



VILLAGE OF MERRICKVILLE-WOLFORD

**Agenda for Council
Council Chambers**

Regular Council Meeting 7:00 p.m.

Tuesday, October 10, 2023

IMPORTANT NOTICE: This meeting will be held in person and will be open to the public in the Council Chambers. It will also be recorded and livestreamed electronically on the “Village of Merrickville-Wolford” YouTube channel accessible by clicking [here](#).

1. **Call to Order**
2. **Disclosure of Pecuniary Interest and the general nature thereof**
3. **Approval of the Agenda**
4. **Minutes**
 - Approval of Minutes – regular Council meeting of September 11, 2023
 - Approval of Minutes – special Council meeting of September 28, 2023
 - Receipt of Minutes – Library Board meeting of August 15, 2023
5. **Delegations**
 - Sommer Casgrain-Robertson – RVCA
 - Carlos Card – Merrickville Pride
6. **Correspondence**
 - Sarah Rhodes – Pride Flag Decision
 - Kate Folk – Pride Flag Decision
 - Nicole & Dave Hawken – Pride Flag Decision
 - Michelle Davis & Matthew Pestell – Pride Flag Decision
 - Sainte-Marguerite-Bourgeoys – School Luncheon Fee Waiver Request
 - Merrickville Cooperative Playgroup – Fee Waiver Request
7. **CBO**
 - Report CBO-03-2023: Heritage Property Tax Relief Application
8. **Finance**
 - Reserve and Reserve Fund Policy
 - Report FIN-09-2023: Water Meter Replacement
9. **Proclamations**
 - International Day of the Girl
10. **CAO**
 - Committee & Board Appointments – Blockhouse Museum Board, HPAC, Library Board, Police Services Board
11. **Notices of Motion**
 - Initiate Cessation of Train Whistle in Jasper & Merrickville (Mayor Cameron)
12. **Public Question Period to Council**
13. **In-Camera**
 - 1. Personal matters about an identifiable individual, including municipal or local board employees.
14. **Next meeting of Council:** Tuesday, November 14, 2023 at 7:00 p.m.
15. **Confirming By-Law:** 48-2023 re: Confirm Proceedings of Council meeting of October 10, 2023
16. **Adjournment**

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: October 10, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

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 October 10, 2023 as:

___ circulated.

___ amended.

Carried / Defeated

Michael Cameron, Mayor

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: October 10, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

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 September 11, 2023, as

_____ circulated.

_____ amended.

Carried / Defeated

Michael Cameron, Mayor

The Corporation of the Village of Merrickville-Wolford

Monday, September 11, 2023, 7:00 p.m.

Chaired by: Mayor Michael Cameron
Members of Council: Deputy Mayor Anne Barr
Councillor Margaret Gural
Councillor Stephen Ireland
Councillor Ronnie Maitland

Staff in Attendance: Doug Robertson, CAO/Clerk
Julia McCaugherty-Jansman, Deputy Clerk
Brad Cole, Manager, Operations/ Fire Chief

Guests: Forbes Symon, Jp2g Consultants
Tina Stevens, Valley Heartland CFDC
Rob Thompson, Rob Thompson Construction Ltd.

IMPORTANT NOTICE: This meeting was held in person and was open to the public in the Council Chambers. It was recorded and livestreamed electronically on the “Village of Merrickville-Wolford” YouTube Channel accessible by clicking [here](#).

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

Approval of Agenda

R-276-23 Moved by Councillor Gural, Seconded by Councillor Maitland
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 September 11, 2023, as amended.

(Note: The agenda was amended by the addendum to include the Consent Applications B-104-23 and B-105-23 and B-106-23 items to the Planning section.)

Carried as amended.

Minutes

R-277-23 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 approve the Minutes of the regular Council meeting of August 14, 2023, as amended.

(Note: The Minutes were amended to include the direction from Council in the Correspondence section to notify the applicants of the European Classic Car Show to submit future requests through the Community Grants Program when notifying them of Council’s decision.)

Carried as amended.

R-278-23 Moved by Councillor Ireland, Seconded by Councillor Gural
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 August 21, 2023, as circulated.

Carried.

R-279-23 Moved by Deputy Mayor Barr, Seconded by Councillor Maitland
Be it hereby resolved that:
The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the Minutes from the Merrickville Public Library Board meeting held on July 18, 2023, for information purposes.

Carried.

Delegations

R-280-23 Moved by Councillor Gural, Seconded by Councillor Ireland
Be it hereby resolved that:
The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the delegation of Tina Stevens, Valley Heartland Community Futures

Development Corporation, regarding an overview of the non-profit organization and the support they provide local businesses, for information purposes.

Carried.

R-281-23 Moved by Deputy Mayor Barr, Seconded by Councillor Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the delegation of Rob Thompson, Rob Thompson Construction Ltd., regarding a preview of the home designs and suggestions on how to meet the affordability requirement in connection with the Carley's Corners subdivision, for information purposes.

Carried.

Planning

R-282-23 Moved by Councillor Gural, Seconded by Deputy Mayor Barr

Be it hereby resolved that:

WHEREAS Jim Meness, Executive Director for the Algonquins of Ontario Consultation Office provided the attached correspondence letter for Council regarding the hope to promote and build a mutually beneficial relationship as the Village of Merrickville-Wolford is located within the traditional unceded and surrendered territory of the Algonquins of Ontario;

AND WHEREAS all Planning matters will require consultation and engagement with Aboriginal communities, as it may affect their section 35 Aboriginal or treaty rights;

AND WHEREAS staff requested that Forbes Symon of Jp2g Consultants Inc. provide a briefing for Council to outline the logistical requirements for the consultation and engagement process with the Aboriginal community and how this will impact planning timelines and outcomes, as well as the consequences of non-compliance;

NOW THEREFORE BE IT RESOLVED THAT Council does hereby receive the correspondence letter from Jim Meness, The Algonquins of Ontario Consultation Office, for information purposes;

AND FURTHER THAT Council does hereby receive the planning report from Forbes Symon, Jp2g Consultants Inc., dated August 30, 2023, regarding the consultation process with the Algonquins of Ontario, for information purposes.

Carried.

Council directed staff to reach out to Jim Meness of AOO to inquire if he could come speak to Council to build a positive relationship with the Algonquins of Ontario. Council directed staff to search for Indigenous training opportunities being provided by the Counties or elsewhere.

R-283-23 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 Planning report from Forbes Symon of Jp2g Consultants Inc. dated September 5, 2023, and related application documents with respect to Consent Application B-104-23, for information purposes;

Now Therefore Be It Resolved That Council does hereby approve the recommendations within the report and supports approval of Consent Application B-104-23 by the Consent Granting Authority with the following standard conditions:

1. That the applicant provide the Village with a digital and paper copy of the registered Reference Plan.
2. That the applicant provide proof of payment of all outstanding taxes and fees owing to the Village, if any.
3. That the applicant provide payment of cash-in-lieu of parkland.

Carried.

R-284-23

Moved by Councillor Gural, Seconded by Councillor Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive Planning report from Forbes Symon of Jp2g Consultants Inc. dated September 7, 2023, and related application documents with respect to Consent Application B-105-23 and B-106-23, for information purposes;

Now Therefore Be It Resolved That Council does hereby approve the recommendations within the report and supports approval of Consent Application B-105-23 and B-106-23 by the Consent Granting Authority with the following standard conditions:

1. That the applicant provide the Village with a digital and paper copy of the registered Reference Plan.
2. That the applicant provide proof of payment of all outstanding taxes and fees owing to the Village, if any.
3. That the applicant provide payment of cash-in-lieu of parkland.

Carried.

Forbes Symon left the meeting.

Public Works

R-285-23

Moved by Councillor Maitland, 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 PW-07-2023, being a report to provide Council with costing for the storage space request from TNIM, and to provide Council with an overview of the lack of indoor storage and housing for Municipal equipment.

Carried.

CAO

R-286-23

Moved by Deputy Mayor Barr, Seconded by Councillor Ireland

Be it hereby resolved that:

WHEREAS the last term of Council previously directed the CAO to work with the Village's lawyer to draft an agreement with Michael Walsh to open the Kerford Unopened Road Allowance;

AND WHEREAS on October 11, 2022 Council approved and authorized the Mayor and CAO/Clerk to execute a Site Access and Construction Agreement between the Corporation of the Village of Merrickville-Wolford and Michael Walsh;

AND WHEREAS the termination date specified in the approved agreement was May 15, 2023, which has now passed;

AND WHEREAS the proponent expressed renewed interest on August 8, 2023 to execute the agreement;

AND WHEREAS the Village's lawyer has provided the attached agreement for consideration;

AND WHEREAS the Village's lawyer has advised that approval and direction by the current Council is require for revising the termination date on the Site Access and Construction Agreement to November 15, 2024;

NOW THEREFORE BE IT RESOLVED THAT Council does hereby authorize and direct the Mayor and CAO/Clerk to execute the attached revised agreement between the Village of Merrickville-Wolford and Michael Walsh.

(Note: Council amended the resolution to extend the termination date on the Agreement an extra six months from May 15, 2024 to November 15, 2024.)

Carried as amended.

By-Laws

R-287-23

Moved by Councillor Gural, Seconded by Deputy Mayor Barr

Be it hereby resolved that:

By-law 44-2023, being a by-law to provide a schedule for retention periods for the records of the Village of Merrickville-Wolford, be read a first and second time, and that By-law 44-2023 be read a third and final time and passed.

Defeated.

Proclamations

R-288-23

Moved by Deputy Mayor Barr, Seconded by Councillor Maitland

Be it hereby resolved that:

WHEREAS the Legion is a non-profit organization assuming the responsibility of maintaining the tradition of Remembrance of those who paid the supreme sacrifice by defending our great nation in past and present conflicts, so that we as Canadians can live in the freedom that we enjoy today;

AND WHEREAS the Legion supports and provides financial assistance to numerous programs that benefit our Veterans, seniors, and youth in our community;

AND WHEREAS Legion week is an opportunity to learn more about Canadian military history and to recognize the Royal Canadian Legion's commitment to veterans and their families and to our community;

AND WHEREAS Merrickville Legion Branch 245 is a valuable asset to the Merrickville-Wolford community and has requested that the Village of Merrickville-Wolford proclaims National Legion Week in our community;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Village of Merrickville-Wolford does hereby proclaim the week of September 17-23, 2023 as "National Legion Week" in the Village of Merrickville-Wolford.

Carried.

Mayor Cameron proclaimed the week of September 17-23, 2023 as "National Legion Week" in the Village of Merrickville-Wolford.

Notices of Motion

R-289-23

Moved by Deputy Mayor Barr, Seconded by Councillor Gural

Be it hereby resolved that:

WHEREAS the Corporation of the Village of Merrickville-Wolford supports the rights of every citizen to experience equality and freedom from discrimination; and

WHEREAS all people regardless of race, national or ethnic origin, colour, religion, age, sex, sexual orientation, gender identity or expression, marital status, genetic characteristics or disability have the right to be treated on the basis of their intrinsic value as human beings; and

WHEREAS the Corporation of the Village of Merrickville-Wolford accepts and welcomes people of diverse backgrounds and believes a diverse population leads to a more vibrant community; and

WHEREAS the Two Spirit, Lesbian, Gay, Bisexual, Transgender, Queer, Intersex, plus (2SLGBTQI+) communities contribute to the cultural, civic, and economic successes of the Municipality; and

WHEREAS to bring awareness to the 2SLGBTQI+ Pride movement, the Corporation of the Village of Merrickville-Wolford will, each year, display the Progress Pride Flag for the month of June. The Progress Flag represents: life, healing, light, prosperity, serenity, spirit, marginalized citizens of colour, and transgender and non-binary citizens.

NOW THEREFORE: Corporation of the Village of Merrickville-Wolford does henceforth proclaim June as "Pride Month" and encourages our residents to reflect on the ongoing struggle for equality members of the 2SLGBTQI+ community face and to celebrate the contributions that enhance our Municipality.

Note: Councillor Gural requested a recorded vote.

Mayor Cameron: Opposed
Deputy Mayor Barr: In Favour
Councillor Gural: In Favour
Councillor Ireland: Opposed
Councillor Maitland: Opposed

Defeated.

(Note: The following Notice of Motion was withdrawn by Mayor Cameron, therefore it was not considered or voted on).

Be it hereby resolved that:

WHEREAS the ball diamond lights have been burnt out for a couple years, this has not allowed the Municipality to capture all the interest shown in the booking of the ball diamonds, thus losing revenue opportunity;

WHEREAS there are funds available to the Municipality to replace the burnt out lights, which was discussed and confirmed at our recent budget discussions;

WHEREAS we have received ongoing questions from members of the public and local leagues about replacing the burnt out lights;

WHEREAS baseball diamonds that have a full complement of lighting extends the season, spring, fall and night games allowing more games to be played thus capturing more revenue;

WHEREAS keeping our sports facilities in good standing order, attracts interest in growth and has a direct benefit to the community both physically and mentally;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Village of Merrickville-Wolford does hereby direct staff to replace the burnt out ball diamond lights, to provide safe usage of the facilities, and benefit the remainder of the 2023 season, and ensure that the facilities are ready to support the upcoming 2024 baseball season;

AND FURTHER THAT staff replace the burnt out lights immediately to limited our liabilities.

R-290-23 Moved by Councillor Ireland, Seconded by Councillor Maitland

Be it hereby resolved that:

WHEREAS it is a Municipality's responsibility to deliver core services to its residents, collection of solid waste materials and recyclables, is one of those core services, and plays a vital role in the cleanliness and sustainability of our communities;

WHEREAS a Municipal wide waste collection service delivered to all residents, ensures that waste materials and recyclable items are being collected on a constant schedule, when waste is not disposed of properly, it can leak harmful pollutants into the air, soil and water, our current model does not meet that need in the rural area, putting some neighbourhoods at risk;

WHEREAS given our geography, making it challenging for some residents to consistently make time to drive to the landfill, some rural residents have up to a 24km drive one-way on a weekly basis, growth is expected to continue for the next ten to fifteen years, under our current model, the number of visits per day currently to our landfill would be unsustainable, the service needs to evolve to meet current and future demand;

WHEREAS current residents have been asking for garbage and recycling collection to expand to all rate payers;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Village of Merrickville-Wolford does hereby direct staff to bring back to council two options for a Municipal wide garbage and recycling collection model, one through a private provider and the other an in-house model;

AND THAT staff is to reach out to Rideau Lakes and other municipalities with similar models, as they have a well-established in house garbage and recycling collection model that covers all residents both on public and private roads, and are able to provide a true cost of an in house model;

AND FURTHER THAT the costing for the two options are to be delivered to Council by years end 2023 or before for consideration in the 2024 capital budget.

(Note: Council amended the motion to include the wording “and other municipalities with similar models” immediately following Rideau Lakes.)

Carried as amended.

