



VILLAGE OF MERRICKVILLE-WOLFORD

**Agenda for Council
Council Chambers**

Regular Council Meeting 7:00 p.m.

Monday March 13, 2023

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 [here](#).

1. **Call to Order**
2. **Disclosure of Pecuniary Interest and the general nature thereof**
3. **Approval of the Agenda**
4. **Minutes** Approval of Minutes of the regular Council meeting of February 27, 2023
Approval of Minutes of the special Council meeting of March 6, 2023
Receipt of Minutes of the Merrickville Public Library Board meeting of February 9, 2023
5. **Delegations** Robyn Eagle – Merrickville-Wolford & District Chamber of Commerce
6. **CAO** Roads Needs Study Demo - Jon-Erik Dillon, CEO, Streetlogix & StreetScan
Report CAO-02-2023: Voting Process for Appointing a Council Member
7. **Notices of Motion** None
8. **Deferred Items** None
9. **Public Question Period to Council**
10. **Next meeting of Council:** Wednesday, March 22, 2023 at 6:00 p.m.
11. **Confirming By-Law:** 17-2023 re: Confirm Proceedings of Council meeting of March 13, 2023
12. **Adjournment**

For Clerk's use only, if required:

Recorded Vote Requested By:

Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: March 13, 2023

Moved by: Gural Ireland Maitland

Seconded by: Gural Ireland Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the agenda of the regular Council meeting of March 13, 2023 as:

___ circulated.

___ amended.

Carried / Defeated

Michael Cameron, Mayor

For Clerk's use only, if required:

Recorded Vote Requested By:

Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: March 13, 2023

Moved by: Gural Ireland Maitland

Seconded by: Gural Ireland Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the Minutes of the regular Council meeting of February 27, 2023, as

_____ circulated.

_____ amended.

Carried / Defeated

Michael Cameron, Mayor

The Corporation of the Village of Merrickville-Wolford

Monday, February 27, 2023, 7:00 p.m.

Chaired by: Mayor Michael Cameron
Members of Council: Councillor Margaret Gural
Councillor Stephen Ireland
Councillor Ronnie Maitland

Staff in Attendance: Doug Robertson, CAO/Clerk
Julia McCaugherty-Jansman, Deputy Clerk

Guests: Rory Blaisdell, Friends of the Andrewsville Bridge
Karen Cunningham, Friends of the Andrewsville Bridge
Samantha Davidson, Rideau Community Health Services
Joanne Franey, Rideau Community Health Services

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 accessible by clicking [here](#).

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

Approval of Agenda

R-058-23 Moved by Councillor Ireland, Seconded by Councillor Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the agenda of the regular Council meeting of February 27, 2023, as amended.

Carried as amended.

NOTE: The agenda was amended to include a budget request item directly following the Notice of Motion item.

Minutes

R-059-23 Moved by Councillor Gural, Seconded by Councillor Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the Minutes of the special Council meeting of February 13, 2023, as circulated.

Carried.

R-060-23 Moved by Councillor Maitland, Seconded by Councillor Ireland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the Minutes of the regular Council meeting of February 13, 2023, as circulated.

Carried.

R-061-23 Moved by Councillor Gural, Seconded by Councillor Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the Minutes of the Merrickville Public Library Board meeting of January 11, 2023 for information purposes.

Carried.

Correspondence

R-062-23 Moved by Councillor Ireland, Seconded by Councillor Gural

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from Karen Jennings, Reeve of the Township of Montague, regarding the Andrewsville Bridge for information purposes.

Carried.

Delegations

R-063-23

Moved by Councillor Maitland, Seconded by Councillor Ireland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the delegation of Rory Blaisdell and Karen Cunningham, Friends of the Andrewsville Bridge, regarding the future of the Andrewsville Bridge, for information purposes.

Carried.

R-064-23

Moved by Councillor Gural, Seconded by Councillor Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the delegation of Joanne Franey and Samantha Davidson, Rideau Community Health Services, regarding the Food Cupboard Program, for information purposes.

Carried.

CAO

R-065-23

Moved by Councillor Gural, Seconded by Councillor Ireland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive Report CAO-01-2023, being a report regarding the legislative process for filling a Council vacancy, for information purposes.

Carried.

R-066-23

Moved by Councillor Maitland, Seconded by Councillor Gural

Be it hereby resolved that:

WHEREAS on January 25, 2023, Mark Oldfield submitted notice in writing with the clerk of his resignation from his Merrickville Ward Councillor seat;

AND WHEREAS at Council's next meeting on January 30, 2023, Council declared the Council seat vacant via Resolution R-029-23;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Village of Merrickville-Wolford does hereby decide to fill the vacancy by appointing a person who has consented to accept the office if appointed.

