



VILLAGE OF MERRICKVILLE-WOLFORD

**Agenda for Council
Council Chambers**

Regular Council Meeting 7:00 p.m.

Tuesday October 11, 2022

IMPORTANT NOTICE: This meeting will be held in person and will be open to the public, with limited seating, in Council Chambers. It will also be recorded and livestreamed electronically on the “Village of Merrickville-Wolford” YouTube channel at https://www.youtube.com/channel/UC_OEkw3yIMarGSHGeNecrQg

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 September 26, 2022
5. **Correspondence**
 - Vicki Graham re: dump pass fee waiver request
 - Susan Wilkes re: Community Centre fee waiver request for Lions Club Halloween movie night
 - Kel McGreavy re: Community Centre fee waiver request for Lions Club Christmas Hamper Program
6. **CBO** Report CBO-03-2022: Building Fee Amendments
7. **Finance** Report FIN-11-2022: Consolidating Fees By-Laws and By-Law 44-2022
8. **Public Works** Resolution: Used Equipment Purchase
9. **CAO**
 - Kerford Road Site Access and Construction Agreement – Michael Walsh
 - HF McLean replica memorial cairn – John Ireland
 - Report CAO-07-2022: Wastewater Treatment Capacity Allocation Policy
10. **Planning**
 - Consent Application B-133-22 (Fox)
 - Report-CD-02-2022: Heritage Tax Relief Program/Review of By-Law 06-09
11. **Notices of Motion** None
12. **Deferred Items** None
13. **Public Question Period to Council**
14. **Next meeting of Council:** Inaugural Meeting, Tuesday, November 15, 2022 at 7:00 p.m.
15. **Confirming By-Law:** 45-2022 re: Confirm Proceedings of Council meeting of October 11, 2022
16. **Adjournment**

For Clerk's use only, if required:

Recorded Vote Requested By:

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

Resolution Number: R - - 22

Date: October 11, 2022

Moved by: Cameron Foster Molloy Ireland

Seconded by: Cameron Foster Molloy Ireland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the agenda of the regular Council meeting of October 11, 2022 as:

___ circulated.

___ amended.

Carried / Defeated

J. Douglas Struthers, Mayor

For Clerk's use only, if required:

Recorded Vote Requested By:

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

Resolution Number: R - - 22

Date: October 11, 2022

Moved by: Cameron Foster Molloy Ireland

Seconded by: Cameron Foster Molloy Ireland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the Minutes of the regular meeting of September 26, 2022, as

_____ circulated.

_____ amended.

Carried / Defeated

J. Douglas Struthers, Mayor

The Corporation of the Village of Merrickville-Wolford

Monday September 26, 2022, 7:00 p.m.

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

Staff in Attendance: Doug Robertson, CAO/Clerk
Julia McCaugherty-Jansman, Deputy Clerk
Kirsten Rahm, Treasurer/Manager of Finance
Dan Halladay, Chief Building Official

IMPORTANT NOTICE: This meeting was held in person by Council with staff, and to ensure transparency, it was recorded and livestreamed on the “Village of Merrickville-Wolford” YouTube Channel at https://www.youtube.com/channel/UC_OEkw3yIMarGSHGeNecrOg.

Mayor Struthers notified Council and the public that the Franco-Ontarian flag was raised at the Municipal Office on Friday, September 23rd with students from École Sainte Marguerite Bourgeoys. He acknowledged the volunteers involved in the International Plowing Match, and noted the United Counties tent that Merrickville-Wolford was a part of. He highlighted Nick Wilson winning the Conventional Mounted True Furrow class category in the Plowing Match. Mayor Struthers confirmed that there will be space for public to attend in person in Council Chambers at the next meeting of Council on Tuesday, October 11, 2022.

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

Approval of Agenda

R-256-22 Moved by Councillor Foster, Seconded by Deputy Mayor Cameron
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 September 26, 2022, as amended.

Carried.

Minutes

R-257-22 Moved by Councillor Ireland, Seconded by Councillor Molloy
Be it hereby resolved that:
The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the Minutes of the regular meeting of September 12, 2022, as circulated.

Carried.

R-258-22 Moved by Councillor Molloy, Seconded by Councillor Foster
Be it hereby resolved that:
The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the Minutes of the Environmental Advisory Committee (EAC) meeting of August 24, 2022 for information purposes.

Carried.

R-259-22 Moved by Councillor Ireland, Seconded by Councillor Molloy
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 June 8, 2022 for information purposes.

Carried.

Correspondence

R-260-22 Moved by Councillor Foster, Seconded by Councillor Ireland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the Electric Vehicle Charging Station recommendation from the Community Development Advisory Committee; and

That Council does hereby direct staff to prepare a submission to Council on the cost and implementation schedule for a Level 2, 240 Volt dual EV Charging Station for the Village of Merrickville-Wolford such that the Village could proceed with an EV Charging Station installation with or without any future government financial support.

Carried.

R-261-22 Moved by Deputy Mayor Cameron, Seconded by Councillor Molloy

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from Lynda Loignon, École Sainte-Marguerite Bourgeoys, requesting that the fees for the rental of the Community Centre be waived for the Thanksgiving luncheon scheduled on Friday, October 7, 2022; and

That Council does hereby approve the request.

Carried.

Finance

R-262-22 Moved by Councillor Ireland, Seconded by Councillor Molloy

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report FIN-10-2022 regarding fee and interest waivers for information purposes.

Carried.

Building

R-263-22 Moved by Councillor Foster, Seconded by Councillor Ireland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive Report CBO-03-2022, being the Chief Building Official's (CBO) report on Building Fee Amendments; and

That Council hereby approves the Building fee adjustments and Sewage System fees for the Building Department; and

That By-Law 19-12 be amended to reflect the fee changes.

Deferred.

Note: Moved by Councillor Foster, seconded by Deputy Mayor Cameron that Report CBO-03-2022 be deferred until the next regularly scheduled meeting of Council on Tuesday, October 11, 2022.

R-264-22 Moved by Deputy Mayor Cameron, Seconded by Councillor Molloy

Be it hereby resolved that:

By-law 44-2022, being a by-law to amend By-Law 19-12, be read a first and second time, and that By-law 44-2022 be read a third and final time and passed.

Deferred.

Note: Moved by Councillor Foster, seconded by Councillor Molloy that By-Law 44-2022 be deferred until the next regularly scheduled meeting of Council on Tuesday, October 11, 2022.

CAO

R-265-22 Moved by Councillor Foster, Seconded by Deputy Mayor Cameron

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford receives Report CAO-06-2022, regarding the implementation of an Electronic Monitoring Policy; and

That Council does hereby approve the Electronic Monitoring of Employees Policy attached as Schedule A.

Carried.

R-266-22 Moved by Councillor Foster, Seconded by Councillor Ireland

Be it hereby resolved that:

Whereas, on June 27, 2022, the Council of the Corporation of the Village of Merrickville-Wolford received the following documents from Neil Caldwell, the Village's Professional Engineer with Jp2g Consultants dated June 24, 2022: Service Assessment and Capacity Next Steps; Uncommitted Capacity Calculation Impacts; Merrickville STP Uncommitted Reserve Capacity Update Combined; and, Merrickville Infiltration and Inflow Report; and

Whereas Council acknowledges that the Village must manage development on municipal servicing within parameters set by the Ministry of Environment, Conservation and Parks (MECP) and that MECP Guideline D-5-1, Calculation of Uncommitted Reserve Capacity, is a tool to allow the Village and MECP to calculate the available capacity of the Merrickville Wastewater Treatment Plant (STP) to reduce the potential for plant flow exceedances and to plan for future expansions and/or optimization and extraneous flow reduction; and

Whereas Forbes Symon, the Village's Registered Professional Planner with Jp2g Consultants recommends that the proposed Wastewater Treatment Capacity Allocation Policy be approved and implemented effective immediately to also track and manage wastewater servicing capacity in a manner that provides for continued growth in all land use categories; and

Whereas the proposed Wastewater Treatment Capacity Allocation Policy has been reviewed by the Village's lawyer;

Now the Council of the Corporation of the Village of Merrickville-Wolford does hereby direct staff to conduct appropriate public consultation regarding the proposed Wastewater Treatment Capacity Allocation Policy and to report back to Council on October 11, 2022 for Council to consider approving the proposed Policy.

Carried.

Notices of Motion

R-267-22 Moved by Councillor Foster, Seconded by Councillor Molloy

Be it hereby resolved that:

Whereas the Village receives waste materials from our rural area at our Landfill site;

And Whereas residential curbside collection in our rural area has historically been provided by the private sector, but with increasing service interruptions/unreliability in the last few years;

And Whereas the Province is on the cusp of implementing sweeping changes in Province-wide recycling collection involving Full Producer Responsibility regulation(s) in the near future which could have direct or indirect implications for waste production;

And Whereas waste collection is an increasingly complex industry and a highly valued municipal service by all Merrickville-Wolford residents;

And Whereas several potential alternative service delivery models for waste collection exist, some of which would involve a significant change in service program offerings;

And Whereas some of the alternative service delivery options may involve major costs for ratepayers, the issue warrants a comprehensive, expert review that is not funded in the 2022 budget;

And Whereas a decision to make a significant change in service delivery less than 7 weeks before the 2022 Municipal Election would bind the incoming Council;

Now Therefore Be It Resolved That the Council of the Corporation of the Village of Merrickville-Wolford does hereby recommend that the Council in place in 2023 include

sufficient funds in the 2023 Budget to conduct a comprehensive review of curbside waste collection for the whole municipality.

Carried.

Public Question Period

No questions were received.

Confirming By-Law

R-268-22 Moved by Councillor Ireland, Seconded by Councillor Foster

Be it hereby resolved that:

By-law 43-2022, being a by-law to confirm the proceedings of the Council meeting of September 26, 2022, be read a first and second time, and that By-law 43-2022 be read a third and final time and passed.

Carried.

Adjournment

R-269-22 Moved by Deputy Mayor Cameron, Seconded by Councillor Molloy

Be it hereby resolved that:

This regular meeting of the Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at 8:10 p.m. until the next meeting of Council on Tuesday, October 11, 2022 or until the call of the Mayor subject to need.

Carried.

J. Douglas Struthers, Mayor

Doug Robertson, CAO/Clerk

For Clerk's use only, if required:

Recorded Vote Requested By:

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

Resolution Number: R - - 22

Date: October 11, 2022

Moved by: Cameron Foster Molloy Ireland

Seconded by: Cameron Foster Molloy Ireland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from Vicki Graham, Executive member of Theatre Night in Merrickville, requesting that the dump pass fee be waived in order to dispose of 8-10 flats; and

That Council does hereby approve the request.

Carried / Defeated

J. Douglas Struthers, Mayor

-----Original Message-----

From: Vicki Graham [REDACTED]

Sent: Monday, September 19, 2022 4:22 PM

To: Brad Cole - Public Works Department <publicworks@Merrickville-wolford.ca>

Subject: Request for Dump Pass Consideration

Hello Brad

My name is Vicki Graham, and I am an Executive member of Theatre Night in Merrickville (a registered Charity).

I am approaching you to see if you might consider granting us a free pass to the dump to dispose of 8-10 of our old flats. We do not replace these very often (or at all) so this is a one off request. We plan to build some new ones this year, and with limited storage space in our boxcar, we must, therefore, get rid of some of the old ones. They are all 9 feet tall, and range from 30-48" wide. They are of wood construction...strapping and plywood screwed together, then painted multiple times.

We have yet to build the new flats, so have yet to determine which old ones will be thrown out. Our Fall Production is fast approaching (Nov 20-27), so we will be building the new ones very shortly. When the time comes, we would hope to be able to take a trailer to the dump with perhaps a letter from you, allowing us to dispose of them without incurring a fee.

Is this something that might be arranged?

Thank you for your consideration

Regards

Vicki Graham

For Clerk's use only, if required:

Recorded Vote Requested By:

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

Resolution Number: R - - 22

Date: October 11, 2022

Moved by: Cameron Foster Molloy Ireland

Seconded by: Cameron Foster Molloy Ireland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from Susan Wilkes, President, Merrickville Lions Club Inc., requesting that all fees be waived for the rental of the Community Centre on October 29th for a Halloween movie day; and

That Council does hereby approve the request.

Carried / Defeated

J. Douglas Struthers, Mayor



Lions Club of Merrickville

Box 173, 10 St. John Street
Merrickville, ON K0G 1N0
613-269-3702
www.merrickvillelionsclub.ca

We Serve

To: Mayor Doug Struthers
Cao Doug Robertson

From: The Merrickville Lions Club INC.

Subject: Merrickville Lions Movie Day

The Merrickville Lions would like to organize a halloween movie day On October 29th, consisting of an afternoon sowing for the kids and a evening showing for adults. There will be no cost for admission, but we will ask for donations for the food cupboard.

We have a request in for the use of the United Church, but failing a positive response we are asking for the use of the Community Centre and asking for all fees to be waived.

