



VILLAGE OF MERRICKVILLE-WOLFORD

**Agenda for Council
Council Chambers**

Council Meeting 7:00 p.m.

Monday, June 10, 2019

1. **Call to Order**
2. **Disclosure of Pecuniary Interest and the general nature thereof**
3. **Approval of the Agenda**
4. **Delegation:** Ian Murphy of MNP LLP to present 2018 Financial Statements
5. **Minutes:** Approval of Minutes of the regular Council meeting of May 27, 2019; and
Approval of Minutes of the special Council meeting of June 3, 2019
6. **Public Question Period to Council**
7. **Correspondence:** Letter from North Grenville DHS re: Citizenship Award dated May 2, 2019;
AMO Policy Update and Letter from Steve Clark re: Bill 108;
Letter from Danielle Grenon of TNT-Buds Inc. dated May 28, 2019; and
Letter from Councillor Don Halpenny re: Community Centres
8. **Public Works:** PW-03-2019 re: Waste Diversion Statistics from 2016 through 2018
9. **Finance Dept.:** FIN-21-2019 re: 2019 Community Grant Allocation
10. **By-laws:** 37-2019 re: Establish Recreation, Health and Wellness Advisory Committee
38-2010 re: Establish Community Development Advisory Committee
39-2019 re: Establish Environment Advisory Committee
40-2019 re: Establish Agricultural Advisory Committee
41-2019 re: Establish Heritage Advisory Committee
11. **Notices of Motion:**
12. **Public Question Period to Council**
13. **In Camera:** 1. Personal matters about identifiable individuals
14. **Committee Appointments:** Appointments to Main Street Revitalization Ad Hoc Committee
15. **Next meeting of Council:** June 24, 2019 at 7:00 p.m.
16. **Confirming By-Law:** 36-2019 re: Confirm Proceedings of Council meeting of June 10, 2019
17. **Adjournment.**

Established 1793
Incorporated
Wolford 1850
Merrickville 1860
Amalgamated 1998



Telephone (613) 269-4791
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VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 19

Date: June 10, 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 agenda of the regular Council meeting of June 10, 2019 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 - - 19

Date: June 10, 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 and approve the draft Financial Statements as prepared by MNP LLP, for the year ending December 31, 2018.

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

FINANCIAL STATEMENTS

December 31, 2018

DRAFT FOR REVIEW PURPOSES ONLY

CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD

December 31, 2018

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INDEPENDENT AUDITOR'S REPORT

To the Members of Council, Inhabitants and Ratepayers of
the Corporation of the Village of Merrickville-Wolford

Opinion

We have audited the financial statements of the Corporation of the Village of Merrickville-Wolford (the "Municipality"), which comprise the statement of financial position as at December 31, 2018, and the statements of financial activities, changes in net financial liabilities, cash flows and the related schedules for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Municipality as at December 31, 2018, and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Municipality in accordance with the ethical requirements that are relevant to our audit of the financial statement in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Municipality's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Municipality or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Municipality's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.



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As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Municipality's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Municipality's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Municipality to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

We also provide those charged with governance with a statement that we have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on our independence, and where applicable, related safeguards.

Cornwall, Ontario
2015

Chartered Professional Accountants
Licensed Public Accountants

CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD

STATEMENT OF FINANCIAL POSITION

As at December 31, 2018

	2018	2017
NET FINANCIAL LIABILITIES		
ASSETS		
Cash	\$ 2,507,989	\$ 1,265,394
Taxes receivable	1,088,815	984,635
Accounts receivable	694,208	559,666
	4,291,012	2,809,695
LIABILITIES		
Accounts payable	843,919	869,695
Deferred revenue	1,030,439	-
Deferred revenue - obligatory reserve funds (Note 2)	258,548	163,125
Municipal debt (Note 3)	4,570,786	4,766,965
Capital leases (Note 4)	116,725	197,945
Accrued landfill closure and post-closure costs (Note 5)	945,439	904,905
	7,765,856	6,902,635
NET FINANCIAL LIABILITIES	(3,474,844)	(4,092,940)
NON-FINANCIAL ASSETS		
Tangible capital assets	15,176,646	15,665,441
Inventory	41,362	46,549
Prepaid expenses	10,896	7,880
	15,228,904	15,719,870
ACCUMULATED SURPLUS	\$ 11,754,060	\$ 11,626,930

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CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended December 31, 2018

	BUDGET 2018 (Unaudited)	ACTUAL 2018	ACTUAL 2017
REVENUES			
Taxation (Note 1(a)(iii))	\$ 3,014,478	\$ 3,032,043	\$ 3,054,611
Fees and service charges	1,613,157	1,521,768	1,434,208
Grants	2,413,392	578,580	352,507
Investment income	157,350	200,191	182,786
Other	6,100	15,999	12,076
	<u>7,204,477</u>	<u>5,348,581</u>	<u>5,036,188</u>
EXPENSES			
General government	957,832	1,093,364	888,710
Protection to persons and property	905,255	880,091	853,448
Transportation services	1,238,086	1,248,297	1,257,080
Environmental services	1,752,696	1,441,008	1,437,267
Recreation and cultural services	350,932	345,231	308,266
Planning and development	234,224	213,460	216,531
	<u>5,439,025</u>	<u>5,221,451</u>	<u>4,961,302</u>
OTHER REVENUE RELATED TO CAPITAL			
Deferred revenue earned (Note 2)	120,000	-	139,000
Gain on disposal of tangible capital assets	-	-	16,203
	<u>120,000</u>	<u>-</u>	<u>155,203</u>
SURPLUS FOR THE YEAR	1,865,452	127,130	230,089
ACCUMULATED SURPLUS, beginning of year	11,626,930	11,626,930	11,396,841
ACCUMULATED SURPLUS, end of year	\$ 13,512,382	\$ 11,754,060	\$ 11,626,930

See Accompanying Notes

CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD

STATEMENT OF CHANGES IN NET FINANCIAL LIABILITIES

For the year ended December 31, 2018

	BUDGET 2018 (Unaudited)	ACTUAL 2018	ACTUAL 2017
Surplus for the year	\$ 1,885,452	\$ 127,130	\$ 230,089
Amortization of tangible assets	800,000	814,185	803,325
Acquisition of tangible capital assets	(2,407,200)	(325,391)	(720,949)
Proceeds on sale of tangible capital assets	-	-	19,000
Gain on sale of tangible capital assets	-	-	(16,203)
Change in inventory	-	5,187	1,121
Change in prepaid expenses	-	(3,015)	(1,272)
Decrease in net financial liabilities	278,252	618,096	315,111
Net financial liabilities, beginning of year	(4,092,940)	(4,092,940)	(4,408,051)
Net financial liabilities, end of year	\$ (3,814,688)	\$ (3,474,844)	\$ (4,092,940)

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CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD

STATEMENT OF CASH FLOWS

For the year ended December 31, 2018

	2018	2017
CASH FROM OPERATING ACTIVITIES		
Surplus for the year	\$ 127,130	\$ 230,089
Items not affecting cash		
Amortization expense	814,185	803,325
Gain on disposal of tangible capital assets	-	(16,203)
Changes in non-cash working capital balances		
Taxes receivable	(104,180)	35,619
Accounts receivable	(134,542)	1,437
Inventory	5,187	1,121
Prepaid expenses	(3,016)	(1,272)
Accounts payable	(25,775)	(241,942)
Deferred revenue	1,030,439	-
Deferred revenue - obligatory reserve funds	95,423	(49,380)
Accrued landfill closure and post-closure costs	40,534	41,396
	1,845,385	804,190
CASH USED IN FINANCING ACTIVITIES		
Repayment of municipal debt	(245,179)	(237,848)
Proceeds from the issue of municipal debt	49,000	-
	(196,179)	(237,848)
CASH USED IN CAPITAL ACTIVITIES		
Proceeds on disposal of capital assets	-	19,000
Acquisition of tangible capital assets	(325,391)	(720,949)
Decrease in capital leases	(81,220)	(78,236)
	(406,611)	(780,185)
INCREASE (DECREASE) IN CASH	1,242,595	(213,843)
CASH, beginning of year	1,265,394	1,479,237
CASH, end of year	\$ 2,507,989	\$ 1,265,394
REPRESENTED BY :		
Cash	\$ 2,507,989	\$ 1,265,394

See Accompanying Notes

CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD

SCHEDULE OF TANGIBLE CAPITAL ASSETS

For the year ended December 31, 2018

	Land and Improvements	Buildings	Vehicles	Equipment	Plants and Facilities	Roads	Bridges	2018	2017
Cost									
Balance, beginning of year	\$ 433,759	\$ 2,664,582	\$ 2,119,123	\$ 1,771,495	\$ 12,058,061	\$ 2,866,050	\$ 1,017,907	\$ 22,956,977	\$ 22,390,877
Additions during the year	4,809	4,809	-	65,930	-	254,652	-	325,391	720,949
Disposals during the year	-	-	-	-	-	-	-	-	154,848
Balance, end of year	459,759	2,669,391	2,119,123	1,837,425	12,058,061	3,120,702	1,017,907	23,282,368	22,956,978
Accumulated Amortization									
Balance, beginning of year	21,939	644,255	1,191,932	1,281,405	2,782,294	652,640	717,068	7,291,537	6,640,263
Amortization during the year	4,388	72,895	149,126	162,102	301,452	101,442	22,780	814,185	803,325
Amortization on disposals	-	-	-	-	-	-	-	-	152,051
Balance, end of year	26,327	717,154	1,341,058	1,443,507	3,083,746	754,082	739,848	8,105,722	7,291,537
Net book value	\$ 433,432	\$ 1,952,237	\$ 778,065	\$ 393,918	\$ 8,974,315	\$ 2,366,620	\$ 278,059	\$ 15,176,646	\$ 15,665,441

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See Accompanying Notes

CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD

SCHEDULE OF ACCUMULATED SURPLUS

For the year ended December 31, 2018

	2018	2017
Surpluses (deficits)		
Operating surplus (Note 9)	\$ -	\$ -
Water and sewer deficit	-	(45,078)
Library surplus	23,703	17,327
Unfinanced capital outlay	-	(103,646)
Capital surplus - water and sewer	63,455	63,455
Unfunded liabilities to be recovered from future revenues		
Accrued landfill closure and post-closure	(945,439)	(904,905)
Total (deficits) surpluses	(858,281)	(972,847)
Reserves		
Reserves set aside for specific purposes by Council:		
Working capital	804,432	908,078
Self insurance	105,000	110,000
Capital	97,331	119,492
Capital contingency	151,244	85,179
Museum	2,884	2,884
Landfill	200,000	185,000
Vehicle replacement	425,123	274,944
Water and sewer	73,878	8,690
Hospital	45,000	45,000
Election	9,780	18,000
Recreation	26,198	26,875
Library	79,051	79,051
Building department	22,401	-
Total reserves	2,042,322	1,863,193
Equity in tangible capital assets		
Invested in tangible capital assets	15,176,646	15,665,441
Less: related debt	4,606,627	4,928,857
Total equity in tangible capital assets	10,570,019	10,736,584
ACCUMULATED SURPLUS	\$ 11,711,738	\$ 11,626,930

CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD

SCHEDULE OF CHANGES IN ACCUMULATED SURPLUS

For the year ended December 31, 2018

	Surpluses (Deficits)	Reserves	Equity in Tangible Capital Assets	2018	2017
Balance, beginning of year	\$ (972,847)	\$ 1,863,193	\$ 10,736,584	\$ 11,626,930	\$ 11,396,841
Surplus (deficit) for the year	941,315	-	(814,185)	127,130	230,089
Reserve funds used for operations	170,090	(170,090)	-	-	-
Funds transferred to reserves	(349,219)	349,219	-	-	-
Current year funds used for tangible capital assets	(325,391)	-	325,391	-	-
Municipal debt repaid	(322,229)	-	322,229	-	-
Change in accumulated surplus	114,566	179,129	(166,565)	127,130	230,089
Balance, end of year	\$ (858,281)	\$ 2,042,322	\$ 10,570,019	\$ 11,754,060	\$ 11,626,930

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CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD

SCHEDULE OF SEGMENTED DISCLOSURE

For the year ended December 31, 2018

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	General Government	Protection Services	Transportation Services	Environmental Water and Sewer Services	Cultural Services	Recreation and Planning and Development	2018	2017
REVENUE								
Taxation	\$ 202,964	\$ 857,516	\$ 1,304,711	\$ 194,183	\$ -	\$ 322,848	\$ 149,821	\$ 3,032,043
Fees and service charges	17,560	10,377	11,300	137,362	1,127,776	75,348	148,045	1,521,768
Grants	38,805	6,023	66,283	28,429	78,072	15,970	-	578,580
Investment income	19,011	199	-	-	981	-	-	200,191
Other	-	-	-	-	-	15,999	-	182,786
	797,338	874,115	1,382,294	359,974	1,205,848	431,146	297,866	5,348,581
EXPENSES								
Wages and benefits	644,571	140,639	427,279	33,060	-	148,848	96,693	1,491,090
Interest on municipal debt	-	13,426	18,893	-	144,525	-	4,168	180,412
Materials and services	158,060	117,941	445,611	82,211	388,290	103,812	112,599	1,432,524
Contracted services	-	457,429	-	96,852	363,568	-	-	917,849
Insurance and financial costs	222,166	13,796	61,244	-	16,812	33,959	-	347,979
Third party transfers	16,842	20,569	-	-	-	-	-	37,411
Amortization	51,725	116,291	271,868	-	315,690	58,612	-	814,186
	1,093,364	880,091	1,248,297	212,123	1,228,885	345,231	213,460	5,221,451
OTHER REVENUE RELATED TO CAPITAL								
Deferred revenue earned	-	-	-	-	-	-	-	139,000
Gain on disposal of tangible capital assets	(16,203)	-	16,203	-	-	-	-	16,203
	(16,203)	-	16,203	-	-	-	-	155,203
SURPLUS (DEFICIT) FOR THE YEAR	\$ (312,229)	\$ (5,976)	\$ 150,200	\$ 147,851	\$ (23,037)	\$ 85,115	\$ 84,406	\$ 127,130
								\$ 230,089

See Accompanying Notes

CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2018

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements are prepared in accordance with Canadian public sector accounting standards and include the following significant accounting policies:

(a) Basis of consolidation

(i) Consolidated entities

These financial statements reflect the assets, liabilities, sources of financing and expenditures of the revenue fund, capital fund and reserves and include the activities of all committees of Council and the following local board:

The Corporation of the Village of Merrickville - Wolford Library Board

All interfund assets and liabilities and sources of financing and expenditures have been eliminated.