Moved by Councillor Ireland, seconded by Councillor Gural that the resolution be amended to state the following: "Now Therefore Be It Also Resolved That Council directs staff to reach out to candidates for the Merrickville Ward and Mayor in the 2022 Municipal Election for written expressions of interest to be appointed to office if accepted."

Carried as amended.

By-laws

R-067-23

Moved by Councillor Maitland, Seconded by Councillor Gural

Be it hereby resolved that:

By-law 13-2023, being a by-law to authorize a franchise agreement between the Corporation of the Village of Merrickville-Wolford and Enbridge Gas Inc. be read a first and second time, and that By-law 13-2023 be read a third and final time and passed;

AND THAT Council hereby direct the mayor and the CAO/Clerk to execute the agreement between the Village of Merrickville-Wolford and Enbridge Gas Inc.

Carried.

R-068-23

Moved by Councillor Ireland, Seconded by Councillor Maitland

Be it hereby resolved that:

By-law 15-2023, being a by-law to amend By-law 30-17 of the Corporation of the Village of Merrickville-Wolford, commonly referred to as the "Procedural By-law", be read a first and second time, and that By-law 15-2023 be read a third and final time and passed.

Moved by Councillor Gural, seconded by Councillor Ireland that By-law 15-2023 be amended to be effective as of the second Monday in May, 2023.

Carried as amended.

Notices of Motion

R-069-23 Moved by Councillor Ireland, Seconded by Councillor Maitland

Be it hereby resolved that:

WHEREAS Don Halpenny has served his community in various roles and has been a long-time resident of Merrickville-Wolford;

AND WHEREAS Don Halpenny has been a big part of the Wolford community, growing up and attending school, farming in and around Eastons Corners, working for the municipality, and serving on Council;

AND WHEREAS from a young age and well into his eighties, Don Halpenny's focus was to serve his community;

NOW THEREFORE BE IT RESOLVED THAT Council recognizes Don Halpenny's dedication to his community and will erect a plaque on the New Pavilion in Eastons Corners in his honour, in thanks to his long and dedicated services.

Carried.

Deferred Items

None.

Public Question Period to Council

Donna Daw, 406 Brock Street East, expressed curiosity regarding the appointment process and criteria that will be followed for filling the Council seat vacancy.

Carolyn Kaemmer, 335 Brock Street East, inquired about the voting process if there were a tie vote.

Confirming By-Law

R-070-23 Moved by Councillor Ireland, Seconded by Councillor Gural

Be it hereby resolved that:

By-law 14-2023, being a by-law to confirm the proceedings of the regular Council meeting of February 27, 2023, be read a first and second time, and that By-law 14-2023 be read a third and final time and passed.

Carried.

Adjournment

R-071-23 Moved by Councillor Gural, Seconded by Councillor Maitland

Be it hereby resolved that:

This regular meeting of the Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at 9:03 p.m. until the next meeting of Council on Monday, March 13, 2023 or until the call of the Mayor subject to need.

Carried.

Michael Cameron, Mayor

Doug Robertson, CAO/Clerk

For Clerk's use only, if required:

Recorded Vote Requested By:

Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: March 13, 2023

Moved by: Gural Ireland Maitland

Seconded by: Gural Ireland Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the Minutes of the special Council meeting of March 6, 2023, as

_____ circulated.

_____ amended.

Carried / Defeated

Michael Cameron, Mayor

The Corporation of the Village of Merrickville-Wolford

Monday, March 6, 2023, 5:30 p.m.

Chaired by: Mayor Michael Cameron
Members of Council: Councillor Margaret Gural
Councillor Stephen Ireland
Councillor Ronnie Maitland

Staff in Attendance: Doug Robertson, CAO/Clerk
Julia McCaugherty-Jansman, Deputy Clerk
Kirsten Rahm, Treasurer/Manager, Finance
Brad Cole, Fire Chief/Manager, Operations

IMPORTANT NOTICE: This meeting was a special working meeting of Council and was held in person in Council Chambers. The public was welcome to observe, and they will have the opportunity to submit questions after the Draft Budget Presentation. It was also recorded and livestreamed electronically on the “Village of Merrickville-Wolford” YouTube Channel accessible by clicking [here](#).

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

Approval of Agenda

R-075-23 Moved by Councillor Gural, Seconded by Councillor Ireland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the agenda of the special Council meeting of March 6, 2023, as amended.

Carried.

Note: The agenda was amended to include the approval of the minutes from the special meetings of February 22 and March 1, and the updated 2023 Budget Timetable within the Finance section.

