

Established 1783  
Incorporated  
Wolford 1850  
Merrickville 1860  
Amalgamated 1888



Telephone: (613) 269-4791  
Facsimile: (613) 269-3025

**VILLAGE OF MERRICKVILLE-WOLFORD**

**Agenda for Council  
Council Chambers**

Council Meeting 2:00 p.m.

Monday, February 8, 2021

**\*\*\*IMPORTANT NOTICE:** This meeting will be held in person at the Council Chambers. However, due to the Provincial Emergency Orders still in effect, we are unable to safely accommodate the public at this meeting. In order to ensure transparency, an audio recording of this meeting will be posted on the website immediately following adjournment.\*\*\*

1. **Call to Order**
2. **Disclosure of Pecuniary Interest and the general nature thereof**
3. **Approval of the Agenda**
4. **Minutes:** Approval of Minutes of regular Council meeting of January 25, 2021
5. **Planning:** Jp2g Consultants Inc. Addendum Report re: McLean Landing Phase II  
UCLG Notice of Adoption of Counties' Official Plan Amendment  
UCLG Recommended Modifications to Village's Official Plan
6. **Finance:** Resolution re: Community Grant Surplus/Donation to Food Cupboard  
FIN-04-2021 re: 2021 Water and Wastewater Rates  
By-law 07-2021 re: Adopt 2021 Water and Wastewater Rates
7. **CAO:** Verbal Update re: Advisory Committees
8. **Next meeting of Council:** Monday, February 22, 2021 at 2:00 p.m.
9. **Confirming By-Law:** 06-2021 re: Confirm Proceedings of Council meeting of February 8, 2021
10. **Adjournment.**

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## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 21

Date: February 8, 2021

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 agenda of the regular Council meeting of February 8, 2021 as:

\_\_\_ circulated.

\_\_\_ amended.

Carried / Defeated

J. Douglas Struthers, Mayor

For Clerk's use only, if required

Recorded Vote Requested By:

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

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## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 21

Date: February 8, 2021

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 January 25, 2021 as

\_\_\_\_\_ circulated.

\_\_\_\_\_ amended.

Carried / Defeated

\_\_\_\_\_  
J. Douglas Struthers, Mayor

For Clerk's use only, if required

**Recorded Vote Requested By:**

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

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

Monday, January 25, 2021

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

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

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

**Approval of Agenda**

**R-017-21** 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 approve the agenda of the regular Council meeting of January 25, 2021, as circulated.

Carried.

**In Camera:**

**R-018-21** Moved by Councillor Halpenny, Seconded by Deputy Mayor Cameron  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby move to an "In-Camera" session at 2:15 p.m. under Section 239 (2) of the *Municipal Act, 2001*, as amended, to address matters pertaining to:

1. Advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

Carried.

**Rise and Report:**

**R-019-21** Moved by Councillor Molloy, Seconded by Councillor Foster  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby rise and report from the "In-Camera" session of the regular Council meeting, with staff being given direction, at 2:35 p.m.

Carried.

**Minutes:**

**R-020-21** Moved by Councillor Halpenny, Seconded by Councillor Foster  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the Minutes of the regular Council meeting of January 11, 2021, as circulated.

Carried.

**Correspondence:**

**R-021-21** Moved by Councillor Foster, Seconded by Councillor Halpenny

WHEREAS accurate and complete census data support programs and services that benefit the community of the Village of Merrickville-Wolford;

**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from Geoff Bowlby of Statistics Canada dated January 13, 2021, for information purposes; and

That the Council of the Corporation of the Village of Merrickville-Wolford supports the 2021 Census, and encourages all residents to complete their census questionnaire online at [www.census.gc.ca](http://www.census.gc.ca).

Carried.

**Library Board:**

**R-022-21** Moved by Councillor Molloy, Seconded by Councillor Foster

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

1. Merrickville Public Library Board Minutes of November 12, 2020;
2. Merrickville Public Library Board Minutes of December 10, 2020; and
3. Merrickville Public Library Board Resolution dated December 10, 2020.

Carried.

**Public Works:**

**R-023-21** Moved by Councillor Halpenny, Seconded by Councillor Molloy

**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report PW-01-2021, being the 2020 Year-end Report of the Operations Department, for information purposes.

Carried.

**R-024-21** Moved by Councillor Foster, Seconded by Councillor Molloy

**Be it hereby resolved that:** By-law 03-2021, being a by-law to authorize the execution of an agreement with Electronic Products Recycling Association, be read a first and second time, and that By-law 03-2021 be read a third and final time and passed.

Carried.

**Finance:**

**R-025-21** Moved by Councillor Foster, Seconded by Deputy Mayor Cameron

**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report FIN-03-2021 regarding a schedule for the 2021 budget process; and

That Council does hereby approve the 2021 Budget Schedule.

Carried.

**CAO:**

**R-026-21** Moved by Councillor Molloy, Seconded by Deputy Mayor Cameron  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report CAO-01-2021, being a report regarding the Chamber of Commerce request for a Council Liaison, for information purposes; and

That Council does hereby appoint from amongst themselves Bob Foster as the designated Council Liaison to the Chamber of Commerce.

Carried.

**R-027-21** 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 receive report CAO-02-2021, being a report to provide an update with respect to the Village's Committees and challenges arising due to COVID-19, for information purposes.

Carried.

**Confirming By-Law:**

**R-028-21** Moved by Councillor Molloy, Seconded by Councillor Foster  
**Be it hereby resolved that:** By-law 05-2021, being a by-law to confirm the proceedings of the regular Council meeting of January 25, 2021, be read a first and second time, and that By-law 05-2021 be read a third and final time and passed.

Carried.

**Adjournment**

**R-029-21** Moved by Councillor Halpenny, Seconded by Councillor Foster  
**Be it hereby resolved that:** This regular meeting of the Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at 3:30 p.m. until the next regular meeting of Council on Monday, February 8, 2021 at 2:00 p.m. or until the call of the Mayor subject to need.

Carried.

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J. Douglas Struthers, Mayor

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Doug Robertson, CAO/Clerk

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## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 20

Date: February 8, 2021

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 McLean Landing Phase II Planning Report Addendum of Forbes Symon of Jp2g Consultants Inc., dated January 27, 2021, for information purposes; and

That Council direct staff to forward the aforementioned report to the McLean Landing Phase II applicant for consideration; and

That Council direct staff to forward the aforementioned report to the members of the public who provided comments on the McLean Landing Phase II Draft Plan of Subdivision.

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



January 27, 2021

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

Attention: Doug Robertson, CAO/Clerk

Dear Mr. Robertson:

**Re: Addendum Planning Report – Summary of Verbal Public Meeting Comments, Application for Approval of Draft Plan of Subdivision, Application for Zoning By-law Amendment (McLean Landing Phase II)  
Park Lot 35, Lots 190-192, Part Lots 5-8 Block 15, Lots 1-9 Block 16, Lots 1-6 Block 18, Park Lot 41, Lot 196, Park Lot 38, Lots 193-195 Plan 6 Merrickville Parts 1-6, 15R11144; Part Of Edward Street, Part of George Street, Part of James Street, Part of St. Patrick Street, Part of St. John Street, Plan 6 Merrickville, Parts 1-8, 15R11145 Except Parts Laid Out on Plan 15M13; Village of Merrickville, Village of Merrickville-Wolford, Our File No. 19-7059G**

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This report is submitted as an addendum to our December 20, 2020 report on the McLean Landing Phase II draft plan of subdivision. The original report overlooked the inclusion of the verbal comments provided to Council at the formal public meetings. This report responds to the verbal comments provided at the public meetings and is to be read in conjunction with the December 20, 2020 report.

The two public meetings for the McLean Landing Phase II Draft Plan of Subdivision and zoning by-law amendment were held on November 17, 2020. At the meetings several members of the public provided comments to Council for their consideration. These comments are summarized below, along with a planning response to the points raised.

**Public Meeting Verbal Comments:**

The proposed draft plan of subdivision and associated amendment to the Village's Zoning By-law were presented at a November 17, 2020 public meeting, sponsored by the Municipal Council. Approximately 24 people attended the public meeting. The public verbal comments made at the public meeting are summarized below. A copy of all the minutes of the public meeting are included in Appendix A to this report which detail the comments made.

**Mike Venables**

Mr. Venable asked for clarification of the amount of development to take place, with specific reference to the semi-detached dwellings.

In response to these comments, the representative of the applicant confirmed that there are a total of 43 lots being proposed in the draft plan of subdivision. A total of 6 of the lots have the area and frontage necessary to be developed by semi-detached dwellings (i.e. two side by side residential units). The total number of lots proposed is 43. The total number of residential units proposed is 49, assuming all 6 lots are developed with semi-detached dwellings. It is confirmed that this information is accurate.

