



VILLAGE OF MERRICKVILLE-WOLFORD

**Agenda for Council
Council Chambers**

Council Meeting 6:00 p.m.

Monday, January 14, 2019

1. **Call to Order**
 2. **Disclosure of Pecuniary Interest and the general nature thereof**
 3. **Approval of the Agenda**
 4. **In Camera:**
 1. Personal matters about an identifiable individual
- NOTE: The regular meeting of Council will resume at 7:00 p.m.**
5. **Delegations:**
 1. Chuck Fournier of Merrickville Estates; and
 2. Mark Scullino of Christmas in Merrickville
 6. **Public Question Period to Council**
 7. **Appointments**
 8. **Minutes:**

Approval of the Minutes of the regular meeting of November 26, 2018;
Approval of the Minutes of the regular meeting of December 10, 2018; and
Approval of the Minutes of the special meeting of December 13, 2018
 9. **Correspondence:**

Minister of Finance re: OMPF dated December 21, 2018; and
Eleanor Beelich re: recycling at landfill dated January 4, 2019
 10. **Library:**

Library Board Minutes of November 13, 2018 and December 11, 2018
 11. **Econ. Devel:**

Advisory Committee Minutes of December 17, 2018
 12. **Finance Dept:**

FIN-01-2019 + By-law 03-2019 re: Interim Borrowing By-law;
FIN-02-2019 + By-law 05-2019 re: 2019 Interim Tax Levy;
FIN-03-2019 re: Elimination of Tax Exemption for Council Remuneration; and
FIN-04-2019 re: O. Reg 284/09 relating to 2018 PSAB expenses
 13. **Clerk's Dept:**

DEPC-01-2019 re: 2019 Council Meeting Schedule + Notice of Motion; and
DEPC-02-2019 + By-law 02-2019 re: Council Pregnancy and Parental Leave
Resolution re: Opt Out of Cannabis Retail Sales
 14. **Notice of Motion**
 15. **Public Question Period to Council**
 16. **Next meeting of Council:** To be determined
 17. **Confirming By-Law:** 01-2019 re: Confirm Proceedings of Council meeting of January 14, 2019
 18. **Adjournment.**

Established 1793
Incorporated
Wolford 1850
Merrickville 1860
Amalgamated 1998



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

VILLAGE OF MERRICKVILLE-WOLFORD

For Clerk's use only, if required:

Recorded Vote Requested

By:

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

Resolution Number: R - - 19

Date: January 14, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby adopt the agenda of the regular Council meeting of January 14, 2019 as:

___ circulated.

___ amended.

Carried / Defeated

J. Douglas Struthers, Mayor



VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 19

Date: January 14, 2019

For Clerk's use only, if
required:
**Recorded Vote Requested
By:**

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

Moved by: Cameron Foster Halpenny Molloy
Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford moves to "In Camera" at _____ in order to address a matter pertaining to:

_____ security of the property of the municipality or local board,

X personal matters about an identifiable individual, including municipal or local board employees,

_____ a proposed or pending acquisition of land for municipal or local board purposes,

_____ a proposed or pending possible disposal of municipal or local board land,

_____ labour relations or employee negotiations

_____ litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board,

_____ receiving of advice that is subject to solicitor/client privilege, including communications necessary for that purpose,

_____ A matter in respect of which a Council, board or local committee or other body may hold a closed meeting under another Act. 2001 c.25, s.239 (2)

_____ the subject matter relates to the consideration of a request under the *Municipal Freedom of Information and Protection of Privacy Act* if the council, board or commission or other body is the head of an institution for the purposes of that Act. 2001 c. 25, s. 239(3)

_____ The meeting is held for the purpose of educating or training the members and is generally regarding _____ .2001 c.25 s. 239(4); 2006 c. 32, Sched. A, s. 103(2) and where no member discusses or deals with any matter in a way that materially advances the business or decision making of the council, local board or committee. 2006 c. 32, Sched A, s. 103(1)

Carried / Defeated

J. Douglas Struthers, Mayor

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VILLAGE OF MERRICKVILLE-WOLFORD

For Clerk's use only, if required:
Recorded Vote Requested By:

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

Resolution Number: R - - 19

Date: January 14, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that:

the "In Camera" session rise and report, with staff being given direction, and the regular Council session resume at 7:00 p.m.

Carried / Defeated

J. Douglas Struthers, Mayor

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VILLAGE OF MERRICKVILLE-WOLFORD

For Clerk's use only, if
required:
**Recorded Vote Requested
By:**

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

Resolution Number: R - - 19

Date: January 14, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the delegation of Chuck Fournier of Merrickville Estates; and

_____ That Council does hereby direct staff to carry our snow clearing to that portion of Scotch Line Road within Phase 3 of Merrickville Estates for the period from _____ to _____.

AND/OR

_____ That Council does hereby receive the request to pave (or apply surface Treatment) to H. F. McLean Road and directs staff to issue requests for tenders for the work.

Carried / Defeated

J. Douglas Struthers, Mayor

Tuesday, August 23, 2018

Mr. Doug Robertson, CAO
Village of Merrickville Wolford
P.O. Box 340
Merrickville, ON
K0G 1N0



5663 Scobie Cres.
Manotick, ON, K4M 1B7

Re: Merrickville Estates, **(LE-053-ME-Village)**
Request to have HF McLean Paved

Dear Mr. Robertson:

By means of this letter, Merrickville Estates (ME) formally request that surface treatment of H.F. McLean be included in the Public Works 2019 budget.

Figure 1 shows the location of this road in relation to the subdivision. The length of road to be paved is approximately 950 m.

Background:

- Merrickville Estates is a 69 Lot subdivision, comprised of three (3) phases, which allows for planned community growth, the first major subdivision of its kind in the municipality.
- As part of the subdivision agreement, the Village required the developer (ME) to financially contribute to the opening and construction of construction grade roads on the entire length of HF McLean. This was completed as part of Phase 1 works in 2006.
- As part of the 2010 Federal Government Infrastructure Program, The Village secured funds to further upgrade HF McLean to municipal road status, ready for pavement.
- At the Monday August 22, 2016 Council meeting, ME requested Council to pave the primary access route to the Merrickville Estates subdivision; HF McLean. Since this meeting, H.F. McLean has not received any surface treatment, despite the fact that surface treatment of H.F. McLean has been a public works request over many years.

Justification:

- It was always the spirit of the works associated with HF McLean that this road would become the primary access to the ME Subdivision and would be paved, thus alleviating traffic through the high-density urban areas of Brock Street, Charlotte Street and Collar Hill Road.
- To date, the ME Subdivision has 45 homes either built, or in construction. Phase 3 roads have recently been built generating 15 new vacant Lots. There remains 24 homes to be built in the subdivision. This community has made a very significant contribution to the municipal tax base.

- Today, HF McLean is the access that all residents and construction equipment use when driving into the Village, Smith Falls or Brockville. Maintenance of this unpaved road has become significant due to the high-volume usage of the road. Surface treatment of H.F. McLean will reduce Village maintenance costs of same.
- Paving of H.F. McLean will unquestionably increase absorption rates and sales, of new homes in ME and thus will accelerate the increase the municipal tax base. This accelerated tax base could in fact justify a “break-even” scenario by the Village planners.
- Paving of H.F. McLean will increase the property values of those residents that live on and in the vicinity of H.F. McLean.

Village Developer Historic Collaboration:

- The Village and Developer have a history of collaboration of mutual benefit, as such, we see surface treatment of H.F. McLean part of this long-term collaboration. Examples are:
 - In 2007 ME constructed the Collar Hill Road extension sub-base from Aaron Merrick Drive to Scotch Line Road (a 500 m road segment). These works comprised supply and installation of approximately 12,000 tonnes of shot rock, valued at approximately \$150,000. Prior to these works, this segment of Collar Hill Road was a trail.
 - In 2010 when the Government of Canada announced the Infrastructure program, ME supported the Village Collar Hill Rd. upgrade construction by developing the Plans and Technical Construction Specification which expedited the road construction tender call.

Request: Considering the above, we formally request the Village Council to approve paving of HF McLean in the 2019 Public Works budget.

It remains a pleasure working with the Village and contributing to the economic development of Merrickville-Wolford.

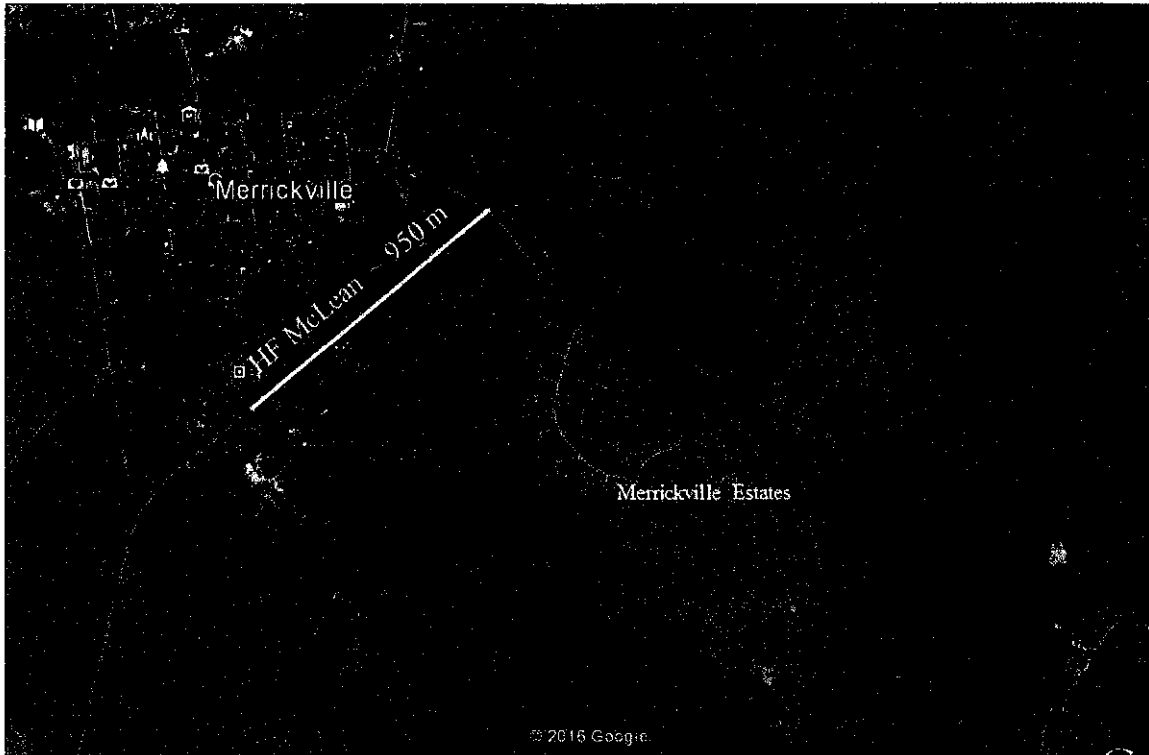
Sincerely,

Merrickville Estates



Charles P. Fournier, M.Sc., MBA, P.Eng.
Managing Director

Figure 1 - HF McLean in relation to Merrickville Estates





A Planned Quality Country Living Community

ME Update and Two (2) Requests to Council

January 14, 2017

Agenda



- ME Update
 - Phases 1, 2 and 3
 - Phases 4 and 5 (2021)