Minutes

R-076-23 Moved by Councillor Maitland, Seconded by Councillor Gural

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the Minutes of the special Council meeting of February 22, 2023, as circulated.

Carried.

R-077-23 Moved by Councillor Maitland, Seconded by Councillor Ireland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the Minutes of the special Council meeting of March 1, 2023, as circulated.

Carried.

Finance

R-078-23 Moved by Councillor Ireland, Seconded by Councillor Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the updated 2023 Budget Timetable for the budget review and approval process for information purposes.

Carried.

Council reviewed the 2023 Draft Budget.

Council directed staff to bring back a model budget with no increase from the 2022 budget while maintaining services to the next budget meeting scheduled for March 22, 2023. Council also directed staff to provide further information on the Roads Needs Study and any relevant information on gravel roads.

Confirming By-Law

R-079-23 Moved by Councillor Gural, Seconded by Councillor Ireland

Be it hereby resolved that:

By-law 16-2023, being a by-law to confirm the proceedings of the special Council meeting of March 6, 2023, be read a first and second time, and that By-law 16-2023 be read a third and final time and passed.

Carried.

Adjournment

R-080-23 Moved by Councillor Gural, Seconded by Councillor Maitland

Be it hereby resolved that:

This special meeting of the Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at 8:20 p.m. until the next meeting of Council on Monday, March 13, 2023 or until the call of the Mayor subject to need.

Carried.

Michael Cameron, Mayor

Doug Robertson, CAO/Clerk

For Clerk's use only, if required:

Recorded Vote Requested By:

Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: March 13, 2023

Moved by: Gural Ireland Maitland

Seconded by: Gural Ireland Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the Minutes of the Merrickville Public Library Board meeting of February 9, 2023 for information purposes.

Carried / Defeated

Michael Cameron, Mayor

MERRICKVILLE PUBLIC LIBRARY

Merrickville Public Library Board's meeting was held on February 9, 2023 at 7:30 pm via Zoom.

Present: M-W: Carole Roberts, Brian Reid,

Montague: Olivia Enns

and Mary Kate Laphen (Librarian)

Absent: John Harris, Timothy Molloy

1. Meeting called to order at 7:34 pm. The Board Chair requested that it be noted that John Harris is unlikely to be able to participate on the Board for the foreseeable future due to health issues, and that Timothy Molloy (former Council Representative) has not been participating on the Board since the previous Council term ended.
2. **Declaration of Pecuniary Interest:** None.
3. **Adoption of Agenda:** Moved by Olivia; seconded by Brian. **ADOPTED.**
4. **Approval of Minutes:**
 - Jan 11/23 board meeting – Moved by Brian; seconded by Olivia. **APPROVED.**
5. **Correspondence:** None.
6. **Questions/ Presentations from Public:** None
7. **Friends of the Library Report:** Cheryl Geeson is the new Chair of the Friends. The group took Mary Kate and Linda to lunch and have an upcoming meeting to plan their spring fundraisers.
8. **Report from Council:** N/A
9. **Librarian's Report:** see below.
10. **Other Business:**
 - a) **Updates re:New Board:** Application forms have recently gone out. Deadline is Mar 31, so the new board is expected in April.
 - b) **Year End:**
 - i. **Annual Survey / Annual Report:** almost all of the data is compiled for the Annual Survey (required to receive the Provincial Library Operating Grant), will submit after updated year end financial data is available. Expect to have a draft Annual Report for next meeting.
 - ii. **Seed Library Report 2022:** Reviewed report. This will be distributed to our partners and posted on the library's website.
 - c) **Building:**
 - i. **Update: Building Exterior Work:** still pending.

Furnace: The furnace/propane connection required more repairs; it stopped working twice in Jan/Feb. We had to cancel a couple of programs, but have been able to remain open otherwise. It is hoped that this most recent fix will solve our problems, but the furnace is 14 years of a projected 15-20 year lifespan.
 - ii. **Water Unit:** According to information from OCWA, the water treatment unit in the Library is failing and it is more cost-effective to replace than repair. According to Public Works, this is entirely the Library's responsibility, which means that OCWA will not handle the replacement (OCWA's contract is with the municipality, not the Library). On further discussion (re: municipal building, municipal well, municipal contract with OCWA which has been doing all the testing, maintenance, and previous purchase and installation of the water equipment all this time), Public Works has offered to manage this so that OCWA will handle the replacement, if the Library authorizes payment. It is recommended that the Board revise their capital grant request to include the cost of this new unit. Note: OCWA says the unit needs to be replaced in the "near future", but doesn't give a more specific timeline.
 - d) **Financial:**
 - i. **Updates:** none
 - ii. **Budget 2023:** Mary Kate was unable to submit the Library budget to Council as directed at the January meeting because the municipality has a different budget process this year and had already included an amount for the library levy in the municipal budget without Library input. The Board expressed concern about this change to the budget process, in light of the requirements of the Public Libraries Act and the municipal auditor's comments in 2019. Mary Kate has been offered an opportunity to present the Library's budget request as a delegation on Feb 27 (after Council finishes their preliminary review of the budget, but before the final decision, according to the budget schedule). Given the delayed budget presentation and the pending new water unit, the Board discussed revising the capital building grant

request.