Thank you for considering our request

Susan Wilkes

Sincerely,
Susan Wilkes, President

For Clerk's use only, if required:

Recorded Vote Requested By:

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

Resolution Number: R - - 22

Date: October 11, 2022

Moved by: Cameron Foster Molloy Ireland

Seconded by: Cameron Foster Molloy Ireland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from Kel McGreavy, Merrickville Lions Club Inc., requesting that the fees be waived for the rental of the Community Centre for two days in December 2022 for the Christmas hamper program; and

That Council does hereby approve the request.

Carried / Defeated

J. Douglas Struthers, Mayor

From: Kel Mcgreavy [REDACTED]
Sent: Saturday, October 1, 2022, 11:49 a.m.
To: Doug Robertson <cao@Merrickville-wolford.ca>
Subject: 2022 Christmas Hamper Program

The Township of Merrickville Wolford

Sept 21 2022

Attn: CAO

Request to use the Community Centre

The 2021 Christmas hamper program provided sixty seven Merrickville Wolford families with the essentials for a joyous holiday season. This year we are expecting to distribute up to eighty hampers and toys to local families in need.

The use of the Community Centre enabled the Lions volunteers to pack and distribute the hampers more efficiently and safely.

We would like to request the use of Community Centre for this years Hamper program and also ask that fees again be waived.

The proposed dates will be December 21 for setup and packing and December 22 for distribution and clean-up.

The estimated time of use would be 0900-1400 each day.

Thankyou for considering this request and for your assistance in the 2022 Christmas Hamper program.

Sincerely

K. McGreavy
Lions Club of Merrickville
613 269 3137

For Clerk's use only, if required:

Recorded Vote Requested By:

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

Resolution Number: R - - 22

Date: October 11, 2022

Moved by: Cameron Foster Molloy Ireland

Seconded by: Cameron Foster Molloy Ireland

Be it hereby resolved that:

Whereas the Council of the Corporation of the Village of Merrickville-Wolford deferred Report CBO-03-2022 on September 26, 2022 until the regularly scheduled meeting of October 11, 2022;

Now Council does hereby receive Report CBO-03-2022, being the Chief Building Official's (CBO) report on Building Fee Amendments; and

That Council hereby approves the Building fee adjustments and Sewage System fees for the Building Department.

Carried / Defeated

J. Douglas Struthers, Mayor



Village of Merrickville-Wolford

Report CBO-03-2022
Of the Building Department

Date of Council Meeting: October 11, 2022

RE: Building Fee Amendments

OBJECTIVE:

To provide Council with proposed Building and Administrative and Sewage System Fees, with the inclusion of public comments and concerns from the mandated public meeting held on September 22, 2022.

RECOMMENDATION:

_____ THAT: The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive Report CBO-03-2022, being the Chief Building Official's (CBO) report on Building Fee Amendments; and

_____ THAT: Council hereby approves the Building fee adjustments and Sewage System fees for the Building Department.

BACKGROUND:

On June 27, 2022, Report CBO-01-2022: Building Fee Amendment was approved by Council. By approving the report, Council directed staff to proceed with the Building Fee Amendment process in accordance with the Building Code Act. The report indicated that the Village of Merrickville-Wolford Building Department fees were last updated by Council at the Regular Meeting on June 11, 2012, when Council passed By-law 19-12. New proposed changes to the building fees were brought to Council on June 13, 2022, and a mandatory public meeting was held virtually on September 22, 2022. No written submissions were received, and no public questions or comments were received within the public meeting.

The building fees are found in the Fees and Services By-law 19-12, and this was last amended in 2012 with one fee base being applied to all construction at \$12/\$1000 construction cost. This pricing structure/practice is a fair way to calculate fees, but the amount charged is out of date with current rates. Staff are proposing to increase this fee to \$15/\$1000 construction cost.

Currently, the Village of Merrickville-Wolford does not have a penalty for construction taking place without a permit. Staff are recommending that a penalty of double the permit fee to a maximum of \$5000 with a minimum charge of \$300 shall be added. The

creation of this penalty will encourage property owners to obtain permits prior to constructing.

At the same time, staff is suggesting creating a \$100 base minimum fee for permits. This is acknowledging that \$100 does not recover cost, but it should be more effective than chasing offenders.

With the transfer of responsibility for Septic System permit administration and inspection over to the Municipalities from the Health Unit, staff is proposing to adopt the fees that were in place at the Health Unit, as attached in Schedule A to this report. A yearly review of these fees will be conducted.

Comments:

All Village fees charged should be based on the cost to provide the actual service/activity. Provincial legislation requires that the cost of providing Building Inspection services should be based on a cost recovery system to remain revenue neutral. Amending the Building permit fees to the recommended numbers will assist in bringing the Building Department costs to a revenue-neutral state.

Financial Implications:

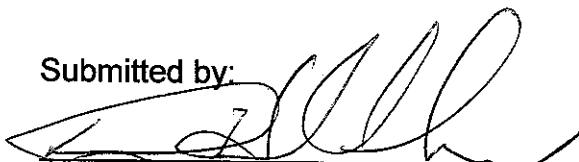
After reviewing permits from the last couple years and scrutinizing the building values forecasted, the proposed changes in fees are expected to increase revenue between \$5000 to \$20,000 per year based on the fluctuation, value, and different types of projects.

CONCLUSION:

The Building Department is recommending that Council approve the proposed fee addition for Sewage Systems and the proposed Building fee adjustments. The fee adjustments and the fees for Sewage Systems will be found in the new proposed Fees and Charges By-Law 44-2022.


ATTACHMENTS:

Submitted by:



Dan Halladay, Chief Building Official

Approved by:



Doug Robertson, CAO/Clerk

Schedule A to Report CBO-03-2022

APPLICATION	FEE	HST	TOTAL FEE
SEWAGE SYSTEM PERMIT – For private sewage systems with flows up to 10,000 litres/day (See Note #1)	\$721.00	N/A	\$721.00
TERTIARY SEWAGE SYSTEM PERMIT (See Note #2)	\$798.00	N/A	\$798.00
Permit Renewal/Revision with no inspection	\$62.00	N/A	\$62.00
Permit Renewal/Revision with site inspection	\$206.00	N/A	\$206.00
Third Party Certificates	\$62.00	N/A	\$62.00
SITE INSPECTIONS – Including: Septic Tank Replacement Only, Alterations, Class 2 & 3 Sewage Systems	\$360.00	N/A	\$360.00
MAINTENANCE INSPECTIONS – Minor Variances/Zoning By-Laws/Building Renovations/Septic Re-inspections	\$206.00	N/A	\$206.00
SEVERANCE APPLICATIONS – If an inspection is required	\$443.00	N/A	\$443.00
Multiple Severances When more than one application is submitted pertaining to a particular land holding, the fee is \$180.00 for each additional application if submitted at the same time	+\$180.00	N/A	+\$180.00
SUBDIVISION PLAN REVIEW	\$200.00 per lot up to a max. fee of \$5,000.00	+13% HST	
FILE SEARCHES	\$103.00	N/A	\$103.00

These fees include the cost of legal services, reviews of studies, consultant services, administration, education, and promotion activities.

- Note #1:** The Ministry of Environment will be responsible for sewage works where the design capacity is in excess of 10,000 litres/day under the Ontario Water Resources Act.
- Note #2:** Tertiary Treatment Systems (**Level 4 Treatment**) are Ecflo, Eljen, Waterloo Biofilter, ATL, EnviroSeptic, Norweco, and Biomicrobics and require Maintenance Agreements upon installation completion.

For Clerk's use only, if required:

Recorded Vote Requested By:

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

Resolution Number: R - - 22

Date: October 11, 2022

Moved by: Cameron Foster Molloy Ireland

Seconded by: Cameron Foster Molloy Ireland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report FIN-11-2022 regarding consolidating previous fee bylaws; and

That Council direct staff to repeal previous fee bylaws and to consolidate them in a new bylaw.

Carried / Defeated

J. Douglas Struthers, Mayor



Village of Merrickville-Wolford

Report FIN-11-2022
Finance Department
Information Report to Council
Date of Council Meeting: October 11, 2022

RE: Consolidating Fees Bylaws

OBJECTIVE: To provide Council with information regarding repealing and consolidating various fee bylaws.

RECOMMENDATION:

_____ **THAT: Council receive report FIN-11-2022 regarding consolidating previous fee bylaws; and**

_____ **THAT: Council direct staff to repeal previous fee bylaws and to consolidate them in a new bylaw.**

BACKGROUND:

Charges and user fees are an efficient revenue source since they allow municipalities to pay for a service by directly charging those who use it. User fees and charges are one of the principal funding mechanisms for a range of municipal services, from water and waste management to recreation.

ANALYSIS:

Over the years Council has passed a series of bylaws to implement user fees and service charges administered by the Village of Merrickville-Wolford. The following is a list of fees and charges bylaws:

- Bylaw 28-98 Schedule A
- Bylaw 09-09
- Bylaw 19-12
- Bylaw 13-16
- Bylaw 30-16
- Bylaw 33-21
- Bylaw 35-21

Staff are recommending repealing these bylaws and consolidating them into a new bylaw, with fee schedules for each service area, so as to avoid confusion.

The new bylaw is a housekeeping bylaw and does not reflect a change in fees. It repeals previous bylaws that were not repealed, and it would consolidate them into one fee schedule. The only adjustments to actual fees are the building fees and the Part 8 septic fees, which are the same as previously charged by the health unit, as per report CBO-03-2022, and it corrects the landfill fees. It also removes the water fees and signage fees, as they are a duplication of previous bylaws. Water and wastewater rates are included in bylaw 24-03, and signage is contained in bylaw 24-10.

BUDGET/LEGAL IMPLICATIONS:

The budget implications are identified in the 2022 municipal budget.

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:

Making financial information available to Council and the public ensures transparency and is in keeping with the priority to ensure efficient and effective services are being delivered to the residents of Merrickville-Wolford.

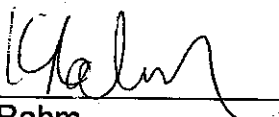
CONCLUSION:

That Council direct staff to repeal and consolidate all previous fee bylaws into one bylaw.

ATTACHMENTS:

None

Submitted by:



Kirsten Rahm,
Manager of Finance - Treasurer

Approved by:



Doug Robertson, CAO/Clerk

For Clerk's use only, if required:

Recorded Vote Requested By:

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

Resolution Number: R - - 22

Date: October 11, 2022

Moved by: Cameron Foster Molloy Ireland

Seconded by: Cameron Foster Molloy Ireland

Be it hereby resolved that:

Whereas the Council of the Corporation of the Village of Merrickville-Wolford deferred By-Law 44-2022 at the September 26, 2022 meeting until the regularly scheduled meeting on October 11, 2022; and

Now By-law 44-2022, being a by-law to repeal by-laws 09-09, 19-12, 13-16, 30-16, 33-21, and 35-21, and to consolidate payments of fees and charges, be read a first and second time, and that By-law 44-2022 be read a third and final time and passed.

Carried / Defeated

J. Douglas Struthers, Mayor

THE CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD

BY-LAW 44-2022

BEING A BY-LAW TO REPEAL BY-LAWS 09-09, 19-12, 13-16, 30-16, 33-21, AND 35-21, AND TO CONSOLIDATE PAYMENTS OF FEES AND CHARGES

WHEREAS section 391 of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended, provides that without limiting sections 9, 10, and 11 of the Act, those sections authorize a municipality to impose fees or charges on persons for services or activities provided or done by or on behalf of it, for costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board, and for the use of its property including property under its control;

AND WHEREAS section 69 of the *Planning Act*, R.S.O. 1990, c. P. 13, as amended, states that the council of the municipality, by by-law, may establish a tariff of fees for the processing of applications made in respect of planning matters, which tariff shall be designed to meet only the anticipated cost to the municipality;

AND WHEREAS section 7 of the *Building Code Act, 1992*, S.O. 1992, c.23, as amended authorizes Council to pass By-laws concerning the issuance of permits and related matters;

AND WHEREAS the Council of the Corporation of the Village of Merrickville-Wolford deems it necessary and expedient to update the existing by-laws establishing and requiring the payment of fees and charges for services, activities and use of its property in order to combine all fees and charges of every department of the Corporation of the Village of Merrickville-Wolford into one by-law.

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

1. That the fees and charges for the Corporation of the Village of Merrickville-Wolford as established in Schedules A to H are hereby adopted and form part of this By-law.
2. That no request by any person or their agent for any services, activities or use of its property described in Schedules A to H will be processed or provided by the Corporation of the Village of Merrickville-Wolford until the person or their agent requesting the service, activity or use of property has paid the applicable fee or charge in the prescribed amount as set out in the applicable Schedule.
3. The fees and charges as established in Schedules A to H are subject to the Harmonized Sales Tax (HST) where applicable.
4. That Schedule A of By-law 98-28 be replaced with Schedule H of this By-law.
5. That By-laws 09-09, 19-12, 13-16, 30-16, 33-21, and 35-21 be hereby repealed.
6. That this By-law shall come into force and take effect on the day of its passing.

Read a first, second and third time and passed on the 11th day of October 2022.