R-291-23 Moved by Councillor Ireland, Seconded by Councillor Maitland

Be it hereby resolved that:

WHEREAS it is in the best interest of the Municipality to capture and maximize opportunity in growth;

WHEREAS a shortage of housing in Ontario has resulted in the high cost of housing and reduced affordability especially for first time home buyers who look to rural areas for better affordability and remote work opportunities;

WHEREAS addressing this challenge requires planning and preparation by municipalities in line with the Provincial Policy;

WHEREAS it is in the best interest of the tax payers of Merrickville-Wolford, to strengthening our financial position in the long term, to attract and capture these opportunities for growth in the rural ward which is already being realized by surrounding Municipalities;

WHEREAS ongoing complaints about the present condition of rural roads infrastructure in the rural ward points to a serious issue that is limiting the attractiveness to developers and rural settlement in general;

NOW THEREFORE BE IT RESOLVED THAT the council of the Corporation of the Village of Merrickville-Wolford does hereby direct staff to request quotes for upgrading each of the five gravel roads discussed during the 2023 budget sessions, those roads being Pioneer Road, Land O’Nod Road, Carley’s Corners Road, Yule Road and Corktown Road. The scope of work is to meet current Engineering Practices and Ontario Provincial Standards for rural roads to be rebuilt to a standard to receive a tar and chip surface expected to have a long service life, and include all roadside clearing from fence line to fence line and ditching to effectively drain water and improve sightlines for safety;

AND THAT staff investigate provincial infrastructure grants and loan opportunities that can assist in financing these projects;

AND FURTHER THAT the quotes and financing plan be delivered to Council by November 2023 or before consideration in the 2024 capital budget.

Defeated.

R-292-23 Moved by Councillor Ireland, Seconded by Deputy Mayor Barr

Be it hereby resolved that:

WHEREAS the municipality will benefit from the sharing of operational information with Council throughout the year, facilitating better two-way communication between Council and staff on important topics in the areas of finance, public works, buildings, and economic development;

AND WHEREAS a series of Committee of the Whole meetings each year will provide a forum for discussing results, plans, priorities, and ideas for increasing value-add for taxpayers, and importantly will result in earlier approval of annual operating and capital budgets;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Village of Merrickville-Wolford does hereby create the Committee of the Whole having the following guiding principles:

1. The entire Council meets with senior staff and department heads on a quarterly basis to review progress reports, forecasts, and plans for the following quarter including capital plan for the following year. Additional Committee meetings may be called as needed.
2. Additional topics related to new ideas and best practices gleaned from other municipalities are encourage to be discussed and debated.
3. Discussion between Council and staff members is intended to be informal. The main goal is improving communications and gaining understanding of challenges and opportunities for achieving continuous improvement.
4. Decisions affecting the business of the municipality will not be made in this committee, but direction may be provided to staff to undertake research and report back. Recommendations from this Committee will be forwarded to Council when a business decision is required.

AND THAT Council directs staff to:

1. Schedule quarterly Committee meetings on a mutually agreeable weekday afternoon in the 4th week of the months of January, April, July and October each year, starting in October 2023.
2. Prepare agendas and minutes for each meeting; minutes to be circulated within 7 days following each meeting.
3. Prepare progress reports for each department including quarterly and YTD activity levels, financial results and year-end forecasts for review and discussion during Committee meetings.

Carried.

R-293-23

Moved by Councillor Ireland, Seconded by Councillor Maitland

Be it hereby resolved that:

WHEREAS it is in the best interest of Municipality to review and adjust speed limits on Municipal Roads when the need presents itself; and

WHEREAS the community along Kilmarnock Road and Roses Bridge Road have requested that the Municipality consider reducing speed limits along these two Rural roads; and

WHEREAS the rural roads are utilized by farm equipment and personal vehicles, bicycles and local families, walking with there children and pets, the roadway offers very little area to accommodate for wide farm equipment and oncoming traffic and very little to no shoulder for safe passage pedestrians;

WHEREAS with increased traffic during the Spring, Summer and Fall due to tourism along the Rideau Canal and an increase of housing in the area over past couple of years, both Kilmarnock and Roses Bridge Roads have become more challenging and unsafe to the local community;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Village of Merrickville-Wolford does hereby direct staff to move forward with reducing the current speed limit on Kilmarnock and Roses Bridge Road;

AND THAT the necessary by-law be prepared.

Defeated.

R-294-23

Moved by Deputy Mayor Barr, Seconded by Councillor Gural

Be it hereby resolved that:

WHEREAS The community-based stream of the New Horizons for Seniors Program (NHSP) is a federal grant that supports community-based projects that are designed by seniors for seniors and that the program funds projects that empower seniors in their communities and contribute to improving their health and well-being; and

WHEREAS One of the three foundational pillars in the current Municipal Strategic Plan is “Promoting Healthy Living” and identifies use as a community that supports physical and mental well-being and helps people pursue their passions; and

WHEREAS The “Promoting Healthy Living” pillar specifically includes the objectives of (amongst others) *Ensure a healthy community that considers the wellbeing of people and ecosystems and “Aging in Place” – A strategy that encourages and supports residents to remain in the community;* and

WHEREAS the objectives of the Zen Mindset Activities for Senior Rural Women initiative align with objectives of the Municipality;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Village of Merrickville-Wolford does hereby direct staff to send a letter supporting the grant application “New Horizons for Seniors Program Grant application” as prepared by Zen Mindset Inc.

Carried.

Public Question Period to Council

Jan Fitzpatrick, 326 Putnam Road, asked if the Committee of the Whole meetings would be open to the public and inquired if they would be at 2:00 p.m. She sought clarification on the process for Notices of Motion.

Brian Fitzpatrick, 326 Putnam Road, respectfully requested that Putnam Road be added to the reduction of speed limit consideration if Council continues that conversation. He inquired if Council would consider a referendum or questionnaire regarding garbage pickup in Wolford Ward. He stated that holding Committee of the Whole meetings in the afternoon would deny a portion of the public the opportunity to attend due to work schedules.

Omar Simonyi, 336 Main Street E, inquired if Council would consider an in-house comparator of having the landfill open extra days or hours during the week.

Confirming By-Law

R-295-23 Moved by Councillor Maitland, Seconded by Councillor Gural

Be it hereby resolved that:

By-law 43-2023, being a by-law to confirm the proceedings of the regular Council meeting of September 11, 2023, be read a first and second time, and that By-law 43-2023 be read a third and final time and passed.

Carried.

Adjournment

R-296-23 Moved by Councillor Ireland, Seconded by Councillor Maitland

Be it hereby resolved that:

This regular meeting of the Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at 10:01 p.m. until the next meeting of Council on Tuesday, October 10, 2023 or until the call of the Mayor subject to need.

Carried.

Michael Cameron, Mayor

Doug Robertson, CAO/Clerk

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: October 10, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

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 September 28, 2023, as

_____ circulated.

_____ amended.

Carried / Defeated

Michael Cameron, Mayor

The Corporation of the Village of Merrickville-Wolford

Thursday, September 28, 2023, 4:00 p.m.

Chaired by: Mayor Michael Cameron
Members of Council: Deputy Mayor Anne Barr
Councillor Margaret Gural
Councillor Stephen Ireland
Councillor Ronnie Maitland

Staff: Doug Robertson, CAO/Clerk
Julia McCaugherty-Jansman, Deputy Clerk
Brad Cole, Manager, Operations/ Fire Chief

IMPORTANT NOTICE: This meeting was held in person and was open to the public in the Council Chambers. It was recorded and livestreamed electronically on the “Village of Merrickville-Wolford” YouTube Channel accessible by clicking [here](#).

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

Approval of Agenda

R-301-23 Moved by Deputy Mayor Barr, Seconded by Councillor Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the agenda of the special Council meeting of September 28, 2023, as amended.

(Note: Moved by Deputy Mayor Barr, seconded by Councillor Gural that the agenda be amended to include a discussion about the Franco-Ontarian flag following the PW-08-2023 Report item).

Carried as amended.

Public Works

R-302-23 Moved by Councillor Gural, 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 PW-08-2023, being a report to provide Council with information regarding the National Day for Truth and Reconciliation on Saturday, September 30, 2023, and for the flag protocol in relation to the Village’s Flag Protocol Policy; and

That Council confirms and approves the approach regarding the flags as described in report PW-08-2023 to raise the Every Child Matters flag annually on the National Day for Truth and Reconciliation.

Carried.

Deputy Mayor Anne Barr informed Council that September 25th has been recognized as Franco-Ontarian Day by the province since 2010 and that the Franco-Ontarian flag was recognized in 2001 as an emblem of the Franco-Ontarian community and an emblem of Ontario, therefore making it a provincial flag. She noted the error in not flying the Franco-Ontarian flag at the Municipal Office on September 25th. She requested that Council provide a letter of apology for not flying the flag. Mayor Cameron provided context of his conversation with the Principal of École catholique Sainte-Marguerite-Bourgeois and stated he apologized for the misunderstanding and assured her that it would be rectified for next year. Deputy Mayor Barr offered her apology to the Franco-Ontarian community as a whole for the misstep this year.

R-303-23 Moved by Councillor Maitland, Seconded by Councillor Gural

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report PW-09-2023, being a report to update Council on the Read Street project; and

That Council provides staff with clear direction on whether to secure the proponent for the next calendar year to avoid any delays in completion of the project in 2024.

(Note: Council gave direction to staff to proceed with securing the proponent for the project to be completed in 2024.)

Carried.

Brad Cole, Manager, Operations/ Fire Chief left the meeting.

In-Camera

R-304-23 Moved by Councillor Ireland, Seconded by Councillor Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby move to an "In-Camera" session at 4:30 p.m. under Section 230 (2) of the *Municipal Act*, 2001, as amended, to address matters pertaining to:

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

Carried.

Rise and Report

R-305-23 Moved by Councillor Maitland, Seconded by Councillor Gural

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby rise and report from the "In-Camera" session of the special Council meeting, with staff being given direction, at 5:39 p.m.

Carried.

R-306-23 Moved by Deputy Mayor Barr, Seconded by Councillor Gural

Be it hereby resolved that:

WHEREAS the Council of the Corporation of the Village of Merrickville-Wolford does hereby recognize the need to replace the CAO in a systematic and strategic approach and to first seek interim support in the role and secondly then establish the criteria for conducting the search for a long-term solution;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Village of Merrickville-Wolford does hereby direct staff to search for an interim CAO and to contact HR professionals to obtain costing and assistance.

Carried.

Confirming By-Law

R-307-23 Moved by Deputy Mayor Barr, Seconded by Councillor Ireland

Be it hereby resolved that:

By-law 46-2023, being a by-law to confirm the proceedings of the special Council meeting of September 28, 2023, be read a first and second time, and that By-law 46-2023 be read a third and final time and passed.

Carried.

Adjournment

R-308-23 Moved by Councillor Gural, Seconded by Councillor Maitland

Be it hereby resolved that:

This special meeting of the Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at 5:41 p.m. until the next meeting of Council on Tuesday, October 10, 2023 or until the call of the Mayor subject to need.

Carried.

Michael Cameron, Mayor

Doug Robertson, CAO/Clerk

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: October 10, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the Minutes from the Merrickville Public Library Board meeting held on August 15, 2023, for information purposes.

Carried / Defeated

Michael Cameron, Mayor

MERRICKVILLE PUBLIC LIBRARY

Merrickville Public Library Board's meeting was held on August 15, 2023 at 6:30 pm at the Merrickville Public Library.

Present: M-W: Kait Brady, Jane Coghlan, Chris Eyton, Margaret Gural (Council Rep)

Montague: Olivia Enns

and Mary Kate Laphen (CEO)

1. Meeting called to order at 6:35 pm.

2. **Declaration of Pecuniary Interest:** None.

3. **Adoption of Agenda:** with added item 10c (Board Code of Conduct). Moved by Kait; seconded by Jane. **ADOPTED.**

4. **Approval of Minutes:**

- July 18/23 board meeting – Moved by Margaret; seconded by Olivia. **APPROVED.** Mary Kate mentioned that the format of the minutes can be changed, if the Board would like something different.

5. **Correspondence:**

- **Board Resignation:** Charles Merredew has resigned from the Board. Mary Kate has informed Council and the CAO.
- **OLS Trustee Representative:** The Ontario Library Service (OLS) sent out their call for board representatives to attend their meetings. Olivia expressed interest. Mary Kate will forward her name and contact information to OLS.

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

7. **Friends of the Library Report:** No report. The Friends take the summer off, but are planning a meeting for Sept.

8. **Report from Council:**

- Margaret reports that Council has put out a call for volunteers for a replacement Board member. The deadline is Sept 22, so it is likely that the Board will have its new member for the October meeting.
- Margaret has been requested to give the Board an overview at an upcoming meeting of the expected housing developments re: how this may affect our demographics and demand for library services

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

10. **Other Business:**

a) **Updates**

- Reminder re: AODA training:** reminder to complete the training (preferably by the end of the summer) and forward the certificate/documentation to Mary Kate.
- Building Work:**
 - **Water Unit:** This has been completed.
 - **Roof Work:** still pending. We've been given told that the work will be done in Sept.
- Computer Upgrades:** Hardware upgrades are tentatively scheduled for mid-Sept.
- Sponsorship Opportunity:** Have contacted Parkview contact. Awaiting a response.
- Insurance:** contacted broker re: director's insurance. Awaiting a response re: cost. Mary Kate has received a copy of the current policies (quite long and technical) Will include next month, but also asked for any specific questions about the current insurance coverage that the Board would like addressed with the broker.
- Building/ Lease:** sent letter and annotated lease to legal firm (confirmed receipt). Awaiting a response.

b) **Policy Review:**

i. **Board By-laws:**

MOTION: to approve By-laws as amended at last meeting. Moved by: Kait, seconded: Jane. **APPROVED.**

ii. **Health & Safety Policy Creation Policy**

Health & Safety Procedures: reviewed both documents and discussed changes.

MOTION: to approve both the Health & Safety Policy and Procedures : Moved by Jane, seconded: Olivia. **APPROVED.**

iii. **Workplace Violence & Harassment Policy and Procedures:** reviewed Policy and Procedures. Reviewed and updated the Risk Assessment. No changes were recommended.

MOTION: to approve the Workplace Violence & Harassment Policy and Procedures as updated. Moved by: Margaret, seconded: Jane. **APPROVED**

iv. **CASL (Canadian Anti-Spam Legislation) Policy:** reviewed policy and Mary Kate provided background information re: the purpose of this policy.

MOTION: to approve policy. Moved by: Olivia, seconded: Kait. **APPROVED.**

v. **Advocacy Policy:** reviewed policy.

MOTION: to approve unchanged. Moved by: Jane, seconded: Olivia, **APPROVED.**

vi. **Planning Policy:** reviewed policy.

MOTION: to approve as amended. Moved by: Kait, seconded: Margaret, **APPROVED.**

vii. **Partnership & Sponsorship Policy:** reviewed policy.