**Bill McMullen**

Mr. McMullen asked for why the development is proposing 12 m frontages verses the 18 m required in the zoning by-law.





In response to these comments, the representative of the applicant indicated that using the 18 m frontages there would be a reduction in the number of lots available to be developed. It is confirmed that municipalities are under pressure to increase densities to improve the economics and affordability of the residential development. The size of the lots being created appear consistent with general development trends for increased density being observed throughout small town Eastern Ontario.

#### Nick Previsich

Mr. Previsich asked whether Development Charges (DCs) apply to the development of the subdivision. He also inquired about the overall proposed density impacting his quality of life and resulting in increased traffic. He also asked about the cumulative impact of the development and whether this has been addressed by the development.

In response to the issue of Development Charges, the Mayor and CAO indicated at the public meeting that the Village does not charge DCs but that it is an issue Council may consider in the future. In response to the density question, the Mayor indicated that in support of the development proposal a traffic impact assessment was carried out. It was acknowledged by a representative of the applicant that cumulative impacts were not assessed as part of the development proposal and that the studies undertaken explored existing conditions and the characteristics of the specific development proposal. It is a recommendation of the December 20, 2020 report that the Traffic Impact Study be updated to include the cumulative impact of both McLean Phase II and Merrickville Grove subdivision on the road system.

#### Jack Springer

Mr. Springer noted that the Notice of Public Meeting stated that the frontages will be reduced from 18 m to 12 m and that at the Public Meeting it was stated that the frontage reduction will be from 18 m to 15 m. He also wished confirmation that the development would have two access points onto County Road #16. He asked whether fencing is being proposed.

In response, it was noted that the reduction in the frontage was a more accurate reflection of the change in zoning being requested. The vast majority of the lots will meet the 15 m minimum lot frontage. It is appropriate to clarify these matters at the public meeting. It was confirmed at the public meeting that the development proposal involves two streets intersecting with County Road #16. It is common for a municipality to request that fencing be included as a condition of draft approval, typically along boundaries with existing development and public infrastructure such as parks and stormwater ponds.

#### Daniel Black

Mr. Black provided written comments but also verbally expressed his concern with living downgrade from the proposed development. He specifically requested that he receive advanced notice of hoe-ramming or blasting so that he could have his well and septic inspected. He also expressed concern with the high density of the development and the changes it will bring to the Village. He specifically expressed concerns regarding drainage and impact on his lands from the proposed development.

In response it was stressed by a representative for the developer that it is the developer's responsibility to ensure impacts of the development are contained to the site. Where blasting is proposed, the developer is responsible for undertaking pre-blast surveys of abutting private properties (well, foundations etc...) in accordance with best management practices and guidelines. It is typical for a municipality to establish a clause in the subdivision agreement detailing the need for pre-blast surveys if blasting is to be undertaken. As already noted, the higher density of development is reflective of trends in new residential development, with reduced frontage and lot areas, in efforts to improve the economics of the development and affordability of the housing. Regarding drainage, it is the responsibility of the developer to capture the stormwater from the site and treat it through the stormwater management pond. Drainage from the subdivision should not impact abutting properties in a negative manner.



Don Tedford

Mr. Tedford expressed concerns with blasting and drainage from the site. He also asked if a retaining wall was being proposed.

Please see above comments in response to Mr. Black regarding blasting and drainage issues. At the public meeting the representative of the developer confirmed that a retaining wall was being proposed in the vicinity of Mr. Tedford's property. Confirmation of the way in which stormwater is to be managed in the area of Lots 6 – 10 of the draft plan of subdivision will be required.

Charles Goyette

Mr. Goyette ask whether construction traffic for the subdivision will access the site via County Road #16.

In response, it is typical for a developer to identify the "construction traffic" route that will be used during the building of the subdivision. The construction traffic route is commonly referenced in the subdivision agreement which is registered on title and binding to all parties. The construction traffic route has not yet been determined by Council, although access via County Road #16 seems most appropriate.

Alice Mills

Ms. Mills expressed concern with the impact of the development on drainage in the area. She asked what was to be done with sump pump drainage. She also informed the Council of the flooding that she experienced as a result of the development of Phase 1. She wanted to know who would monitor the sump pump system.

In response, the representative for the developer indicated that sump pump water would be directed to the stormwater collection system to be constructed within the Village road allowance. As such, the storm system within the road and the stormwater management pond are the responsibility of the Village. The elements of the sump pump system within individual lots/houses is the responsibility of the property owner. It is the responsibility of the developer and the Village to ensure that the stormwater management system is appropriately designed, constructed and maintained.

Dan Dunlop

Mr. Dunlop requested assurances that the development proposal will not change from singles and semis to townhouses. He also expressed concerns with two storey townhouses. He inquired as to the availability of reserve sewage treatment capacity within the Village.

In response, the representative for the developer confirmed that the development proposal and requested zoning is for single detached and semi-detached residential development. Should there be a change in the vision for the property, a resubmission of the draft plan and zoning for the property would be required and a new public meeting schedule, permitting the public an opportunity to provide comments on the changes. It was acknowledged that two storey singles or semis are permitted under the standard zoning for the Village and that two storey dwellings may be constructed.

In response to the question of reserve treatment capacity, it is understood that the Village's sewage treatment plant is operating at or near capacity. It is also known that the Village is undertaking measures to reduce infiltration for the purpose of securing additional capacity for development. Confirmation of sufficient reserve capacity in the sewage treatment plant to support the proposed draft plan of subdivision is recommended, prior to Council recommending approval of the subdivision by the United Counties.

Mike Zaversenuke

Mr. Zaversenuke inquired about the potential start and end date for construction of the subdivision.



In response, the Mayor stated at the public meeting that this is the first step in a relatively lengthy process. It was acknowledged that from the time the application receives draft approval to the time that development takes place is typically 1 to 2 years. The actual time frame that the subdivision is actively being developed is very difficult to determine and is typically based on market demand.

Summary & Recommendation

The above verbal comments were not captured in the December 20, 2020 Planning Report presented for Council's consideration. This report addresses that oversight and summarizes the verbal comments received at the public meeting and a planning response to the issues raised. This report has relied on the "Minutes of the Public Meeting" prepared by Village Staff and attached as Appendix A. This report is to be considered in conjunction with the December Planning Report.

All of which is respectfully submitted.

Sincerely,

**Jp2g Consultants Inc.**  
ENGINEERS • PLANNERS • PROJECT MANAGERS

A handwritten signature in black ink, appearing to read 'F. Symon', written over a horizontal line.

Forbes Symon, MCIP, RPP  
Senior Planner



**Appendix A: Public Meeting Minutes**

The Corporation of the  
Village of Merrickville-Wolford

Tuesday, November 17, 2020

A special meeting of the Council of the Corporation of the Village of Merrickville-Wolford was held at 6:00 p.m. on Tuesday, November 17, 2020 at the Merrickville Community Centre, 106 Read Street, Merrickville.

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

**Staff in Attendance:** Doug Robertson, CAO/Clerk  
Christina Conklin, Deputy Clerk

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

**Approval of Agenda**

**R-278-20** Moved by Councillor Foster, Seconded by Deputy Mayor Cameron  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the agenda of the special Council meeting of November 17, 2020, as circulated.

Carried.

**Public Meeting:**

**R-279-20** Moved by Councillor Halpenny, Seconded by Councillor Foster  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby move to a Public Meeting under Sections 51 (20) and (21) and Section 34 of the *Planning Act*, as amended.

Carried.

**Note:** Council moved to the public meeting at 6:03 p.m.

Mayor Struthers stated "As required under Sections 51(20) and 34 (12) of the Planning Act R.S.O. 1990, this public meeting is being held for the purpose of providing the public with information and material related to the proposed draft plan of subdivision and draft zoning by-law amendment. This is the public's opportunity to provide comments on the proposed development applications, prior to the United Counties of Leeds and Grenville making a decision on the draft plan of subdivision and the Village Council making a decision on the proposed Zoning By-law Amendment.

The proposed residential plan of subdivision consists of forty-three (43) lots, thirty-eight (38) to be developed with single detached dwellings and five (5) to be developed with semi-detached dwellings for a total of forty-eight (48) residential unites planned for the site. The lots are to be serviced by municipal water and sewer.

The corresponding zoning by-law amendment is to rezone the 3.54 hectare property from Development (D) to Residential Two – Exception (R2-EX) to permit the development of the 48 residential units. All provisions of the R2 zone will apply to the R2-EX zone except for lot frontage which is requested to be reduced from 18 metres to 12 metres. All other provisions of the Village's Zoning By-law #23-08 shall apply."

