



VILLAGE OF MERRICKVILLE-WOLFORD

**Agenda for Council
Council Chambers**

Council Meeting 7:00 p.m.

Monday, December 14, 2020

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

1. **Call to Order**
2. **Disclosure of Pecuniary Interest and the general nature thereof**
3. **Approval of the Agenda**
4. **Minutes:** Approval of Minutes of regular Council meeting of November 23, 2020
5. **Correspondence:** Lion's Club request re: Waiving Fees of Community Centre
6. **Planning:** Jp2g Consultants Report re: McLean Landing Phase II
7. **Finance:** FIN-09-2020 re: O. Reg 284/09
8. **Clerk's Dept:** DEPC-01-2020 re: 2021 Council Meeting Schedule
9. **CAO:** CAO-11-2020 re: Emergency Management Report
10. **Next meeting of Council:** Monday, January 11, 2021 at 7:00 p.m.
11. **Confirming By-Law:** 66-2020 re: Confirm Proceedings of Council meeting of December 14, 2020
12. **Adjournment.**

Resolution Number: R - - 20

Date: December 14, 2020

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 December 14, 2020 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

Resolution Number: R - - 20

Date: December 14, 2020

For Clerk's use only, if required:

Recorded Vote Requested By:

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

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the Minutes of the regular Council meeting of November 23, 2020 as

_____ circulated.

_____ amended.

Carried / Defeated

J. Douglas Struthers, Mayor

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

Monday, November 23, 2020

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

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

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

Approval of Agenda

R-289-20 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 approve the agenda of the regular Council meeting of November 23, 2020, as amended.

Carried.

Note: The agenda was amended to include an information item under correspondence with respect to Bill 229.

Minutes:

R-290-20 Moved by Councillor Molloy, Seconded by Councillor Foster
Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the Minutes of the regular Council meeting of November 9, 2020, as circulated.

Carried.

R-291-20 Moved by Councillor Molloy, Seconded by Councillor Foster
Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the Minutes of the special Council meeting of November 17, 2020 at 6:00 p.m., as circulated.

Carried.

R-292-20 Moved by Deputy Mayor Cameron, Seconded by Councillor Halpenny
Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the Minutes of the regular Council meeting of November 9, 2020 at 7:30 p.m., as circulated.

Carried.

Correspondence:

R-293-20 Moved by Deputy Mayor Cameron, Seconded by Councillor Molloy
Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from the Graeme Bonham-Carter regarding paving H.F. McLean Road dated November 16, 2020, for information purposes.

Carried.

Public Works:

R-294-20 Moved by Councillor Halpenny, Seconded by Councillor Foster
Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the 2019 Annual Water Report and the 2019 Annual Wastewater Report from the Ontario Clean Water Agency (OCWA), for information purposes.

Carried.

Police Services:

R-295-20 Moved by Councillor Foster, Seconded by Deputy Mayor Cameron
Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the Minutes of the Merrickville-Wolford Police Services Board dated September 2, 2020, for information purposes.
Carried.

Library:

R-296-20 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 the Merrickville Public Library Board Minutes of October 8, 2020, for information purposes.
Carried.

CAO:

R-297-20 Moved by Councillor Foster, Seconded by Councillor Halpenny
Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report CAO-10-2020, being a report regarding the Merrickville Public Library building lease terms, for information purposes.
Carried.

R-298-20 Moved by Councillor Foster, Seconded by Councillor Molloy
Be it hereby resolved that: By-law 63-2020, being a by-law to adopt a Delegation of Powers and Duties Policy and to delegate powers and duties, be read a first and second time, and that By-law 62-2020 be read a third and final time and passed.
Carried.

Confirming By-Law:

R-299-20 Moved by Councillor Molloy, Seconded by Councillor Foster
Be it hereby resolved that: By-law 62-2020, being a by-law to confirm the proceedings of the regular Council meeting of November 23, 2020, be read a first and second time, and that By-law 62-2020 be read a third and final time and passed.
Carried.

Adjournment

R-300-20 Moved by Councillor Halpenny, Seconded by Deputy Mayor Cameron
Be it hereby resolved that: This regular meeting of the Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at 7:52 p.m. until the next regular meeting of Council on Monday, December 14, 2020 at 7:00 p.m. or until the call of the Mayor subject to need.
Carried.

J. Douglas Struthers, Mayor

Doug Robertson, CAO/Clerk

Resolution Number: R - - 20

Date: December 14, 2020

For Clerk's use only, if required:

Recorded Vote Requested By:

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

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from the Lions Club with respect to their 2020 Christmas Hamper Program dated December 1, 2020; and

That Council does hereby waive the fees associated with the rental of the Merrickville Community Centre as per the Lions Club request.

Carried / Defeated

J. Douglas Struthers, Mayor

Dec 1 2020

To whom it may concern,

The Lions Club of Merrickville requests permission from the Merrickville-Wolford Town Council to use the Merrickville Community Centre for this years Christmas Hamper program.

We will require the Community Centre on December 5th and for the period Dec 21st thru 23rd for the assembly and distribution of hampers. The extra space is needed in order that proper protocols can be followed during the current health crisis.

In the spirit of charity and to provide maximum benefit to the hamper program and the Food Cupboard, we request that the normal Community Centre rental fees be waived for this event.

Yours

K. McGreavy
Lions Club of Merrickville

Resolution Number: R - - 20

Date: December 14, 2020

For Clerk's use only, if required:

Recorded Vote Requested By:

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

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive McLean Landing Phase II Planning Report of Forbes Symon of Jp2g Consultants Inc., dated December 10, 2020, for information purposes; and

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

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

Carried / Defeated

J. Douglas Struthers, Mayor

December 10, 2020

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

Attention: Doug Robertson, CAO/Clerk

Dear Mr. Robertson:

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

We have prepared this report to summarize the McLean Landing Phase II Subdivision proposal, the public comments received as part of the November 17, 2020 Public Meeting, and the planning issues and options for Council's consideration as they relate to the merits of the applications for approval of draft plan of subdivision and zoning by-law amendment filed by Novatech on behalf of 2287171 Ontario Ltd.

