



**VILLAGE OF MERRICKVILLE-WOLFORD**

**Agenda for Council  
Council Chambers**

Council Meeting 7:00 p.m.

Monday, November 27, 2017

1. **Call to Order**
2. **Disclosure of Pecuniary Interest and the general nature thereof**
3. **Approval of the Agenda**
4. **Minutes:** Approval of the Minutes of the regular meeting of November 14, 2017
5. **Delegations:** None.
6. **Public Question Period to Council**
7. **Correspondence:** Letter from Merrickville-Wolford in Bloom dated November 22, 2017; Thank-you card from the Lions Club, received November 23, 2017; and Letter from National Eating Disorder Information Centre dated November 16, 2017 and Proclamation
8. **Finance:** FIN-25-2017 re: 2018 Group Insurance Policy Renewal; 2018 Draft Capital Budget Review
9. **Library:** Merrickville Public Library Board Minutes of October 10, 2017
10. **Economic Development:** Economic Development Advisory Committee Resolution R-003-17
11. **Notices of Motion:**
12. **CAO:** Action items, verbal update
13. **In Camera:**
  1. Security of the property of the municipality;
  2. Proposed or pending acquisition of land; and
  2. Personal matters about an identifiable individual.
14. **Next meeting of Council:** December 11, 2017 at 7:00 p.m.
15. **Confirming By-Law:** 39-17 re: Confirm Proceedings of Council meeting of November 27, 2017
16. **Adjournment.**

Established 1793  
Incorporated  
Wolford 1850  
Merrickville 1860  
Amalgamated 1998



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

## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 17

Date: November 27, 2017

Moved by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Seconded by: Barr Ireland MacInnis Snowdon Suthren Weedmark

**Be it hereby resolved that:**

The Council of the Corporation of the Village of Merrickville-Wolford does hereby adopt the agenda of the regular Council meeting of November 27, 2017 as:

\_\_\_ circulated.

\_\_\_ amended.

Carried / Defeated

\_\_\_\_\_  
David Nash, Mayor

For Clerk's use only, if required.		
Recorded Vote Requested By:		
Barr	Y	N
Ireland	Y	N
MacInnis	Y	N
Snowdon	Y	N
Suthren	Y	N
Weedmark	Y	N
Nash	Y	N

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## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 17

Date: November 27, 2017

Moved by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Seconded by: Barr Ireland MacInnis Snowdon Suthren Weedmark

**Be it hereby resolved that:**

The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the minutes of the regular council meeting of November 14, 2017 as:

\_\_\_circulated

\_\_\_amended.

Carried / Defeated

\_\_\_\_\_  
David Nash, Mayor

For Clerk's use only, if required:

**Recorded Vote Requested By:**

Barr	Y	N
Ireland	Y	N
MacInnis	Y	N
Snowdon	Y	N
Suthren	Y	N
Weedmark	Y	N
Nash	Y	N

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

Tuesday, November 14, 2017

A regular meeting of the Council of the Corporation of the Village of Merrickville-Wolford was held at 6:00 p.m. on Tuesday, November 14, 2017.

**Chaired by:** Mayor David Nash  
**Members of Council:** Deputy Mayor Anne Barr  
Councillor Chuck MacInnis  
Councillor Stephen Ireland  
Councillor Kim Weedmark  
Councillor Victor Suthren  
**Regrets:** Councillor David Snowdon  
**Staff in Attendance:** John Regan, CAO/Clerk  
Christina Conklin, Deputy Clerk  
Sheila Kehoe, Manager of Finance/Treasurer  
Andy Boffee, Public Works Lead Hand  
**Media:** Hilary Thomson, North Grenville Times

**Disclosure of Pecuniary Interest and the general nature thereof:**

Councillor Weedmark disclosed a pecuniary interest with respect to the discussion re: Smiths Falls Recreation Agreement under item 17.

**Approval of Agenda**

The following items were moved to directly after item 9 (delegations):

1. Discussion and Mayor's Resolution re: Chamber of Commerce Arbitrator (originally under item 16); and
2. Discussion re: Smiths Falls Recreation Agreement (originally under item 17).

Mayor Nash requested an addition to the agenda as follows:

1. Add Proclamation re: Ending Violence Against Women under item 17, new business.

**R-282-17** Moved by Councillor Weedmark, Seconded by Councillor MacInnis  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby adopt the agenda of the regular Council meeting of November 14, 2017, as amended.

Carried

Council moved to a public meeting regarding two zoning by-law amendments.

**R-283-17** Moved by Councillor Weedmark, Seconded by Councillor Ireland  
**Be it hereby resolved that:** By-Law 37-17, being a By-Law to amend Zoning By-Law 23-08, be read a first and second time, and that By-Law 37-17 be read a third and final time and passed.

Carried

**R-284-17** Moved by Councillor Suthren, Seconded by Deputy Mayor Barr  
**Be it hereby resolved that:** By-Law 38-17, being a By-Law to amend Zoning By-Law 23-08, be read a first and second time, and that By-Law 38-17 be read a third and final time and passed.

Carried

**Recess:**

**R-285-17** Moved by Councillor Weedmark, Seconded by Councillor Ireland  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby recess until 7:00 p.m.

Carried

**Reconvene:**

**R-286-17** Moved by Councillor Weedmark, Seconded by Councillor MacInnis  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby reconvene the regular Council meeting at 7:00 p.m.

Carried

**Approval of Minutes**

**R-287-17** Moved by Councillor Suthren, Seconded by Councillor Ireland  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the minutes of the regular Council meeting of October 23, 2017 as circulated.

Carried

**R-288-17** Moved by Deputy Mayor Barr, Seconded by Councillor MacInnis  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the minutes of the special Council meeting on November 1, 2017 as circulated.

