breaks Ground on New Long-Term Care Home in Kingston*

*\*Ontario Cracking Down on Crime*

*\*Ontario Helping Rural Communities Grow With More Jobs, Homes, and Infrastructure*

*\*Ontario Supporting Community Housing Modernization*

*\*Ontario Unveils a Back-to-Basics Kindergarten Curriculum*

*\*Rideau Canal - Water Level Management Update*

CARRIED

Notice of Motion:

Deputy Mayor Barr indicated the importance of undertaking a water rate study to assist in determining options for an alternate billing method that would more clearly reflect the usage by individual households, using a graduated scale to identify a lower usage base rate. The study would also identify how increased growth/additional hookups would impact the rates going forward.

Public Question Period to Council:

Proclamations/Statements from Members:

The Confirmation of Proceedings By-law for February 12, 2024, was introduced.

Moved By: Deputy Mayor Barr

Seconded By: Councillor Gural

THAT the Council of the Corporation of the Village of Merrickville-Wolford give First, Second, Third and Final Reading to By-law 2024-06 Being a By-law to Confirm the Proceedings of Council for the Meeting of February 12, 2024;

AND FURTHER THAT authorization be given to the Mayor and CAO/Clerk to sign, seal and place in the By-law Book for the Municipality By-law Number 2024-06.

CARRIED

Adjournment was introduced at 8:41 pm.

Moved By: Councillor Ireland R-26-12-02-24.

Seconded By: Councillor Gural

THAT the Council of the Corporation of the Village of Merrickville-Wolford adjourn.

CARRIED

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Mayor Cameron

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Clerk Julia McCauherty-Jansman

**The Corporation of the Village of Merrickville-Wolford  
Special Meeting, Thursday February 15, 2024, 3:00 p.m.  
Municipal Council Chambers  
317 Brock St. W. Merrickville, Ontario K0G 1N0**

**Members Present**

Mayor Michael Cameron  
Deputy Mayor Anne Barr  
Councillor Margaret Gural  
Councillor Stephen Ireland  
Councillor Ronnie Maitland

**Staff Present**

(Interim) C.A.O./Deputy Clerk Darlene Plumley (3:35 pm.)  
Manager of Operations/Fire Chief Brad Cole (ZOOM 3:35 pm.)  
Treasurer Kirsten Rahm (3:35 pm.)  
Clerk Julia McCaugherty-Jansman

Important notice: This meeting was held in person and was open to the public in the Council Chambers. It was recorded and livestreamed electronically on the "Village of Merrickville-Wolford" YouTube channel;

[https://www.youtube.com/channel/UC\\_OEkw3yIMarGSHGeNecrQg](https://www.youtube.com/channel/UC_OEkw3yIMarGSHGeNecrQg)

The minutes presented do not represent a verbatim report, to view the meeting and discussion please refer to link above.

The Purpose of the Meeting is to undertake a review of the 2024 draft budget presentations for the Village of Merrickville-Wolford.

The Agenda for February 15, 2024, Special Meeting of Council was introduced.

Moved By: Councillor Gural SM-01-15-02-24.

Seconded By: Deputy Mayor Barr

THAT the Agenda for February 15, 2024, Special Meeting of Council be approved.  
CARRIED

Mayor Cameron called for Disclosure of Pecuniary Interest and the General Nature Thereof, none was stated.

Moved By: Councillor Gural SM-02-15-02-24.

Seconded By: Deputy Mayor Barr

THAT the Council of the Corporation of the Village of Merrickville-Wolford enter into Closed Session As per Municipal Act, 2001, Section 239 (2):

Personal matters about an identifiable individual, including municipal or local board employees.

CAO Recruitment Status at 3:00 pm.

CARRIED

Resume Open Session @ 3:35 pm.

Moved By: Deputy Mayor SM-03-15-02-24.

Seconded By: Councillor Maitland

THAT the Council of the Corporation of the Village of Merrickville-Wolford does hereby rise and report and give direction to staff to proceed with the CAO recruitment process as per resolution R-349-23, passed on October 13, 2023.

CARRIED

Mayor introduced the review of proposed draft budgets.

Moved By: Councillor Gural SM-04-15-02-24.

Seconded By: Councillor Maitland

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the material provided with regard to;

Operational Budget with changes resulting from the February 5, 2024 meeting

Capital based on February 12, 2024 resolution

Reserve Balances

Water and Waste Water-Operating/Capital

CARRIED

It was the consensus of Council that the Public be provided with the opportunity to view the Draft Budget prior to the final passing, the date scheduled for the Public Presentation will be provided via <https://www.youtube.com/watch?v=Dyqx21tzTTMon> February 20, 2024 at 6:00 pm.

By-law to Confirm the Proceedings of Council for the Meeting of February 15, 2024, was introduced.

Moved By: Councillor Gural

Seconded By: Deputy Mayor Barr

THAT the Council of the Corporation of the Village of Merrickville-Wolford give First, Second, Third and Final Reading to By-law 07-2024 Being a By-law to Confirm the Proceedings of Council for the Meeting of February 15, 2024;

AND FURTHER THAT authorization be given to the Mayor and CAO/Clerk to sign, seal and place in the By-law Book for the Municipality By-law Number 07-2024.

CARRIED

Adjournment was introduced at 3:50 pm.

Moved By: Councillor Ireland SM-05-15-02-24.

Seconded By: Councillor Maitland

THAT the Council of the Corporation of the Village of Merrickville-Wolford adjourn.

CARRIED

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Mayor Cameron

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Clerk Julia McCaugherty-Jansman

Next Meeting of Council March 11, 2024 7:00 pm.

**To:** The Council of the Village of Merrickville-Wolford  
**Subject:** Strategic Planning Update and Next Steps  
**From:** Nigel Bellchamber, N.G. Bellchamber&Associates  
**Date:** February 25, 2024

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**Introduction**

Village of Merrickville-Wolford Council has completed the first steps in a Strategic Planning process intended to guide Council over the next decade with respect to operations and capital investments. This update is to outline what has been achieved to date and the next steps for the public and Council.

It is recommended that a public engagement session be held March 18, 2024, to be facilitated by the Consultant as noted below.

**Purpose of Strategic Planning**

The purpose of Strategic Planning by an organization is to think ahead for a much longer term than the term its governing body. In this case, which would be the four-year term of the Council.

A Council may have individual planning documents such as an Official Land Use Plan that looks forward for up to twenty years. But, if it is to adopt operational master plans for such services as recreation, fleet and equipment, transportation services, asset management, and financial planning it needs to coordinate the future vision for them.

Hence, it needs to adopt and keep current a Strategic Plan to allow that vision and coordination to emerge and to be communicated to the public.

**Elements of Strategic Planning**

The development of a Strategic Plan can be broken down into several segments.

- Review of existing documents plans and policies.
- An Environmental Scan
- An analysis of Strengths, Weaknesses, Opportunities and Threats (SWOT)
- Public Engagement
- Selection of three to six areas of focus
- Goal setting in those areas
- Annual adoption and evaluation of multi-year implementation plans to meet goals set.



This update concerns the first four steps in the above process for Merrickville-Wolford.

### **Basic Education Session**

Council began the process with an education session conducted in public session for all members and senior staff that could be described as municipal government 101. The intention was to begin strategic planning with a common base of information. That session took several hours and covered such elements as roles and responsibilities of elected and appointed officials, how Council exercises power, obligations, and limitations on power, imposed by the Province on municipalities, basic municipal finance, and property taxation.

This session can be viewed on the Village's YouTube channel accessible for its website.

Following this session the Council embarked on an Environmental Scanning process and a SWOT Analysis but before reviewing the results, it is important to see where it led Council which was also in the midst of its annual budget adoption.

### **Review of Historical Budgeting Practices for the Village**

During the Review process described above, one key item noted was that the Village, like many smaller Ontario municipalities reviews its operating requirements, determines an acceptable mix of property tax and user fee rates, and allocates a sum from that calculation to be available for capital acquisitions and renewals.

While delivering politically acceptable tax rates and user fees, it has been widely accepted across the Province that for virtually all municipalities, this budgeting practice was resulting in insufficient investment capital items to maintain existing service levels in the long term.

### **Asset Management as mandated by the Province of Ontario**

As a result of the above, the Ontario government mandated a change to municipal accounting and reporting that would support long term asset management. It then implemented a new data reporting requirement referred to as Asset Management Planning that it has been phasing in over 5 years with final plans due for submission in 2024.

Municipalities need to submit plans that include detailed identification of core assets (roads, bridges, fleet, culverts, stormwater, wastewater and drinking water systems) plus other facilities such as arenas, parks equipment, firehalls and equipment and other municipal structures. Then, there must be an assessment of age and remaining useful life, maintenance needs and estimated replacement date and costs in current dollars.

For Merrickville-Wolford this is still a work in process as of February 2024. An initial document is available on the Village’s website. Also available is a “Gravel Roads Needs Study” that outlines broadly conditions and historic practices in maintenance of gravel roads in the municipality. This document makes clear that some past practices will be inappropriate in future and makes reference to sample upgrade costs.

Council has as a result, directed staff to work with the Engineering Consultant that prepared the above Study review the entire gravel road system to construct a more strategic approach to address specific segments of individual roads in order to make better use of limited funds.

Until that work is done in early 2024 the intention of Council is to only invest in capital road works in emergency situations.

**Further Education on Capital Budgeting and Financing**

Council had also stepped aside briefly from the Strategic Planning process to make sure that it had a broad understanding of capital financing in municipal Ontario, including the use of reserves, current taxation, user fees, debt (essentially future taxation and fees) and senior government grants. The intention of the Province and Federal government to prioritize municipal grants using Asset Management Plans was reference. It was re-confirmed a few days after this session by the province in a formal communication to all municipalities.

**Commitment by Council to Comprehensive Capital Budgeting**

At the end of the education session Council formally resolved to make future capital investments that aligned with asset management best practices and that decision was what led to the further engagement of the consulting engineers noted above.

**Basic Environmental Scan and its Components**

Demographics

Year	Population	0-14yrs	65+	Total
2001	2812	525	510	2812
2006	2867	585	530	2867
2011	2850	445	615	2850
2016	3067	420	765	3067
2021	3135	385	945	3135

It is easy to see, just with simple inspection that the majority of growth in the municipality has been in the over sixty-five categories, as the “baby boomers” have begun to retire in large numbers.

In addition, the number of children elementary school age or younger has declined. This decline is faster than the provincial rate of decline. The percentage of children under fourteen in this population segment was the same as the Provincial average in 2001. It is now only 77% of the Provincial average.

The number of persons per household unit has gone from 2.5 in 2001 to approximately 2.25 today even as housing starts have been high over the last decade.

### Social Environment

The social environment is less easily quantified relative to demographics. Comments raised by participants during the session were:

- Older residents have different social network needs and expectations than younger residents.
- Recreational needs and delivery mechanisms are changing.
- Municipal services such as local and transportation differ with age.
- Accessibility is a major issue.
- Climate change, regardless of source, is now widely acknowledged as a social issue as well as environmental.
- Reduction in civil public discourse
- Disparity between high- and low-income earners is growing.

### Political Environment

- Municipalities are constrained by provincial policies and decision making, including revenues.
- Senior governments have yet to acknowledge municipal financing “gap.”
- Province continues to download on municipalities by “stealth.”
- World governments seem to be moving right of centre.

### Technological Environment

- Electrification is rapidly increasing.
- Rural broadband continues to be a problem.
- Change is rapid and needs to be welcomed and embraced in service delivery.
- Tech change will affect how our farm community functions.
- Business is continually improving its economic outreach.
- Artificial Intelligence applications are increasing exponentially.

### Economic Environment

- Housing prices continue to be high for younger families.
- Municipalities maintain 65% of service producing government assets on 10% of the total government revenue.
- Agriculture will be affected by national and international forces.
- Parks Canada spending.

### Physical Environment

- Climate change is here.
- Stormwater events will be higher and more frequent.
- Freeze/Thaw events will be more frequent.
- M-W includes within it a UNESCO world class Heritage Designation

The above are by no means all of the factors that could be considered but were considered important ones.

### **S.W.O.T. Analysis**

It is not surprising to see factors identified in the Scan as also appearing in the SWOT categories.

#### Strengths

- UNESCO designation for the Canal
- Significant recent housing growth within both high density urban and rural portions of the municipality
- Access to skilled community volunteers
- The built fabric of the original Village is extremely attractive to tourism.

#### Weaknesses

- Village is approaching limits on water and sewer services.
- Lack of long-range planning for recreation services
- Lack of engineering-based decision making for road investments
- Accessibility to all services in the former village area

#### Opportunities

- Schools are an attraction for young families.
- Baby boom is not over yet.
- Millennials can be targeted.

## Threats

- Unknown result for agriculture and other businesses in Canada from US Election
- Lack of services/opportunities strategically directed to people we wish to attract.
- Parks Canada Funding changes
- Provincial change often overlooks impact on smaller municipalities.

## Next Steps

A Council workshop that includes an environmental scan and a SWOT analysis can never hit everything that might be considered in each category, but it should hit the key issues.

But in case it doesn't and in order to see where the public's priorities may lie, public engagement is beneficial at this stage before Council adopts 3 to 6 key priority areas to focus on over the next decade.

A public session has tentatively been set for the evening of March 18<sup>th</sup> to be facilitated by the Consultant and for Council to observe. It would be a combination of presentation and group discussion focussed on broad questions developed by facilitator.

Nigel Bellchamber

N.G. Bellchamber & Associates

London, ON

February 25, 2024

**CORPORATION OF THE VILLAGE OF MERRICKVILLE - WOLFORD**

**BY-LAW No. 12 - 2024**

**BEING** a By-Law to adopt the 2024 Operating, Capital & Water & Wastewater Budgets, and the 2024 Salary Grid.

**WHEREAS** pursuant to section 290 of the Municipal Act, S.O. 2001, a local municipality shall in each year prepare and adopt a budget including estimates of all sums required during the year for the purposes of the municipality;

**NOW THEREFORE** the Council of the Corporation of the Village of Merrickville - Wolford does enact as follows that:

- 1 The Municipality-managed General Municipal Operating and Capital Budgets are attached hereto marked as Schedule "A" and forming part of this by-law is hereby adopted as the General Municipal Operating & Capital Budget for the Corporation of the Village of Merrickville-Wolford for the year 2024.
- 2 The Municipality-managed Water and Wastewater Operating and Capital Budget is attached hereto marked as Schedule "B" and forming part of this by-law is hereby adopted as the Water and Wastewater Budget for the Corporation of the Village of Merrickville-Wolford for the year 2024.
- 3 Any surplus at the end of the fiscal year shall be transferred to working fund reserves and should there be a deficit, it shall be funded through working fund reserves.
- 4 The 2024 Salary Grid is attached hereto marked as Schedule "C" and forming part of this by-law is hereby adopted;
- 5 This By-Law shall be deemed to have been passed and in effect as of the 1<sup>st</sup> day of January, 2024.