MOTION: to adjust the 2023 budget request for the Capital Building Grant to \$5,000 to include the cost of replacing the water unit. Moved by: Brian; seconded by: Olivia. **APPROVED.**

11. Next meeting: Wed, March 8, 2022 at 7:30 pm on Zoom.

12. Meeting adjourned..

Librarian _____

Chairperson _____

Librarian's Report:

Statistics

December	Jan 2023	Dec 2022	January 2022	Jan 2021(lockdown)	Jan 2020
Patrons	956 (incl. mtgs) +9 (Zoom) +107 OverDrive users:	730 (incl. mtgs) +106 OverDrive users:	590 + 101 OverDrive users (unique)	302 99 OverDrive users (unique)	1058 w/mtgs 1103 +9%
(Kids/Youth)	240 (76k / 164y)	195 (47k / 148y)	69 (22 k / 47 y)	0 (0k / 0y)	315 (65 / 250)
(Progs)	130- at lib (21 prgs) 13 – out of lib (2 prgs) Class Visits: 72 (4 CVs @ lib)	68- at lib (10 prgs) 69 – out of lib (4 prgs) Class Visits: 236 (4 CVs @ lib 10 CVs to schools)	0 – in liby (0 progs) 17 - Zoom programs (4 progs) 20 – Vax QR codes	In Library - 0 Virtual Programs 15 (2 progs) 64 views (YouTube)	80-in (10 prgs, 1-CV) 59-out of Lib, (5 prgs)
Mtg Rm users	42 – in lib (8 mtg) 9 – Zoom (1 mtg)	33 – in lib (6 mtg) 0 – Zoom (0 mtg)	0 – in liby (0 mtg) 46 – Zoom (7 mtg)	0 in liby (0 mtgs) 72 Zoom (6 mtgs)	45 (10 mtgs)
Circulation	TOTAL: 2702 Lib: 1682 (A-966, J/T – 716) OverDrive: 902 (circ) Kanopy 118 (plays)	TOTAL: 2255 Lib: 1188 (A-703, J/T – 485) OverDrive: 827 (circ) Kanopy 133(plays)	Total: 2286 Lib: 1444 (A-943, J/T-501) OverDrive: 672 (circ) Kanopy 170 (plays)	TOTAL: 1764 Lib: 973 (A-694, J&T-279) OverDrive: 696 (circ) Kanopy 95 (plays)	TOTAL 2413 -3% Library: 1882 -8% (A-1273, J-609) OverDrive: 513 (circ) Kanopy: 18(crdts)
Computer / Internet use (+wireless):	121 (42 /69 wif / 10 ipad)	107 (34 / 73 wif)	74 33 / 41 wif)	36 (0 / 36 wif)	354 (205 / 138w / 11 Tab)
ILL borrowed/lent:	50 in / 48 out	44 in / 32 out	52 in / 44 out	44 in / 57 out	77 / 70

January use stats are picking up. There were some very slow days due to the weather, but also a lot of programs and meetings. Circulation is up (physical & e-collection). Use is similar to pre-pandemic, except that there continue to be fewer visits from youth and lower computer use.

Programs & Services:

Children's Programs:

StoryTime, French StoryTime, Saturday Play Days, Class visits, and Playgroup visits are running regularly.

Upcoming: Valentines program (Feb 11- for preschoolers & primary grades), children's activities during the **Snowflake Festival** (Feb 20), have started planning for March Break activities & another Art4Youth workshop.

Group Visits: continuing to make story visits to PlayGroup (most weeks) and Daycare (monthly).

Class Visits: continuing to get visits to the Library from 3 Ste-Marguerite classes, 1 Merrickville school class, and some Merrick Prep students. Will be making librarian visits to 2 Merrickville classes for Valentines Day.

Eco-Champions is starting up again; will go into high gear in March.

Adult Programs:

Currently running: **Off the Shelf, Library Book Club, Fitness for your Aging Brain, the Meditation drop-in (Health Centre) and the Hospice Satellite Office** (Beth Donovan Hospice). Have started hosting a knitting group, and a new adult art group is starting in Feb.