The subject lands are located in the Merrickville urban area at the southwest extent of the Village, on lands described as Part of Lots 1 and 9, Block 16, Lots 190 to 192, Part of Lots 193 to 196, Plan 6 Village of Merrickville-Wolford. The subject land is approximately 3.54 hectares in size with frontage on Country Road 16, as well as frontage on Sophie Lane and Irene Street. The proposed development includes the creation of 43 lots, 1 block which is to permit connection of Sophie Lane and the unopened road allowance of St. John Street. There are two streets also identified on the Draft Plan. The development consists of 38 single detached units and 10 semi-detached units, for a total residential unit count of 48. The proposal is designed to direct stormwater into the existing stormwater pond constructed as part of McLean Landing Phase I. The proposal anticipates cash in-lieu-of-parkland and does not include the identification of parkland.

The lands are currently designated as Residential (R) in the current Village of Merrickville-Wolford Official Plan, as well as in the new Official Plan currently awaiting approval by the United Counties. The lands are zoned "D – Development in the Village's Zoning By-law. The Planning Rational Report submitted in support of the draft plan, identified a number of proposed lots which do not meet the minimum lot frontage of 18 m for single detached development. The report also identified that there are currently five proposed lots which will have the area and frontage required to meet the requirements of the R2 zone for semi-detached development. An application for a zoning by-law amendment to address the reduced minimum lot frontage and place the lands in a site specific R2 zone, will be required as part of this development proposal.

The proposed development does well to represent the objectives of the Official Plan. The subdivision will fill out the remaining vacant residential lands at the southwest end of the Village, providing a modest mix of low-density development on a variety of lot sizes. With the Village's population projected to increase to approximately 4,000 people by the year 2023, the proposed development could provide a portion of the additional housing that will be needed to accommodate the population growth.



Public Comments:

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

Don & Lois Driscoll

Mr. and Mrs. Driscoll provided written comments dated December 1, 2020. Their letter indicates that they live across the street from the proposed development and are happy that the development is finally going ahead. Their letter identifies "dismay by how close together the homes are". They note that there will be very little outside space for lawns, gardens, trees, or places for kids to play. They suggested it "looks more like Kanata than Merrickville." They also note that there will be increased traffic and increased loading on all services. Their concern is that "it will be hard to recognize our charming village" and that the volume of development is "alarming".

In response to these comments, it is important to note that the Village's zoning standards for building separation will be met by the proposed development. The reduction in the minimum lot frontage of the R2 zone does permit a slightly higher density than would be permitted under a strict implementation of the standard R2 zone provisions. It is also relevant to understand that urban development standards (on municipal sewer and water services) have been trending to smaller, more compact lots, as part of provincial policies that support greater intensification and efficient use of land.

Don & Lynn Telford

Mr. and Mrs. Telford provided written comments dated November 18, 2020. Their email expressed concerns with the drainage of the subdivision and questioned what is being planned to manage stormwater in the area of their property located at 1317 Read Street. At the public meeting, the proponent's agent suggested that there may be a retaining wall or the property could be developed as a walk out. Mr. Telford noted that a walk-out design "would allow water to drain towards the Black's property and my own property and not towards the proposed subdivision." It was also noted that the retaining wall constructed in Phase 1 (Mr. Flemings property) has been problematic and causing negative effects.

Mr. Telford asked the question "who would be responsible for future maintenance of this wall and the drainage issues it will create?" He wanted to know who to speak to against (in opposition to) the retaining wall. He also asked, "will the drainage issues become the responsibility of the municipality?"

Mr. Telford stated that "in my opinion giving the developer road allowances to increase the number of lots is short sighted." He went on to say that keeping the road allowances would eliminate the majority of the concerns of the residents that about the new development. He also noted that there is no green space in Phase II. He stressed that "Lynn and I are not anti-development, but we would like to see it done in such a way as to not damage our property and effect our quality of life."

In response to these comments, the developer is responsible for ensuring that drainage from the development is contained and managed and does not have a negative impact on neighbouring properties. It is recommended that the developer provide confirmation on how they propose to manage drainage, especially along the western boundary of the subdivision. Typically, a municipality would assume ownership of drainage works such as the stormwater management pond once it has been constructed by the developer. Ownership of rear-yard drains and features such as retaining walls is yet to be determined. The matter of the unopened road allowances, and whether they will be transferred to the developer and under what terms, has yet to be determined.

Robbie Giles

Mr. Giles provided written comments dated November 16, 2020. He referenced Section 3.2 of the Planning Justification Report which related to the EIS by Bowfin Environmental Consultants dated November 2019. This report identified several potential SAR for the general area, and that the appropriate species-specific surveys were completed. The report noted



the presence of Category 3 habitat for Eastern Whip-poor-will in the southern edge of the subject lands. Mr. Giles question was “whether the municipality’s Environmental Committee was consulted or asked to provide advice regarding any mitigation strategy to protect the habitat of this at-risk species?” He was disappointed that the report did not identify any “protection strategies”.

In response to the concerns regarding the EIS, reference is made to an email from the County Planner to Mr. Giles bringing to his attention the mitigation measures contained within the EIS (pages 39 & 46), including bird-specific mitigating measures. The County Planner also confirmed that the EIS has been reviewed by the Ministry of the Environment, Conservation and Parks (MECP). The MECP have concluded that it is likely Sections 9 or 10 of the *Endangered Species Act, 2007* will not be contravened if the recommended mitigation measures in the EIS are followed. The MECP comments also included a recommendation to modify the approach for bat mitigation. It was confirmed that the normal process is that a condition of draft approval is imposed which requires the owner of the lands to implement all of the recommendation/mitigation measures contained in the EIS through the subdivision agreement, which is registered on the title of the property.

Don & Lynn Telford/Daniel Black & Alice Mills

Mr. and Mrs. Telford and Mr. Black and Ms. Mills submitted joint written comments on their “shared common concerns” dated November 12, 2020. Their submission was lengthy and fell into six main categories: Well-water quality and potential well damage; basement foundation damage; residential crowding; storm & spring-time runoff drainage; environmental impacts; and increased fire hazard.

Their concerns about well water quality and potential well damage relates to the potential for blasting or hydraulic hoe hammering associated with Phase II. It was stressed that their properties are dependent upon properly functioning well and septic systems. The heavy and sustained fracturing of the bedrock poses a threat to their wells. It was their view that the developer must be held accountable if excavation results in sudden damage to the well casement. They asked for notification before any excavation work starts and monitoring of water quality by the Village.

Damage to foundations during blasting and hydraulic hoe hammering was also mentioned as a concern. They asked that the “municipality go on record stating it will follow-up with basement monitoring once blasting or hydraulic hoe hammering begins”.