**READ** a first and second time this 11<sup>th</sup> day of March, 2024.

**READ** a third and final time and passed this 11<sup>th</sup> day of March, 2024.

\_\_\_\_\_  
Michael Cameron, Mayor

\_\_\_\_\_  
Julia McCaugherty-Jansman, Clerk

Village of Merrickville-Wolford  
2024 BUDGET

SCHEDULE A

2024 BUDGET			
	OPERATING REVENUE	OPERATING EXPENSE	CAPITAL EXPENSE
<b>Taxation &amp; Other Revenue</b>			
Tax Levy - Operating Portion	\$3,705,165		
Tax Levy - Capital Portion	\$0		
Fees/Grants/PIL	\$534,074		
<b>General Government</b>			
Council		\$88,139	
Administration	\$434,969	\$1,262,604	\$277,382
<b>Protection Services</b>			
Fire	\$29,535	\$366,072	\$186,000
Emergency Measures		\$2,750	
Police	\$9,233	\$435,283	
By Law	\$3,200	\$6,670	
Animal Control	\$600	\$2,300	
<b>Transportation Services</b>			
Public Works	\$40,100	\$1,407,759	\$1,884,529
<b>Environmental Services</b>			
Waste Management	\$188,000	\$302,305	\$11,000
<b>Grants &amp; Cash in lieu</b>			\$259,000
<b>Gas Tax &amp; OCIF</b>			\$903,525
<b>Reserves</b>		\$763,000	\$1,642,386
<b>Recreation and Cultural Services</b>			
Recreation	\$23,500	\$96,977	\$181,000
Museum	\$23,500	\$47,202	
Library	\$0	\$109,000	
<b>Planning and Development</b>			
Building	\$213,000	\$261,323	
Planning	\$62,450	\$80,000	\$65,000
Economic Development & Tourism	\$0	\$35,942	\$200,000
<b>TOTALS</b>	<b>\$5,267,326</b>	<b>\$5,267,326</b>	<b>\$2,804,911</b>

OPERATING EXPENSES	\$5,267,326
CAPITAL EXPENSES	\$2,804,911
<b>TOTAL EXPENSES</b>	<b>\$8,072,237</b>

TAX LEVY - OPERATING PORTION	\$3,705,165
TAX LEVY - CAPITAL PORTION	\$0
<b>TOTAL 2024 TAX LEVY</b>	<b>\$3,705,165</b>

Schedule A continued

<b>New Capital Projects</b>	<b>2024 Budget</b>	<b>Taxation</b>	<b>Cash in lieu</b>	<b>Reserves</b>	<b>Grants</b>	<b>OCIF</b>	<b>Gas Tax</b>
<b>Public Works</b>							
HF McLean and 40 m Collar Hill	\$457,000			\$15,963		\$306,205	\$134,832
Tire packer for grader	\$38,000			\$38,000			
Wood chipper for ditch mower	\$5,000			\$5,000			
snow blower for tractor	\$12,000			\$12,000			
Highway plow	\$420,000			\$420,000			
2011 Tandem Plow truck	\$30,000			\$30,000			
Replacement of 2009 half ton	\$50,000			\$50,000			
Gravel	\$200,000			\$200,000			
Culvert repairs	\$30,000			\$30,000			
Traffic radar signs	\$12,000			\$12,000			
Road & Sidewalks Streetscan	\$21,129			\$21,129			
Sidewalk repairs	\$8,000			\$8,000			
<b>Fire Department</b>							
Auto extrication tools	\$70,000			\$70,000			
Scene lighting	\$8,000			\$8,000			
Rope rescue	\$25,000			\$25,000			
<b>Economic Development</b>							
Main St Beautification	\$200,000			\$100,000	\$100,000		
<b>Recreation</b>							
Utility Trailer	\$15,000		\$15,000				
Zero Turn mower	\$14,000		\$10,000	\$4,000			
<b>Administration</b>							
Website	\$26,000			\$26,000			
Council laptops	\$7,300			\$7,300			
HR Strategic Plan	\$39,000			\$39,000			
Strategic Plan	\$10,000			\$10,000			
Drainage Plan	\$40,000			\$40,000			
Server	\$35,000			\$35,000			
	\$1,772,429	\$0	\$25,000	\$1,206,392	\$100,000	\$306,205	\$134,832
							\$1,772,429



Schedule A continued

	<b>Carry Forward Capital Projects</b>	2024 Budget	Cash in lieu	Reserves	Grants	OCIF	Gas Tax
27-1230	Digitization of records	\$30,082		\$30,082			
27-1270	DC or Impost Study	\$30,000		\$30,000			
27-1300	Asset Management Plan Phase 2	\$90,000		\$90,000			
27-2102	Cascade air system	\$80,000		\$80,000			
27-2113	Fire Decontamination shower	\$3,000		\$3,000			
27-3108	Read Street widening and pedestrian walking lane	\$71,000					\$71,000
27-3108	Read st	\$300,000		\$13,512		\$91,510	\$194,978
27-3109	Culvert rehabilitation Weedmark Rd	\$105,000				\$105,000	
27-3111	Sander and plow for 5500 truck	\$5,000		\$5,000			
27-3111	5500 Plow and sand truck	\$115,900		\$115,900			
27-3111	Back up cameras for PW trucks	\$4,500		\$4,500			
27-4505	Landfill Accessibility ramp & building skirting	\$11,000		\$11,000			
27-7200	Community Centre upgrades	\$118,000		\$18,000	\$100,000		
27-7205	Accessible Doors for CC, EC and Rink House	\$34,000	\$34,000				
27-8201	Zoning By-Law review	\$35,000		\$35,000			
		\$1,032,482	\$34,000	\$435,994	\$100,000	\$196,510	\$265,978

**Village of Merrickville-Wolford**  
**Water-Wastewater 2024 Budget**

**SCHEDULE B**

**2024**

**Revenue**

User Fees	1,421,606
Transfers From Reserves	408,500
<b>Total Revenues</b>	<b>1,830,106</b>

**Expenditures**

Village Administration	10,000
Insurance	16,000
OCWA Operation	789,619
Debt Charges	230,327
Department Operations	30,200
Transfer to Reserves	175,760
Capital	578,200
<b>Total Expenditures</b>	<b>1,830,106</b>

Schedule C

Village of Merrickville-Wolford  
Salary Grids  
For the Fiscal Year 2024

Full Time 35 Hours per week

	Steps	A	B	C	D	E	F
1 CAO/Deputy Clerk	Salary	108,367	112,702	117,210	121,898	126,774	131,845
	Hourly	59.54	61.92	64.40	66.98	69.66	72.44
2 Treasurer/Manager of Finance	Salary	98,516	102,456	106,555	110,817	115,250	119,860
	Hourly	54.13	56.29	58.55	60.89	63.32	65.86
3 Clerk	Salary	83,643	86,988	90,468	94,087	97,850	101,764
	Hourly	45.96	47.80	49.71	51.70	53.76	55.91
4 Chief Building Official	Salary	72,490	75,390	78,405	81,542	84,803	88,195
	Hourly	39.83	41.42	43.08	44.80	46.60	48.46
5 Deputy Treasurer & Building Inspector	Salary	58,999	61,359	63,814	66,366	69,021	71,782
	Hourly	32.42	33.71	35.06	36.46	37.92	39.44
7 Accounting Clerk & Administrative Assistant	Salary	47,713	49,621	51,606	53,670	55,817	58,050
	Hourly	26.22	27.26	28.35	29.49	30.67	31.90
8 Receptionist	Salary	40,864	42,499	44,199	45,967	47,805	49,717
	Hourly	22.45	23.35	24.28	25.26	26.27	27.32

Full Time 40 Hours per week

	Steps	A	B	C	D	E	F
1 Manager of Operations/Fire Chief	Salary	93,439	97,176	101,063	105,106	109,310	113,682
	Hourly	44.92	46.72	48.59	50.53	52.55	54.65
2 Operations Lead Hand	Salary	62,214	64,702	67,290	69,982	72,781	75,692
	Hourly	29.91	31.11	32.35	33.65	34.99	36.39
3 Operations Equipment Operator	Salary	56,281	58,532	60,873	63,308	65,840	68,474
	Hourly	27.06	28.14	29.27	30.44	31.65	32.92
4 Labourer	Salary	43,099	44,823	46,616	48,480	50,419	52,436
	Hourly	20.72	21.55	22.41	23.31	24.24	25.21

Part-Time

5 Landfill Attendant & Crossing Guard	Hourly	18.25	18.98	19.74	20.53	21.36	22.21
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Council

Mayor	Salary	15,612					
Councillors	Salary	11,894					

**CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD**  
**BY-LAW 13 – 2024**

**BEING** a By-Law to levy and assess on the rateable property in the Village of Merrickville-Wolford a sufficient sum of money to meet all valid debts of the said Corporation within the year 2024,

**WHEREAS** the Municipal Act 2001, Section 290, as amended, provides that the council of a local municipality shall in each year prepare and adopt estimates of all sums required during the year for the purposes of the municipality;

**AND WHEREAS** the estimate of all sums which may be required for the lawful purpose of the Corporation of the Village of Merrickville-Wolford and the amounts to be raised by taxation in accordance with the last revised assessment roll for the year 2023 have been made and presented to the Municipal Council of the said Village and are hereby adopted by the said Council;

**AND WHEREAS** the Municipal Act 2001, Section 312 (2), as amended, provides that for the purposes of raising the general local municipal levy, the council of the municipality shall each year, pass a by-law levying a separate tax rate as specified in the by-law, on the assessment in each property class in the local municipality rateable for local municipal purposes;

**AND WHEREAS** the Corporation of the United Counties of Leeds and Grenville has passed a by-law to set tax ratios and to set tax rate reductions for prescribed property subclasses for the county and local municipal purposes for the year 2024;

**AND WHEREAS** the Corporation of the United Counties of Leeds and Grenville has passed a by-law to adopt estimates and sums required for the purposes of the upper tier municipality and to provide a levy on area municipalities;

**AND WHEREAS** the Province of Ontario has passed or will pass Regulations establishing education tax rates for 2024;

**NOW THEREFORE** the Council of the Corporation of the Village of Merrickville-Wolford does enact as follows:

1. For the year 2024 the Corporation of the Village of Merrickville-Wolford shall levy upon the Residential Assessment, Multi-Residential Assessment, Commercial Assessment, Shopping Centre Assessment, Industrial Assessment, Pipeline Assessment, Farmland Assessment, New Construction and Managed Forest Assessment the rates of taxation per current value assessment for general purposes as set out in Schedule "A".
2. The taxes levied on all classes for the year 2024 shall be installments payable on the 31<sup>st</sup> day of July, 2024 and the 30<sup>th</sup> day of September, 2024 and shall be reduced by the amount of the interim levy for 2024.

3. Penalty shall be imposed at a rate of 1.25% per month on any amount of taxes outstanding on the first day of the month following the due date of each installment and thereafter interest shall be imposed at a rate of 1.25% per month on any amount of taxes outstanding on the first day of each calendar month.

**THIS BY-LAW** shall be deemed to come into force on the 1st day of January, 2024.

**READ** a first and second time this 11<sup>th</sup> day of March, 2024.

**READ** a third and final time and passed this 11<sup>th</sup> day of March, 2024.

\_\_\_\_\_  
Michael Cameron, Mayor

\_\_\_\_\_  
Julia McCaugherty-Jansman, Clerk

Municipality of Merrickville-Wolford

Schedule A

2024 BUDGET

		2023 CVA	TAX RATIO	WEIGHTED ASSESSMENT	TAX RATE	TAXES LEVIED
RT	Residential	371,358,015	1.00000000	371,358,015	0.008881746	3,298,308
MT	Multi-Residential	3,286,000	1.00000000	3,286,000	0.008881746	29,185
CT	Commercial Occupied	22,314,330	1.34640000	30,044,014	0.011958383	266,843
CU	Commercial Excess	59,700	0.94250000	56,267	0.008371046	500
CX	Commercial Vacant Land	789,000	0.94250000	743,633	0.008371046	6,605
XT	Commercial New Construction	0	1.34640000	0	0.011958383	0
XU	New Commercial Excess Land		0.94250000	0	0.008371046	0
DT	Office Building TX		1.34640000	0	0.011958383	0
ST	Shopping		1.34640000	0	0.011958383	0
SU	Shopping Excess		0.94250000	0	0.008371046	0
ZT	Shopping New Construction		1.34640000	0	0.011958383	0
IT	Industrial Occupied	1,076,900	1.81140000	1,950,697	0.016088395	17,326
IU	Industrial Excess		1.17740000	0	0.010457368	0
IX	Industrial Vacant Land	31,500	1.17740000	37,088	0.010457368	329
JT	Industrial New Construction	0	1.81140000	0	0.016088395	0
PT	Pipelines	900,000	1.65510000	1,489,590	0.014700178	13,230
FT	Farmlands	31,570,555	0.25000000	7,892,639	0.002220437	70,100
TT	Managed Forest	1,233,300	0.25000000	308,325	0.002220437	2,738
	<b>TOTAL</b>	<b>432,619,300</b>		<b>417,166,267</b>		<b>3,705,165</b>

TOTAL TAX LEVY

2024 Residential Tax Rate 0.00888175

2023 Residential Tax Rate 0.00850435

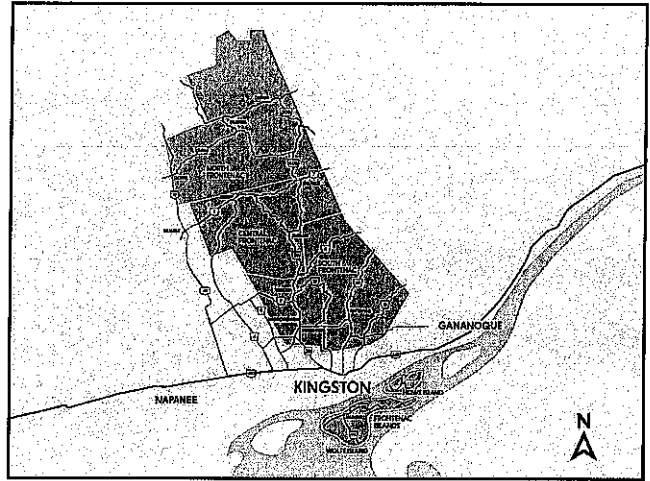
INCREASE FROM 2023 4.44%

Increase per \$100,000 assessed value for a residential home \$37.74

2024 tax levy 3,705,165




1



2

**Frontenac – Villages and Hamlets**


- No municipal water or sewer services and too expensive to construct
- Historical settlement areas -- building lots in village cores too small.
- Significant Public Infrastructure Investment
- Majority of Commercial Assessment

ROMA 2024 

3

**Current State of Communal Services in Ontario**

- While communal services are the preferred Provincial planning and environmental option, private implementation requires the developer to enter into a Municipal Responsibility Agreement (MRA) – which essentially doubles the cost of the installation
- Recommendation #44 from the 2022 Housing Affordability Task Force supported the development of regional utilities using the Municipal Services Corporation Model

ROMA 2024 

4

### Frontenac – Villages and Hamlets

- *“Lack of municipal services in our villages challenges future community viability.”*

Source: Frontenac County Official Plan (2016)

RDMA 2024



5

### Communal Services - 1

#### Environmental Advantages

- Better environmental protection and public health than private on-site services
  - Fewer malfunctions, longer life
  - Regular maintenance – measure performance, monitor impact, fix problems early

RDMA 2024



6

### Communal Services - 2

#### Community Planning Advantages

- Smaller lots = better fit into village/hamlet
- Strengthen local economy and community infrastructure (e.g., schools)
- “walkable communities”

RDMA 2024



7

RDMA 2024



8



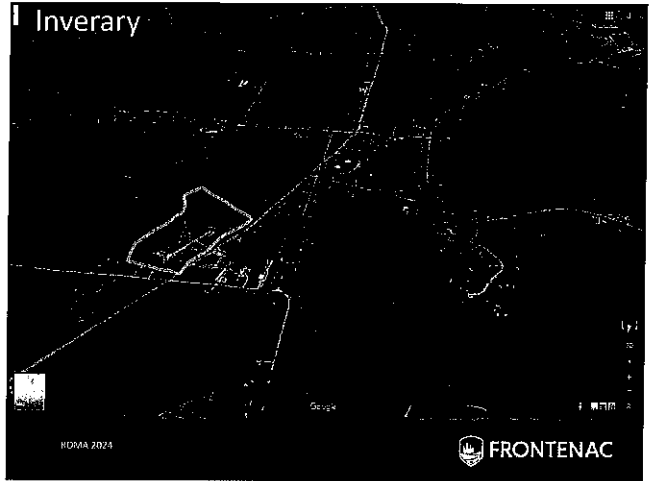
### Project Description

- evaluate measures to promote / reduce risk of communal systems
- Regional and Lower Tier Official Plan policies
- planning tools / phasing programs
- case studies in Ontario – best practices
- **financial model** is the ‘make or break’

ROMA 2024

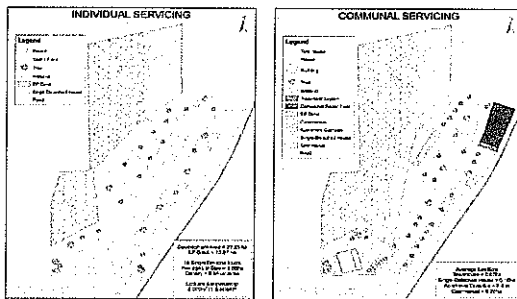


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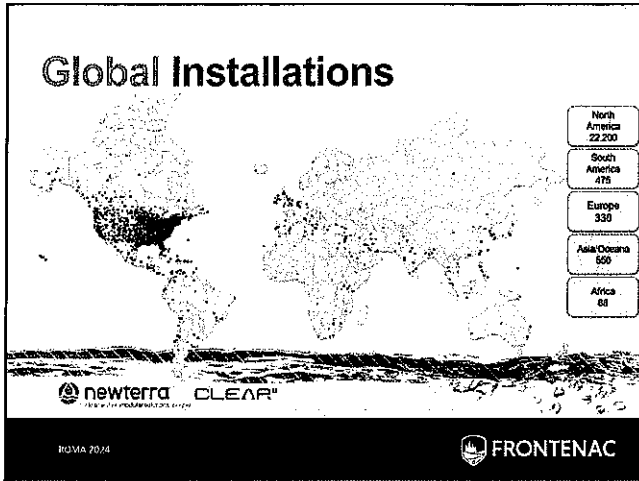
### Development Potential