These financial statements reflect the investments in any government business enterprises and are consolidated using the modified equity method. Under the modified equity basis, the enterprises' accounting principles are not adjusted to conform with those of the Village and intergovernmental transactions and balances are not eliminated.

There are no government business enterprises.

(ii) Non-consolidated entities

There are no non-consolidated entities.

(iii) Accounting for United Counties and school board transactions

The taxation, other revenues, expenditures, assets and liabilities with respect to the operations of the school boards, and the United Counties of Leeds and Grenville are not reflected in the municipal fund balances of these financial statements.

(b) Fund accounting

Funds within the financial statements consists of the operating fund, capital fund and reserve funds. Transfers between funds are recorded as adjustments to the appropriate fund balance.

(c) Taxation and related revenue

Property tax billings are issued by the Village based on assessment rolls prepared by the Municipal Property Assessment Corporation ("MPAC") and collects property tax revenue for municipal purposes, county taxes on behalf of the United Counties of Leeds and Grenville, provincial education taxes on behalf of the Province of Ontario, payments in lieu of taxation, local improvements and other charges. The authority to levy and collect property taxes is established under the *Municipal Act 2001*, the *Assessment Act*, the *Education Act* and other legislation.

Taxation revenue consists of non-exchange transactions and is recognized in the period to which the assessment relates and a reasonable estimate of the amounts can be made. Annual taxation revenue also includes adjustments related to reassessments and appeals to prior years' assessments. The Village is entitled to collect interest and penalties on overdue taxes. These revenues are recorded in the period the interest and penalties are levied.

CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2018

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(d) Government grants

Conditional grant revenue is recognized to the extent the conditions imposed on it have been fulfilled. Unconditional grant revenue is recognized when monies are receivable. Grants for the acquisition of tangible capital assets are recognized in the period in which eligible expenditures are made.

(e) Government transfers

Government transfers are recognized in the financial statements as revenues in the period in which events giving rise to the transfers occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made.

(f) Fees and service charges

Fees and service charges are recognized when the activity is performed or when the services are rendered. Examples include, but are not limited to, water and waste water charges, solid waste tipping fees, licensing fees, permits, and other fees from various recreation programs and facilities.

(g) Investment income

Investment income earned on surplus funds is reported as revenue in the period earned. Investment income earned on obligatory funds such as parkland allowances and gas tax funds is added to the associated funds and forms part of the respective deferred revenue, obligatory reserve fund balances.

(h) Cash

Cash is defined as cash on hand and cash on deposit.

(i) Reserves and reserve funds

Certain amounts, as approved by Council, are set aside in reserves and reserve funds for future operating and capital purposes. Transfers to and from reserves and reserve funds are an adjustment to the respective fund when approved.

(j) Deferred revenue

Deferred revenue represents government transfers that have been received for specific purposes, but the respective expenditure has not been incurred to date. These amounts will be recognized as revenues in the year the expenditures are incurred.

(k) Landfill closure costs

The estimated costs to close and maintain solid waste landfill sites are based on estimated future expenses in current dollars, adjusted for estimated inflation, and are charged to expense as the landfill site's capacity is used.

CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2018

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(l) Employee benefits

Employee benefits include vacation entitlement and sick leave benefits. Vacation and sick leave benefits are accrued in accordance with the Village's policy. The Village accounts for its participation in the Ontario Municipal Employees Retirement System (OMERS), as a defined contribution plan.

(m) Amounts to be recovered from future revenues

Amounts to be recovered from future revenues represents the outstanding principal portion of unmatured long-term liabilities for expenditures, accrued interest on long-term liabilities and future employment benefits payable that will be financed through future revenues of the Village and is reported on the Statement of Financial Position.

(n) Non-financial assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year, and are not intended for sale in the ordinary course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the change in net financial assets for the year.

(i) Tangible capital assets

Tangible capital assets are recorded at cost, which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets are amortized on a straight-line basis over their estimated useful lives as follows:

Land improvements	20 to 40 years
Buildings	20 to 50 years
Vehicles	5 to 20 years
Machinery and equipment	5 to 10 years
Water and waste plants and networks	
underground networks	50 to 70 years
sewage treatment plants	50 to 75 years
water pumping stations and reservoirs	50 to 75 years
flood stations and other infrastructure	50 to 75 years
Transportation	
roads	7 to 50 years
bridges and structures	25 to 75 years

One half of the annual amortization is charged in the year of acquisition and the year of disposal. Assets under construction are not amortized until the asset is available for productive use, at which time they are capitalized.

CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2018

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(n) Non-financial assets (Continued)

Active landfills are amortized annually based on the remaining estimated useful life. The estimated costs to close and maintain currently active landfill sites are based on estimated future expenses in current dollars, adjusted for estimated inflation and are charged to expense as the landfill sites capacity is used.

The Village has a capitalization threshold of \$25,000 so that individual tangible capital assets of lesser value are expensed, unless they are pooled because, collectively, they have significant value, or for operational reasons. Examples of pooled assets are desktop computer systems, vehicles, utility poles and defibrillators.

(ii) Contributions of tangible capital assets

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt, and that fair value is also recorded as revenue. Similarly, transfers of assets to third parties are recorded as an expense equal to the net book value of the asset as of the date of the transfer.

(iii) Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

(iv) Inventory

Inventory held for consumption is recorded at the lower of cost or replacement cost.

(o) Liability for contaminated sites

A liability for contaminated sites arises when contamination is being introduced into the air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds the maximum acceptable concentrations under an environmental standard. A liability for remediation of contaminated sites is recognized when all of the following criteria are met:

- (i) An environmental standard exists;
- (ii) Contamination exceeds the environmental standard;
- (iii) The Village is directly responsible, or accepts responsibility to remediate the site;
- (iv) The Village expects that future economic benefits will be given up; and
- (v) A reasonable estimate of the amount can be made.

CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2018

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(o) Liability for contaminated sites (Continued)

Liabilities are accrued to record the estimated costs related to the management and remediation of contaminated sites. The liability estimate includes costs that are directly attributable to the remediation activities and includes integral post-remediation operation, maintenance and monitoring costs that are a part of the remediation strategy for the contaminated site. The costs that would be included in a liability are:

- Costs directly attributable to remediation activities (for example, payroll and benefits, equipment and facilities, materials, and legal and other professional services); and
- Costs of tangible capital assets acquired as part of remediation activities to the extent they have no other alternative use.

The measurement of a liability is based on estimates and professional judgment. The liability is recorded net of any expected recoveries. The carrying amount of a liability is reviewed at each financial reporting date with any revisions to the amount previously recognized accounted for in the period in which revisions are made.

A contingency is disclosed if all of the above criteria are not met.

(p) Use of estimates

The preparation of financial statements in conformity with Canadian public sector accounting standards requires administration to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the current period. These estimates are reviewed periodically and adjustments are made to income as appropriate in the year they become known. Significant items subject to such estimates and assumptions include the estimated useful life of tangible capital assets, the valuation of allowances for doubtful taxes and accounts receivable, the valuation of inventories, and the estimated landfill closure and post-closure costs. Actual results could differ from these estimates.

2. DEFERRED REVENUE - OBLIGATORY RESERVE FUNDS

A requirement of Canadian public sector accounting standards is that obligatory reserve funds be reported as deferred revenue. This requirement is in place as provincial legislation restricts how these funds may be used and under certain circumstances these funds may possibly be refunded. The balances in the obligatory reserve funds are summarized as follows:

	Federal Gas Tax	Parkland	2018	2017
Balance, beginning of year	\$ 104,322	\$ 58,803	\$ 163,125	\$ 212,505
Grants received	90,775	-	90,775	88,183
Interest and other	2,033	2,615	4,648	1,437
Deferred revenue earned	-	-	-	(139,000)
Balance, end of year	\$ 197,130	\$ 61,418	\$ 258,548	\$ 163,125

CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2018

3. MUNICIPAL DEBT

(a) The balance of municipal debt reported on the Statement of Financial Position is comprised of the following:

	2018	2017
Bank term loan, 2.85%, repayable in blended monthly payments of \$2,458, due August 2022	\$ 377,797	\$ 392,485
Bank term loan, 3.98%, repayable in blended semi-annual payments of \$100,627, due June 2044	3,205,565	3,277,096
Bank term loan, 2.25%, repayable in blended monthly payments of \$10,115, due November 2021	342,341	454,681
Term loan, 2.88%, repayable in blended semi-annual payments of \$6,542, due October 2024	71,629	82,418
Term loan, 3.33%, repayable in blended semi-annual payments of \$12,055, due December 2036	324,462	337,442
Term loan, 2.59%, repayable in blended semi-annual payments of \$11,700, due December 2026	168,108	186,791
Tile drain loans, 6%, repayable over a ten year period in blended payments ranging between \$1,127 and \$6,793, maturity dates ranging from 2024 to 2028	80,884	36,052
	\$ 4,570,786	\$ 4,766,965

Principal payments assuming the loans are renewed under the same terms and conditions are as follows:

2019	\$ 244,018
2020	254,237
2021	264,896
2022	253,093
2023	148,442
2024 - 2028	781,099
Thereafter	2,625,001
	\$ 4,570,786

CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2018

3. MUNICIPAL DEBT (Continued)

(b) Of the municipal debt reported in (a) of this note, all principal payments are payable from the following sources as follows:

	2019 - 2023	2024 - 2028
General municipal revenues	\$ 589,385	\$ 694,952
Benefiting landowners - tile drains	63,067	17,817
Benefiting landowners	316,055	2,889,510
	\$ 968,507	\$ 3,602,279

4. CAPITAL LEASES

	2018	2017
Capital lease obligation, equipment, 3.75%, secured by asset, monthly payments of \$3,657, matures September 2020	\$ 74,222	\$ 114,501
Capital lease obligation, equipment, 3.75%, secured by asset, monthly payments of \$3,614, matures December 2019	42,503	83,444
	\$ 116,725	\$ 197,945

Lease payments due in the next two years are as follows:

2019	\$ 84,319
2020	32,406
	\$ 116,725

5. ACCRUED LANDFILL CLOSURE AND POST-CLOSURE COSTS

The Village operates a solid waste landfill site. The site has an estimated remaining life of 47 years as a result of an amended provisional certificate of approval from the Ministry of the Environment dated March 2016. The estimate associated with closure and post-closure include costs such as clay, topsoil, hydro seed, site preparation, equipment, ditching, drainage, fencing and post-closure monitoring estimated for 10 years. Total closure and post-closure costs are estimated to be \$2,810,000 with \$945,439 (2017 - \$904,905) being accrued at the end of the current fiscal year. These costs are to be recovered from future taxation revenue and reserves.

CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2018

6. AMOUNTS TO BE RECOVERED FROM FUTURE REVENUES

Amounts to be recovered from future taxation, benefiting landowners and reserves are as follows:

	2018	2017
Municipal debt	\$ 4,570,786	\$ 4,766,965
Accrued landfill closure and post-closure	945,439	904,905
	\$ 5,516,225	\$ 5,671,870

Amounts are to be recovered from the following sources:

General municipal revenues	\$ 2,229,776	\$ 2,358,722
Benefiting landowners	3,286,449	3,313,148
	\$ 5,516,225	\$ 5,671,870

7. OPERATING EXPENDITURES BY OBJECT

	BUDGET 2018	ACTUAL 2018	ACTUAL 2017
Wages and benefits	\$ 1,431,832	\$ 1,491,090	\$ 1,298,763
Interest on municipal debt	182,457	180,412	188,721
Materials and services	1,829,908	1,432,524	1,611,315
Contracted services	919,989	917,849	854,157
Insurance and other financial costs	237,220	347,979	169,233
Third party transfers	37,619	37,411	35,788
Amortization	800,000	814,186	803,325
	\$ 5,439,025	\$ 5,221,451	\$ 4,961,302

8. PENSION AGREEMENTS

The Village is a member of the Ontario Municipal Employees Retirement System (OMERS) which is a multi-employer retirement plan. The plan is a contributory defined benefit plan that specifies the amount of retirement benefit to be received by the employees based on the length of service and rates pay. Employers and employees contribute to the plan. The Village has adopted defined contribution plan accounting principles for this plan as there is insufficient information available to apply defined benefit plan accounting principles. Since any surpluses or deficits are a joint responsibility of all Ontario municipalities and their employees, the Village does not recognize any share of the OMERS pension surplus or deficit in these financial statements.

The employer amount contributed to OMERS for 2018 was \$73,209 (2017 - \$71,226) for current service and is included as an expenditure on the Statement of Financial Activities.

CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2018

9. OPERATING SURPLUS

The operating surplus for the year ending December 31, 2018 was \$17,129 which was transferred to the working capital reserve. The water and sewer surplus was \$68,377 of which \$45,078 was allocated to the water and sewer deficit and \$23,299 was transferred to the water and sewer reserve. The library board surplus of \$6,375 was allocated to the library surplus.

	BUDGET 2018	ACTUAL 2018	ACTUAL 2017
Surplus for the year	\$ 1,885,452	\$ 127,130	\$ 230,089
Funds transferred to reserves	(183,100)	(308,791)	(163,003)
Reserve funds used for operations	183,918	170,090	143,814
Principal payment on long-term debt and capital leases	(321,070)	(322,230)	(312,153)
Change in accrued landfill costs	42,000	40,534	41,396
Acquisition of tangible capital assets	(2,407,200)	(325,391)	(720,949)
Annual amortization expense	800,000	814,185	803,325
Gain on disposal of tangible capital assets	-	-	(16,203)
Proceeds on disposal of tangible capital assets	-	-	19,000
Change in unfunded capital projects	-	(103,646)	244,334
Operating surplus for the year	-	91,881	269,650
Transfer to water and sewer reserve	-	(23,299)	-
Transfer to library surplus	-	(6,375)	(9,181)
Transfer (to) from water and sewer deficit	-	(45,078)	45,078
Transfer to working capital reserves	-	(17,129)	(305,547)
	-	\$ -	\$ -

10. SEGMENTED INFORMATION

The Village is responsible for providing a range of services to its citizens. For management reporting purposes the Village's operations and activities are organized and reported by department. These departments are reported by functional area in the body of the financial statements similar to reporting reflected in the Ontario Financial Information Return. These functional areas represent segments for the Village of Merrickville - Wolford and expended disclosure by object has been reflected in the schedule of segmented disclosure.

For each segment separately reported, the segment revenue and expenses represent both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. Therefore, certain allocation methodologies are employed in the preparation of segmented financial information.

The accounting policies used in these segments are consistent with those followed in the preparation of the financial statements as disclosed in Note 1.

A brief description of each segment follows:

(a) General government

General government includes corporate services and governance of the Village. Administration as a segment includes operating and maintaining municipal owned buildings, human resource management, legal, communications, information systems and technology, support to Council for policy development, by-law development in compliance with the Municipal Act, tax billing and collection responsibilities, financial management reporting, monitoring and overall budget status as well as frontline reception and customer service.

CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2018

10. SEGMENTED INFORMATION (Continued)

(b) Protection services

Protection services includes fire protection, conservation authority, protective inspection and control and emergency measures. Fire protection includes inspection, extinguishing and suppression services, emergency medical first response, and prevention, education and training programs. Inspection and control includes building inspection, by-law enforcement and dog control services.

(c) Transportation services

Transportation services includes administration and operation of traffic and parking services for the Village. In addition, services are provided for winter and summer road maintenance along with the repair and construction of the municipal roads system including bridges and culverts, as well as operation and maintenance of a fleet of vehicles and equipment for use in providing services to the Village.

(d) Environmental services

Environmental services includes waste collection, disposal and recycling services.

(e) Water and sewer services

Water and sewer services includes the operation of water and waste water facilities and infrastructure for the collection and distribution of both water and sewer services within the Village.

(f) Recreation and cultural services

Recreation and cultural services provides services that contribute to neighbourhood development and sustainability through the provision of recreation and leisure programs and facilities including community halls, libraries, parks, recreation fields, and arenas.

(g) Planning and development

Planning and development manages development for business interests, environmental concerns, heritage matters, local neighbourhoods and community development. It also facilitates economic development by providing services for the approval of all land development plans and the application and enforcement of the zoning by-law and official plan.

11. BUDGET FIGURES

Budgets established for Capital, Reserves and Reserve Funds are based on a project oriented basis, the costs of which may be carried out over one or more years.

CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD

FIVE YEAR FINANCIAL REVIEW

For the year ended December 31, 2018

FINANCIAL ACTIVITIES (000's)

	2018	2017	2016	2015	2014
Revenues					
Taxation	\$ 3,032	\$ 3,055	\$ 2,907	\$ 2,800	\$ 2,733
Fees and service charges	1,522	1,434	1,269	1,169	1,032
Grants	579	353	33	363	500
Investment income	200	183	173	162	150
Other	16	12	21	81	-
	5,349	5,037	4,403	4,575	4,415
Expenses					
General government	1,093	889	915	724	723
Protection to persons and property	880	853	1,038	798	794
Transportation services	1,248	1,257	1,237	1,134	1,205
Environmental	1,041	1,437	1,845	1,372	1,239
Recreation and cultural services	345	308	355	402	376
Planning and development	213	217	161	116	74
	5,220	4,961	5,551	4,546	4,411
Other revenue related to capital					
Deferred revenue earned	-	139	292	-	-
Grants	-	-	399	-	-
Gain on disposal of tangible capital assets	-	16	-	-	-
	-	155	691	-	-
Surplus (deficit) for the year	\$ 129	\$ 231	\$ (457)	\$ 29	\$ 4

TAXABLE ASSESSMENT (000's)

	2018	2017	2016	2015	2014
Residential and farm	\$ 344,111	\$ 327,594	\$ 323,099	\$ 311,949	\$ 298,980
Commercial and industrial	23,658	23,425	24,837	24,255	24,179
	\$ 367,769	\$ 351,019	\$ 347,936	\$ 336,204	\$ 323,159
Commercial and industrial	6.43%	6.67%	7.14%	7.21%	7.48%

CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD

FIVE YEAR FINANCIAL REVIEW

For the year ended December 31, 2018

FINANCIAL INDICATORS

	2018	2017	2016	2015	2014
Tax arrears					
Percentage of own levy	36 %	32 %	37 %	37 %	33 %
Percentage of total levy	36 %	19 %	20 %	35 %	31 %
Municipal debt	\$ 4,489,902	\$ 4,730,912	\$ 4,964,829	\$ 4,550,631	\$ 4,801,220
Municipal debt charges	\$ 502,643	\$ 500,874	\$ 515,085	\$ 406,991	\$ 406,991
Sustainability					
Financial assets to liabilities	0.55	0.41	0.41	0.47	0.43
Financial assets to liabilities excluding municipal debt	2.07	1.45	1.39	1.55	1.64
Municipal debt to tangible capital assets	29.59 %	30.20 %	31.52 %	29.16 %	30.30 %
Flexibility					
Debt charges to total operating revenue	9.40 %	9.95 %	11.70 %	9.06 %	9.24 %
Total operating revenue to taxable assessment	13.95 %	13.78 %	12.13 %	12.82 %	13.62 %
Vulnerability					
Operating grants to operating revenue	10.82 %	7.00 %	0.75 %	7.93 %	11.33 %
Total grants to total revenues	10.82 %	6.80 %	8.48 %	7.93 %	11.33 %
Reserve coverage					
Reserves	\$ 2,042,322	\$ 1,863,193	\$ 1,538,457	\$ 1,074,489	\$ 987,427
Reserves to operating expenses	39 %	38 %	28 %	24 %	22 %
Reserves to working capital	0.64	1.06	0.87	0.55	0.51

DRAFT FOR REVIEW PURPOSES ONLY

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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: June 10, 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 May 27, 2019 as:

_____circulated.

_____amended.

Carried / Defeated

J. Douglas Struthers, Mayor

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

Monday, May 27, 2019

A regular meeting of the Council of the Corporation of the Village of Merrickville-Wolford was held at 7:00 p.m. on Monday, May 27, 2019.

Chaired by: Mayor J. Douglas Struthers
Members of Council: Deputy Mayor 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
Randy Wilkinson, Chief Building Official

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

Approval of Agenda

R-189-19 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 adopt the agenda of the regular Council meeting of May 27, 2019, as circulated.

Carried

Minutes:

R-190-19 Moved by Deputy Mayor Cameron, Seconded by Councillor Molloy
Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the Minutes of the special Council meeting of May 1, 2019, as circulated.

Carried.

R-191-19 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 Minutes of the regular Council meeting of May 13, 2019, as circulated.

Carried.

R-192-19 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 approve the Minutes of the special Council meeting of May 14, 2019, as circulated.

Carried.

Public Question Period: No questions.

Building Department:

R-193-19 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 CBO-06-2019, being the 2019 first quarter report of the Building and Planning Department, for information purposes.
Carried.

Planning:

R-194-19 Moved by Deputy Mayor Cameron, 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. Planning Advisory Committee Minutes dated January 21, 2019;
2. Planning Advisory Committee Minutes dated March 18, 2019; and
3. Planning Advisory Committee Minutes dated April 15, 2019.

Carried.

Library Board:

R-195-19 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 receive the Minutes of the Merrickville Public Library Board dated April 11, 2019, for information purposes.

Carried.

Finance Department:

R-196-19 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 FIN-16-2019 regarding Proposed Modernization Grant Allocation, for information purposes; and

That Council does hereby approve the allocation of funds from the Modernization Grant Reserve in the amount of \$312,843 to the projects as outlined in this report.

Carried.

R-197-19 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 FIN-20-2019 regarding 2019 Community Grants; and

That Council review the summary of grant applications under the Community Grants Program Policy in order to facilitate the selection process; and

That Council direct staff to arrange a Special Council Working Meeting to review the grant applications.

Carried.

R-198-19 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 FIN-19-2019 regarding the requirement for a Strategic Asset Management Policy for information purposes; and

That Council gives favourable consideration to By-law 34-2019 with respect to the adoption of the Strategic Asset Management Policy.

Carried.

R-199-19 Moved by Councillor Foster, Seconded by Councillor Halpenny

Be it hereby resolved that: By-law 34-2019, being a by-law to adopt a Strategic Asset Management Policy for the Village of Merrickville-Wolford, be read a first and second time, and that By-law 34-2019 be read a third and final time and passed.

Carried.

CAO:

R-200-19 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 CAO-08-2019 regarding Committee Structure and Terms of Reference; and

That Council does hereby approve the attached Terms of Reference and directs staff to issue a Call for Volunteers for a Recreation, Health and Wellness Advisory Committee; and

That Council does hereby approve the attached Terms of Reference and directs staff to issue a Call for Volunteers for an Environment Advisory Committee; and

That Council does hereby approve the attached Terms of Reference and directs staff to issue a Call for Volunteers for a Community Development Advisory Committee; and

That Council does hereby approve the attached Terms of Reference and directs staff to issue a Call for Volunteers for an Agricultural Advisory Committee; and

That Council does hereby approve the attached Terms of Reference and directs staff to issue a Call for Volunteers for a Heritage Advisory Committee.

Carried.

Public Question Period to Council

Y. Grandmaitre inquired as to why the fees waived for Friends of the Rideau earlier in the year were not reflected in report FIN-20-2019 regarding Community Grants.

P. Watson inquired as to whether it was the first time the municipality was going through the Strategic Asset Management Policy adoption process.

Confirming By-Law

R-201-19 Moved by Councillor Halpenny, Seconded by Councillor Foster

Be it hereby resolved that: By-law 33-2019, being a by-law to confirm the proceedings of the Council meeting of May 27, 2019, be read a first and second time, and that By-law 33-2019 be read a third and final time and passed.

Carried.

Adjournment

R-202-19 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 now adjourn at 7:40 p.m. until the next regular meeting of Council on Monday, June 10, 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: June 10, 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 June 3, 2019 as:

____circulated.

____amended.

Carried / Defeated

J. Douglas Struthers, Mayor

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

Monday, June 3, 2019

A special meeting of the Council of the Corporation of the Village of Merrickville-Wolford was held at 2:00 p.m. on Monday, June 3, 2019.