The Merrickville Ladies Club has approached us about reviving the adult art group and hosting a knitting group. The Seed Library will be starting up again in March. Seedy Saturday is scheduled for Apr 22.

Internet/Computers: use levels remain consistent.

InterLibrary Loans: use levels remain consistent.

Meeting Room: Is being used regularly for programs and meetings. Have had new requests.

Collection: Winter bestsellers are coming in. Weeding the non-fiction collection as time permits.

Volunteers: All is good on this front. The volunteers do shelving, processing new books, packaging ILLs, and working on the genealogy collection. A member of the seed library committee has volunteered to help get the seeds and display ready to open.

Facilities: See Other Business (10c). Furnace troubles and water unit issues. One mouse, but the peppermint oil seems to be working well.

Accessibility Plan: Still waiting for feedback re: grab rail.

Publicity/Outreach: Will be submitting in the March Phoenix, but am continuing to keep up the webpage and social media. Am reaching out to the schools re: ECO-Champions, and we are looking to publicize the Seed Library.

Partnerships/Outreach: The Library is running programs with or hosting meetings some new groups: the Merrickville Ladies Club, Beth Donovan Hospice, as well as our familiar partners/community groups: Trails Society, Health Centre, Sustainable Merrickville-Wolford, Eco-Champions, Chamber of Commerce, Fair Board, schools, daycare, Playgroup. Will be running children's activities during the Chamber's Snowflake Festival on Family Day.

Professional Development, Meetings, etc: There is a couple of CEO meetings coming up in March and April. I have been invited to do a presentation on the Seed Library at a small libraries conference in May.

Donations: We have received a couple of donations to our fund with OCF.

Grants, etc: Will submit the data for the Annual Survey once I have the updated financial info.

Plans for month: finishing Annual Report and submitting Annual Survey data, budget delegation, programs: planning and running for March Break, etc, working with partners, reopening the Seed Library, more weeding, and the usual library business. Hopefully there will be no furnace, or other building problems.

For Clerk's use only, if required:

Recorded Vote Requested By:

Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: March 13, 2023

Moved by: Gural Ireland Maitland

Seconded by: Gural Ireland Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the delegation of Robyn Eagle, Merrickville-Wolford & District Chamber of Commerce President, regarding an overview of the Chamber of Commerce objectives for 2023, for information purposes.

Carried / Defeated

Michael Cameron, Mayor



MERRICKVILLE-WOLFORD
& DISTRICT CHAMBER OF COMMERCE

Merrickville-Wolford & District
Chamber of Commerce

Objectives for 2023

Presentation to the Village of
Merrickville Council

March 27, 2023

The Merrickville-Wolford & District Chamber of Commerce is...

- A member organization - currently 100 strong
- Supports its members through marketing and promotion of activities & events primarily via social media
- Works in partnership with the Village of Merrickville-Wolford, United Counties of Leeds & Grenville, Ontario Chamber of Commerce and other local agencies
- Is led by a Volunteer Board of Directors



Vision

To Thrive, We Work Together



Mission

The Chamber fosters a collaborative environment in support of our business community through effective partnerships, marketing and promotion activities and through advocacy. We consider the unique heritage and diversity of the rural and urban reality of Merrickville-Wolford in all our efforts

2023 Objectives

Refresh 4 Entrance Signs

- Replacement of seasonal images with a static one
- Consistent event signage
- Community Grant Application

Engage Wolford

Promote & market Wolford Agribusinesses - Farm to Fork Tour

Grant Match

Connects us to the right grants at the right time to secure funds for a variety of projects

Merrickville 'Swag'

- Creation of an uniquely Merrickville logo for merchandise
- Sales raised dedicated to Streetscape Working Group

Ontario by Bike

- Pursue the "Bike Friendly Business Area Certification"
- Acquire vintage-styled bike racks
- Community Grant Application

Event Promotion

Events are the key economic driver for our business community

Streetscape Working Group

- Victorian Lamp Post Project
- Seasonal beautification projects
- Dedicated Budget

Partnership Opportunities with our Municipality

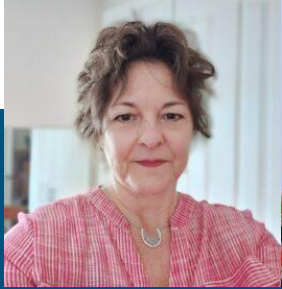
- Resident Welcome
- Tourism Strategy
- Economic Development
- Family Day and Village-wide Garage Sale
- Council Liaison
- Streetscape Working Group



Our Focus:

*To Thrive, We Work
Together*

2023 Board of Directors



Robyn Eagle
President



Trevor Johnson
Vice President



Pam Watts
Treasurer



Yves
Grandmaitre
Secretary

Rob Cook,
Memberships



Sally McRae
Lead,
Partnerships &
Networking



Kate Folk
Lead, Marketing,
Promotion &
Communications



Chantal Roulson
Lead, Events

For Clerk's use only, if required:

Recorded Vote Requested By:

Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: March 13, 2023

Moved by: Gural Ireland Maitland

Seconded by: Gural Ireland Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the Roads Needs Study demonstration by Jon-Erik Dillon, CEO of StreetLogix & StreetScan, for information purposes.