Mayor Struthers introduced himself and members of Council, as well as staff present at the meeting. Mayor Struthers indicated that the Planner retained by the Village, Forbes Symon of Jp2g Consultants Inc. was also in attendance.

Mayor Struthers further stated "This public meeting is intended to provide the public with information and material related to the proposed subdivision and to give the public an opportunity to make presentation to the Council regarding their thoughts on both the draft plan of subdivision and proposed Zoning By-law Amendment. It is the Council's responsibility to consider all the facts and deliberate on the merits of both applications. At anytime during the

proceedings Council members may ask questions through the Chair to obtain information or seek clarification of statements.

Those members of the public who wish to be heard on this matter will be asked to make a statement to the proposed draft plan of subdivision and zoning by-law amendment. If the member of the public wishes to ask questions or seek clarification they will ask their questions through the Chair, who will direct the question to the appropriate person."

Mayor Struthers asked Village staff to provide confirmation on how notice of the public meeting was provided. Ms. Conklin indicated that notice of the meeting was given through an advertisement in the Kemptville Advance, through regular mail to residents within 120 meters of the subject lands, on the Village's website, and through signage placed on the subject lands. Mayor Struthers outlined the order of proceedings of the public meeting and indicated that any person who has attended this public meeting would be provided with an opportunity to comment on the proposed development applications, and that the applicant would be provided an opportunity to respect to comments or questions from the public.

Mayor Struthers gave notice of appeal rights, and stated "Please be cautioned that the public only have a right of appeal on the proposed zoning by-law amendment application. Recent changes to the *Planning Act* under Bill 108 have removed the public's rights to appeal decisions on draft plans of subdivision. Regarding rights of appeal on the proposed zoning by-law amendment, only those persons who make oral submissions at this public meeting or make written submissions to the Village of Merrickville Wolford before a decision is made by Council will have a right of appeal to the Local Planning Appeal Tribunal (LPAT). Notwithstanding the recent changes to the *Planning Act* regarding subdivision appeal rights, public comments are important and valued by Council and will be given careful consideration by Council in terms of its recommendations and actions."

Mayor Struthers invited the Applicant to present the Planning Justification Report. Mr. James Ireland of Novatech made a presentation with respect to the nature and effect of the plan of subdivision and zoning by-law amendment.

Mayor Struthers invited members of the public to make oral submissions.

**Jack Springer (125 Sophie Lane)** indicated that there was a disconnect between the planning rationale provided in the agenda package which referred to minimum lot frontages being reduced from 18 meters to 12 meters for single detached dwellings and the presentation at the meeting which referred to a reduction of minimum lot frontages from 18 meters to 15 meters. Mr. Springer recommended that the documents be amended in order to be consistent. Mr. Springer inquired whether there would be two entrances to County Road 16 in Phase I and Phase II. It was confirmed by Novatech that there would be two entrances off of County Road 16. Mr. Spencer inquired whether there was any intention to include fencing in the proposed subdivision and Novatech confirmed there is no intention to include fencing.

**Dan Black (228 Alice Street)** thanked Council for holding this public meeting. Mr. Black indicated that he and his neighbours on Read Street, the Telfords, had a number of questions which were outlined in a four-page written submission that was provided to the Village. Mr. Black indicated that he and the other authors of the written submission are not opposed to development and feel that it is beneficial to the Village, however, they do have concerns as they live downgrade from the proposed development. Mr. Black indicated that Alice Street is a cul-de-sac which is maintained by the residents who live there. Residents on Alice Street, Wallace Street and Read Street have wells and septic systems. Mr. Black indicated that they would like assurances from both the developer and the Village that residents will be given advance notice prior to any pneumatic hammering occurring as they believe their wells could be damaged. Mr. Black further indicated that he and the Telfords would appreciate notification so that they may have their wells and septic tanks inspected prior to construction work being commenced. Mr. Black also indicated that they were concerned regarding damage to their foundations as a result of blasting as well as the potential contamination of their wells. Mr. Black emphasized that they are not opposed to development but are also concerned that the high density of the development might change the overall character of the Village as they are seeing a slow erosion of the greenspace in Merrickville and certain species of animals slowly disappearing. Mr. Black indicated that he moved to Merrickville years ago to be in a rural setting and he is concerned about what the development might bring to the overall character and historical nature of the Village but emphasized that he is mostly concerned regarding the threat to his water supply and septic system. Mr. Black indicated

that he hopes the municipality will review the joint written submission with the developer and address the concerns raised therein and report back to them on the issues they have raised.

Mayor Struthers indicated that all comments received will be considered and factored into a report that will be brought back to Council for consideration on December 14, 2020.

Mr. Lee Sheets of Novatech commented that he takes Mr. Black's comments very seriously regarding potential foundation damage or the contamination of wells or change in water quality. Mr. Sheets indicated that the responsibility falls on the contractor building the roads and drainage system as well as the contractor building the housing and it would be the contractors' insurance that would handle any of those issues should they arise. Mr. Sheets also indicated contractors are supposed to conduct a pre-blast survey prior to work being commenced. Mr. Sheets indicated that all drainage within the subdivision needs to be contained and would be directed to a stormwater pond. Mr. Sheets further advised that in order to submit a draft plan of subdivision a serviceability report would need to be included. Within the draft conditions, one of the conditions that would need to be fulfilled is an engineering plans that would conform with Provincial standards and be approved by all agencies, which would be part of the next step in the process.

**Donald Telford (1317 Read Street)** indicated that during Phase I of the McLean Landing development his water turned black once blasting started. Mr. Telford indicated that he was told he would be informed prior to the commencement of blasting. Mr. Telford stated that because he did not have his water tested before blasting started, it was then his responsibility. Mr. Telford indicated that where his well pipe is grouted to the ground was fractured which caused a contaminant running into his well, which he had to have fixed. Mr. Telford indicated that he would like reassurance that he would be protected in some way from this happening again. Mr. Telford further indicated, with respect to drainage, that there is approximately a 6-7 foot drop, specifically from Lot 8, which is at the back of his and the Black's property. Mr. Telford inquired how the drainage would be addressed and whether there would be a retaining wall put in place as there has been in Phase I.

Mr. Sheets indicated that there would be a retaining wall. Mr. Telford indicated that there is a road allowance at the back of his property so he is assuming that the developer is being given or sold the road allowance which would cause his property to abut the retaining wall.

**Charles Goyette (119 Sophie Lane)** inquired whether Council could require that construction traffic be routed through Street No. 1 from County Road 16 as opposed to through Sophie Lane.

Mr. Sheets indicated that it is not unusual for municipalities to impose construction management conditions for the development of the subdivision.

**Alice Mills (228 Alice Street)** inquired whether the houses in the proposed development would be connected to a sump pump system.

Mr. Sheets indicated that there would be a sump pump system to the existing stormwater pond that can be seen from County Road 16.

Ms. Mills indicated that with the Phase I development she experienced flooding on her property and had to replace her sump pump and drainage system. Ms. Mills indicated that she was glad to hear there would be an active drainage system as opposed to a passive one. Ms. Mills inquired as to who would maintain the sump pump system for the development.

Mr. Sheets indicated that the system would be located within the municipal road allowance.

**Dan Dunlop (112 Colborne Street)** indicated that he lives just south of the Merrickville Grove subdivision and that, initially, the Merrickville Grove subdivision application indicated a blend of housing types. Mr. Dunlop wanted to confirm that there would be no changes to this proposal during the process which would change this development to townhouses as opposed to homes.

Mr. Ireland indicated that this development would be composed of semi-detached houses and single detached dwellings.

Mr. Dunlop indicated that semi-detached would be acceptable but not two-storey townhouses. Mr. Ireland indicated that the semi-detached housing could be two-storey.

Mr. Dunlop further inquired as to whether the Village has sufficient sewage treatment capacity at this time to accommodate both this development and Merrickville Grove. Mayor Struthers indicated that as the process unfolds Council would not approve of the development if the Village did not have the capacity.

**Mike Zaversenuke (330 Wellington Street East)** indicated that he is in support of this development and is very glad to see more housing in Merrickville as we need more residents to keep schools and businesses alive. Mr. Zaversenuke inquired whether there was a tentative date as to when the subdivision construction would start and what steps are next in the process.

Mayor Struthers indicated that the approval process is ongoing and that a report from the Village's consultant planner would be forthcoming on December 14, 2020. Mayor Struthers indicated that once Council approves draft conditions, the next step is for the United Counties of Leeds and Grenville to approve the subdivision application and they may choose to impose additional conditions. Mr. Sheets indicated that once draft approval is received from the Village and the United Counties of Leeds and Grenville, it would be very aggressive to say that construction could begin within a year.