11



12



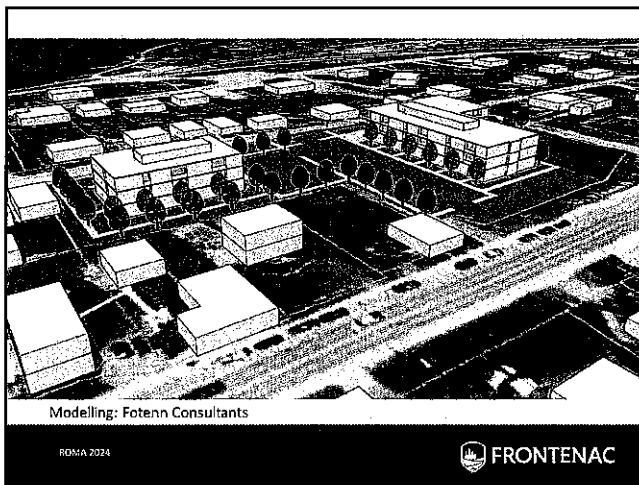
13

### Communal Services

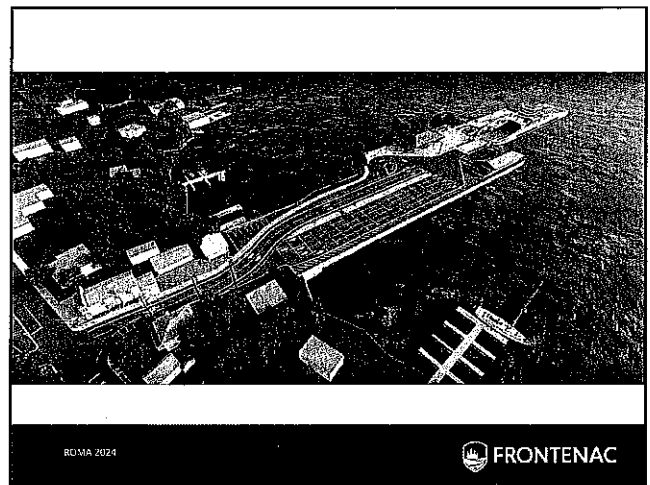
Ready to Go  
in Frontenac

ROMA 2024

14



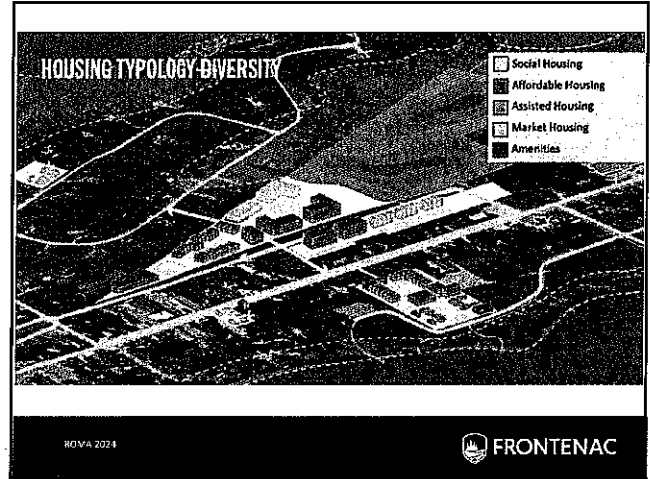
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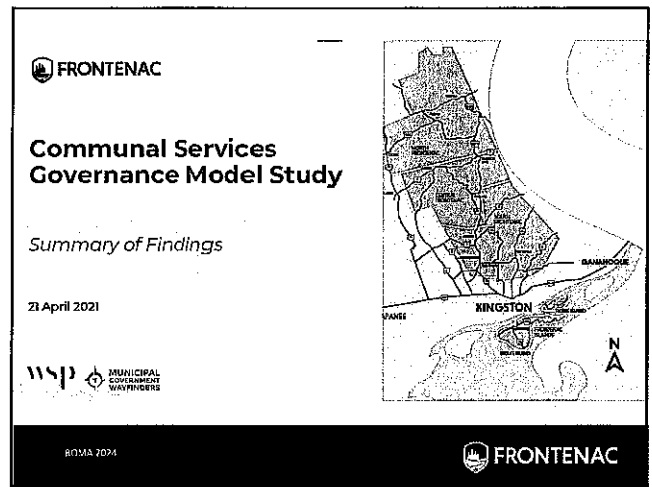
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18



19



20

21

Communal Services Governance Model

### Implementation Next Steps

- 1 Townships Vote In/Out & Formally Confirm MSC Selection
- 2 Undertake a Business Case Study
- 3 Hold Public (and Developer/Industry, if desired) Consultations
- 4 Council Adoption of Business Case
- 5 Draft, Approve, and Pass Agreement & Documents
- 6 Develop & Adopt Asset Transfer Policy
- 7 Appoint MSC Boards, Officers/Directors, and Transfer Assets

WSP

MUNICIPAL GOVERNMENT WORKSHOPS

FRONTENAC

ROMA 2024

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### General Conditions - 1

- There is no obligation on any municipality to participate in the MSC
- MSC has no ability to “levy” a participating municipality
- Participating municipalities will retain full control over local planning matters, including the ability to enable private communal services through a Municipal Responsibility Agreement (MRA)
- The MSC is a separate corporate entity, capable of borrowing, applying for grants and contracting services

FRONTENAC

ROMA 2024

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### General Conditions - 2

- A review by consultants and private operators has indicated that fees paid by homeowners are in line with typical municipal services
- Growth and development pressures in Frontenac will continue. Communal services in conjunction with a MSC will make affordable options available to residents (Supported by the recent Provincial Housing Task Force)
- Assumption of physical assets by the MSC would follow a process similar to a road assumption by a municipality

FRONTENAC

ROMA 2024

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### Advantages

1. Communal services is the only economical way to service land in much of Frontenac County. It is modular (as little as five units at a time) and can be installed in difficult terrain.
2. Environmental Protection – fully regulated and fewer holes in the aquifers.
3. MSC brings consistent professional management to the system, rather than ad hoc management/oversight.
4. Each Township remains in full control of their planning process.
5. The MSC will speed up the approval process for appropriate development (e.g., pre-approved systems).
6. Aligns with the Provincial Housing Task Force recommendation #44 regarding regional utilities. (<https://files.ontario.ca/mmah-housing-affordability-task-force-report-en-2022-02-07-v2.pdf>).
7. Removes liability from individual Townships and spreads the risk across participating municipalities.
8. MSC can borrow without affecting local taxes or local borrowing capacity.
9. The MSC will be eligible for grants.
10. The direction of MSC will be controlled by the Board of Directors (i.e., the Shareholders).
11. The potential for a Community Benefit/Dividend is possible in 7 years.

FRONTENAC

ROMA 2024

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## Good News and Bad News

### The Good News

- We are ready to go!
- We've built a model that is transferable
- We have the support of our member municipalities, the public and developers
- We are committed

### The Bad News

- The Province continues to put up roadblocks
  - » A Ministry preference for traditional solutions (We are working on it 😊)
  - » Source Water Protection
  - » Class EA Process
  - » Each installation starts from ground zero

ROMA 2024



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## Questions ?

<https://engagefrontenac.ca/communal-services>

ROMA 2024



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8 b

January 25, 2024

Mayor Michael Cameron  
Members of Council  
Village of Merrickville-Wolford

Dear Mayor Cameron,

We are writing to ask the Village of Merrickville to join our continuing effort to increase awareness of Parkinson's, the fastest-growing neurological disease in the world. Parkinson's can impact almost every aspect of daily living including: movement, mood, speech, ability to smell, eating, drinking, sleep and cognition. There is, as yet, no cure. Over 100,000 Canadians have Parkinson's disease and, every day, 30 new people are diagnosed. The stigma, as well as a lack of information about the disease continues to prevent many people from seeking out a timely diagnosis, essential for good long-term outcomes.

Around the world, April is the month designated to focus attention on this disease and this year, World Parkinson's Awareness Day falls on **Thursday, April 11th**. We are hoping that the Village of Merrickville, along with other communities in the United Counties of Lanark Leeds and Grenville will participate in the following Initiatives taking place across the country:

**Proclaim April as Parkinson's Awareness Month and help us to spread the word publicly through your communication and social media channels**

A sample proclamation will be available in the near future.

**Light Up Canada for World Parkinson's Day**

Join cities, towns and villages across Canada who are lighting up public buildings, bridges, towers and waterfalls in blue to acknowledge this important day.

Some of the landmarks include Mississauga City Hall, the CN Tower, Niagara Falls, the Peace Bridge, the Olympic Stadium in Montreal and the Canada Place Sails of Light on Vancouver's waterfront. As an example, this year, Kingston plans to light up City Hall, Fort Henry and the Springer Market.

**Stand Up To Parkinson's**

On April 11, 2024, join individuals and organizations from around the world in the commitment to stand up to Parkinson's Disease by collectively completing **1,000,000 Sit to Stands in 24 hours!** It could be at a location which would attract public attention in your community or alternatively you could join another the Mayor and Councillors in a neighbouring community, eg. Smiths Falls.

We look forward to working with you to focus a spotlight on this disease which we know is impacting an increasing number of friends, family and neighbours in this area.

Sincerely,

A handwritten signature in cursive script that reads "Pat Evans".

Pat Evans  
Parkinson's Advocate  
Parkinson's Community Network  
(H) 613-272-3383

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MERRICKVILLE-WOLFORD  
*Jewel of the Rideau*

**DELEGATION REQUEST  
FORM**

Should you wish to appear as a delegation to Council at one of their regular meetings, you are required to complete this request form. This form, together with any supporting materials, *must* be received by the Clerk at least seven (7) days prior to the meeting at which the delegation is requested. The date requested may not be the date on which your delegation will be heard. The Clerk will confirm the date your delegation will be heard. Please note a maximum of two (2) delegations are permitted per Council meeting. Each delegation will be permitted ten (10) minutes to make their presentation.

Name: Pat Evans Organization (if applicable): Parkinson's Community Network

Address: 90 2924 R29 PORTLAND, ONTARIO

Phone Number: 613-272-3383 Email: evans.patn@gmail.com

The delegation is for (check one):  information only  request to Council

Brief description of topic to be discussed:  
Parkinson's Awareness Month - World Parkinson's Day -  
Need for awareness as number of people being diagnosed  
with Parkinson's and awaiting a diagnosis is increasing  
at an alarming rate.

If you are making a request to Council, please state your specific request:  
That a Proclamation be made. That the Village of Merrick-  
ville-Wolford make efforts to publicize proclamation as  
well as the symbolism of lighting the Bridge Blue -

Encourage the coordination and accessibility of multidisci-  
plinary care  
Are you providing supporting materials? Please note all supporting materials will become part of the Council Agenda package that is made available to the public.

Yes  No  
Proclamation

The Clerk reserves the right to approve, refuse, defer or refer any delegation.

Report to Council

Date: March 11, 2024  
 From: (Interim) CAO Plumley  
 Re: Departmental Activity Update

Recommendation:

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the Departmental Activity Update as presented.

Draft Event By-law	Committee of the Whole	April 22, 2024	CAO Clerk
Staff to the options for increased circulation of public notices through the use of an automated email platform.	Ongoing	Website development underway	Clerk Admin.
Petition to request CP Rail to cease the use of the train horns between 11 p.m. and 6 a.m.	Emailed Transport Canada to determine procedure	Update attached	CAO
Petition from Mary-Lynn Bedard and Robin Chinkiwiski concerning a four way stop sign at the corner of County Roads 15 and 16 in the United Counties of Leeds and Grenville, to control traffic and allow for safe pedestrian crossing for adjacent community and seniors' residence	Committee of the Whole discussion	April 22, 2024	CAO PWM
Research process required to introduce renewal fees on Building Permits.  Adjust Permit fees to increase annually based on cola index	Researching options based on what other Municipalities have found successful	May 13, 2024	Clerk CBO
Municipal By-law related to noise related issues with regard to animal control; determine options moving forward.	By-law review ongoing	April 22, 2024	Clerk CBO
Staff investigate whether a more detailed description of the traffic counts regarding vehicle/weight/axle width is available for review.	pending		PWM
Develop a template which will provide mandates and direction to Advisory Committees outlining their role and responsibilities.	Committee of the Whole	April 22, 2024	CAO Clerk
Committee Terms of Reference/Who Does What	Committee of the Whole	April 22, 2024	CAO



Scope of Work Committee Clerk as staff support			Clerk
Forward to the Community Wellness Advisory Committee Research/options for Composting investigate options available to encourage composting alternatives for residents and ratepayers.	ongoing		CAO Clerk
Request clarification form OCWA with regard to calculation waste/wastewater volumes	pending		Finance
Investigate the insurance component related to the water and wastewater treatment plant	pending		Finance
Address speeding & traffic calming concerns provide mapping identifying problem areas with the intent to develop a by-law which would identify required signage. Initiate a request to the United Counties to identify council's wishes.	Committee of the Whole	April 22, 2024	CAO PWM
Ride for Veterans follow up on alternate route	pending	March 11, 2024	PWM
CAO job description and recruitment process SOS/E. Dean	ongoing		Clerk Council
Status of JP2G engineering related to asset management undertaking	Initial discussion February 23	March 11, 2024	CAO PW
Request for Proposals for Downtown Revitalization Poles  Documents are ready to release	pending technical information	Once received, tender for poles will be let.	PWM
Budget Structure going forward observations and improvements		April 22, 2024	Treasurer CAO
<b>Org Review Tasks Update</b>			
Confirm date for a Facilities and Roads Tour	pending		
Additional Training Opportunities	ongoing		
Policy Development	ongoing		

## Darlene Plumley

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**From:** Christmas, Jeffrey (TC/TC) <Jeffrey.Christmas@tc.gc.ca>  
**Sent:** Wednesday, February 14, 2024 10:56 AM  
**To:** Darlene Plumley  
**Subject:** RE: [External/Externe]: Apply to stop train whistling at a public crossing.

UNCLASSIFIED / NON CLASSIFIÉ

Dear Darlene Plumley,

Thank you for your correspondence dated January 31, 2024 in which you inquire about whistle cessation in Merrickville-Wolford.

Allow me to assure you that the safety and security of Canadians is among Transport Canada's top priorities. Under the *Railway Safety Act* and the *Transportation of Dangerous Goods Act*, the department is responsible for regulating the safety of federally regulated rail operations within Canada.

Railway Operations in Canada are governed by the Canadian Rail Operating Rules (CROR). The CROR can be found on our website at [Canadian Rail Operating Rules \(canada.ca\)](https://www.tc.gc.ca/canadian-rail-operating-rules). The sounding of an engine bell or a train whistle is the only warning device that train operators have to alert any persons on or near the tracks of the approaching train. Bells and whistles have been shown to be effective methods of improving the safety of railway operations. That is why the CROR, made pursuant to the *Railway Safety Act (RSA)*, have provisions requiring their use in certain circumstances (CROR Rule 14). CROR Rule 14(l) outlines how a train whistle is to be sounded at a public crossing at grade. In some cases, these whistles can be bothersome to nearby residents, and municipalities may wish to end the whistling to provide relief from the noise. Whistling at public crossings at grade can be prohibited as per CROR Rule 14(l)(iv). This process is referred to as Whistle Cessation.

The process to put Whistle Cessation in place in a community can be found on TC's website at the following link <https://www.tc.gc.ca/en/services/rail/grade-crossings/train-whistling.html>. Whistle Cessation is a resolution that must be passed by the local municipality and agreed upon by the Railway(s) in the affected area. This procedure promotes collaboration between municipalities and railway companies in ensuring grade crossings remain safe. It should be noted that, in order to meet the Grade Crossings Regulations, upgrades to the grade crossing may be required. Please note that this process does not include Transport Canada's involvement outside of conflict resolution related to determining if the grade crossings in the area meet whistling cessation requirements in section 104 of the *Grade Crossings Regulations* and Appendix D of the *Grade Crossings Standards*.

The Grade Crossings Standards and The Grade Crossings Regulations can be found at the links below.

[Grade Crossings Standards \(canada.ca\)](https://www.tc.gc.ca/grade-crossings-standards)

[Grade Crossings Regulations \(justice.gc.ca\)](https://www.tc.gc.ca/grade-crossings-regulations)

Additional information about Transport Canada and its mandate, policies, and programs can be found at <https://www.tc.gc.ca/>

Yours sincerely,

Jeff Christmas  
Transport Canada

Report to Council

Date: March 11, 2024  
From: (Interim) CAO/Deputy Clerk Plumley  
Re: Amendment to Flag Policy (Acknowledgement)  
By-law 15-2021 Schedule "A"  
Schedule "B"

**Recommendation:**

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the draft amendment to which would be as follows;  
By-law 15-2021 change from "Flag Policy" to "Acknowledgements Policy";

AND FURTHER THAT Schedule "A" indicate preapproval be granted;

Organization	Date/Time Frame
Sainte-Marguerite-Bourgeoys Catholic School	
Truth and Reconciliation	
Merrickville-Wolford Pride Organization	

AND FURTHER THAT when pole is not being utilized by other organizations/use municipal flag;

AND FURTHER THAT a Schedule "B" be added to the by-law which would address the requests received seeking preapproval Proclamation Support.