Carried

**Delegations:**

**R-289-17** Moved by Councillor Weedmark, Seconded by Councillor Suthren  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the Distribution and Collection System Assessment as presented by the Ontario Clean Water Agency.

Carried

**Notices of Motion:**

**R-290-17** Moved by Councillor MacInnis, Seconded by Councillor Weedmark

**Be it hereby resolved that:**

WHEREAS the relationship between the Chamber of Commerce and the Village of Merrickville has deteriorated over the last year to an all-time low and is one the Chamber would like to change;

AND WHEREAS the request from the Chamber of Commerce for a special Council meeting which they provided a draft agenda for as requested was not even entered into discussion due to the lack of a Council member willing to second the motion;

AND WHEREAS the Chamber of Commerce is, at this time, the mechanism in place for supporting and communicating with the merchants of Merrickville-Wolford;

THEREFORE, the Council of the Corporation of the Village of Merrickville-Wolford does hereby agree to address this relationship with the use of a mutually approved arbitrator to ensure that we are serving our merchants through the Chamber of Commerce to the best of our ability.

Motion withdrawn by mover  
and seconder.

**R-291-17** Moved by Councillor Suthren, Seconded by Deputy Mayor Barr

**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford hereby invites the Chamber of Commerce to make a presentation on their vision for a future relationship between Council and the Chamber of Commerce.

Carried

**New business:**

Councillor Weedmark removed himself from the table.

The Smiths Falls Recreation Agreement was discussed.

Following the discussion, Councillor Weedmark returned to the table.

**Public Question Period to Council:**

Ms. Hamway commented that she did not join the Chamber of Commerce this year.

**Correspondence:**

**R-292-17** Moved by Councillor Suthren, Seconded by Councillor MacInnis

**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby support the Mayor's proclamation of November 16<sup>th</sup> as "Korea Day in Merrickville".

Carried.

**Building:**

**R-293-17** Moved by Deputy Mayor Barr, Seconded by Councillor Ireland

**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report CBO-12-2017; and

That Council, in considering this report, shall not require By-Law Enforcement staff to carry out proactive by-law enforcement of Village Property Standards and other related by-laws; and

That Council direct staff to maintain the status quo with respect to enforcement of Village by-laws.

Carried

- R-294-17** Moved by Councillor Suthren, Seconded by Councillor MacInnis  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report CBO-13-2017, the third quarter report of the Building and Planning Department, for information purposes.

Carried

**Finance:**

- R-295-17** Moved by Deputy Mayor Barr, Seconded by Councillor Weedmark  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report FIN-23-2017, the third quarter financial report, for information purposes.

Carried

**By-Law:**

- R-296-17** Moved by Councillor Suthren, Seconded by Deputy Mayor Barr  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report DEPC-06-2017; and

That Council give Procedure By-Law 30-17 its third and final reading

Carried

- R-297-17** Moved by Councillor Suthren, Seconded by Deputy Mayor Barr  
**Be it hereby resolved that:** By-Law 30-17, being a procedure by-law, be read a third and final time and passed, as amended.

**New Business:**

- R-298-17** Moved by Deputy Mayor Barr, Seconded by Councillor Suthren  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford hereby supports and endorses the Township of Montague Resolution No. 104-2017 dated September 19, 2017 regarding the on-call provisions of Bill 148, Fair Workplaces, Better Jobs Act, 2017; and

That this resolution be forwarded to Premier Wynne, Minister of Labour Kevin Flynn, MPP Steve Clark, the Association of Municipalities of Ontario, and all Ontario municipalities.

Carried

**Proclamation:**

Mayor Nash proclaimed November 25<sup>th</sup>, 2017 International Day for the Elimination of Violence Against Women.

**Public or Media Question Period:**

Hilary Thomson requested clarity of the date for Korea Day in Merrickville.

**Adjournment:**

**R-299-17** Moved by Councillor Weedmark, Seconded by Councillor MacInnis

**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at 9:10 p.m. until the next regular meeting of Council on Monday, November 27, 2017 at 7:00 p.m., or until the call of the Mayor subject to need.

Carried.

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David Nash, Mayor

---

John Regan, CAO



Nov. 22, 2017

Mayor & Councillors  
Township of Merrickville-Wolford

Dear Mayor Nash & Council,

On October 26th the Merrickville-Wolford in Bloom Committee passed a motion to recommend that a separate Merrickville 225 Committee be established with its own mandate and budget. This was prompted by suggestions that our committee take on the organization of the 225th celebrations.

We would prefer to collaborate with a wider range of community stakeholders to celebrate the occasion and believe that an Ad Hoc Committee of Council would be the best way to bring those stakeholders together. While we are more than happy to participate in the planning and execution of projects for the 225th, we unanimously feel that our own mandate requires us to focus our efforts and expenses on the 2018 Communities in Bloom competition.

Sincerely,

The Merrickville-Wolford in Bloom Committee

For Use of Community  
Centre for  
Volunteer Fair.

With sincere thanks  
and appreciation.

From the Merrickville  
Lions Club.  
W. Segal, president.

Lion  
\$13.00  
Grand Budget  
Lion

Lion See Kelly  
Ted P...  
Carroll



National Eating Disorder Information Centre

200 Elizabeth St., ES 7-421, Toronto, ON M5G 2C4  
ph 416-340-4156 | 416-340-4736 | 1-800-NEDIC-20 | [nedic@uhn.ca](mailto:nedic@uhn.ca)  
[www.nedic.ca](http://www.nedic.ca)

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

November 16, 2017

To Whom It May Concern:

I am writing to request a proclamation from the Village of Merrickville-Wolford the week of February 1<sup>st</sup> to February 7<sup>th</sup> 2018 as Eating Disorder Awareness Week (EDAW). EDAW has been commemorated across Canada since 1988 by established eating disorder organizations, education and public health institutions, and concerned members of the public. It draws attention to the causes, prevalence and impact of eating disorders.