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

Staff in Attendance: Doug Robertson, CAO/Clerk
Christina Conklin, Deputy Clerk
Brad Cole, Acting Manager of Public Works and Acting Fire Chief
Randy Wilkinson, Chief Building Official

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

Approval of Agenda

R-203-19 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 adopt the agenda of the special Council meeting of June 3, 2019, as circulated.

Carried

Public Question Period: No questions.

In Camera:

R-204-19 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 move to an "In-Camera" session at 2:05 p.m. under Section 239 (2) of the *Municipal Act, 2001*, as amended, to address matters pertaining to:

1. Personal matters about an identifiable individual, including municipal or local board employees; and
2. A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

Carried

R-205-19 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, with staff being given direction, and the regular Council session resume at 2:45 p.m.

Carried

Note: Council called a recess until 3:00 p.m. During the recess, Councillor Halpenny, Randy Wilkinson and Brad Cole departed the meeting. Kirsten Rahm joined the meeting. The regular session of the special Council meeting resumed at 3:10 p.m.

Discussion: Council reviewed and discussed the 2019 Community Grant Applications. Council called a brief recess at 4:00 p.m. and resumed at 4:05 p.m. at which time review and discussions continued.

Public Question Period: No questions.

Confirming By-Law

R-206-19 Moved by Councillor Foster, Seconded by Councillor Molloy

Be it hereby resolved that: By-law 35-2019, being a by-law to confirm the proceedings of the Council meeting of June 3, 2019, be read a first and second time, and that By-law 35-2019 be read a third and final time and passed.

Carried.

Adjournment

R-207-19 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 4:45 p.m. until the next regular meeting of Council on Monday, June 10, 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: June 10, 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 North Grenville District High School dated May 2, 2019; and

That Council does hereby approve the Village of Merrickville-Wolford Citizenship Award to be presented by Mayor Struthers in the amount of \$135.00, including the costs for engraving the plaque.

Carried / Defeated

J. Douglas Struthers, Mayor



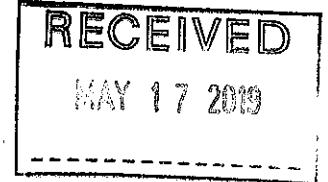
North Grenville District High School

2605 Concession Road,
Kemptville, Ontario, K0G 1J0



Phone: (613) 258-3481 • Fax (855) 408-0861
Website: <http://ngdhs.ucdsb.on.ca>

Principal: Mr. D. Cole Vice-Principal: Ms. L. Taylor Vice-Principal: Mrs. D. Boyer



Thursday, 02 May 2019

Mrs. Jill Eagle
Village of Merrickville-Wolford
317 Brock St.
Merrickville, ON K0G 1N0

Village of Merrickville/Worford Township Citizenship Award

This year commencement exercises will be held on **Thursday June 27, 2019 at 10:00 a.m.** in our Gymnasium. Presenters should report to the Learning Commons **9:30 a.m.** for a small reception.

If your award is contingent upon the student pursuing a particular field of study we suggest you present him or her with an envelope containing a contact number where he or she can reach you. The student should provide you with proof of registration in the fall at the college or university program before you forward the award.

Cheques for all other awards should be made payable to **North Grenville District High School**. Once the recipient of the award has been determined, we will make the cheque payable to the student which will be presented at the ceremony. We welcome you to present the award and ask that you inform us of the presenter's name in time for printing of the program, **two weeks prior to the ceremony**. If you are not able to present the award, please inform the school and we will arrange to have a staff member present it on your behalf.

If you are presenting a plaque, please include the cost of engraving of \$10.00 and or if you are presenting a keeper trophy, please include the cost of \$25.00, in addition to your award denomination.

Thank you for your support of our graduates. We look forward to seeing you in June.

Yours sincerely,

Derek Cole
Principal

Ms. Jennifer Durant
Commencement Chair

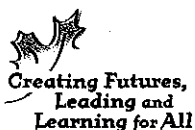
Village of Merrickville/Worford Township Citizenship Award

Plaque or trophy to be engraved	YES	or	NO	If yes, please enclose \$10.00
Keeper trophy awarded	YES	or	NO	If yes, please enclose \$25.00
Will you or somebody on your behalf be presenting the award?	YES	or	NO	If yes, please state name:

_____ (please arrive at 9:30 a.m.)
Name of Presenter

Contact information of the presenter: _____
email Phone

North Grenville Family of Schools



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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: June 10, 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 AMO Communications Policy Update dated June 7, 2019 and correspondence from the Honourable Steve Clark, Minister of Municipal Affairs and Housing dated June 7, 2019, for information purposes; and

That a copy of this correspondence be forwarded to the Planning Advisory Committee.

Carried / Defeated

J. Douglas Struthers, Mayor

From: AMO Communications <Communicate@amo.on.ca>

Sent: Friday, June 7, 2019 9:50 AM

To: Mayor

Reply To: Communicate@amo.on.ca

Subject: Bill 108 Receives Royal Assent with Several Amendments



POLICY UPDATE

June 7, 2019

Bill 108 Receives Royal Assent with Several Amendments

Bill 108, *the More Homes, More Choice Act*, 2019 has now passed third reading at Queen's Park and received Royal Assent. It is now law in Ontario. The Act makes significant changes to the planning appeals process and to development charges. It also introduces a new Community Benefit Charges (CBC) under *the Planning Act* and makes changes to the planning process, conservation authorities, endangered species legislation, environmental assessments and to the *Ontario Heritage Act*.

AMO advocated vigorously on behalf of municipal interests throughout the legislative process, including by presenting before the Standing Committee of Justice Policy, and through our government relations work. A few amendments were introduced during the committee stage, including one that AMO and others proposed on including capital costs for ambulance services in development charges calculations.

Bill 108 will require numerous regulations for implementation. Draft regulations generally involve public consultations. AMO will continue to advocate for meaningful municipal involvement in Bill 108 regulations.

Local Planning Appeal Tribunal Act:

Despite calls from AMO and municipal governments to allow the LPAT to continue to evaluate appeals based on compliance and conformity, *de novo* hearings will now be re-introduced. This move will take authority away from local councils and reverts back to an appeals process known to have a legacy of delays. It is unclear how the return to *de novo* hearings will lead to the faster provision of affordable housing.

Development Charges:

We believe that the new changes to development charges will negatively impact municipal finances and go against the principle that growth should pay for growth. If a development is rental housing, institutional, commercial or industrial, development charge payments are now payable to the municipality as six annual installments commencing at occupancy. An amendment to Bill 108 following committee extends the repayment timeframe to 20 years for non-profit housing. Previously, development charges were payable in advance. This change will reduce the amount of revenue municipalities receive from development charges. It will also increase administrative burden for municipal governments.

On a positive note, municipal governments may now charge the full capital cost of waste diversion services as a development charge. Following ours' and others' proposed amendments at the committee stage, capital costs for ambulance services will now also be included in development charge calculations.

Community Benefit Charges:

Height and density bonusing under Section 37 of the *Planning Act* has been replaced with a new Community Benefit Charges framework. The CBC framework will allow municipal governments to pass by-laws covering a particular area to impose charges against land to pay for the cost of facilities, services and other matters required because of new development. Notably, costs eligible for development charges are excluded from CBCs. Eligible services and the methodology for calculating CBCs will be determined in regulation.

Other Planning Act Changes:

Timelines for making decisions related to official plans are reduced from 210 to 120 days and from 150 days to 90 days for zoning by-law amendments. Plans of subdivision are also sheltered from third party appeals. As well, the use of Inclusionary Zoning will now be limited to transit areas. This limits the utility of this affordable housing tool.

Conservation Authorities:

The mandatory 'core services' of conservation authorities will now be prescribed by regulation. Conservation authorities must also now enter into agreements with municipal governments on service delivery. Municipal governments want assurance that this new regime will not only bring transparency to the financial relationship with Conservation Authorities but will continue to support reaching the 'triple bottom line'.

Endangered Species:

Bill 108 also introduces a new approach to endangered species protection. Species at risk will now be considered in the broader geographic context when determining species' status. The Minister is also now able to enter into landscape agreements that authorize activities that would otherwise be prohibited in relation to listed species under certain circumstances. As per an amendment to the bill, alternative approaches will need to be considered before undertaking an activity that could adversely affect a listed species. While this direction holds potential to protect species at risk, a strong commitment from the province is required to provide leadership and tools to make this a success.

Environmental Assessment Act:

The Bill will reduce the need to undertake a lengthy justification for low risk activities. AMO looks forward to participating as further information, regulations and guidance are developed.

Ontario Heritage Act:

Ontario Heritage Act changes will require municipal councils to notify property owners if their properties or included in the register due to cultural heritage value or interest. The changes also introduce new timelines aimed at making the heritage process more transparent. A technical amendment was made at the committee stage that the Trust is included in notices. The language around erecting structures on a heritage site was also clarified to stress that the attributes that give heritage significance should not be altered or demolished.

AMO Contacts:

On Development Charges and Community Benefit Charges:

Matt Wilson, Senior Advisor, mwilson@amo.on.ca, 416-971-9856 ext. 323.

On LPAT, planning matters, CAs, endangered species, EAs and heritage:

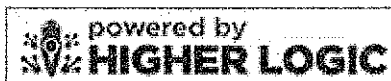
Cathie Brown, Senior Advisor, cathiebrown@amo.on.ca, 416-971-9856 ext. 342.

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



Please consider the environment before printing this.

Association of Municipalities of Ontario
200 University Ave. Suite 801, Toronto ON Canada M5H 3C6
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**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M5G 2E5
Tel.: 416 585-6500

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto ON M5G 2E5
Tél. : 416 585-6500



19-3375

June 7, 2019

Dear Head of Council:

On May 2, 2019, I was pleased to release More Homes, More Choice, our government's action plan to tackle Ontario's housing crisis. As you know, this plan is supported by Bill 108, which includes changes to the Planning Act to simplify how municipalities collect funds for community benefits like parks and daycares. Following the introduction of the bill, some municipalities have raised questions about the proposed community benefits authority, and I am pleased to share more information about our government's intent today.

I would like to begin by emphasizing that one of our goals in establishing the new community benefits approach is to maintain municipal revenues. For emphasis, our goal is that municipalities would recover similar revenue from community benefits charges to what they have collected from development charges for discounted services, density bonusing and parkland dedication. While we want to make charges for community benefits more predictable, our intention has never been to reduce the funds available for community benefits and municipalities should not need to choose between parks and other facilities.

We are currently procuring expert advice to ensure that the community benefits framework will achieve these priority objectives. But we also want to hear the important perspectives of the municipal sector. This spring we will start our initial consultation seeking municipal input on the methodology for establishing a formula for a community benefits charge. The formula will be tied to the value of land that is ready for development. Based on the feedback from that consultation, we will again seek your input on a proposed formula before the regulations are finalized.

Municipalities will also have an opportunity to comment on other matters related to community benefits, including the timing of transition to this authority, reporting and types of development that would be exempted from community benefits through regulatory postings this Spring. We will take all feedback into consideration and ensure that there is enough time for municipalities to transition to the new community benefits authority and continue to be able to fund these important benefits.

As a former mayor and CAO, I understand how important it is that municipalities have the resources and tools available to support and build complete communities. I also firmly believe that local residents in growing communities should have a say in how those resources are used. This does not generally happen in today's section 37 negotiations, and we need to take the politics out of planning. Residents living in growing communities need to have an opportunity to share their thoughts, so we are proposing they would have a role in the development of their municipality's community benefits strategy.

We will be consulting with municipalities on the best way to replace the current system with an approach that puts people and communities first. Our proposed community benefits charge and the methodology that underpins it will maintain the principle of growth paying for growth. Libraries will be built. Parkland will be created. Community centres will be opened. As part of Bill 108, we said we would consult with municipalities on this new approach and that's exactly what we plan to do.

We also intend to post proposed directions for other regulatory changes related to the Development Charges Act and the Planning Act on the Environmental Registry this Spring/Summer. Further, we will also convene a teleconference to share this information with all interested municipalities in the near future. We look forward to your participation and suggestions on those proposed directions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Steve Clark', written in a cursive style.

Steve Clark
Minister

Development Charges Transition Question and Answer

Q For municipalities that currently levy development charges (DCs) for soft services, what transition provisions are in place if they wish to collect for these services under the community benefits authority?

A Related to the proposed new community benefits charge authority, subsection 2(4) of the DCA is proposed to be amended so that development charges could only be imposed for 'hard services' (i.e., the services for which there is currently no 10% deduction in capital costs in calculating a development charge and waste diversion services). This change will necessarily come into force at the same time as all other changes related to the proposed new community benefits charge authority. However, for municipalities that currently levy DCs for soft services and wish to collect for these services through community benefits charges, transition provisions are proposed in Bill 108.