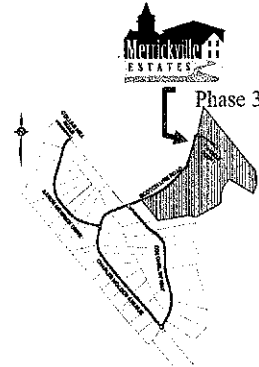
- Request #1 to Pave HF McLean

- Request #2 to Snow Plow Phase 3

Merrickville Estates Update (69 Lots)

- Phase 1 (22 Lots)
 - 100 % built out
- Phase 2 (31 Lots)
 - 100 % sold out
 - 28 homes permitted
- Phase 3 (16 Lots)
 - Preliminary Approval Nov 2018
 - 4 Lots Sold
 - Expect to sell-out by 2020

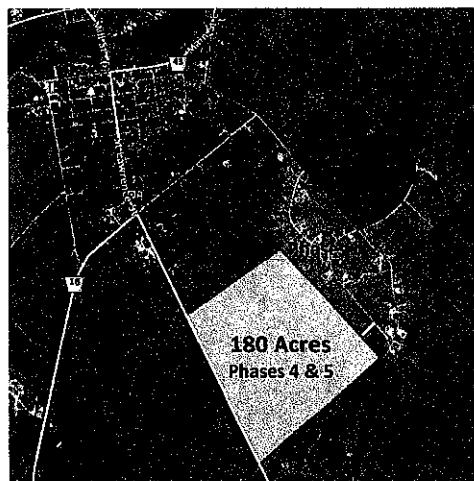
As of today, 53 NEW HOMES



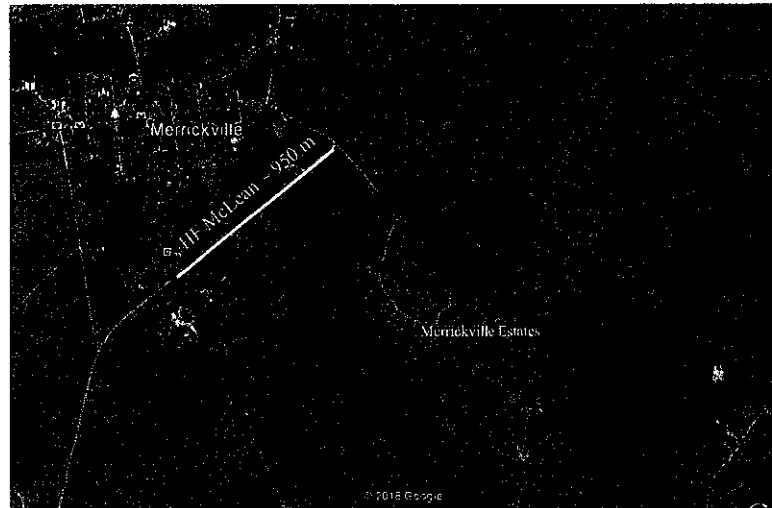
**MERRICKVILLE
ESTATES SUBDIVISION**

Merrickville Estates Update Future Expansion

- Phases 4 & 5
- ~ 60 Lots
- Connected to Phase 2
- 2021 roll out (?)



Request #1 to Council: Pave HF McLean



Request #1: Pave HF McLean

- Primary Access to ME
 - 69 Home Owners – high traffic use
- Increased Maintenance Costs
- Increase Property Values
- Request: Approve 2019 Budget Item

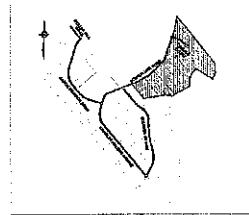
Request #2: Council to Approve Plowing Phase 3



- Historically, Village collaborated by snow plowing phases 1 and 2 prior to final approval

• Snow Plowing History by Village

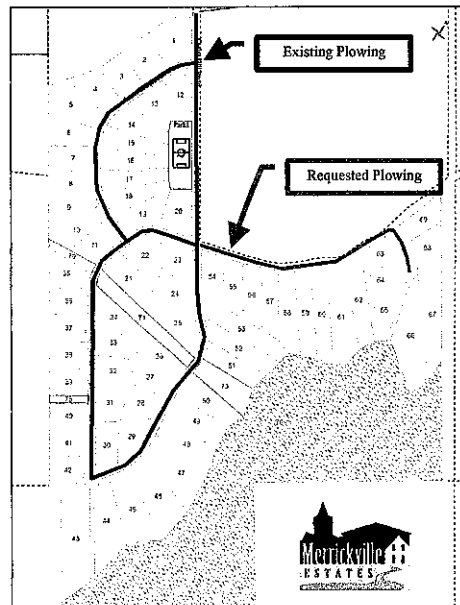
- 2006/07 to 2016/17 Yes (11 years)
- 2017/18 No



Phase 3

700 m of new plowing

Request: Approve 2019
Budget Item



0 100 200 300 Meters
1:7,000

Merrickville Estates - Master Plan

This is not a final legal survey of property bounds.
All dimensions & locations subject to change.

Summary



- ME Update
 - 69 homes → done by 2020
 - Future Phases → 60 new Lots (2021)

- Pave HF McLean: Requested Action: Approve

- Snow Plow Phase 3: Requested Action: Approve

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For Clerk's use only, if required:
Recorded Vote Requested By:

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

Resolution Number: R - - 19

Date: January 14, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the delegation of Mark Scullino of Christmas in Merrickville; and

_____ That Council does hereby waive the rental fees associated with the Merrickville Community Centre for the purposes of the 2019 Christmas in Merrickville event.

AND/OR

_____ That Council does hereby waive the rental fees associated with the Merrickville Community Centre for the purposes of Christmas in Merrickville in perpetuity.

Carried / Defeated

J. Douglas Struthers, Mayor

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By:**

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

Resolution Number: R - - 19

Date: January 14, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny 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 Council meeting of November 26, 2018 as:

___circulated.

___amended.

Carried / Defeated

J. Douglas Struthers, Mayor

**The Corporation of the
Village of Merrickville-Wolford**

Monday, November 26, 2018

A regular meeting of the Council of the Corporation of the Village of Merrickville-Wolford was held at 7:00 p.m. on Monday, November 26, 2018.

Chaired by: Mayor David Nash
Members of Council: Councillor Chuck MacInnis
Councillor Kim Weedmark
Deputy Mayor Anne Barr
Councillor Vic Suthren
Councillor Stephen Ireland
Regrets: Councillor David Snowdon

Staff in Attendance: Doug Robertson, CAO/Clerk
Christina Conklin, Deputy Clerk
Brad Cole, Acting Lead Hand – Public Works
Kirsten Rahm, Treasurer
Mark Urquhart, Fire Chief

Disclosure of Pecuniary Interest and the general nature thereof: None

Approval of Agenda

R-372-18 Moved by Deputy Mayor Barr, Seconded by Councillor Weedmark
Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby adopt the agenda of the regular Council meeting of November 26, 2018, as circulated.

Carried

Delegation

C. Fournier was not present for the delegation. This item was deferred to the incoming Council.

Minutes

R-373-18 Moved by Deputy Mayor Barr, Seconded by Councillor MacInnis
Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the Minutes of the regular Council meeting of November 13, 2018, as circulated.

Carried

R-374-18 Moved by Councillor Weedmark, Seconded by Councillor Suthren
Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the Minutes of the special Council meeting of November 15, 2018, as circulated.

Carried

Public Question Period to Council: No questions.

Library

R-375-18 Moved by Councillor Suthren, Seconded by Councillor MacInnis

Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the following Minutes of the Merrickville Public Library Board, for information purposes:

1. Minutes of the regular meeting of October 9, 2018; and
2. Minutes of the special meeting of October 23, 2018.

Carried

Public Works Department:

R-376-18 Moved by Councillor Suthren, Seconded by Councillor Weedmark

Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report PW-08-2018, the 2018 3rd quarter results of the Public Works Department, for information purposes.

Carried.

Fire Department:

R-377-18 Moved by Councillor Weedmark, Seconded by Councillor MacInnis

Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report FD-07-2018, the 2018 3rd quarter results of the Merrickville Fire Department, for information purposes.

Carried.

Finance Department:

R-378-18 Moved by Councillor Ireland, Seconded by Councillor MacInnis

Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report FIN-10-2018, the 2018 3rd quarter results of the Finance Department, for information purposes.

Carried.

R-379-18 Moved by Councillor Suthren, Seconded by Deputy Mayor Barr

Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the fee of \$40 per hour for use of the Merrickville Community Centre for the purpose of Just for Kicks, a line dancing event, to be held for approximately 2 hours per week in 2019.

Carried.

Clerk's Department:

R-380-18 Moved by Councillor Suthren, Seconded by Councillor Weedmark

Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report DEPC-03-2018, the 2018 Municipal and School Board Elections Accessibility Report, for information purposes.

Carried.

Public Question Period:

P. Watson commented regarding the Minutes of October 9, 2018. She wished to clarify that she was inquiring as to how many staff would receive an additional four days off for the Christmas holiday and added that would be an eleven-day vacation period.

P. Watson inquired as to the status of the 2018 Ontario Main Street Initiative Grant.

P. Watson inquired as to when and how Communities in Bloom became an annual event.

In-Camera:

R-381-18 Moved by Councillor Weedmark, Seconded by Councillor MacInnis

Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford moves to "In Camera" at 7:38 p.m. in order to address a matter pertaining to

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

Carried.

R-382-18 Moved by Councillor Weedmark, Seconded by Councillor Suthren

Be it hereby resolved that: the "In Camera" session rise and report, with staff being given direction, and the regular Council session resume at 8:08 p.m.

Carried.

Confirming By-Law

R-383-18 Moved by Deputy Mayor Barr, Seconded by Councillor MacInnis

Be it hereby resolved that: By-law 55-2018, being a by-law to confirm the proceedings of the Council meeting of November 26, 2018, be read a first and second time, and that By-law 55-2018 be read a third and final time and passed.