MOTION: to approve as amended. Moved by: Jane, seconded: Margaret, **APPROVED.**

c) **Other: Board Code of Conduct:** Mary Kate requested direction re: proceeding with a Board Code of Conduct. Reviewed the main contents of a sample code of conduct. At the Board's direction, Mary Kate will revise and bring to the next board meeting for consideration.

11. Next meeting: Revisited scheduling of the regular Board meeting in light of anticipated conflicts. Will tentatively move to the 4th Tues of the month at 6:30 pm in the Library and reconsider this when the new board member is appointed.

Next meeting: Tues, Sept 26 at 6:30 pm at the Library.

12. Meeting adjourned (8:13 pm).

Librarian _____

Chairperson _____

Librarian's Report:

Statistics – July statistics will be included in the Summer "Summer-y" for the Sept meeting

The Library was hopping in July. Generally lots of visits (1500+) and circulation is up (4100+). We've had good participation in our TD Summer Reading Club (130 kids in total). Circulation of kids' books in July (1883 items) was about double what it is during the non-reading club parts of the year, and our programs have been well-attended. There were also more kids in using the computers.

Use of our e-collections remains fairly steady. There are fewer adult programs and meetings during the summer.

Programs & Services:

Children's Programs:

TD Summer Reading Club: this includes a prize draw (kids earn tickets for every book they read) and a weekly craft/activity session on Wednesday mornings. There are 135 kids participating in the prize draw, and between 30-40 participating in the Wed sessions, although we averaged just under 20 kids/week. We had Andrea Howard (The Bug Lady) in to do a session on animal skulls, and we had Dr Four Faces in to do a science/magic show for the kids on Sat, July 29. The prize draw generates a lot of enthusiasm for reading (and the prizes) and the kids are enjoying our Wed activities.

Art4Youth workshop – Kenna McCall will be running a candle-making workshop for teens and tweens in August (these art workshops are sponsored by a donation from the Legion).

StoryTime, Saturday Play Days continue through the summer. Attendance is uneven, particularly for the Play Days, but we have had several favourable comments from parents/grandparents and it seems to be a draw for younger kids. StoryTime is getting visitors and older siblings as well as our regulars.

Daycare: the school-aged group (mostly K-Gr 1) is coming for weekly visits. I continue to do story visits once a month.

Playgroup is on hiatus for the summer.

ECO-Champions: the steering committee is working on a survey to get feedback from participants.

Adult Programs: most are on hiatus for the summer.

Running in the summer: **Library Book Club**, the **Ladies Art Group** and the **Knitting Group**.

Seed Library has wound down for the season. Committee members will be doing some seed-saving and related workshops in August and the fall.

Museum Passes: these passes have been in demand all month and have waiting lists. The new Upper

Canada Village pass has been a hit

Internet/Computers: use by youth has been up a lot – similar to pre-pandemic levels. Use by adults is similar to in the spring.

InterLibrary Loans: use levels is down over the summer as there are fewer book clubs running. Use generally goes down during the summer when book clubs are on hiatus.

Meeting Room: This has not been used as much for programs and meetings during the summer (fewer are running).

Collection: Fall best-seller order has been submitted. Have ordered more kids' books (popular series) using the donated funds earmarked for the children's collection – will also be using for more decodable books and the Scholastic Sale in Dec. Also need to order some more books for the story trail.

Volunteers: All is good on this front. The volunteers do shelving, processing new books, packaging ILLs, and working on the genealogy collection. Our summer volunteers are working out well. I have a high school student assisting with the summer program (for her volunteer hours), and another lined up to do some relabeling.

Facilities: See Other Business update (10a, ii). Will be making our washrooms gender neutral in Sept (don't want to change things while so many kids are in for the summer programs).

Accessibility Plan: Need to discuss practical issues re: additional changes to ramp – will look at this in the fall.

Publicity/Outreach: continuing to write a column for the Phoenix and to update the webpage and social media (including groups).

Partnerships/Outreach: During the summer, The Library is running programs with or hosting meetings for: the Merrickville Ladies Club, Trails Society (Story Trail), Eco-Champions, Fair Board. I am assisting the Historical Society with supervising the summer Blockhouse staff.

Professional Development, Meetings, etc: Nothing much runs during the summer, but there are CEO meetings coming up in the fall. Linda and I did the Naloxone training – I will look into getting a kit (many libraries have them now).

Donations: have received a few more in memoriam donations for children's books and programs. And a local graphic novelist arranged for a donation of graphic novels from his publisher

Grants, etc: Applications for the provincial Public Library Operating Grant are scheduled to go live sometime in Aug.

Plans for month: wrap up the Summer Reading Program, do exit interviews with the Blockhouse staff, in Sept start gearing up for fall re programs, contact schools, etc. Move ahead with computer upgrades, book orders re: memorial donations and Story Trail, and any developments re: Board items, plus some post-summer program decluttering and the usual library business. I am off the last week of August. Linda will fill part of the time and the Library will be closed for a 4-day Labour Day weekend (Fri- Mon).

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: October 10, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

Be it hereby resolved that:

WHEREAS RVCA has confirmed that changes to the *Conservation Authorities Act* now requires municipal councils to sign agreements in order for conservation authorities to continue delivering programs and services that are now categorized as “non-mandatory” by the province;

Now Therefore Be It Resolved That the Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the delegation of Sommer Casgrain-Robertson, RVCA, regarding Council’s approval of the draft cost-apportioning agreement with RVCA, for information purposes; and

THAT Council does hereby receive the document titled ‘Watershed Programs and Services: 2024 and Beyond’ from Rideau Valley Conservation Authority, dated July 2023, which includes a Draft Cost Apportioning Agreement Watershed Programs and Services, for information purposes; and

THAT Council does hereby direct and authorize the Mayor and the CAO/Clerk to execute the proposed agreement provided by RVCA prior to the deadline of January 1, 2024, subject to review and recommendations by the Village’s lawyer.

Carried / Defeated

Michael Cameron, Mayor



<p style="text-align: center;"><u>DELEGATION REQUEST</u> <u>FORM</u></p>

Should you wish to appear as a delegation to Council at one of their regular meetings, you are required to complete this request form. This form, together with any supporting materials, *must* be received by the Clerk at least seven (7) days prior to the meeting at which the delegation is requested. The date requested may not be the date on which your delegation will be heard. The Clerk will confirm the date your delegation will be heard. Please note a maximum of two (2) delegations are permitted per Council meeting. Each delegation will be permitted ten (10) minutes to make their presentation.

Name: Sommer Casgrain-Robertson Organization (if applicable): RVCA

Address: 3889 Rideau Valley Drive, Manotick ON

Phone Number: 613-219-5069 Email: sommer.casgrain-robertson@rvca.ca

The delegation is for (check one): information only request to Council

Brief description of topic to be discussed:
Category 3 programs and services

If you are making a request to Council, please state your specific request:
Seeking Council approval of draft cost-apportioning agreement

Are you providing supporting materials? Please note all supporting materials will become part of the Council Agenda package that is made available to the public.
 Yes No

The Clerk reserves the right to approve, refuse, defer or refer any delegation.

Delegations shall abide by the Rules of Conduct and shall:

1. Not speak on any subject other than the subject for which they have received approval to address.
2. Not enter into cross debate with other delegations, administration or Members of Council.
3. Not appear for the purposes of publicly announcing a local event.
4. Refrain from public outbursts, shouting, or behavior intended to disrupt the debate, discussion and/or general proceedings of the meeting.

Upon the completion of a presentation by a delegation, any discourse between Members and the delegation shall be limited to Members asking questions for clarification and obtaining additional, relevant information only. Once a motion has been moved and seconded, no further representation or questions of the delegation shall be permitted.

Conduct of Members of the Public

No person at a meeting shall:

1. Speak aloud at a meeting or address Members without first receiving permission of the Chair to do so;
2. Speak disrespectfully of any persons;
3. Use profane or offensive words or insulting expressions against the Council or Committee or against any Member, staff or guest;
4. Resist the rules of Council or Committee or disobey the decisions of the Chair or of Council or Committee on questions of order or practice or upon the interpretation of the rules of Council;
5. Cause any disturbance to the Council or Committee or staff or guest or any person in attendance;
6. Interrupt any member while speaking through speaking out, noise or disturbance;
7. Be permitted to attend another meeting of Council or Committee after being ordered to vacate, having committed a breach of any rule of Council, and without having first met with the Mayor or Chair and the Chief Administrative Officer, and having satisfied the Mayor that their conduct at future meetings will be in conformity to the rules.

I, Sommer Casgrain-Robertson, have read the above and agree to comply with the rules as set out.

Signature

September 24, 2023

Date

Watershed Programs and Services: 2024 and Beyond

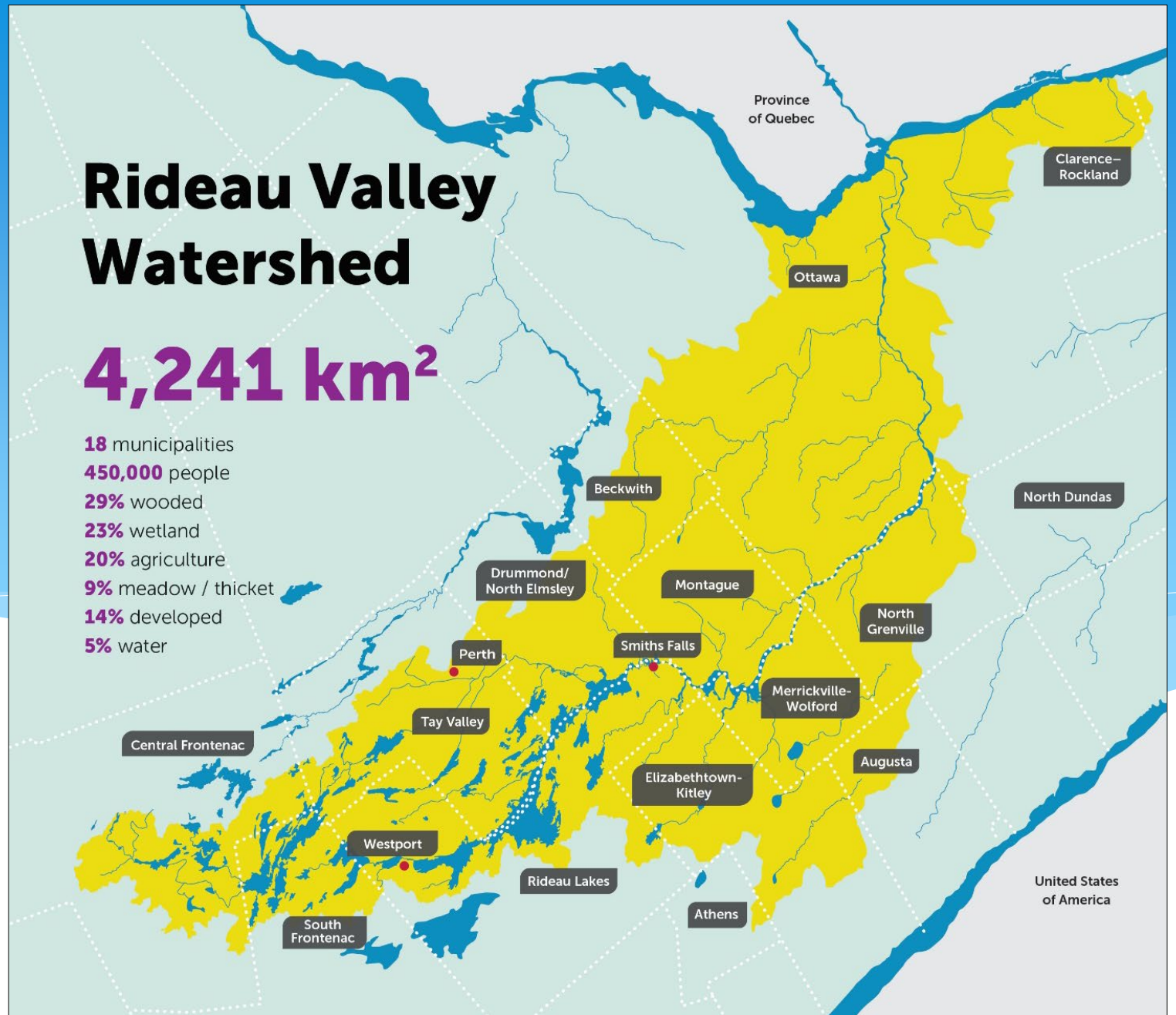


Local Watershed

Rideau Valley Watershed

4,241 km²

- 18 municipalities
- 450,000 people
- 29% wooded
- 23% wetland
- 20% agriculture
- 9% meadow / thicket
- 14% developed
- 5% water



Conservation Authority Programs and Services

Provincially Mandated Programs (Category 1)

CAs provide programs & services on behalf of the province

- Natural hazard mapping
- Flood forecasting and warning, low water response
- Water and erosion control infrastructure
- Land use planning reviews, Section 28 regulation
- Conservation areas and land management
- Provincial groundwater and surface water monitoring
- Drinking water source protection

Municipal Services (Category 2)

CAs provide programs & services on behalf of municipalities

- Septic approvals, re-inspections
- Drinking water source protection policy implementation
- Operation / maintenance of municipal infrastructure
- Forest / land management

Watershed Based Programs (Category 3)

CAs provide programs & services to meet the needs of the local watershed

- Private land stewardship
- Watershed monitoring and reporting
- Outdoor education

New Agreements Required

Starting January 1, 2024:

Conservation authorities will be required to have written agreements with their municipalities to continue delivering category 3 programs and services that are supported by municipal levy.