Eating disorders are the number one cause of death among all psychiatric illnesses and are the third most common cause of death in teenage girls. In fact, 5-8% of Canadian girls will experience an eating disorder in their lifetime. However, eating disorders can develop in anyone, regardless of age, ethno-racial background, socioeconomic status, gender or ability. Unfortunately, stigma and secrecy still surround eating disorders, causing many people who are suffering to refrain from seeking help, and to struggle in silence.

We know that through open, supportive dialogue, we can help break the shame and silence that affect nearly 1 million Canadians that are living with a diagnosed eating disorder and the millions of others who are struggling with unhealthy food and weight preoccupation. EDAW is a time to increase awareness about eating disorders, their impact and to shed light on the dangerous and pervasive myths that surround them. It is a time of year when Canadians can learn more about eating disorders and about the resources that are available for individuals and family members who are impacted by them.

The National Eating Disorder Information Centre (NEDIC) was a founding member of the international drive to institute EDAW. Founded in 1985, NEDIC is Canada's oldest national organization dedicated to helping those with eating disorders. We provide education and information as well as support and referral for those with eating disorders, their families, friends and health care professionals. Since our toll-free helpline became available to Canadians from coast to coast in 2013, we have spoken with thousands of individuals, parents, friends, and teachers who are seeking help and information. It is through our outreach and education efforts, that we are able to support these individuals in their struggle to find hope and healing.

Municipal recognition of EDAW would help to affirm the experiences of those with a friend, family member, or important person in their life who is dealing with this life-threatening mental illness, and draw attention to the need for eating disorder prevention, research, treatment, and resources. Attached please find the goals of Eating Disorder Awareness Week 2018.

Please proclaim EDAW in the Village of Merrickville-Wolford and help raise awareness and hope among the many who are impacted by this illness.

For more information about Eating Disorder Awareness Week and this request, please contact me.

Thank You.

Kind Regards,

Alicia Pinelli  
Outreach and Education Team Member



## VILLAGE OF MERRICKVILLE-WOLFORD

# Eating Disorder Awareness Week Proclamation

WHEREAS eating disorders have the highest mortality rate among all psychiatric illnesses and can develop in anyone, regardless of age, ethno-racial background, socioeconomic status, gender or ability; and

WHEREAS stigma, secrecy and stereotypes still surround eating disorders, causing many people who are suffering to refrain from seeking help; and

WHEREAS open supportive dialogue can help break the shame and silence that affect nearly 1 million Canadians living with diagnosable eating disorders and the millions of others who are struggling with food and weight preoccupation; and

WHEREAS Eating Disorder Awareness Week seeks to raise awareness of eating disorders, shed light on dangerous and pervasive myths, and promote prevention, it is also a time of year for Canadians to learn about available resources and appropriate services for themselves and/or loved ones; and

WHEREAS Eating Disorder Awareness Week aims to teach Canadians that eating disorders are not a choice, and that eating disorders are a serious and dangerous mental illness;

IT IS HEREBY PROCLAIMED that February 1<sup>st</sup> to February 7<sup>th</sup>, 2018 will be recognized as **Eating Disorder Awareness Week** in the Village of Merrickville-Wolford.

Proclaimed on the 27<sup>th</sup> day of November, 2017:

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David Nash, Mayor

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Incorporated  
Wolford 1850  
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Amalgamated 1998



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Facsimile (613) 269-3095

**VILLAGE OF MERRICKVILLE-WOLFORD**

For Clerk's use only, if required:

**Recorded Vote Requested By:**

Barr	Y	N
Ireland	Y	N
MacInnis	Y	N
Snowdon	Y	N
Suthren	Y	N
Weedmark	Y	N
Nash	Y	N

Resolution Number: R - - 17

Date: November 27, 2017

Moved by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Seconded by: Barr Ireland MacInnis Snowdon Suthren Weedmark

**Be it hereby resolved that:**

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report FIN-25-2017; and

That Council approve the renewal of the 2018 insurance policy with Desjardins Financial for the fiscal year 2018 in the amount of \$58,543; and

That Council approve the additional coverage for an employee assistance program.

Carried / Defeated

Mayor: \_\_\_\_\_



## Village of Merrickville - Wolford

Report FIN-25-2017  
of the Finance Department  
Information Report to Council  
Date of Council Meeting: November 27, 2017

**RE: 2018 Group Insurance Policy Renewal**

**OBJECTIVE:** To obtain Council approval of the 2018 municipal group health insurance policy.

### **RECOMMENDATION:**

**THAT: Council receive report FIN-25-2017; and**

**THAT: Council approve the renewal of the 2018 insurance policy with Desjardins Financial for the fiscal year 2018 in the amount of \$58,543; and**

**THAT: Council approve the additional coverage for an employee assistance program.**

### **BACKGROUND:**

On an annual basis, the municipal insurers who provide group health insurance for the municipal full-time employees will meet with staff to review the account activity, review any legislated changes and provide any recommended changes to the municipal insurance policy.

### **ANALYSIS:**

In November, the Manager of Finance-Treasurer met with Bill Pakeman, W.A. Pakeman & Associates, and Craig Molson, Select Wealth Management Inc., to review and discuss the 2018 renewal of the group health insurance coverages. The plan includes coverage for twelve full-time employees in the following categories: life insurance, accidental death and dismemberment, long-term disability, health and dental care.

The resulting premiums are determined by a number of factors. One factor is a combination of the usage in each particular area (i.e. dental and extended health). The next factor is based on the industry pooled usage (i.e. life and disability). A final factor is the age and gender of the staff complement with the Village.