Carried.

Adjournment

R-384-18 Moved by Councillor Ireland, Seconded by Deputy Mayor Barr

Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at 8:12 p.m. until the inaugural meeting of Council on Monday, December 3, 2018 at 7:00 p.m., or until the call of the Mayor subject to need.

Carried.

J. Douglas Struthers, Mayor

Doug Robertson, CAO/Clerk

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VILLAGE OF MERRICKVILLE-WOLFORD

For Clerk's use only, if required:

Recorded Vote Requested By:

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

Resolution Number: R - - 19

Date: January 14, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny 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 Council meeting of December 10, 2018 as:

_____circulated.

_____amended.

Carried / Defeated

J. Douglas Struthers, Mayor

**The Corporation of the
Village of Merrickville-Wolford**

Monday, December 10, 2018

A regular meeting of the Council of the Corporation of the Village of Merrickville-Wolford was held at 7:00 p.m. on Monday, December 10, 2018.

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

Staff in Attendance: Doug Robertson, CAO/Clerk
Christina Conklin, Deputy Clerk
Kirsten Rahm, Treasurer

Disclosure of Pecuniary Interest and the general nature thereof: None

Approval of Agenda

R-385-18 Moved by Councillor Foster, Seconded by Councillor Molloy

Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby adopt the agenda of the regular Council meeting of December 10, 2018, as amended.

Carried

Note: The agenda was amended to include report CAO-11-2018 regarding the Committee Structure as well as By-law 57-2018, being a by-law to authorize the execution of the contract for police services.

Minutes

Note: The approval of the Council Minutes for the meeting of November 26, 2018 was deferred.

R-386-18 Moved by Councillor Halpenny, Seconded by Councillor Cameron

Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the Minutes of the Inaugural Council meeting of December 3, 2018, as circulated.

Carried

Public Question Period: No questions.

Finance:

R-387-18 Moved by Councillor Foster, Seconded by Councillor Cameron

Be it hereby resolved that: By-law 57-2018, being a by-law to authorize the execution of a three-year contract between the Ministry of Community Safety and Correctional Services of Ontario and the Corporation of the Village of Merrickville-Wolford for the provision of police services under Section 10 of the *Police Services Act*, be read a first and second time, and that By-law 57-2018 be read a third and final time and passed.

Carried

R-388-18 Moved by Councillor Cameron, Seconded by Councillor Halpenny

Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report FIN-12-2018; and

That Council does hereby approve the renewal of the 2019 insurance policy with Desjardins Financial for the fiscal year 2019.

Carried

CAO:

R-389-18 Moved by Councillor Foster, Seconded by Councillor Halpenny

Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report CAO-10-2018, respecting a process to facilitate effective decision making regarding whether or not to opt out of allowing retail cannabis sales within the Village of Merrickville-Wolford.

Carried.

R-390-18 Moved by Councillor Foster, Seconded by Councillor Cameron

Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report CAO-11-2018 regarding the current Committee Structure; and

That Council does hereby direct staff regarding how to proceed with next steps regarding the Committee Structure.

Carried.

Public Question Period:

R. Fournier inquired as to whether citizens will have an opportunity to provide input at an early stage of the budget process.

J. Spencer inquired as to whether a call for committee members would be publicly circulated before the expiration of the three-month committee term extension and if any new committees that are to be created would also call for members from the public.

P. Watson inquired as to the details of the group insurance plan and whether it would be available to the public.

D. Dawson inquired as to the status of the O.P.P. and workplace investigations as well as how much has been paid to Mr. Curtis and whether we are paying for the ongoing legal review.

M. Laphen indicated that the Library Board would continue on and invited Council to attend the meeting on December 11th.

Confirming By-Law

R-391-18 Moved by Councillor Molloy, Seconded by Councillor Foster

Be it hereby resolved that: By-law 56-2018, being a by-law to confirm the proceedings of the Council meeting of December 10, 2018, be read a first and second time, and that By-law 56-2018 be read a third and final time and passed.

Carried.

Adjournment

R-392-18 Moved by Councillor Molloy, Seconded by Councillor Halpenny

Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at 7:57 p.m. until the next regular meeting of Council on Monday, January 14, 2019 at 7:00 p.m., or until the call of the Mayor subject to need.

Carried.

J. Douglas Struthers, Mayor

Doug Robertson, CAO/Clerk

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VILLAGE OF MERRICKVILLE-WOLFORD

For Clerk's use only, if required:
Recorded Vote Requested By:

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

Resolution Number: R - - 19

Date: January 14, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the Minutes of the special Council meeting of December 13, 2018 as:

___circulated.

___amended.

Carried / Defeated

J. Douglas Struthers, Mayor

**The Corporation of the
Village of Merrickville-Wolford**

Thursday, December 13, 2018

A special meeting of the Council of the Corporation of the Village of Merrickville-Wolford was held at 6:30 p.m. on Thursday, December 13, 2018.

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

Staff in Attendance: Doug Robertson, CAO/Clerk
Mark Urquhart, Fire Chief

Disclosure of Pecuniary Interest and the general nature thereof: None

Approval of Agenda

R-393-18 Moved by Councillor Foster, Seconded by Councillor Molloy
Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby adopt the agenda of the regular Council meeting of December 13, 2018, as circulated.

Carried

In Camera:

R-394-18 Moved by Councillor Molloy, Seconded by Councillor Cameron
Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford moves to "In Camera" at 6:31 p.m. in order to address a matter pertaining to:

1. Litigation or potential litigation, including matters before administrative tribunals affecting the municipal or local board.

Carried

R-395-18 Moved by Councillor Foster, Seconded by Councillor Halpenny
Be it hereby resolved that: the "In Camera" session rise and report, with staff being given direction, and the regular Council session resume at 7:05 p.m.

Carried

Note: Mark Urquhart excused himself from the meeting.

R-396-18 Moved by Councillor Molloy, Seconded by Councillor Cameron

Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford moves to "In Camera" at 7:06 p.m. in order to address a matter pertaining to:

1. Litigation or potential litigation, including matters before administrative tribunals affecting the municipal or local board.

Carried

R-397-18 Moved by Councillor Foster, Seconded by Councillor Halpenny

Be it hereby resolved that: the "In Camera" session rise and report, with staff being given direction, and the regular Council session resume at 7:25 p.m.

Carried

R-398-18 Moved by Councillor Cameron, Seconded by Councillor Molloy

Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford moves to "In Camera" at 7:26 p.m. in order to address a matter pertaining to:

1. Litigation or potential litigation, including matters before administrative tribunals affecting the municipal or local board.

Carried

R-399-18 Moved by Councillor Foster, Seconded by Councillor Halpenny

Be it hereby resolved that: the "In Camera" session rise and report, with staff being given direction, and the regular Council session resume at 9:08 p.m.

Carried

Confirming By-Law

R-400-18 Moved by Councillor Foster, Seconded by Councillor Halpenny

Be it hereby resolved that: By-law 58-2018, being a by-law to confirm the proceedings of the Council meeting of December 13, 2018, be read a first and second time, and that By-law 58-2018 be read a third and final time and passed.

Carried.

Adjournment

R-401-18 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 now adjourn at 9:10 p.m. until the next regular meeting of Council on Monday, January 14, 2019 at 7:00 p.m., or until the call of the Mayor subject to need.

Carried.

J. Douglas Struthers, Mayor

Doug Robertson, CAO/Clerk

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Incorporated
Wolford 1850
Merrickville 1860
Amalgamated 1998



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VILLAGE OF MERRICKVILLE-WOLFORD

For Clerk's use only, if required:
Recorded Vote Requested By:

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

Resolution Number: R - - 19

Date: January 14, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from Vic Fedeli, the Minister of Finance, dated December 21, 2018 regarding the Ontario Municipal Partnership Fund, for information purposes.

Carried / Defeated

J. Douglas Struthers, Mayor



7th Floor, Frost Building South
7 Queen's Park Crescent
Toronto ON M7A 1Y7
Telephone: 416-325-0400
Facsimile: 416-325-0374

7^e étage, Édifice Frost Sud
7 Queen's Park Crescent
Toronto ON M7A 1Y7
Téléphone: 416-325-0400
Télécopieur: 416-325-0374

December 21, 2018

Dear Head of Council:

We are writing to provide you with an update on the 2019 Ontario Municipal Partnership Fund (OMPF).

Firstly, congratulations on your new office term. Our government knows that one of the first priorities for your new council is setting your 2019 budget. The Association of Municipalities of Ontario (AMO) along with a number of individual municipalities have asked for information about the 2019 OMPF to support budget planning.

Like many of my colleagues in the Legislature, as former municipal representatives, we understand the importance of this information. Let me assure you, we are committed to getting you the details of your 2019 OMPF allocation as soon as possible.

As outlined in November's *2018 Ontario Economic Outlook and Fiscal Review*, our government wants to ensure that the vital services people rely on like health and education are available to individuals and families for generations to come. This is why our top priority is putting the Province's fiscal house in order.

As you know, the Province's financial challenge is massive. We inherited a \$15 billion deficit and over a third of a trillion dollars in net debt. The previous government was spending more than \$40 million more a day than they took in.

This is simply unsustainable. This is why we are making every effort to restore fiscal balance to the Province.

Ernst and Young, who conducted a line-by-line-review of Ontario's spending, confirmed in its report *Managing Transformation — A Modernization Action Plan for Ontario* that the growth in transfer payments and other provincial supports are key contributors to the province's mounting debt. Getting this spending under control is why we are undertaking a detailed review of all transfer payments, including those to municipalities.

We must continue to support municipalities in a way that is sustainable and responsible. To achieve this, we are reviewing the OMPF — which is why details of OMPF allocations will be released later than in past years.

.../cont'd

We will be looking to you, our municipal partners, to help us with the challenge that lies ahead — as we look to drive efficiencies and value-for-money in all of our transfer payments, including the OMPF. While we all will be operating within a smaller funding envelope, we want to work with you to return the program to what it was initially intended to do — support the Northern and rural municipalities that need it the most.

As part of the OMPF review, we will seek your feedback on how best to renew the program. We will work through AMO and the recently signed joint Memorandum of Understanding (MOU). This agreement is a foundation of our relationship. The AMO MOU table has been an important forum for discussing and receiving your input on financial matters. I also understand that there has been a staff working group that has provided valuable feedback on the OMPF in the past. Ministry officials have been asked to engage with this group early in the New Year.