RVCA Category 3 Programs:

- Private Land Stewardship
- Surface Water Monitoring, Reporting and Restoration

RVCA: Private Land Stewardship

Tree Planting

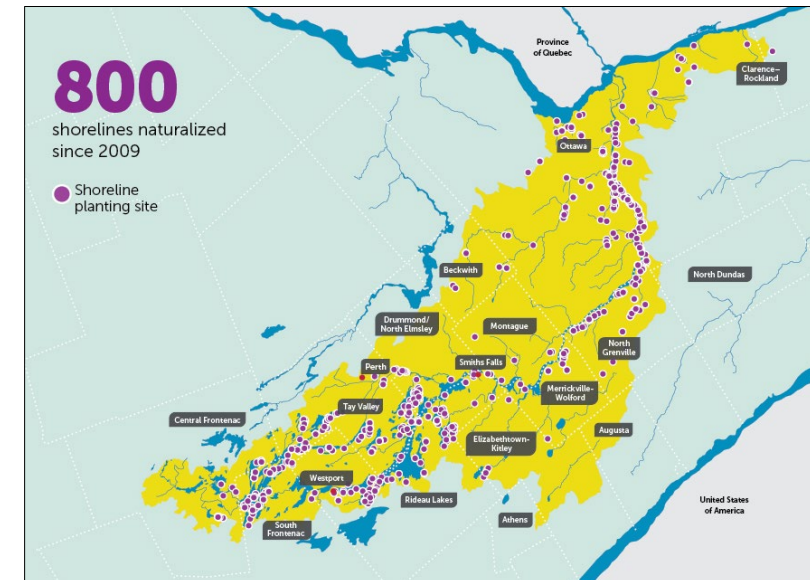
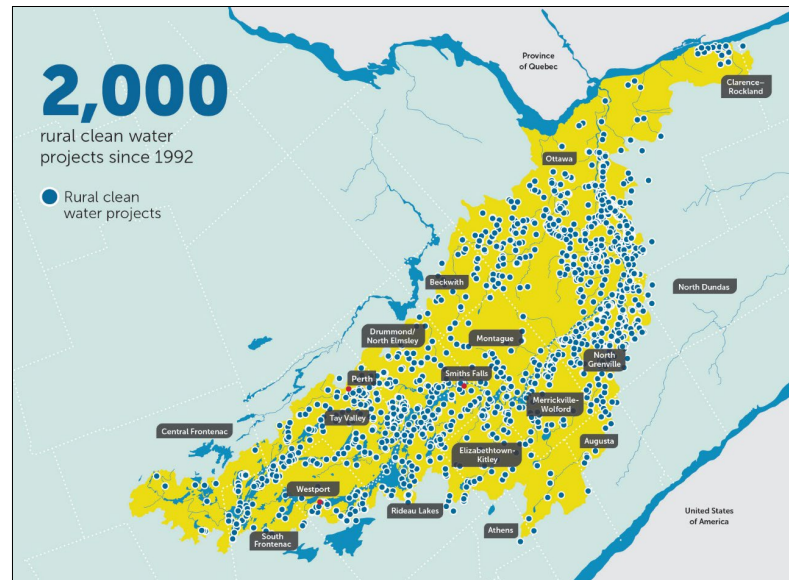
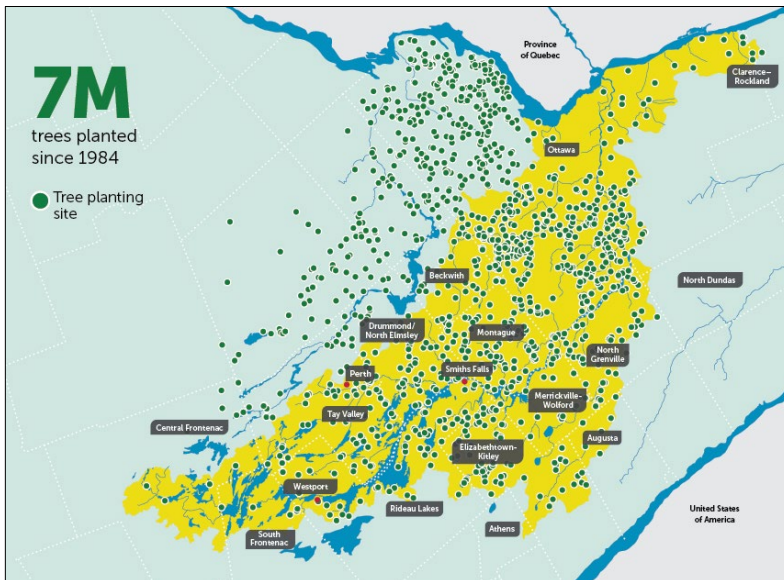
Rural Clean Water Projects

Shoreline Naturalization

7 million trees planted since 1984
Now averaging 200,000 trees / year

2,000 projects funded since 1992
Now averaging 100 projects / year

800 shorelines naturalized since 2009
Now averaging 70 shorelines / year



RVCA: Surface Water Monitoring, Reporting & Restoration

Water Quality Monitoring

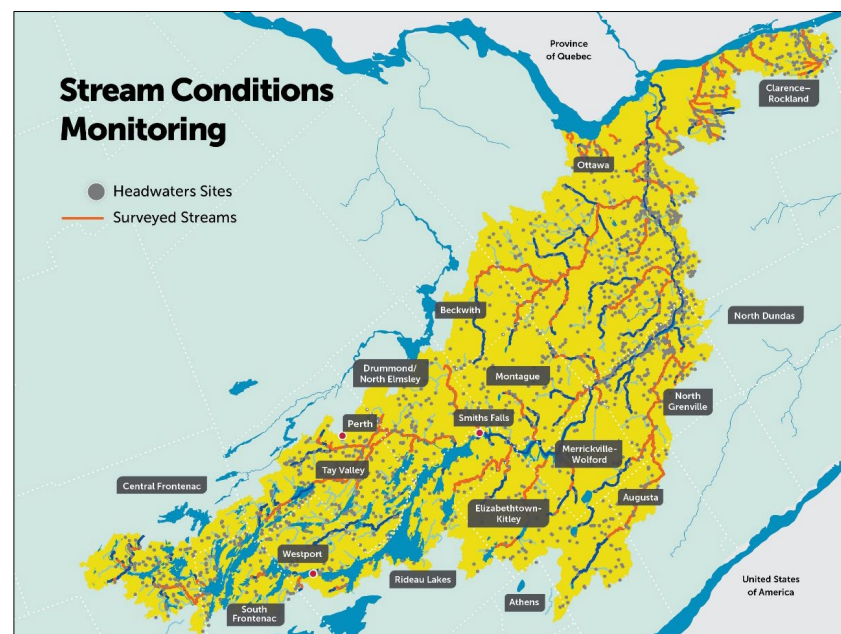
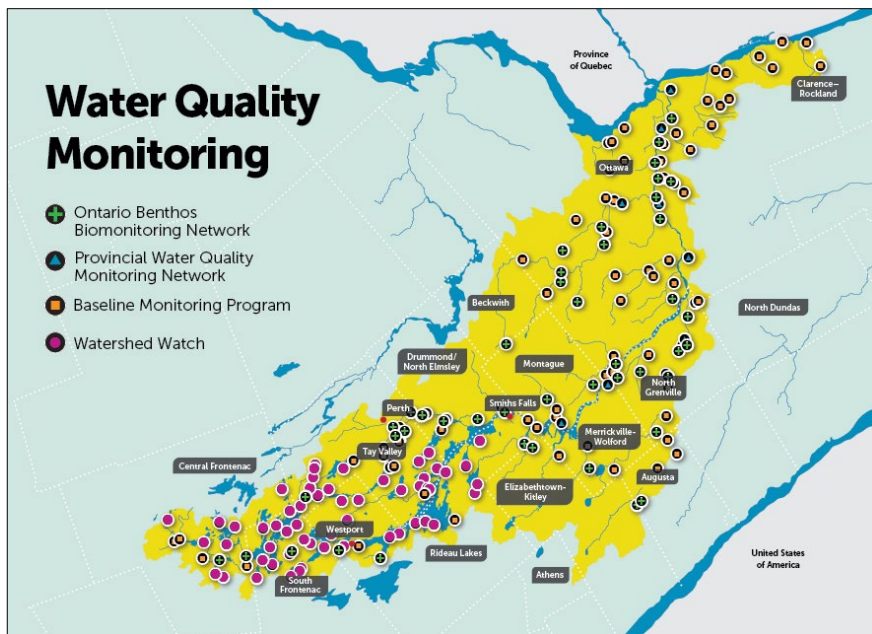
Water chemistry: 39 lakes and 107 stream sites
 Benthic invertebrates: 44 stream sites

Stream Condition Monitoring

Stream conditions: 600 stream segments
 Headwater drainage features: 6 year cycle

Restoration

Garbage Clean-Up
 Invasive Species Removal
 Fish Habitat Creation
 Wetland Restoration



New Cost Apportioning Agreements

Seeking same agreement with all member municipalities

- reflective of the watershed approach

Sets maximum % of annual municipal levy for category 3 programs and services

- Continue to apportion levy amongst municipalities using modified CVA

Initial 5-year term with renewal clause following required 5-year review

6-month early termination clause

RVCA:

- 20% maximum allocation of municipal levy for category 3 programs and services

Estimated 2024 Cost

RVCA Municipalities	2023 Levy Apportionment	Estimated 2024 Cost for Category 3
Ottawa	90.86%	\$ 1,148,484
North Grenville	1.70%	\$ 21,425
Rideau Lakes	1.09%	\$ 13,773
Smiths Falls	0.92%	\$ 11,601
Perth	0.86%	\$ 10,899
Beckwith	0.77%	\$ 9,676
Tay Valley	0.74%	\$ 9,379
Drummond/North Elmsley	0.72%	\$ 9,135
Elizabethtown-Kitley	0.64%	\$ 8,030
South Frontenac	0.40%	\$ 5,042
Montague	0.38%	\$ 4,834
Merrickville-Wolford	0.37%	\$ 4,697
Central Frontenac	0.19%	\$ 2,403
Augusta	0.14%	\$ 1,820
Westport	0.11%	\$ 1,330
Clarence-Rockland	0.09%	\$ 1,130
North Dundas	0.02%	\$ 197
Athens	0.01%	\$ 147
Total	100 %	\$ 1,264,000

Thank You!

Sommer Casgrain-Robertson
General Manager, RVCA
sommer.casgrain-robertson@rvca.ca
1-800-267-3504 ext. 1214





Watershed Programs and Services: 2024 and Beyond

July 2023

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1.0 INTRODUCTION

The Rideau Valley Conservation Authority (RVCA) is pleased to present this proposal to our 18 member municipalities for the continued delivery of non-mandatory (Category 3) programs and services.

New Legislative Requirement

The Province of Ontario implemented changes to the *Conservation Authorities Act* that now requires conservation authorities to sort their programs and services into the following three categories outlined in legislation:

- **Category 1: Mandatory Programs and Services**
These are programs undertaken by all conservation authorities and supported with municipal levy and other sources of revenue. They include programs and services related to:
 - The risk of natural hazards (e.g. flooding, erosion, steep slopes, unstable soils)
 - The conservation and management of lands owned or controlled by the authority
 - The authority's duties, functions and responsibilities under the *Clean Water Act*
 - Other authority duties, functions and responsibilities prescribed by regulation
- **Category 2: Municipal Programs and Services**
These are programs provided at the request of a municipality and are usually funded through program revenue or municipal funding through an agreement with the municipality.
- **Category 3: Other Programs and Services**
These are programs that a conservation authority determines are advisable to further the conservation, restoration, development and management of natural resources in its watershed. They are often funded through a variety of revenue sources, but any use of municipal levy now requires an agreement be signed with municipalities by January 1, 2024

RVCA Category 3 Programs and Services Proposal

Each year, approximately 80% of RVCA's municipal levy supports Category 1 mandatory programs and services including those that protect people and property from natural hazards, as well as programs that manage RVCA's ecologically sensitive lands and public conservation areas. This proposal requests that 20% of RVCA's levy continue to be allocated to Category 3 programs and services to help protect and improve our watershed.

As per RVCA's inventory of programs and services that was circulated to municipalities in February 2022, the following programs and services are considered Category 3 and are outlined in this proposal. These are existing programs and services and RVCA is not proposing any new or additional programs.

- **Surface Water Monitoring and Reporting**
(monitoring water quality indicators and stream conditions, producing data and reports showing changes and trends, completing stream and habitat restoration projects)
- **Private Land Stewardship and Outreach**
(planting trees, naturalizing shorelines, funding best management practices that improve water quality)

The RVCA has a nearly 60-year history of working with municipalities, partners and watershed residents to deliver effective programs and complete on-the-ground projects that improve and protect our local environment. Conservation authorities are also one of the last remaining agencies who monitor watershed conditions and have staff on the ground who are accessible and work closely with landowners to undertake projects.

Since the RVCA was formed in 1966, its member municipalities have recognized the importance of understanding and protecting natural resources across the watershed including forests, wetlands, shorelines, lakes, rivers and streams. These shared resources are relied on by residents, farmers, businesses and municipalities for drinking water, agricultural and commercial operations, recreation, tourism, erosion protection, flood control, drought mitigation, air and water filtration, carbon storage and climate change resiliency, and these natural resources are essential for continued economic growth.

This proposal has been prepared in accordance with Section 21.2.2 of the *Conservation Authorities Act* (“other programs and services that an Authority determines are advisable”) and outlines the delivery and cost apportionment for programs and services deemed advisable by the RVCA under Category 3.

2.0 BACKGROUND

Ontario's 36 conservation authorities are local watershed management agencies that are mandated to ensure the conservation, restoration, development and management of land, water and natural habitats through programs that balance human, environmental and economic needs.

As one of Ontario's 36 conservation authorities, RVCA works with municipalities, government agencies, landowners and other organizations to promote an integrated watershed management approach to conservation.

Our Watershed

RVCA's watershed is 4,241 km² (Figure 1) and is located in the counties of Frontenac; Lanark; Leeds and Grenville; Stormont, Dundas and Glengarry; Prescott-Russell and the City of Ottawa. It includes all land that drains into the Rideau River as well as several streams that flow directly into the Ottawa River upstream and downstream of the City of Ottawa. The Rideau flows north-east from its headwaters in the Frontenacs to the City of Ottawa where it discharges into the Ottawa River. The watershed descends about 200 metres in elevation over a length of 180 km from Frontenac to Ottawa. The upper watershed is dominated by lakes, the middle watershed is dominated by agriculture and the lower watershed is highly urbanized.

Our Board of Directors

RVCA is governed by a 23 member Board of Directors who is appointed by municipal councils along with one agricultural representative who is appointed by the Province. The Board provides strategic direction and oversight and sets RVCA's annual workplan and budget. Draft budgets are circulated to member municipalities for review and comment each year and municipalities also receive audited financial statements, Annual Reports and presentations to Council.

Our Budget

Provincial funding was originally RVCA's primary source of revenue, but it has steadily decreased since the 1990s and now accounts for less than 3% of the budget. Some programs originally created or funded by the province are also now delivered by conservation authorities. RVCA's current budget is comprised of approximately 55% general municipal levy, 32% self-generated revenue (user fees, grants, donations), 10% special levies and 3% provincial funding.

Our Expertise

Conservation is our core competency and RVCA employs 70 staff who have experience and expertise in a variety of fields and disciplines including water resources, slope stability, erosion, groundwater, land use planning, regulations, septic systems, biology, ecology, forestry, aquatics, restoration, outdoor education, GIS, community engagement and communications. These skill sets are available to our member municipalities and are used to deliver effective, cost-efficient programs and services across the watershed on behalf of all municipalities.