We have been provided a revised combined premium renewal for the 2018 fiscal year of \$58,543 plus applicable provincial tax, or a 6.8% increase from 2017.

At this time, staff are recommending the Village add to the insurance program coverage for an employee assistance program (EAP) for the full-time employees of the municipality. An employee assistance program provides a variety of counselling services (medical, legal, financial) to employees and their dependants.

Attached is a brief summary of the program. Offering an employee assistance program would enable staff to have access to specialized services if and when required. Staff have obtained a quote of \$2.85/employee/month or \$410.40 plus applicable taxes for the annual premium.

**BUDGET/LEGAL IMPLICATIONS:**

The premium costing will be included in the 2018 draft budget. There are no legal implications.

**INTERDEPARTMENTAL IMPACTS:**

The insurance renewal has no impact to departments other than to add to the existing plan with the implementation of an EAP program.

**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 providing employee benefit coverage, Council are contributing to the wellness of the staff. 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:**

Staff are recommending the renewal of the 2018 municipal group health insurance policy with Desjardins Financial including the addition of an EAP program.

**ATTACHMENTS:**

Attachment "A" – Guide for Managers and Employee Representatives

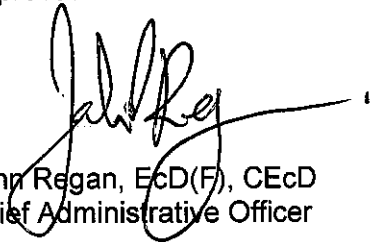
REQUIRED AND RECEIVED COMMENTS FROM: Yes or Not applicable	
CAO	Yes
Clerk	NA
Finance	Yes
Building Control & MLEO Department	NA
Public Works & Environmental Department	NA
Parks, Recreation & Facilities Department	NA
Planning Department	NA
Economic Development Department	NA
Fire Department	NA
Other:	NA

Respectfully submitted:



Sheila Kehoe  
 Manager of Finance-Treasurer  
 Finance Department  
 November 27, 2017

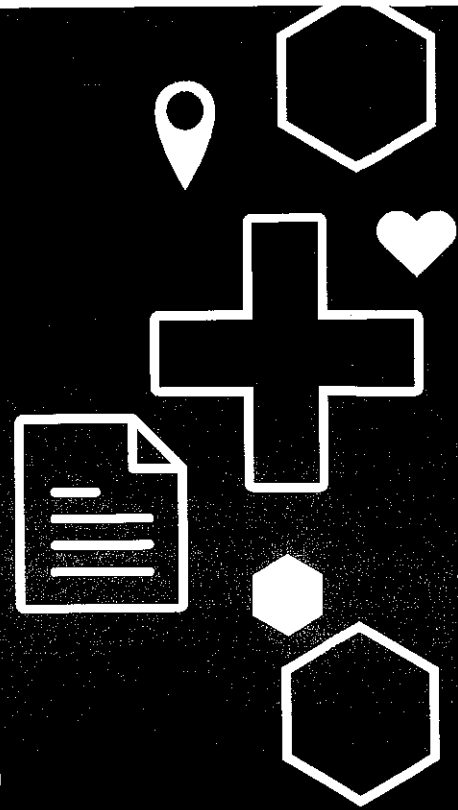
Approved:



John Regan, ECD(F), CEcD  
 Chief Administrative Officer



Employee  
assistance program **360°**™



# FOR MANAGERS AND EMPLOYEE REPRESENTATIVES



**Desjardins**  
Insurance

LIFE • HEALTH • RETIREMENT

Desjardins Insurance refers to Desjardins Financial Security Life Assurance Company.



Employee  
assistance program <sup>TM</sup>

**This program aims to promote assistance services to all staff. It provides optimal support to all employees and their dependants.**

#### **YOUR EXCLUSIVE SERVICES**

- Relational coaching by phone
- Intervention in a crisis situation
- Legal or financial advice related to the company and corporate human resource counselling (unlimited number of issues; 60 minutes per call)

#### **YOUR TOOLS**

- Promotional posters
- Informational and coaching video clips
- Reference documents

#### **EMPLOYEE SERVICES**

- 12 hours of psychological assistance by phone, online or in person
- Legal or financial counselling (unlimited number of issues; 30 minutes per call)
- 3 hours of phone assistance for parents to help children plan and prepare for school
- Phone support to find a seniors' residence or daycare
- Epsylio assisted support system

#### **TOOL FOR EMPLOYEES**

- Reference card



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[desjardinslifeinsurance.com/eap360](http://desjardinslifeinsurance.com/eap360)

## HOW DO YOU KNOW WHEN AN EMPLOYEE IS AT RISK OF ABSENTEEISM?

Knowing how to recognize the following warning signs can be a major asset in preventing work stoppages.

- Fatigue
- Drop in motivation
- Strained interpersonal relationships
- Abnormal fluctuation in weight or mood
- Withdrawal
- Etc.

If you notice one or more of these signs, or any other unusual change in behaviour in those around you, quickly call a meeting with the individual to refer them for professional help.

**If necessary, use our relational coaching service to determine the best approach to take in your meeting.**

## WHAT DOES INTERVENTION IN A CRISIS SITUATION MEAN?

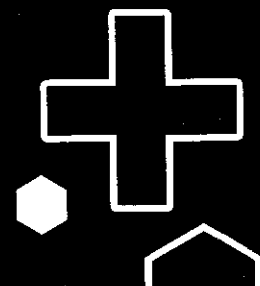
In addition to individual difficulties, organizations can be faced with disruptive events that may destabilize employees, work teams or even the entire organization.