Organization	Date/Time Frame
Girl Guides of Canada	
Volunteer Appreciation	
Agriculture Day	

AND FURTHER THAT Council and Staff, continue to identify requests for incorporation into Schedules "A" and "B" with the intent to give First, Second, Third and Final reading to the Amendment of By-law 15-2021 at the April 8, 2024, Meeting of Regular Council.

**Background:**

Direction to Staff January 25<sup>th</sup>, 2024, Committee of the Whole.

THAT Staff be directed to amend the Flag Policy to authorize 'pre-approval' of some organizations or annual flag days (no need to annually approve of such events);

AND FURTHER THAT the policy to include a schedule of proposed pre-approved flags.

AND FURTHER THAT the amendment be brought forward to the March 11, Regular Meeting of Council.

With the amendment of the By-law Staff felt this was an opportunity to enhance the By-law to cover requests received for Proclamation Support. The criteria would be much the same as for the Flag Protocol but give guidance to Staff when requests are received. It would also provide the ability to promote/recognize the event in advance.

Staff tasks from January 25, 2024, Committee of the Whole:  
Liaise with Parks Canada concerning location/size/criteria of flag being considered (visual impact)

Discussion to date with Parks Canada

**Question:**

To Ontario Waterways Unit, Parks Canada/Government of Canada  
Council's wish to place a community flagpole on the area just west of the Museum, would there be an objection from Parks Canada. If there is no objection, is there any criteria the Municipality would need to follow? If you could let me know that would be fantastic.

**Response: Blake Hart A/ Manager of Operations, Rideau Canal National Historic Site**

In response to your community flagpole installation question, can you please provide us with the following information so that we can best provide you with our corresponding requirements if approved:

- How would the flagpole be anchored, and how tall would the flagpole be?
- What flags would be raised at this location? Would they be alternating if it is more than one?
- Do you have any images of the proposed flag?
- Would the intention be to raise the flag and lower it with any set schedule?

**Answer: CAO/Deputy Clerk Plumley**

We understand the significance of the area and would accommodate any specifications you could provide. It would require anchoring, based on the height of the pole, I will let our Public Works Manager respond to that inquiry.

The flags being considered would be those associated with specific agencies/groups/causes relevant to our flag policy. i.e. autism, pride, etc. the term would be no longer than a month and when not supporting a specific request, the Villag of Merrickville Flag would be flown.

**Investigate costs associated with pole and installation.**

Discussion at budget February 5, 2024, Special Council Meeting estimate \$5,000.

Report to Council

Date: March 11, 2024  
From: (Interim) CAO/Deputy Clerk Plumley  
Re: Council Training and Strategic Planning

Recommendation:

THAT the Council of the Corporation of the Village of Merrickville-Wolford engage Bellchamber and Associates for the purpose of Council/Staff Training and Education; AND FURTHER THAT Bellchamber and Associates provide assistance in the development of a Strategic Plan and a multi-year budget strategy.

Background:

In 2023, The Village of Merrickville-Wolford utilized the Consulting Firm of Shaping Organizational Solutions (SOS) and E. Dean and Associates.

An in-depth Organizational Review was undertaken.

It was identified that by undertaking the initiatives below the Organization would become more efficient and effective;

- Municipal Strategic planning and establishment of yearly Council priorities.
- Complete Planning for infrastructure and Equipment
- Training opportunities for Council and Staff
- Multi-year budget development
- Long range financial forecasting, specific plans in place for replacement of all current assets such as roads, water, sewer, buildings, roads dept equipment, technology, etc.
- Strategic, long-term planning

Financial:

The 2024 budget included \$10,000 for Strategic Planning as well as an increase to accommodate Council and Staff Training.

Report to Council FD 01-2024  
Date: March 12,2024  
From: Fire Chief Cole  
Re: United Food Drive

RECOMMENDATION:

THAT The Council of the Corporation of the Village of Merrickville-Wolford receives for information the report concerning the request for a County wide food drive that is being spear headed by the Chief Fire Officers Association of Leeds and Grenville.  
AND FURTHER THAT Council approves a \$500 dollar donation on behalf of the Village towards the food drive.  
AND Further THAT the challenge be extended to all other Councils of Leeds and Grenville to match their donation towards this worthwhile cause.

BACKGROUND:

The food drive is a united project that was inclusive of the Chief Officers Association of Leeds and Grenville. The united approach showed collaboration amongst all departments. The drive started the first day of February last year and promoted one department each day on social media with a picture and a fire safety caption provided by each department, but also showed our association logo for uniformity.

At the completion of the project all Chiefs brought the food to Prescott Fire Department to be shared with all food banks within Leeds and Grenville. The grand total of food and money was four thousand pounds of food and \$8500 in cash for the food banks to purchase food for their shelves. This was an amazing first year and the plan is to continue this as an annual event. This is a very worthwhile cause, and it gives the communities a chance to see our Organization (CFOALG) work together and give back to the communities we protect and live in.

ANALYSIS:

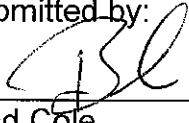
The food drive will be in its second year, and we have great support from the Chief Officers of Leeds and Grenville again this year with several events planned within each community. This drive provides food for the food banks at the time of year when it is needed most after the Christmas season is over. The food drive will be for the month of March this year and then all the food and donations will be gathered up and delivered to Merrickville this year and then divided up between all the food banks of Leeds and Grenville.

The Merrickville Fire Department collected food and donations at the Snowflake Festival this year and will also be hosting an open house in March (date to be determined) so residents can meet the Firefighters and tour the station. The ask will be to bring a nonperishable food donation as admission to the open house.

BUDGET/LEGAL IMPLICATIONS:

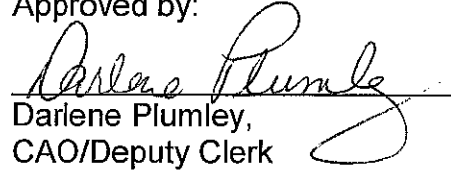
The budget implication would be \$500 should Council decides to accept the challenge and donate to the food drive.

Submitted by:



Brad Cole,  
Manager Operations/Fire Chief

Approved by:



Darlene Plumley,  
CAO/Deputy Clerk

Submitted February 26<sup>th</sup>, 2024

To: Mayor Michael Cameron; Councillors Steve Ireland, Margaret Gural, Ronnie Maitland, Anne Barr and Municipal Clerk, Darlene Plumley, interim CAO.

**A PETITION FOR TRAFFIC-CALMING MEASURES TO IMPROVE PEDESTRIAN SAFETY AND ENCOURAGE COMMERCE ON MERRICKVILLE'S NORTH SIDE. (191 names)**

**SUGGESTED CHANGES:**

- 1: A 4 way stop to be placed at the intersection of Mill Street, Broadway and Grenville Way with a pedestrian crossing.**
- 2: Flashing electronic speed signs entering the village east and west on Broadway and north and south on Mill Street.**
- 3: A crosswalk in front of 106 Mill Street, where the sidewalk on the east ends and changes to the west.**
- 4: A flashing yellow light at the intersection of Main St. and Mill St./ St. Lawrence St.**

Dear Mr. Mayor and members of council,

Please accept this petition for traffic calming measures, outlined above and detailed below, for your review and consideration:

**1. A 4-way stop to be placed at the intersection of Mill Street, Broadway and Grenville Way:**

Due to the successful expansion of the Merrickville business community on the north side at the intersection of Mill Street, Broadway and Grenville Way, the current three-way stop no longer satisfies traffic control and pedestrian safety. Vehicles attempting to navigate the intersection to access or exit Grenville Way from Power Pole Performance gym and the Plaza parking lot face crossing traffic, which speeds down Broadway unimpeded from the east. This is further complicated in the winter by high snow banks at this intersection. Additionally, many Merrickville residents who patronize these businesses like to walk to and from these locations. Crossing this expansive intersection from the village is extremely treacherous and not pedestrian friendly as there are no marked areas to assist in crossing the road or a four way stop that would slow oncoming traffic and bring attention to pedestrians attempting to cross. This situation is especially difficult for our young families with children and seniors in the community. It should be noted too that some of our senior citizens no longer drive and the nearest pharmacy on the north side is located in the Plaza.

**2. Flashing electronic speed signs entering the village east and west of Broadway and north and south on Mill Street.**

Furthermore, we suggest flashing electronic speed signs entering the village both from the east and west on Broadway and both north and south on Mill Street in order to indicate drivers' speeds and notify them when they are complying with the posted speed limit. Statistically, these signs will encourage up

56



to 80% of drivers to reduce their speed.<sup>1</sup> Such signs are now relatively inexpensive, can operate using solar power and are commonly used in surrounding areas.

**3. A crosswalk in front of 106 Mill Street, where the sidewalk on the east ends and changes to the west:**

Vehicles heading south from Broadway and north from the village across the swing bridge routinely travel at excessive speeds down Mill Street, treating the road as if it were a highway rather than as a residential street within the village. Again, this is a problem for residents on the north side, as well as tourists and residents from the south side who wish to access the businesses and attractions on the north side. Placing a crosswalk where the sidewalk ends on the west side of Mill Street will allow pedestrians on the north side (including children who routinely cross on their way to and from school) a safer crossing to the east to enter the village on the south side and similarly allow people from the south side a safer access to the businesses and tourist attractions on the north side.

**4. A flashing yellow light at the corner of Mill Street and Main Street**

A flashing yellow light at the intersection would help to slow the traffic heading south along Mill Street. Currently, there are very few cars that heed the 20 km/ hr. speed limit sign on the bridge, having already far exceeded the 50 km/hr. speed limit on the approach. Whilst it is understood that the swing bridge needs to be kept clear during the summer, hence the right-of-way heading south, changing the light from green to yellow will not impede this and would act as a warning to help slow the traffic to safe speeds as it comes across the bridge and into the village on the south side.

**In summation, we believe the above measures would help to calm vehicular traffic thus rendering the north side safer and more pedestrian friendly. This, in turn, would benefit commercial and tourist enterprises on the north side.**

**As concerned citizens we ask for your support in implementing these changes, which would increase safety and accessibility for ourselves and our visitors, while also supporting and promoting the ongoing growth of this developing area of Merrickville.**

**We also respectfully request that you forward this letter to the relevant authorities in Leeds-Grenville, who, we understand, have already undertaken a survey of traffic in the area, as we think this information will be of use to them for their upcoming report.**

**Please see signatures appended.**

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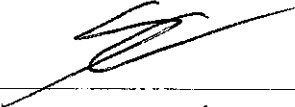

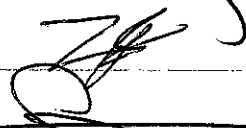





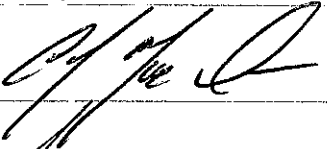

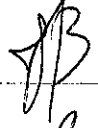



<sup>1</sup>"Speeders slow down up to 80% of the time when alerted by a radar speed sign. Typical speed reductions range from 10% to 20%. Overall compliance with posted speed limits increases by a remarkable 30% to 60%. Radar signs are particularly effective at getting "super speeders" — those driving 20 mph or more over the limit — to slow down." <https://www.radarsign.com/>

**A PETITION TO THE MAYOR AND COUNCIL OF MERRICKVILLE- WOLFORD IN SUPPORT OF TRAFFIC-CALMING MEASURES TO IMPROVE PEDESTRIAN SAFETY AND ENCOURAGE COMMERCE ON MERRICKVILLE'S NORTH SIDE.**

**SUGGESTED CHANGES:**

- 1: A 4 way stop to be placed at the intersection of Mill Street, Broadway and Grenville Way with a pedestrian crossing.
- 2: Flashing electronic speed signs entering the village east and west on Broadway and north and south on Mill Street.
- 3: A crosswalk in front of 106 Mill Street, where the sidewalk on the east ends and changes to the west.
- 4: A flashing yellow light at the intersection of Main Street and Mill Street/ St Lawrence Street.

NAME: PLEASE PRINT	SIGNATURE	ADDRESS
Kate Folk	<i>K Folk</i>	205 mill st. merrickville
Lauri Fisher	<i>L Fisher</i>	365 Scotchline Rd merrickville
LOUISE D FRASER Louise D. Fraser	<i>LDFraser</i>	106 Mill St. Merrickville, ON. K0G1N0
Mary Lou <i>Charles Bourdreau</i>	<i>[Signature]</i>	112 Water Street Merrickville On K0G1N0
CHARLES FOURNIER	<i>C. Fournier</i>	112 Water Street MERRICKVILLE
SUE FOURNIER	<i>[Signature]</i>	6470 BLOSSOM TRAIL DR GREENWY, ON K4P1R6
Kirsten Mann	<i>K Mann</i>	6470 BLOSSOM TRAIL DR GREENWY ON K4P1R6
Carter Mann	<i>[Signature]</i>	311 Mill Street, K0G1N0
DAVID RYALL	<i>[Signature]</i>	311 Mill, K0G1N0
Kelly Mulrooney	<i>[Signature]</i>	112 WILLIAMSE.
		124 William St.

NAME: PLEASE PRINT	SIGNATURE	ADDRESS
Maxwell/McLooney-Cote		124 William St
Erin Fleming		111 William St.
Lyndsay Fleming		111 William St.
SARAH GREEN		117-B William St
NATALIE BLAIS		117 B William St.
GORDON WEBER		136 William St
Heather Gallup		136 William St.
Kevin Devine	Kevin Devine	217 William St.
Debra Devine	Debra Devine	217 William St.
Kurtis Mather		129 William St.
Chuck MacInnis		206 Brook St.
Sally MacInnis		206 Brook St. Merrickville
Joseph Brown		117 Broadway St. W
Alan Burnett		124 Broadway St. West.
Wil Tappe		124 Broadway St West
BARRY BATES		118 Broadway

NAME: PLEASE PRINT	SIGNATURE	ADDRESS
Lillian Bates	Lillian Bates	118 Broadway St West
Penny <sup>Penny</sup> HEND	Penny Hend	112 BROADWAY.
MARTIN GREEN	Martin Green	117 William St
BERN GREEN	Bern Green	117 William St.
CINDY EBY	Cindy Eby	223 William St
MATT EBY	Matt Eby	223 William St.
DOUG MONAHAN	Doug Monahan	306 Mill St
April Hughes	April Hughes	306 Mill St.
Terry Gilman	Terry Gilman	173 Rideau St.
Megan Roberts	Megan Roberts	106 Rideau St.
Tommy Desluc.	Tommy Desluc.	105 Rideau St.
Steve Hunter	Steve Hunter	105 Rideau St
Ashley Best	Ashley Best	105 Rideau St
Zach Palmer	Zach Palmer	105 Rideau St
Kevin McCleery	Kevin McCleery	118 Rideau
CYNTHIA McCLEERY	Cynthia McCleery	118 RIDEAU
NATHAN RICE	Nathan Rice	117 Rideau St

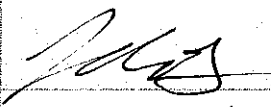


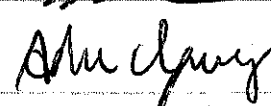
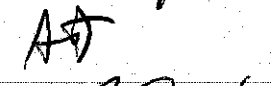






NAME: PLEASE PRINT	SIGNATURE	ADDRESS
Brooklyn Rice	Brooklyn Rice	117 Rideau St Merrickville, ON
Rosemary Fitzpatrick	Rosemary Fitzpatrick	136 Rideau St Merrickville ON
J. Ann Hinton	JO-ANN HINTON	106 BY STREET MERRICKVILLE, ON
Kim Hinton	KIM HINTON	106 By St. Merrickville, ON
JAMIE FORSYTH	Jamie Forsyth	105 BY ST. MERRICKVILLE
Madison Shouldice	Madison Shouldice	312 Mill St Merrickville.
KARL FEIGE	Karl Feige	124 MILL ST MERRICKVILLE
LINDA FEIGE	Linda Feige	129 MILL ST. MERRICKVILLE
PAUL FLANAGAN	Paul Flanagan	142 RIDEAU ST MERRICKVILLE
ERIC MARION	Eric Marion	118 Lewis St West Merrickville
David McDonald	David McDonald	205 Broadway East
Rick Randall	Rick Randall	306 Broadway East
Mike Barr	Mike Barr	106 Broadway East
SHIRLEY ANN MALLOY	Shirley Ann Malloy	118 WATER ST., MERRICKVILLE.
Sue RITCHARD	Sue Ritchard	211 Broadway St. W.
ANDY CANGLEY	Andy Cangle	211 Broadway W.