Our Partners

The work of RVCA also relies heavily on the assistance, advice and support of numerous partners, some of which are highlighted in Section 4.0. This includes receiving valuable direction and guidance from the following:

- Forestry: Eastern Ontario First Nations Working Group, Forest Health Network
- Agriculture: RVCA Clean Water Committee, Lanark ALUS Partnership Advisory Committee
- Monitoring and Restoration: Lake Links, Lake Networking Group, Lake Associations

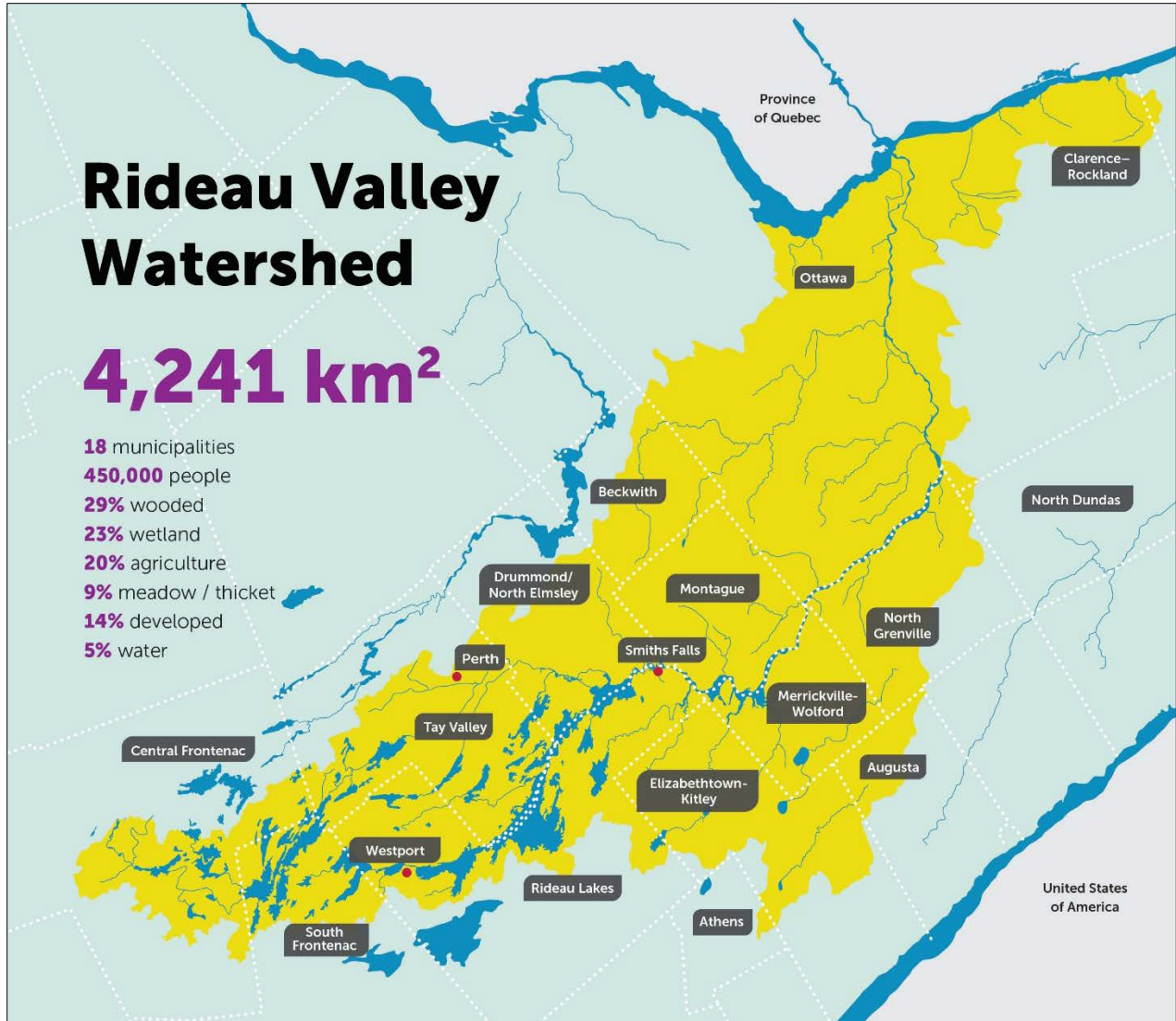


Figure 1. Rideau Valley Conservation Authority jurisdiction in Eastern Ontario.

For more information about RVCA's vision, mission, programs and services please visit our [website at www.rvca.ca](http://www.rvca.ca).

3.0 WATERSHED CONDITIONS

Ontario saw a significant change in its landscape during the 19th century with widespread deforestation fueled by European settlers and white pine being sought for ship masts. By the start of the 20th century, little old growth forest remained, contributing to severe flooding, drought, soil erosion and degraded water quality which led to the creation of conservation authorities.

Since 1966, RVCA's programs and services have continued to evolve to address current and emerging environmental issues like poor water quality, degraded streams, flooding and erosion, and loss of habitat resulting from deforestation, hardening of shorelines, loss of wetlands and riparian buffers, increased runoff, and now a changing climate.

With more than 80% of Eastern Ontario's land in private ownership, empowering and supporting landowner stewardship is essential to maintain and improve the health of watersheds that in turn support healthy communities.

Water Quality Conditions

RVCA's most recent Watershed Report Card (2023) found that water quality scores ranged from A to F across the 92 catchments in the Rideau watershed (Figure 2). Not surprisingly:

- High scoring catchments were usually found in areas where urbanization is minimal.
- Poorer scoring catchments were often found in areas with intensive land uses, hardened surfaces and low levels of wetland, woodland and shoreline cover (highly urbanized areas and/or agriculturally dominated lands). These catchments demonstrated high phosphorus concentrations and poor benthic scores.
- The good news is 50% of catchments across the watershed demonstrated either no change or an improving trend between 2018 and 2023. Positive trends were primarily driven by improvements in Total Phosphorus and benthic scores.

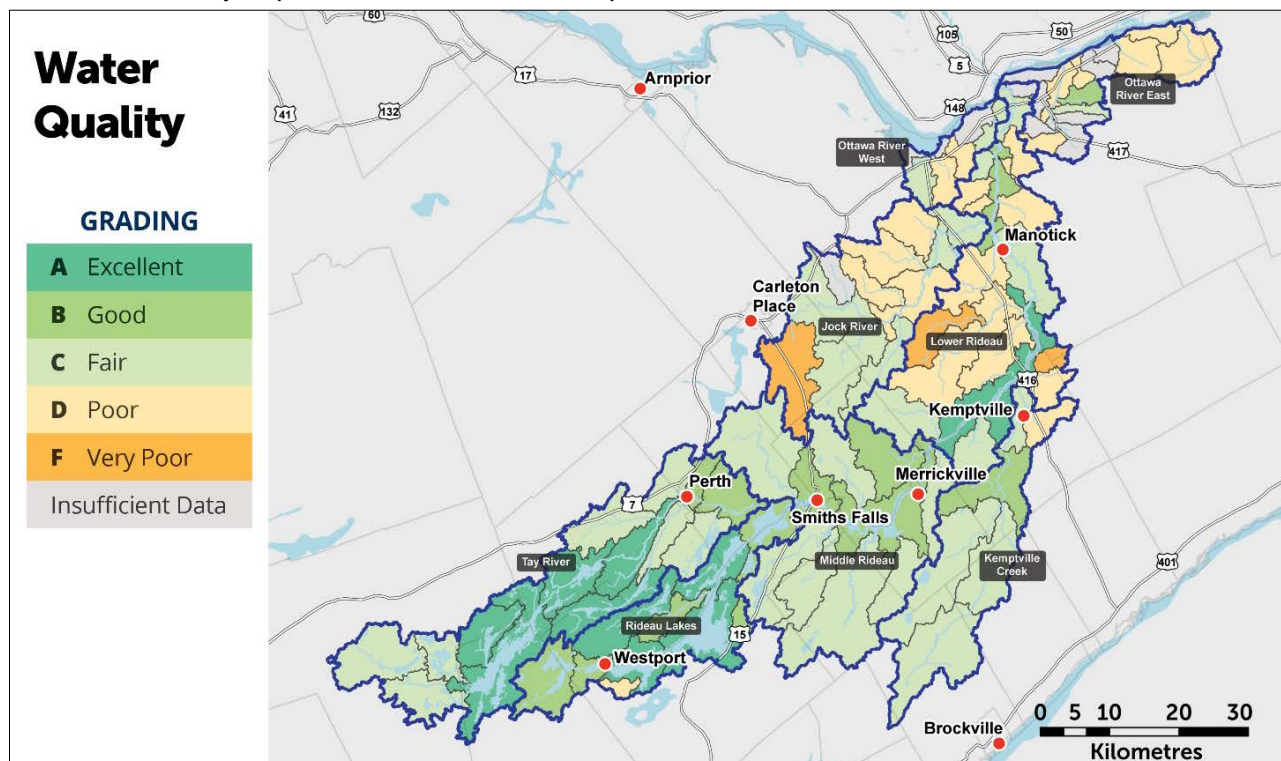


Figure 2. Surface Water Quality Grading in the RVCA

Forest Cover

RVCA's Watershed Report Card also found that forest cover scores ranged from B to F across RVCA's 92 catchments (Figure 3), with C and D being the most common. Also not surprisingly:

- The majority of B graded catchments (15) are found in the upper watershed within the Tay River and Rideau Lakes subwatersheds.
- Most C graded catchments (26) are equally distributed between the Middle/Lower Rideau, Kemptville Creek, Jock River and Ottawa East subwatersheds.
- The majority of D grades (15) are found in the Lower Rideau and Ottawa East subwatersheds.
- The ten catchments with an F are located in the urban area of the City of Ottawa and in intensively farmed agricultural areas of the Jock River and Lower Rideau subwatersheds.

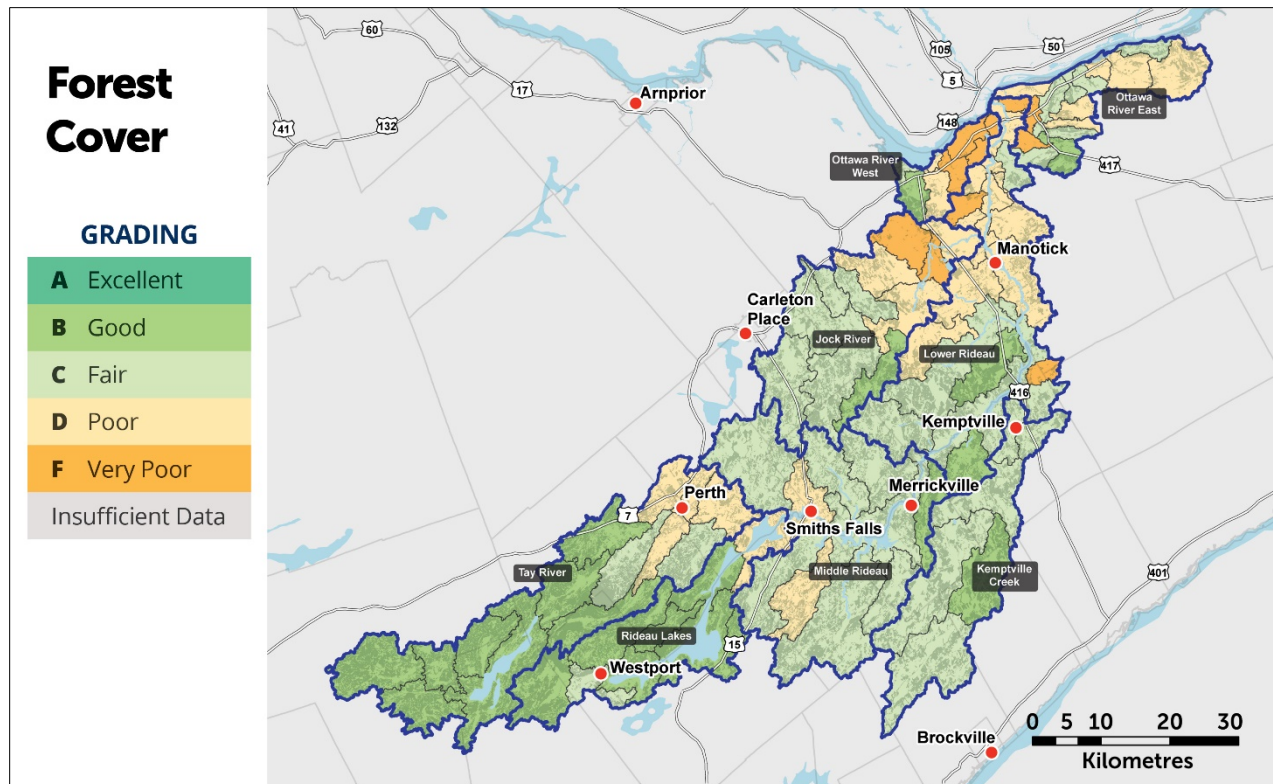


Figure 3. Forest Cover Grading in the RVCA

Wetland Cover

RVCA's Watershed Report Card also found wetland cover scores ranged from A to F (Figure 4).

- A graded catchments (61) are the most common and are found throughout the Rideau watershed, with the Tay River subwatershed having the most (14), closely followed by the Middle Rideau subwatershed (10)
- Most B and C graded catchments (11 of 13) are found in the Lower Rideau and Ottawa river systems.
- All D and F graded catchments are located within the urban area of the City of Ottawa and in intensively farmed agricultural areas of the Jock River, Lower Rideau and Ottawa East subwatersheds.

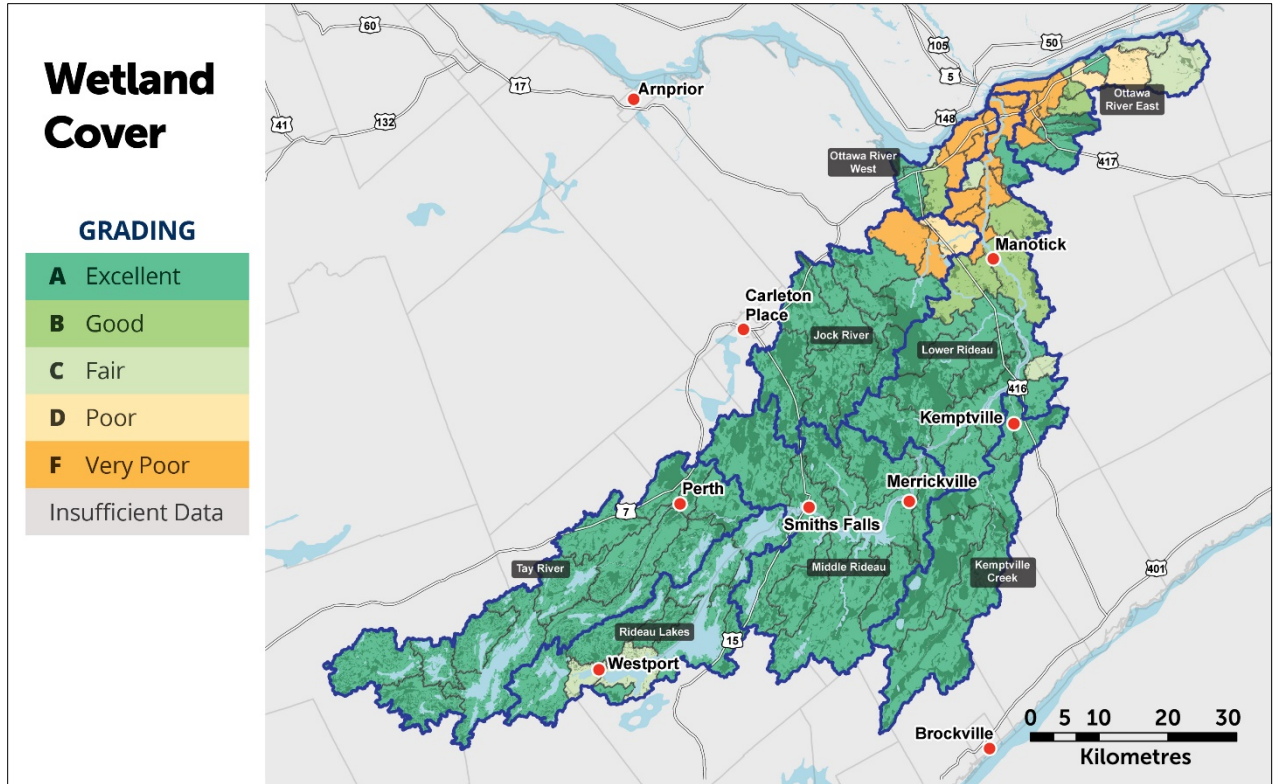


Figure 4. Wetland Cover Grading in the RVCA

4.0 WATERSHED PROGRAMS AND SERVICES

4.1 Surface Water Monitoring and Reporting

The RVCA has been monitoring water chemistry since the 1970s and aquatic and terrestrial conditions since the 1990s. The purpose is to create a dataset and understanding of water quality and stream conditions across the watershed to be used by RVCA, municipalities and other stakeholders to make informed policy and land use decisions.