Mr. Zaversenuke inquired as to how long it would take to build the proposed amount of houses once construction is commenced. Mr. Pat McBane indicated that he could not provide a timeline for duration of construction at this time.

With no more questions arising from members of the public, Mayor asked if there were any comments or questions from Council.

Deputy Mayor Cameron inquired how many doors would be part of the development. Mr. Ireland indicated there would be a minimum of 43 doors and a maximum of 49 doors.

Deputy Mayor Cameron commented that there were concerns raised by the public regarding the protection of their wells which will be considered at the table as the approval process moves forward. Deputy Mayor Cameron further commented that he would like to see the design and style of homes that the developer wishes to construct.

Councillor Molloy commented that the Environmental Impact Study identifies whippoorwills as species at risk in the proposed area and that the risk is classified as a Category 3 risk. Councillor Molloy inquired as to what a Category 3 risk meant and what the developer will do to mitigate this risk. Mr. Sheets indicated that he believes the habitat is located on the south side of County Road 16 and the study is conducted through obtaining data through sound at night so the actual line of where the habitat begins is subjective.

With no further questions or comments being noted at this time, Mayor Struthers stated "As there are no further questions, this Public Meeting is now concluded. Following this public meeting, the Council will reconvene its regular session of the meeting. The meeting is open to the public and people who have participated in the public meeting are welcome to remain and observe the Council proceedings. However, the Council meeting is not open for comments or questions from the public and we request that people in attendance refrain from making comments or taking actions that could interrupt or interfere with the Council meeting.

Council may decide to defer the consideration of the applications to allow for further information or clarification. Council may also decide to recommend approval of the applications, with or without specific terms and conditions. Council may also decide to recommend that the applications be refused, stating the reasons why such action should be taken.

Following the public meeting, Council will be responsible for making a recommendation to the United Counties, the approval authority for plans of subdivision, including any conditions Council deems appropriate for the draft plan of subdivision. This will be done at a future Council meeting upon receipt of a final report from our consultant planner. Council will also be responsible for considering the approval of the proposed Zoning By-law Amendment intended to implement the subdivision."



**R-280-20** 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 return to the regular session of the special Council meeting.

Carried.

Mayor Struthers indicated that the following motion would be considered by Council following the public meeting portion of the special meeting to be held at 7:30 p.m.:

*"Be it hereby resolved that the Council of the Corporation of the Village of Merrickville-Wolford does hereby direct Jp2g Consultants Inc. to bring forward a report to Council on December 14, 2020 with recommendations regarding how best to proceed with the consideration of the McLean Landing Phase II Subdivision and Zoning By-law Amendment applications, as well as an assessment of public comments and written submissions received."*

CAO Robertson indicated that any written comments received before December 9, 2020 would be factored into the aforementioned report from Jp2g Consultants Inc.

**Confirming By-Law**

**R-281-20** Moved by Councillor Foster, Seconded by Councillor Halpenny  
**Be it hereby resolved that:** By-law 60-2020, being a by-law to confirm the proceedings of the special Council meeting of November 17, 2020, be read a first and second time, and that By-law 60-2020 be read a third and final time and passed.

Carried.

**Adjournment.**

**R-282-20** Moved by Councillor Halpenny, Seconded by Councillor Molloy  
**Be it hereby resolved that:** This special meeting of the Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at 6:45 p.m. until the next special meeting of Council on Tuesday, November 17, 2020 at 7:30 p.m.

Carried.

  
\_\_\_\_\_  
J. Douglas Struthers, Mayor

  
\_\_\_\_\_  
Doug Robertson, CAO/Clerk

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

Tuesday, November 17, 2020

A special meeting of the Council of the Corporation of the Village of Merrickville-Wolford was held at 7:30 p.m. on Tuesday, November 17, 2020 at the Merrickville Community Centre, 106 Read Street, Merrickville.

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

**Staff In Attendance:** Doug Robertson, CAO/Clerk  
Christina Conklin, Deputy Clerk

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

**Approval of Agenda**

**R-283-20** 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 approve the agenda of the special Council meeting of November 17, 2020, as circulated.

Carried.

**Public Meeting:**

**R-284-20** Moved by Deputy Mayor Cameron, Seconded by Councillor Halpenny  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby move to a Public Meeting under Sections 51 (20) and (21) and Section 34 of the *Planning Act*, as amended.

Carried.

**Note:** Council moved to the public meeting at 7:35 p.m.

Mayor Struthers stated "As required under Sections 51(20) and 34 (12) of the Planning Act R.S.O. 1990, this public meeting is being held for the purpose of providing the public with information and material related to the proposed draft plan of subdivision and draft zoning by-law amendment. This is the public's opportunity to provide comments on the proposed development applications, prior to the United Counties of Leeds and Grenville making a decision on the draft plan of subdivision and the Village Council making a decision on the proposed Zoning By-law Amendment.

The proposed residential plan of subdivision consists of forty-three (43) lots, thirty-eight (38) to be developed with single detached dwellings and five (5) to be developed with semi-detached dwellings for a total of forty-eight (48) residential units planned for the site. The lots are to be serviced by municipal water and sewer.

The corresponding zoning by-law amendment is to rezone the 3.54 hectare property from Development (D) to Residential Two – Exception (R2-EX) to permit the development of the 48 residential units. All provisions of the R2 zone will apply to the R2-EX zone except for lot frontage which is requested to be reduced from 18 metres to 12 metres. All other provisions of the Village's Zoning By-law #23-08 shall apply."

Mayor Struthers introduced himself and members of Council, as well as staff present at the meeting. Mayor Struthers indicated that the Planner retained by the Village, Forbes Symon of Jp2g Consultants Inc. was also in attendance.

Mayor Struthers further stated "This public meeting is intended to provide the public with information and material related to the proposed subdivision and to give the public an opportunity to make presentation to the Council regarding their thoughts on both the draft plan of subdivision and proposed Zoning By-law Amendment. It is the Council's responsibility to consider all the facts and deliberate on the merits of both applications. At anytime during the

proceedings Council members may ask questions through the Chair to obtain information or seek clarification of statements.

Those members of the public who wish to be heard on this matter will be asked to make a statement to the proposed draft plan of subdivision and zoning by-law amendment. If the member of the public wishes to ask questions or seek clarification they will ask their questions through the Chair, who will direct the question to the appropriate person."

Mayor Struthers asked Village staff to provide confirmation on how notice of the public meeting was provided. Ms. Conklin indicated that notice of the meeting was given through an advertisement in the Kemptville Advance, through regular mail to residents within 120 meters of the subject lands, on the Village's website, and through signage placed on the subject lands. Mayor Struthers outlined the order of proceedings of the public meeting and indicated that any person who has attended this public meeting would be provided with an opportunity to comment on the proposed development applications, and that the applicant would be provided an opportunity to respond to comments or questions from the public.

Mayor Struthers gave notice of appeal rights, and stated "Please be cautioned that the public only have a right of appeal on the proposed zoning by-law amendment application. Recent changes to the *Planning Act* under Bill 108 have removed the public's rights to appeal decisions on draft plans of subdivision. Regarding rights of appeal on the proposed zoning by-law amendment, only those persons who make oral submissions at this public meeting or make written submissions to the Village of Merrickville Wolford before a decision is made by Council will have a right of appeal to the Local Planning Appeal Tribunal (LPAT). Notwithstanding the recent changes to the *Planning Act* regarding subdivision appeal rights, public comments are important and valued by Council and will be given careful consideration by Council in terms of its recommendations and actions."

Mayor Struthers invited the Applicant to present the Planning Justification Report. Mr. James Ireland of Novatech made a presentation with respect to the nature and effect of the plan of subdivision and zoning by-law amendment.

Mayor Struthers invited members of the public to make oral submissions.

**Mike Venables (171 County Road 23)** inquired as to whether there would be two families living on each of the 5 or 6 lots that may be developed as semi-detached housing. Mr. Venables inquired whether the total of 48 or 49 houses would represent between 58 or 60 houses for families. Mr. Sheets responded that there are 43 lots, of which 6 can be developed with semi-detached housing. Mr. Sheets further provided that there are 37 lots which could be developed as single detached dwellings with an additional 6 lots that could be developed as semi-detached dwellings, however, the developer could choose to develop single detached dwellings on those 6 lots as opposed to semi-detached. Mr. Sheets indicated that the 6 lots are the only lots that have the potential of being developed as semi-detached.

**Bill McMullen (511 St. Lawrence Street)** inquired why the developer would want to develop lots that are only 12 meters in lot frontage and how close together would those houses be. Mr. McMullen commented that he does not think this is conducive to the way the Village looks now and does not think this proposal will fit well having so many houses in a space that is not designed for such close development.