J. Douglas Struthers, Mayor

Doug Robertson, CAO/Clerk



**Fees and Charges of the
Corporation of the Village of Merrickville-Wolford**

Schedule A to By-Law 44-2022

Compliance Certificates

Tax Certificate and related documents	\$50.00 for first two questions asked on the request for the Certificate \$15.00 for each additional question
Fire Compliance Certificate and related documents	\$50.00 for first two questions asked on the request for the Certificate \$15.00 for each additional question
Zoning Compliance Certificate and related documents	\$80.00 for first two questions asked on the request for the Certificate \$15.00 for each additional question
Water Arrears Certificate and related documents	\$50.00 for first two questions asked on the request for the Certificate \$15.00 for each additional question
Building Compliance Certificate and related documents	\$50.00 for first two questions asked on the request for the Certificate \$15.00 for each additional question
Property Standards Compliance Certificate and related documents	\$50.00 for first two questions asked on the request of the Certificate \$15.00 for each additional question

Schedule B to By-Law 44-2022

Finance Department

Accounts going into two years and over:

Description	Fee
Initial notice of intent to register	\$100.00 plus disbursements
Tax Registration: No Tax Sale	\$250.00 plus disbursements
Tax Registration: Tax Sale	\$500.00 plus disbursements
Issuance of Cancellation Certificate	\$50.00 plus disbursements
Extension Agreement	\$100.00 plus disbursements

Tax Statements or history of account over one year:

Description	Fee
Computer records	\$15.00
Manual Records	\$25.00 per hour – minimum one hour

Description	Fee
Duplicate Tax or Water Bill	\$5.00

Schedule C to By-Law 44-2022

Administration

Description	Fee
Photocopies	
Municipal documents under 5 pages	No charge
Municipal documents over 5 pages	\$0.25 per page
Private documents under 2 pages	No charge
Private documents over 2 pages	\$0.25 per page
Search of records	\$25.00 per hour – Minimum one hour
Request for information under the <i>Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)</i>	\$5.00 Additional charges as per provincial legislation
Returned Cheque	\$40.00
Commissioner of Oaths	\$10.00
Certified True Copies	\$10.00
Marriage License	\$150.00
Marriage Ceremony	\$250.00
Lottery License	\$5.00
Blanket Raffle	3% of the prize value
Nevada Tickets	6% of total prizes
Merrickville Village Pin	\$3.50 (no tax)
Spoons	\$4.75 (no tax)
Flags	\$125.00 (no tax)
Blue Recycle Bin	\$6.50 (no tax)

Dog Licensing

Payments are due prior to April 30th of the year. After the April 30th date, the fee shall be 1.5 times the base fee.

Licenses for Dogs	Fee
If only one dog is kept (not spayed or neutered)	\$15.00
For each additional dog up to five (5) (not spayed or neutered)	\$25.00
For each spayed or neutered dog if only one is kept	\$10.00
For each additional spayed or neutered dog	\$15.00
Replacement Tag	\$2.00

Schedules to By-Law 44-2022

Guide or Lead Dog	No Charge
Kennel (Hobby & purebred)	\$50.00
Kennel (commercial) – per year for 20 runs	\$100.00
For each additional run over 20	\$5.00

Pound release fees shall be payable to the Village of Merrickville-Wolford plus disbursements. And are payable as to the owner(s) not upon any specific dog.

Release fee (First Time)	\$25.00
Release fee (Second Time)	\$50.00
Release fee (Third Time)	\$100.00
Subsequent release fee	\$200.00

Schedule D to By-Law 44-2022

Facility Rentals

Ball Diamonds, Both Wards (Per Season)

Diamond	Resident	Non-Resident
Lighted Diamond, per team	\$250.00	\$250.00
Unlighted Diamond, per team	\$100.00	\$100.00
Private event, per event	\$50.00	\$50.00

Soccer Fields (Per Season)

Field	Resident	Non-Resident
Larger field	\$500.00	\$500.00
Secondary fields	\$250.00	\$250.00
Wolford soccer field	\$250.00	\$250.00

Merrickville Community Center

Event	Resident	Non-Resident
Auction	\$250.00	\$300.00
No bar	\$200.00	\$250.00
Bar	\$400.00	\$500.00
Upstairs room	\$50.00	\$75.00
Service Organizations (Churches, Lions Club, Legion, etc.)	\$200.00	\$200.00
Blood donor clinic	No Fee	No Fee
Funerals	No Fee	No Fee

Merrickville Community Center Grounds

	Resident	Non-Resident
Per Weekend Event (Just the Grounds)	\$500.00	\$600.00
Per Weekend Event (Community Centre and the Grounds)	\$1500.00	\$1600.00

	Resident	Non-Resident
Theatre Night in Merrickville	25% of Gross recipients	25% of Gross Recipients

Centennial Hall, Easton's Corners

	Resident	Non-Resident
Centennial Hall, Easton's Corners	\$50.00	\$50.00
Funerals	No Fee	No Fee

Fees Per Person, Per Event (Not for Profit)

Event	Resident	Non-Resident
Seniors Exercise Group	\$1.00	\$1.00
Mothers and Children Play Group	\$1.00	\$1.00
Community Youth Groups (Scouts, etc.)	\$1.00	\$1.00
Community Group Meetings (Merrickville Recreation Association, Wolford Play Structure Group)	No Fee	No Fee

Schedule E to By-Law 44-2022

Planning Department

Description	Fee
Copies of Official Plan	\$25.00
Copies of Zoning By-Law	\$20.00
Severance Applications	\$500.00 plus disbursements
OP Amendment	\$2000.00 plus disbursements
Zoning By-Law Amendment	\$1500.00 plus disbursements
Notice of Appeals on Official Plans, Zoning or Variance	\$900.00 plus disbursements
Right of Way and Easement Agreements on municipal property	\$100.00 plus disbursements
Site Plan Agreements	\$750.00- \$1500.00 plus disbursements (this range reflects the difference between minor developments and major developments)
Site Plan Amendments	\$350.00 plus disbursements
Subdivision Agreements	\$2500.00 plus disbursements
Minor Variance Applications	\$750.00 plus disbursements

Cash in Lieu of Parkland Fees

Cash in lieu of Parkland, which is a condition of the approval of any and all severances in the following amounts:

Description	Fee
Village Road	\$500.00 per lot
County Road	\$750.00 per lot
Waterfront lot (regardless of road frontage classification)	\$1000.00 per lot

Schedule F to By-Law 44-2022

Public Works Department

Streets and Roads

Description	Fee
Entrance Culverts	\$900.00
New Entrance (no culverts)	\$500.00
Calcium Flake	\$20.00 per 40 KG Bag \$100.00 spread
Property Number Signs	\$75.00
Road Cut Permits	\$50.00
Road Closing Application	\$100.00 plus disbursements
Non-Maintenance for Roads Agreements	\$100.00 plus disbursements

Landfill Fees

Bag Tags	Fee
Wolford Ward	\$1.00 per tag
Merrickville Ward	\$2.50 per tag

Non-bagged waste will be charged by weight:

Description	Fee
Load of 100kg or less	\$10.00 flat rate
Residential garbage over 100kg	\$100.00/tonne
Commercial demolition over 100kg	\$125.00/tonne
Compost material, non-brush	No Charge
Brush and woody waste load of 100kg or less	\$5.00
Brush and woody waste load over 100kg	\$65.00/tonne
All appliances (Refrigerators, freezers, and air conditioners must have Freon removed and certified)	\$20.00 flat rate

Schedule G to By-Law 44-2022

Fire Department

Description	Fee
Reports	\$50.00
Failure to Install a Smoke Detector	\$125.00

Extraordinary Expenses

If Fire and Emergency Services respond to a motor vehicle incident, or other emergency at any property in the Village of Merrickville-Wolford and determine or the Fire Chief or designate determine that it is necessary to retain a private contractor, rent special equipment not normally carried on a fire apparatus, use more materials than are carried on a fire apparatus in order to suppress or extinguish a fire, preserve property or prevent a fire from spreading or otherwise control and eliminate an emergency, the owner shall be charged for those expenses incurred plus applicable taxes.

False Alarms

False alarms occurring as a result of a malfunction or failure to maintain a fire alarm system or emergency system:

First false alarm in any twelve (12) month period	NIL
Second false alarm in any twelve (12) month period	\$200.00
Each subsequent false alarm in any consecutive twelve (12) month period	\$600.00
Failure to perform work on fire alarm system or emergency system when ordered by the Fire Chief	\$600.00
False alarm resulting from malicious or mischievous acts	\$600.00

Environmental Spills

Environmental spills or other emergency requiring response:

- \$350.00 for first hour or part thereof per vehicle and \$175.00 for every additional half an hour or part thereof per vehicle after the 1st hour.

Hazardous materials and spills and cleanup:

- \$350.00 for first hour or part thereof per vehicle and \$175.00 for every additional half an hour or part thereof per vehicle after the 1st hour.
- Total replacement costs of any contaminated or damaged equipment or materials used in the cleanup of hazardous materials and the approved disposal of equipment or materials in accordance with Federal and Provincial Acts.

Schedule H to By-Law 44-2022

Building Department

Permit Fees

The fees payable by the applicant or authorized agent for a construction, demolition, change of use of conditional permit, inspection or administration fees shall be as follows:

Class of Permit	Permit Fee
Non-refundable Deposit (Application/ Plan Review)	\$100.00
Building Permit (All Structures) Groups A, B, C, D, E or F	\$15.00/\$1000 Construction Value Note: There is a minimum fee of \$100.00 for all structures
Other: <ul style="list-style-type: none"> • Change of Use, Renewal, Moving • Wood stoves/fuel burning appliances • Pool • Retaining Wall • All signs (per sign basis) • Change of Ownership/ Transfer of Permit 	\$100.00
Churches maximum fee	\$25.00

Building Without a Permit Penalty

The Chief Building Official is authorized to act on behalf of the Village of Merrickville-Wolford to charge a Building Without a Permit Fee. This fee will be payable by a person starting a construction project, which requires a Building Permit, without first obtaining a Building Permit.

100% Building Permit Fee, with a maximum charge of \$5000.00, with a minimum of \$300.00.

Occupancy Classes

- Group A Occupancy – Assembly Occupancy
- Group B Occupancy – Care or Detention Occupancy
- Group C Occupancy – Residential Occupancy
- Group D Occupancy – Business and Personal Services Occupancy
- Group E Occupancy – Mercantile Occupancy
- Group F Occupancy – Industrial Occupancy

Group “C” Residential Demolitions – All or Part of a Building	\$100.00
Group “A, B, D, E, F” Non-Residential Demolitions – All or Part of a Building	\$100.00
Additional inspection fee per the Building By-Law	\$100.00/inspection

Sewage and Septic System Fees

APPLICATION	FEE	HST	TOTAL FEE
SEWAGE SYSTEM PERMIT – For private sewage systems with flows up to 10,000 litres/day (See Note #1)	\$721.00	N/A	\$721.00
TERTIARY SEWAGE SYSTEM PERMIT (See Note #2)	\$798.00	N/A	\$798.00
Permit Renewal/Revision with no inspection	\$62.00	N/A	\$62.00
Permit Renewal/Revision with site inspection	\$206.00	N/A	\$206.00
Third Party Certificates	\$62.00	N/A	\$62.00
SITE INSPECTIONS – Including: Septic Tank Replacement Only, Alterations, Class 2 & 3 Sewage Systems	\$360.00	N/A	\$360.00
MAINTENANCE INSPECTIONS – Minor Variances/Zoning By-Laws/Building Renovations/Septic Re-inspections	\$206.00	N/A	\$206.00
SEVERANCE APPLICATIONS – If an inspection is required	\$443.00	N/A	\$443.00
Multiple Severances When more than one application is submitted	+\$180.00	N/A	+\$180.00

pertaining to a particular land holding, the fee is \$180.00 for each additional application if submitted at the same time			
SUBDIVISION PLAN REVIEW	\$200.00 per lot up to a max. fee of \$5,000.00	+13% HST	
FILE SEARCHES	\$103.00	N/A	\$103.00

These fees include the cost of legal services, reviews of studies, consultant services, administration, education, and promotion activities.

- **Note #1:** The Ministry of Environment will be responsible for sewage works where the design capacity is in excess of 10,000 litres/day under the Ontario Water Resources Act.
- **Note #2:** Tertiary Treatment Systems (**Level 4 Treatment**) are Ecflo, Eljen, Waterloo Biofilter, ATL, EnviroSeptic, Norweco, and Biomicrobics and require Maintenance Agreements upon installation completion.

Lot Fees

Merrickville Ward	Fee
A one-time permit fee for new residential construction per dwelling unit and the building described in the application shall include suites in a lodging house/hotel that are let for hire	\$2200.00 per dwelling or suite

Wolford Ward	Fee
A one-time permit fee for new residential construction per dwelling unit and the building described in the application shall include bedrooms in a lodging house/hotel that are let for hire	\$2200.00 per dwelling or suite

General

- Private attached garages and/or carports built at the time of original construction are included in the foregoing fees.
- Buildings moved in whole, in part, or dismantled and reassembled on a new location shall be charged for the permit fees in accordance with new construction. Nothing in this section shall or be construed to override the provisions of the Building Code Act in allowing the construction or reconstruction of old buildings.