RVCA's water chemistry monitoring program collects data on:

- Smaller streams and tributaries across the watershed
 - Water samples are collected at 107 sites at least 6 times (April to November).
 - Temperature, pH, conductivity and dissolved oxygen are measured in the field.
 - Collected samples are then sent to a lab which measures 52 parameters looking at bacteria, nutrients, metals and ions.

- Lakes in the middle and upper watershed
 - Samples are collected in deep water on 39 lakes
 - Samples are taken 4 times a year (May, twice in the summer and October).
 - Temperature, pH, conductivity and dissolved oxygen are measured in the field.
 - Samples from different depths are then sent to a lab which measures total phosphorus, total kjeldahl nitrogen, dissolved organic carbon and calcium.
 - Nearshore sampling also occurs on 31 of the lakes annually with more intensive sampling occurring on each lake every 5 years.
 - These samples are tested for total phosphorus, total kjeldahl nitrogen and *E.coli*.
 - Temperature, pH, conductivity and dissolved oxygen are also measured.

RVCA's aquatic and terrestrial monitoring program collects data on:

- Benthic invertebrates
 - 44 stream sites are sampled spring and fall across the watershed.
 - Samples are analyzed by accredited staff who identify the presence of stream bottom (benthic) invertebrates which are indicators of stream conditions and pollution levels. Any invasive species or species at risk are also identified.
 - Temperature, pH, conductivity and dissolved oxygen are measured in the field.

- Stream conditions
 - 600 watercourse segments are surveyed each year between April and September
 - 100 m segments are surveyed and the following data collected: temperature, fish species, instream conditions (e.g., channel, morphology, substrate, vegetation, invasive species, fish migratory barriers, algae, dissolved oxygen, conductivity, pH) and riparian condition (e.g., human alterations, adjacent land use, stream buffer, erosion levels)

- Headwater drainage features
 - Each subwatershed is sampled every 6 years
 - Each site is sampled in the spring (freshet) and summer (low flow)
 - The following information is collected to measure zero, first and second order headwater drainage features: instream conditions (e.g., feature types, flow type, sediment transport, channel connectivity, feature vegetation, barriers and dams) and riparian conditions (e.g., vegetation, channel, best management practices)

The benefits and value of these programs are:

- Monitoring lakes and streams is necessary to provide a more complete picture of water quality as provincial monitoring (completed by RVCA) only samples the four major rivers for chemistry (Rideau, Tay, Jock and Kemptville). This monitoring also shows if streams are contributing contaminants or nutrients to lakes and larger rivers including the Rideau.
- Producing a long-term data set enables staff to monitor changes in water quality and stream conditions, identify areas that are improving or declining, and identify potential reasons and opportunities for improvement.
- Sites or specialized monitoring can be added to address areas of concern.
- Monitoring data is made available on [RVCA's website](#) and reports are produced to provide analysis at the watershed, subwatershed and catchment scales.
- Established provincial and federal standards are followed to ensure data integrity and allow data to be uploaded to provincial and federal databases and be used by a variety of users.
- Municipalities use the data and reports to inform Official Plans and other policies and strategies. Municipal staff will also have to rely on this data when reviewing planning applications under Sections 2.1 (natural heritage) and 2.2 (water) of the Provincial Policy Statement now that conservation authorities can only provide comments on natural hazards and source protection.
- Consultants use the information when preparing planning or permitting submissions for clients, which can save clients time and money and speed up development approvals.
- Lake associations and other community groups use the information to inform lake management plans, education and outreach initiatives and local stewardship projects.
- Academia uses the data to advance the understanding of various areas of research including biomass production, lake dynamics, invasive species and water quality trends.
- Lastly, RVCA relies on this data and information for a number of important purposes:
 - Understanding the state of the watershed as surface water quality is one of four watershed health indicators reported on by conservation authorities across Ontario
 - Informing decisions when reviewing development applications.
 - Encouraging landowners and partners to implement best management practices.
 - Shaping and directing stewardship programs towards priority projects and areas.
 - Supporting funding applications for priority projects.
 - Assessing the vulnerability of the watershed to climate change.
 - Shaping future monitoring programs to better understand trends and causes.

Monitoring staff also:

- Work with municipalities, lake associations and other organizations to undertake special projects involving sampling, literature reviews or analysis.
- Work with community volunteers to undertake stream cleanups, remove invasive species and create fish habitat.
- Design and construct large scale fish habitat and wetland restoration projects on RVCA, municipal, provincial or federal property (with external funding).
- Attend events, guest speak, host workshops and work with other organizations to share information related to water quality, streams, aquatic habitat and watershed health.

RVCA's monitoring programs receive support from multiple partners:

- Province of Ontario supplies one YSI device to measure parameters in the field.
- City of Ottawa provides supplemental funding through special levy to augment monitoring within the City, including more frequent sampling and a higher density of sampling sites.

- Volunteers contribute 1,500 hours a year (over 20,000 hours to-date) to help with monitoring, garbage and invasive species removal, and habitat and restoration projects.
- Select property owners also provide staff with access to lakes and streams through their property and provide staff with on water transportation when sampling lakes.
- Anglers and hunters, community and lake associations, stewardship councils, National Capital Commission and other partners have also provided significant program support.

Budget summary:

- RVCA receives approximately \$200,000 a year in external funding to support monitoring, community volunteer events and large-scale fish habitat and wetland restoration projects.
- While annual program costs fluctuate depending on the number of sites, location of sites and site conditions:
 - Approximately 4.6% (\$307,000) of RVCA’s municipal levy is required to keep monitoring and reporting water chemistry on lakes and streams.
 - Approximately 5.3% (\$354,000) of RVCA’s municipal levy is required to keep monitoring aquatic and terrestrial conditions and secure external funding to undertake fish habitat and wetland restoration projects.



Figure 5. Surface Water Quality Monitoring Sites in the RVCA.

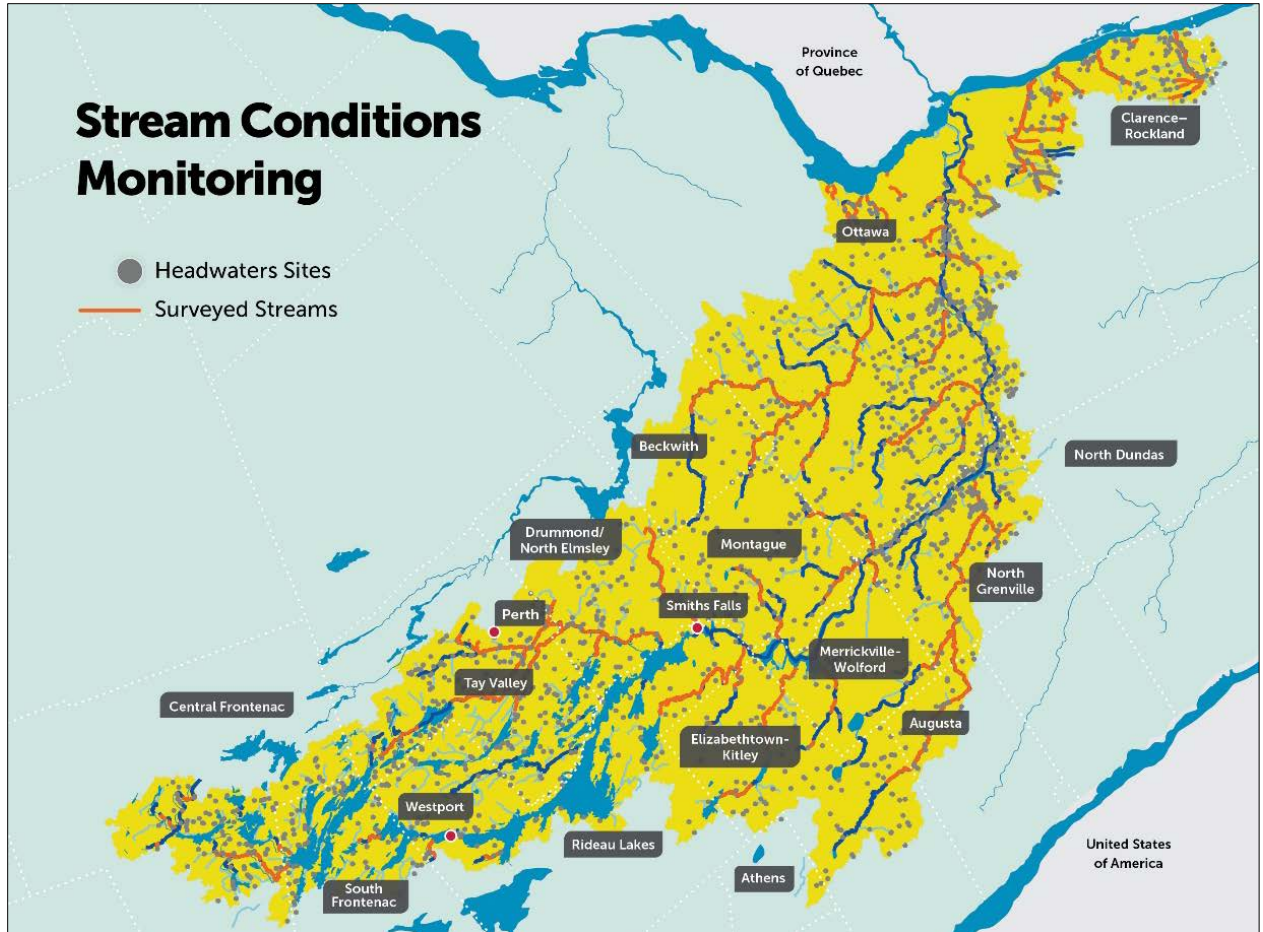


Figure 6. Stream Condition Monitoring Sites in the Rideau Watershed.

4.2 Tree Planting

The RVCA has been planting trees since 1984 and has planted over 7 million to-date. The purpose of the program is to provide technical and financial assistance to encourage landowners to reforest idle land and enhance riparian areas for the benefit of the watershed.

RVCA's reforestation program is available to anyone in the Rideau or Mississippi watershed with a minimum project size of 1,000 trees (1.25 acres).

RVCA oversees all aspects of the tree planting process including:

- Initial site visit to assess site conditions and discuss planting options with the landowner.
- Creation of a customized planting plan suitable to site conditions and landowner interests.
- Preparation of the site for spring planting.
- Planting of hearty native species (usually supplied by Ferguson Tree Nursery).
- Site tending where needed to control competing vegetation around seedlings.
- Survival assessment of the seedlings (3 years post-planting).
- Replanting of areas if necessary (up to five years after initial planting).

The benefits and value of the program are:

- More than seven million trees have been planted creating 1,327 hectares (3,279 acres) of new forest cover. An average of 200,000 trees are planted each year, creating more than 100 hectares (250 acres) of new forest cover annually.
- Trees are planted by professional planting contractors ensuring they are planted promptly and properly resulting in high survival rates.
- Survival assessments are undertaken at three years and trees replaced up to five years after initial planting to ensure tree planting translates into forest cover.
- Forest cover slows runoff, reduces flood peaks, reduces erosion, filters water, purifies air, stores carbon, creates habitat, provides wildlife corridors, increases biodiversity and helps address the impacts of climate change.
- Site visits also provide an opportunity to share information with landowners about the importance of forests and forest management, as well as other best management practices they may wish to consider and incentive programs that are available.
- A [brief program video and client testimonial](#) is available for viewing.

RVCA's forestry staff also:

- Work with municipalities and other organizations to complete tree planting projects on public land such as parks, vacant municipal properties or along highways.
- Partner with municipalities and other organizations to host tree giveaways and community tree planting events to help increase urban and suburban tree cover while raising awareness of the importance of forest cover.
- Attend events, guest speak and work with other forestry organizations to share information and resources related to woodlots, tree planting and conservation.
- Maintain healthy forests on RVCA properties through active woodlot management and the completion of forest management plans which help reduce property taxes.
- Assist with RVCA's butternut recovery program which collects seed from healthy butternut trees, provides free seedlings to landowners and works with developers to complete compensation projects to help reestablish healthy Butternut populations.

RVCA's reforestation program receives funding from multiple partners:

- 50 Million Tree Program administered by Forests Ontario provides approximately \$1.85 / tree for program delivery, site preparation, seedlings, planting, tending and survival assessments. This program created in 2008 was originally funded by the Province of Ontario and now receives funding from the Government of Canada. For 2023 and 2024 the province is providing additional funds to increase the subsidy to \$2.50 / tree.
- City of Ottawa also provides supplemental funding through special levy (Green Acres program) to boost reforestation within the city, including higher subsidies for site tending.
- One Tree Planted, the Rideau Valley Conservation Foundation's Carbon Neutral and Memorial Tree Programs and many other donors also help improve program delivery, reduce costs for landowners and support special planting projects.
- Participating landowners also contribute approximately \$0.15 / seedling for tree planting on their property and sometimes undertake site preparation or tending themselves.

Budget summary:

- The RVCA has generated \$7.3 million in external funding to support the planting of over 7 million trees, which have a project value of \$12 million.
- While annual program costs fluctuate depending on the number of trees, number of sites, site conditions and contractor costs:
 - Approximately 1.8% (\$122,000) of RVCA's municipal levy is required to keep planting 200,000 trees / year.