Get all the phone support you need in less than an hour. In situations requiring an intervention in the workplace, a specialized counsellor will be on site within 24 hours.



**And don't forget to check out the Health is Cool 360° platform for information and a health evaluation!\***

\* Please note that some plans do not offer this service.

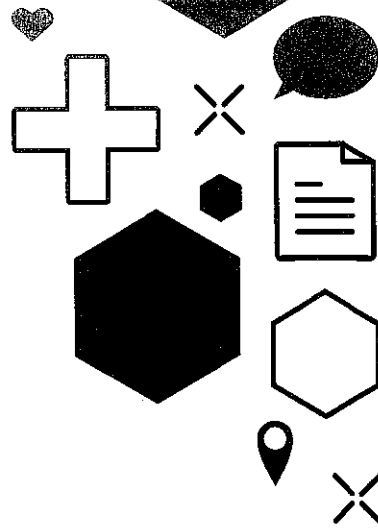


# AWARENESS IS THE KEY TO A HEALTHY AND EFFECTIVE WORKPLACE.

To properly promote your assistance program to members of your organization, consider doing these three things:

- Put up posters in strategic locations (the cafeteria, washrooms, the employee entrance, etc.)
- Hand out reference cards
- Organize a health and wellness talk

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1-877-455-3561

010117

**2018 DRAFT Capital Budget**

	Nov 27/17	Funding					Other Revenue
	Draft Budget	Tax Rate	Gas Tax	OCIF	Reserve	Debt	
<b>ADMINISTRATION:</b>							
<b>1 Kitchen renovation (fridge, stove, cabinets, flooring &amp; paint)</b> Maintenance updates and replace appliances to the existing kitchen in the municipal office to meet health and safety needs for the staff lunch area. Public works lunch area currently in the bay area of garage.	30,000	30,000					
<b>2 Council chambers (audio &amp; furniture)/lobby/accessible bathrooms/flooring &amp; painting</b> Renovations required to provided increased accessibility through audio visual systems with three video monitors. Replace Council tables to make best use of the existing space. Painting and updating bathroom have not been in 17 years. Downstairs bathroom will be accessible to meet current code.	60,000	60,000					
<b>3 Tax/Utility electronic billing</b> Provides another distribution option for ratepayers to provide an electronic billing for the tax and utility billing. There will be future savings in postage.	2,500	2,500					
<b>4 Municipal Office Generator</b> Generator with sufficient power supply to ensure provision of municipal services in the event of a power disruption.	18,000	18,000					
<b>5 Town Hall Flag Poles (2)</b> Two additional flag poles to complement existing at front entrance of municipal office.	4,500	4,500					
<b>6 Municipal Office asphalt shingles</b> Replace asphalt shingles on north side of municipal office. Deferred from 2017. Front portion completed in 2014.	9,000	9,000					
<b>PLANNING:</b>							
<b>7 Official Plan update</b> Legislated that plan be updated every five years. Last update was twelve years ago. Council R #201-17	35,000	35,000					

	Nov 27/17	Funding					Other Revenue
	Draft Budget	Tax Rate	Gas Tax	OCIF	Reserve	Debt	
<b>PUBLIC WORKS:</b>							
<b>8</b>	<b>OCIF Infrastructure project Drummond/Lewis/Brock Reconstr (PW share) \$1.9 M grant if successful</b>	120,000	-	120,000			
<b>9</b>	<b>300 block Church St reconstruction</b> road/watermain/storm/sewer (water/sewer portion in water budget)	188,000	138,000		50,000		
<b>10</b>	<b>Wellington St East asphalt overlay (Elgin to Church)</b>	16,000	16,000				
<b>11</b>	<b>Armstrong Rd surface treatment</b> Asphalt padding, pulverize, gravel application and double asphalt treatment.	125,000	125,000				
<b>12</b>	<b>PW Storage Building Collar Hill Salt Storage Coverall</b> Complete the salt storage area with new coverall 40 x 60. Carry forward from 2017 as base constructed in 2017.	15,000	15,000				
<b>13</b>	<b>Replace 2002 Husqvarna with Zero turn mower</b> 9 yrs old, 2000 #hrs	9,000	9,000				
<b>14</b>	<b>Loader snow push blade</b> To enable loader to pile roadside snow banks quicker & more efficient. Replace two trucks clearing snow. Also, it would be used to clear Fire Hall/municipal/leased parking lots and the snow dump areas.	8,000	8,000				
<b>15</b>	<b>Replace 6 yr old carbide blades for 2013 Volvo grader</b> The blades are a degradable item and the current set is at the end of the useful life. Without new blades, unable to cut compacted gravel to regrade the gravel road system.	5,000	5,000				
<b>16</b>	<b>Walk behind Curb Vacuum</b> Cost effective to purchase rather than manual sweeping of streets with broom and shovel with 2 or 3 equipment operators. In the fall of 2017, a rented street vacuum for a one month trial period proved efficient and cost effective.	6,000	6,000				