Mr. Ireland indicated that if the lots have frontages of 18 meters, the potential number of houses may be reduced.

**Nick Previsich (517 Elgin Street)** inquired whether development charges are being charged to the developer. Mayor Struthers indicated that the Village does not have development charges implemented. CAO Robertson indicated that there are development charges and development fees and that the Village has development fees and not development charges. Mr. Previsich asked for confirmation that no development charges were being collected. Mayor Struthers and CAO Robertson reiterated that the Village does not have development charges in place and, as such, confirmed that development charges are not being collected. Mr. Previsich commented that all surrounding municipalities were charging development charges and inquired why this municipality was not. Mayor Struthers responded that the Village has chosen development fees as opposed to development charges but indicated that it is a tool that the municipality could consider. Mr. Previsich indicated that every other municipality imposes development charges in order to offset the impact that the development has on the community such as recreation, library charges, health

services, and that this community is not utilizing development charges not only for this development but for Merrickville Grove as well. Mayor Struthers indicated that, conversely, development charges would be recovered through an increase in the cost of housing. Mr. Previsich commented that they should be added to the cost of housing. Mayor Struthers indicated that an issue that many communities who have implemented development charges are facing is the inability to provide affordable housing.

Mr. Previsich expressed his concern with respect to the density of this development in addition to the density of Merrickville Grove citing that it places an impact on transportation and quality of life and inquired as to how that is being addressed as a cumulative effect. Mayor Struthers indicated that those issues are addressed through traffic studies and other studies throughout the process. Mayor Struthers indicated that the Official Plan encourages growth and the municipality can handle this type of growth. Mayor Struthers provided an example of Merrickville Estates, Phase I, Phase II and Phase III, which is approximately 70 houses which has been incorporated in terms of the viability of growth in the municipality, however, Mayor Struthers reiterated that this is a special meeting specifically with respect to Phase II of McLean Landing. Mr. Previsich again inquired with respect to the cumulative impact of this development and the Merrickville Grove development and whether an analysis has been completed. Mr. Sheets clarified that he has not made any presentation with respect to Merrickville Grove and that he is not a consultant associated with Merrickville Grove, he represents McLean Landing Phase II. Mr. Sheets indicated that a serviceability report has been completed for the site which addresses the impacts on the water and wastewater systems, as well as a traffic study and an environmental impact statement. Mr. Previsich inquired as to whether these studies also took into account the impacts of Merrickville Grove. Mr. Sheets indicated that no, they did not.

Mr. Previsich inquired whether Mr. McBane was the representative of Park View Homes to which the response was no. Mr. Previsich inquired as to whether any representatives of Park View Homes were in attendance. Mr. Sheets advised Mr. Previsich that this was not a Park View Homes meeting and that this meeting is in regard to McLean Landing Phase II. Mr. Previsich inquired whether Park View Homes was the developer of this subdivision application. Councillor Molloy indicated that no, Park View Homes is not the developer. Mr. Previsich apologized for his confusion.

With no further questions or comments being noted at this time, Mayor Struthers stated "As there are no further questions, this Public Meeting is now concluded. Following this public meeting, the Council will reconvene its regular session of the meeting. The meeting is open to the public and people who have participated in the public meeting are welcome to remain and observe the Council proceedings. However, the Council meeting is not open for comments or questions from the public and we request that people in attendance refrain from making comments or taking actions that could interrupt or interfere with the Council meeting.

Council may decide to defer the consideration of the applications to allow for further information or clarification. Council may also decide to recommend approval of the applications, with or without specific terms and conditions. Council may also decide to recommend that the applications be refused, stating the reasons why such action should be taken.

Following the public meeting, Council will be responsible for making a recommendation to the United Counties, the approval authority for plans of subdivision, including any conditions Council deems appropriate for the draft plan of subdivision. This will be done at a future Council meeting upon receipt of a final report from our consultant planner. Council will also be responsible for considering the approval of the proposed Zoning By-law Amendment intended to implement the subdivision."

**R-285-20** Moved by Councillor Molloy, Seconded by Councillor Foster  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby return to the regular session of the special Council meeting.

Carried.

**R-286-20** 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 direct Jp2g Consultants Inc. to bring forward a report to Council on December 14, 2020 with recommendations regarding how best to proceed with the consideration of the McLean Landing Phase II Subdivision and Zoning

By-law Amendment applications, as well as an assessment of public comments and written submissions received.

Carried.

CAO Robertson indicated that any written comments received before December 9, 2020 would be factored into the aforementioned report from Jp2g Consultants Inc.

**Confirming By-Law**

**R-287-20** Moved by Councillor Halpenny, Seconded by Councillor Molloy

**Be it hereby resolved that:** By-law 61-2020, being a by-law to confirm the proceedings of the special Council meeting of November 17, 2020, be read a first and second time, and that By-law 61-2020 be read a third and final time and passed.

Carried.

**Adjournment**

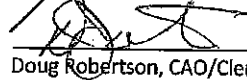
**R-288-20** Moved by Councillor Foster, Seconded by Councillor Molloy

**Be it hereby resolved that:** This special meeting of the Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at 8:00 p.m. until the next regular meeting of Council on Monday, November 23, 2020 at 7:00 p.m., or until the call of the Mayor subject to need.

Carried.



J. Douglas Struthers, Mayor



Doug Robertson, CAO/Clerk

Established 1793  
Incorporated  
Wolford 1850  
Merrickville 1860  
Amalgamated 1998



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

**VILLAGE OF MERRICKVILLE-WOLFORD**

Resolution Number: R - - 21

Date: February 8, 2021

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 Notice of Adoption of the United Counties of Leeds and Grenville Official Plan Amendment No. 1 dated January 22, 2021, for information purposes.

Carried / Defeated

\_\_\_\_\_  
J. Douglas Struthers, Mayor

For Clerk's use only, if required		
<b>Recorded Vote Requested By:</b>		
Cameron	Y	N
Foster	Y	N
Halpenny	Y	N
Molloy	Y	N
Struthers	Y	N

**Date of Adoption: January 21, 2021**

**Date of Notice: January 22, 2021**

**Last Date of Appeal: February 11, 2021**

Counties File No.: COPA-LG-2020-01

Municipality: United Counties of Leeds and Grenville

Subject Lands: All lands within the United Counties of Leeds and Grenville

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**Notice of Adoption**  
**With respect to Official Plan Amendment No. 1**  
**Sections 17 and 21 of the Planning Act, as amended**

---

On January 21, 2021, the Council of the United Counties of Leeds and Grenville passed By-law No. 21-02 to adopt **Amendment No. 1 to the Official Plan for the United Counties of Leeds and Grenville** under Sections 17 and 21 of the Planning Act, as amended.

**Purpose and Effect:**

This is a Counties initiated Amendment to the Official Plan for the United Counties of Leeds and Grenville. The main purpose of this Amendment is to correct errors and add missing information to text and schedules identified over the last few years through use of the Plan. The Amendment will add missing Provincially Significant Wetlands and update pits and quarries based on provincial databases.

Further, the Amendment will:

- clarify the interpretation section regarding the appendices and Plan amendments and updates;
- refine changed municipal boundaries between the Township of Elizabethtown-Kitley/City of Brockville and the Village of Westport/Township of Rideau Lakes;
- delete references to the Green Energy Act;
- remove a pit that has surrendered its licence and add two site-specific former waste disposal sites, all in the Township of Rideau Lakes; and,
- revise the boundary of the existing area of potential karst located in the Township of Rideau Lakes and the Village of Westport.

**Subject Lands:**

Includes all lands in the United Counties of Leeds and Grenville. Accordingly, no key map is provided.

**Effect of Written and Oral Submissions:**

No objections or concerns with the amendment were received from the public or agencies. At the public meeting, there were no oral or written submissions from the public. There were

## **Notice of Adoption for COPA-LG-2020-01**

several questions from the Planning Advisory Committee that required follow up with municipalities and provincial agencies as described below.

The July draft Amendment included a Provincially Significant Wetland located near Scotch Line Road (part of the Wolford Bog Complex) in the Village of Merrickville-Wolford. The Ministry of Natural Resources and Forestry reviewed this wetland at the Village's request and in correspondence to the Village dated August 6, 2020, advised that the wetland update in 2010 was not documented as required on the provincial wetland record and to the standards for documentation required through the Ontario Wetland Evaluation System. As a result, the 2010 updates to the Wolford Bog Complex have been excluded from the provincial database by MNRF. The schedule (previous draft Map 11) has been deleted from the OPA as there are no other added wetlands on this map.