They expressed a zoning concern about a proposed reduction of the minimum lot frontage to 12 m. They “feel that this type of crowded development is contrary to the look and feel of neighbourhoods throughout the village.” They requested that the “municipality ensure there is a proper treed buffer maintained between the subdivision and the existing homes along Read and Alice Streets” area. As well, they asked for the developer to establish a fence along the back of its property. They do not want to see a high, unattractive stone wall at the rear of their property.

They asked the question whether any portion of the infrastructure cost of establishing this subdivision will be borne by the municipality, and whether the unopened road allowances will be sold or given to the developer?

They expressed concerns about seasonal drainage issues due to the fact that the “proposed subdivision is being built on higher elevation than the existing homes immediately to the north and west.” They also requested that the municipality ensure that the drainage pond be inspected regularly and maintained in good working order.

They highlighted general environmental concerns and requested that the municipality give serious consideration to the need for an environmental impact study. They also expressed hope that the subdivision includes the planting of a variety of trees natural to the area, and identified concerns related to potential brush fire hazards.

In conclusion, they expressed concern with losing green space to higher density housing and the “diminishment of the rural-like setting we once had in Merrickville.” They stressed they are not opposed to the development, “we just want it done carefully.”



In response to these comments, we concur with the comments from the developer's agent at the public meeting where it was stated that it is standard operating procedure to require "pre-blast" surveys of surrounding properties. Pre-blast surveys are the responsibility of the developer and this requirement is typically included as a condition of draft approval and detailed in the subdivision agreement. This requirement would apply to both wells and foundations. With respect to hoe ramming, the issue of concern is typically related to noise. A pre-blast survey is not typically required for hoe ramming given that vibrations are low enough not to impact surrounding properties. It is recommended that the applicant provide clear direction on how they intend to deal with blasting or hoe ramming, including a notice protocol to surrounding property owners for consideration by Council.

The reduction of the minimum lot frontage from 18 m to 12 m will certainly increase the density of development of the property. This matter is dealt with in detail in the Planning Issues and Options comments below. A tree planting plan and a fence plan can be required as conditions of draft approval and reflected in the final design of the subdivision and the associated subdivision agreement.

It is typical that all costs associated with private development proposals are borne by the developer. There is usually a condition of draft approval that requires the developer to assume all costs associated with the development of the property. Eventually, elements such as streets, sidewalks, in-ground infrastructure (sewer and water), and stormwater management facility, all get transferred to the ownership of the municipality once developed and approved by the municipality. The details of this transfer can also be addressed in the subdivision agreement.

An Environmental Impact Statement has been prepared in support of this subdivision proposal and it has been reviewed by MOECP. The recommendations of the EIS can be implemented through the subdivision agreement which is registered on the title of the lands.

Charles Goyette

Mr. Goyette provided written comments, asking the question "will Council commit to request that the contractors implicated in the development of McLean Landing Phase 2, access the residential subdivision via the County Road 16, as oppose to Sophie Lane or Margaret Street?"

In response to this question, it is typical for a developer to identify the "construction traffic" route that will be used during the building of the subdivision. The construction traffic route is commonly referenced in the subdivision agreement which is registered on title and binding to all parties. The construction traffic route has not yet been determined by Council.

Planning Issues and Options:

Based on our review of the subdivision application, we have identified the following issues:

1. Parts of the proposed development are located on lands that are former unopen road allowances. Confirmation that the unopened road allowances are in the ownership of the applicant is required, or arrangements should be made with the Village to transfer the lands to the applicant through the subdivision process. If the lands are within the Village's ownership, it is Council's prerogative to decide to transfer the lands to the developer. If the Village decides not to transfer the unopened road allowances to the developer, there will be a need for the developer to redesign the draft plan of subdivision.
2. The mix of single detached dwellings (38 units) and semi-detached dwellings (10 units) being proposed, result in a net density of approximately 28 units per net hectare of development lands (i.e. 1.7 ha of net residential lands excluding roads). The Official Plan sets a maximum low-density requirement of 22.7 units/net ha. The Official Plan does allow for an increase in this density requirement for proposals that include semi-detached and duplex development. The proposal is to include up to five semi-detached dwellings which allows the modest increase in the low-density targets, bringing the proposal into conformity with the Official Plan. If Council is concerned about



the density of development being proposed, not reducing the minimum lot frontage of the R2 zone as requested would result in a lower density of development. This would result in the developer having to redesign the draft plan to reflect the current standards of the R2 zone.

3. It is important to understand the anticipated traffic flow generated from this proposed subdivision. The direct connection to County Road 16 via Street 1 is proposed to be a right-in/right-out intersection. This is recommended in the Traffic Brief due to limited sight lines for left-bound traffic. The implication of this design, is that much of the traffic bound for downtown Merrickville will access St. Lawrence Street via Sophie Lane and not use Street 1. This, plus the additional load anticipated from the Merrickville Grove Draft Plan of Subdivision, may result in a combined traffic load that should be assessed in terms of the capacity of Sophie Lane and intersection control at Sophie Lane and St. Lawrence Street. The Village may wish to consider alternative access to the proposed right-in / right-out Street 1 access west of Sophie Lane, and/or consider requesting that the County lower the speed limit to 50km/hr along County Road #16 west of the proposed access. Additional traffic impact analysis on this issue is recommended.
4. The developer should identify the preferred construction traffic route into the subdivision for Council's consideration.
5. The application is silent on the issue of housing affordability. The application submitted does not include any of the requested housing affordability information. The price range for the proposed dwellings should be provided to Council so that they are aware of the housing affordability of the proposed development.
6. There is no information contained in the Planning Justification Report or draft plan that would address pedestrian travel via sidewalks or pathways. Additional information related to active transportation is recommended.
7. The subject lands are impacted by the 500 m Waste Disposal Influence Area, as identified on Schedule B-3 of the Official Plan. The Planning Justification report is silent on this matter. It is recommended that the applicant address the relevant policies of the Section 4.4.2 of the Official Plan.
8. The Serviceability Report prepared for the subdivision indicates that there is available capacity in the wastewater treatment plant for the additional flows from Phase II of McLean Landing. Based on our understanding of the Village's sewage treatment plant, it is understood that the plant is operating at or near capacity. We are aware that the Village is undertaking measures to reduce infiltration for the purpose of securing additional capacity for development. Confirmation of sufficient reserve capacity in the sewage treatment plant to support the proposed draft plan of subdivision is recommended, prior to Council recommending approval of the subdivision by the United Counties.