Heritage Designated Properties

- The fees contained in this Schedule and the forms contained in the other Schedules of this By-Law shall apply to all heritage designated buildings.
- The provisions of the Ontario Heritage Act and Regulations shall apply to the issuance of any permit issued to or for a heritage designated building.
- Heritage buildings are those designated by By-Law under the provisions of the Ontario Heritage Act, Chapter 337, R.S.O. 1980 as amended.

For Clerk's use only, if required:

Recorded Vote Requested By:

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

Resolution Number: R - - 22

Date: October 11, 2022

Moved by: Cameron Foster Molloy Ireland

Seconded by: Cameron Foster Molloy Ireland

Be it hereby resolved that:

Whereas staff have identified a favourable possible purchase of used equipment that would reduce annual operating costs; and

Whereas the CAO provided the related details and rationale for the proposed purchase in a confidential email to Council on Friday, October 7, 2022 at 3:40 p.m. with the subject "Used Equipment Purchase"; and

Whereas the rationale demonstrates tangible potential annual savings and service improvements for ratepayers that would result from the purchase;

Now Therefore the Council of the Corporation of the Village of Merrickville-Wolford does hereby authorize and direct staff to submit the bid for the amount specified in the CAO's email referenced above and to purchase the used equipment for that amount.

Carried / Defeated

J. Douglas Struthers, Mayor

For Clerk's use only, if required:

Recorded Vote Requested By:

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

Resolution Number: R - - 22

Date: October 11, 2022

Moved by: Cameron Foster Molloy Ireland

Seconded by: Cameron Foster Molloy Ireland

Be it hereby resolved that:

Whereas the Council of the Corporation of the Village of Merrickville-Wolford previously directed the CAO to work with the Village's lawyer to draft an agreement with Michael Walsh to open the Kerford Unopened Road allowance; and

Whereas the Village's lawyer has provided the attached agreement for consideration; and

Now Therefore Council hereby authorizes and directs the Mayor and CAO/Clerk to execute the attached agreement.

Carried / Defeated

J. Douglas Struthers, Mayor

SITE ACCESS AND CONSTRUCTION AGREEMENT

This AGREEMENT made in triplicate this ___ day of _____, 2021,

BETWEEN

The Corporation of the Village of Merrickville-Wolford
(hereinafter referred to as the “**Village**”)

of the first part

AND

Michael Walsh
(hereinafter referred to as the “**Developer**”)

WHEREAS the Developer owns lands described as **part of Lot 10, Concession 5, geographic Township of Wolford, Village of Merrickville-Wolford, United Counties of Leeds and Grenville** and which includes Part 1 on the draft R-Plan as set out in Schedule “A” (hereinafter the “**Property**”);

AND WHEREAS the Village owns lands described as an unopened road allowance between Concession 4 and 5, Lot 10 which connects to Snowdons Corners Road, a portion of which is subject to this Agreement and which is described as part 2 on the Draft R-Plan as set out in Schedule “A” (hereinafter the “**Village Property**”);

AND WHEREAS the Developer desires access to the Property for purposes of developing a single family dwelling and for this purpose requires access to and frontage on a maintained municipal road;

AND WHEREAS in order to facilitate the orderly development of the Property the Village is prepared to pass a by-law to dedicate and assume the Village Property as a municipal road, on the condition that the Developer improve the Village Property to a municipal road standard at his expense;

AND WHEREAS the Developer has requested, and the Village has agreed, to provide access to the Village Property for purposes of permitting the Developer to install an access road on the Village Property to facilitate the pre-servicing of the Property;

AND WHEREAS both the Village and the Developer acknowledge and agree that the Developer shall assume the obligations and liabilities to complete all necessary works to construct the road on the Village Property, to the satisfaction of the Village before the Village will dedicate and assume the Village property as a public road and prior to issuing any building permits to facilitate the construction of a residence on the Property;

AND WHEREAS the Parties to this Agreement acknowledge and agree that all work undertaken on the Village Property to construct the access road as described in this Agreement shall be at the sole risk and expense of the Developer, and shall not fetter the Village as the approval authority with respect to final approval of any development of the Property or any final agreement to construct the permanent road on the Village Property and the Property;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the mutual covenants and agreements herein contained, the sufficiency of which is acknowledged by the Parties, the Parties hereto agree one with the other as follows:

1. The Parties acknowledge and agree that the foregoing recitals are true and the definitions contained therein are incorporated into this Agreement.

ATTACHED SCHEDULES

2. Schedule “A” - Description of all property affected by this Agreement - is attached to and forms part of this agreement:

SITE ACCESS AND CONSTRUCTION OF ACCESS ROAD

3. This Agreement sets forth the terms and conditions to allow the Developer access to the Village Property for purposes of grubbing, tree removal, topsoil stripping, earth excavation and construction of an access road base (hereinafter the “**Work**”), on the terms and conditions set out herein.
4. This Agreement shall be effective as of the date it is executed by the Parties. This Agreement shall terminate on the earlier of the date the Developer enters into a final agreement for the Property with the Village to construct the road or May 15, 2023. Upon termination of this agreement where no final road agreement has been entered into by the parties, the Developer agrees to make the Village Property level, graded and safe at its sole cost within fifteen (15) days of termination. This Agreement shall apply to this additional period of time except that the only work authorized shall be as set out in this paragraph.
5. The Village grants to the Developer a license for access over the Village Property within the area described on Schedule “A” for the sole purpose of undertaking the Work in accordance with the construction specifications approved by the Village. The parties acknowledge and agree that the Village may amend the terms of its approval at any time to better protect the public interest and at its sole and unfettered discretion. The Developer acknowledges this right of the Village and hereby waives any right to seek compensation for costs or damages occasioned by any such changes.
6. Access is granted to the Developer on the following conditions, which are hereby accepted by the Developer:
 - a) The Developer shall comply, and shall ensure that all persons engaged in the Work complies, with all applicable law required for the Work relating to the Village Property, including, but not limited to:
 - i) all applicable federal and provincial laws and any municipal by-laws, policies and standards;
 - ii) all permits, consents and approvals;
 - iii) the Ontario *Workplace Safety Insurance Act, 1997*
 - iv) the Ontario *Occupational Health and Safety Act*;
 - v) all applicable environmental laws; and
 - vi) all applicable COVID-19 laws, Instructions of the Office of the Chief Medical Officer of Health.
 - b) The Developer shall keep all adjacent streets used by the Developer and its agents clean and free of mud and other debris during construction;
 - c) The Developer shall repair all damage caused by the Work to adjacent streets and the Village Property at its sole cost and expense, regardless of whether the damage was negligently caused. The Developer shall repair all damage referred to herein in a timely manner but in no event longer than 90 days from the date the damage was caused, and all repairs shall be made to the Village’s satisfaction, acting reasonably;
 - d) The Developer agrees that it shall not assign its rights under this Agreement to any person without the express, prior written consent of the Village, which consent shall not be unreasonably refused. Without limiting the generality of the foregoing, the Parties agree that the Developer may contract with third parties for the construction of the Works without the prior approval of the Village. The Developer will remain fully responsible to the Village for fulfillment of the obligations and liabilities described in this Agreement regardless of whether the obligations or liabilities arise out of any acts or omissions by a contractor, the Developer or a permitted assignee;

- e) The Developer shall ensure that any and all of the Developer's employees, contractors and subcontractors are qualified and licensed for the work they are performing;
 - f) The Developer shall provide a schedule for the Work which shall be subject to approval of the Village;
 - g) The Developer shall be responsible for completing all utility locates on the Village Property of the Developer's Property before beginning the Work; and
 - h) The Developer shall deposit with the Village security in the form of a certified cheque or line of credit in the amount of ten thousand dollars (\$10,000) to ensure its obligations under this Agreement. The security shall be available to the Village for purposes of correcting any deficiencies in the Work or breaches of this Agreement, upon giving the Developer five (5) days notice of such deficiency or breach. This amount of security shall not be a limit of the Developer's liability, it being understood by the parties that the Developer shall remain liable for any amounts that exceed the security held by the Village.
7. The Developer acknowledges and agrees that he is the "constructor" for purposes of the *Occupational Health and Safety Act* and shall comply at all times with the Act and its Regulations. Without limiting the generality of the foregoing, the Developer further acknowledges and agrees that he shall assume all obligations and responsibilities of the "owner" as defined in the *Occupational Health and Safety Act* during the construction process and indemnify the Village for any breaches thereof. This obligation shall terminate upon the total completion of the Work. The Developer shall notify the Village as soon as practicable of any workplace injuries reportable to the Workplace Safety & Insurance Board or the Ministry of Labour. The Developer shall provide the Village with a copy of the WSIB Clearance Certificate of the Developer and any contractors or subcontractors engaged in the Works.
 8. The Work shall be completed to the satisfaction of the Village, acting reasonably. Without limiting the generality of the foregoing, the Developer shall respond and address to the reasonable satisfaction of the Village any issues the Village raises relating to the Work during the term of this Agreement.
 9. The Developer shall ensure that the Work is completed in accordance with all applicable laws and directions given by the Village. The Developer shall indemnify the Village against any claims against the Developer relating to any damage caused associated with this Agreement.
 10. The Developer shall (a) for the Work undertaken pursuant to this Agreement, ensure that required storm water management control measures are implemented to prevent adverse effects on the environment and adjacent properties due to stormwater runoff relating to a minor or major rainfall event in relation to both water quality and quantity; and (b) undertake and maintain erosion and sediment controls, for the construction of the development, that are appropriate to the conditions of the Property, all in accordance with applicable law.
 11. As a condition of this Agreement, the Developer shall keep in force a comprehensive policy of public liability and property damage insurance acceptable to the Village, that provides insurance coverage in respect of any one occurrence to the limit of at least five million dollars (\$5,000,000.00) exclusive of interest and costs, against loss or damage resulting from bodily injury to, or death of one or more persons and loss of or damage to property. The policy, and any policies of insurance required for any sub-contractors retained by the Developer, shall name the Village as an additional insured.
 12. The policy shall provide coverage against all claims for all damage or injury including death to any person or persons or damage to any property of the Village or any other public or private property resulting from or arising out of any act or omission on the part of the Developer, or its servants or agents during the work authorized by this Agreement. The policy shall include completed operations coverage liability, and blanket written contractual liability with respect to non-owned licensed vehicles. The issuance of a policy of insurance

shall not be construed as relieving the Developer from responsibility for other or larger claims, if any, for which the Developer may be held responsible.

13. The Developer shall carry and maintain Contractors Environmental Liability (“CEL”) Insurance. Such insurance shall have a limit not less and Two Million Dollars (\$2,000,000.00) per occurrence and in the aggregate. Such insurance shall cover for Third Party claims for Bodily Injury, Property damage, Clean-up costs and related Legal Expense for Pollution Conditions that result from, or are disrupted by, services rendered by or on behalf of the Developer in fulfillment of the Agreement. The policy will apply to Pollution Conditions on, at, under or migrating from the job site. The policy shall be maintained for the full duration of the Works and for a Completed Operations period of one (1) year thereafter. The CEL Insurance shall include the Village as an additional insured, along with any other person or entity who the Developer may reasonably require to be added as additional insureds.
14. The Developer shall provide the Village with a Certificate of Insurance in a form satisfactory to the Village together with such proof as the Village may require that all premiums on the policies of insurance have been paid and that they are in full force and effect. If the Developer fails to pay premiums or otherwise keep the policies in force, the Village may pay premiums or take out additional policies as it considers necessary and the Developer shall pay all costs incurred by the Village. All policies referred to in this Agreement shall contain an undertaking by the insurers to notify the Village by registered mail not less than thirty (30) days prior to any material change, cancellation or termination.
15. No amendment of this Agreement shall be effective, unless in writing and signed by both Parties.
16. No implied terms or obligations of any kind, by, or on behalf of, the Village shall arise from anything in this Agreement and the express covenants and agreements herein contained and made by the Parties are the only covenants and agreements upon which any rights against the Village are to be founded.
17. The Developer shall indemnify the Village from and against all claims, losses, damages, costs, expenses, actions and other proceedings, made, sustained, brought, prosecuted, threatened to be brought or prosecuted, in any manner based upon, occasioned by or attributable to any injury to or death of a person or damage to or loss of property arising from any act or omission on the part of the Developer or its agents related to this Agreement and the Work.
18. In the event that either Party to this Agreement desires to change or modify any of the terms and/or conditions of this Agreement, then the Party so desiring shall serve notice in writing to this effect upon the other Party, either personally or by registered mail, and obtain certification of receipt of said notice.
19. The Parties agree that this Agreement shall not fetter the discretion of the Village as approval authority under the *Planning Act*, *Building Code Act* or any other legislation or municipal by-law.
20. The Parties will attempt to resolve any dispute, controversy, claim or alleged breach arising out of or in connection with this Agreement promptly through discussions at the operational level. In the event a resolution is not achieved, the disputing Party shall provide the other Party with written notice of the Dispute and the Parties shall attempt to resolve such Dispute between senior officers who have the authority to settle the dispute.
21. This Agreement enures to the benefit of and binds the Parties and their respective heirs, successors and assigns.
22. Time shall be of the essence in this Agreement.
23. This Agreement shall be governed by and construed and enforced in accordance with the laws of the Province of Ontario and the laws of Canada applicable therein.