	<b>Nov 27/17</b>	<b>Funding</b>					<b>Other</b>
	<b>Draft Budget</b>	<b>Tax Rate</b>	<b>Gas Tax</b>	<b>OCIF</b>	<b>Reserve</b>	<b>Debt</b>	<b>Revenue</b>
<b>FIRE:</b>							
<b>17 8-100' of 4" rubber hose (pumper/tanker)</b> Completion of stocking new Pumper/Tanker for water supply program.	6,400	6,400					
<b>18 Portable Pump 4" intake, 18 hp</b> Allowing for water supply at rural water sources that do not allow vehicle access / Static water supply - River access.	11,000	11,000					
<b>19 Dry Hydrant (Mill St, North side swing bridge)</b> Dry Hydrant - North side of Locks.	4,000	4,000					
<b>20 Replace 1991 Pumper 4</b> Replace 26 y/o (1991) Pumper. NFPA Standards - 1901, 1902 & 1911	500,000					500,000	
<b>LANDFILL:</b>							
<b>21 100 ft of 6ft chain security fence</b>  Replacement fencing will prevent unauthorized access to the landfill site. Will also meet MOE requirements. Deferred from 2017 budget.	5,000	5,000					
<b>22 Bomag wheel rotation &amp; cleats (2) replacement for 1996 Bomag</b> Plan to have a fabrication/welding company manufacture substitute caps to weld on Bomag. Carry forward from 2017.	20,000	10,000			10,000		
<b>RECREATION:</b>							
<b>23 Community Centre Building Metal Siding w architectural features</b> Replace the exterior with metal siding installation including new entrance doors, fascia and soffit.	90,000	90,000					
<b>24 Washroom/Visitor Centre Reserve</b> Allocation for future funding for a multi use facility.	25,000	25,000					

	Nov 27/17	Funding					
	Draft Budget	Tax Rate	Gas Tax	OCIF	Reserve	Debt	Other Revenue
<b>25 Community Centre Outdoor washroom upgrades</b> Install new walls, ceilings, bathroom partitions and fixtures.	30,000	30,000					
<b>26 Merrickville rink accessible washroom upgrades</b>  Complete retrofit of the washroom and to make an accessible facility to meet accessibility standards for public buildings including access ramp and new washroom fixtures as required.	20,000	20,000					
<b>27 Parks Canada Gazebo/Bandshell (trenching/electrical)</b>  Delegation from Tim Mallory requesting municipal assistance with the project and endorsed by Council.	10,000	10,000					
<b>28 A Easton Corners new asphalt roof</b>	16,000	16,000					
<b>28 B OR Easton Corners steel roof</b> Replacement of 15 year old leaking roof with either asphalt or steel roof.	26,000	26,000					
<b>29 Easton Corners paint steel rink building</b> Paint existing steel fink/storage building due to current rusting.	5,000	5,000					
<b>30 Bell Tower @ Easton Corners refurbishment &amp; flag pole</b> Clean & paint the exterior of the Bell Tower and install new flag pole at Centennial Hall. Install new bulletin board on Main St.	12,000	12,000					
<b>31 Reid St Asphalt Parking lot</b> As per the Parking Committee recommendations, supply and pave new asphalt at Community Health Centre parking area. Deferred from 2017.	16,000	16,000					
<b>32 Streetscaping (benches &amp; recycle/garbage bins)</b> Supply and install six new recycle/garbage receptacles and four new benches. Improved streetscaping as recommended by the Communities in Bloom.	19,000	19,000					
<b>2018 Draft Budget Total:</b>	<b>1,466,400</b>	<b>786,400</b>	<b>120,000</b>	<b>50,000</b>	<b>10,000</b>	<b>500,000</b>	<b>-</b>
<b>2017 Budget Actuals</b>	<b>780,500</b>	<b>214,250</b>					

**NOTE - Other capital projects are included in the Strategic Plan Initiatives, as approved by Council, which are identified such as website redesign.**



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## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 17

Date: November 27, 2017

For Clerk's use only, if required:

**Recorded Vote Requested By:**

Barr	Y	N
Ireland	Y	N
MacInnis	Y	N
Snowdon	Y	N
Suthren	Y	N
Weedmark	Y	N
Nash	Y	N

Moved by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Seconded by: Barr Ireland MacInnis Snowdon Suthren Weedmark

**Be it hereby resolved that:**

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the Minutes of the October 10, 2017 meeting of the Merrickville Public Library Board.

Carried / Defeated

Mayor: \_\_\_\_\_

## MERRICKVILLE PUBLIC LIBRARY

Merrickville Public Library Board's meeting was held Oct. 10, 2017 at 12:30 p.m. at the library.

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

Montague: Wendy Simpson-Lewis  
and Mary Kate Laphen (Librarian)

Regrets:

Meeting called to order at 12:35 pm.

1. **Conflict of Interest:** None.

2. **Adoption of Agenda:** ADOPTED.

3. **Approval of Minutes:** Minutes from Sept 12/17 and Sept 26/17 meeting – APPROVED.

4. **Correspondence:**

- **Kathleen Brown Fund:** The library has received a donation from the Investors Group Kathleen Brown Fund. Mary Kate has sent a letter of thanks. We may wish to transfer this to library reserves; if so, a resolution will be required – deferred to next meeting.

5. **Questions/ Presentations from Public:** None

6. **Friends of the Library Report:** The Friends' AGM will be October 27. The Mayor, CAO, and press have been invited for the plaque presentation.

7. **Librarian's Report:** see below.

8. **Other Business:**

a) **Updates:**

i. **Art in the Library:** Larry Thompson will be the next artist to display his work. It should be up soon.

ii. **Building:**

- **Painting:** Mary Kate will follow up re: Public Works doing the painting needed in the meeting room and upstairs.

iii. **Budget:** A draft library budget will be ready for next meeting. Our budget is due in Nov, as Council begins considering budgets in Dec.

iv. **ILDS Grant:** Grant has been received, along with further information on eligible items. Mary Kate and John will work on this.

v. **Lions' Plaque:** Repainting this is still pending. John is following up on this.

b) **Open House:** Finalized plans for the Library Open House on Oct. 14.

c) **Planned Giving (see report):**

- Discussed using the planned giving campaign to create a library endowment fund.
- As a first step, meeting with a financial consultant and/or lawyer would be required to investigate and set up an endowment fund. John has a contact who may be able to get us started with this process.
- Mary Kate will contact other small libraries to see if there are any with planned giving campaigns that we can get information from.
- Future steps: how to publicize/market planned giving.