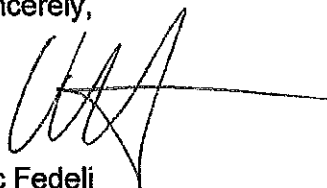
Again, we want to provide you with 2019 OMPF allocations as soon as possible. We are working to complete the review early in 2019.

Since coming into office, our government has taken a number of actions to support municipalities. These include introducing legislation to address two critical issues in Ontario's firefighting sector: fairness for professional firefighters and the efficiency of the interest arbitration system. In addition, we have committed to providing municipalities \$40 million over two years to help with the implementation costs of recreational cannabis legalization. In addition, if Ontario's portion of the federal excise duty on recreational cannabis over the first two years of legalization exceeds \$100 million, the province will provide 50 percent of the surplus only to municipalities that have not opted-out as of January 22, 2019. We are also working to reduce the significant red tape burden municipalities face.

These are important initiatives that will make life better for the people of Ontario.

We respect our municipal partners, and are committed to working constructively with all local governments to find smarter and more efficient ways to make life better for our communities.

Sincerely,



Vic Fedeli
Minister of Finance

c: The Honourable Steve Clark, Minister, Municipal Affairs and Housing
Greg Orencsak, Deputy Minister, Ministry of Finance
Laurie LeBlanc, Deputy Minister, Ministry of Municipal Affairs and Housing
Jamie McGarvey, President, Association of Municipalities Ontario

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VILLAGE OF MERRICKVILLE-WOLFORD

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Recorded Vote Requested By:

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

Resolution Number: R - - 19

Date: January 14, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

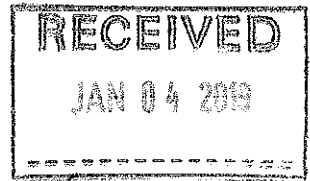
Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from Eleanor Beelich regarding recycling at the landfill dated January 4, 2019, for information purposes.

Carried / Defeated

J. Douglas Struthers, Mayor

2019 January 4



Note to Council,

On one of our few visits (every 6 weeks) to the Landfill, we were disappointed to find that the items we could recycle have been decreased! (No more milk cartons, tetra boxes etc) This is most unfortunate. I know it is expensive but I think our planet, country, town, municipality, is worth it.

We need to be seen as forward thinking, not as some rural backwater that can be taken advantage of. (Does anyone remember WARRA?)

We can do better and I expect my council to do just that. Eleanor Beelick

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VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 19

Date: January 14, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny 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 dated November 13, 2018 and December 11, 2018, for information purposes.

Carried / Defeated

J. Douglas Struthers, Mayor

For Clerk's use only, if required:
Recorded Vote Requested By:

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

MERRICKVILLE PUBLIC LIBRARY

Merrickville Public Library Board's meeting was held Nov. 13, 2018 at 12:30 p.m. at the library.

Present: M-W: Brian Reid, John Harris, Sue Birta, Carole Roberts,

Montague: Wendy Simpson-Lewis

and Mary Kate Laphen (Librarian)

Regrets: Victor Suthren

Meeting called to order at 12:40 pm.

1. Declaration of Pecuniary Interest: None.

2. Adoption of Agenda: ADOPTED.

3. Approval of Minutes: Minutes from Oct. 9/18 meeting – APPROVED.

Minutes from Oct. 23/18 meeting – APPROVED.

4. Correspondence: None

5. Questions/ Presentations from Public: None

6. Friends of the Library Report: The Friends held their AGM in October. They will be providing funds for several projects, including the chalkboard wall, new DVD shelving unit, etc. They continue to discuss new fundraising ideas.

7. Financial Report:

- **2018 Financial Update:** Reviewed the year-to-date financial report (operating account) and the information provided by the municipal treasurer re: the library's reserve.
- **Resolution re: transfer of funds:** Motion to transfer bequest money received in 2018 from the operating account to the library reserve. Moved by John, seconded by Carole. APPROVED. [see attached resolution]
- **Library Reserve:** Due to ongoing issues re: the library reserve, the board recommends that a separate bank account be set up for the library reserve, including bequests and large donations received, once the new board is in place. It is anticipated that this would also be used in relation to the planned giving campaign.
John Harris will draft a letter to the Treasurer and CAO letting them know of the board's intent to pursue this in the new term.

8. Librarian's Report: see below.

9. Other Business:

- i. **Building Work (Exterior):** Reviewed the report from the CBO re: the exterior work needed on the building. There is a substantial amount of work needed and the recommendation is that it be done next year. Discussed jurisdiction, given that the municipality owns the building. Discussed financial aspects, given that the 2019 budget is upcoming. Mary Kate will forward the report to the CAO, and consult on how best to proceed.
- ii. **End of Term Report:** Reviewed 2014 End of Term report and made notes on achievements and items to include in this term's report. John will draft and forward to Mary Kate. Will endeavor to have it ready for review at the December meeting.
- iii. **Strategic Plan Review:** Reviewed the 2013-18 Strategic Plan Workplan and evaluated our success at meeting the goals and objectives of the plan. The board is pleased to note that we were successful in accomplishing or making progress on a high percentage of these goals. Discussion of some items to be considered by the new board in the next strategic planning process (see list).
- iv. **Planned Giving:** This will be an item for the next board / strategic plan. This board has gathered information and addressed legal aspects (re: bequests). The next step is to address the financial aspects (including setting up a separate account and financial management), to be followed by addressing recognition and marketing.

11. Next meeting:

- Tues, Dec. 11, 2018 at 12:30 at the Library. Budget meeting.

Meeting concluded.

Librarian _____

Chairperson _____

Librarian's Report for Oct-Nov/18

Statistics:

Oct	2018	2017	2016	2015
Patrons	1322 -2 % w/mtgs 1344	1346 +10% w/mtgs 1371 +12%	1221 -19% w/mtgs 1230	1512 +9% w/mtgs 1530
(Kids/Youth)	342 (105 / 237)	370 (154 / 216)	383 (101 / 282)	436 (190 / 246)
(Progs)	124-in (12 prgs, 1 CV- in) 190-out of Lib, (5-prgs, 9 CV)	162-in (17 prgs in) 302-out of Lib (7-prgs, 12 CV)	143-in (18 prgs in) 325-out of Lib (6-prgs, 11 CV)	142-in (20 prgs + 3 CVs-in) 299- out of Lib (4-prgs + 14 CV - out)
Mtg Rm users	22 (3 mtgs)	25 (3 mtgs)	9 (2 mtgs)	18 (2 mtgs)
Circulation	2208 -11% OverDrive: 390(circ) TOTAL 2598 -6%	2492 +7.5% OverDrive: 276(circ) TOTAL: 2768 +7%	2312 -12% OverDrive: 267(circ) TOTAL: 2579 -7%	2623 -8% OverDrive: 162(circ) TOTAL: 2785
(Adult/Child)	(A-1555, J-627, T-26)	(A-1739, J-708, T-45)	(A-1444, J-814, T-54)	(A-1701, J-860, T-62)
Internet use (+wireless):	279 -17% (238 / 34w / 7 Tab)	303 0% (233 / 45w / 25 Tab)	303 -22% (297 / 29w / 7 EL)	387 -11% (298 / 74w / 15 EL)
ILLs borrowed/lent:	86 / 104	79 / 86	96 / 87	121 / 125

As usual October is a significantly busier month than September. Overall, visits were down a bit from last Oct. (fewer visits from kids). Circulation, was down, however ebook use had a big jump.

Programs & Services:

Children's Programs:

StoryTime: Attendance has been up and down this month, but going well.

Lego Club: Continues as a Sat. morning drop-in. Attendance is very irregular.

Tech Club: This has not been getting the interest we'd hoped for. Will have to rework it a bit in the new year.

Read To Every Kid: Has just started. The books have started circulating, but need to work on promotion

Afterschool Youth Group: We've getting more afterschool kids. They are interested in the computers and hanging out, not programs, so we're rolling for that for now.

Halloween Activities: The Saturday Halloween StoryTime program was fairly well attended (and went very well), but didn't get the preschool audience I'd hoped for. The Halloween Costume Photo Shoot doesn't do very well here, but was a hit at the Firefighters' Halloween Kids Party. We had a lot of positive feedback from parents.

PlayGroup: Continue to visit most weeks. It's going well.

Daycare: Continuing monthly visits to the toddlers and preschoolers & loan of books on request. Did a visiting StoryTime for their book sale (Nov. 3)

Schools: Did class Halloween visits to primary grades for Merrickville and Montague schools.

Groups (Cubs, Brownies, etc): Beavers/Cubs used the library when community centre was unavailable.

Adult Programs:

Library Book Club: Our book club continues to go well. . Vic Suthren will be do an author visit in Dec or Jan

Off The Shelf: continues popular

Museum Passes: Use is slower now that summer is over, but they are still popular.

Internet: Overall, not as busy except after school. Number of users is down, but is still getting a lot of extended use.

InterLibrary Loans: Still quite busy although have lost a book club. Lending to other libraries is still high..

Seniors Home: Rosebridge Manor still getting books (month loan). Hilltop seems to have put this on hiatus.

Pools: The new LP pool has arrived.

Meeting Room: The meeting room was used by library programs, the Fair Board, the Knitting Club, and the Friends of the Library.

Collection: Have ordered eResources for 2019 – the Friends of the Library will sponsor these. Have been

asked about subscribing to a new eResource (Kanopy), am looking into this. Have added a DVD shelving unit to relieve crowding (also sponsored by the Friends). Spending is on track for the end of the year. Will wrap up with dvds and the big Scholastic sale. Am about to pre-order the winter bestsellers. Weeding continues as time permits.

Volunteers: The volunteer situation is fine. Am about to purchase appreciation gift certificates for them.

Donations: Have had a number of donations of DVDs and some books.

Facilities: Had electrician in to replace the ballasts on 3 of the fluorescent tube lights. Received CBO report on Building Repairs (see item #9a).

Publicity/Outreach Am doing the usual Phoenix column, the webpage, Facebook updates, signs, and flyers -- and the Open House. The Open House went well re: the Lions Club and generally, but it was a bit slow (possibly due to Jazzfest?). Unfortunately none of the Councillors attended (other than Vic). I put together a short video about the new building project for the Open House; it is now posted on Facebook.

Partnerships/Outreach: Visits to the schools & daycare for Halloween. Green screen photos as the Firefighters Halloween party and will be doing as part of Christmas in Merrickville in Dec. Have not heard anything from Trails Society re: the StoryTrail. Re: municipality: have met with the new Economic Development Officer, have Emergency Management Training coming up this month, continue to do the municipal facebook page, will not be supervising the Summer Camps next year (they've decided to shift that to the Treasurer).