24. This Agreement constitutes the entire agreement between the Parties with respect to the subject matter hereof and supersedes all prior agreements, negotiations, discussions and understandings, whether written or oral between the parties.

25. This Agreement may be executed in any number of counterparts with the same effect as if all Parties hereto had all signed the same document. All counterparts shall be construed together and shall constitute one and the same original agreement.

IN WITNESS WHEREOF the parties have executed this Agreement as attested by the signatures of their officers duly authorized for such purposes.

Michael Walsh

DATE

The Corporation of the Village of Merrickville-Wolford

per _____
 , Mayor

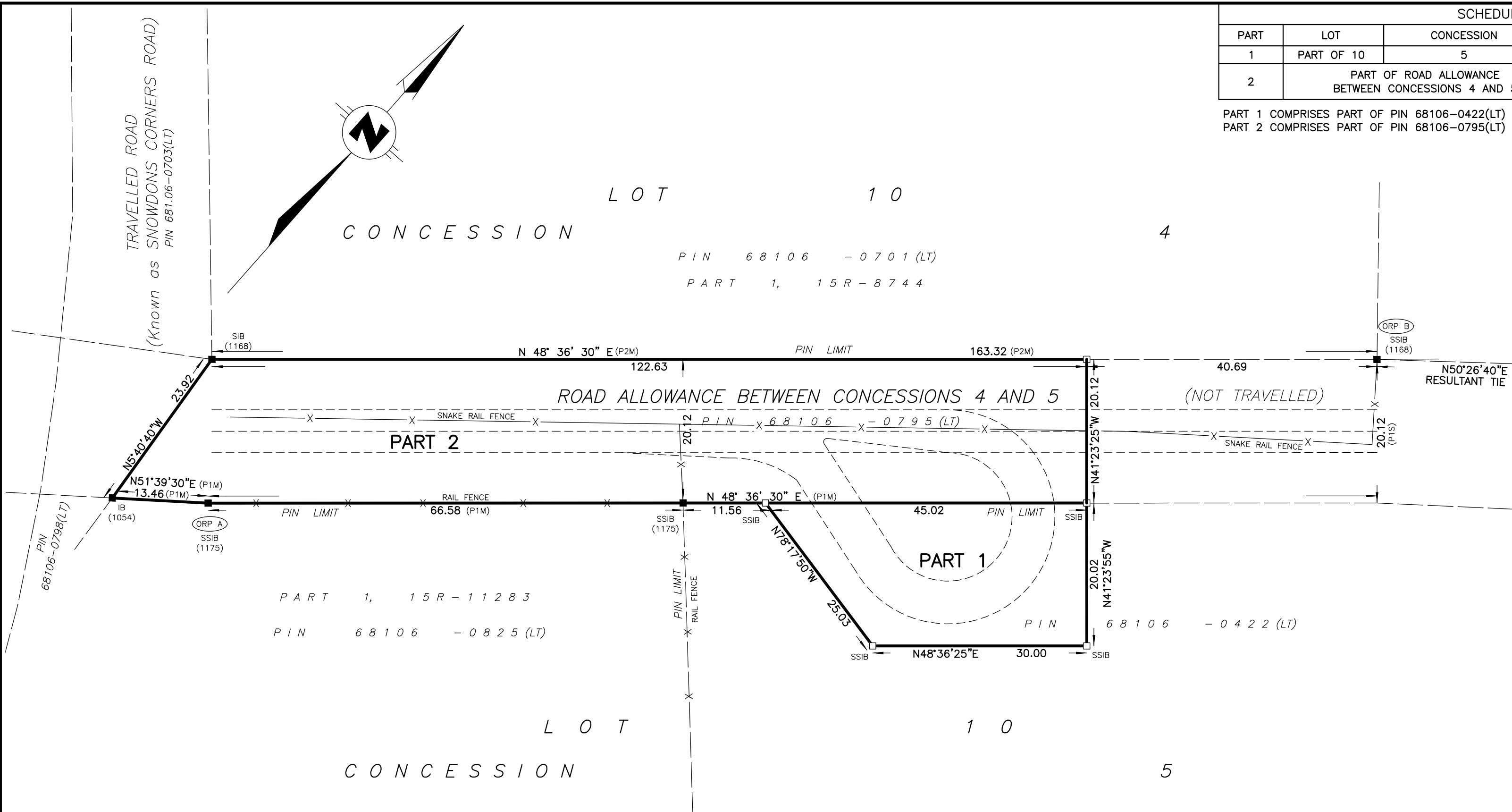
DATE

per _____
 , Clerk

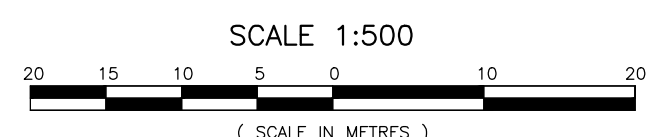
DATE

SCHEDULE			
PART	LOT	CONCESSION	PIN
1	PART OF 10	5	PART OF 68106-0422(LT)
2	PART OF ROAD ALLOWANCE BETWEEN CONCESSIONS 4 AND 5		PART OF 68106-0795(LT)

PART 1 COMPRISES PART OF PIN 68106-0422(LT)
 PART 2 COMPRISES PART OF PIN 68106-0795(LT)



PLAN OF SURVEY
 OF PART OF
LOT 10, CONCESSION 5
 IN THE
 GEOGRAPHIC TOWNSHIP OF WOLFORD
 VILLAGE OF MERRICKVILLE-WOLFORD
 COUNTY OF GRENVILLE



THE INTENDED PLOT SIZE OF THIS PLAN IS 610mm IN WIDTH
 BY 356mm IN HEIGHT WHEN PLOTTED AT A SCALE OF 1:500

GEORGE N. BRACKEN
 ONTARIO LAND SURVEYOR

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:
 (1) THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND LAND TITLES ACT, AND THE REGULATIONS MADE UNDER THEM.
 (2) THE SURVEY WAS COMPLETED ON THE 27th DAY OF JULY, 2022

DATE _____
GEORGE N. BRACKEN
 GEORGE N. BRACKEN
 ONTARIO LAND SURVEYOR

THIS PLAN OF SURVEY RELATES TO AOLS PLAN SUBMISSION FORM NUMBER _____

O:\jobs\1 JOBS CALLON DIETZ\2022\22-1655 Michael Walsh\Drawing\22-1655.dwg August 18, 2022

INTEGRATION DATA

OBSERVED REFERENCE POINTS (ORP'S) DERIVED FROM REAL TIME NETWORK OBSERVATIONS (RTN) AND ARE REFERRED TO MTM ZONE 9 NAD83 (CSRS)(2010) COORDINATES COMPLY WITH RURAL ACCURACY PER SEC.14 (2) OF O. REG. 216/10		
POINT ID	NORTHING	EASTING
ORP A	4969156.5	361349.1
ORP B	4969279.9	361458.6
COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN		

LEGEND:

- DENOTES SURVEY MONUMENT SET
- " SURVEY MONUMENT FOUND
- SIB " STANDARD IRON BAR
- SSIB " SHORT STANDARD IRON BAR
- IB " IRON BAR
- RIB " ROUND IRON BAR
- CC " CUT CROSS
- OU " ORIGIN UNKNOWN
- ORP " OBSERVED REFERENCE POINT
- WIT " WITNESS
- M " MEASURED
- S " SET
- (1054) " GEORGE BRACKEN LIMITED
- (1168) " WILLIAM J. SLATER, O.L.S.
- (1175) " H.A. KEN SHIPMAN SURVEYING LTD
- P1 " PLAN 15R-11283
- P2 " PLAN 15R-8744

BEARING NOTE

BEARINGS ARE MTM GRID, DERIVED FROM OBSERVED REFERENCE POINTS A & B, BY REAL TIME NETWORK (RTN) OBSERVATIONS, MTM ZONE 9, CENTRAL MERIDIAN 76°30'00"W, NAD83 (CSRS)(2010)

FOR BEARING COMPARISONS, A ROTATION OF 0°44'20" COUNTER CLOCKWISE WAS APPLIED TO THE BEARINGS ON P1 AND P2

DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.9999394.

METRIC DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

Callon + Dietz INCORPORATED
 ONTARIO LAND SURVEYORS
 CARLETON PLACE LONDON NORTH BAY
 info@callondietz.com callondietz.com

SURVEY BY: RG DRAWN BY: NJ FILE No: 22-1655 PLAN No: _____

REGISTERED 150 9001

From: [REDACTED]
Sent: Thursday, October 6, 2022 4:15 PM
To: Doug Robertson <cao@Merrickville-wolford.ca>; 'Neil Caldwell' [REDACTED]
Cc: Elaine Home [REDACTED]; alex ireland [REDACTED]; Steve Ireland P.Eng
[REDACTED]
Subject: Waterworks Property Cairn Location

Thank you for meeting with me today. I have attached an updated sketch showing the proposed location of the Sons of Martha Cairn in the South West corner of the Waterworks property adjacent to the property lines of UCLG County Rd. 43 and the United Church. I have corrected a scaling error in my first sketch and as we discussed, adjusted the position of the Cairn and it's foundation Slab. This was done to avoid encroachment on the UCLG property line as well as to provide a clearance of 1.55 m from the wall of the Clearwell tank structure to allow for a wheelchair accessible walking surface of minimum 5' or 1.52 m on all sides of the Cairn itself, recognizing that the foundation slab which extends beyond the Cairn will be flush with the future installed pavers and will form part of the accessible walking surface. A slope will be required from the finished grade of the walking path in a Westward direction which may require a change of the grade profile of the adjacent United Church property and will require their consultation and approval. Only the Cairn and its foundation slab can be completed within the 2022 calendar year. Additional enhancements including pavers joining the Cairn to the sidewalk, benches and Sculptures will be pursued in subsequent years.

In an effort to expeditiously complete this Community Project we would appreciate the following considerations:

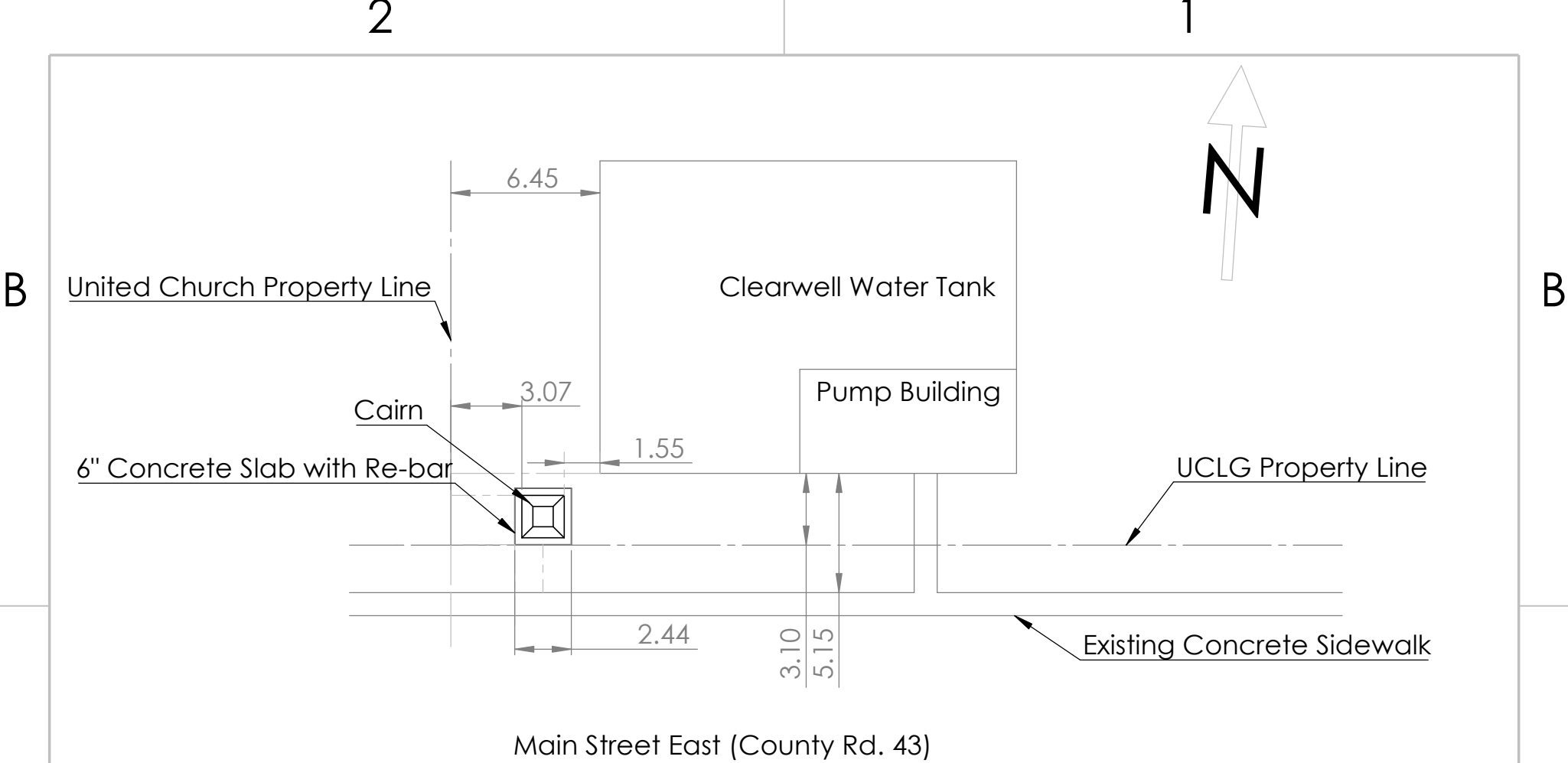
- Municipal staff approach the United Church to seek approval for the minor grading changes of their property.
- Municipal staff provide basic site preparations:
 - Topsoil removal
 - Ditch in-fill
 - Drainage tile installation
 - Final site grading and remediation
- Municipal Staff request opinions from their arborist regarding the potential removal or trimming and protection of the adjacent overgrown Linden tree
- As necessary, Municipal Staff as a courtesy, notify the United Counties of Leeds and Grenville regarding the in-fill of the ditch and any other concerns they may have.