**A PETITION TO THE MAYOR AND COUNCIL OF MERRICKVILLE- WOLFORD IN SUPPORT OF TRAFFIC-CALMING MEASURES TO IMPROVE PEDESTRIAN SAFETY AND ENCOURAGE COMMERCE ON MERRICKVILLE'S NORTH SIDE.**

**SUGGESTED CHANGES:**

- 1: A 4 way stop to be placed at the intersection of Mill Street, Broadway and Grenville Way with a pedestrian crossing.
- 2: Flashing electronic speed signs entering the village east and west on Broadway and north and south on Mill Street.
- 3: A crosswalk in front of 106 Mill Street, where the sidewalk on the east ends and changes to the west.
- 4: A flashing yellow light at the intersection of Main Street and Mill Street/ St Lawrence Street.

NAME: PLEASE PRINT	SIGNATURE	ADDRESS
Jacob Adams		7760 Burritts ave
Makenzie Chambers		158 Ardys courts RD
Steven Peck		617 McCrea
Adam Young		105 Broadway west
Aiden Tompkins		<del>2880 Tompkins RD</del> 2880 Tompkins RD
Randy A.		117 COLBORNE ST E
Andrew Frxer		124 Bruce St E
Giulia Borcello		105 Broadway West
Schuyler French		105 Broadway west
MARC LAMARCAINE		1010 KILMARNACK RD.
Maxine Beth		7760 Burritts ave

NAME: PLEASE PRINT	SIGNATURE	ADDRESS
Bella Beth Adams		7160 Burritts ave
PAOLA + PETE MURTERO		305 MILC ST
Agalea ATKIN	Uma Amin	970 Brookfield Ct
Bella SPAIN Young		105 Broadway W
Bob Hunt		578 Main St E.
Elijah Roulston	ea	14362 County RD 15
Maria Adams		6616 Cherrystone
Petry Adams		6616 Cherrystone
Carina Adams		562 Hazledean
TAYLOR Hillier		10 Beverly St
Tom Sims		<del>1641 Broad</del>
Debbie Fudest		Jasper 130 Hideau St. Merrickville
Graham Graw		Snowdon Rd.
Paul Brock		106 AMelia ST
Phyllis TYPHAIR	Phyllis TYPHAIR	127 Box
	Milda Powell	


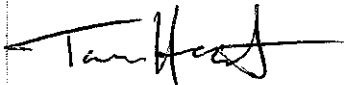

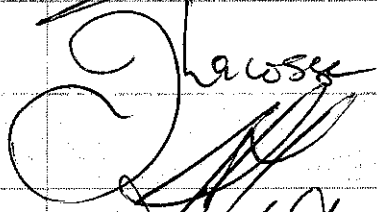
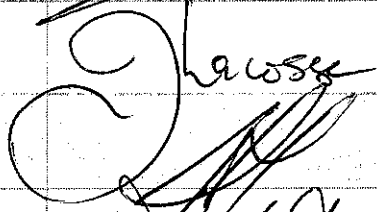
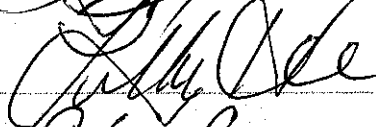

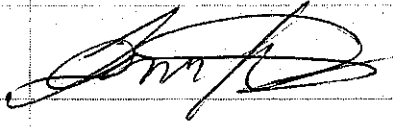




**A PETITION TO THE MAYOR AND COUNCIL OF MERRICKVILLE- WOLFORD IN SUPPORT OF TRAFFIC-CALMING MEASURES TO IMPROVE PEDESTRIAN SAFETY AND ENCOURAGE COMMERCE ON MERRICKVILLE'S NORTH SIDE.**

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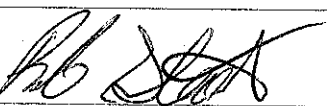
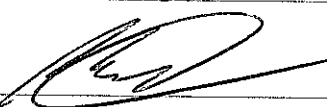
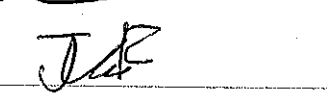

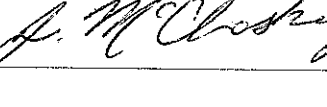
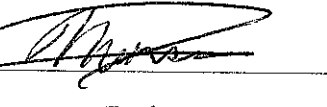

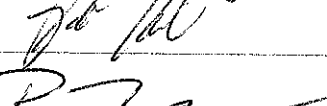

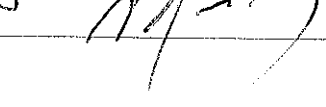
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NAME: PLEASE PRINT	SIGNATURE	ADDRESS
Uzma Garg		105 W. Broadway St
TARA HEGGART		465 BURETILL RD.
Hiba Nahhas		105. Broadway St
Lacasse		517 St Lawrence St
S Henderson		517 Main St East
T. HANNAH		93 TIRNEY ST
C. Browne		119 Snowden Dr E.
D McDonnell		
L. Campos		137 SIM. MAR. WAYS

**A PETITION TO THE MAYOR AND COUNCIL OF MERRICKVILLE- WOLFORD IN SUPPORT OF TRAFFIC-CALMING MEASURES TO IMPROVE PEDESTRIAN SAFETY AND ENCOURAGE COMMERCE ON MERRICKVILLE'S NORTH SIDE.**

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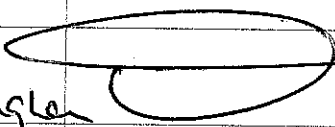


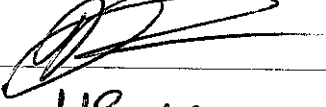
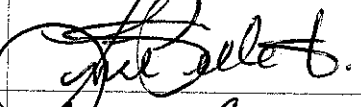
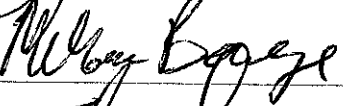
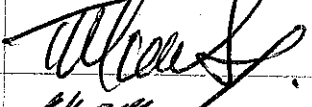


NAME: PLEASE PRINT	SIGNATURE	ADDRESS
Rob Steele		4-105 West Broadway Merrickville.
Ryan Chubb		3261 CTY RD 16
Jeremy Rodgers		405 Richardson
Tyler Suerdfager		3261 County Rd 16
Jenni McCloskey		597 Kinch St/ 206 Main St. W.
MOSES Altissimi	MOSES	206 MAIN ST W
MOUSSA Altissimi		IRON FORGE PIZZA 1261 7th Ave
Megan Dam		1683 River Road.
Pat Hele		
Renée Taylor		482 Queen Montague
MARCUS JONES		123 BROCK. W.

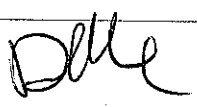
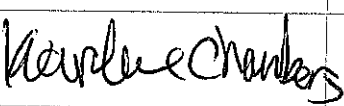
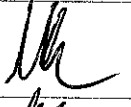

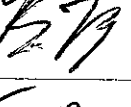
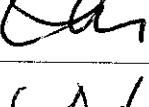
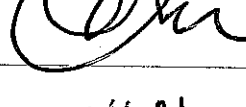
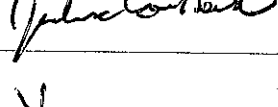
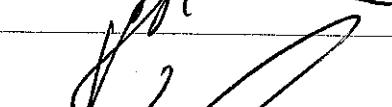

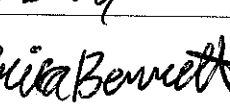
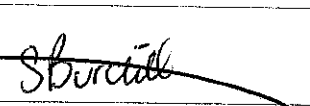
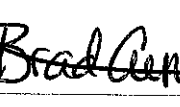
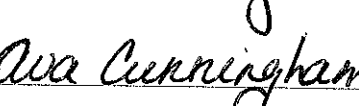


**A PETITION TO THE MAYOR AND COUNCIL OF MERRICKVILLE- WOLFORD IN SUPPORT OF TRAFFIC-CALMING MEASURES TO IMPROVE PEDESTRIAN SAFETY AND ENCOURAGE COMMERCE ON MERRICKVILLE'S NORTH SIDE.**

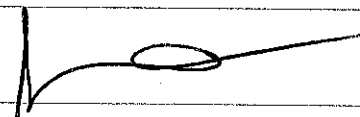
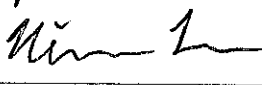


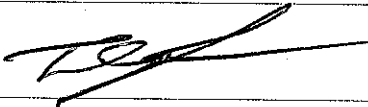

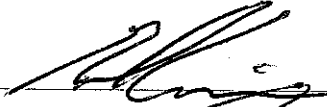



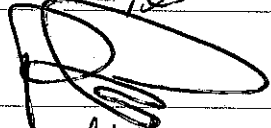
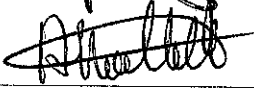
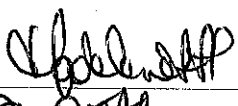

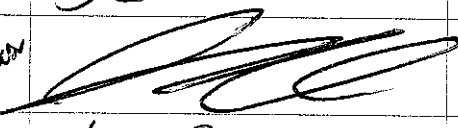
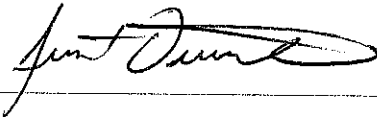
**SUGGESTED CHANGES:**

- 1: A 4 way stop to be placed at the intersection of Mill Street, Broadway and Grenville Way with a pedestrian crossing.
- 2: Flashing electronic speed signs entering the village east and west on Broadway and north and south on Mill Street.
- 3: A crosswalk in front of 106 Mill Street, where the sidewalk on the east ends and changes to the west.
- 4: A flashing yellow light at the intersection of Main Street and Mill Street/ St Lawrence Street.

NAME: PLEASE PRINT	SIGNATURE	ADDRESS
K. Hodge Cunningham		115 Water St. ANDREWSVILLE, ONT
Adta Stegel	AS	415 Snodgrass Corners Merrickville, ON
Robyn Fredrickson Fredrickson		103 Charles Holden Ave Merrickville, ON
D. Kwasek		235 Scarth Lane 20 Merrickville
H. Siegel		161 Raina way Kemptville ON K0G 1S0
H. Bell	H Bell	124 St Lawrence Merrickville ON
LIVE Pelletier		211 Wellington E MERRICKVILLE, ON
Melissa Bayer		31 Alice St Smiths Falls ONT
Tobias Moriarty		31 Alice St Smiths Falls. ON
Trinity Lister		218 main St Merrickville ON K0G 1W0
Daniel chambers		218 main St Merrickville ON K0G 1W0

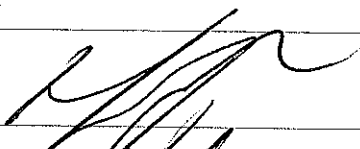
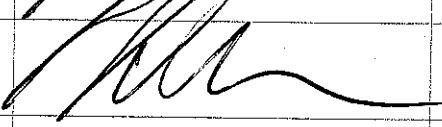



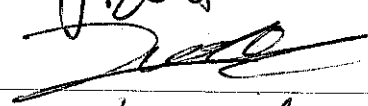
NAME: PLEASE PRINT	SIGNATURE	ADDRESS
Denise Mercier		218 main st Merrickville ON K0G 1W0
Kartee Chambers		218 main st Merrickville ON K0G 1W0
Mark Lister		218 main st Merrickville ON K0G 1W0
Lynne Ceeke		218 main st Merrickville ON K0G 1W0
Brandon Burchill		493 Putnam Merrickville ON K0G 1W0
Tom Burchill	T.B	120 O'Brien <del>St</del>
ERIC Mookema		 107 CHARLOTTE Merrickville ON
Josh Van Dommelen		653 Botton Rd.
Arielle VanDommelen	A.V.	453 Botton Rd.
JEFF STODALL		4178 JOE DEW
Rick Bowes		208 Davis Road Merrickville
Rebecca Burchill		120 O'Brien Rd Merrickville
Erica Bennett		299 Code Drive Smiths Falls
SANDY BURCHILL		120 O'Brien Rd Merrickville
BRAD CUNNINGHAM		115 Wally St Merrickville
Ava Cunningham	Ava Cunningham	115 Wally St Merrickville ON

NAME: PLEASE PRINT	SIGNATURE	ADDRESS
Jill Finbow	J. Finbow	206 Wellington St. E Merrickville.
Dee Anna Seguin	Dee Anna Seguin	205 Railroad Street, Merrickville
Colette LAUREN	[Signature]	3700 Swale Rd Gym Member
Debbie Clarke	Debbie	328 Main St W Merrickville.
JOHN BEAMES	[Signature]	MERRICKVILLE
Ian Fraser	[Signature]	106 Mill Street 1206 1N/0
B. Miller	B. Miller	Margaret St.
Micaela Leavelle	[Signature]	St Rd. 96
DANNY Keegan	Danny Keegan	3749 County Road 16
ERIC FORTIER	E. Fortier	JASPER, ON
Sheena Wishart	Sheena Wishart	4914 St. Lawrence St
Shannon SCOTT	[Signature]	JASPER, ON
Dalton Seguin	Dalton Seguin	Railroad St. Merrickville
Brittany Forsyth	B. Forsyth	529 Main St E
Dylan Forsyth	[Signature]	529 Main St E
Zayd Bille	[Signature]	Gym Member Ottawa ON

NAME: PLEASE PRINT	SIGNATURE	ADDRESS
JARROD DAVIS		517 Main St E Merrickville, ONT
Nicholas Lee		3793 Donnelly Drive Kemptville, ON
Sammie Lee		43793 Donnelly Drive Kemptville ON
David Smellie		1282 Richardson Road, Merrickville
TREVOR CANNING		MERRICKVILLE ONT
Joe Jackson		Smith Falls ONT Gym member
Nike Cairnes		Merrickville ON
Ryan Chubb		Power pole fitness Merrickville ON
Mikevan		Nepean Gym member
BARRY SILVERMAN		Gym - Ottawa
Bryan Powell		Gym <del>Ottawa</del>
Alex Mallette		424 St. Lawrence St Merrickville.
Madeleine Henderson-Tweedie		130 Rideau Street Merrickville ON
Emil Côté		merrickville ON
JONAS DAVISON		415 SNOWDOW CORNER MERRICKVILLE RD.
Justin Duracher		218 Wellington E. Merrickville K0J1W0

Please put  
your address



NAME: PLEASE PRINT	SIGNATURE	ADDRESS
FERRILYN LOVE		270 JESSIE RD KRAFTVILLE K0G 1S0
Val Accette		223 Brock St W Merrickville, ON
Taura Peca		617 McCrea rd Merrickville, ON
Gay Lozague		2622 County RD 16 Merrickville
Samantha Belot		683 Hwy 43 W Merrickville, Ont K0G 1N0
Jacob Cretson		52 Main St Jesper ON, K0G 4B0
Nibhan Singh	Nibhan Smb	1299 highgate road Ottawa, ON, K2G 2Y5
Autari Singh	Autari Singh	1299 highgate road Ottawa, ON, K2G 2Y5
Carolyn Challie →	CAROLYN CHALLIE	136 William St.
Evelyn Lorey	E. Lorey	206 Mill St.
CHRISTIAN LOKEY	Christian Lorey	206 MILL STREET



12a



**Ontario Clean Water Agency**  
**Agence Ontarienne Des Eaux**

**To:** *Darlene Plumbley, Brad Cole, Kirsten Rahm*

**From:** Mark Lauzon, Ontario Clean Water Agency

**Subject:** Water Quality – Test Results for Town of Merrickville-Wolford

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No adverse water quality test results were reported in January 2024 for treated & distribution water samples taken at:

- Merrickville Well House #1.
- Merrickville Waste Water Treatment Plant, 108 Collar Hill Road.
- 317 Brock Street, W
- 224 Grenville Way
- 305 St. Lawrence St
- Merrickville Public Library

Copies of all test results are available upon request from OCWA.

The Treated water flows for the month were 8962 Cubic Meters.

Date: February 16, 2024

Signature:

*Mark Lauzon*

Mark Lauzon  
Senior Operations Manager  
Ontario Clean Water Agency

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Ministry of the Environment,  
Conservation and Parks

Ministère de l'Environnement, de  
la Protection de la nature et des Parcs



Environmental Assessment  
Modernization Branch

Direction de la modernisation des processus  
d'évaluation environnementale

135 St. Clair Avenue West  
4th Floor  
Toronto ON M4V 1P5

135, avenue St. Clair Ouest  
4<sup>e</sup> étage  
Toronto ON M4V 1P5

February 16, 2024

Greetings,

The Ministry of the Environment, Conservation and Parks (ministry) continues to take action to modernize Ontario's environmental assessment (EA) program.