Professional Development, Meetings, etc: In addition to upcoming EMT, have been doing some webinar training. Am considering attending OLA conference next January.

Grants, etc: Have received the Provincial Operating Grant; although the increase promised by the former government has not materialized. However, the Internet Connectivity funding is going through, so we will receive reimbursement for our internet subscription.

Plans for month: I will be: preparing the draft 2019 budget, end of year collection shopping (DVDs and Scholastic sale), setting up Christmas visits to the schools, Christmas in Merrickville photo shoot, continuing with weeding, looking into Kanopy service, arranging programming for the new year, plus the usual library business.

MERRICKVILLE PUBLIC LIBRARY

Merrickville Public Library Board's meeting was held Dec. 11, 2018 at 12:30 p.m. at the library.

Present: M-W: Brian Reid, John Harris, Sue Birta,

Montague: Wendy Simpson-Lewis

and Mary Kate Laphen (Librarian)

Regrets: Carole Roberts, Victor Suthren

Meeting called to order at 12:37 pm.

1. Declaration of Pecuniary Interest: None.

2. Adoption of Agenda: Moved by Wendy, Seconded by Sue. ADOPTED.

3. Approval of Minutes: Minutes from Nov. 13/18 meeting – Moved by John, Seconded by Wendy.
APPROVED.

Follow-up: Letter to the CAO/Treasurer re: Reserve account deferred to January

4. Correspondence: None

5. Questions/ Presentations from Public: None

6. Friends of the Library Report: The Friends have agreed to sponsor Kanopy, a video streaming service for 2019.

7. Librarian's Report: see below.

• **Holiday Closing:** The Library will be closed Dec 24 –Jan 1, except for Fri, Dec 28 and Sat Dec 29

8. Other Business:

- i. **Building Work (Exterior):** The contracted porch roof repair has been completed; however, additional work will need to be done, due to water damage. Brian is seeking 3 rough estimates for the cost of the repairs as outlined in the CBO report, in order to assist with 2019 budgeting for this project; however, it is complicated by the fact that the building belongs to the town rather than to the library board. Mary Kate has been unsuccessful in her attempt to set up a meeting with the CAO to discuss this, but will try again.
- ii. **Budget 2019:** Reviewed preliminary work on the budget. As there is not yet any information on municipal budget guidelines or any expected changes to costs associated with payroll that may affect the library, the budget remains a work in progress. Comments by the Treasurer at last night's Council meeting suggest that the municipal staff is looking at a draft budget for January or February. Mary Kate will see if she can get anything more firm in terms of dates.
- iii. **End of Term Report:** Reviewed John's draft of this report. John will have the final version for next meeting. Discussed how to deliver this to the new Council, as well as other pertinent information. It was agreed that this would be most useful if it took place before Council appoints the new board. Mary Kate's request to the CAO to have the Library included in the new Council's orientation was turned down; however, we can make a presentation to Council. Mary Kate will follow up on that.
- iv. **Performance Review:** The board will begin the CEO's annual performance review after the Jan. board meeting (or will arrange another time when all the board is available).

11. Next meeting:

- Tues, Jan. 8, 2019 at 12:30 at the Library. To be followed by CEO performance review.

Meeting concluded.

Librarian _____

Chairperson _____

Librarian's Report for Nov-Dec/18

Statistics:

Nov	2018	2017	2016	2015
Patrons	1102 -9.5% w/mtgs 1119	1218 -15% w/mtgs 1227 -16.5%	1440 +8.5% w/mtgs 1470	1325 +5% w/mtgs 1347
(Kids/Youth)	270 (84 / 186)	360 (114 / 246)	413 (111 / 302)	338 (132 / 206)
(Progs)	78-in (10 prgs,) 31-out of Lib, (5-prgs, 0 CV)	139-in (19 prgs in) 42-out of Lib (6-prgs, 0 CV)	183-in (25 prgs, 2 CVs in) 17-out of Lib (3-prgs, 0 CV)	86-in (14 prgs, 1 CV in) 22- out (4-prgs, 0 CV)
Mtg Rm users	17 (3 mtgs)	9 (2 mtgs)	30 (4 mtgs)	22 (3 mtgs)
Circulation	2039 -5.5% OverDrive: 319(circ) TOTAL 2358 -3%	2158 -10% OverDrive: 275(circ) TOTAL: 2433 -7%	2410 +0.5% OverDrive: 215(circ) TOTAL: 2625	2394 -13.5% OverDrive: 207(circ) TOTAL: 2601
(Adult/Child)	(A-1440, J-554, T-45)	(A-1502, J-623 T-33)	(A-1542, J-802, T-66)	(A-1588, J-738, T-8)
Internet use (+wireless):	223 -28% (191 / 20w / 12 Tab)	311 -20.5 (238 / 55w / 18 Tab)	392 +21% (327 / 53w / 12 EL)	324 -9% (257 / 59w / 8 EL)
ILLs borrowed/lent:	93 / 62	89 / 95	113 / 88	101 / 68

November was down from last year, partly due to fewer kids' visits and programs, and fewer internet users. Like last year, November was quite slow around the end of the month (December slowdown seems to be starting earlier). This may be somewhat related to the weather.

Programs & Services:

Children's Programs:

StoryTime: Attendance has been up and down this month, but going well.

Lego Club: Is pretty much on hiatus for Dec.

Tech Club: This is on hiatus for Dec.

Read To Every Kid: Running until January.

Christmas in Merrickville green screen photo shoot: This was endorsed by the CiM group, but didn't get much publicity. However, it went well and the final photos got a lot of positive feedback. I need to make up a sign for the future.

PlayGroup: Continue to visit most weeks. They have cancelled a few times in Nov, and only have 1 session in Dec.

Daycare: Continuing monthly visits to the toddlers and preschoolers & loan of books on request.

Schools: Will be doing Christmas visits to primary grades for Merrickville school. There were scheduling problems with Montague school, so will be doing January "winter" visits to them.

Groups (Cubs, Brownies, etc): Cubs used the library to work on their technology badge.

Adult Programs:

Library Book Club: Our book club continues to go well. Vic Suthren will be do an author visit in Dec or Jan

Off The Shelf: is doing well. One of the Rogue Poets wrote a poem about it. December should be well-attended (weather permitting).

Museum Passes: Use is slower now that summer is over, but they are still popular. One pass was lost by a patron, but we have been able to replace it.

Internet: Overall, not as busy except after school. Number of users is down, but is still getting a lot of extended use.

InterLibrary Loans: Steady demand. Fewer loan requests from other libraries this month.

Seniors Home: Rosebridge Manor still getting books (month loan).

Pools: The new DVD pool just arrived.

Meeting Room: The meeting room was used by library programs, the Rogue Poets for their book launch, the Fair Board, the Knitting Club, and the Historical Society.

Collection: Have ordered the 2019 winter bestsellers. Have purchased some DVDs (TV series) in Black Friday sales. Will be going to the big Scholastic sale this week. Spending is on track for the end of the year. Weeding continues as time permits.

Volunteers: The volunteer situation is fine. The gift certificates were appreciated by all.

Donations: Have had some end of year donations.

Facilities: The roof work has been completed (see *Other Business 8.i*). Have killed 2 mice. The remaining traps have been untouched.

Publicity/Outreach Am doing the usual Phoenix column, the webpage, Facebook updates, signs, and flyers.

Partnerships/Outreach: Am in discussions with local group re: movie nights & providing Kanopy access (see under item 6). Green screen photo shoot in conjunction with Christmas in Merrickville and Firefighters. School visits planned. Am talking with the Historical Society re: their new website (being backup for updating). Continue to do the municipal facebook page.

Professional Development, Meetings, etc: Nothing this time of year, other than some webinars. Have registered for the OLA conference and arranged for Linda to cover here.

Grants, etc: Nothing right now, but have collected data for the Annual Library Use Survey (required for the provincial operating grant).

Plans for month: I will be: finishing the end of year collection shopping, continuing work on budget, Xmas visits to schools, continue with weeding, investigate some software (from webinars), performance reviews, look into programming for the new year, plus the usual library business. I will also be taking a little time off between Christmas and New Year's.

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VILLAGE OF MERRICKVILLE-WOLFORD

For Clerk's use only, if
required:

**Recorded Vote Requested
By:**

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

Resolution Number: R - - 19

Date: January 14, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the Minutes of the Industry, Economic Development and Tourism Advisory Committee dated December 17, 2018, for information purposes.

Carried / Defeated

J. Douglas Struthers, Mayor

FINAL MINUTES

Monday Dec 17th, 2018

Industry, Tourism and Economic Development Committee

Council Chambers, Brock St. Merrickville

Present: Jane Graham, Ian Donald, Terry Gilhen, Cheri Kemp-Long, Yves Grandmaitre, Mike Zaversenuke (5:40), Gary Brown, EDO Jeff McNamee, Councillor Bob Foster (gallery)

1. Welcome and additions/approval of agenda
R-051-18 Motion to approve as amended Carried
Amendment: Web site update
2. Declaration of pecuniary interest
None
3. Minutes Nov 19, 2018
R-052-18 Motion to approve as amended Carried
4. Questions from the Gallery
None
5. Old Business –
 - i) BR & E Update (CK-L)
 - A few more surveys completed
 - No schedule established for the next county meeting
 - Jeff has received training/signed confidentiality form and can now participate in surveys
 - ii) MBA group update (YG)
 - Scope of work has been updated and clarified
 - Contract to be signed (before the holidays)
 - There is a \$250 fee to cover expenses. This will require CAO approval to process
 - iii) OMAFRA downtown revitalization course – update (JM)
 - To be scheduled in New Year

6. New Business –

- i) Jeff McNamee – EDO – report
 - Proposed Reporting template
 - Being reviewed by CAO. Exec summary to be prepared for Council
 - EDO reviewing best approach to communicate with residents
 - EDO has been looking at low hanging fruit to start New Year
 - Also working on asset inventory
 - Pursuing a few ideas for the Woford P.S.
 - RED budget
 - will be submitted by month end
 - Also working on a budget to be submitted to Council
 - Web Site updates
 - Web site RFP will be proposal based. Criteria grid has been established and has/will be circulated among senior staff for comments. RFP includes staff training. Edo will prioritize info input
- ii) Official plan meeting review Wed Jan 16 – 5 pm
 - will ask Randy to invite all Committees to meeting so that all input can be shared/discussed
- iii) Presentation to council re value of committee
 - Many questions awaiting response from council re setting direction for moving forward
 - Suggestion was made to have a delegation to Council to present ideas/proposal assembled during strat plan exercise.
 - It was also agreed that Jane will reach out to Doug/CAO to discuss strat plan goals/purpose and suggestions re having a more effective committee support structure for Council and staff (see attached diagram). At same time Jane will also list accomplishments and how more could be done in the future.