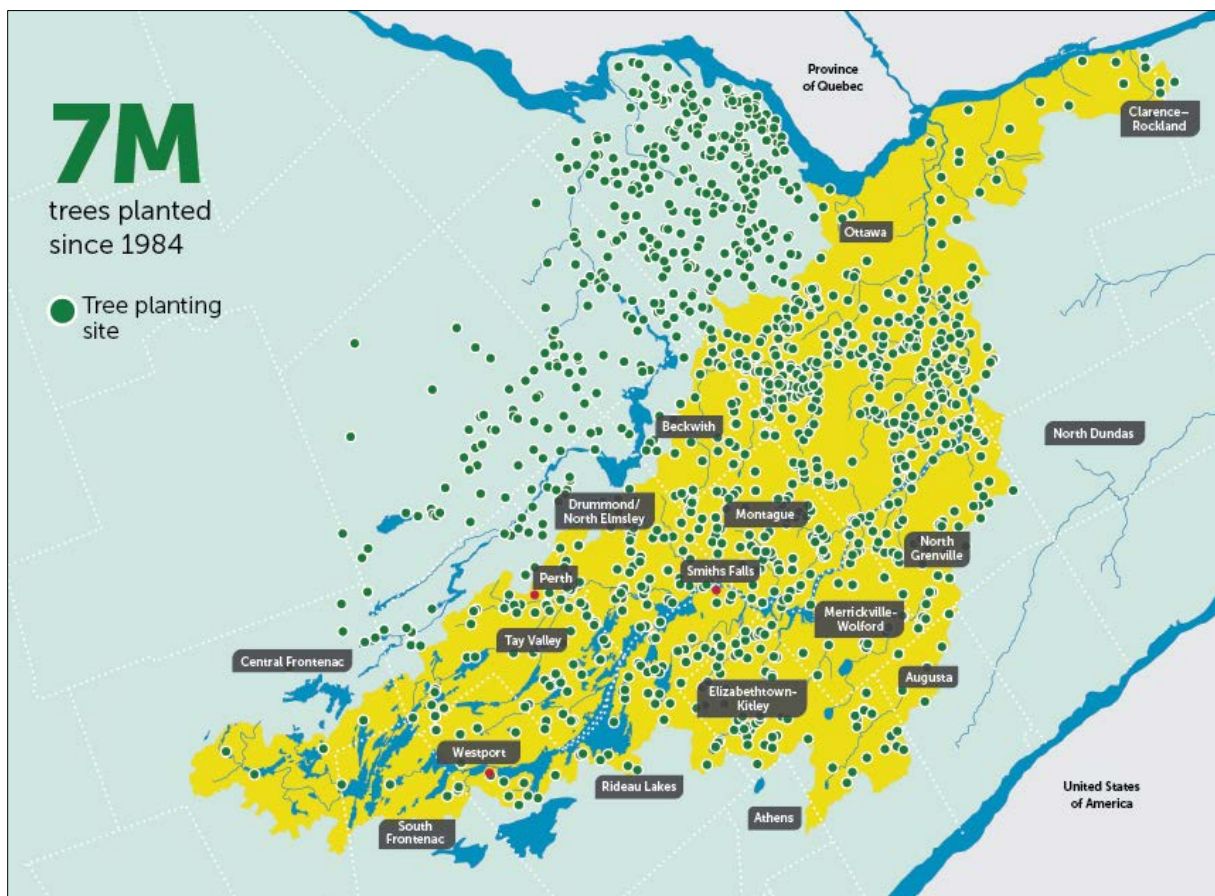


Figure 7. RVCA Tree Planting Sites (1984-2022).

4.3 Clean Water

The RVCA has provided clean water grants since 1992 and has now funded over 2,000 projects. The purpose of the program is to provide advice and financial assistance to encourage landowners to implement projects and practices that improve water quality for the benefit of the watershed.

RVCA's clean water program is available to anyone in the Rideau watershed but is best suited for farmers and rural property owners.

RVCA's program entails:

- Site visits to understand landowner needs and interests and identify potential projects.
- Assistance with project planning and the application process.
- Funding provided through cost-share grants which range from 50% to 90% of project costs (to a maximum of \$500 to \$15,000) or incentive payments which range from \$50 to \$150 / acre (to a maximum of \$1000 to \$1500 / year).
- Projects and practices eligible for funding include livestock fencing; chemical and fuel storage; manure storage and treatment; nutrient management and precision farming; controlled tile drainage; cover crops; wastewater treatment; wetland creation or enhancement; erosion control; well replacements, upgrades and decommissioning; septic repair; windbreaks, buffers, and grasslands; forest and wetland management plans; and annual payments for ecosystem services.
- Applications are reviewed and funding allocated by a multi-stakeholder committee made up of local farmers and agricultural agencies as the program is often oversubscribed.

The benefits and value of the program are:

- More than 2,000 projects have been completed that address erosion and reduce the amount of nutrients, bacteria and microorganisms entering groundwater and surface water. It is estimated that these projects reduce the amount of phosphorus entering watercourses by more than 10,000 Kg/year.
- The list of eligible projects and grant rates is reviewed and adjusted annually to ensure grant dollars are directed towards priority projects that benefit water quality the most.
- Most projects directly improve water quality such as erosion control and livestock restriction, while others prevent future water quality risks such as fuel storage.
- Completed projects protect drinking water, reduce beach closures, improve water quality for fishing, recreation, livestock watering and irrigation, improve aquatic habitat, reduce erosion, store carbon, and help address the impacts of climate change.
- Applicants are required to complete an Environmental Farm Plan or Healthy Home Guidebook to assess the environmental impact of all aspects of their property. This along with site visits raises awareness of the importance of land management practices and identifies other project opportunities and grants that are available.
- A brief [program video and client testimonial](#) is available for viewing.

RVCA's clean water staff also:

- Partner with municipalities and other organizations to complete special projects.
- Attend events, guest speak and work with other agricultural organizations to share information and resources related to land management and conservation efforts.
- Provide administrative support to MVCA and SNC by acting as the initial point of contact for applicants in the City of Ottawa as well as compiling program data and statistics.

RVCA's clean water program receives funding from multiple partners:

- Participating landowners contribute significantly to the projects undertaken on their property contributing an average of \$4 for every grant dollar received.
- ALUS Canada provides additional funding within the County of Lanark through a joint partnership with RVCA, MVCA and the County of Lanark.
- Environment and Climate Change Canada currently provides funding through their Nature Smart Climate Solutions Fund through a joint partnership with MVCA.
- City of Ottawa provides supplemental funding through special levy (Rural Clean Water Program) to boost projects in the City, including higher grant rates for some project types.
- Partnerships with groups like Ontario Soil and Crop Improvement Association, Ducks Unlimited and Bobs and Crow Lake Foundation have helped reduce delivery costs, stretch grant dollars and support special projects over the years.
- The provincial government also funded the Ontario Drinking Water Stewardship Program from 2009 to 2011 which focused on projects that protected drinking water sources.

Budget summary:

- The RVCA has provided \$3.7 million in grants to support the completion of over 2,000 clean water projects that have a total project value of \$14.7 million.
- While annual program costs fluctuate depending on the number of projects, type of projects and number of sites:
 - Approximately 3.9% (\$261,000) of RVCA's municipal levy is required to keep funding 100 clean water projects / year.

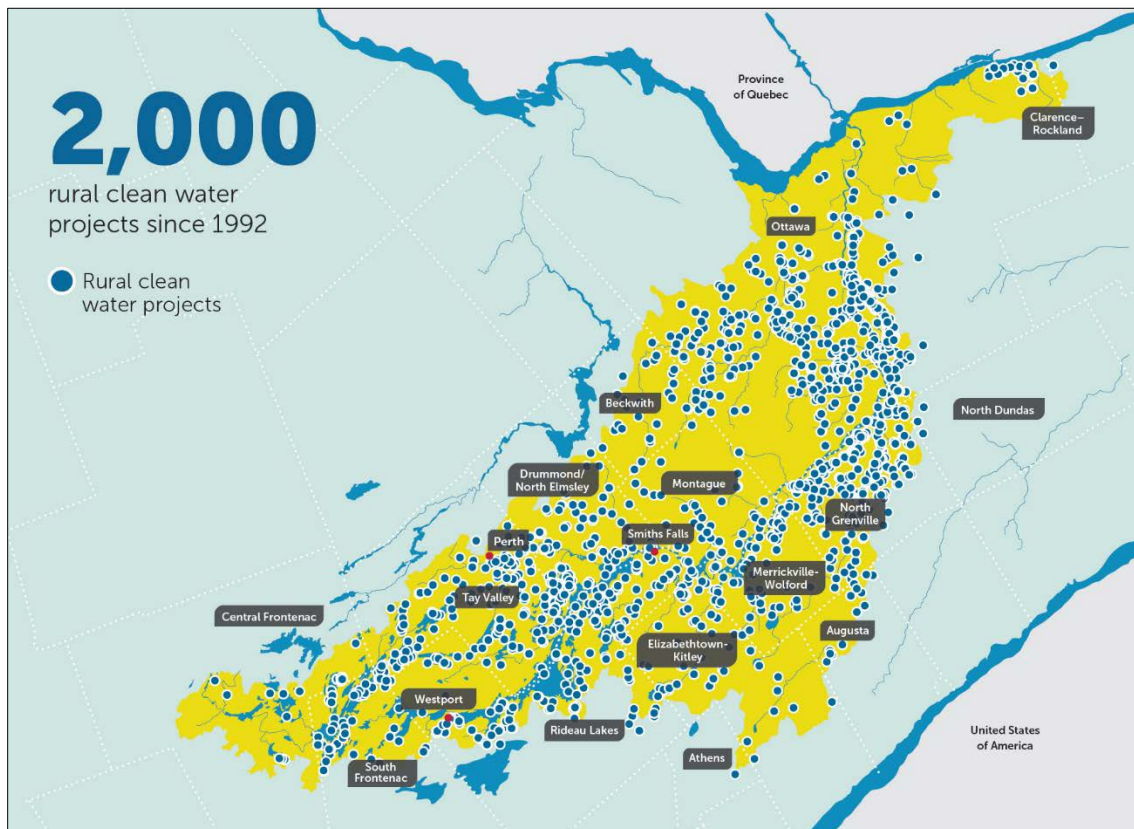


Figure 8. RVCA Clean Water Project Sites (1992-2022).

4.4 Shoreline Naturalization

The RVCA has been naturalizing shorelines since 2009 and has planted 800 sites to-date. The purpose of the program is to provide technical and financial assistance to encourage landowners to enhance riparian areas with trees and shrubs for the benefit of the watershed.

RVCA's shoreline naturalization program is available to anyone in the Rideau watershed that has property along a river, creek, stream or lake.

RVCA oversees all aspects of the shoreline planting process including:

- Initial site visit to assess site conditions and discuss planting options with the landowner.
- Creation of a customized planting plan suitable to site conditions and landowner interests.
- Planting of hearty native species (usually supplied by Ferguson Tree Nursery).
- Follow up survival assessments of planted stock.

The benefits and value of the program are:

- Over 800 sites have been naturalized with more than 138,000 native trees and shrubs. This has created new riparian buffer along 40 km of shoreline.
- An average of 70 shorelines are now planted each year, up from 40 a decade ago.
- Most stock is planted by staff, which ensures it is planted promptly and properly resulting in high survival rates. Larger potted stock is also used in combination with bare root seedlings which further improves survival rates and establishes the buffer and its benefits more quickly.
- In 2017, wildflowers were added and planted alongside trees and shrubs to support pollinators and improve program uptake.
- Riparian buffers reduce runoff and stabilize shorelines against erosion which improves water quality by keeping sediment and contaminants from washing into lakes and rivers. Natural shorelines provide shade and cover improving nearshore breeding, feeding and rearing conditions for fish, birds and amphibians. Buffers also store carbon, increase biodiversity and help address the impacts of climate change.
- Site visits also provide an opportunity to share information with landowners about the importance of shorelines and riparian buffers as well as other best management practices they may wish to consider and incentive programs that are available.
- A [brief program video and client testimonial](#) is available for viewing.

RVCA's shoreline staff also:

- Work with municipalities and other organizations to complete shoreline naturalization projects on public land including lock stations, public works yards and along pathways.
- Work with municipalities and other partners on special projects like rain gardens, pollinator plantings and larger restoration projects on sites like parks and hydro corridors.
- Work with lake associations, municipalities and other organizations to hold over-the-counter plant sales and community planting events to help improve riparian areas while raising awareness of the importance of shoreline buffers.
- Support lake associations with guidance, input and advice on lake management plans and provide guidance on implementing stewardship activities recommended in plans.
- Attend events, guest speak and work with other organizations (including Lake Links and the Lake Networking Group) to share information and resources related to riparian areas and conservation.

RVCA's shoreline naturalization program receives funding from multiple partners:

- EcoAction, Love Your Lake, Bobs and Crow Lake Foundation, the Rideau Valley Conservation Foundation along with other organizations, donors and levels of government have provided funding over the years to improve program delivery, reduce costs for landowners and support special projects.
- While project funding varies year-to-year, participating landowners usually contribute 25% of the cost of the project and may undertake planting themselves.

Budget summary:

- The RVCA has naturalized 800 shorelines which has a project value of \$1.5 million.
- While annual program costs fluctuate depending on the number of sites, number of plants and site conditions:
 - Approximately 2.6% (\$172,000) of RVCA's municipal levy is required to keep naturalizing 70 properties / year.