Building on our spring 2023 proposal to evaluate environmental assessment (EA) requirements for municipal infrastructure projects, I would like to inform you about a new proposal arising out of the spring proposal. This new proposal is to revoke the Municipal Class EA and make a regulation under the *Environmental Assessment Act* that will clearly identify which municipal infrastructure projects are subject to the streamlined EA process and the process they must follow. This approach will help us eliminate unnecessary burden on lower-impact projects and reduce duplicative requirements.

As you may be aware, Ontario has been working to modernize its almost 50-year-old environmental assessment program since 2019. We have been working to make changes that will reduce delays on infrastructure projects that matter most to Ontario communities, while maintaining appropriate environmental oversight and consultation opportunities.

In July 2020, Ontario amended the *Environmental Assessment Act* (EA Act) to enable moving to a project list approach. To fully implement these changes, regulations are needed to list projects subject to comprehensive EA (i.e. Part II.3 projects), list projects subject to streamlined EA regulation requirements (Part II.4 projects), and set out the streamlined EA process for Part II.4 projects. The streamlined EA project list and process regulations will eventually replace the current complex system of class environmental assessments that apply to certain types of projects. It is the ministry's vision that the modernized streamlined regulations will eliminate duplication and provide clear expectations regarding consultation and defined timelines while maintaining environmental protections.

Implementation of the 2020 EA Act amendments started with the proposal for projects that will be subject to comprehensive (Part II.3) EA requirements, which remains under consideration. The new proposal is premised on the comprehensive EA project list proposal being implemented, and the relevant EA Act amendments proclaimed into force.

The ministry is seeking your feedback as we develop the first of the streamlined EA project lists and process regulations. The proposed regulation would set out municipal infrastructure projects undertaken by municipalities, that will be subject to the new Part

11.4 of the amended Act. These projects would be required to undertake a streamlined EA process set out in the regulation (the proposed Municipal Project Assessment Process (MPAP)).

The proposed streamlined MPAP would be a time-limited process. The proposed regulation would create a six-month timeline for the process. The regulation would be accompanied by guidance for proponents of projects subject to the new regulation. The guidance would help Indigenous communities and the public understand the process and how to get involved in a project.

For more information about this proposal, please visit <https://ero.ontario.ca/notice/019-7891>. Please note that the comment period ends on March 17, 2024.

Please do not hesitate to contact the ministry's EA Modernization team at [EAmmodernization.mecp@ontario.ca](mailto:EAmmodernization.mecp@ontario.ca) with any questions you may have.

Sincerely,



Annamaria Cross  
Director, Environmental Assessment Modernization Branch  
Ministry of the Environment, Conservation and Parks

Ministry of the Environment,  
Conservation and Parks

Environmental Assessment  
Modernization Branch

135 St. Clair Avenue West  
4th Floor  
Toronto ON M4V 1P5

Ministère de l'Environnement, de  
la Protection de la nature et des Parcs

Direction de la modernisation des processus  
d'évaluation environnementale

135, avenue St. Clair Ouest  
4<sup>e</sup> étage  
Toronto ON M4V 1P5



February 22, 2024

Greetings,

I am writing to you today on behalf of the Ministry of the Environment, Conservation and Parks about recent decisions to move Ontario's environmental assessment (EA) program to a project list approach as part of the government's ongoing work to modernize environmental assessment processes.

Comprehensive Environmental Assessment Projects regulation and other regulations:

Over the past several years, we have consulted extensively on the government's proposal to move to a project list approach. Beginning in April 2019, the ministry consulted on a discussion paper, which outlined a modern vision for the EA program.

Then in July 2020, through the COVID-19 Economic Recovery Act, 2020, the Environmental Assessment Act (EAA) was amended to provide the authority to make regulations to support EA modernization, including identifying projects that would be subject to EA requirements in a regulation. The move to a project list approach is a shift from the current framework, where projects are mainly subject to the EAA based on who is undertaking the project, rather than the projects potential impacts.

In fall 2020, the ministry consulted on a plain language project list proposal, which identified the projects the ministry was proposing be subject to the EAA. In fall 2021 and spring 2023, the ministry then consulted on draft regulations, including a draft of the proposed Comprehensive Environmental Assessment (EA) Projects Regulation (Part II.3 Projects – Designations and Exemptions regulation) (2021) and a plain language update to that proposal (2023). The proposals also identified that the ministry would be updating relevant guidance and making certain related amendments to the Class EAs.

After considering the input received on the regulatory proposals and the discussion paper, a number of regulations have now been made and related actions taken to move Ontario to a project list approach. These changes came into effect on February 22, 2024 i.e., on the day that the revised provisions of the EAA providing the authority to make these regulations came into force.

The project types that are now subject to EA requirements in Ontario are those projects that are designated in the Comprehensive EA Projects regulation (i.e., significant waste projects, significant electricity generation facilities and large waterfront projects) and those project types to which a class environmental assessment (Class EA) applies. The

Comprehensive EA Projects regulation also designates projects that are exempt from the comprehensive EA requirements conditional on following a streamlined EA process (i.e. waste, electricity and transit and rail projects). There is no impact to projects that followed an individual EA and were approved. All projects which have started an individual EA application (i.e., a proposed Terms of Reference has been submitted to the Ministry) will continue in the comprehensive EA process.

We also wanted to note that these changes do not affect the continued authority under the Act to designate other projects or classes of projects as ones subject to a comprehensive EA or to enter into agreements with proponents to have the Act apply to projects that are not designated in the Comprehensive EA Projects regulation or otherwise.

Details of the decisions and changes made to move Ontario's EA program to a project list approach (the regulations, other instruments and related material) are on the Environmental Registry of Ontario at: <https://ero.ontario.ca/notice/019-4219>.

#### Complementary amendments to class environmental assessments:

To align Class EAs with the amendments to the EAA and the new and amending regulations made under the Act, including the Comprehensive EA Projects regulation, complementary amendments have been made to seven class EAs. Information on the amendments can be found on the Environmental Registry at: <https://ero.ontario.ca/notice/019-8081>.

#### Updates to guidance:

Similarly, we have updated the Guides to the EA requirements for waste and electricity projects and the guidance for transit and rail projects to align these with the Comprehensive EA Projects regulation and revised provisions of the EAA. These updated documents can be found on the Environmental Registry at: <https://ero.ontario.ca/notice/019-4219>.

#### Extension of expiry dates for certain approvals:

In November 2021, the ministry began consultation on a proposal to extend the statutory expiry date for EAA approvals by 10 years for certain projects.

A decision has now been made to extend the expiry date by 10 years for eight of those projects. The extensions will allow the projects to proceed instead of requiring a new environmental assessment to be completed. To ensure the protection of the environment, cultural heritage resources and source water, and to be responsive to comments received, including from Indigenous communities, the Minister made the extensions of the expiry date subject to conditions for seven of the eight projects. More information on the decision can be found on the Environmental Registry at: <https://ero.ontario.ca/notice/019-4428>.

The ministry carefully considered the nature and context of each of the projects. This included input from the proponents, the outcome of consultation undertaken in relation

Page 3

to the proposal to extend, including consultation with Indigenous communities, and the purpose of the Act.

We are committed to keeping you updated and working with you to build a strong EA program for Ontario. We value your perspectives on the EA program and look forward to your further participation.

Please do not hesitate to contact my team at: [EAModernization.MECP@ontario.ca](mailto:EAModernization.MECP@ontario.ca), or me directly at: [Annamaria.Cross@ontario.ca](mailto:Annamaria.Cross@ontario.ca), if you have any comments or questions.

Sincerely,

A handwritten signature in black ink that reads "A. Cross". The signature is written in a cursive, slightly slanted style.

Annamaria Cross  
Director, Environmental Assessment Modernization  
Ministry of the Environment, Conservation and Parks



February 22, 2024

Scott and Patty Parker  
B673-718 St. Lawrence Street  
Merrickville, Ontario  
K0G 1N0

Re:Water bill calculations and water concerns

Dear Mr. Mayor and Council Members,

We would like to know how the water bills are actually calculated and have a better understanding of how it is broken down. We could not find any related information on the village website pertaining to this. The billing should be comprehensible, not confusing.

For example, our last "Utility Notice" stated our usage was 315M3. The water portion was \$151.48 and the sewer portion was \$303.78. The statement indicates water rates show 1-150 as \$105.4400 minimum and \$0.2790/1 M3 for over 150. Is this per month or billing, and what does that actually mean?

Please outline how our usage of 315M3 is calculated to a total \$455.26 (excluding the RES CAPITAL).

Water	151.48
Sewer	303.78
RES CAPITAL	9.26
<b>Total New Charges:</b>	<b>464.52</b>
<b>Total Due:</b>	<b>464.52</b>

Additionally, our water is brown on a weekly basis, how is this possible? Why is this happening so frequently? We understand this 'may' occur when we are notified that the watermain/hydrant flushing will take place but frankly the discolouration should not be happening this regularly. In the notices we have received for hydrant flushing, it is recommended "To resolve this issue, run your taps for a short time until the colour is no longer present.". Seriously, at the cost of water, quite bluntly, we are not in a position to do this considering how frequent the water is discoloured.

We have received calls from several of our neighbours asking us if our water is brown again. In addition to these calls, in casual conversations with other village residents, they are experiencing the same issue.

Based on our records, the water rates have increased 26% since 2020 (this is including the proposed 3% rate increase for 2024). That is a substantial increase in cost, yet our quality seems to be decreasing, it is certainly not improving.

Table outlining water and sewer rates and details:

Year	Water&Sewer Rates	Rate Increase
2024	\$325.74 per billing \$ 8.67 per unit  0 - 150 \$XXXXXXX Min (yet tbd) 151 - 999 \$ XXXXX /1M3 (yet tbd)	3% (proposed)
2023	\$316.32 per billing \$ 8.42 per unit  0 - 150 \$105.4400 Min 151 - 999 \$ 0.2790 /1M3	3%
2022	\$307.88 per billing \$ 8.17 per unit  0 - 150 \$102.3600 Min 151 - 999 \$ 0.2710 /1M3	5%
2021	\$292.44 per billing \$ 7.78 per unit  0 - 150 \$97.4800 Min 151 - 999 \$ 0.2580 /1M3	5%
2020	\$278.52 per billing \$ 7.41 per unit  0 - 150 \$92.8400 Min 151 - 999 \$ 0.2450 /1M3	10%
2019	\$253.20 per billing \$ 6.74 per unit  0 - 150 \$84.4000 Min 151 - 999 \$ 0.2230 /1M3	

Our village water is hard which has a significant impact on the efficiency and lifespan of appliances. The scale buildup caused by the hard water can clog or damage various components, not only leading to decreased performance but also increased energy consumption, ultimately having an environmental impact. As a result of the water being so hard, we had to install a water softener to deal with these type of issues.

Most recently, we had a reverse osmosis system installed so we can actually drink the water. While we were assured the water was safe to drink, we certainly would not drink it considering the frequency of the discolouration.

We look forward to hearing from you.

Sincerely,  
Scott and Patty Parker

12 d

**Darlene Plumley**

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**From:** AMO Communications <communicate@amo.on.ca>  
**Sent:** Friday, February 23, 2024 12:49 PM  
**To:** Darlene Plumley  
**Subject:** AMO Policy Update – Get It Done Act, Keeping Energy Costs Down Act, CMHC Housing Data, Seniors Active Living Centres Regulations



# POLICY UPDATE

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## **Policy Update – *Get It Done Act, Keeping Energy Costs Down Act, CMHC Housing Data, Seniors Active Living Centres Regulations***

### **Bill 162: *Get It Done Act, 2024***

On February 20, the provincial government tabled the *Get it Done Act*, that if passed, would make a number of changes to streamline processes for infrastructure and transportation, notably automate license plate renewals, make changes to official plans and clarify acquiring land as part of the environmental assessment process.

#### **Proposed Changes to Ontario Highway Act**

Under the proposal, eligible vehicle permits will automatically review for fines, outstanding tolls or insurance issues and renew on a one-year basis. Renewal will not proceed automatically if a plate has any issues (e.g., outstanding fines). The proposed new plate renewal process will not change the way municipalities collect unpaid fines.

AMO looks forward to future engagement with MTO on the rollout of this proposed program, including the importance of maintaining address integrity to prevent the disruption of unpaid fines.

#### **Proposed Changes to Official Plan Adjustment Act**

The proposed changes follow the *Planning Statute Law Amendment Act* which reversed ministry-initiated changes to Official Plans. These changes and are the outcome of the province’s consultation with individual municipalities about any Official Plan changes that should be retained, or new ones that are necessary to support ongoing work.

In previous submissions to the province, AMO has urged the government to use Ministerial planning authorities, such as Municipal Zoning Orders (MZOs) only in

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collaboration with municipalities and in situations of extraordinary urgency. AMO is pleased that the government is making these changes in consultation with municipalities.

### **Proposed Changes to Environmental Assessment Act**

Ontario is proposing a minor change to the *Environmental Assessment Act* that would make it clearer that expropriation is one of the ways property can be acquired for a project before the Environmental Assessment (EA) process is completed.

### **Bill 165: Keeping Energy Costs Down Act, 2024**

On February 22 the provincial government tabled the *Keeping Energy Costs Down Act* which makes amendments to the *Ontario Energy Board Act* to address the cost of new connects to natural gas infrastructure.

The legislation, if passed, would reverse a December 2023 decision by the Ontario Energy Board (OEB) that requires consumers to pay the cost of connecting a new home to natural gas infrastructure up front instead of over a period of 40 years. It would also increase the OEB's Leave to Consult threshold from \$2 million to \$10 million, requiring fewer energy projects would need OEB orders to construct a new pipeline. AMO welcomes this development to streamline projects and focus OEB approvals on larger, more complex projects.

AMO has recently called on the province to provide clear leadership on determining and communicating the role of natural gas in Ontario's energy future power grid as part of ongoing energy procurements across Ontario.

### **Understanding CMHC Housing Data**

This week, the province updated its tracker to include additional housing data. Housing performance against provincial targets for the purpose of *Building Faster Fund* allocations relies primarily on Canada Mortgage and Housing Corporation (CMHC) data. To help municipalities better understand CMHC methodology, AMO brought together municipal officials with the CMHC for a webinar. You can find the CMHC's presentation here and a recording of the webinar here.

There continues to be many questions and concerns regarding the way that housing targets are being measured. AMO is working closely with the province, municipalities and the CMHC to improve data to maximize municipal Building Faster Fund allocations.

### **Consultation on proposed regulations under the *Seniors Active Living Centres Act, 2017***

The Ministry of Seniors and Accessibility is currently consulting on a proposed regulation that aims to broaden access to its Seniors Active Living Centres (SALC) Program. The SALC program can help build healthier and safe communities while addressing the long-term growth and needs of an aging population. The proposed

regulation would prescribe entities that could provide the required 20% contribution (i.e., in addition to municipalities) towards a SALC program's operational costs. This is intended to help reduce barriers for community organizations to run SALC programs.

AMO has worked with the Ministry to hold focus groups that informed the development of this proposed regulation. Municipalities are encouraged to provide comments and feedback on the proposed regulation by March 22, 2024. Please contact [seniorspolicyunit@ontario.ca](mailto:seniorspolicyunit@ontario.ca) for any questions.

---

\*Disclaimer: The Association of Municipalities of Ontario (AMO) is unable to provide any warranty regarding the accuracy or completeness of third-party submissions. Distribution of these items does not imply an endorsement of the views, information or services mentioned.

Association of Municipalities of Ontario

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155 University Ave Suite 800 | Toronto, ON M5H 3B7 CA

12 e

# Merrickville Drinking Water System

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Waterworks # 220001227  
System Category – Large Municipal Residential

## Annual Water Report

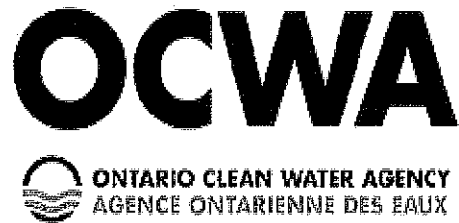
Prepared For: Village of Merrickville-Wolford

Reporting Period of January 1<sup>st</sup> – December 31<sup>st</sup> 2023

Issued: February 26, 2024

Revision: 0

Operating Authority:



This report has been prepared to satisfy the annual reporting requirements in O.Reg 170/03 Section 11 and Schedule 22

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## Revision History

Date	Revision #	Revision Notes
February 26, 2024	0	Annual report issued

## Report Availability

This system does not serve more than 10,000 residence and the annual reports will be available to users at The Village of Merrickville-Wolford Office. Notification will be at the Municipal Office and copies provided free of charge if requested. The Village of Merrickville-Wolford is located at: 317 Brock St. W. PO Box 340, Merrickville, Ontario K0G 1N0.