Also the population and employment forecasts of 2018 (based on 2016 Census data) were removed from the Amendment, as two municipalities were concerned that the forecasts are now dated and do not accurately reflect current development pressures, recent economic development and development trends. It was agreed that Planning staff, in conjunction with the local municipalities, will review and update the forecasts following the release of the 2021 Census data.

### **Who Can File An Appeal:**

Only individuals, corporations or public bodies may appeal a decision of the Counties to the Local Planning Appeal Tribunal. A notice of appeal may not be filed by an unincorporated association or group. However, a notice of appeal may be filed in the name of an individual who is a member of the association or the group on its behalf.

No person or public body shall be added as a party to the hearing of the appeal unless, before the plan amendment was adopted, the person or public body made oral submissions at a public meeting or written submissions to the council or, in the opinion of the Local Planning Appeal Tribunal, there are reasonable grounds to add the person or public body as a party.

### **When and How to File an Appeal:**

Any appeal to the Local Planning Appeal Tribunal must be received by the Manager of Planning Services of the United Counties of Leeds and Grenville no later than 20 days from the date of this notice, as shown as the last date of appeal.

The appeal should be sent to the Manager of Planning Services, United Counties of Leeds and Grenville, at the address shown and it must:

1. set out the specific part of the proposed official plan amendment to which the appeal applies;



## **Notice of Adoption for COPA-LG-2020-01**

2. set out the reasons for the appeal;
3. be accompanied certified cheque or money order, payable to the "Minister of Finance", for the fee as set by the Local Planning Appeal Tribunal. Currently the fee is \$1,100.00. An Appellant may request a reduction of the filing fee to \$400, if the Appellant is a private citizen or eligible community group. The request for a reduction in the fee must be made at the time of filing the appeal using the appropriate form.

### **When the Decision is Final:**

Official Plan Amendment No. 1 is exempt from approval by the Minister of Municipal Affairs and Housing. The decision of the Council of the Corporation of the United Counties of Leeds and Grenville is final if a notice of appeal is not received on or before the last date for filing a notice of appeal.

### **Other Related Planning Act Applications:**

None

### **Additional Information:**

Information about Official Plan Amendment No. 1 is available to the public during regular office hours (8:00 am to 4:00 pm) by contacting the Planning Services Department of the United Counties of Leeds and Grenville as noted below. A copy of the Amendment is available on the Counties website at [www.leedsgrenville.com](http://www.leedsgrenville.com).

Please call Cherie Mills, Manager of Planning Services at (613) 342-3840, extension 2419, or email [Cherie.Mills@uclg.on.ca](mailto:Cherie.Mills@uclg.on.ca), if you have any questions.

### **Mailing Address for Filing a Notice of Appeal:**

United Counties of Leeds and Grenville  
25 Central Avenue West, Suite 100  
Brockville, Ontario K6V 4N6  
Attention: Manager of Planning Services

Established 1793  
Incorporated  
Wolford 1850  
Merrickville 1860  
Amalgamated 1998



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

## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 21

Date: February 8, 2021

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 Cherie Mills, Manager of Planning Services for the United Counties of Leeds and Grenville, regarding recommended modifications to the Village of Merrickville-Wolford's Official Plan dated January 28, 2021, for information purposes; and

That Council does hereby support the proposed modifications to the adopted Village Official Plan.

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



United Counties of Leeds and Grenville

**Public Works Division**  
Consent Granting Authority  
Forestry  
Planning  
Roads

25 Central Ave. W., Suite 100  
Brockville, ON K6V 4N6  
T 613-342-3840  
800-770-2170  
TTY 800-539-8685  
F 613-342-2101  
[www.leedsgrenville.com](http://www.leedsgrenville.com)

January 28, 2021

Mr. Douglas Robertson, CAO/Clerk  
Village of Merrickville-Wolford  
P.O. Box 340, 317 Brock Street West  
Merrickville, ON K0G 1N0

**RE: Adopted Village of Merrickville-Wolford Official Plan**  
**Our file: D09-LOPA-MW-17-02**

Dear Mr. Robertson:

As we have discussed previously, the approval of the Village of Merrickville-Wolford Official Plan has been delayed pending the completion of Counties Official Plan Amendment (COPA) No. 1, as there were conformity issues with the Counties Official Plan that needed to be resolved first. COPA No. 1 was approved by Counties Council on January 21<sup>st</sup>, 2021 and is in its 20-day appeal period until February 11<sup>th</sup>, 2021.

The approval of COPA No. 1 revises the boundaries of the Kilmarnock Marsh Provincially Significant Wetland, adds a sand and gravel pit and a quarry on the Counties Official Plan schedules. All of the above additions to the Counties Official Plan schedules are already included on the Village of Merrickville-Wolford Official Plan schedules.

If there are no appeals to the Counties Official Plan Amendment within the 20-day appeal period, and it is in full force and effect, we anticipate bringing forward the Village of Merrickville-Wolford Official Plan to the Counties Planning Advisory Committee for approval likely in March or April 2021.

As part of the approval, the Counties will be recommending six modifications to the Village of Merrickville-Wolford Official Plan. These modifications have been prepared with input from Village staff. The proposed modifications are attached to this letter and will form part of the decision that will be presented by Counties Planning staff to the Counties Planning Advisory Committee.

Prior to proceeding with the approval of the Village Official Plan to the Counties Planning Advisory Committee, we respectfully request a resolution of Council support (or no support) from the Village of Merrickville-Wolford for the proposed modifications to the adopted Village Official Plan. This request is in keeping with the Counties Local Official Plan and Local Official Plan Amendment Approval Process.

where **lifestyle**  
grows good **business**

synonyme de **qualité de vie**  
et de **réussite** en affaires



If you require further information or have any questions, please contact me at 613-342-3840, ext. 2419 or at [Cherie.Mills@uclg.on.ca](mailto:Cherie.Mills@uclg.on.ca)

Yours truly,

A handwritten signature in cursive script that reads "Cherie Mills".

Cherie Mills, MCIP, RPP  
Manager of Planning Services

.cc Rick Kester, Director of Public Works, United Counties of Leeds and Grenville by email

## DRAFT MODIFICATIONS FOR COUNCIL CONSIDERATION

January 28, 2021

The Village of Merrickville-Wolford Official Plan, as adopted by By-law No. 10- 2020, is recommended for approval subject to the following modifications:

1. In order to reflect updated provincial policies that all references throughout the text to the "Provincial Policy Statement (2014)" be replaced with the "Provincial Policy Statement (2020)".
2. In order to conform to the wording of the Counties Official Plan that Section 3.13.1, regarding Noise and Vibration, be updated by adding a second sentence that reads:  
  
"If the development proposal is for a new residential or other sensitive land use, a noise and/or vibration study will be required."
3. As recommended by the Village that Section 6.2.2. Residential, specifically Section 6.2.2.3.1, Policies, be amended in the second sentence to remove the references to "net" hectares and acres. It will now read:  
  
"For the purposes of this plan, low density development shall not exceed 22.7 units per hectare (9 units per acre), medium density development shall not exceed 35 units per hectare (14 units per acre), and high density development shall not exceed 60 units per hectare (25 units per acre)."
4. Through discussions with the Village, the Village verified the boundaries of the Merrickville Urban Area based on their municipal and tax information. As a result of this verification, the Merrickville Urban Area Boundary shown on Schedules A-1, A-2, A-3, B-1, B-2 and B-3 is amended as shown on Map 1.
5. That the Provincially Significant Wetlands on Schedule A-1 be amended to reflect the changes described in the August 2020 correspondence to the Village from the Ministry of Natural Resources and Forestry. These changes remove any updated boundary changes to the Wolford Bog Complex (Scotch Line Road) as shown on Map 2.
6. That although not technically part of the Official Plan that Appendix C be replaced with updated definitions from the Provincial Policy Statement (2020).