Carried/Defeated

Michael Cameron, Mayor

For Clerk's use only, if required:

Recorded Vote Requested By:

Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: March 13, 2023

Moved by: Gural Ireland Maitland

Seconded by: Gural Ireland Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report CAO-02-2023, being a report to describe the voting process for filling the current vacant seat on Council; and

That Council does hereby approve the voting process described in report CAO-02-2023 to appoint a person who has consented to accept the office to fill the current vacant seat on Council for Merrickville Ward.

Carried/Defeated

Michael Cameron, Mayor



Village of Merrickville - Wolford

Report CAO-02-2023
Information Report to Council
Date of Meeting: March 13, 2023

RE: Voting Process for Appointing a Council Member

OBJECTIVE: To seek Council's approval of the process for voting when filling the current Council vacancy through the appointment process.

RECOMMENDATION:

THAT: The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report CAO-02-2023, being a report to describe the voting process for filling the current vacant seat on Council; and

THAT Council does hereby approve the voting process described in report CAO-02-2023 to appoint a person who has consented to accept the office to fill the current vacant seat on Council for Merrickville Ward.

BACKGROUND:

The *Municipal Act, 2001, c.25*, Section 259(1)(d), indicates that the office of a member of council of a municipality becomes vacant if the member resigns from his or her office in accordance with Section 260. Section 260 indicates that a member of council of a municipality may resign from office by notice in writing filed with the Clerk of the municipality.

On January 25, 2023, Councillor Mark Oldfield submitted notice in writing with the Clerk of his resignation from his Merrickville Ward Councillor seat. In Council's next meeting on January 30, 2023, Council declared the Council seat vacant via Resolution R-028-23 (Schedule 'A') in compliance with Section 262(1) which requires Council to declare the office to be vacant at its next meeting following submission of the resignation.

On February 27, 2023, Council decided via Resolution R-066-23 (Schedule 'B'), in compliance with Section 263, that they would appoint a qualified person who has consented to accept the office of Councillor – Merrickville Ward to fill the current vacant seat on Council, rather than hold a by-election. Council also directed staff to contact all candidates for the Merrickville Ward and Mayor in the 2022 Municipal Election for written expressions of interest to be appointed to office if accepted.

On March 2, 2023, the Clerk reached out to the four eligible candidates based on Council's direction for their expressions of interest in being considered for appointment (Schedule 'C'). The request was to indicate the candidate's consent to be considered for appointment, or to indicate that they are not interested in being considered, and to provide written expression of interest for Council consideration by the deadline of Friday March 10, 2023 at 12:00 p.m.

ANALYSIS:

The process that was followed when filling the vacant Council seat in 2021 was vetted with the Village's lawyer and is recommended for use with the current vacancy to maintain consistency. It was confirmed that the Clerk should read all the names of the consenting candidates in alphabetical order and each current member of Council is then given one vote. Council members will vote in random order and the consenting candidate that gets the majority of votes is appointed.

Two of the four candidates that the Clerk contacted declined the invitation and the other two accepted it. The candidates that responded indicating, *"Yes, I am interested and consent to being appointed to the vacant Council seat for Councillor - Merrickville Ward for the remainder of the current term should Council choose to appoint me"* are:

- Anne Barr
- Yves Grandmaitre

Normally, in the event of a tie vote with more than two willing candidates, all candidates other than the two that tied are eliminated and the two candidates who tied are voted on a second time. In the current situation with only two willing candidates, a tie vote will still result in a second vote to give all Council members an opportunity to adjust their vote if they so choose.

If the second vote again results in a tie, then the names of the two tied candidates will be drawn by the Clerk from a hat, opaque bowl, or other suitable container. All ballots must be the same size and material. The name of the candidate that is first drawn from the container is appointed.

As indicated in the March 2, 2023 email to the 2022 Municipal Election candidates for Merrickville Ward and Mayor, the onus has been placed upon the candidates to determine if they are legally qualified to hold office and the eligibility requirements were provided to them by Clerk. The new Councillor will serve from the time that their oath of office is taken until the end of the current term of Council.