Existing DC by-laws expiring on or after May 2, 2019

DC by-laws that would otherwise expire on or after May 2, 2019 would remain in force in relation to soft services until the earlier of:

- The day that the DC by-law is repealed by the municipality,
- The day the municipality passes a community benefits charge by-law under the Planning Act, or
- A date that is prescribed in regulation.

Existing DC by-laws expiring after the prescribed date

DC by-laws that would have expired after the prescribed date, would instead expire in relation to soft services on the earlier of:

- The day the municipality passes a community benefits charge by-law, or
- A date that is prescribed in regulation.

Therefore, the bill would not impact the ability of a municipality to establish development charges for soft services until the proposed community benefits charge regime was in effect and would not impact the ability of a municipality to collect development charges for soft services until it passed a community benefits charge by-law or reached the prescribed date. For municipalities with development charge by-laws that would expire before the proposed community benefits charge regime was in effect, it would be for them to determine whether to rely on the proposed transitional extension of by-laws in relation to soft services or prepare a new background study and a new by-law dealing with soft services. In making this determination, they would be aware that the proposed

Ministry of Municipal Affairs and Housing

transitional provisions would provide for a new by-law to be of no force in relation to soft services upon the transition to the community benefits regime.

The transition provisions are not proposed to apply to the current list of fully recoverable services (hard services) or waste diversion services. However, the potential extension of development charge by-laws expiring before the prescribed date would apply to by-laws in relation to ambulance services, which were also added as a fully recoverable service.

Any new DC by-laws passed after proposed amendment to subsection 2(4) of the Development Charges Act, 1997 (DCA) under Bill 108 come into effect would only be able to establish a charge for current hard services and waste diversion (proposed as a fully recoverable service under Bill 108), because soft services would no longer be recoverable under the DCA but instead through the Community Benefit authority.

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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: June 10, 2019

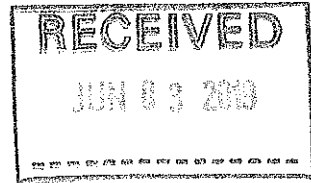
Moved by: Cameron Foster Halpenny Molloy

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 Danielle Grenon dated May 28, 2019 regarding TNT-Buds Incorporated's cannabis micro-cultivation license application, for information purposes.

Carried / Defeated

J. Douglas Struthers, Mayor



From:
Danielle Grenon

Merrickville, Ontario
K0G 1N0
May 28, 2019

To:
Mayor Doug Struthers and Councillors
Merrickville-Wolford, Ontario

Dear Mayor Struthers and Councillors,

This letter is to inform you that my company, TNT-Buds incorporated intends to apply for a cannabis micro-cultivation license from Health Canada under the **Cannabis Act and its Regulations**.

The following represents the relevant information for your consideration:

Class of license sought: Cannabis micro-cultivation; total canopy grow area no larger than 200 M² (approximately 2,152 square feet)

Planned submission date of license application: September 15, 2019.

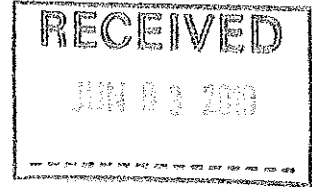
Business name: TNT-Buds Incorporated

Business location: 13510 County Road 15, Merrickville Ontario K0G 1N0, Concession 4 Lot 14

Contact phone:

Contact email:

Brief business description: TNT-Buds Inc. will cultivate high-quality, organic, sun-grown cannabis using greenhouses located on our secure site. TNT-Buds Inc. will distribute our products through wholesale transactions to qualified, licensed and Health Canada-vetted cannabis dispensaries, and the Government of Ontario. TNT-Buds Inc. will not sell to individual cannabis users.



TNT-Buds Inc. warrants that we will operate in compliance with all Federal, Provincial, and Municipal regulations with respect to the safe and secure operation of a micro-cultivation facility.

Notification has also been made to the Merrickville-Wolford Interim Fire Chief, and to the Commander of the O.P.P detachment for Grenville County.

Please acknowledge receipt of this notification, in writing to :

Thank you for your consideration in this matter,

Sincerely,

A handwritten signature in cursive script that reads "Danielle Grenon". The signature is written in dark ink and is positioned above the printed name.

Danielle Grenon

Director

TNT-Buds Incorporated

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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: June 10, 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 Councillor Halpenny regarding the Community Centres received May 14, 2019, for information purposes.

Carried / Defeated

J. Douglas Struthers, Mayor

RECEIVED

MAY 14 2019

It is time to get our volunteers back running our community halls. Past administrations have done a lot of damage to these groups. I have heard the hall in Easton's Corners is not being used by members of the community and the main reason stated is that it has been almost impossible for them to rent the hall. They have tried to book a date for the hall but are told that the hall is already rented, yet no one shows up to use the hall on the specified dates. Also, they have booked the hall only to show up on the date they requested to find the hall double booked, or another group shows up to use the hall halfway through their allotted time period. Lack of adequate numbers of tables in both Easton's Corners and Merrickville has also been noted as an issue to renters.

The situation has deteriorated so much that the ladies' group that was looking after the hall is now using the United Church basement instead, which is a building with no running water or restrooms, while the Centennial Hall remains vacant. There is a strong attachment in the Easton's Corners area to the hall that residents' parents and grandparents helped to establish. The ladies group wanted to get material to make new curtains for the hall, but they were told by the council advisor that they cannot do so as the curtains would have to be fire proof. I have had 33 years experience as a Building Inspector and that regulation is not in the code book or on our current C.B.O.

The Community Centre in Merrickville was looked after by Mrs. Burchill the last few years yet both she and Mr. Bower were both pushed aside by the previous administration. The maintenance of the buildings is an extra responsibility for the Public Works Department that could be passed over to a dedicated group of volunteers.

Using volunteers makes the community stronger and would provide better service to the people looking to rent the facilities. Let's get the volunteers back and help the community move ahead and grow.

Thank you,

Don Halpenny

Don Halpenny
Council Walford Ward

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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: June 10, 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 PW-03-2019, regarding Waste Diversion Statistics from 2016 through 2018, for information purposes.

Carried / Defeated

J. Douglas Struthers, Mayor



MERRICKVILLE-WOLFORD
Jewel of the Rideau

Village of Merrickville-Wolford

Report PW-03-2019
Public Works Department
Date to Council: June 10, 2019
Information Report to Council

RE: Waste diversion statistics

OBJECTIVE: To provide Council with the diversion statistics from 2016 through 2018 for the landfill site, as requested.

RECOMMENDATION:

THAT: Council receive report PW-03-2019, regarding the Village's waste diversion statistics from 2016 through 2018, for information purposes.

BACKGROUND:

At the Council meeting of May 13, 2019, Council passed resolution R-178-19 which directed staff to research the waste diversion statistics from 2016 through 2018 and to report back at the regular meeting of June 10th for Council's review and discussion. The requested information is provided below and attached to this report as Attachment "A".

ANALYSIS:

The landfill is operated by Public Works staff on Wednesdays and Saturdays to provide residents with a location to be able to properly dispose of household waste. The site offers the ability to recycle plastics, glass, cardboard and paper products. Compost materials are also allowed at no charge. Tire and electronics recycling are also provided at the site.

Revenue has increased since 2016 as a result of the implementation of the weigh scale and the new fee structure. The recycling program still shows a larger number of cardboard and paper products (fibres) being recycled than plastics over the last few years. The service provider for the curbside pickup service in the urban area and the recycling pickup service at the landfill is Limerick Environmental Service. The landfill continues to comply with the regulations surrounding annual reporting for water and soil sampling as per the Ministry of the Environment.

For an update on the yearly diversions from the landfill, please refer to Attachment "A". As you will note, full data is not available for all calendar years requested.

For the current landfill fee structure, please refer to Attachment "B".

BUDGET/LEGAL IMPLICATIONS:

The budget implications are identified in the 2019 municipal budget.

LINKS TO STRATEGIC PLANS:

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

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

Ensuring efficient, effective services and civic engagement: By being able to compare data from previous years, trends may be identified which may be further analyzed to conclude if there are issues that may need to be addressed. Making this information available to Council and the public ensures transparency and is in keeping with the priority to ensure efficient and effective services are being delivered to the residents of Merrickville-Wolford.

CONCLUSION:

This report is for information purposes only.

ATTACHMENTS:

Attachment "A" - Graph comparing Landfill Diversion Statistics
Attachment "B" - Current Landfill Fee Structure

REQUIRED AND RECEIVED COMMENTS FROM: Yes or Not applicable	
CAO	Yes
Clerk	Yes
Finance	Yes
Building Control & BLEO Department	NA
Public Works & Environmental Department	NA
Parks, Recreation & Facilities Department	NA
Planning Department	NA
Economic Development Department	NA
Fire Department	NA
Other:	NA

Submitted by:



Brad Cole, Acting
Manager Public Works

Approved by:

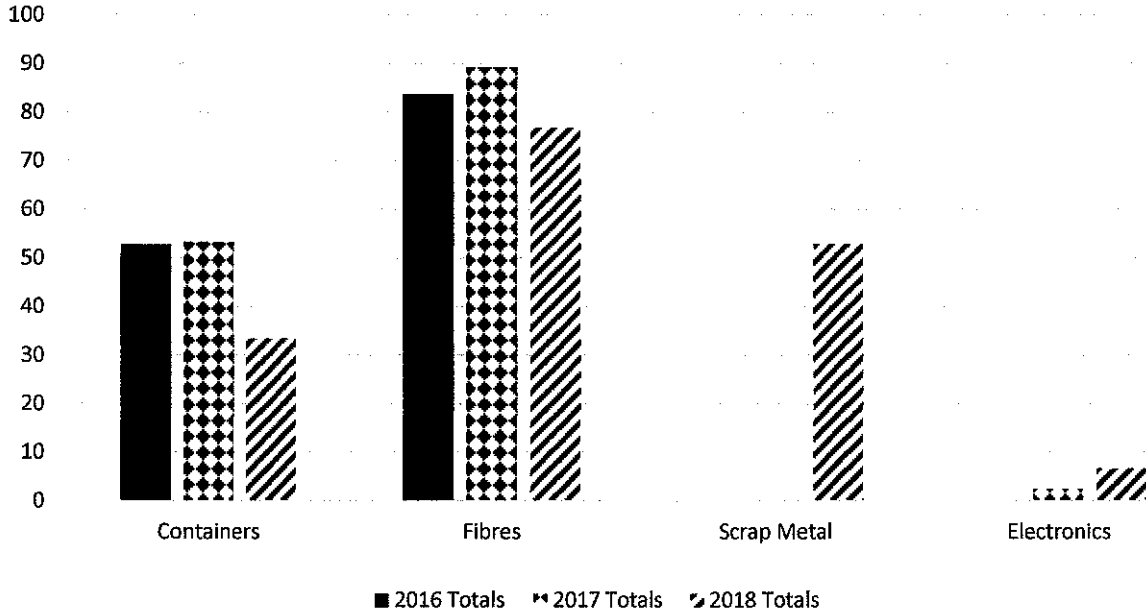


Doug Robertson,
CAO/Clerk/Director of Economic
Development

Schedule "A" to PW 03-2019

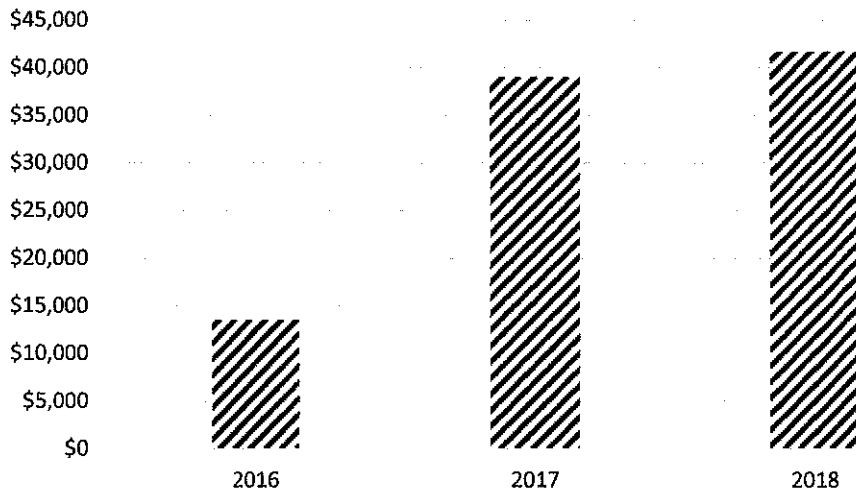
	2016 Totals	2017 Totals	2018 Totals
Containers	52.66	53.29	33.32
Fibres	83.66	89.24	76.74
Scrap Metal			52.91
Electronics		2.41	6.62