I will be happy to attend the Council Meeting on Tuesday evening virtually or in person to answer any questions that Council may have. Please let me know if there is any further information I can provide in preparation for your submission to Council.

Best regards,
John

John Ireland P.Eng FEC





PROPRIETARY AND CONFIDENTIAL
 THE INFORMATION CONTAINED IN THIS DRAWING IS THE SOLE PROPERTY OF <INSERT COMPANY NAME HERE>. ANY REPRODUCTION IN PART OR AS A WHOLE WITHOUT THE WRITTEN PERMISSION OF <INSERT COMPANY NAME HERE> IS PROHIBITED.

		UNLESS OTHERWISE SPECIFIED:		NAME	DATE
		DIMENSIONS ARE IN METRES	DRAWN		
		TOLERANCES:	CHECKED		
		FRACTIONAL ±	ENG APPR.		
		ANGULAR: MACH ± BEND ±	MFG APPR.		
		TWO PLACE DECIMAL ±	Q.A.		
		THREE PLACE DECIMAL ±	COMMENTS:		
		INTERPRET GEOMETRIC TOLERANCING PER:			
		MATERIAL			
NEXT ASSY	USED ON	FINISH			
	APPLICATION	DO NOT SCALE DRAWING			

TITLE:
 Sketch of Cairn Location on the Waterworks Property

SIZE	DWG. NO.	REV
Waterworks Plan		
SCALE: 1:1	WEIGHT:	SHEET 1 OF 1





For Clerk's use only, if required:

Recorded Vote Requested By:

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

Resolution Number: R - - 22

Date: October 11, 2022

Moved by: Cameron Foster Molloy Ireland

Seconded by: Cameron Foster Molloy Ireland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford hereby receives Report CAO-07-2022, regarding the Wastewater Treatment Capacity Allocation Policy; and

That Council does hereby approve the proposed Wastewater Treatment Capacity Allocation Policy.

Carried / Defeated

J. Douglas Struthers, Mayor



Village of Merrickville - Wolford

Report CAO-07-2022
of the CAO/Clerk's Department
Report to Council
Date of Meeting: October 11, 2022

RE: Wastewater Treatment Capacity Allocation Policy

OBJECTIVE: To provide Council with the required public consultation feedback regarding the Wastewater Treatment Capacity Allocation Policy, and to allow for Council to consider approving the proposed Policy.

RECOMMENDATION:

THAT: The Council of the Corporation of the Village of Merrickville-Wolford hereby receives Report CAO-07-2022, regarding the Wastewater Treatment Capacity Allocation Policy; and

THAT: Council does hereby approve the proposed Wastewater Treatment Capacity Allocation Policy.

BACKGROUND:

At the regularly scheduled meeting of Council on September 26, 2022, staff brought a proposed Wastewater Treatment Capacity Allocation Policy for information purposes (attached as Schedule "A").

The purpose of the Policy is to track and manage wastewater servicing capacity in a manner that provides for continued growth in all land use categories. It is intended to establish an element of equity and fairness to the process of capacity allocation. It clarifies for the development community and public at large how this important, finite public resource will be monitored and managed to ensure maximum benefits to the Village and to ensure that development approvals do not exceed capacity.

Council directed staff at the meeting on September 26, 2022 in R-266-2022 (attached as Schedule "B") to conduct appropriate public consultation regarding the proposed Policy and to report back to Council on October 11, 2022 for Council to consider approving the proposed Policy.

As indicated in Resolution R-266-2022, the proposed Policy has been drafted and recommended by the Village's Lawyer, Registered Professional Planner and Professional Engineer.

ANALYSIS:

A public notice regarding the draft Policy was posted as follows:

- On the Village's website on Sept 30, 2022;
- By email directly to 12 active local developers; and,
- In the Smiths Falls and Kemptville EMC newspaper on October 6, 2022.

No public comments were received at the time of posting the Council agenda on October 7, 2022.

BUDGET/LEGAL IMPLICATIONS:

Undetermined.

CONCLUSIONS:

It is advisable that Council approve the proposed Wastewater Treatment Capacity Allocation Policy.

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

ATTACHMENTS:

Schedule "A" – Wastewater Treatment Capacity Allocation Policy
Schedule "B" – Resolution R-266-2022

Submitted by:



Doug Robertson
CAO/Clerk

VILLAGE OF MERRICKVILLE-WOLFORD

WASTEWATER TREATMENT CAPACITY ALLOCATION POLICY

1. POLICY PURPOSE

The purpose of this Wastewater Treatment Allocation Policy (Policy) is to track and manage wastewater servicing capacity in a manner that provides for continued growth in all land use categories. It is intended to establish an element of equity and fairness to the process of capacity allocation. It clarifies for the development community and public at large how this important, finite public resource will be monitored and managed to ensure maximum benefits to the Village and to ensure that development approvals do not exceed capacity.

Allocation of wastewater servicing capacity will be at the sole and absolute discretion of Village Council. All allocation of wastewater capacity will be evidenced by an agreement between the developer and the Village of Merrickville-Wolford, approved by by-law of the Council of the Corporation of the Village of Merrickville-Wolford.

2. TERMINOLOGY

In this Policy, capacity is referred to in terms of “equivalent residential units” (ERUs), which is a calculation of the capacity that is required for a single detached residential unit. The Village shall use the Ministry of Environment, Conservation and Parks (MECP) D-5-1 Guidelines for Calculating and Reporting Uncommitted Reserve Capacity at Sewage and Water Treatment Plants to determine the capacity of its WWTP.

3. DEVELOPMENT REQUIRING WASTEWATER SERVICING CAPACITY ALLOCATION

This Policy shall apply to the lands within the Merrickville Urban Area south of the Canal, as identified in Village Official Plan. This policy shall apply to Planning Act applications for:

- Plans of Subdivision
- Plans of Condominium for new development or a condominium conversion where an expansion of existing development is required
- Consents for the creation of new lots
- Site Plan Applications for existing lots of record
- Rezoning

4. TIMING OF ALLOCATION – New Lot Creation

Wastewater Treatment Capacity Allocation will be in the form of a two-step process. For Plans of Subdivision, Plans of Condominium, Consents or creation of lots through part lot control by-laws the first step, “Reserved Capacity Allocation” shall be considered by the Village as part of the draft plan approval process for a plan of subdivision or plan of condominium, and as a condition of granting a consent. Such approvals shall be subject to conditions relating to phasing of development, duration of “reserved capacity allocation” provided by the Village, necessary improvements to capital works or any other condition deemed appropriate by the Village. Part Lot Control By-laws shall only be passed where capacity exists for the lot(s) to be created in that manner.

Such approvals shall contain a condition indicating that the Village is not obligated to provide wastewater servicing capacity allocation within the term of the draft approval or provisional consent and that the final allocation of water and wastewater servicing capacity will only occur following confirmation of such capacity by the Village and the entering into of an agreement between the owner and Village.

The second step is “Final Capacity Allocation” which shall be considered by the Village once the applicant has demonstrated that the conditions established for reserving allocation in the draft approval have been met. Final Capacity Allocation will be in the form of a resolution of Council and upon confirmation of the:

- i) execution and registration of a subdivision or condominium agreement, including all financial requirements; or
- ii) execution of a consent agreement (if necessary) for the creation of a new lot, including all financial requirements.

Generally, the Village shall not assign more than 20 equivalent residential units (ERUs) per phase of a subdivision proposal. Subsequent phase(s) will not be considered for “final capacity allocation” until the preceding phase has been registered, it has been serviced by municipal water and sewer, and the proponent has satisfactorily demonstrated to the Village that construction is proceeding and building permits have been/are being issued.

5. TIMING OF ALLOCATION – Site Plan Applications

For site plan applications the first step, “Reserved Capacity Allocation”, shall be considered by the Village as part of the approval of the site plan application. Such approval shall be subject to conditions relating to red line revisions, duration of “reserved capacity allocation” provided by the Village, necessary improvements to capital works or any other condition deemed appropriate by the Village.

The second step is “Final Capacity Allocation” which shall be considered by the Village once the applicant has demonstrated that the conditions established for reserving allocation have been met. Final Capacity Allocation will be in the form of a resolution of Council and upon confirmation of the execution and registration of a site plan agreement, including all financial requirements. The Village reserves the right to issue site plan approval which combines both approval steps for capacity allocation. In appropriate circumstances, the Village may impose conditions on a site plan approval related to duration of the allocation and a time within which building permits must be issued, failing which the capacity allocation will lapse and the approval will be revoked.

6. COMPETING APPLICATIONS FOR ALLOCATION

Where there are multiple requests for “reserved allocation capacity” before Council, and there is insufficient Capacity to grant all such requests, Council shall assess the competing requests and approve, deny or defer each of the competing requests, either in whole or in part. Council may, at its sole discretion, consider any criteria it deems appropriate when assessing competing requests. Such criteria may include but shall not be limited to the following:

- a. the stage of the proposed development in the approval process;

- b. whether the development assists in achieving specific objectives of the Official Plan, Strategic Plan, or other similar policy expressions of Council (e.g. residential intensification/infilling targets);
- c. whether the development provides public facilities beyond those facilities which are required to be provided by the developer, including development of a public park, trails, recreational facility or other key elements of public infrastructure;
- d. whether the development contributes towards diversification or variety of residential unit types, tenures, lot sizes;
- e. prior investment in public infrastructure improvements or a commitment to make financial contributions towards infrastructure improvements;
- f. developments that can be serviced immediately with minimal or no investment in infrastructure;
- g. whether the development provides positive financial impact for the Village;
- h. whether the development achieves advanced environmental sustainability, with a priority on development which incorporates advanced efficiencies in water and wastewater use;
- i. whether the development provides affordable housing or addressing special housing needs;
- j. whether the development provides employment and economic development opportunities other than construction or "spin off" jobs; and,
- k. any other public benefits or factors as determined by Council.

7. ALLOCATION TIED TO LAND

For the purpose of this Policy, any allocation granted shall be tied to the land itself, and any timing of allocation contemplated shall not be affected by ownership changes, assignments of obligations by an owner, or agreements of purchase and sale.

8. EXEMPTIONS

This policy shall not apply to the following:

- a. New or expanded accessory building where new wastewater servicing capacity is not required;
- b. Any change of use, addition, renovation or alteration to a building provided that there is no increase in demand for wastewater servicing capacity based on current use; and,
- c. Where the property is serviced by private well and/or a septic system and will not be connected to municipal services..

9. RESCINDING AND REALLOCATION OF SERVICING

Where "reserved allocation capacity" has been allocated to a draft plan of subdivision or condominium and the applicant has not entered into the required subdivision/condominium agreement within **3 years** from the date that servicing capacity was first allocated to such land, such allocation shall be deemed to be rescinded and the Village may re-allocate such capacity to other development(s). Where a subdivision or condominium agreement is entered, the agreement may establish a further lapsing date for completing the development, failing which the allocation shall be deemed to be rescinded, the final approval revoked and the Village may re-allocate such capacity to other development(s).

Where “reserved allocation capacity” has been allocated to a conditional consent and the applicant has not fulfilled the conditions or consent within **2 years** from the date that servicing capacity was first allocated to such land, such allocation shall be deemed to be rescinded and the Village may re-allocate such capacity to other development(s).

Where “reserved allocation capacity” has been allocated to an approved site plan and the applicant has not entered into the required site plan agreement within **1 year** from the date that servicing capacity was first allocated to such land, such allocation shall be deemed to be rescinded and the Village may re-allocate such capacity to other development(s). Where a site plan agreement is entered, the agreement may establish a further lapsing date for completing the development, failing which the allocation shall be deemed to be rescinded, the site plan approval revoked and the Village may re-allocate such capacity to other development(s).

Where “final allocation capacity” has been granted for a development in accordance with this policy, Council may consider withdrawal of allocated capacity only if the developer is in default of the terms and conditions of the registered agreement or it is determined by Council that no additional capacity exists.

10. EXTENSION OF ALLOCATED SERVICING

An owner of land to which “reserved allocation capacity” has been approved by Council and who wishes to retain its reserved allocation shall make application to the Village at least 90 days prior to expiry, for an extension request. Such requests shall indicate reasons for the development not proceeding in a timely manner, commitments to proceed expeditiously if the extension is granted or other relevant matters.