7. Date and time of next meeting

- Jan 21st, 5pm Council Chambers

8. Adjourn

R-053-18

Motion to adjourn at 6:50

Carried

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VILLAGE OF MERRICKVILLE-WOLFORD

For Clerk's use only, if
required:
**Recorded Vote Requested
By:**

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

Resolution Number: R - - 19

Date: January 14, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby
receive report FIN-01-2019; and

That Council authorize the borrowing of money to meet the 2019 expenditures of the
Corporation of the Village of Merrickville-Wolford.

Carried / Defeated

J. Douglas Struthers, Mayor



Village of Merrickville-Wolford

Report FIN-01-2019
Finance Department
Information Report to Council
Date of Council Meeting: January 14, 2019

Interim Borrowing By-Law

OBJECTIVE: To authorize a temporary borrowing By-Law

RECOMMENDATION:

THAT: Council receive report FIN-01-2019; and

THAT: Council authorize the borrowing of money to meet the 2019 expenditures of the Corporation of the Municipality of Merrickville-Wolford.

BACKGROUND:

Section 407 of the Municipal Act 2001 authorizes a municipality to approve temporary borrowing to meet current expenditures in advance of the collection of tax revenue and budgeted revenues from other sources. From January 1 to September 30, the amount borrowed may not exceed 50% of the total estimated revenues. For the last quarter of the year, the limit is set at 25% of the total estimated revenues. Until the current year's budget is passed, the estimated limits are calculated using the estimated revenues as set out in the budget adopted the previous year.

It is standard practice for a municipality to adopt a by-law in January for this purpose.

ANALYSIS:

Each year at this time Council approves an interim borrowing by-law to meet the current expenditure needs in advance of collecting tax revenue and budgeted revenues from other sources for the upcoming year. Municipal cash balances are typically lower in the first few months of the year prior to the February tax deadline.

The total 2018 budgeted revenues were approximately \$6.2 million (excluding water and sewer revenues). The draft by-law contained in this report authorizes the Mayor and Clerk to borrow up to \$2 million, which is below the prescribed limit. The municipality has not had to use interim borrowing in several years.

Staff do not anticipate the need to do interim borrowing in 2019 therefore this is done for precautionary measures only. Borrowing for capital projects is a separate process.

BUDGET/LEGAL IMPLICATIONS:

N/A

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:

N/A

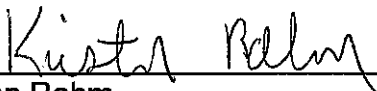
CONCLUSION:

It is recommended that Council authorize the temporary borrowing by-law.

ATTACHMENTS:

Submitted by:

Approved by:



Kirsten Rahm,
Manager of Finance - Treasurer



Doug Robertson, CAO/Clerk

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VILLAGE OF MERRICKVILLE-WOLFORD

For Clerk's use only, if required:

Recorded Vote Requested By:

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

Resolution Number: R - - 19

Date: January 14, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that: By-law 03-2019, being a By-law to authorize the Municipality to borrow up to \$2,000,000 during the January 1, 2019 to September 30, 2019 period and up to \$1,000,000 during the October 1, 2019 to December 31, 2019 period in order to finance the Village's Current Operating Expenditures on an interim basis, be read a first and second time, and that By-law 03-2019 be read a third and final time and passed.

Carried / Defeated

J. Douglas Struthers, Mayor

CORPORATION OF THE VILLAGE OF MERRICKVILLE – WOLFORD

BY - LAW No. 03-2019

ONTARIO MUNICIPAL CORPORATIONS - BORROWING BY-LAW

BEING a By-Law to authorize the Municipality to borrow up to \$2,000,000 during the January 1, 2019 to September 30, 2019 period and up to \$1,000,000 during the October 1, 2019 to December 31, 2019 period in order to finance the Village's Current Operating Expenditures on an interim basis;

WHEREAS Sections 407 (1) and (2) of the Municipal Act, S.O. 2001, c.25, as amended, authorize Council to pass a by-law authorizing the municipality to borrow from time to time by way of promissory note or bankers' acceptance such sums as Council considers necessary to meet the current expenditures of the Corporation for the year until the taxes are collected and other revenues are received, provided the amounts borrowed between January 1 and September 30 and between October 1 and December 31 of the year do not exceed fifty per cent (50%) and twenty five per cent (25%), respectively, of the total estimated revenues of the corporation as set forth in the budget adopted for the prior year;

AND WHEREAS the Council deems it necessary to authorize the borrowing together with any similar borrowings that have not been repaid, a maximum of \$2,000,000 during the period between January 1, 2019 and September 30, 2019, and a maximum of \$1,000,000 during the period between October 1, 2019, and December 31, 2019 in order to meet the current operating expenditures of the Corporation until the taxes are collected, such sums representing not more than fifty percent (50%) and twenty-five percent (25%), respectively, of the estimated revenue of the Corporation as set forth in the budget adopted for the prior year;

AND WHEREAS Council deems it expedient to pass a by-law for such purpose.

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

1. The Mayor and Treasurer of the Corporation are hereby authorized under the seal of the Corporation, to borrow by way of promissory note or banker's acceptance a sum not exceeding \$2,000,000 between January 1, 2019 and September 30, 2019 and \$1,000,000 between October 1, 2019 and December 31, 2019 for the purpose of meeting the current operating expenditures of the Corporation until the taxes are collected.
2. Despite the provisions of Section 1 of this By-law, the amounts that may be borrowed during the times and for the purposes mentioned in Section 1 of this By-law, together with the total of any similar borrowings that have not been repaid, shall not, except with the approval of the Local Planning and Appeals Tribunal, exceed during the period between January 1, 2019 and September 30, 2019, and during the period between October 1, 2019 and December 31, 2019, fifty percent (50%) and twenty-five percent (25%), respectively, of the uncollected balance of the estimated revenues of the Corporation as set forth in the budget adopted for the prior year.
3. The Mayor and Treasurer are hereby authorized to pay or allow the bank or banks or any other person, firm or corporation that lends money to the Corporation, interest on the sums borrowed at such rates of interest and on such other terms as may be arranged by the Treasurer and adopted by Council.

4. The promissory note, or notes, debentures, covenants or agreements sealed with the seal of the Corporation and signed on behalf of the Corporation by the Mayor and Treasurer may be given to the said bank or banks, person, firm or corporation as aforesaid as security for the repayment of the amounts borrowed with interest thereon as aforesaid.
5. This By-law shall come into force and take effect on January 1, 2019.
READ a first and second time this 14th day of January 2019.
READ a third and final time and passed this 14th day of January 2019.

J.Douglas Struthers, Mayor

Doug Robertson, CAO/Clerk

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VILLAGE OF MERRICKVILLE-WOLFORD

For Clerk's use only, if
required:
**Recorded Vote Requested
By:**

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

Resolution Number: R - - 19

Date: January 14, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby
receive report FIN-02-2019; and

That Council authorize the 2019 interim tax levy and due dates.

Carried / Defeated

J. Douglas Struthers, Mayor



Village of Merrickville-Wolford

Report FIN-02-2019
Finance Department
Information Report to Council
Date of Council Meeting: January 14, 2019

2019 Interim Tax Levy

OBJECTIVE: To authorize the Interim Tax Levy By-Law for 2019.

RECOMMENDATION:

THAT: Council receive report FIN-02-2019; and

WHEREAS: Section 317 of the Municipal Act 2001 provides for the Municipality to levy upon all taxable property an interim tax levy not to exceed a prescribed percentage or 50% of the total taxes for municipal and school purposes levied on a property for the previous year;

NOW THEREFORE BE IT RESOLVED THAT: Council authorize that a by-law be enacted to authorize the 2019 interim tax levy and due date.

BACKGROUND:

The purpose of this report is to seek authorization from Council for the Municipality of Merrickville-Wolford to levy an interim property tax levy for the 2019 taxation year. The interim tax levy is required to ensure cash flow in order to meet the financial obligations of the Municipality prior to the final 2019 tax levy.

Section 317 of the Municipal Act 2001 permits the Municipality to levy upon all taxable property an interim tax levy not to exceed a prescribed percentage or 50% of the total taxes for municipal and school purposes levied on a property for the previous year. The Act requires that an interim tax levy by-law be passed in the year to which it applies or in November or December of the previous year, provided that the by-law does not come into effect until a specified day in the applicable year.

ANALYSIS:

The interim tax levy by-law authorizes the Municipality to levy a portion of the tax levy based on 50% of the previous year's total tax levy. The levy is based on the total billing for the previous year and does not reflect the 2019 budget or tax rates. The by-law also sets the payment and penalty authority of the Municipality. The interim tax due date will be February 28, 2019 for all properties.

BUDGET/LEGAL IMPLICATIONS:

The interim tax levy has a short-term financial effect in that it represents revenue requirements of the Municipality of Merrickville-Wolford prior to the final tax by-law applicable to the 2019 fiscal year only.

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:

N/A

CONCLUSION:

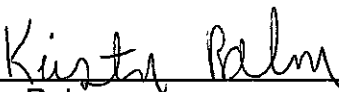
It is recommended that Council authorize the interim tax levy by-law.

ATTACHMENTS:

N/A

Submitted by:

Approved by:



Kirsten Rahm,
Manager of Finance - Treasurer



Doug Robertson, CAO/Clerk

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VILLAGE OF MERRICKVILLE-WOLFORD

For Clerk's use only, if required:
Recorded Vote Requested By:

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

Resolution Number: R - - 19

Date: January 14, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that: By-law 05-2019, being a By-law to impose an interim tax levy for the year 2019 on properties within all tax classes in the Village of Merrickville-Wolford, be read a first and second time, and that By-law 05-2019 be read a third and final time and passed.

Carried / Defeated

J. Douglas Struthers, Mayor

CORPORATION OF THE VILLAGE OF MERRICKVILLE - WOLFORD

BY-LAW No. 05-2019

BEING a By-Law to impose an interim tax levy for the year 2019 on properties within all tax classes in the Village of Merrickville-Wolford.