Diversion Rates in Tons

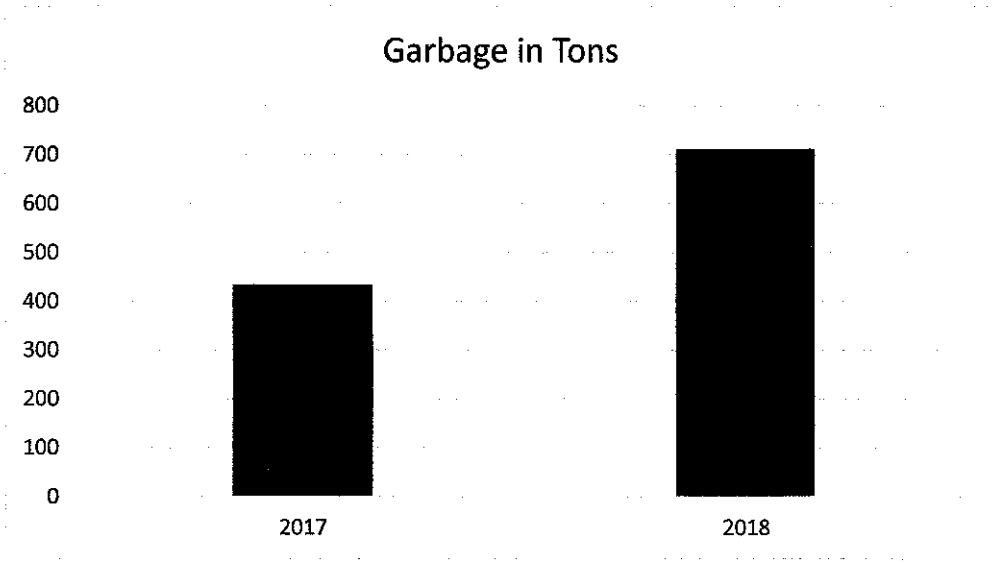


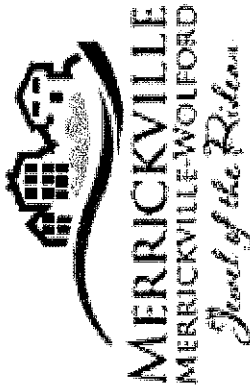
	2016	2017	2018
Revenue	\$13,502	\$38,997	\$41,700

Revenue



	2017	2018
Garbage	433.1	711.6





Merrickville-Wolford Landfill Site

New Fee Structure

Following recommendations from consultants and staff, Council has approved the following improvements to be implemented at the Landfill site. Starting 31st October the following changes will be applied.

Non bagged waste will be charged by weight.

1. Load of 100kg or less _____ \$10.00 Flat Rate
2. Residential garbage over 100kg _____ \$100/tonne
3. Commercial demolition over 100kg _____ \$125/tonne
4. Compost material, non-brush _____ No Charge
5. Brush and woody waste load of 100kg or less \$5.00 _____ \$65/tonne
6. All appliances _____ \$20 Flat Rate

Refrigerators, freezers and air conditioners must have freon removed and certified!

The facility will be cashless.

Only debit will be accepted for payment.

Effective Jan 1st, 2017 - Cleanup passes will no longer be issued to residents.

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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: June 10, 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-21-2019 regarding the 2019 Community Grant Applications and allocates the funds from the Community Grant Line Item to be distributed as follows:

- | | | |
|---------------------------------------|----------------|-------------------|
| 1. Merrickville Agricultural Society | Cash: \$ _____ | In-kind: \$ _____ |
| 2. Run Merrickville | Cash: \$ _____ | In-kind: \$ _____ |
| 3. Merrickville Cooperative Playgroup | Cash: \$ _____ | In-kind: \$ _____ |
| 4. Ecole Ste-Marguerite-Bourgeoys | Cash: \$ _____ | In-kind: \$ _____ |
| 5. Merrickville Public School AC | Cash: \$ _____ | In-kind: \$ _____ |
| 6. Paramedic Ride | Cash: \$ _____ | In-kind: \$ _____ |
| 7. Friends of the Rideau | Cash: \$ _____ | In-kind: \$ _____ |
| 8. Merrickville Tulip Festival | Cash: \$ _____ | In-kind: \$ _____ |
| 9. Merrickville-Wolford in Bloom | Cash: \$ _____ | In-kind: \$ _____ |
| 10. Christmas in Merrickville | Cash: \$ _____ | In-kind: \$ _____ |
| 11. Merrickville Day Nursery School | Cash: \$ _____ | In-kind: \$ _____ |
| 12. Merrickville's Jazz Fest | Cash: \$ _____ | In-kind: \$ _____ |
| 13. Canalfest (Lion's Club) | Cash: \$ _____ | In-kind: \$ _____ |

Carried / Defeated

 J. Douglas Struthers, Mayor



Village of Merrickville - Wolford

Report FIN-21-2019
 June 10, 2019
 Finance Department
 Information Report to Council

RE: 2019 Community Grants

OBJECTIVE: To provide Council with various options for the allocation of Community Grant funds.

RECOMMENDATION:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report FIN-21-2019 regarding the 2019 Community Grant Applications and allocates the funds from the Community Grant Line Item to be distributed as follows:

1. Merrickville Agricultural Society	Cash: \$ _____	In-kind: \$ _____
2. Run Merrickville	Cash: \$ _____	In-kind: \$ _____
3. Merrickville Cooperative Playgroup	Cash: \$ _____	In-kind: \$ _____
4. Ecole Ste-Marguerite-Bourgeois	Cash: \$ _____	In-kind: \$ _____
5. Merrickville Public School AC	Cash: \$ _____	In-kind: \$ _____
6. Paramedic Ride	Cash: \$ _____	In-kind: \$ _____
7. Friends of the Rideau	Cash: \$ _____	In-kind: \$ _____
8. Merrickville Tulip Festival	Cash: \$ _____	In-kind: \$ _____
9. Merrickville-Wolford in Bloom	Cash: \$ _____	In-kind: \$ _____
10. Christmas in Merrickville	Cash: \$ _____	In-kind: \$ _____
11. Merrickville Day Nursery School	Cash: \$ _____	In-kind: \$ _____
12. Merrickville's Jazz Fest	Cash: \$ _____	In-kind: \$ _____
13. Canalfest (Lion's Club)	Cash: \$ _____	In-kind: \$ _____

BACKGROUND:

On April 23rd, 2019, Council adopted the revised Community Grants Program Policy. The policy sets out clear eligibility criteria and now incorporates in-kind requests such as fee waivers. A Special Council Working meeting was held on June 3rd, 2019 to discuss the grant applications that were received under our Community Grant Program. At the conclusion of the meeting, Council directed staff to bring forth a report outlining various scenarios on how the grant money can be allocated. There is \$15,450 remaining in the Community Grant budget.

ANALYSIS:

The Village of Merrickville-Wolford received 14 applications. Rideau Community Health Services withdrew their application prior to the meeting, and the application from the Merrickville Day Nursery School was removed from the selection process as it did not meet the eligibility criteria. Staff have outlined 3 possible scenarios for Council's consideration. In evaluating the various alternative scenarios outlined, Council may wish to consider that 2019 is unusual in that it is a transition year to a new policy that was implemented part way through the year.

Scenario 'A'

Scenario 'A' (outlined in Attachment A) as discussed by Council on May 27, 2019, allocates full funding to the Merrickville Agricultural Society and Friends of the Rideau, and approves all In-Kind Requests. The remainder of the grant budget is then divided by the remaining amounts asked for, resulting in all other applicants receiving only 48% of their requests. This scenario would result in some applicants receiving funds even though they are not compliant with the Community Grant Policy because their other funding sources were sufficient to cover the expenses described in their 2018 financial statements. Their surplus funding was used as flow through donations to other agencies that should otherwise be applying directly to the Village for funding, if they wish. As stated in the Community Grant Policy, the program is not intended to provide funds for "flow through funding" (where recipients in turn re-distribute funds to other organizations or groups), nor for donations to charitable causes. Additionally, one of the In-Kind requests is for an applicant that is not local. As per the policy, eligible applicants must be based in Merrickville-Wolford and/or must serve the residents of Merrickville-Wolford. While the Paramedic Ride may be considered a worthy cause, the event to raise money for a memorial monument and this does not fall within the parameters of the Community Grant Policy.

Scenario 'B'

Scenario 'B' (outlined in Attachment B) allocates funding to all In-Kind requests, and to cash grants based on the amount that was granted in 2018, with the exception of the Tulip Festival, as this is a new grant application. Similar to Scenario A, some of the applicants do not conform to the guidelines as outlined in the Community Grant Policy.

Scenario 'C'

Scenario 'C' (outlined in Attachment C) allocates funding only to applicants who fully meet the criteria and guidelines outlined in the Community Grant Policy. This option recognizes that donations to charitable causes and flow through funding are not permitted, and that eligible applicants must be local and/or serve the residents of Merrickville-Wolford.

BUDGET/LEGAL IMPLICATIONS:

The 2019 budget approved \$17,000 toward community grants.

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:

Promoting healthy living

By granting monies to support community events, the Village is promoting healthy living by assisting to bring something for everyone to the Village which promotes aging in place as well as attracting and retaining a younger demographic to encourage diversity and sustainability in the community.

Building a progressive, growing economy

Supporting local groups and events that draw tourism to the Village is a way to attract businesses to the area and create a supportive business-friendly environment that retains, grows and diversifies our economy.

Ensuring efficient, effective services and civic engagement

By implementing a new grant application system, the Village has enhanced municipal communications practices and improved connectivity with the community. From a time management aspect, the new system saves interruptions throughout the year as the process is streamlined at the beginning of the year.

CONCLUSION:

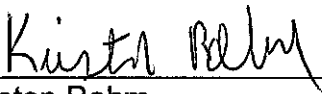
Staff have provided Council with three scenarios to facilitate the grant application selection process.

ATTACHMENTS:

- Attachment A: Scenario A
- Attachment B: Scenario B
- Attachment C: Scenario C

Submitted by:

Approved by:



Kirsten Rahm,
Manager of Finance - Treasurer



Doug Robertson, CAO/Clerk

Scenario 'A'

Applicant	Cash Grant	Value of In-Kind requests	Recommended Approval Amount (Cash Requests)	Comments
Merrickville Agricultural Society	\$6,500	\$100	\$6,500	
Friends of the Rideau	\$1,500	N/A	\$1,500	
Run Merrickville	\$1,000	N/A	\$483	Does not comply with policy because 2018 financial statements indicate that other funding sources were sufficient to cover the expenses, and grant funding was donated to other organizations
Merrickville Tulip Festival (Lions Club)	\$500	N/A	\$241	
Merrickville Wolford in Bloom	\$3,800	\$250	\$1,616	Cash grant request reduced to \$3350, to match 2019 budget. Request reduced to 48% (of \$3350).
Christmas in Merrickville	\$4,500	N/A	\$2,171	Does not comply with policy because 2018 financial statements indicate that other funding sources were sufficient to cover the expenses, and grant funding was donated to other organizations
Merrickville's Jazz Fest	\$1,000	\$100	\$483	Does not comply with policy because 2018 financial statements indicate that other funding sources were sufficient to cover the expenses, and grant funding was donated to other organizations
CanalFest (Lions Club)	\$2,000	N/A	\$965	
Merrickville Cooperative Playgroup	\$81	\$360	\$81	
Ecole Ste-Marguerite-Bourgeois	N/A	\$200	N/A	
Merrickville Public School	N/A	\$200	N/A	
Paramedic Ride	N/A	\$200	N/A	Not an eligible applicant

Total Recommended Cash and In-Kind Requests: \$15,450

Scenario 'B'

Applicant	Cash Grant requests	Value of In-Kind requests	Recommended Approval Amount (Cash Requests)	Comments
Merrickville Agricultural Society	\$6,500	\$100	\$4,000	
Friends of the Rideau	\$1,500	N/A	\$1,000	
Run Merrickville	\$1,000	N/A	\$500	Does not comply with policy because 2018 financial statements indicate that other funding sources were sufficient to cover the expenses, and grant funding was donated to other organizations
Merrickville Tulip Festival (Lions Club)	\$500	N/A	\$500	New request
Merrickville Wolford in Bloom	\$3,800	\$250	\$3,350	Cash grant amount reduced to match 2019 budget, which is less than 2018 Ask amount.
Christmas in Merrickville	\$4,500	N/A	\$2,000	Does not comply with policy because 2018 financial statements indicate that other funding sources were sufficient to cover the expenses, and grant funding was donated to other organizations
Merrickville's Jazz Fest	\$1,000	\$100	\$750	Does not comply with policy because 2018 financial statements indicate that other funding sources were sufficient to cover the expenses, and grant funding was donated to other organizations
CanalFest (Lions Club)	\$2,000	N/A	\$1,000	
Merrickville Cooperative Playgroup	\$81	\$360	\$81	
Ecole Ste-Marguerite-Bourgeoys	N/A	\$200	N/A	
Merrickville Public School	N/A	\$200	N/A	
Paramedic Ride	N/A	\$200	N/A	Not an eligible applicant