9. **Next meeting:**

- Tues, Nov. 14, 2017 at 12:30 at the Library. **Budget Meeting!**

Meeting concluded.

Librarian \_\_\_\_\_

Chairperson \_\_\_\_\_

## Librarian's Report for Sept-Oct/17

### Statistics:

Sept	2017	2016	2015	2014
<b>Patrons</b>	<b>1269 +2 %</b> w/mtgs 1281	<b>1245 -6.5%</b> w/mtgs 1270	<b>1332 -14%</b> w/mtgs 1360	<b>1556 +34.5%</b>
<b>(Kids/Youth)</b>	<b>345 (111 / 234)</b>	<b>359 (117 / 242)</b>	<b>356 (194 / 162)</b>	<b>490 (378 / 112)</b>
<b>(Progs)</b>	87-in (13 prgs in) 20-out of Lib, (3-prgs, 0 CV)	99-in (14 prgs in) 35-out of Lib, (2-prgs, 1 CV)	97-in (14 prgs in) 14-out of Lib, (3-prgs out)	125-in (16 prgs in) 25-out of Lib, (3-prgs out)
<b>Mtg Rm users</b>	<b>12 (2 mtgs)</b>	<b>25 (4 mtgs)</b>	<b>28 (5 mtgs)</b>	<b>66 (8 mtgs)</b>
<b>Circulation</b>	<b>1952 -18%</b> OverDrive: 296(circ) <b>TOTAL 2248 -14.5%</b>	<b>2379 -0.8%</b> OverDrive: 256(circ) <b>TOTAL 2635 +2%</b>	<b>2398 -21.5%</b> OverDrive: 196(circ) <b>TOTAL 2594</b>	<b>3056 +18%</b> OverDrive: 147(circ) <b>TOTAL</b>
<b>(Adult/Child)</b>	(A-1249, J-658, T-45)	(A-1544, J-795, T-40)	(A-1542, J-789, T-67)	(A-1818, J-1156, T-82)
<b>Internet use (+wireless):</b>	<b>293 -14%</b> (244 / 36w / 13 Tab)	<b>341 -4.5%</b> (296 / 37w / 8 EL)	<b>357 -18.5%</b> (284 / 56w / 17 EL)	<b>438 +45%</b> (362 / 62w / 14 EL)
<b>ILLs borrowed/lent:</b>	101 / 91	125 / 78	76 / 78	113 / 105

September visits are up slightly from last year, but circulation and internet use are down, and program attendance was rather soft. This may be due to the unusually good weather. Afterschool visits have resumed, but many of our regulars are now in North Grenville schools, so are no longer coming.

### Programs & Services:

#### Children's Programs:

**StoryTime:** Attendance has been somewhat low in September, as some of our regulars are now in school or daycare, but we have some new faces.

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

**Read To Every Kid:** Has just started. The books have started circulating and I am promoting it.

**Afterschool Youth Group:** We are still getting kids in afterschool on Wednesdays, and some other days, but we are not running activities at the moment.

**Coding for Kids:** Drew Avis has started up another programming session for Oct. and Nov. It is off to a good start.

**Halloween Activities:** I will be doing a Halloween StoryTime program at the Daycare's upcoming book sale, as I did last year. We will also be doing another Halloween Costume Photo Shoot using the green screen at the library on the same day. I will also be doing a Halloween photo shoot at the Firefighters' Halloween Party for Kids (this was well-received last year).

**PlayGroup:** PlayGroup has started up again, I am continuing my weekly story visits. They are still a small group.

**Daycare:** Continuing monthly visits to the toddlers and preschoolers & loan of books. See Halloween activities above.

**Schools:** Have facilitated a Story Walk-type activity for the Merrickville Kindergarten classes, run by Laura Lee Davies (UCLG Early Literacy Specialist) for this month. Also, Halloween visits to primary grades are scheduled for Merrickville and Montague schools. I am waiting to hear back from Wolford School.

**Groups (Cubs, Brownies, etc):** Will look into connecting with the leaders.

#### Adult Programs:

**Library Book Club:** Our book club continues to go well.

**Off The Shelf:** has starting up again. Attendance is quite good.

**Friday Movies:** did very poorly in Aug and Sept. I will monitor whether attendance picks up once the weather turns.

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

**Internet:** Was slower in Sept, but is still getting a lot of extended use, particularly by kids.

**InterLibrary Loans:** Were busy this month, with the book clubs starting up again.

**Seniors Home:** Rosebridge Manor still getting books (month loan). Hilltop is getting books rather irregularly

**Pools:** The LP pools will be rotating in October; the DVD pool will rotate in November..

**Meeting Room:** The meeting room was used by library programs, the Fair Board, the Knitting Club, and the ESL teachers.

**Collection:** The fall bestsellers are coming in. Weeding continues, but has been slowed by other priorities.

**Volunteers:** The volunteer situation is good.

**Donations:** see Kathleen Brown Fund item (#4 above).

**Facilities:** see Building Update (item #8a).

**Publicity/Outreach:** Am doing the usual Phoenix column, the webpage, Facebook updates, signs, and flyers – and we have our upcoming Open House.

**Partnerships/Outreach:** Liaisoning with the Trails Society re: creating a permanent Story Trail in Merrickville (see upcoming activity activity). Visits to the schools & daycare for Halloween. Continuing to do the municipal facebook page. Will be working with the CAO on accessibility requirements, etc.

**Professional Development, Meetings, etc:** Attended the Small Libraries Committee meeting. Will be attending a mini-symposium in Perth later in Oct. Participated in 2 days of municipal Emergency Management Training in Sept, and have one more day upcoming. Continue to attend municipal Senior Management Team meetings regularly. I am considering trying to attend the OLA Superconference early next year.