Consideration of extending the time for the reserved allocation capacity will be at the sole and absolute discretion of Council and will be evidenced by a resolution of the Council.



VILLAGE OF MERRICKVILLE-WOLFORD

For Clerk's use only, if required		
Recorded Vote Requested By:		
Cameron	Y	N
Foster	Y	N
Ireland	Y	N
Molloy	Y	N
Struthers	Y	N

Resolution Number: R - 266 - 22

Date: September 26, 2022

Moved by: Cameron Foster Molloy Ireland

Seconded by: Cameron Foster Molloy Ireland

Be it hereby resolved that:

Whereas, on June 27, 2022, the Council of the Corporation of the Village of Merrickville-Wolford received the following documents from Neil Caldwell, the Village's Professional Engineer with Jp2g Consultants dated June 24, 2022: Service Assessment and Capacity Next Steps; Uncommitted Capacity Calculation Impacts; Merrickville STP Uncommitted Reserve Capacity Update Combined; and, Merrickville Infiltration and Inflow Report; and,

Whereas Council acknowledges that the Village must manage development on municipal servicing within parameters set by the Ministry of Environment, Conservation and Parks (MECP) and that MECP Guideline D-5-1, Calculation of Uncommitted Reserve Capacity, is a tool to allow the Village and MECP to calculate the available capacity of the Merrickville Wastewater Treatment Plant (STP) to reduce the potential for plant flow exceedances and to plan for future expansions and/or optimization and extraneous flow reduction; and,

Whereas Forbes Symon, the Village's Registered Professional Planner with Jp2g Consultants recommends that the proposed Wastewater Treatment Capacity Allocation Policy be approved and implemented effective immediately to also track and manage wastewater servicing capacity in a manner that provides for continued growth in all land use categories; and,

Whereas the proposed Wastewater Treatment Capacity Allocation Policy has been reviewed by the Village's Lawyer;

Now the Council of the Corporation of the Village of Merrickville-Wolford does hereby

Established 1793
Incorporated
Wolford 1850
Merrickville 1860
Amalgamated 1998



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

VILLAGE OF MERRICKVILLE-WOLFORD

direct staff to conduct appropriate public consultation regarding the proposed Wastewater Treatment Capacity Allocation Policy and to report back to Council on October 11, 2022 for Council to consider approving the proposed Policy.

Carried / Defeated

A handwritten signature in black ink, appearing to be "J. Douglas Struthers", written over a horizontal line. The signature is stylized and somewhat scribbled.

J. Douglas Struthers, Mayor

For Clerk's use only, if required:

Recorded Vote Requested By:

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

Resolution Number: R - - 22

Date: October 11, 2022

Moved by: Cameron Foster Molloy Ireland

Seconded by: Cameron Foster Molloy Ireland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive Planning Report from Forbes Symon of Jp2g Consultants Inc. dated September 26, 2022 with respect to Consent Application B-133-22 and Municipal Consent Application Questionnaire Form, for information purposes;

Now Therefore Council does hereby recommend support of Consent Application B-133-22 to the Consent Granting Authority with the following conditions:

1. That the applicant provide the Village with a digital and paper copy of the registered Reference Plan; and
2. That the applicant provide proof of payment of all outstanding taxes and fees owing to the Village, if any.
3. That both the severed and retained parcels be subject to a zoning by-law amendment to recognize the modified lot sizes, by way of a zoning by-law amendment application.

Carried / Defeated

J. Douglas Struthers, Mayor

September 26, 2022

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

Attention: Doug Robertson, CAO/Clerk

Dear Mr. Robertson:

**Re: Planning Report – Consent Application B133-22 (Fox)
Part Lot 26, Con. A, 689 Kilmarnock Road, Former Twp of Wolford,
Village of Merrickville-Wolford**

I have now had an opportunity to review the Consent Application B133-22 as it relates to the Village of Merrickville Wolford Official Plan and Zoning By-law and the United Counties of Leeds and Grenville Official Plan and provide the following comments.

The proposal involves the addition of 889.5 m² (0.22 ac) of land to an existing 0.6 ha (1.5 ac), developed lot of record referred to municipally as 689 Kilmarnock Road. The lands to be added will have a frontage of approximately 7.62 m (25 ft) and a depth of 116.74 m (383 ft). The lands being added are currently part of the lands referenced municipally 675 Kilmarnock Road which is occupied by a single detached dwelling on 14.6 ha (36 ac) of land. The lot addition is intended to facilitate additional development on the property in the form of an expanded garage (Attachment #1 – Map).

The subject lands are designated “Agriculture” in the Merrickville-Wolford Official Plan and zoned “Agriculture (A)” in the Merrickville-Wolford Zoning By-law 23-08. The retained lands are impacted by the provincially significant wetland, but this does not impact the lands to be added to the abutting property.

The subject property is located between the two above noted single detached dwellings and does not appear to involve agricultural lands.

The surrounding land use consists of existing institutional lands to the north (cemetery and church), highway commercial use to the northeast, scattered rural residential and existing agricultural operations.

Local Official Plan Policies

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



Section 3.3.1, Agricultural Uses, states that limited residential uses on existing lots of record are permitted. The policies also state that for all new development MDS must be satisfied. It should be noted that there is no new development proposed as a result of this consent application. The applicant has indicated that an accessory structure will be developed following the lot addition. The proposed accessory structure would not introduce a new sensitive land use and therefore MDS is not required.

The consent policies of Section 9.3.2 clearly state that consents for lot additions are to be assessed differently than the creation of new lots. Section 9.3.2.1 (4) indicates in lands designated agricultural minor lot line adjustments are permitted provided the agricultural holding remains viable and no new lots are created.

The subject application is a lot addition and no new lot is being created. The retained lands will be approximately 14.6 ha in size, below the minimum 40 ha recommended for agricultural holdings. The agricultural use of the retained lands will not be diminished or otherwise negatively impacted by the proposed development.

United Counties Official Plan Policies

The Official Plan for the United Counties of Leeds and Grenville, Schedule A, designates the subject property Agriculture lands. Section 3.2.5 of the United Counties OP establishes a minimum lot size of 40 ha for agricultural holdings but does recognize that existing agricultural holdings may be less than 40 ha. Section (e) of 3.2.5 permits lot line adjustments in agricultural areas provided no new lot is created.

Local Zoning By-law Regulations

The proposed severances are zoned "Agriculture (A)". The Agricultural zone establishes a minimum lot size for a detached dwelling at 1 ha (2.5 ac) and 40 ha (98.9 ac) for an agricultural holding. The proposed lands to be added to and the retained lot do not currently comply with the minimum lot area requirements of the Agricultural zone. The lot addition will require a zoning by-law amendment to recognize the reconfigured lot sizes as being below the required minimum.

Summary & Recommendations

The proposal is to add 889.5 m² (0.22 ac) of land to an existing 0.6 ha (1.5 ac), developed lot of record referred to municipally as 689 Kilmarnock Road. The lands being added are part of an abutting agricultural holding of 14.6 ha (36 ac). No new lot is being created as a result of this application. There is no new development proposed other than an accessory structure on the lands to be added.

The application conforms to the United Counties OP and the Merrickville-Wolford OP.

It is recommended that Council support consent application B133-22 with the following conditions:



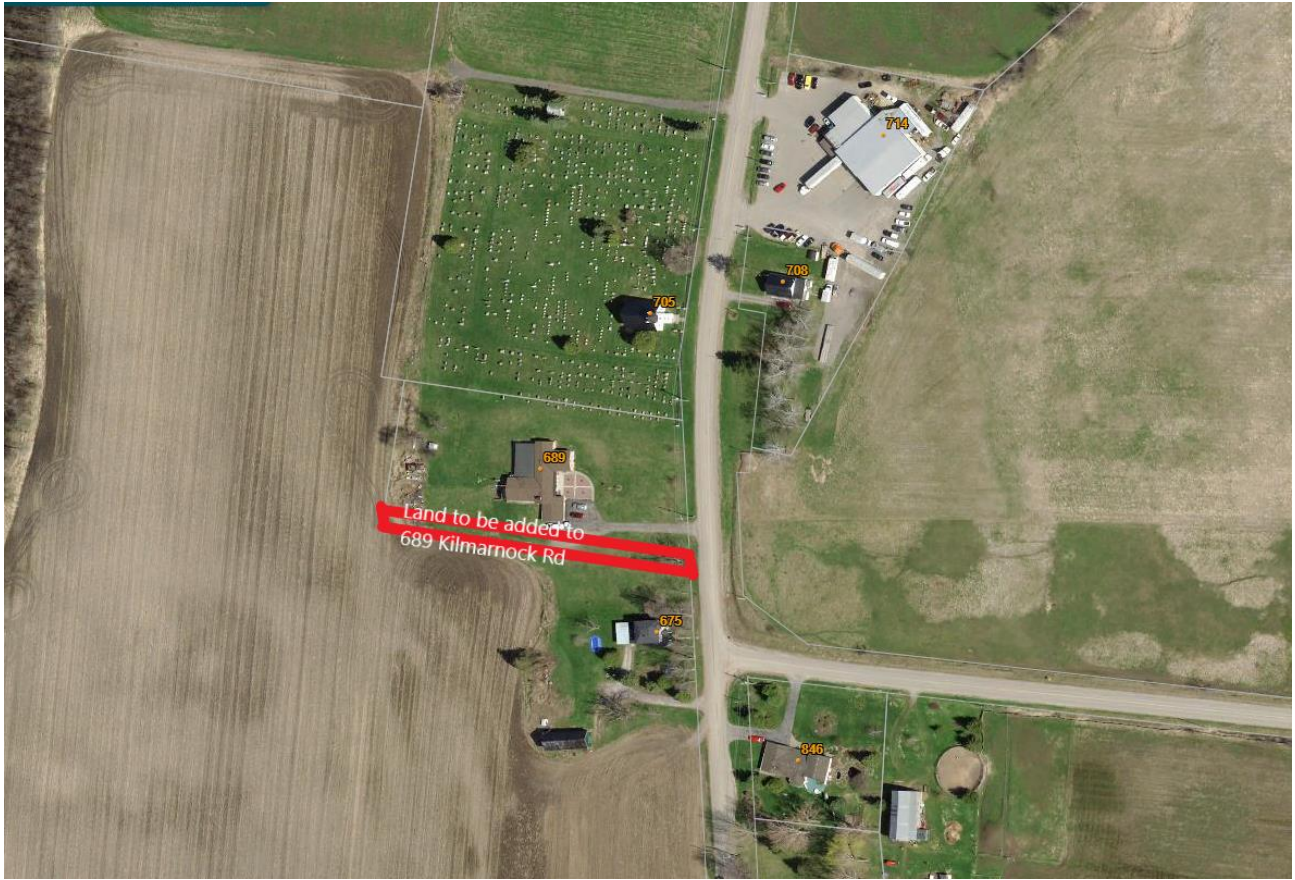
1. That the applicant provide the Village with a digital and paper copy of the registered Reference Plan.
2. That the applicant provide proof of payment of all outstanding taxes and fees owing to the Village, if any.
3. That both the severed and retained parcels be subject to a zoning by-law amendment to recognize the modified lot sizes, by way of a zoning by-law amendment application.

All of which is respectfully submitted.

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

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

Forbes Symon, MCIP, RPP
Senior Planner





Municipal Consent Application Form

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

File:	
Municipality:	
Owner:	
Location:	

Municipal Responses	Yes or No?
----------------------------	-------------------

What is the local Official Plan designation of the land?

Does the application conform to the local Official Plan?

If not, please give relevant sections of the plan.

What is the land currently zoned in the Zoning By-Law?

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

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

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

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

Additional Information

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

Water	Sanitary Sewers	Access to a public and maintained road
Electricity	Garbage Collection	Name of public road _____

Municipal Consent Application Form

Recommendations	Yes or No?
<p>Does the Planning Committee, or Council, recommend approval be given to this application, and why?</p> <hr/> <hr/> <hr/>	
<p>Are there any issues the approval authority should be made aware of for the application lands (Site conditions, development history/activity, flooding, water quality and quantity concerns, etc.)?</p> <hr/> <hr/> <hr/>	
<p>If provisional approval is granted, what Conditions would the municipality wish to see attached? (Please attach Council's resolution, a Planning Report, list of conditions, or check below).</p> <hr/> <hr/> <hr/> <hr/>	
<p>Does the municipality require their own copy of the reference plan for the subject lands?</p>	
<p>Does the municipality require that the balance of any outstanding taxes, including penalties and interest, be paid to the municipality?</p>	
<p>Does the municipality require an Environmental Impact Study or other supporting studies? If yes, please describe. _____</p> <hr/>	
<p>Does the municipality require a road widening?</p>	
<p>Does the Planning Committee or Council wish to recommend that up to 5% of the land if residential, or 2% for commercial or industrial, be set aside as parkland dedication? Or does Council wish to accept cash to the value of 2% or 5% of the land? If Yes, please describe below.</p> <hr/> <hr/>	
Date: _____	Signed: <u>Forbes Symon</u>
Position: _____	Municipality of _____

LOT 25

KILMARNOCK RD

ROSES BRIDGE RD

LOT

705

754

688

672

646

636

646

751



For Clerk's use only, if required:

Recorded Vote Requested By:

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

Resolution Number: R - - 22

Date: October 11, 2022

Moved by: Cameron Foster Molloy Ireland

Seconded by: Cameron Foster Molloy Ireland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive Report CD-02-2022, in response to Council direction for staff to report back regarding the Village's heritage programs for architectural restoration and maintenance, for information purposes.