BUDGET/LEGAL IMPLICATIONS:

None.

LINKS TO STRATEGIC PLANS:

On January 23, 2017, the Council of the Corporation of the Village of Merrickville-Wolford passed By-Law 10-17, being a by-law to adopt the Merrickville-Wolford Strategic Plan 2017-2025.

The priorities of the strategic plan that can be linked to this report are as follows:

- Ensuring efficient, effective services and civic engagement

CONCLUSION:

The voting process described in Report CAO-02-2023 for filling the current vacant seat on Council be recommended.


ATTACHMENTS:

Schedule 'A' – Resolution R-028-23

Schedule 'B' – Resolution R-066-23

Schedule 'C' – March 2, 2023 CAO/Clerk's Request for Expression of Interest & Consent

Submitted by:



Doug Robertson
CAO/Clerk

Established 1793
Incorporated
Wolford 1850
Merrickville 1860
Amalgamated 1998



Telephone (613) 269-4791
Facsimile (613) 269-3095

VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - 028-23

Date: January 30, 2023

For Clerk's use only, if required		
Recorded Vote Requested By:		
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Moved by: Gural Ireland Maitland

Seconded by: Gural Ireland Maitland

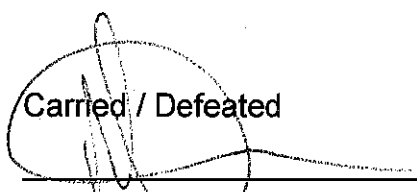
Be it hereby resolved that:

WHEREAS Section 259(1)(d) of the *Municipal Act, 2001*, as amended, indicates that the office of a member of council of a municipality becomes vacant if the member resigns from his or her office and the resignation is effective under section 260;

AND WHEREAS Section 260(1) of the *Municipal Act, 2001*, as amended, indicates that a member of council of a municipality may resign from office by notice in writing filed with the Clerk of the municipality;

AND WHEREAS the Clerk and Council of the Corporation of the Village of Merrickville-Wolford received written correspondence from Mark Oldfield on January 25, 2023 resigning from the office of Councillor, effective immediately;

NOW THEREFORE the Council of the Corporation of the Village of Merrickville-Wolford does hereby declare the Council seat of Councillor – Merrickville Ward held by Mark Oldfield, as vacant, effective immediately.

Carried / Defeated

Michael Cameron, Mayor

Schedule B to Report CAO-02-2023

Established 1793
Incorporated
Wolford 1850
Merrickville 1860
Amalgamated 1998



Telephone (613) 269-4791
Facsimile (613) 269-3095

VILLAGE OF MERRICKVILLE-WOLFORD

For Clerk's use only, if required:		
Recorded Vote Requested By:		
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - 066-23

Date: February 27, 2023

Moved by: Gural Ireland Maitland

Seconded by: Gural Ireland Maitland

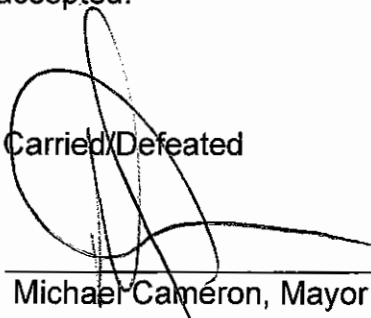
Be it hereby resolved that:

WHEREAS on January 25, 2023, Mark Oldfield submitted notice in writing with the clerk of his resignation from his Merrickville Ward Councillor seat;

AND WHEREAS at Council's next meeting on January 30, 2023, Council declared the Council seat vacant via Resolution R-029-23;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Village of Merrickville-Wolford does hereby decide to fill the vacancy by appointing a person who has consented to accept the office if appointed; and

NOW THEREFORE BE IT ALSO RESOLVED THAT Council directs staff to reach out to candidates for the Merrickville Ward and Mayor in the 2022 Municipal Election for written expressions of interest to be appointed to office if accepted.

Carried/Defeated

Michael Cameron, Mayor

Schedule C to Report CAO-02-2023

From: Doug Robertson

Sent: Thursday, March 2, 2023 4:05 PM

To: [REDACTED]

Subject: IMPORTANT - Request for Expression of Interest and Consent to be Appointed to Fill Vacant Council Seat - Merrickville Ward

Importance: High

Good afternoon, on behalf of the Village of Merrickville-Wolford Council, thank you for running in the 2022 municipal election.