We have also reviewed agency comments provided by the UCLG Planning Department. There does not appear to be any major issues or concerns identified by the agencies. MOECP stressed the need to ensure there is adequate water and sewage servicing capacity to support the development. The RVCA has identified draft conditions to address stormwater control matters, ensure erosion and sedimentation controls are in place, implementation of the recommendations of the EIS, and the need for Geotech analysis. The Health Unit stressed the need to consider active transportation features, tree planting, traffic calming, public open space, sanitary treatment capacity, and climate change resilience.

Planning Comments: Zoning By-law Amendment

It is recommended that a decision on the proposed zoning by-law be deferred until after the County has issued a decision for approval of the draft plan of subdivision. Approval of a zoning by-law amendment for the property should be implemented as a condition of draft approval for the subdivision. This will allow for the public and agency comments to be considered by the Council prior to making a decision on the zoning by-law.



The Zoning By-law Amendment is requesting the minimum lot frontage of the R2 zone be reduced from 18 m (60 feet) to 12 m (40 feet). Most of the proposed lots appear to have frontages closer to 15 m, with relatively few lots in the 12 m range. It may be more appropriate to consider reducing the minimum frontage from 18 m to 15 m and “spot zone” the few lots that would not meet this standard. The applicant’s planner indicated support for this recommendation at the public meeting. Confirmation of this position from the applicant is recommended.

Should Council be concerned about the density of development being proposed in the draft plan of subdivision, consideration could be given to maintaining the R2 zoning standards and requiring lots with 18 m of frontage. This would require the applicant to redesign the draft plan of subdivision.

Summary & Recommendation

The above planning comments are for consideration by Council as they deliberate the merits of the McLean Landing Phase II draft plan of subdivision.

Council should give consideration to the comments provided by the public. The responses to their comments contained in this report are provided for Council’s information and may lead to specific conditions of draft approval should Council agree with the responses.

There are matters related to unopened road allowances, density of development, traffic impact analysis, affordability, landfill influence area, active transportation, and sanitary treatment capacity that should have additional consideration by the applicant prior to a final decision by the Village Council.

All of which is respectfully submitted.

Sincerely,

Jp2g Consultants Inc.
ENGINEERS • PLANNERS • PROJECT MANAGERS

A handwritten signature in black ink, appearing to read 'M. J. Symon', is written over a light blue rectangular background.

Forbes Symon, MCIP, RPP
Senior Planner

November 12, 2020

TO: The Village of Merrickville-Wolford

FROM: Merrickville residents Lynn Barr-Telford, Donald Telford, Alice Mills and Daniel Black

Subject: Application for approval of a plan of subdivision United Counties of Leeds and Grenville Application File No. 07-T-20202, Application to amend Zoning By-Law No. 23-08 of the Village of Merrickville-Wolford.

We are writing to you in regards to the proposed amendment to grant "an exception to the current R2 zoning to allow for minimum lot frontages of 12 metres for single detached dwellings." The subject lands are in Phase Two of the Merrickville Grove subdivision, Merrickville, Ontario.

Described below are the shared common concerns (to date) from the Telfords residing at 1317 Read Street and the Mills/Black homeowners at 228 Alice Street in the village of Merrickville-Wolford. Both households are among several dwellings that border Phase Two of the proposed subdivision, and we trust that as ratepayers our concerns and questions will be acknowledge and addressed by the Village of Merrickville-Wolford and by the developer. We ask this because previous, respectfully written letters addressed to the Village Municipal Office in regards to the unopened road allowances and neighbouring housing developments have, unfortunately, not been acknowledged in any form by the Municipality, let alone commented on.

Our joint concerns fall under six main categories: Well-Water Quality and Potential Well Damage; Basement Foundation Damage; Residential Crowding; Storm and Spring-time Runoff Drainage; Environmental Impact; Increased Fire Hazard.

Well Water Quality and Potential Well Damage

We are seeking assurance from the municipality that each of our households, as well as other households along Alice and Read streets bordering Phase Two, receive at least two weeks notification before any blasting or hydraulic hoe hammering begins in Phase Two. All of these existing homes (thirteen in total) are dependent on properly functioning well and septic systems.

Specifically dealing with the authors of this letter, we can state that their households have been carefully monitoring their well water and have now increased the level of monitoring in light of subdivision development in the area. The well at 228 Alice Street is located approximately 50 metres from the northern border of the proposed subdivision. Heavy and sustained fracturing of the bedrock poses a threat to this and other wells in the immediate area, although water quality and well casement and pump damage can also be caused by fracturing that occurs at a greater distance. On November 6, 2020, the water at 228 Alice Street, for example, was determined by Public Health Ontario laboratory testing to be free of bacterial contamination (Total Coliform and E.coli). This result is part of an ongoing baseline of testing maintained by the property owner.

In our view, the developer must be held accountable if excavation (hammering or blasting) results in sudden damage to the well casement and well pump and/or any form of contamination of well water. The property owners at 1317 Read Street note that when work was done in the original phase of the subdivision (Phase One) they sustained major damage to their well. "As we were never notified when blasting and excavation work was to be done we did not have our well inspected or a water test done,"

note the Telfords. "As we found out after our well was damaged and our water compromised, the developer (at the time) was not responsible because we had no baseline testing done. We are now asking for notification before any excavation work starts and monitoring of water quality by the town."

Potential for Basement Foundation Damage

Damage to foundations of existing homes near to or bordering any sub-division development can occur during blasting or hydraulic hoe hammering. The property owners at 1317 Read Street recall that homeowners living close to Phase One were told at a public meeting several years ago that their basement foundations would be monitored by the municipality. The same property owners state that there was no follow up and this monitoring never occurred. They are now very concerned that this will be repeated in Phase Two. We, therefore, ask that the municipality go on record stating it will, indeed, follow up with basement monitoring once blasting or hydraulic hoe hammering begins so close to these existing homes. This could even take the form of a pre-emptive phone call asking residents if they have recently checked their well and noticed any change in water quality, although, you can be assured that we will be pro-active in this regard.