# Map 01: Merrickville Urban Area Boundary

LANARK

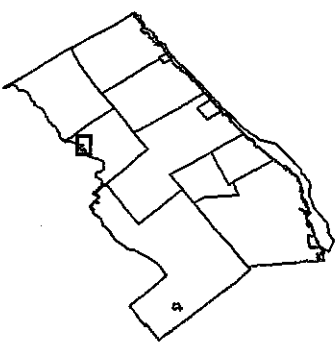
Rideau River

1,000 Metres

500

250

0



## MAP FEATURES

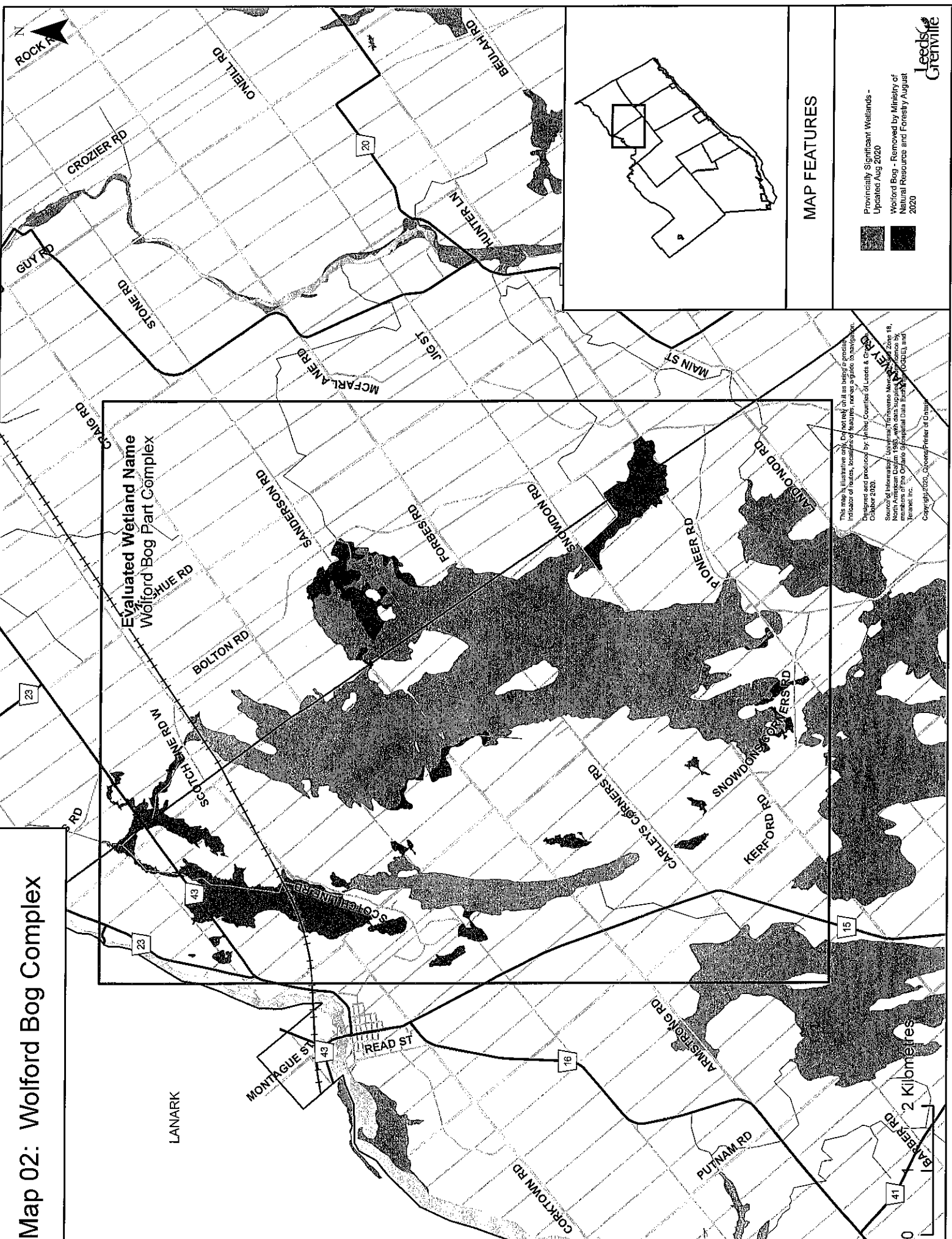
- Existing Merrickville Urban Area Boundary
- Amended Merrickville Urban Area Boundary
- Parcel Boundary



This map is illustrative only. Do not rely on it as being a precise indicator of routes, locations or features. Please refer to navigation devices and products by United Counties of Leeds & Grenville, October 2020.  
Source of Information: Universal Transverse Mercator Grid Zone 18, North American Datum 1983, with data supplied by sources by members of the Ontario Geospatial Data Exchange (OGDE), and Teramet Inc.  
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# Map 02: Wolford Bog Complex

LANARK



Evaluated Wetland Name  
Wolford Bog Part Complex

This map is illustrative only. Do not rely on it as being a product indicator of features, locations or features, nor as a guide to navigation. Designed and produced by James Coull of Leeds & Co. October 2020.  
Source of Information: Upper Lothian Wetlands Map, 1985, North American Datum 1983, with data supplied in accordance with the provisions of the Ordinance (Statutory Data Exchange) Act 1992, and Leeds, Inc. Copyright 2020, James Coull of Leeds & Co.

## MAP FEATURES

- Provincially Significant Wetlands - Updated Aug 2020
- Wolford Bog - Removed by Ministry of Natural Resource and Forestry August 2020



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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 - - 21

Date: February 8, 2021

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

WHEREAS due to COVID-19, many community events in the Village of Merrickville-Wolford had to be cancelled in 2020 in order to protect the safety of the public during the global pandemic;

AND WHEREAS the cancellation of these community events has left the Village with an \$11,000.00 surplus from the 2020 budget allocation to the Community Grants Program;

AND WHEREAS on December 14, 2020, Council discussed potentially allocating a portion of the aforementioned surplus to the Merrickville Food Cupboard to assist in the provision of food to families in need;

BE IT HEREBY RESOLVED that the Village of Merrickville-Wolford does hereby approve donating \$\_\_\_\_\_ from the 2020 Community Grants Program budget allocation to the Merrickville Food Cupboard.

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 - - 21

Date: February 8, 2021

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-04-2021 regarding the 2021 water and wastewater rates; and

That Council does hereby give favourable consideration to By-law 07-2021, being a by-law to amend By-law 24-03, to adopt the 2021 Water and Wastewater Rates at an increase of 7.5%.

Carried / Defeated

---

J. Douglas Struthers, Mayor



MERRICKVILLE-WOLFORD  
*Jewel of the Rideau*

## Village of Merrickville - Wolford

Report FIN-04-2021  
Finance Department  
Information/Action Report to Council  
Date to Council: February 8, 2021

**RE: 2021 Water and Wastewater Rates**

**OBJECTIVE:** To obtain Council's approval of the 2021 water and wastewater rates.

### **RECOMMENDATION:**

**THAT: Council does hereby receive report FIN-04-2021 regarding the 2021 water and wastewater rates; and**

**THAT: Council gives favourable consideration to By-law 07-2021, being a by-law to amend By-law 24-03, to adopt the 2021 Water and Wastewater Rates at an increase of 7.5%.**

### **BACKGROUND:**

The *Sustainable Water and Sewage Systems Act, 2002*, requires municipalities to assess the costs of water and to develop plans to charge appropriate rates and generate sufficient revenue to finance capital and operating costs of sewer and water systems. The *Sustainable Water and Sewage Systems Act*, requires municipalities to institute full cost accounting and recovery for water and wastewater services.

### **ANALYSIS:**

In 2016, the former Council adopted the Water and Wastewater Financial Plan for the years 2016 to 2021. The financial plan provided the municipality with a six-year financial forecast of the operating system. Council adopted Resolution #R-062-16 to move towards full cost recovery of the water and wastewater costs on a user-pay basis, and to establish a minimum 10% increase each year until this is achieved. For 2021, staff are recommending a 7.5% increase.

Staff and Council continue to exercise diligence in managing the municipality's financial well-being. In a Council meeting on July 27, 2020, the Mayor asked the Village's Auditor, "Do we have good financial management in place?" and the Auditor replied, "Yes, you are trending in the right direction. The information we receive is reliable. Your variances are minimal.", suggesting that the Village's sound financial estimates and

management practices are having a positive effect. The Auditor recommends a 10% increase in the annual water & wastewater rates.

On January 15, 2021, the Village received its annual Updated Financial Indicator Results from the Ministry of Municipal Affairs and Housing which read:

*"The Ministry of Municipal Affairs and Housing reviews each municipality's financial health through the use of key financial indicators in relation to established provincial thresholds.*

*...For 2019, the municipality had one indicator that was within the "moderate" level of risk (i.e., debt servicing cost) and one indicator that was within the "high" level of risk (i.e., tax arrears).*

*...the municipality has improved both indicators since the last results. The net debt indicator has also changed from "moderate" to "low" risk! Congratulations!"*

An effort to moderate the negative economic impact on the community caused by the COVID-19 pandemic has been considered in balance with the need to ensure continued prudent financial planning for the municipality in forming the recommendation in this report for a 7.5% 2021 increase in water and wastewater rates.