WHEREAS pursuant to section 317 (1) of the Municipal Act, S.O. 2001, the council of a local municipality, prior to the adoption of the estimates for the year may pass a by-law levying amounts on the assessment of property in the local municipality;

AND WHEREAS pursuant to section 317 (3) of the Municipal Act, S.O. 2001, the amount levied on a property shall not exceed a prescribed percentage, or 50% if no percentage is prescribed, of the total amount of taxes for municipal and school purposes levied on the property for the previous year;

AND WHEREAS it is deemed advisable to impose an interim tax levy on all properties within the Village of Merrickville - Wolford in order to cover interim expenditures;

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

1. A 2019 interim tax levy be imposed on all property classes within the limits of the Village of Merrickville-Wolford.
2. The amount levied on all property classes in the Village of Merrickville-Wolford shall be equal to 50% of the total amount of taxes for municipal, county and school purposes levied on the property for the previous year, subject to any mandatory adjustment dictated by the legislation or by regulation.
3. The amount levied may be adjusted to include the levying of amounts on assessment added to the assessment roll in 2019 that was not on the assessment roll in 2018.
4. The said interim tax levy shall become due and payable on the 28th day of February 2019. Any unpaid balance outstanding on the 1st day of March, 2019 shall constitute default.
5. A penalty of 1.25% shall be added to all interim levy amounts that are in default on the 1st day of March 2019 and on the 1st day of each month thereafter until paid in full.
6. All penalties and interest added to the interim tax levy in default shall become due and payable as if the same had originally been imposed as part of the interim tax levy.
7. This By-Law shall be deemed to have been passed and in effect as of the 1st day of January, 2019.

READ a first and second time this 14th day of January, 2019.

READ a third and final time and passed this 14th day of January, 2019.

J. Douglas Struthers, Mayor

Doug Robertson, CAO/Clerk

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VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 19

Date: January 14, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report FIN-03-2019 regarding the elimination of one-third tax exemption for Council remuneration, for information purposes.

Carried / Defeated

J. Douglas Struthers, Mayor

For Clerk's use only, if required:
Recorded Vote Requested By:

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



Village of Merrickville-Wolford

Report FIN-03-2019
Finance Department
Information Report to Council
Date of Council Meeting: January 14, 2019

Elimination of One-third tax exemption for Council remuneration

OBJECTIVE: For information purposes

RECOMMENDATION:

THAT: Council receive report FIN-03-2019 for information purposes.

BACKGROUND:

Section 255 of the former Municipal Act, R.S.O. 1990 provided that one-third of the salary paid to an elected member of council was deemed to be for expenses incurred in the discharge of the member's duties. As such, this portion of a Councillor's salary is not subject to income tax.

Section 283(7) of the Municipal Act requires that each Council review the option to exempt one-third of the salary at least once during each four-year term of Council after a regular election.

In March 2017 the Federal Government announced through its budget that it would be removing the tax exemptions for expense allowances paid to municipal councillors effective January 1, 2019.

ANALYSIS:

Staff have reviewed the implications of the loss of the exemption on one-third of Council's remuneration. Factoring in a 2.5% cost of living in 2019, Councillors will earn \$9820 a year and the Mayor will earn \$12,888 a year. Using the online payroll deductions calculator on the Canada Customs and Revenue website, neither of these amounts are subject to taxation because they are below the minimum taxable amount. So even without the one-third tax exemption, the rate of pay for Council is below the threshold at which income is taxed. Therefore, this change will not impact the net pay of Council members.

BUDGET/LEGAL IMPLICATIONS:

Council remuneration will be included as an expense in the 2019 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:

Fiscal sustainability is an important part of providing efficient services to ratepayers.

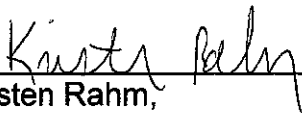
CONCLUSION:

This report is for information purposes only.

ATTACHMENTS:

N/A

Submitted by:



Kirsten Rahm,
Manager of Finance - Treasurer

Approved by:



Doug Robertson, CAO/Clerk

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VILLAGE OF MERRICKVILLE-WOLFORD

For Clerk's use only, if
required:
**Recorded Vote Requested
By:**

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

Resolution Number: R - - 19

Date: January 14, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report FIN-04-2019 regarding Ontario Regulation 284/09 relating to the 2018 PSAB expenses, for information purposes.

Carried / Defeated

J. Douglas Struthers, Mayor



Village of Merrickville - Wolford

Report FIN-04-2019
Finance Department
Information Report to Council

RE: Ontario Regulation 284/09

OBJECTIVE: That Council adopt the report reflecting the 2018 PSAB expenses as per Ontario Regulation 284/09.

RECOMMENDATION:

THAT: Council adopt the report reflecting the 2018 budget as adjusted to reflect the PSAB expenses as required under Ontario Regulation 284/09.

BACKGROUND:

In 2009, accounting standards and financial reporting requirements changed significantly, with the most notable change being the requirement to report on Tangible Capital Assets (TCA). However, these new accounting standards do not require budgets to be prepared on the same basis.

Ontario Regulation 284/09 requires municipalities that have excluded expenses in their budgets to prepare a report about those excluded expenses and adopt the report by resolution. The Regulation allows a municipality to exclude from its annual budget estimated expenses related to:

- Amortization
- Post-employment benefits; and
- Solid waste landfill closure and post-closure expenses.

The Regulation requires that a municipality provide a report containing the following information:

- An estimate of the change in accumulated surplus of the municipality to the end of the year resulting from the exclusion of any of those expenses; and
- An analysis of the estimated impact of the exclusion of any of those expenses on the future TCA funding of the municipality.

ANALYSIS:

The Village of Merrickville-Wolford, like many municipalities, continues to prepare budgets on the traditional cash basis.

The municipal budget excluded the following expenses:

1. The estimates for closure and post-closure costs for the landfill site are \$2,810,000 with \$904,905 accrued at the end of 2017. The solid waste landfill closure and post closure expense is estimated at \$42,000 for 2018.
2. The amortization of capital expenses is estimated at \$800,000 for 2018.

The net result of the exclusion of amortization and solid waste and landfill closure and post-closure costs is a forecasted decrease to the accumulated surplus of \$842,000. These are changes to accounting and reporting requirements under PSAB and are a financial accounting treatment only and do not affect operating surpluses. The difference is one of financial presentation only.

The Village does not provide post-employment benefits, so this has no impact on the accumulated surplus and is excluded from this report.

Amortization expenses should not be used to determine the impairment of an asset; rather, it should be used to attribute the capital cost over the life of the asset and is one method of predicting the future annual financial commitment required to maintain the Municipality's assets.

Conversion from Fund to Accrual Accounting:

Operating Budget Surplus/Shortfall	\$0
Less Amortization Expense	\$800,000
Add Budgeted TCA Acquisitions	\$2,407,200
Less Proceeds of new Debentures	N/A
Add Debt Principal Payments	\$319,102
Add Transfers to Reserves	\$188,000
Less Transfers from Reserves	\$183,918
Post-Employment Benefits	N/A
Less Changes in Unfunded Landfill Closure and Post Closure Liability	\$42,000
Estimated Impact on the Ending Accumulated Surplus	\$1,888,384

BUDGET/LEGAL IMPLICATIONS:

None.

LINKS TO STRATEGIC PLANS:

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

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

Ensuring efficient, effective services and civic engagement

Being compliant with Ontario Regulations is a requirement of the Village and staff are providing effective services by ensuring these requirements are met.

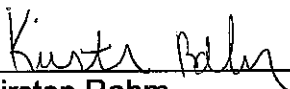
CONCLUSION:

For information purposes.

ATTACHMENTS:

None

Submitted by:



Kirsten Rahm,
Manager of Finance - Treasurer

Approved by:



Doug Robertson, CAO/Clerk

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VILLAGE OF MERRICKVILLE-WOLFORD

For Clerk's use only, if required:
Recorded Vote Requested By:

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

Resolution Number: R - - 19

Date: January 14, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report DEPC-01-2019 regarding the 2019 Council Meeting Schedule; and

THAT Council does hereby approve the 2019 Council Meeting Schedule as follows:

January 14 th	July 22 nd
January 30 th	August 26 th
February 11 th	September 9 th
February 25 th	September 23 rd
March 11 th	October 15 th
March 25 th	October 28 th
April 8 th	November 12 th
April 23 rd	November 25 th
May 13 th	December 9 th
May 27 th	
June 10 th	
June 24 th	

Carried / Defeated

J. Douglas Struthers, Mayor



Village of Merrickville - Wolford

**Report DEPC-01-2019
of the Clerk's Department
Information/Action Report to Council
Date: January 14, 2019**

RE: 2019 Council Meeting Schedule

*****NOTE: This report was drafted in advance of receipt of a Notice of Motion from Councillor Cameron (attached). It is recommended that both motions be discussed concurrently.*****

OBJECTIVE: To provide Council with a proposed Council Meeting Schedule for 2019.

RECOMMENDATION:

THAT Council receive report DEPC-01-2019 regarding the 2019 Council Meeting Schedule; and

THAT Council does hereby approve the 2019 Council Meeting Schedule as follows:

January 14 th	July 22 nd
January 30 th	August 26 th
February 11 th	September 9 th
February 25 th	September 23 rd
March 11 th	October 15 th
March 25 th	October 28 th
April 8 th	November 12 th
April 23 rd	November 25 th
May 13 th	December 9 th
May 27 th	
June 10 th	
June 24 th	

BACKGROUND:

As per Section 3.6 of By-Law 30-17, the Procedure By-Law for the Village of Merrickville-Wolford, regular Council meetings are to be held at 7:00 p.m. on the second and fourth Mondays of each month, except as altered by way of Council resolution.

ANALYSIS:

Setting a schedule of regular Council meetings early in the year is beneficial as it is a proactive way of addressing potential scheduling issues and can allow for greater public notice well in advance of a change in the date of a meeting.

In 2019, potential conflicts with the regularly scheduled second and fourth Mondays of each month have been identified and are outlined as follows:

The fourth Monday in January falls on the 28nd. The Rural Ontario Municipal Association (ROMA) Annual Conference is scheduled from the 27th to the 29th of January. Therefore, it is proposed in the above schedule that the regular meeting of Council take place on Wednesday, January 30th in order maximize Staff and Council Members' attendance.

Easter Monday in 2019 is the 22nd of April and, as such, the proposed schedule above reflects a regular Council meeting on Tuesday, April 23rd.

In 2017 and 2018, Council made the decision to hold one meeting in the summer months of July and August. Therefore, the regularly scheduled meetings for the second Mondays of July and August have been omitted in the proposed schedule above.

Thanksgiving falls on Monday, October 14th and, as such, the proposed schedule above reflects a regular Council meeting on Tuesday, October 15th.

Similarly, Remembrance Day falls on Monday, November 11th resulting in the proposed meeting date of Tuesday, November 12th.

As the fourth Monday of December falls on December 23rd, just a couple of days before Christmas, this meeting has been left off of the proposed schedule above.