Residential Crowding

If the application is approved, the re-zoning will permit minimum lot frontages of 12 metres for a single detached home. Such a change would make it far more economical for the developer to fit a maximum number of dwellings within his lands. It is our understanding, of course, that final approval of this zoning change requires three readings, and therefore it is not a change that can be approved in one meeting. The property owners, therefore, request that they be informed directly of the application's status.

If approved and construction proceeds as planned, the property owners at 228 Alice Street and 1317 Read Street would each have four new housing lots directly behind their lands. We feel that this type of crowded development is contrary to the look and feel of neighbourhoods throughout the village, even Phase One, where, it is clear from your map that there are a lot fewer dwellings on a slightly smaller parcel of land: 18 lots in Phase One vs 43 lots in Phase Two.

Furthermore, the fact that this development is within, but also on the outskirts of the village should not compromise the look and feel of the village because someday this same subdivision may no longer be on "the outskirts" of the village.

At a minimum, the municipality should ensure there is a proper treed buffer maintained between what would become a 61-home sub-division (Phase One and Two) and the existing homes along Read and Alice Streets. Another minimum measure would be for the municipality to ensure the developer raises a fence along the back of its property. Although, it must also be stated that the last thing existing property owners on Read and Alice Streets want is a high, unattractive stone wall which, owing to much higher grade on the sub-division side, would be well above the ground level of existing backyard properties. Such walls are commonly found in large urban sub-divisions and they are not exactly aesthetically pleasing. We, therefore, ask the municipality to pay close attention to this concern expressed by long-time ratepayers who consciously chose to not live in a crowded urban-like setting.

The homeowners who signed this letter are also curious about what impact this development will have on the infrastructure of the village as whole, e.g. roads, fire, public works, landfill. We are also curious to know what-if any-portion of the infrastructure cost of establishing this sub-division will be borne by the

municipality and whether, in fact, the unopened road allowances have been sold by the municipality to the developer or given to the developer at no cost? Several years ago, the owners of 228 Alice Street specifically wrote a letter to the municipality on the subject of the unopened road allowances behind their property, but received no acknowledgement to their enquiry.

Storm and Spring-time Runoff Drainage

The above mentioned property owners are also questioning how storm and snow-melt runoff will be handled. Like Phase One, the proposed sub-division is being built on a higher elevation than the existing homes immediately to the north and west. We are, naturally, very concerned about drainage. In addition to the higher natural grade, houses are built up as a cost saving measure owing to the rock that exists in this area. When such properties are built and landscaped the grade differential between the subdivision and the surrounding existing properties can be significant. The homeowners at 1317 Read Street note that to date they have never had a wet lot "or even had their sump pump run" and they certainly do not want to see this suddenly change.

When Phase One of the sub-division gained approval, the work began with the clear-cutting of all the trees. This eventually carried on to basement excavation, but the land-minus its foliage sat vacant for several years. As a result, the property owners at 228 Alice Street experienced a lot more spring-time and storm runoff (in a north-north-easterly direction) onto their property from the development in progress. This problem was experienced even though Phase One included a drainage pond.

Another problem during Phase One occurred when ground excavated for basements was left vacant for long periods of time before house construction began. Rainwater and snow-melt filled at least one of these excavations and slowly seeped into the ground water through the summer months. The addition of paved roads and driveways on land supporting far less tree and grass coverage reduces rainwater and melt-water absorption and so it is absolutely essential that the municipality ensure the drainage pond is inspected regularly, maintained, and in good working order for both Phase One and Phase Two.

To compensate for this extra water runoff and the perceived threat of larger storms into the future, the property owners at 228 Alice Street upgraded-at considerable cost-their sump pump and sump pump discharge system. The homeowners at 228 Alice Street and 1317 Read Street would like a guarantee from the municipality that Phase Two will include measures to ensure drainage from Phase Two will not add to this threat.

Environmental Impact

Up until recently, we have been very fortunate to live in a village that has offered a corridor of green space through the town. However, we see this slipping away as new, densely packed

housing developments arise. As part of any plan to approve sub-division development within the village, we sincerely hope the municipality takes very seriously the need for an environmental impact study. This particular part of Merrickville is unique because of its now limited green

space which is becoming smaller by the day. It is an important habitat for flora and fauna. A

variety of bird species, including tiny northern saw-whet owls, have traditionally found refuge here, along with a variety of other welcomed species, namely red fox and white-tail deer. One of the most impressive turkey vulture roosts is located in the wooded area to the east of Alice and Wallace streets,

an area that is now being disturbed by subdivision development. Also at risk in the immediate area of the Merrickville Grove sub-division are endangered Butternut trees. The property at 228 Alice Street, fortunately, is home to a rare Wild Honey Locust. It is also hoped that any new sub-division include the planting of a variety of trees natural to this area, including pine, cedar, and poplar, to help replace the many that have been cut down. Such a step would help preserve the environment for future generations.

Potential Fire Hazard

The potential for a brush fire in the middle of the village is a serious concern for the homeowners at 228 Alice Street and 1317 Read Street. With more housing development comes more people and when mixed with a much drier climate, the potential for a serious brush fire exists. The remaining pine copse or forest on and around the properties along Read, Alice and Wallace streets become tinder dry in summer and the ground is strewn with dry pine needles and natural deadfall. A discarded cigarette, a spark from a barbeque or backyard fire pit could easily create a serious problem. If public or developer controlled walking paths are developed, we ask that proper signage warning of this hazard be erected.

Conclusion

Sadly, it seems to us that we've reached a point where green space is losing out to higher density housing. The economic advantages for those who hope to profit from real estate and new home construction are certainly clear as are the simple and important advantages of just having more available housing and a wider tax base for the municipality. But-as long-time residents-it is hard to witness the slow erosion of green space, the advent of crowded sub-divisions, and the diminishment of the rural-like setting we once had in Merrickville. To be very clear, we are not opposed to development, we just want it done carefully, in such a way that addresses the

concerns of those who already live here and pay taxes. We sincerely hope it is done in such a

way that permits more housing, but also works-top-of-mind-toward maintaining or preserving the rural and historical character and ecosystem of our unique, albeit changing village.

Thank you for your time, and we look forward to your earliest reply.

Daniel Black and Alice Mills 228 Alice Street, Merrickville, ON, K0G 1N0

Donald Telford and Lynn Barr-Telford, 1317 Read Street, Merrickville, ON, K0G 1N0

Good Afternoon Mike,

We were unable to attend the public meetings held on Nov 17 regarding this housing development which happens to be right across the street from our home.