Total Recommended Cash and In-Kind Requests: \$14,591

Scenario 'C'

Applicant	Cash Grant	Value of In-Kind requests	Recommended Approval Amount (Cash Requests)	Comments
Merrickville Agricultural Society	\$6,500	\$100	\$6,500	
Friends of the Rideau	\$1,500	N/A	\$1,500	
Run Merrickville	\$1,000	N/A	\$0	Does not comply with policy because 2018 financial statements indicate that other funding sources were sufficient to cover the expenses, and grant funding was donated to other organizations
Merrickville Tulip Festival (Lions Club)	\$500	N/A	\$500	
Merrickville Wolford in Bloom	\$3,800	\$250	\$3,350	Cash grant amount reduced to match 2019 budget
Christmas in Merrickville	\$4,500	N/A	\$0	Does not comply with policy because 2018 financial statements indicate that other funding sources were sufficient to cover the expenses, and grant funding was donated to other organizations
Merrickville's Jazz Fest	\$1,000	\$100	\$0	Does not comply with policy because 2018 financial statements indicate that other funding sources were sufficient to cover the expenses, and grant funding was donated to other organizations
CanalFest (Lions Club)	\$2,000		\$2,000	
Merrickville Cooperative Playgroup	\$81	\$360	\$81	
Ecole Ste-Marguerite-Bourgeois	N/A	\$200	N/A	
Merrickville Public School	N/A	\$200	N/A	
Paramedic Ride	N/A	\$200	N/A	Not an eligible applicant

Total Recommended Cash and In-Kind Requests: \$15,341

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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: June 10, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that: By-law 37-2019, being a by-law to establish a Recreation, Health and Wellness Advisory Committee, be read a first and second time, and that By-law 37-2019 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 37-2019

**BEING A BY-LAW TO ESTABLISH A RECREATION, HEALTH AND WELLNESS
ADVISORY COMMITTEE**

WHEREAS Section 5(3) of the *Municipal Act, 2001*, as amended, 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 11(1) of the *Municipal Act, 2001*, as amended, provides that a lower-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

AND WHEREAS Section 11(2) of the *Municipal Act, 2001*, as amended, provides that a lower-tier municipality may pass by-laws regarding the health, safety and well-being of persons and Section 11(3) of the *Municipal Act, 2001*, as amended, provides that a lower-tier municipality may pass by-laws respecting culture, parks, recreation and heritage;

AND WHEREAS the Council of the Corporation of the Village of Merrickville-Wolford deems it appropriate to establish a Recreation, Health and Wellness Advisory Committee;

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

1. A Recreation, Health and Wellness Advisory Committee is hereby established and the attached Terms of Reference are hereby adopted and form part of this by-law as Schedule "A".
2. Any by-laws that do not conform with this by-law are hereby repealed.
3. 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 10th day of June, 2019.

J. Douglas Struthers, Mayor

Doug Robertson, CAO/Clerk



MERRICKVILLE-WOLFORD
Jewel of the Rideau

Terms of Reference
Recreation, Health and Wellness Advisory Committee
Schedule "A" to By-law 37-2019

Mission:

The Village of Merrickville-Wolford's Recreation, Health and Wellness Advisory Committee's mission is to advise Council on matters associated with recreational activities and initiatives within the Village regarding the protection, enhancement, and restoration of the Village's recreational facilities and services for the enjoyment of the Village's residents and visitors.

Objectives:

To assist Council as follows:

- To identify projects, initiatives and opportunities and to advise Council regarding the enhancement of quality of life for all residents through recreation-based activities and services;
- To report and advise Council regarding any direction received from Council pertaining to certain projects or reviews;
- To increase general public awareness, communications and promotion of healthy lifestyles and recreational programs;
- To provide advice surrounding impacts of development on recreational programs and facilities as requested by Council;
- To encourage strategic initiatives regarding promoting healthy living; and
- To prepare an annual report to Council regarding progress, initiatives, recommendations, and considerations surrounding the Village's recreational programs, services and facilities.

Composition:

The Recreation, Health and Wellness Advisory Committee shall include, but not be limited to:

- a. Five (5) Voting Members selected at large through a public application process who will be regarded as private citizens and do not represent their employers or advocacy group in their capacity as a member;
- b. One (1) Council Liaison to be appointed by Council; and
- c. Head of Council (Mayor – ex officio).

All members shall be appointed to the Committee by Council.

Terms of Office:

Membership shall align with regular municipal elections (every four years) and the Committee will expire at the end of a term of Council.

Quorum:

A quorum shall consist of 50 percent of the voting members. No meeting shall proceed without quorum present.

Motions:

Decisions made during Recreation, Health and Wellness Advisory Committee meetings will follow the process of making a motion, having it seconded and having it voted on and passed by the majority of the Committee.

Meetings:

Meetings of the Committee shall be governed by the Procedural By-law 30-17, applicable legislation, and Robert's Rules of Order.

The Committee shall meet no less than six (6) times per year.

All meetings are open to the public.

Chair:

The Committee shall, at the first meeting of a new term, appoint a chairperson.

The Committee chairperson shall be responsible for:

- Establishing a regular meeting schedule;
- Facilitating meetings;
- Appointing a secretary of the Committee at the first meeting of a new term to take Minutes of all Committee meetings;
- Providing all necessary documentation and/or requests to Council through the Council Liaison; and
- Ensuring completion of tasks by Committee Members.

Role of Members:

The members of the Recreation, Health and Wellness Advisory Committee roles include, but are not limited to:

- Attending regular meetings as scheduled and additional meetings as necessary;
- Participating in discussions and planning and sharing the workload of the Committee;
- Providing expertise in their professional area of responsibility;
- Providing regrets to the chairperson if unable to attend a meeting; and
- Declaring any conflict of interest in accordance with the *Municipal Conflict of Interest Act* and excluding themselves from any discussion and/or voting where such a conflict exists or may exist.

Reporting to the Municipal Council:

The Recreation, Health and Wellness Advisory Committee shall report to Council:

- 1) Through the minutes of the meetings;
- 2) As deemed necessary by the Committee for submission through the Council Liaison; and
- 3) As requested by Council.

Conflicts of Interest:

Members shall abide by the rules outlined within the *Municipal Conflict of Interest Act* and shall disclose any pecuniary interest to the chairperson and absent himself or herself from meetings for the duration of the discussion and voting (if any) with respect to that matter.

Budget:

All monies required for any reason pertaining to the Committee carrying out its duties must be approved by Council. All requests must be submitted by September 15th of the preceding year.

All approved budget items shall be administered by the Village, through direction of Council.

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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: June 10, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that: By-law 38-2019, being a by-law to establish a Community Development Advisory Committee, be read a first and second time, and that By-law 38-2019 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 38-2019

**BEING A BY-LAW TO ESTABLISH A COMMUNITY DEVELOPMENT ADVISORY
COMMITTEE**

WHEREAS Section 5(3) of the *Municipal Act, 2001*, as amended, 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 11(1) of the *Municipal Act, 2001*, as amended, provides that a lower-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

AND WHEREAS Section 11(2) of the *Municipal Act, 2001*, as amended, provides that a lower-tier municipality may pass by-laws regarding the economic, social and environmental well-being of the municipality;

AND WHEREAS the Council of the Corporation of the Village of Merrickville-Wolford deems it appropriate to establish Community Development Advisory Committee;

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

1. A Community Development Advisory Committee is hereby established and the attached Terms of Reference are hereby adopted and form part of this by-law as Schedule "A".
2. Any by-laws that do not conform with this by-law are hereby repealed.
3. 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 10th day of June, 2019.

J. Douglas Struthers, Mayor

Doug Robertson, CAO/Clerk



MERRICKVILLE-WOLFORD
Jewel of the Rideau

**Terms of Reference
Community Development Advisory Committee
Schedule "A" to By-law 38-2019**

Mission:

The Village of Merrickville-Wolford's Community Development Advisory Committee's (CDAC) mission is to advise Council regarding community improvement and economic development initiatives, improvement of quality of life for all residents, and the marketing and promotion of the Village to potential new businesses, residents, investors and visitors related to and including tourism, arts and culture, commerce, etc.

Objectives:

To assist Council as follows:

- To identify projects and initiatives and to provide recommendations to Council regarding community development matters;
- To maintain and improve the community development opportunities in Merrickville-Wolford;
- To report and advise Council regarding any direction received from Council pertaining to certain projects or initiatives;
- To participate in marketing programs to potential residents, businesses, investors and developers and conduct research as may be directed by Council;
- To provide input and advice as directed by Council regarding strategies to enhance Merrickville-Wolford's economic viability; and
- To promote strategic initiatives as directed by Council regarding community development.

Composition:

The CDAC shall include, but not be limited to:

- A minimum of five (5) Voting Members selected at large through a public application process who will be regarded as private citizens and do not represent their employers or advocacy group in their capacity as a member;
- One (1) Council Liaison to be appointed by Council; and
- Head of Council (Mayor – ex officio).

All members shall be appointed to the Committee by Council by way of resolution.

All members shall be appointed to the Committee by Council by way of resolution.

Terms of Office:

Membership shall align with regular municipal elections (every four years) and the Committee will expire at the end of a term of Council.

Quorum:

A quorum shall consist of 50 percent of the voting members. No meeting shall proceed without quorum present.

Motions:

Decisions made during CDAC meetings will follow the process of making a motion, having it seconded and having it voted on and passed by the majority of the Committee.

Meetings:

Meetings of the Committee shall be governed by the Procedural By-law 30-17, as amended, applicable legislation, and Robert's Rules of Order.

The Committee shall meet no less than six (6) times per year.

All meetings are open to the public.

Chair:

The Committee shall, at the first meeting of a new term, appoint a chairperson.

The Committee chairperson shall be responsible for:

- Establishing a regular meeting schedule;
- Facilitating meetings;
- Appointing a secretary of the Committee at the first meeting of a new term to take Minutes of all Committee meetings;
- Providing all necessary documentation and/or requests to Council through the Council Liaison; and
- Ensuring completion of tasks by Committee Members.

Role of Members:

The members of the CDAC roles include, but are not limited to:

- Attending regular meetings as scheduled and additional meetings as necessary;
- Participating in discussions and planning and sharing the workload of the Committee;
- Providing expertise in their area of responsibility;
- Providing regrets to the chairperson if unable to attend a meeting;
- Declaring any conflict of interest in accordance with the *Municipal Conflict of Interest Act* and excluding themselves from any discussion and/or voting where such a conflict exists or may exist.

Reporting to the Municipal Council:

The CDAC shall report to Council:

- 1) Through the minutes of the meetings;
- 2) As deemed necessary by the Committee for submission through the Council Liaison; and
- 3) As requested by Council.

Conflicts of Interest:

Members shall abide by the rules outlined within the *Municipal Conflict of Interest Act* and shall disclose any pecuniary interest to the chairperson and absent himself or herself from meetings for the duration of the discussion and voting (if any) with respect to that matter.

Budget:

All monies required for any reason pertaining to the Committee carrying out its duties must be approved by Council. All requests must be submitted by September 15th of the preceding year.

All approved budget items shall be administered by the Village, through direction of Council.

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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: June 10, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that: By-law 39-2019, being a by-law to establish an Environment Advisory Committee, be read a first and second time, and that By-law 39-2019 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 39-2019

BEING A BY-LAW TO ESTABLISH AN ENVIRONMENT ADVISORY COMMITTEE

WHEREAS Section 5(3) of the *Municipal Act, 2001*, as amended, 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 11(1) of the *Municipal Act, 2001*, as amended, provides that a lower-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

AND WHEREAS Section 11(2) of the *Municipal Act, 2001*, as amended, provides that a lower-tier municipality may pass by-laws regarding the economic, social and environmental well-being of the municipality;

AND WHEREAS the Council of the Corporation of the Village of Merrickville-Wolford deems it appropriate to establish an Environment Advisory Committee;

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

1. An Environment Advisory Committee is hereby established and the attached Terms of Reference are hereby adopted and form part of this by-law as Schedule "A".
2. Any by-laws that do not conform with this by-law are hereby repealed.
3. 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 10th day of June, 2019.

J. Douglas Struthers, Mayor

Doug Robertson, CAO/Clerk



MERRICKVILLE-WOLFORD
Jewel of the Rideau

**Terms of Reference
Environment Advisory Committee
Schedule "A" to By-law 39-2019**

Mission:

The Village of Merrickville-Wolford's Environment Advisory Committee's mission is to advise Council regarding the protection, enhancement, preservation, conservation and restoration of the Village's natural environment for its valuable ecological functions and features and for the enjoyment of the Village's residents and visitors.