## Compliance Report Card

Compliance Event	# of Events
Ministry of Environment Inspections	- 1 Ministry inspection on May 10 <sup>th</sup> , 2023 - Final Inspection Rating: 100%
Ministry of Labour Inspections	- No Ministry of Labour Inspections in 2023
QEMS External Audit	- 1 QMS Audit on November 21 <sup>st</sup> , 2023 - 1 Minor OFI noted o Clarification on a critical control point in the Risk Assessment element
AWQI's/BWA	- 0/0
Non-Compliance	- No Non-Compliances in 2023
Community Complaints	- No complaints recorded in 2023
Spills	- No spills in 2023
Watermain Breaks	- 1 watermain break in 2023

## System Process Description

### Raw Source

Well 1 is located on the north side of Main Street East approximately 60 metres east of St. Lawrence Street. Well 1 consists of a 35 meter deep drilled groundwater production well, equipped with a submersible deep well pump, with a discharge pipe connecting to a well pump header in the main pump house described below, including a vented watertight galvanized steel enclosure over the wellhead.

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Well 2 is located on the north side of Main Street East approximately 60 metres east of St. Lawrence Street. Well 2 consists of a 49 meter deep drilled groundwater production well, equipped with a submersible deep well pump, with a discharge pipe connecting to the Clearwell in the main pump house described below, including a vented watertight galvanized steel enclosure over the wellhead.

Well 4 is located on the north side of Main Street East approximately 85 metres east of St. Lawrence Street. Well 4 consists of a 50 meter deep drilled groundwater production well, equipped with a submersible deep well pump, connecting to a pipe discharging to the Clearwell in the main pump house described below, including a vented watertight galvanized steel enclosure over the wellhead.

The Main Pump house is comprised of a building located at the site of Well 1, housing treatment, pumping and control equipment, including a pump header and appurtenances including a flow meter, discharging into a dual celled Clearwell described below; two centrifugal high lift pumps, one duty pump and one standby pump connected to the pumping station discharge main; and one centrifugal fire pump.

The Clearwell consists of two cells located below and extending behind the main pump house. Clearwell Cell Number 1 is un-baffled, and has a storage volume of 590 cubic meters (m³). Clearwell Cell 2 is baffled and has a storage volume of 141 m³.

**Treatment**

Disinfection is provided using sodium hypochlorite (a liquid form of chlorine) injected into the Clearwell reservoir. One sodium hypochlorite feed system injects sodium hypochlorite solution into the raw water discharge line of Well 1. The second chemical metering system is located in Well House 4 and injects sodium hypochlorite solution into the common raw water discharge line of Wells 2 and 4.

*Treatment Chemicals used during the reporting year:*

Chemical Name	Use	Supplier
Sodium Hypochlorite	Disinfection	Brenntag

**Distribution**

The pressure for the distribution system is maintained by the high lift pumps at the main pump house. There is approximately 8 km of water distribution mains with water service connections, hydrants, valves and manual blow-offs.

**Summary of Non-Compliance**

**Adverse Water Quality Incidents**

Date	AWQI #	Location	Problem	Details	Legislation	Corrective Action Taken
No AWQI's to report in 2023.						

**Non-Compliance**

Legislation	requirement(s) system failed to meet	duration of the failure (i.e. date(s))	Corrective Action	Status
There was no non-compliance issues reported during the reporting period.				

**Non-Compliance Identified in a Ministry Inspection:**

Legislation	requirement(s) system failed to meet	duration of the failure (i.e. date(s))	Corrective Action	Status
There was no non-compliances in 2023				

**Flows**

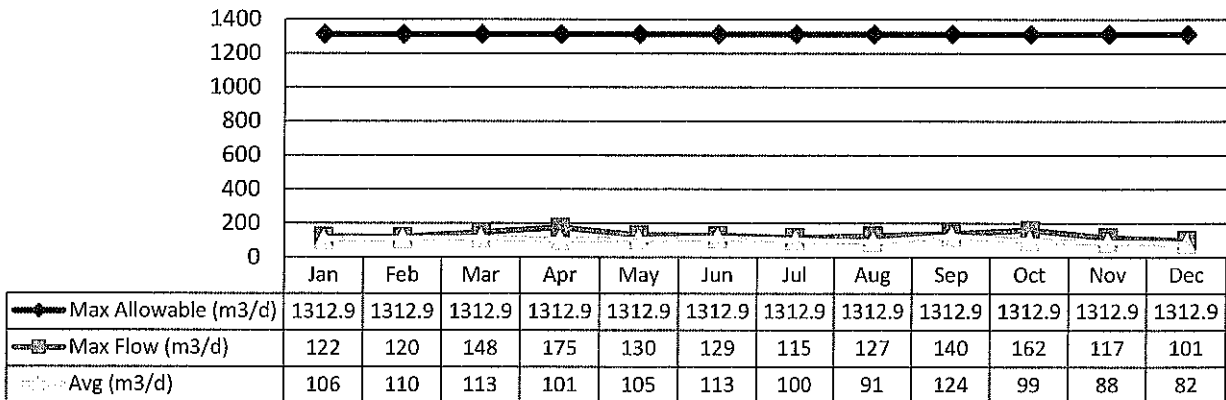
The Merrickville Drinking Water System is operating on average under half the rated capacity.

**Raw Water Flows**

The Raw Water flows are regulated under the Permit to Take Water. The 2023 Raw Flow Data was submitted to the Ministry electronically under permit #2110-AP9LSG, and the confirmation is attached in Appendix A.

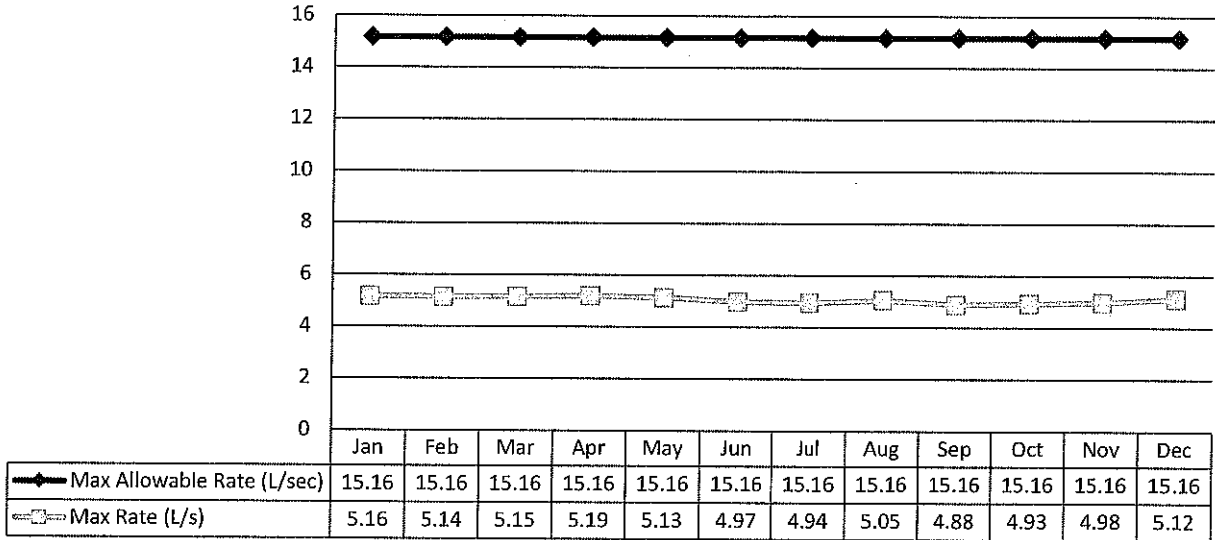
Well # 1 Total Monthly Flows (m3/d)

Max Allowable PTTW



Well #1 Monthly Rated Flows (L/s)

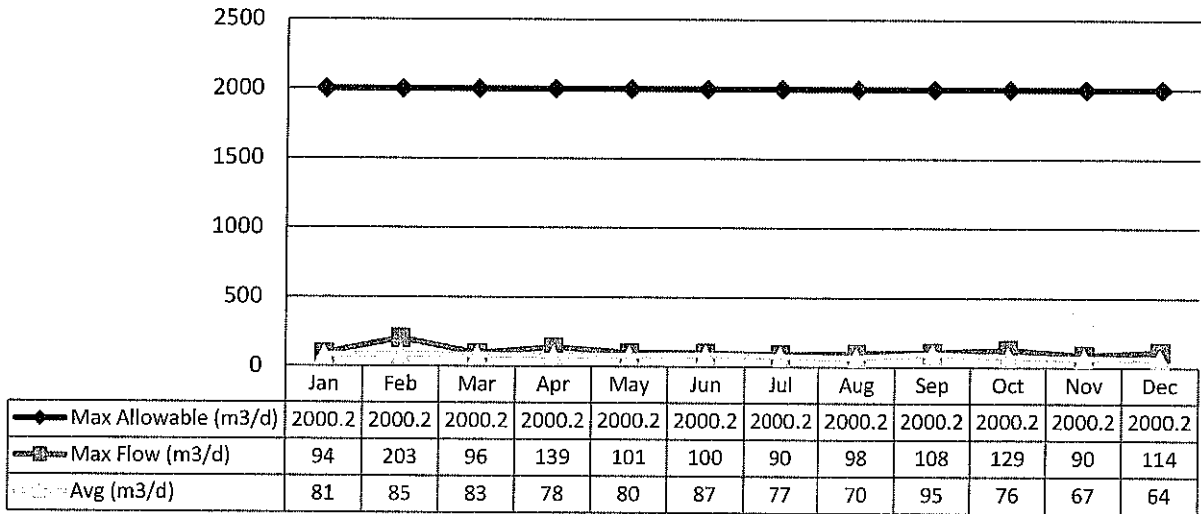
Max allowable rate - PTTW



\*The pump for Well #1 is rated for 7.9 L/s

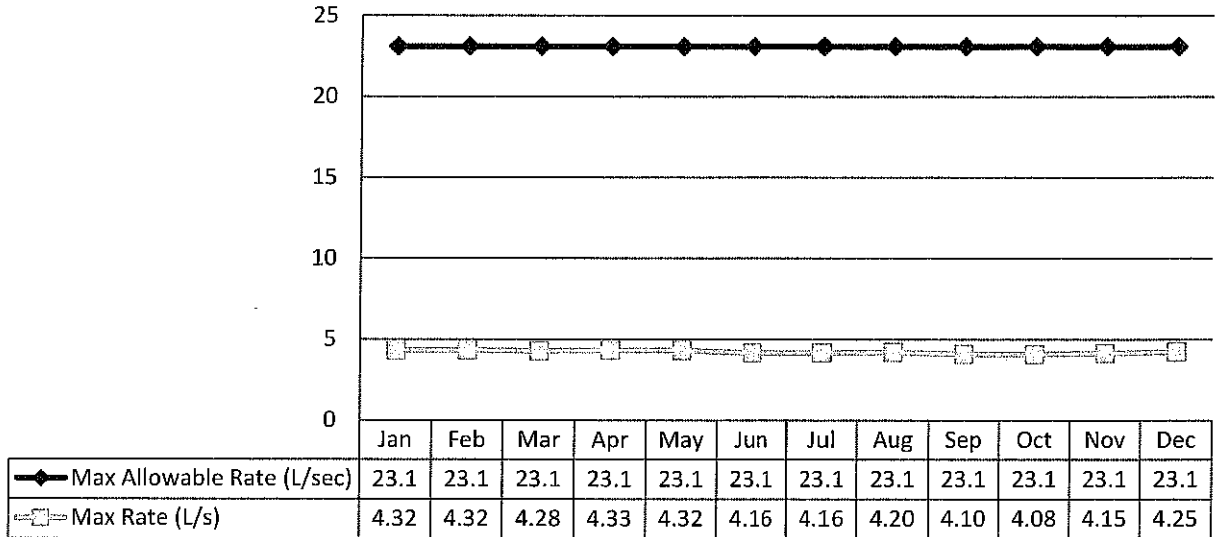
Well #2 Total Monthly Flows (m3/d)

Max Allowable PTTW



Well #2 Monthly Rated Flows (L/s)

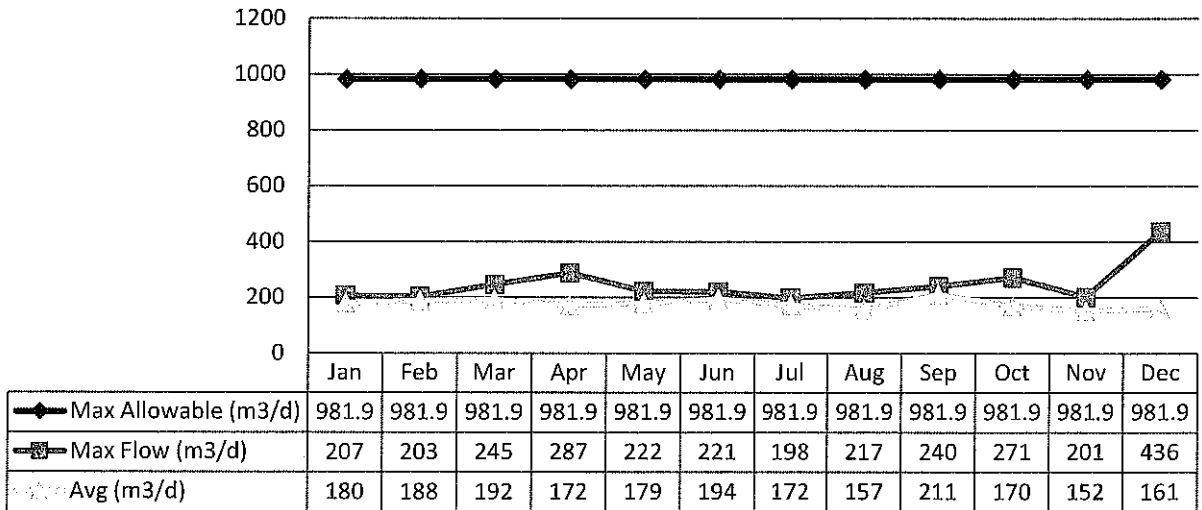
Max allowable rate - PTTW



\*The pump for Well #2 is rated for 4.7 L/s

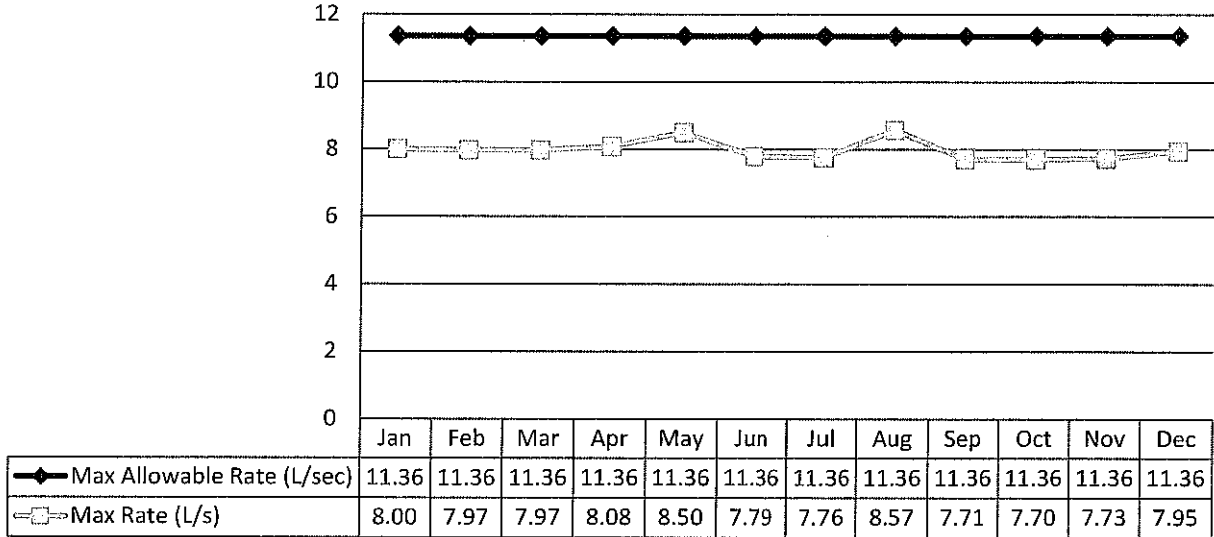
Well #4 Total Monthly Flows (m3/d)

Max Allowable PTTW



Well #4 Monthly Rated Flows (L/s)

Max allowable rate - PTTW



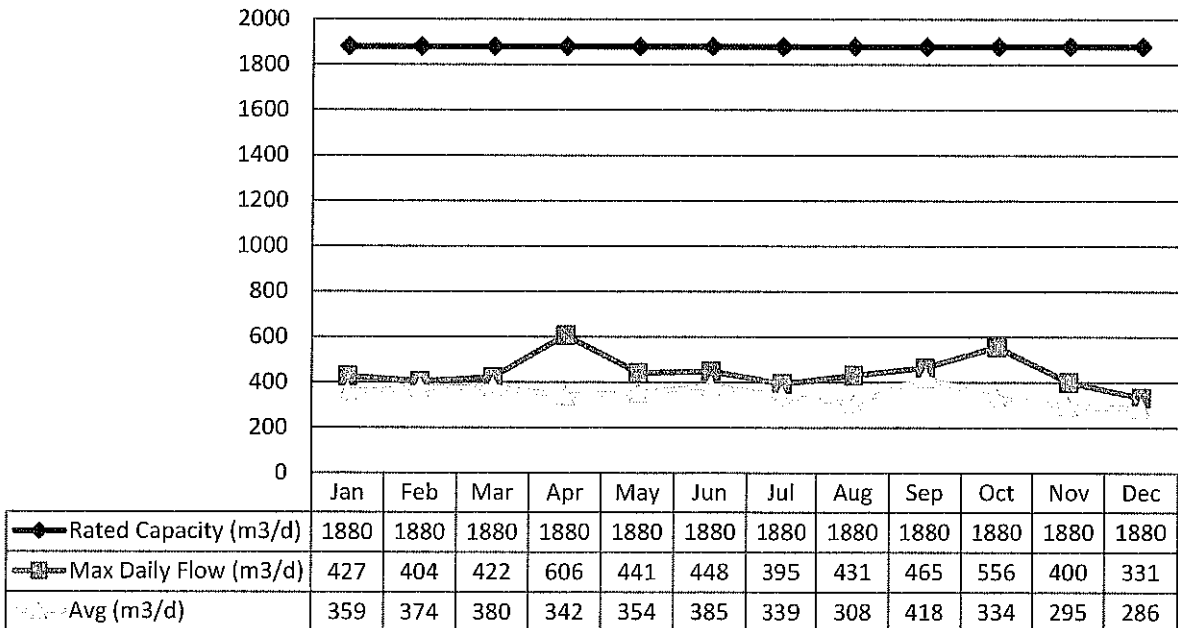
\*The pump for Well #4 is rated for 9.2 L/s

Treated Water Flows

The Treated Water flows are regulated under the Municipal Licence.