Applying a 7.5% increase to the water and wastewater rates, the base user rates for residential and multi-residential water and wastewater classes combined will increase from \$139.26 to \$149.70, per unit, per month. The Industrial, Commercial and Institutional classes will see a base user rate increase from \$213.44 to \$229.46, per unit, monthly. The base rate for properties on water only will increase from \$46.42 to \$49.90. The base rate includes up to 7.5 cubic metres per unit, per month. The rates for metered water/wastewater, after 7.5 cubic metres per unit, per month, will increase from \$7.41 to \$7.98 per cubic metre, and for water only users from \$2.45 to \$2.64.

While the operating costs for water and wastewater services are approaching full-cost recovery, the Village has few funds set aside for water and wastewater capital work. At the present time, the Village cannot afford to undertake any water/wastewater capital infrastructure projects. At present, there is only \$164,794 set aside in a reserve for future water and wastewater infrastructure needs.

For context, 90% of the 2019 \$2.2 million infrastructure rehabilitation to portions of Lewis Street West, Drummond Street West and St. Patrick Street was funded by a \$1.9 million Ontario Community Infrastructure Fund (OCIF) grant. The Village's share represented 10% of the total cost, or approximately \$230,000. Should a similar grant opportunity become available with the Village's current reserve fund balance, the Village would not be in a favourable position to take advantage of the grant to improve or repair our infrastructure.

Our underground infrastructure is increasing in age. Many of the Village sanitary and water pipes were installed around 1950's – 1970's and are increasingly in need of repair. Given the costs of capital work just on underground infrastructure alone, the amount of the reserve should be between \$750,000 to \$1,000,000.

Our sewage treatment plant is also close to capacity. The cost of repairs and upgrades for this type of work would be millions of dollars, and while the Village could apply for a grant, the grant agreement would require the Village to cover a portion of those costs.

Currently, the Village does not have enough of a reserve balance to cover our share of either of these costs. A 7.5% increase would increase the reserve by an additional \$153,134 bringing the balance of the reserve to \$317,928.

**BUDGET/LEGAL IMPLICATIONS:**

The 2021 draft budget will include the estimated revenue due to the increase in user rates. The user fees for water are estimated to be \$432,978 and for wastewater \$776,770.

**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:**

Staff recommend that Council adopt By-law 07-2021, being a by-law to implement the new water and wastewater rates for 2021.

**ATTACHMENTS:**

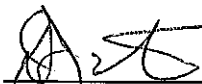
By-law 07-2021 – Amend By-law 24-03 with 2021 Water and Wastewater Rates

Submitted by:

Approved by:



Kirsten Rahm,  
Manager of Finance – Treasurer



Doug Robertson, CAO/Clerk  
Director, Economic Development

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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 - - 21

Date: February 8, 2021

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

**Be it hereby resolved that:** By-law 07-2021, being a By-law to amend By-law 24-03 to adopt the 2021 Water and Wastewater Rates, be read a first and second time, and that By-law 07-2021 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. 07-2021**

**BEING** a By-law to amend By-Law 24-03, the By-law to enact Rules and Regulations for the Installation, Repair, Maintenance and Access to Water Meters, Sewer Services and Related Appurtenances; the Billing and Collection of Charges for Water and Sewer Usage; and the Penalties for Offences

**WHEREAS** the Council of the Corporation of the Village of Merrickville-Wolford did pass By-law 24-03 to enact the installation of water meters and collection of charges for water and sewer;

**AND WHEREAS** section H. 1 of By-law 24-03 allows for the changing of rates from time to time by municipal by-law;

**AND WHEREAS** the Council of the Corporation of the Village of Merrickville-Wolford does deem it necessary to increase the water and sewer service rates;

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

1. Schedule "A" of By-law No. 24-03 shall be amended as attached.
2. The amended rates of Schedule "A" shall come into force and take effect the 1<sup>st</sup> day of January, 2021.
3. Schedule "B" of By-law No. 24-03 shall be amended as attached.
4. The amended rates of Schedule "B" shall come into force and take effect on the passing of this By-Law.

**READ** a first and second time this 8<sup>th</sup> day of February, 2021.

**READ** a third and final time and passed this 8<sup>th</sup> day of February, 2021.

\_\_\_\_\_  
Douglas Struthers, MAYOR

\_\_\_\_\_  
Doug Robertson, CAO/Clerk

**Village of Merrickville-Wolford**

**Schedule "A" to By-Law No. 24-03**

**Water/Sewer Service Rates**

**Water/Sewer Service Rate Calculation**

<b>WATER SERVICE TYPE</b>	<b>BASE RATE (per month)</b>	<b>METERED WATER/ SEWER SERVICE RATE (per cubic meter of water)</b>
A) Independent Residential Unit	\$149.70 per unit monthly on water and sewer for the first 7.5 M3	\$7.98 per cubic meter after 7.5 cubic meters (c.m.) per unit
	\$49.90 per unit monthly for water only for the first 7.5 M3	\$2.64 per cubic meter after 7.5 cubic meters (c.m.) per unit
B) Multiple Residential Unit	\$149.70 per unit monthly on water and sewer for the first 7.5 M3	\$7.98 per cubic meter after 7.5 cubic meters (c.m.) per unit
C) Industrial/Commercial/Institutional Units	\$229.46 per unit monthly for the first 15 M3	\$7.98 per cubic meter after 15.0 cubic meters (c.m.) per unit

**Village of Merrickville-Wolford**  
**SCHEDULE "B" to By-Law No. 24-03**

**ADDITIONAL CHARGES**

- Rates for Water from Hydrants
  - Corporation Fire Department Emergency use No Charge
  - Other Users \$3.63/m3

Larger meters and non-standard meter installations shall be billed to the owner. Definition of non-standard installation and associated costs shall be at the sole discretion of the Manager of Environmental Services.

- Owner-requested municipal meter accuracy testing deposit will be \$55.00 for each test.
- Notice of Disconnection Charge will be \$100.00 and will be applied to the outstanding account.
- Disconnection and Reconnection Charge.  
When it has been necessary to reconnect a service as a result of non-payment, a reconnection charge of \$100.00 shall be levied against the delinquent account.
- Owner requested disconnection shall have a disconnection charge of \$110.00  
Owner requested reconnection shall have a reconnection charge of \$110.00.
- Service charge for inspection of water or sewer connections shall be \$55.00
- Water Statements or history of account over one year:
  - Computer records: \$15.00
  - Manual records: \$25.00 per hour, minimum one hour

During office hours (7:00 a.m. to 3:00 p.m.)

- Thawing frozen service \$55.00 per hour, minimum one hour plus disbursements
- New Meter 100% of cost of materials and labour
- Meter replacement 100% of cost of materials and labour
- Meter reader repair 100% of cost of materials and labour
- Water/Sewer Connection \$5,000.00 deposit refundable of net actual cost.
- Duplicate Water Bill \$5.00

After office hours (3:01 p.m. to 6:59 a.m.)

- Thawing frozen service \$55.00 per hour, minimum one hour plus disbursements
- Meter replacement 100% of cost of materials and labour



- Meter reader repair 100% of cost of materials and labour
- Water/Sewer Connection \$5,000.00 deposit refundable of net actual cost.

This schedule amends the fees and service charges of Schedule "B" of By - Law 24 – 03.

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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 - - 21

Date: February 8, 2021

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

**Be it hereby resolved that:** By-law 06-2021, being a by-law to confirm the proceedings of the regular Council meeting of February 8, 2021, be read a first and second time, and that By-law 06-2021 be read a third and final time and passed.

Carried / Defeated

\_\_\_\_\_  
J. Douglas Struthers, Mayor

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

**BY-LAW 06-2021**

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD AT ITS MEETING HELD ON FEBRUARY 8, 2021

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

AND WHEREAS it is deemed prudent that the proceedings of the Council of the Corporation of the Village of Merrickville-Wolford (hereinafter referred to as "Council") at its meeting held on February 8, 2021 be confirmed and adopted by by-law;

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

1. The proceedings and actions of Council at its meeting held on February 8, 2021 and each recommendation, report, and motion considered by Council at the said meeting, and other actions passed and taken by Council at the said meeting are hereby adopted, ratified and confirmed.
2. The Mayor or his or her designate and the proper officials of the Village of Merrickville-Wolford are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required and, except where otherwise provided, the Mayor and Clerk are hereby directed to execute all documents necessary in that regard, and the Clerk is hereby authorized and directed to affix the Corporate Seal of the Municipality to all such documents.

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

Read a first, second and third time and passed on the 8<sup>th</sup> day of February 2021.

\_\_\_\_\_  
J. Douglas Struthers, Mayor

\_\_\_\_\_  
Doug Robertson, CAO/Clerk

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## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 21

Date: February 8, 2021

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, February 22, 2021 at 2:00 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