**Grants, etc:** Have submitted the data for the Provincial Operating Grant; this should be received fairly soon. Have done the annual signing of the shared library services agreement with Montague Twp; Wendy reports that the grant should arrive soon. ILDS grant has been received.

**Plans for month:** I will be: prepping for the Open House; doing Halloween programs/visits; working on budget & related; deciding about eResources for 2017, finishing up the weeding, considering items for the ILDS grant; working on accessibility reporting; and revisiting programming ideas and community engagement (if time permits); plus the usual library business.

## Industry, Economic Development and Tourism Advisory Committee

Resolution Number: R - 003- 17

Date: November 20, 2017

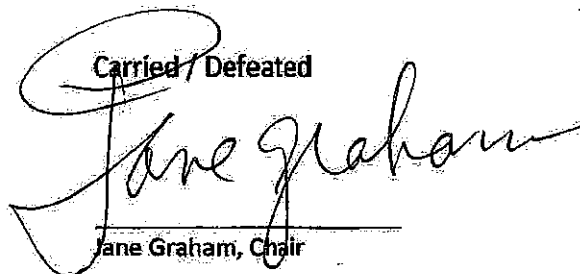
Moved by:                     Ian Donald                    

Seconded by:                     Terry Gilhen                    

**Be it hereby resolved that:**

The Industry, Economic Development and Tourism Advisory Committee of the Village of Merrickville-Wolford does hereby recommend to Council to reconsider funding support of \$600.00 for Korea Day payable to the Chamber of Commerce subject to paid invoices; and

That Council consider previous Industry, Economic Development and Tourism Advisory Committee minutes that indicated support of the event.

Carried / Defeated  
  
Jane Graham, Chair

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## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 17

Date: November 27, 2017

For Clerk's use only, if required:		
Recorded Vote Requested By:		
Barr	Y	N
Ireland	Y	N
MacInnis	Y	N
Snowdon	Y	N
Suthren	Y	N
Weedmark	Y	N
Nash	Y	N

Moved by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Seconded by: Barr Ireland MacInnis Snowdon Suthren Weedmark

### Be it hereby resolved that:

this Council moves to "In Camera" at \_\_\_\_\_ in order to address a matter pertaining to:

- \_\_\_\_\_ security of the property of the municipality or local board,
- \_\_\_\_\_ personal matters about an identifiable individual, including municipal or local board employees,
- \_\_\_\_\_ a proposed or pending acquisition of land for municipal or local board purposes,
- \_\_\_\_\_ a proposed or pending possible disposal of municipal or local board land,
- \_\_\_\_\_ labour relations or employee negotiations
- \_\_\_\_\_ litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board,
- \_\_\_\_\_ receiving of advice that is subject to solicitor/client privilege, including communications necessary for that purpose,
- \_\_\_\_\_ A matter in respect of which a Council, board or local committee or other body may hold a closed meeting under another Act. 2001 c.25, s.239 (2)
- \_\_\_\_\_ the subject matter relates to the consideration of a request under the *Municipal Freedom of Information and Protection of Privacy Act* if the council, board or commission or other body is the head of an institution for the purposes of that Act. 2001 c. 25,s. 239(3)
- \_\_\_\_\_ The meeting is held for the purpose of educating or training the members and is generally regarding \_\_\_\_\_ .2001 c.25 s. 239(4); 2006 c. 32, Sched. A, s. 103(2) and where no member discusses or deals with any matter in a way that materially advances the business or decision making of the council, local board or committee. 2006 c. 32, Sched A, s. 103(1)

Carried / Defeated

\_\_\_\_\_  
David Nash, Mayor

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## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 17

Date: November 27, 2017

For Clerk's use only, if  
required:

**Recorded Vote  
Requested By:**

Barr	Y	N
Ireland	Y	N
MacInnis	Y	N
Snowdon	Y	N
Suthren	Y	N
Weedmark	Y	N
Nash	Y	N

Moved by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Seconded by: Barr Ireland MacInnis Snowdon Suthren Weedmark

**Be it hereby resolved that:**

the "In Camera" session rise and report, with staff being given direction, and the regular council session resume at \_\_\_\_\_ a.m. / p.m.

Carried / Defeated

\_\_\_\_\_  
David Nash, Mayor

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## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 17

Date: November 27, 2017

Moved by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Seconded by: Barr Ireland MacInnis Snowdon Suthren Weedmark

**Be it hereby resolved that:** By-Law 39-17, being a by-law to confirm the proceedings of the Council meeting of November 27, 2017, be read a first and second time, and that By-Law 39-17 be read a third and final time and passed.

Carried / Defeated

\_\_\_\_\_  
David Nash, Mayor

For Clerk's use only, if required:		
Recorded Vote Requested By:		
Barr	Y	N
Ireland	Y	N
MacInnis	Y	N
Snowdon	Y	N
Suthren	Y	N
Weedmark	Y	N
Nash	Y	N



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

**BY-LAW 39-17**

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 NOVEMBER 27, 2017

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 November 27, 2017 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 November 27, 2017 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 27<sup>th</sup> day of November, 2017.

---

David Nash, Mayor

---

John Regan, CAO/Clerk

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## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 17

Date: November 27, 2017

Moved by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Seconded by: Barr Ireland MacInnis Snowdon Suthren Weedmark

**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,

December 11, 2017 at 7:00 p.m., or until the call of the Mayor subject to need.

Carried / Defeated

\_\_\_\_\_  
David Nash, Mayor

For Clerk's use only, if required:		
Recorded Vote		
Requested By:		
Barr	Y	N
Ireland	Y	N
MacInnis	Y	N
Snowdon	Y	N
Suthren	Y	N
Weedmark	Y	N
Nash	Y	N