We are happy that the development is finally going ahead. This piece of land has been an eyesore for many years now.

As we have been watching Phase 1 going up all summer we are dismayed by how close together the homes are. Sadly by the plans we received for Phase 2 it looks like it will be more homes, 43 no less crammed together also. Very little outside space for, lawns, gardens, trees or places for kids to play. It looks much more like Kanata than Merrickville. Why would we allow this ?

We can only conclude that putting as many houses as possible in an area is pure greed on the part of the developer.

The houses are attractive although many look the same and appear to be well built but again why so close together.

The large number of people who will be inhabiting these homes will greatly increase traffic and will increase the load on all our services.

Add the doubly large development planned just behind this one and it will be hard to recognize our charming village. We are not against development and we welcome new people, we just think the volume is alarming.

These are our concerns.

We understand that comments can be submitted up to Dec. 9 so we trust that you will convey our concerns.

Respectfully submitted.

Don and Lois Driscoll
3765 County Road 16,
Merrickville

Hi,

I posed counsel a question/request at the Tuesday, November 17, 2020 6:00 pm meeting and was ask to submit the question via email, so here's my request

Will counsel commit to request that the contractors implicated in the development of the McLean Landing Phase 2, access the Residential Subdivision via the County Road 16, as oppose to Sophie Lane or Margaret street.

Please let me know how this request will be handled and responded to

Thanks

Charles Goyette

119 Sophie Lane

Merrickville

Good Morning Bob.

I am writing in regards to the public meeting the night of November 17 2020.

I have a couple of concerns regarding the meeting last night. When asked about drainage the developers representative (Lee Sheets) went on record as saying that all drainage would be back towards the centre of the subdivision and not in a westerly or northerly direction. He then contradicted himself by saying that "walk out units" might utilize the hill and leave the existing slope. Leaving the slope would allow water to drain towards the Blacks property and my own not towards the proposed subdivision.

In conversation with me you pointed out the problems Mr Rob Fleming is having with the poorly built retaining wall on his property the corners of Cty rd 16 and St Lawrence st. And the effect it is having on his property value. You heard Mr Sheets state that a retaining wall could be built by the developer. This would be in Blacks back yard and a corner of mine. I question who would be responsible for future maintenance of this wall and the drainage issues it will create. You stated that I should resist or protest the building of a retaining wall. How do I go about doing this. Will these drainage issues become the responsibility of the municipality as the water would flow onto municipal property that the municipality will then have to deal with. As you may recall I had Gord Uniacke design the drainage of my backyard, on his advice all drainage was built on my property as to maintain control of it.

I went to the meeting for the first phase, we as residents were given all the same reassurances that Mr Sheets gave last night. Mr sheets also stated that the developer was insured for such issues. That was a warning flag for me that damage might be done and that a costly lawsuit might follow. It cost me a significant amount of money to rectify the problems blasting and excavation created with my well. Which at the time the developer and the chief building officer said there was no recourse. I would like to think the municipality will protect existing residents as well as proposed new ones.

It is my opinion that "giving " the developer road allowances to increase the number of lots is short sighted. By retaining the road allowance the municipality would eliminate the majority of the concerns of the residents that about the new development.

I noted in the plan there is no green space at all planned for this 2nd phase.

Lynn and I are not anti development, but we would like to see it done in such a way as to not damage our property and effect our quality of life. We bought the property knowing we could have a street at the rear of our property not 6 backyards and a damaged well.

I would also like to get a copy of the environmental assessment , I was told it would be available on line but can not find it.

Regards Donald Telford/ Lynn Barr-Telford

To:

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

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

Mayor and Council, Municipality of Merrickville-Wolford

317 Brock Street West
P.O. Box 340 Merrickville, ON, K0G 1N0

Date: November 16, 2020

Subject:

Public Input to Draft Plan of Subdivision and Zoning By-law Amendment Applications County Road 16,
Merrickville (PIN 681080653) Novatech File #: 118165

Dear Ms. Mills, Mr. Robertson, Mayor Struthers and Council

This correspondence is intended as input to the deliberations of the Council of Merrickville-Wolford and the United Counties of Leeds and Grenville concerning the Draft Plan of Subdivision submitted by Novatech Engineers, Planners and Landscape Architects.

The following paragraph appears in section 3.2 of the report.

3.2 United Counties of Leeds and Grenville Official Plan

An Environmental Impact Study (EIS) by Bowfin Environmental Consulting dated November 2019 submitted with the application identified several potential SAR for the general area and the appropriate species- specific surveys were completed. These documented the presence of Category 3 habitat for Eastern Whip- poor-will in the southern edge of the subject lands.

I am most interested in knowing whether the municipality's environment committee was consulted or asked to provide advice regarding any mitigation strategy to protect the habitat of this at risk species.

Simply stating, in the report, that *appropriate species- specific surveys were completed* , without providing protection strategies, is disappointing.

I appreciate any efforts you are able to make, on behalf of the environment, when considering new developments.

Yours truly, Robbie Giles

Resolution Number: R - - 20

Date: December 14, 2020

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-09-2020, with respect to Ontario Regulation 284/09; and

That Council does hereby adopt the report reflecting the 2020 budget as adjusted to reflect the PSAB expenses as required under Ontario Regulation 284/09.

Carried / Defeated

J. Douglas Struthers, Mayor

For Clerk's use only, if required:

Recorded Vote Requested By:

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



Village of Merrickville - Wolford

Report FIN-09-2020
Finance Department
Information Report to Council

RE: Ontario Regulation 284/09

OBJECTIVE: That Council adopt the report reflecting the 2020 PSAB expenses as per Ontario Regulation 284/09.

RECOMMENDATION:

THAT: Council adopt the report reflecting the 2020 budget as adjusted to reflect the PSAB expenses as required under Ontario Regulation 284/09.

BACKGROUND:

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

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

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

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

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

ANALYSIS:

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

The municipal budget excluded the following expenses:

1. The estimates for closure and post-closure costs for the landfill site are \$2,810,000 with \$945,439 accrued at the end of 2019. The solid waste landfill closure and post closure expense is estimated at \$40,534 for 2020.
2. The amortization of capital expenses is estimated at \$800,000 for 2020.

The net result of the exclusion of amortization and solid waste and landfill closure and post-closure costs is a forecasted decrease to the accumulated surplus of \$840,534. These are changes to accounting and reporting requirements under PSAB and are a financial accounting treatment only and do not affect operating surpluses. The difference is one of financial presentation only.