On January 25, 2023, former Village of Merrickville-Wolford Mark Oldfield resigned from his Councillor - Merrickville Ward seat on Village Council. In accordance with Section 262(1) of the Municipal Act, 2001, on January 30, 2023 Council declared the seat vacant via Resolution R-029-23.

In accordance with Section 263(5), on February 27, 2023 Council approved Resolution R-066-23 (attached) deciding to fill the vacancy by appointing a person who has consented to accept the office if appointed and directing staff to reach out to candidates for the Merrickville Ward and Mayor's seat in the 2022 municipal election for written expressions of interest to be appointed to office if accepted. You are receiving this email in accordance with Council's instructions above.

The Municipal Act, 2001, c.25, indicates that, when the seat of a member of Council becomes vacant during the term of Council, Council has the option of filling the vacancy by appointing a person who has consented to accept the office subject to that person being qualified in accordance with the Municipal Elections Act, 2001. To qualify, a person appointed or elected to fill a vacancy must be:

- a Canadian citizen;
- at least 18 years of age;
- a resident of the Village of Merrickville-Wolford, or be the owner or tenant of land, or the spouse of the owner or tenant of land;
- not prohibited from voting in a municipal election by any legislation; and
- not prohibited from holding the office under the Municipal Act or any other legislation.

To indicate your consent to be appointed to fill the vacant Council seat for the remainder of the current Council term of office should Council choose to appoint you, **please reply to this email no later than 12:00pm on Friday March 10th, 2023 stating clearly either that:**

- A. **"Yes, I am interested and consent to being appointed to the vacant Council seat for Councillor - Merrickville Ward for the remainder of the current term should Council choose to appoint me";**
or,
- B. **"No, I am not interested and do not consent to being appointed to the vacant Council seat for Councillor - Merrickville Ward".**

Please be advised that, if you respond and express your interest in being appointed, you thereby will be deemed to have granted permission for public disclosure of your name and consent to being appointed to fill the vacant seat. You also thereby will be deemed to have confirmed that you are qualified to accept the appointment in compliance with the Municipal Elections Act, 2001. Please note that failure to respond by email as indicated may be interpreted to indicate that you do not consent and/or are not qualified to be appointed to the vacant Council seat.

Schedule C to Report CAO-02-2023

It is tentatively anticipated that the responses to this email will be provided to Council for their consideration at their regular Council Meeting on Monday March 13, 2023.

On behalf of Council, thank you again for your interest in serving the community and we look forward to your response.

Doug Robertson MBA
CAO/Clerk/Director, Economic Development
Village of Merrickville-Wolford
613-269-4791 ext. 229



For Clerk's use only, if required:

Recorded Vote Requested By:

Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: March 13, 2023

Moved by: Gural Ireland Maitland

Seconded by: Gural Ireland Maitland

Be it hereby resolved that:

WHEREAS at their special meeting on January 30, 2023, Council declared the Council seat of Councillor – Merrickville Ward as vacant effective immediately, per Section 262(1) of the *Municipal Act, 2001*;

AND WHEREAS on March 2, 2023, per Council's direction, the CAO/Clerk contacted the four eligible candidates from Merrickville Ward and Mayor from the 2022 Municipal Election to seek their consent to being appointed to fill the vacant seat;

AND WHEREAS Anne Barr and Yves Grandmaitre were the two candidates who sent in a response granting consent to being appointed with written expressions of interest;

AND WHEREAS Council does hereby receive the written expressions of interest from Anne Barr and Yves Grandmaitre for consideration;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Village of Merrickville-Wolford does hereby appoint _____
to fill the vacant seat of Councillor – Merrickville Ward.

Carried/Defeated

Michael Cameron, Mayor

For Clerk's use only, if required:

Recorded Vote Requested By:

Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: March 13, 2023

Moved by: Gural Ireland Maitland

Seconded by: Gural Ireland Maitland

Be it hereby resolved that:

By-law 17-2023, being a by-law to confirm the proceedings of the Council meeting of March 13, 2023, be read a first and second time, and that By-law 17-2023 be read a third and final time and passed.

Carried / Defeated

Michael Cameron, Mayor

THE CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD

BY-LAW 17-2023

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 13, 2023

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 13, 2023 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 13, 2023 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 13th day of March 2023.

Michael Cameron, Mayor

Doug Robertson, CAO/Clerk

For Clerk's use only, if required:

Recorded Vote Requested By:

Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: March 13, 2023

Moved by: Gural Ireland Maitland

Seconded by: Gural Ireland Maitland

Be it hereby resolved that:

This regular meeting of the Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at _____ p.m. until the next meeting of Council on Wednesday, March 22, 2023 or until the call of the Mayor subject to need.

Carried / Defeated

Michael Cameron, Mayor