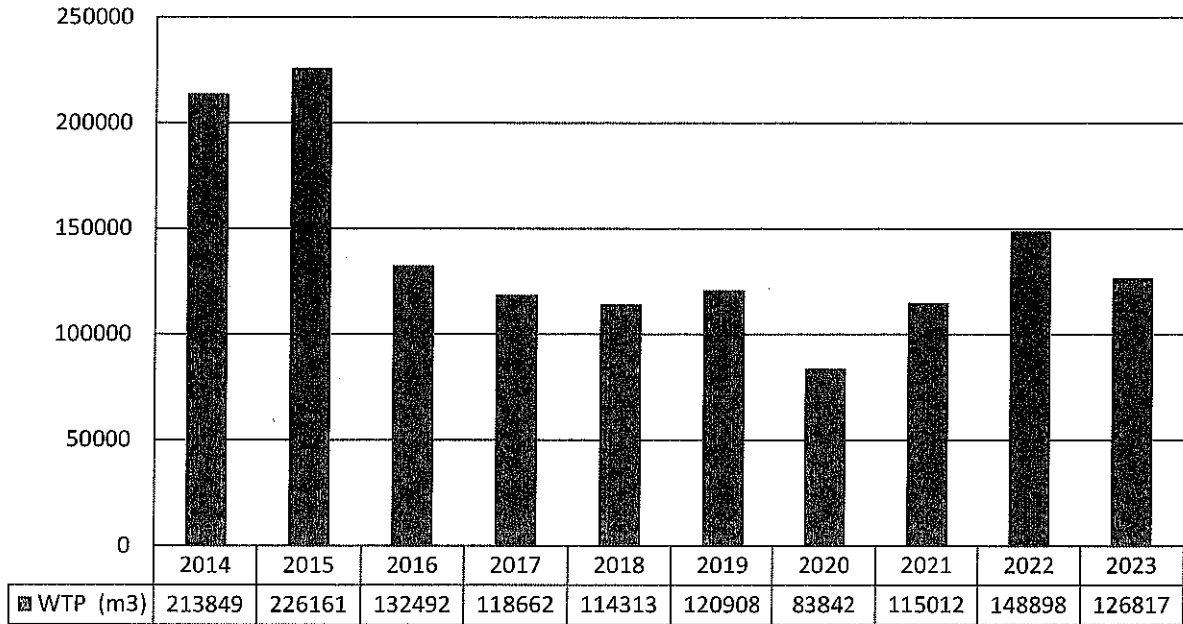
Monthly Rated Flows

Rated Capacity - MDWL



Annual Total Flow Comparison

Total Annual m<sup>3</sup>



**Regulatory Sample Results Summary**

**Microbiological Testing**

	No. of Samples Collected	Range of E.Coli Results		Range of Total Coliform Results		Range of HPC Results	
		Min	Max	Min	Max	Min	Max
Raw Water	156	0	0	0	1		
Treated Water	52	0	0	0	0	10	310
Distribution Water	115	0	0	0	0	10	200

**Operational Testing**

	No. of Samples Collected	Range of Results	
		Minimum	Maximum
Turbidity, In-House (NTU) – RW 1	12	0.38	0.72
Turbidity, In-House (NTU) – RW 2	12	0.39	0.86
Turbidity, In-House (NTU) – RW 4	12	0.40	0.62
Free Chlorine Residual, On-Line (mg/L) - TW	8760	0.73	1.49
Free Chlorine Residual, In-House (mg/L) - TW	52	1.00	1.26
Free Chlorine Residual, On-Line (mg/L) - DW	8760	0.30	2.00
Free Chlorine Residual, DW Field (mg/L) - DW	115	0.23	1.16

NOTE: spikes recorded by on-line instrumentation were a result of air bubbles and various maintenance/calibration activities. All spikes are reviewed for compliance with O.Reg 170/03

**Inorganic Parameters**

These parameters are tested as a requirement under 170/03. Sodium and Fluoride are required to be tested every 5 years. Nitrate and Nitrite are tested quarterly and the metals are tested annually as required under 170/03. In the event any of the parameters exceed half of the maximum allowable concentration the parameter is required to be sampled quarterly.

- MAC = Maximum Allowable Concentration as per O.Reg 169/03
- BDL = Below the laboratory detection level

	Sample Date (yyyy/mm/dd)	Sample Result	MAC	No. of Exceedances	
				MAC	1/2 MAC
<b>Treated Water</b>					
Antimony: Sb (ug/L) - TW	2023/01/09	<BDL 0.1	6.0	No	No
Arsenic: As (ug/L) - TW	2023/01/09	0.1	10.0	No	No
Barium: Ba (ug/L) - TW	2023/01/09	100.0	1000.0	No	No
Boron: B (ug/L) - TW	2023/01/09	146.0	5000.0	No	No
Cadmium: Cd (ug/L) - TW	2023/01/09	<BDL 0.01	5.0	No	No
Chromium: Cr (ug/L) - TW	2023/01/09	<BDL 2.0	50.0	No	No
Mercury: Hg (ug/L) - TW	2023/01/09	<BDL 0.02	1.0	No	No
Selenium: Se (ug/L) - TW	2023/01/09	2.0	50.0	No	No
Uranium: U (ug/L) - TW	2023/01/09	0.95	20.0	No	No
<b>Additional Inorganics</b>					
Fluoride (mg/L) - TW	2019/01/07	<BDL 0.1	1.5	No	No
Nitrite (mg/L) - TW	2023/01/03	<BDL 0.1	1.0	No	No
Nitrite (mg/L) - TW	2023/04/03	<BDL 0.05	1.0	No	No
Nitrite (mg/L) - TW	2023/07/04	0.05	1.0	No	No
Nitrite (mg/L) - TW	2023/10/03	0.05	1.0	No	No
Nitrate (mg/L) - TW	2023/01/03	<BDL 0.1	10.0	No	No
Nitrate (mg/L) - TW	2023/04/03	<BDL 0.05	10.0	No	No
Nitrate (mg/L) - TW	2023/07/04	<BDL 0.05	10.0	No	No
Nitrate (mg/L) - TW	2023/10/03	0.05	10.0	No	No
Sodium: Na (mg/L) - TW	2021/02/01	36.2	20*	Yes	Yes

\*There is no "MAC" for Sodium. The aesthetic objective for sodium in drinking water is 200 mg/L. The local Medical Officer of Health should be notified mg/L when the sodium concentration exceeds 20 mg/L so that this information may be communicated to local physicians for their use with patients on sodium restricted diets.

**Schedule 15 Sampling:**

The Schedule 15 Sampling is required under O.Reg 170/03. This system is under the plumbing exemption. No plumbing samples were collected. Next lead samples due July 2024.

Distribution System	Number of Sampling Points	Number of Samples	Range of Results		MAC (ug/L)	Number of Exceedances
			Minimum	Maximum		
Alkalinity (mg/L)	5	5	253	278	N/A	N/A
pH	5	5	7.08	7.21	N/A	N/A
Lead (ug/l)	3	3	0.07	0.39	10	0

**Organic Parameters**

These parameters are tested annually as a requirement under O.Reg 170/03. In the event any of the parameters exceed half of the maximum allowable concentration the parameter is required to be sampled quarterly.

	Sample Date (yyyy/mm/dd)	Sample Result	MAC	Number of Exceedances	
				MAC	1/2 MAC
<b>Treated Water</b>					
Alachlor (ug/L) - TW	2023/01/09	<BDL 0.3	5.0	No	No
Atrazine + N-dealkylated metabolites (ug/L) - TW	2022/01/10	<BDL 1.0	20.0	No	No
Azinphos-methyl (ug/L) - TW	2023/01/09	<BDL 1.0	20.0	No	No
Benzene (ug/L) - TW	2023/01/09	<BDL 0.5	1.0	No	No
Benzo(a)pyrene (ug/L) - TW	2023/01/09	<BDL 0.006	0.01	No	Yes
Bromoxynil (ug/L) - TW	2023/01/09	<BDL 0.5	5.0	No	No
Carbaryl (ug/L) - TW	2023/01/09	<BDL 3.0	90.0	No	No
Carbofuran (ug/L) - TW	2023/01/09	<BDL 1.0	90.0	No	No
Carbon Tetrachloride (ug/L) - TW	2023/01/09	<BDL 0.2	2.0	No	No
Chlorpyrifos (ug/L) - TW	2023/01/09	<BDL 0.5	90.0	No	No
Diazinon (ug/L) - TW	2023/01/09	<BDL 1.0	20.0	No	No
Dicamba (ug/L) - TW	2023/01/09	<BDL 1.0	120.0	No	No
1,2-Dichlorobenzene (ug/L) - TW	2023/01/09	<BDL 0.5	200.0	No	No
1,4-Dichlorobenzene (ug/L) - TW	2023/01/09	<BDL 0.5	5.0	No	No
1,2-Dichloroethane (ug/L) - TW	2023/01/09	<BDL 0.5	5.0	No	No
1,1-Dichloroethylene (ug/L) - TW	2023/01/09	<BDL 0.5	14.0	No	No
Dichloromethane (Methylene Chloride) (ug/L) - TW	2023/01/09	<BDL 5.0	50.0	No	No
2,4-Dichlorophenol (ug/L) - TW	2023/01/09	<BDL 0.2	900.0	No	No
2,4-Dichlorophenoxy acetic acid (2,4-D) (ug/L) - TW	2023/01/09	<BDL 1.0	100.0	No	No
Diclofop-methyl (ug/L) - TW	2023/01/09	<BDL 0.9	9.0	No	No
Dimethoate (ug/L) - TW	2023/01/09	<BDL 1.0	20.0	No	No
Diquat (ug/L) - TW	2023/01/09	<BDL 5.0	70.0	No	No
Diuron (ug/L) - TW	2023/01/09	<BDL 5.0	150.0	No	No
Glyphosate (ug/L) - TW	2023/01/09	<BDL 25.0	280.0	No	No
Malathion (ug/L) - TW	2023/01/09	<BDL 5.0	190.0	No	No
2-Methyl-4chlorophenoxyacetic Acid (MCPA)	2023/01/09	<BDL 10.0	100.0	No	No
Metolachlor (ug/L) - TW	2023/01/09	<BDL 3.0	50.0	No	No
Metribuzin (ug/L) - TW	2023/01/09	<BDL 3.0	80.0	No	No
Monochlorobenzene (Chlorobenzene) (ug/L) - TW	2023/01/09	<BDL 0.5	80.0	No	No
Paraquat (ug/L) - TW	2023/01/09	<BDL 1.0	10.0	No	No
PCB (ug/L) - TW	2023/01/09	<BDL 0.05	3.0	No	No
Pentachlorophenol (ug/L) - TW	2023/01/09	<BDL 0.2	60.0	No	No
Phorate (ug/L) - TW	2023/01/09	<BDL 0.3	2.0	No	No
Picloram (ug/L) - TW	2023/01/09	<BDL 5.0	190.0	No	No



	Sample Date (yyyy/mm/dd)	Sample Result	MAC	Number of Exceedances	
				MAC	1/2 MAC
Prometryne (ug/L) - TW	2023/01/09	<BDL 0.1	1.0	No	No
Simazine (ug/L) - TW	2023/01/09	<BDL 0.5	10.0	No	No
Terbufos (ug/L) - TW	2023/01/09	<BDL 0.5	1.0	No	No
Tetrachloroethylene (ug/L) - TW	2023/01/09	<BDL 0.5	10.0	No	No
2,3,4,6-Tetrachlorophenol (ug/L) - TW	2023/01/09	<BDL 0.2	100.0	No	No
Triallate (ug/L) - TW	2023/01/09	<BDL 10.0	230.0	No	No
Trichloroethylene (ug/L) - TW	2023/01/09	<BDL 0.5	5.0	No	No
2,4,6-Trichlorophenol (ug/L) - TW	2023/01/09	<BDL 0.2	5.0	No	No
Trifluralin (ug/L) - TW	2023/01/09	<BDL 0.5	45.0	No	No
Vinyl Chloride (ug/L) - TW	2023/01/09	<BDL 0.2	1.0	No	No

Distribution Water	Sample Year	RAA	MAC	No. of Exceedances	
				MAC	1/2 MAC
Trihalomethane: Total (ug/L) RAA - DW	2023	14.25	100	No	No
Haloacetic Acids: Total (ug/L) RAA - DW	2023	5.3	80	No	No

RAA= Running Annual Average

MAC = Maximum Allowable Concentration as per O.Reg 169/03

BDL = Below the laboratory detection level

**Additional Legislated Samples**

There was no additional sampling required.

**Major Maintenance Summary**

WO #	Description
3205709	Repair sanitary discharge pipe at treatment plant
3205710	Replace treated water chlorine analyzer on September 26 <sup>th</sup> , 2023
3289533	Rebuild 2 McAvity and two Darling B-50 hydrants
3624921	Emergency Roof Repair Well House #4
3665502	Duty Pump #1 rebuild
3205012	Emergency plumbing repairs at Well House #2

**Distribution Maintenance**

Date	Location Reference	Category	Details	Corrective Repair
10/19/23	130 Broadway St W	1	Circumferential crack due to age of pipe and poor bedding	6" X 16" Stainless Steel repair clamp installed

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# Appendix A

## WTRS Data and Submission Confirmation



Ministry of the Environment,  
Conservation and Parks

| [WT DATA](#) | [USER PROFILE](#) | [CONTACT US](#) | [HELP](#) | [HOME](#) | [LOGOUT](#) |

Location: [WTRS](#) / [WT DATA](#) / [Input WT Record](#)

WTRS-WT-008

**Water Taking Data submitted successfully.**

### Confirmation:

Thank you for submitting your water taking data online.

Permit Number: 2110-AP9LSG  
Permit Holder: THE CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD.  
Received on: Jan 24, 2024 8:42 AM

This confirmation indicates that your data has been received by the Ministry, but should not be construed as acceptance of this data if it differs from that specified on the Permit Number, assigned to the Permit Holder stated above.

[Print Confirmation](#)

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MERRICKVILLE2 WOLFORD2 | 2024/01/24  
version: v4.5.0.21 (build#: 22)  
Last modified: 2018/09/18

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**THE CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD**

**BY-LAW 14-2024**

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 March 11, 2024.

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 March 11, 2024 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 March 11, 2024 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 11<sup>th</sup> day of March, 2024.

\_\_\_\_\_  
Michael Cameron, Mayor

\_\_\_\_\_  
Clerk McCaugherty-Jansman