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

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

Conversion from Fund to Accrual Accounting:

Operating Budget Surplus/Shortfall	\$0
Less Amortization Expense	\$800,000
Add Budgeted TCA Acquisitions	\$628,878
Less Proceeds of new Debentures	N/A
Add Debt Principal Payments	\$284,897
Add Transfers to Reserves	\$515,733
Less Transfers from Reserves	\$608,032
Post-Employment Benefits	N/A
Less Changes in Unfunded Landfill Closure and Post Closure Liability	\$40,534
Estimated Impact on the Ending Accumulated Surplus	\$-19,058

BUDGET/LEGAL IMPLICATIONS:

None.

LINKS TO STRATEGIC PLANS:

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

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

Ensuring efficient, effective services and civic engagement

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

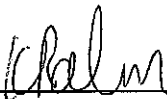
CONCLUSION:

For information purposes.

ATTACHMENTS:

None

Submitted by:



Kirsten Rahm,
Manager of Finance - Treasurer

Approved by:



Doug Robertson, CAO/Clerk

Resolution Number: R - - 20

Date: December 14, 2020

For Clerk's use only, if required:

Recorded Vote Requested By:

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

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report CAO-11-2020, being the 2020 Emergency Management Program Annual Review report, for information purposes.

Carried / Defeated

J. Douglas Struthers, Mayor



Village of Merrickville - Wolford
Information Report to Council
Emergency Management Program Committee
Report CAO-11-2020
Date to Council: December 14, 2020

RE: 2020 Emergency Management Program Annual Review

OBJECTIVE: To provide Council and the public with an update regarding the Emergency Management Program in 2020, for information purposes.

RECOMMENDATION:

THAT Council receive report CAO-11-2020, being the 2020 Emergency Management Program Annual Review report, for information purposes.

BACKGROUND:

The *Emergency Management and Civil Protection Act*, Section 2.1(1), states that "Every municipality shall develop and implement an emergency management program". Further, O. Reg. 380/04, paragraph 11(6), states that the Emergency Management Program Committee (EMPC) shall conduct an annual review of the municipality's Emergency Management Program and shall make recommendations to Council for its revision, if necessary. Council passed By-law 65-2019 at their meeting of November 25, 2019 which was a by-law to appoint an Emergency Management Program Committee, a Municipal Emergency Control Group, an Emergency Management Program Co-ordinator and Alternate, and an Emergency Information Officer. On November 26, 2020, the Municipal Emergency Control Group and Emergency Management Program Committee met to conduct an annual review of the Emergency Management Program in order to be compliant with the above-referenced legislation.

ANALYSIS

The Village of Merrickville-Wolford covers an area of 213.8 square kilometers and has a population of approximately 3,067 (2016 census). The Village of Merrickville-Wolford is mostly comprised of a rural area (200 km/sq.). The remaining area is residential and commercial. There are no major 400 series highways in the municipality, however, two rail lines pass to the north and west of the Village. While conducting a review of the Hazard Information and Risk Assessment (HIRA) for the Village, natural, human and transportation are the areas that have been identified as key areas of potential hazards.

2020 Annual Emergency Review

Ontario Regulation 380/04 requires that members of the Municipal Emergency Control Group must meet annual training requirements. The requirements are outlined in Guidance Note 2018-02-06 of the Fire Marshal and Chief, Emergency Management Ontario, which reads as follows:

“...all members of the MCECG, as designated under O. Reg. 380/04, s. 12, are required to annually demonstrate an adequate level of training in each of the following areas:

- Knowledge of all of the components of the municipal Emergency Management program, including, but not limited to, the municipal HIRA and Critical Infrastructure list;*
- Knowledge of their municipality’s Municipal Emergency Plan, including their roles and responsibilities, and those of organizations which may have a role in response;*
- Knowledge of the procedures used to activate and operate under the Municipal Emergency Plan;*
- Knowledge of the notification procedures used to notify members of the MCECG when the Municipal Emergency Plan is activated; and*
- Knowledge of the location, communications infrastructure and technology in their municipal Emergency Operations Centre”*

The Municipal Emergency Control Group (MCECG) met on November 26, 2020 in order to review the Emergency Response Plan that was adopted by Council through the passing of By-law 66-2019 on December 12, 2019. There are no necessary revisions identified by the MCECG in relation to the Plan at this time.

The MCECG, which includes the full membership of the Emergency Management Program Committee, reviewed the notification process that would be used in order to call the MCECG together in case of an emergency or potential emergency situation. A notification test was completed on November 26, 2020 through the “Who’s Responding” program and the MCECG agrees that this is an efficient and effective way of providing notification to the members in the event of an emergency.

The members of the MCECG reviewed their specific roles and responsibilities which are outlined in the Emergency Response Plan in the case of an emergency or other situation where the MCECG is called together.

The Primary Emergency Operations Centre for the Village is the Fire Hall, with the Secondary Emergency Operations Centre being the Eastons Corners Centennial Hall. In an effort to enhance communications within the Primary EOC, legacy phone lines were installed in 2020. A budget request for legacy phone lines to be installed at the Secondary Emergency Operations Centre will be forthcoming during 2021 budget deliberations. A process has been identified this year to allow for power from the Fire Hall to assist with continuity of operations and allowing power to the server in the event of an electrical service disruption.

The MCEG conducted a review of local hazards and potential emergencies, as well as a review of the critical infrastructure specific to the Village and surrounding area. No new hazards or critical infrastructure were identified by the MCEG at this time.

Impacts of COVID-19

Please see attached as Schedule "A" to this report correspondence from Teepu Khawja, Assistant Deputy Minister and Chief, Emergency Management Ontario dated September 4, 2020. As a result of the COVID-19 pandemic, an amendment was made to Ontario Regulation 380/04 to exempt municipalities from conducting the annual emergency exercise in 2020. This comes as a result of many municipalities, including the Village of Merrickville-Wolford, activating their emergency response plans and Municipal Emergency Control Groups to respond to COVID-19. The Village's MCEG was one of the first in the area to activate and held its first meeting on March 13, 2020, in advance of the Provincial Declaration of Emergency.