It is important to note that the schedule may be changed at any time through a resolution of Council. Also, the Mayor reserves the right to call a meeting of Council, subject to need.

BUDGET/LEGAL IMPLICATIONS:

Not applicable.

INTERDEPARTMENTAL IMPACTS:

Not applicable.

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.

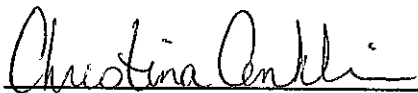
By adopting a Council Meeting Schedule early in the year, efficient and effective services are being ensured in that Staff and Council are better able to plan for attendance. Also, by providing this information to the public in advance, Council is ensuring citizens have notice of Council meetings which can increase civic engagement.

ATTACHMENTS:

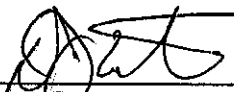
Attachment "A" – Notice of Motion re: Amendment to the Procedure By-law 30-17 re: Council Meeting Schedule

Submitted by:

Approved by:



Christina Conklin, Deputy Clerk



Doug Robertson, CAO/Clerk

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VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 19

Date: January 14, 2019

For Clerk's use only, if
required:

**Recorded Vote Requested
By:**

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

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

WHEREAS every municipality and local board shall pass a procedure by-law for governing the calling, place and proceedings of meeting, pursuant to Section 238 (2) of the *Municipal Act, 2001*;

AND WHEREAS the Council of the Corporation of the Village of Merrickville-Wolford has the power to amend the procedure by-law as they feel appropriate;

AND WHEREAS the Council of the Corporation of the Village of Merrickville-Wolford has pressing upcoming issues for discussion and/or decision making, including but not limited to, the Lewis street project, selection of committees, new legislation passed by the Ford government, upcoming review of the official plan, affordable housing, how to manage the high tax rate, staff shortages, hiring of a public works supervisor, upcoming decisions with management contracts and how to deal with the high cost of water and sewage, road, ditch and flooding issues in the Wolford ward;

AND WHEREAS the procedure by-law 30-2017 only provides for regular meetings of Council to be held on the second and fourth Mondays of each month, unless as altered by way of a resolution of Council;

AND WHEREAS the public expects a speedy resolution to these matters;

NOW THEREFORE BE IT RESOLVED that the Council of the Village of Merrickville-Wolford does hereby direct staff to bring forth an amendment to By-law 30-2017 at the next Council meeting that would allow for an additional two meetings per month on first and third Mondays to be held at 2:00 p.m.

Carried / Defeated

J. Douglas Struthers, Mayor

Established 1793
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Wolford 1850
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Amalgamated 1998



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Facsimile (613) 269-3095

VILLAGE OF MERRICKVILLE-WOLFORD

For Clerk's use only, if
required:

**Recorded Vote Requested
By:**

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

Resolution Number: R - - 19

Date: January 14, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report DEPC-02-2019 regarding a Pregnancy and Parental Leave of Members of Council Policy; and

That Council gives favourable consideration to By-law 02-2019.

Carried / Defeated

J. Douglas Struthers, Mayor



MERRICKVILLE-WOLFORD
Jewel of the Rideau

Village of Merrickville - Wolford

**Report DEPC-02-2019
of the Clerk's Department
Information/Action Report to Council
Date: January 14, 2019**

RE: Pregnancy and Parental Leave of Members of Council Policy

OBJECTIVE: To provide Council with a proposed Pregnancy and Parental Leave Policy regarding Members of Council.

RECOMMENDATION:

THAT Council receive report DEPC-02-2019 regarding a Pregnancy and Parental Leave of Members of Council Policy; and

THAT Council gives favourable consideration to By-law 02-2019.

BACKGROUND:

Through the passing of Bill 68, *Modernizing Ontario's Municipal Legislation Act, 2017*, Section 270 of the *Municipal Act, 2001* was amended as follows:

"(1) A municipality shall adopt and maintain policies with respect to the following matters:

...

8. Pregnancy leaves and parental leaves of members of council."

The above legislation takes effect on March 1, 2019.

ANALYSIS:

The passing of By-law 02-2019 would adopt the attached (Schedule A) Pregnancy and Parental Leave of Members of Council Policy. The attached policy meets the requirements of the *Municipal Act, 2001*, as amended. The Act allows for an absence of up to 20 weeks for pregnancy and parental leave, which is proposed in this policy.

Of particular note, this policy allows members to participate as an active Member of Council at any time during his or her leave and protects the member's entitlement to remuneration, reimbursements and benefits during their leave. The member will continue to receive communication from the Village as if they were not on leave.

BUDGET/LEGAL IMPLICATIONS:

Not applicable.

INTERDEPARTMENTAL IMPACTS:

Not applicable.

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.

One of the core functions of municipalities in Ontario is to be compliant with relevant legislation. Through the passing of By-law 02-2019, the Village will have fulfilled one of the requirements that was introduced through Bill 68 to amend the *Municipal Act, 2001*, therefore maintaining good governance.

ATTACHMENTS:

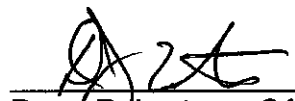
Schedule "A" to proposed By-law 02-2019 – Pregnancy and Parental Leave of Members of Council Policy

Submitted by:

Approved by:



Christina Conklin, Deputy Clerk



Doug Robertson, CAO/Clerk

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VILLAGE OF MERRICKVILLE-WOLFORD

For Clerk's use only, if required:

Recorded Vote Requested By:

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

Resolution Number: R - - 19

Date: January 14, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that: By-law 02-2019, being a by-law to adopt Pregnancy and Parental Leave of Members of Council Policy, be read a first and second time, and that By-law 02-2019 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 02-2019

**BEING A BY-LAW TO ADOPT PREGNANCY AND PARENTAL LEAVE OF MEMBERS
OF COUNCIL POLICY**

WHEREAS section 5(1) of the Municipal Act, 2001, provides that the powers of a municipal corporation are to be exercised by its council;

AND 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 section 270 (1) of the Municipal Act, 2001, as amended, provides that a municipality shall adopt and maintain policies with respect to pregnancy leaves and parental leaves of members of council;

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

1. That the Council of the Corporation of the Village of Merrickville-Wolford adopt the Pregnancy and Parental Leave of Members of Council Policy attached hereto as "Schedule A" to this by-law;
2. That all by-laws or parts thereof and all or any resolutions of Council contrary to or inconsistent with this by-law are hereby repealed.
3. That this by-law shall come into force and take effect immediately upon the passing thereof.

Read a first, second and third time and passed on the 14th day of January, 2019.

J. Douglas Struthers, Mayor

Doug Robertson, CAO/Clerk



MERRICKVILLE-WOLFORD

Jewel of the Rideau

Pregnancy and Parental Leaves of Members of Council Policy

1. Policy Statement

1.1 The Village of Merrickville-Wolford recognizes a member of Council's right to take leave for the member's pregnancy, the birth of the member's child or the adoption of a child by the member as required by and in accordance with Section 270 of the *Municipal Act, 2001*, as amended.

2. Definitions

2.1 Pregnancy and/or Parental Leave – an absence of 20 consecutive weeks or less as a result of a member's pregnancy, the birth of a member's child or the adoption of a child by the member in accordance with Section 259 (1.1) of the *Municipal Act, 2001*.

3. Purpose

3.1 This policy provides guidance on how the Village of Merrickville-Wolford addresses a member's pregnancy or parental leave in a manner that respects a member's statutory role as an elected representative.

4. Application

4.1 In accordance with Section 270 of the *Municipal Act, 2001*, as amended, this policy applies to members of Council.

5. Policy Requirements

5.1 The Council of the Corporation of the Village of Merrickville-Wolford supports a member of Council's right to pregnancy and/or parental leave in keeping with the following principles:

1. A member is elected to represent his or her constituents.
2. A member's pregnancy and/or parental leave does not require Council approval and his or her office cannot be declared vacant as a result of the leave.

Schedule "A" to By-law 02-2019

3. A member will continue to receive communication from the Village as if the member was not on leave.

4. A member reserves the right to participate as an active member of Council at any time during his or her leave.

5. A member shall continue to receive all remuneration, reimbursements and benefits afforded to all members of Council.

5.2 Where a member of Council will be absent due to a pregnancy and/or parental leave, the member shall provide written notice to the Clerk and indicating expected start and end dates.

5.3 The Mayor may make temporary appointments to any committees, boards, task forces, etc. that are constituted by the Village of Merrickville-Wolford and where the member is the only member of Council on that body.

5.4 Notwithstanding, at any point in time during a member's pregnancy or parental leave, the member may provide written notice to the Clerk of their intent to lift any of the temporary appointments to exercise their statutory role. The member shall provide written notice to the Clerk of any changes to their return date.

6. Responsibilities

6.1 Members of Council and Village Staff are responsible for adhering to the parameters of this policy.

7. Compliance

7.1 The Integrity Commissioner may investigate complaints against members related to this policy.

8. Policy Management

8.1 Staff are authorized and directed to take the necessary action to give effect to this policy.

8.2 The Clerk or designate(s) are delegated the authority to make administrative changes to this policy that may be required from time to time due to legislative changes or if, in the opinion of the Clerk or designate(s), the amendments do not change the intent of the policy.

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VILLAGE OF MERRICKVILLE-WOLFORD

For Clerk's use only, if
required:

**Recorded Vote Requested
By:**

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

Resolution Number: R - - 19

Date: January 14, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby opt out of allowing cannabis retail stores within the Village of Merrickville-Wolford; and

That Council does hereby direct staff to forward a copy of this resolution the Alcohol and Gaming Commission of Ontario within three days of the date of its passing.

Carried / Defeated

J. Douglas Struthers, Mayor



VILLAGE OF MERRICKVILLE-WOLFORD

For Clerk's use only, if required:

Recorded Vote Requested By:

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

Resolution Number: R - - 19

Date: January 14, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that: By-law 01-2019, being a by-law to confirm the proceedings of the Council meeting of January 14, 2019, be read a first and second time, and that By-law 01-2019 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 01-2019

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 JANUARY 14, 2019

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 expedient 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 January 14, 2019 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 January 14, 2019 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 14th day of January, 2019.

J. Douglas Struthers, Mayor

Doug Robertson, CAO/Clerk

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VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 19

Date: January 14, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny 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 _____ p.m. until the next regular meeting of Council on Monday, January 28, 2019 at 7:00 p.m., or until the call of the Mayor subject to need.

Carried / Defeated

J. Douglas Struthers, Mayor

For Clerk's use only, if required:

Recorded Vote Requested By:

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