Objectives:

To assist Council as follows:

- To identify projects and initiatives and to advise Council regarding new alternatives of an ecological nature which may improve the management of the urban and rural landscape and thereby contribute to the well-being of the entire ecosystem;
- To report and advise Council regarding any direction received from Council pertaining to certain projects or reviews;
- To increase general public awareness and promotion of environmental issues;
- To provide advice surrounding environmental impacts of development, as requested by Council;
- To promote strategic initiatives as directed by Council regarding the protection of natural environments; and
- To prepare an annual report to Council regarding progress, initiatives, recommendations, and considerations surrounding the Village's natural environment.

Composition:

The Environment Advisory Committee shall include, but not be limited to:

- a. Five (5) Voting Members selected at large through a public application process who will be regarded as private citizens and do not represent their employers or advocacy group in their capacity as a member;
- b. One (1) Council Liaison to be appointed by Council; and
- c. Head of Council (Mayor – ex officio).

All members shall be appointed to the Committee by Council by way of resolution.

Terms of Office:

Membership shall align with regular municipal elections (every four years) and the Committee will expire at the end of a term of Council.

Quorum:

A quorum shall consist of 50 percent of the voting members. No meeting shall proceed without quorum present.

Motions:

Decisions made during Environment Advisory Committee meetings will follow the process of making a motion, having it seconded and having it voted on and passed by the majority of the Committee.

Meetings:

Meetings of the Committee shall be governed by the Procedural By-law 30-17, applicable legislation, and Robert's Rules of Order.

The Committee shall meet no less than six (6) times per year.

All meetings are open to the public.

Chair:

The Committee shall, at the first meeting of a new term, appoint a chairperson.

The Committee chairperson shall be responsible for:

- Establishing a regular meeting schedule;
- Facilitating meetings;
- Appointing a secretary of the Committee at the first meeting of a new term to take Minutes of all Committee meetings;
- Providing all necessary documentation and/or requests to Council through the Council Liaison; and
- Ensuring completion of tasks by Committee Members.

Role of Members:

The members of the Environment Advisory Committee roles include, but are not limited to:

- Attending regular meetings as scheduled and additional meetings as necessary;
- Participating in discussions and planning and sharing the workload of the Committee;
- Providing expertise in their professional area of responsibility;
- Providing regrets to the chairperson if unable to attend a meeting;
- Declaring any conflict of interest in accordance with the *Municipal Conflict of Interest Act* and excluding themselves from any discussion and/or voting where such a conflict exists or may exist.

Reporting to the Municipal Council:

The Environment Advisory Committee shall report to Council:

- 1) Through the minutes of the meetings; and
- 2) As deemed necessary by the Committee for submission through the Council Liaison; and
- 3) As requested by Council.

Conflicts of Interest:

Members shall abide by the rules outlined within the *Municipal Conflict of Interest Act* and shall disclose any pecuniary interest to the chairperson and absent himself or herself from meetings for the duration of the discussion and voting (if any) with respect to that matter.

Budget:

All monies required for any reason pertaining to the Committee carrying out its duties must be approved by Council. All requests must be submitted by September 15th of the preceding year.

All approved budget items shall be administered by the Village, through direction of Council.

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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: June 10, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that: By-law 40-2019, being a by-law to establish an
Agricultural Advisory Committee, be read a first and second time, and that By-law 40-
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 40-2019

BEING A BY-LAW TO ESTABLISH AN AGRICULTURAL ADVISORY COMMITTEE

WHEREAS Section 5(3) of the *Municipal Act, 2001*, as amended, 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 11(1) of the *Municipal Act, 2001*, as amended, provides that a lower-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

AND WHEREAS Section 11(2) of the *Municipal Act, 2001*, as amended, provides that a lower-tier municipality may pass by-laws regarding the economic, social and environmental well-being of the municipality;

AND WHEREAS the Council of the Corporation of the Village of Merrickville-Wolford deems it appropriate to establish an Agricultural Advisory Committee;

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

1. An Agricultural Advisory Committee is hereby established and the attached Terms of Reference are hereby adopted and form part of this by-law as Schedule "A".
2. Any by-laws that do not conform with this by-law are hereby repealed.
3. 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 10th day of June, 2019.

J. Douglas Struthers, Mayor

Doug Robertson, CAO/Clerk



MERRICKVILLE-WOLFORD
Jewel of the Rideau

**Terms of Reference
Agricultural Advisory Committee
Schedule "A" to By-law 40-2019**

Mission:

The Village of Merrickville-Wolford's Agricultural Advisory Committee's mission is to, at the request of Council, provide advice and recommendations to Council regarding agricultural issues including the protection, enhancement, preservation and conservation of the Village's agricultural and rural environments or other information that Council may request.

Objectives:

When requested, to assist Council as follows:

- To identify projects and initiatives and to advise Council regarding improvement of the agricultural and rural areas of the Village;
- To report to and advise Council regarding any direction received from Council pertaining to certain projects, reviews or requests for recommendations;
- To increase general public awareness and promotion of agricultural issues;
- To provide advice surrounding issues faced by rural and agricultural residents; and
- To promote strategic initiatives regarding the protection of rural environments.

Composition:

The Agricultural Advisory Committee shall include, but not be limited to:

- a. Three (3) Voting Members selected at large through a public application process who will be regarded as private citizens and do not represent their employers or advocacy group in their capacity as a member;
- b. One (1) Council Liaison to be appointed by Council; and
- c. Head of Council (Mayor – ex officio).

All members shall be appointed to the Committee by Council by way of resolution.

Terms of Office:

Membership shall align with regular municipal elections (every four years) and the Committee will expire at the end of a term of Council.

Quorum:

A quorum shall consist of 50 percent of the voting members. No meeting shall proceed without quorum present.

Motions:

Decisions made during Agricultural Advisory Committee meetings will follow the process of making a motion, having it seconded and having it voted on and passed by the majority of the Committee.

Meetings:

Meetings of the Committee shall be governed by the Procedural By-law 30-17, applicable legislation, and Robert's Rules of Order.

The Committee shall meet only when called upon by Council for a specific project or purpose.

All meetings are open to the public.

Chair:

The Committee shall, at the first meeting of a new term, appoint a chairperson.

The Committee chairperson shall be responsible for:

- Facilitating meetings at the request of Council;
- Appointing a secretary of the Committee at the first meeting of a new term to take Minutes of the Committee meetings;
- Providing all necessary documentation and/or requests to Council through the Council Liaison; and
- Ensuring completion of tasks by Committee Members.

Role of Members:

The members of the Agricultural Advisory Committee roles include, but are not limited to:

- Attending meetings as required;
- Participating in discussions;
- Planning and sharing the workload of the Committee;
- Providing expertise in their professional area of responsibility;
- Providing regrets to the chairperson if unable to attend a meeting;
- Declaring any conflict of interest in accordance with the *Municipal Conflict of Interest Act* and excluding themselves from any discussion and/or voting where such a conflict exists or may exist.

Reporting to the Municipal Council:

The Agricultural Advisory Committee shall report to Council:

- 1) Through minutes of the meetings;
- 2) As deemed necessary by the Committee for submission through the Council Liaison; and
- 3) As requested by Council.

Conflicts of Interest:

Members shall abide by the rules outlined within the *Municipal Conflict of Interest Act* and shall disclose any pecuniary interest to the chairperson and absent himself or herself from meetings for the duration of the discussion and voting (if any) with respect to that matter.

Budget:

All monies required for any reason pertaining to the Committee carrying out its duties must be approved by Council. If the Committee is requesting funds for projects in the following year, all requests must be submitted by September 15th of the preceding year.

All approved budget items shall be administered by the Village, through direction of Council.

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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: June 10, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that: By-law 41-2019, being a by-law to establish a Heritage Advisory Committee, be read a first and second time, and that By-law 41-2019 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 41-2019

BEING A BY-LAW TO ESTABLISH A HERITAGE ADVISORY COMMITTEE

WHEREAS Section 5(3) of the *Municipal Act, 2001*, as amended, 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 11(1) of the *Municipal Act, 2001*, as amended, provides that a lower-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

AND WHEREAS Section 11(3) of the *Municipal Act, 2001*, as amended, provides that a lower-tier municipality may pass by-laws regarding culture, parks, recreation and heritage;

AND WHEREAS Section 28 (1) of the *Ontario Heritage Act*, R.S.O. 1990, c. O.18, as amended, provides the council of a municipality may, by by-law, establish a municipal heritage committee to advise and assist the council on matters relating to Parts IV and V of the *Ontario Heritage Act* and other such matters as the council may specify by by-law;

AND WHEREAS the Council of the Corporation of the Village of Merrickville-Wolford deems it appropriate to establish a Heritage Advisory Committee;

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

1. An Environment Advisory Committee is hereby established and the attached Terms of Reference are hereby adopted and form part of this by-law as Schedule "A".
2. Any by-laws that do not conform with this by-law are hereby repealed.
3. 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 10th day of June, 2019.

J. Douglas Struthers, Mayor

Doug Robertson, CAO/Clerk



MERRICKVILLE-WOLFORD
Jewel of the Rideau

**Terms of Reference
Heritage Advisory Committee
Schedule "A" to By-law 41-2019**

Mission:

The Village of Merrickville-Wolford's Heritage Advisory Committee's mission is to advise Council regarding heritage issues including the protection, enhancement, preservation and conservation of the Village's heritage and historically significant environments while adhering to the *Ontario Heritage Act* (i.e., "the Act") and all other applicable legislation and policies.

Objectives:

To assist Council as follows:

- To advise and assist Council on all matters as required in the *Ontario Heritage Act*, R.S.O. 1990;
- To report and advise Council regarding any direction received from Council pertaining to certain projects or reviews;
- To respond to Council's legislated consultation of the Committee regarding the heritage designation process for individual properties and districts, applications to alter the designated properties, applications to demolish or remove designated properties and applications to repeal designation by-laws; and
- To promote strategic initiatives as directed by Council regarding the protection of heritage.

Composition:

The Heritage Advisory Committee shall include, but not be limited to:

- a. Five (5) Voting Members selected at large through a public application process who will be regarded as private citizens and do not represent their employers or advocacy group in their capacity as a member;
- b. One (1) Council Liaison to be appointed by Council; and
- c. Head of Council (Mayor – ex officio).

All members shall be appointed to the Committee by Council by way of resolution.

Terms of Office:

Membership shall align with regular municipal elections (every four years) and the Committee will expire at the end of a term of Council.

Quorum:

A quorum shall consist of 50 percent of the voting members. No meeting shall proceed without quorum present.

Motions:

Decisions made during Heritage Advisory Committee meetings will follow the process of making a motion, having it seconded and having it voted on and passed by the majority of the Committee.

Meetings:

Meetings of the Committee shall be governed by the Procedural By-law 30-17, applicable legislation, and Robert's Rules of Order.

The Committee shall meet only as required by Council in accordance with the legislation.

All meetings are open to the public.

Chair:

The Committee shall, at the first meeting of a new term, appoint a chairperson.

The Committee chairperson shall be responsible for:

- Facilitating meetings;
- Appointing a secretary of the Committee at the first meeting of a new term to take Minutes of all Committee meetings;
- Providing all necessary documentation and/or requests to Council through the Council Liaison; and
- Ensuring completion of tasks by Committee Members.

Role of Members:

The members of the Heritage Advisory Committee roles include, but are not limited to:

- Attending regular meetings as scheduled and additional meetings as necessary;
- Participating in discussions and planning and sharing the workload of the Committee;
- Providing expertise in their professional area of responsibility;
- Providing regrets to the chairperson if unable to attend a meeting;
- Declaring any conflict of interest in accordance with the *Municipal Conflict of Interest Act* and excluding themselves from any discussion and/or voting where such a conflict exists or may exist.

Reporting to the Municipal Council:

The Heritage Advisory Committee shall report to Council:

- 1) Through the minutes of the meetings; and
- 2) As deemed necessary by the Committee for submission through the Council Liaison; and
- 3) As requested by Council.

Conflicts of Interest:

Members shall abide by the rules outlined within the *Municipal Conflict of Interest Act* and shall disclose any pecuniary interest to the chairperson and absent himself or herself from meetings for the duration of the discussion and voting (if any) with respect to that matter.

Budget:

All monies required for any reason pertaining to the Committee carrying out its duties must be approved by Council. All requests must be submitted by September 15th of the preceding year.

All approved budget items shall be administered by the Village, through direction of Council.

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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: June 10, 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 move to an "In-Camera" session at _____ p.m. under Section 239 (2) of the *Municipal Act, 2001*, as amended, to address matters pertaining to:

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

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: June 10, 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 rise and report from the "In Camera" session, with staff being given direction, and the regular Council session resume at _____ 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: June 10, 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 appoint the following individuals to the Main Street Revitalization Ad Hoc Committee:

Carried / Defeated

J. Douglas Struthers, Mayor

THE CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD

BY-LAW 36-2019

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 JUNE 10, 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 June 10, 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 June 10, 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 10th day of June, 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: June 10, 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, June 24, 2019 at 7:00 p.m., or until the call of the Mayor subject to need.

Carried / Defeated

J. Douglas Struthers, Mayor