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 meeting legislative requirements, ensuring an effective Emergency Management Program and training for MCEG and Committee Members is in place, the Village is ensuring safety precautions and measures are in place to protect citizens and visitors. 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

In 2020, the Emergency Management Program for Merrickville-Wolford has evolved and continues to move forward with personal and corporate preparedness, staff training and logistics. All requirements for compliance with the Emergency Management and Civil Protection Act, as well as O. Reg. 380/04, have been met. The Emergency Management Program Committee and the Municipal Emergency Control Group have no recommendations for Council's consideration at this time.

Submitted by:



Doug Robertson
CAO/Clerk/Director, Economic Development
Chair, Emergency Management Program Committee/Municipal Emergency Control Group

Office of the
Fire Marshal and
Emergency Management

25 Morton Shulman Avenue
Toronto ON M3M 0B1
Tel: 647-329-1200

Bureau du
commissaire des incendies et
de la gestion des situations d'urgence

25, rue Morton Shulman
Toronto ON M7A 1Y6
Tél.: 647-329-1200

MEMORANDUM TO: Ministry Emergency Management Coordinators (MEMC)
Community Emergency Management Coordinators (CEMC)

FROM: Teepu Khawja
Assistant Deputy Minister & Chief, Emergency Management
Ontario (EMO)

DATE: September 4, 2020

SUBJECT: Amendment to Ontario Regulation 380/04 under the
Emergency Management and Civil Protection Act (EMCPA)

I am writing today to confirm an amendment to Ontario Regulation 380/04 under the Emergency Management and Civil Protection Act (EMCPA) which exempts the requirement for ministries and municipalities to conduct an annual emergency exercise in 2020. This amendment takes into consideration the emergency response activities that you, your Ministry Action Groups and Municipal Emergency Control Groups have engaged in this year as a result of the COVID-19 pandemic.

We will continue working with you to ensure your programs meet the other EMCPA requirements for 2020. In the meantime, COVID-19 has provided a unique opportunity to examine current emergency plans and programs and take actions to enhance and improve them for the future. I would encourage each of you to conduct a formal After Action Review to consider the lessons learned from your response to the pandemic and use these lessons to evaluate, develop and evolve your emergency management programs, while continuing to ensure the safety of the people of Ontario.

If you have any questions or concerns about this amendment, or if you require assistance in planning your After Action Review, please contact Chris Pittens at Chris.Pittens@ontario.ca (for municipalities) or Trevor Sinker at Trevor.Sinker@ontario.ca (for ministries).

Sincerely,



Teepu Khawja
Assistant Deputy Minister & Chief, Emergency Management Ontario
Office of the Fire Marshal and Emergency Management

Resolution Number: R - - 20

Date: December 14, 2020

For Clerk's use only, if required:

Recorded Vote Requested By:

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

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that:


The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive receive report DEPC-01-2020 regarding the 2021 Council Meeting Schedule; and

THAT Council does hereby approve the 2021 Council Meeting Schedule, as follows:

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

Carried / Defeated

J. Douglas Struthers, Mayor

 <p>MERRICKVILLE-WOLFORD <i>Jewel of the Rideau</i></p>	<p>Village of Merrickville - Wolford</p> <p>Report DEPC-01-2020 of the Clerk's Department Information/Action Report to Council Date: December 14, 2020</p>
<p>RE: 2021 Council Meeting Schedule</p>	

OBJECTIVE:	To provide Council with a proposed Council Meeting Schedule for 2021.
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RECOMMENDATION:

THAT Council receive report DEPC-01-2020 regarding the 2021 Council Meeting Schedule; and

THAT Council does hereby approve the 2021 Council Meeting Schedule, as follows:

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

BACKGROUND:

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

ANALYSIS:

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

As a result of COVID-19, there are fewer conflicts arising in the 2021 schedule as some conferences have already been cancelled or are scheduled to be held virtually.

In 2021, potential conflicts with the regularly scheduled second and fourth Mondays of each month have been identified and are outlined as follows:

The fourth Monday in May falls on the 24th, which is Victoria Day. As such, the regular meeting of Council would be held on Tuesday, May 25, 2021.

The second Monday in October falls on October 11th, which is Thanksgiving. As such, the regular meeting of Council would be held on Tuesday, October 12, 2021.

It has been the practice of Council to hold one meeting in the summer months of July and August. Therefore, the regularly scheduled meetings for the second Mondays of July and August have been omitted in the proposed schedule above.

As the fourth Monday of December falls on December 27th, it is staff's suggestion that this meeting be cancelled due to the holiday season and, as such, this meeting has been left off of the proposed schedule above.

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

BUDGET/LEGAL IMPLICATIONS:

Not applicable.

INTERDEPARTMENTAL IMPACTS:

Not applicable.

LINKS TO STRATEGIC PLANS:

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

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

- Ensuring efficient, effective services and civic engagement.

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

ATTACHMENTS:

Not applicable.

Submitted by:

Approved by:

ORIGINAL COPY SIGNED

Christina Conklin, Deputy Clerk

Doug Robertson, CAO/Clerk/
Director, Economic Development

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 - - 20

Date: December 14, 2020

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that: By-law 66-2020, being a by-law to confirm the proceedings of the special Council meeting of December 14, 2020, be read a first and second time, and that By-law 66-2020 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 66-2020

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 DECEMBER 14, 2020

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

AND WHEREAS it is deemed prudent that the proceedings of the Council of the Corporation of the Village of Merrickville-Wolford (hereinafter referred to as "Council") at its meeting held on December 14, 2020 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 December 14, 2020 and each recommendation, report, and motion considered by Council at the said meeting, and other actions passed and taken by Council at the said meeting are hereby adopted, ratified and confirmed.
2. The Mayor or his or her designate and the proper officials of the Village of Merrickville-Wolford are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required and, except where otherwise provided, the Mayor and Clerk are hereby directed to execute all documents necessary in that regard, and the Clerk is hereby authorized and directed to affix the Corporate Seal of the Municipality to all such documents.

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

Read a first, second and third time and passed on the 14th day of December, 2020.

J. Douglas Struthers, Mayor

Doug Robertson, CAO/Clerk

For Clerk's use only, if required:

Recorded Vote Requested By:

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

Resolution Number: R - - 20

Date: December 14, 2020

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that:

This regular meeting of the Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at _____ p.m. until the next regular meeting of Council on Monday, January 11, 2021 at 7:00 p.m. or until the call of the Mayor subject to need.

Carried / Defeated

J. Douglas Struthers, Mayor