Carried / Defeated

J. Douglas Struthers, Mayor



Village of Merrickville-Wolford

Report CD-02-2022
Community Development
Information Report to Council
Date of Council Meeting: October 11, 2022

RE: Heritage Tax Relief Program/Review of By-Law 06-09

OBJECTIVE: To report back to Council regarding the Village's Heritage Tax Relief program as relates to architectural restoration and maintenance of heritage properties, further to Council direction per Resolution R-243-2022 as passed at the regular Council meeting of September 12, 2022.

RECOMMENDATION:

THAT: The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive Report CD-02-2022, in response to Council direction for staff to report back regarding the Village's heritage programs for architectural restoration and maintenance, for information purposes.

BACKGROUND:

At its regular meeting of September 12, 2022, Council received for information a letter dated August 22, 2022 from property owners at 306 Elgin St, Allan Robinson & Joan Ellis, who wrote urging Council to instate a meaningful way of encouraging property owners in Merrickville-Wolford to restore and maintain their building's architectural history. The letter referred to a program whereby owners of heritage designated properties could apply for a grant in the form of a reduction in property taxes. Staff was directed to report back on the program.

COMMENTS:

With respect to Council's request for information about grant program(s) that recognizes the work put into architectural heritage within the Village of Merrickville-Wolford and involving architectural maintenance and tax relief for owners of Heritage Designated

Properties in the Village of Merrickville-Wolford, the following information has been gathered from municipal files:

In 2009, By-Law 06-09, being a by-law to provide for tax relief in respect of designated heritage property, was passed on March 23, 2009.

In searching records from the Village G.L. Account History, the following chart provides a summary of past grants provided as part of the Heritage Tax Relief Rebate, from 2009 through 2020:

Year	Number of Grants provided by the Village
2009	1
2010	2
2011	0
2012	2
2013	3
2014	1
2015	1
2016	0
2017	2
2018	2
2019	0
2020	0

Below is a summary of highlights from By-Law 06-09 (please see full by-law attached)

- by-law refers to Section 365.2 of the **Municipal Act**, S.O. 2001, c.25, that a local municipality may establish a program to provide tax reductions or refunds in respect of eligible heritage property;
- the establishment of a Heritage Property Tax Relief Program will encourage the restoration and preservation of buildings or structures of historic or architectural value that reveal some of the broad architectural, cultural, social, political, economic, and/or military patterns of the local history of the Village of Merrickville-Wolford, or that has some association with specific events or people that have shaped the details of that history;
- The Program is subject at all times to the availability of funding, which is limited to the dollar amount approved by Council in the annual municipal budget and is limited to eight (8) residential properties and three (3) commercial or multi residential properties per year.
- Subject to conditions of the by-law, an Owner shall be eligible to receive Heritage Property Tax Relief once per year, every third year, providing that the Owner meets all of the requirements of this by-law
- The amount of the tax credit provided in respect of an eligible heritage property shall be thirty percent (30%) of the taxes for municipal and school purposes levied on property assessed in the residential class and shall be limited to \$524.00 per property per eligible application; and thirty percent (30%) of the

taxes for municipal and school purposes levied on property assessed in the commercial or multi-residential classes and shall be limited to \$703.00 per property per eligible application.

- In order to be eligible for the Program, the property must be inspected.
- The Owner of a heritage property may make application to the Program by submitting the prescribed application form to the Merrickville-Wolford Municipal Heritage Committee, not later than the last day of April in the year in which the owner is seeking to obtain the Heritage Property Tax Relief. The Merrickville-Wolford Municipal Heritage Committee shall enroll the eligible heritage property in the Program in the order in which the applications are received.
- Payment shall be made to the applicant in the form of a cheque upon the receipt and approval by the M.W.M.H.C. of (a) Receipts for supplies used to repair/maintain the property; and (b) Paid invoices for services obtained to repair/maintain the property.
- As part of the application/renewal process, the Owner must submit the appropriate fee as follows:
 - (a) \$25.00 application fee for property assessed in the residential class;
 - (b) \$40.00 application fee for property assessed in the commercial or multi-residential classes.
- In the event that the Merrickville-Wolford Municipal Heritage Committee determines that the applicant has not completed the work as set out in the application by the deadline of December 31st in the applicable year, the application and funding requested will be forfeited for non-compliance.

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
Building a Progressive, Growing Economy
Protecting Heritage, Rural, and Natural Environments

FINANCIAL IMPLICATIONS:

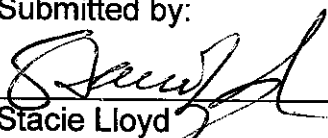
Per By-Law 06-09, the amount of the tax credit provided in respect of an eligible heritage property shall be thirty percent (30%) of the taxes for municipal and school purposes levied on property assessed in the residential class and shall be limited to \$524.00 per property per eligible application; and thirty percent (30%) of the taxes for municipal and school purposes levied on property assessed in the commercial or multi-residential classes and shall be limited to \$703.00 per property per eligible application.

Although the Village has a line item in the budget for the Heritage Tax Relief program, there is zero budgeted for this item in 2022.

CONCLUSION:

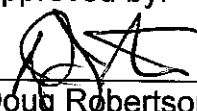
It appears that By-Law 06-09 regarding the provision of tax relief in respect of Designated Heritage properties remains in effect. The By-Law has been brought forward to Council for information, per Council request of September 12, 2022.

Submitted by:



Stacie Lloyd
Manager, Community Development

Approved by:



Doug Robertson
CAO/Clerk/Director,
Economic Development

CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD

BY-LAW 06-09

**BEING A BY-LAW TO PROVIDE FOR TAX RELIEF IN RESPECT OF
DESIGNATED HERITAGE PROPERTY**

WHEREAS Section 365.2 of the *Municipal Act*, S.O. 2001, c.25, provides that a local municipality may establish a program to provide tax reductions or refunds in respect of eligible heritage property;

AND WHEREAS the establishment of a Heritage Property Tax Relief Program will encourage the restoration and preservation of buildings or structures of historic or architectural value that reveal some of the broad architectural, cultural, social, political, economic, and/or military patterns of the local history of the Village of Merrickville-Wolford, or that has some association with specific events or people that have shaped the details of that history;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD ENACTS AS FOLLOWS:

DEFINITIONS.

1. In this by-law:
 - a) **"Village"** means the Corporation of the Village of Merrickville-Wolford.
 - b) **"Council"** means the Council of the Corporation of the Village of Merrickville-Wolford.
 - c) **"Eligible heritage property"** means a heritage property that is subject to an easement agreement with the Village under section 37 of the Ontario Heritage Act, or an easement agreement with the Ontario Heritage Foundation under section 22 of the Ontario Heritage Act.
 - d) **"Heritage property"** means a building or structure located in the Village of Merrickville-Wolford, and designated under Part IV of the Ontario Heritage Act or part of a heritage conservation district under Part V of the Ontario Heritage Act.
 - e) **"Heritage Property Tax Relief"** means a tax credit that may be applied to an eligible heritage property, that is attributable to,
 - i) The building or structure or portion of the building or structure that is the eligible heritage property; and
 - ii) The land used in connection with the eligible heritage property, as determined by the Village.
 - f) **"Owner(s)"** means the owner, from time to time, of an eligible heritage property, and includes a corporation and partnership and the heirs, executors, administrators and other legal representatives of a person to whom the context can apply according to law.
 - g) **"Program"** means the Heritage Property Tax Relief Program.
 - h) **"M.W.M.H.C."** means the Merrickville-Wolford Municipal Heritage Committee.
 - i) **"CBO"** means the Chief Building Official of the Village of Merrickville-Wolford or designate.

SUBJECT TO AVAILABLE FUNDING.

2.
 - a) The Program is subject at all times to the availability of funding. This by-law does not oblige Council to provide funding for the Program, and the Heritage Property Tax Relief contemplated by this by-law may be eliminated by Council through repeal of this by-law at any time with no notice whatsoever to any affected persons.
 - b) The Program funding is limited to the dollar amount approved by Council in the annual municipal budget and is limited to eight (8) residential properties and three (3) commercial or multi residential properties per year.

MINISTER OF FINANCE.

3. The Program is subject to any regulations that the Minister of Finance may make governing by-laws on tax refunds and reductions for heritage properties.

FREQUENCY OF TAX RELIEF.

4. Subject to the conditions set out in this by-law, an Owner shall be eligible to receive Heritage Property Tax Relief once per year, every third year, providing that the Owner meets all of the requirements of this by-law.

APORTIONMENT BY MUNICIPAL PROPERTY ASSESSMENT CORPORATION.

5. The portion of a property's total assessment that is attributable to the building or structure, or portion of the building or structure, that is eligible heritage property, and the land used in connection with it, may be determined by the Municipal Property Assessment Corporation at the request of the Village.

AMOUNT OF TAX CREDIT.

6. The amount of the tax credit provided in respect of an eligible heritage property shall be thirty percent (30%) of the taxes for municipal and school purposes levied on property assessed in the residential class and shall be limited to \$524.00 per property per eligible application; and thirty percent (30%) of the taxes for municipal and school purposes levied on property assessed in the commercial or multi-residential classes and shall be limited to \$703.00 per property per eligible application.

FORFEIT OF RIGHTS TO TAX RELIEF.

7. No subject property can be in tax arrears at any time. Should a property fall into tax arrears during that period of program participation, it shall automatically forfeit any rights to the subject Tax Relief and shall be cancelled from the Program until such time as the situation is satisfactorily remedied.

INSPECTIONS.

8. In order to be eligible for the Program, the Owner shall consent to the inspection of the property, as and when deemed necessary by the Village and by an individual(s) appointed by the Village. For the purposes of this by-law preliminary inspections shall be conducted by members of the Merrickville-Wolford Heritage Committee and final inspections by the Chief Building Official. IN the event the preliminary inspection cannot be carried out by members of the MWHC, the CBO will conduct said inspection.

APPLICATION.

9. The Owner of a heritage property may make application to the Program by submitting the prescribed application form to the Merrickville-Wolford Municipal Heritage Committee, not later than the last day of April in the year in which the owner is seeking to obtain the Heritage Property Tax Relief. The Merrickville-Wolford Municipal Heritage Committee shall enroll the eligible heritage property in the Program in the order in which the applications are received.

PAYMENT OF THE TAX CREDIT.

10. Payment shall be made to the applicant in the form of a cheque upon the receipt and approval by the M.W.M.H.C. of :

- (a) Receipts for supplies used to repair/maintain the property;
- (b) Paid invoices for services obtained to repair/maintain the property.

FEES.

11. As part of the application/renewal process, the Owner must submit the appropriate fee as follows:

- (a) \$25.00 application fee for property assessed in the residential class;
- (b) \$40.00 application fee for property assessed in the commercial or multi-residential classes.

NON-COMPLIANCE.

12. In the event that the Merrickville-Wolford Municipal Heritage Committee determines that the applicant has not completed the work as set out in the application by the deadline of December 31st in the applicable year, the application and funding requested will be forfeited for non-compliance.

NOTIFICATION OF MINISTER.

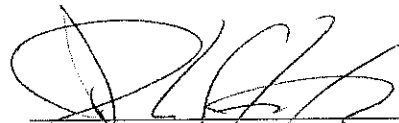
13. The Clerk is hereby directed to give notice of this by-law to the Minister of Finance within thirty (30) days of the date of enactment.

EFFECTIVE DATE.

14. This by-law shall come into force and take effect on the day of enactment.

READ a first and second time this 23th day of March, 2009.

READ a third and final time and passed this 23th day of March, 2009.



J. Douglas Struthers
MAYOR



Jill E. Eagle
CLERK

For Clerk's use only, if required:

Recorded Vote Requested By:

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

Resolution Number: R - - 22

Date: October 11, 2022

Moved by: Cameron Foster Molloy Ireland

Seconded by: Cameron Foster Molloy Ireland

Be it hereby resolved that:

By-law 45-2022, being a by-law to confirm the proceedings of the Council meeting of October 11, 2022, be read a first and second time, and that By-law 45-2022 be read a third and final time and passed.

Carried / Defeated

J. Douglas Struthers, Mayor

THE CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD

BY-LAW 45-2022

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 October 11, 2022

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 October 11, 2022 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 October 11, 2022 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 11th day of October 2022.

J. Douglas Struthers, Mayor

Doug Robertson, CAO/Clerk

For Clerk's use only, if required:

Recorded Vote Requested By:

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

Resolution Number: R - - 22

Date: October 11, 2022

Moved by: Cameron Foster Molloy Ireland

Seconded by: Cameron Foster Molloy Ireland

Be it hereby resolved that:

This regular meeting of the Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at _____ p.m. until the inaugural meeting of Council on Tuesday, November 15, 2022 or until the call of the Mayor subject to need.

Carried / Defeated

J. Douglas Struthers, Mayor