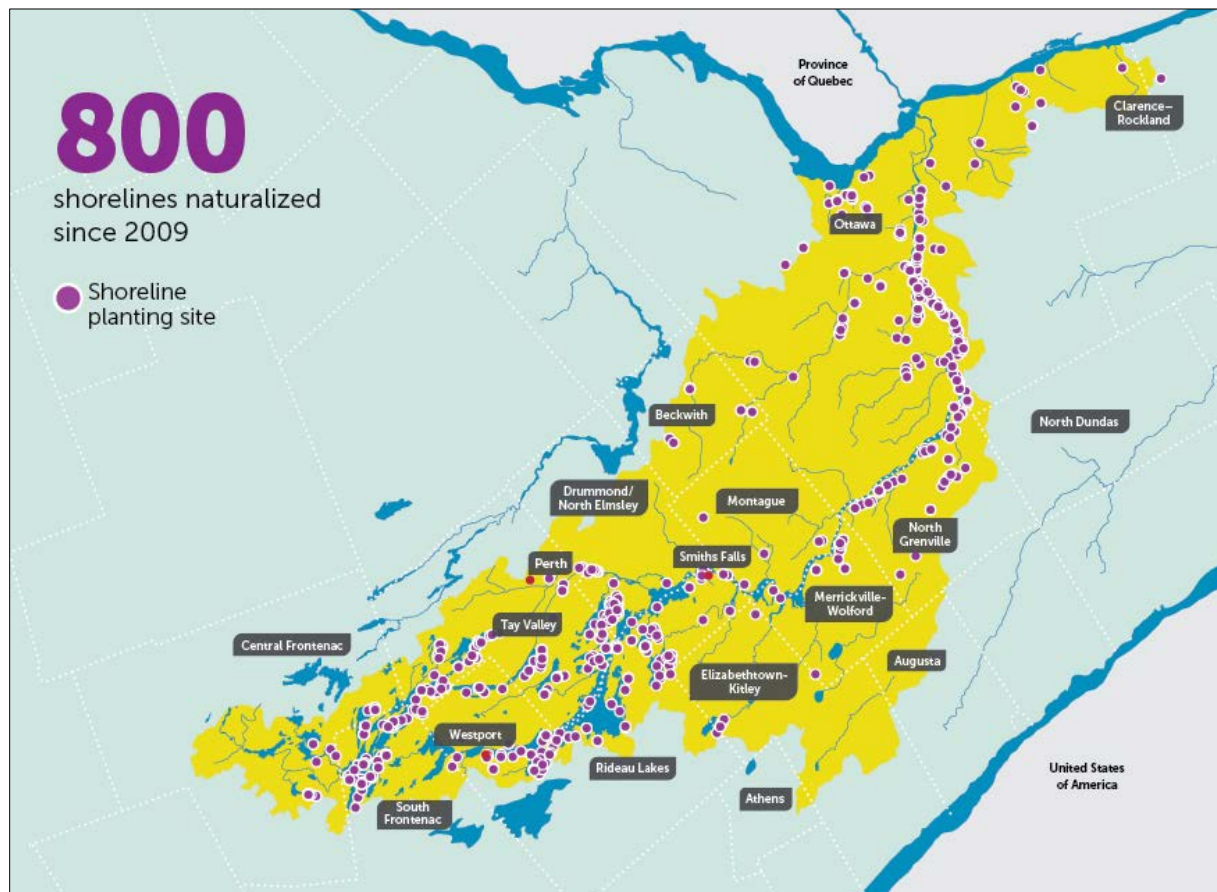


Figure 9. RVCA Shoreline Naturalization Sites (2009 to 2022)

5.0 NEW REQUIRED MUNICIPAL AGREEMENTS

As of January 1, 2024, Category 3 programs and services will require a signed agreement between RVCA and each member municipality to continue using municipal levy to support delivery and implementation.

Proposed Agreement with Municipalities

RVCA is asking municipalities to enter into a five-year agreement with a review six months prior to the agreement renewal or termination date. Clauses for conflict resolution, amendments and early termination are also included. The proposed agreement is included in Appendix A for Council's consideration.

The proposed agreement term will allow uninterrupted delivery of programs and services while providing flexibility for annual adjustments within the approved budget and/or during the agreement review period. Most program delivery occurs over several years and lead time is required to make program changes. For example, planting sites are prepared in the fall, planted in spring and followed by survival assessments and refill. Clean water grants span multiple years as approved projects are constructed before grants are paid. Watershed monitoring and reporting also relies on a multi-year rotation across the watershed for staff efficiency and cost saving.

The agreement will also outline cost apportionment between the municipalities. RVCA is proposing to use the same levy apportionment calculation established by the Province of Ontario, modified current value assessment method, which is how the remainder of the municipal levy is apportioned for Category 1 mandatory programs and services. This approach would maintain a consistent status quo municipal levy.

It is also proposed that the Category 3 agreement would set a maximum percentage of municipal levy that can be allocated to Category 3 programs and services annually. The attached agreement proposes this maximum be set at 20%.

2024 Estimated Cost

For 2024, no significant changes are proposed to RVCA's Category 3 programs and services. However, staff will be reviewing monitoring objectives with municipalities and other partners to seek opportunities to improve outcomes and find efficiencies. Staff will also continue to explore additional sources of revenue to increase the number and type of stewardship and restoration projects that can be completed on private and public land.

Based on 2023 budget direction, a 2024 budget would need approximately:

- \$688,000 in municipal levy to support Surface Water Monitoring and Reporting programs, which would represent 9.8% of the levy; and
- \$576,000 in municipal levy to support Private Land Stewardship programs, which would represent 8.2% of the levy.

Actual contributions will be based on the 2024 budget that RVCA's Board of Directors will approve following circulation to municipalities, as well as updated assessment data from the Ministry of Natural Resources and Forestry. However, based on 2023 assessment data, these costs would be apportioned amongst RVCA's member municipalities as outlined in Table 1.

Table 1. Estimated 2024 Category 3 Cost Based on 2023 Municipal Levy Apportionment.

Municipality	2023 Levy Apportionment	Estimated 2024 Cost For Category 3
Ottawa	90.86 %	\$ 1,148,484
North Grenville	1.70 %	\$ 21,425
Rideau Lakes	1.09 %	\$ 13,773
Smiths Falls	0.92 %	\$ 11,601
Perth	0.86 %	\$ 10,899
Beckwith	0.77 %	\$ 9,676
Tay Valley	0.74 %	\$ 9,379
Drummond/North Elmsley	0.72 %	\$ 9,135
Elizabethtown-Kitley	0.64 %	\$ 8,030
South Frontenac	0.40 %	\$ 5,042
Montague	0.38 %	\$ 4,834
Merrickville-Wolford	0.37 %	\$ 4,697
Central Frontenac	0.19 %	\$ 2,403
Augusta	0.14 %	\$ 1,820
Westport	0.11 %	\$ 1,330
Clarence-Rockland	0.09 %	\$ 1,130
North Dundas	0.02 %	\$ 197
Athens	0.01 %	\$ 147
Total	100 %	\$ 1,264,000

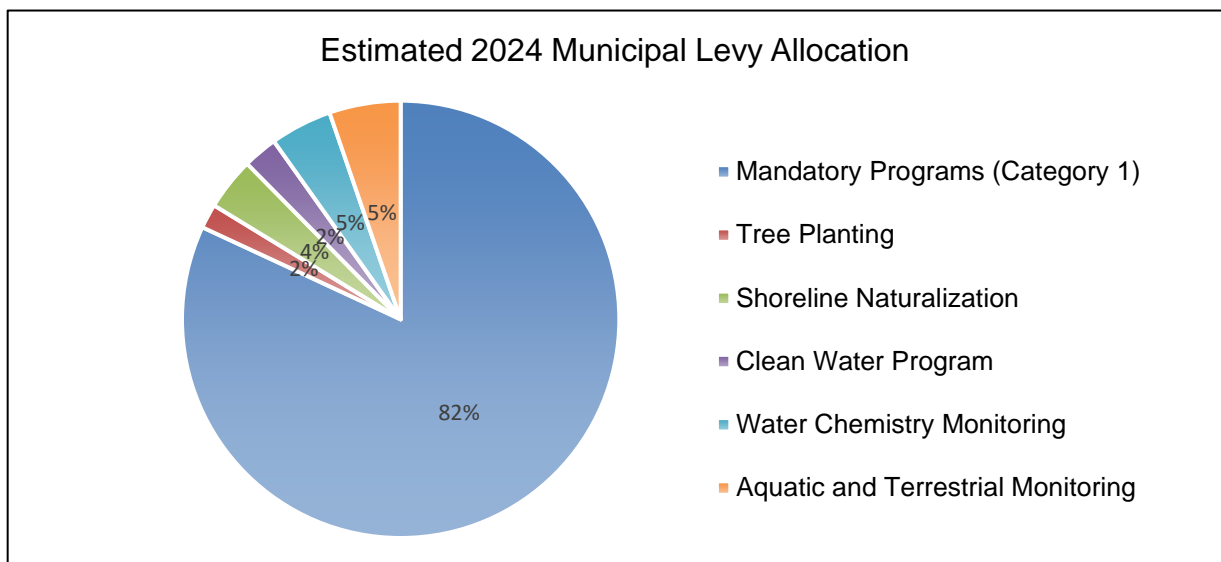


Figure 10: Approximate 2024 Municipal Levy Allocation.

Appendix A:

PROPOSED

**Cost Apportioning Agreement
Watershed Programs and Services**



COST APPORTIONING AGREEMENT WATERSHED PROGRAMS AND SERVICES

THIS AGREEMENT dated the 1st day of **January 2024**.

BETWEEN

RIDEAU VALLEY CONSERVATION AUTHORITY

a conservation authority under the *Conservation Authorities Act*, R.S.O. 1990 c. C-27
(hereinafter "RVCA")

- and -

[NAME OF MUNICIPALITY]

municipal corporation under the *Municipal Act, 2001*, S.O. 2001 c. 25
(hereinafter the "Participating Municipality")

WHEREAS RVCA has delivered Watershed Programs and Services that further the conservation, restoration, development, and management of natural resources within its jurisdiction in consultation with the Participating Municipalities since 1966;

AND WHEREAS section 21.1.2 of the *Conservation Authorities Act* requires RVCA enter into agreement with the Participating Municipalities to apportion municipal levy for the continued delivery of Watershed Programs and Services;

AND WHEREAS the Participating Municipalities wish that RVCA continue to deliver Watershed Programs and Services and agree to apportion a percentage of their municipal levy for said programs and services;

AND WHEREAS the *Conservation Authorities Act* and Ontario Regulation 687/21 permits RVCA to establish and charge user fees for Watershed Programs and Services;

NOW THEREFORE, in consideration of the terms of this Agreement and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties hereto agree as follows:

1. Definitions

1.1. In this Agreement:

1.1.1. "Act" means the *Conservation Authorities Act*, R.S.O. 1990, c. C.27

- 1.1.2. “Agreement” means this agreement entered into between the Participating Municipalities and RVCA and has the same meaning as “cost apportioning agreement” in Ontario Regulation 687/21.
- 1.1.3. “business day” means any working day, Monday to Friday inclusive, excluding statutory and other holidays, namely: New Year’s Day; Family Day; Good Friday; Easter Monday; Victoria Day; Canada Day; Civic Holiday; Labour Day; Thanksgiving Day; Remembrance Day; Christmas Day; Boxing Day; and any other day on which RVCA has elected to be closed for business.
- 1.1.4. “municipal levy” has the same meaning as “apportionment” in section 27 of the *Conservation Authorities Act* and Ontario Regulation 402/22.
- 1.1.5. “notice” means any communication given or required to be given pursuant to the Agreement.
- 1.1.6. “parties” means the Participating Municipalities and RVCA.
- 1.1.7. “party” means either RVCA or one of the Participating Municipalities.
- 1.1.8. “Watershed Programs and Services” are the programs and services identified in Schedule A that RVCA determines are advisable to further the purposes of the *Conservation Authorities Act* and has the same meaning as “Category 3 programs and services” and “other programs and services” in the Act and Ontario Regulation 687/21.
- 1.1.9. “watershed-based resource management strategy” has the same meaning as in Ontario Regulation 686/21.

2. Apportionment

- 2.1. The Participating Municipalities agree to apportion a maximum of twenty (20) percent of their annual municipal levy for the delivery of Watershed Programs and Services in accordance with section 27 of the Act.
- 2.2. Municipal levy apportionment is determined annually from assessment data provided by the province. Schedule B references 2023 municipal levy apportionment.

3. Watershed Programs and Services

- 3.1. RVCA shall deliver the Watershed Programs and Services described in Schedule A.
- 3.2. The Parties agree the Watershed Programs and Services may be included in the watershed-based resource management strategy.

4. Fees

- 4.1. The Participating Municipalities permit RVCA to establish and charge user fees for the Watershed Programs and Services.
- 4.2. RVCA shall set user fees on an annual basis.
- 4.3. RVCA shall provide a minimum thirty (30) days' notice to Participating Municipalities of changes to Watershed Programs and Services user fees.

5. Term of Agreement

- 5.1. The term of the Agreement is five (5) years commencing on the date set out above and end on December 31, 2028, subject to the renewal provisions of this Agreement.
- 5.2. The Agreement shall be automatically renewed for a five (5) year term from January 1, 2029, on the same terms and conditions contained herein, unless the Agreement has been terminated in accordance with the terms or conditions of this Agreement.

6. Review

- 6.1. The Parties shall review the Agreement every five (5) years.
- 6.2. The Agreement shall be reviewed a minimum of six (6) months prior to the termination date for the purposes of determining whether the Agreement is to be renewed by the Parties.

7. Amendment

- 7.1. This Agreement shall not be amended except by instrument in writing signed by the Parties preceded by six (6) months written notice to all Parties.

8. Termination

- 8.1. A party may terminate their participation in this Agreement upon delivering a minimum six (6) months written notice to all parties prior to July 31 in a calendar year of the Agreement.
- 8.2. The municipal levy commitment of a Participating Municipality that terminates their participation in this Agreement shall remain in effect until December 31 of the year in which the termination takes effect.

9. Notice

9.1. Notice must be in writing and shall be delivered by email, postage-prepaid mail, personal delivery or fax and shall be addressed to each Party listed below:

For the RVCA: Sommer Casgrain-Robertson
General Manager / Secretary-Treasurer
3889 Rideau Valley Drive
Manotick ON K4M 1A5
Tel.: 613-692-3571
Email: sommer.casgrain-robertson@rvca.ca

For the Municipality: Name
Title
Mailing Address
Mailing Address
Tel.: telephone number
Email: email address

9.2. Notice shall be deemed to have been given:

9.2.1. in the case of postage-prepaid mail, five (5) business days after the notice is mailed; or

9.2.2. in the case of email, personal delivery, or fax, one (1) business day after the notice is delivered.

10. Arbitration

10.1. If a dispute arises between the parties relating to any matter in this Agreement, the parties agree to resolve the dispute in strict compliance with the following procedures:

10.1.1. To meet – with each party in attendance represented by legal counsel – within a period of fifteen (15) days from the date a notice of dispute is filed by a party to participate in good faith in negotiating a resolution of the dispute.

10.1.2. To negotiate in good faith, personally and through counsel, for a period of thirty (30) days after the meeting.

10.1.3. If, within the thirty (30) day period after such meeting, the parties have not succeeded in negotiating a resolution of the dispute, to submit the dispute to arbitration.

10.1.4. The parties shall meet and appoint a single arbitrator. If they are unable to agree on a single arbitrator within fifteen (15) days, then upon written notice by any party to the other the matter shall be settled by arbitration in

accordance with the *Arbitrations Act, 1991*, by delivery of a notice of arbitration to the other party.

10.1.5. The costs of the arbitrator shall be split equally between the Parties.

11. Force majeure

11.1. The Parties shall not be considered in default in performance of their obligations under the Agreement to the extent that the performance of such obligations is delayed, hindered, or prevented by force majeure. Force majeure shall be cause beyond the control of the Parties which they could not reasonably have foreseen and guarded against. Force majeure includes, but is not limited to, acts of God, strikes, lockouts, pandemics, fires, riots, incendiarism, interference by civil or military authorities, compliance with regulations or orders of any government, and acts of war (declared or undeclared) provided such cause could not have been reasonably foreseen and guarded against.

12. Severability

12.1. The invalidity or unenforceability of any provision of the Agreement shall not affect the validity or enforceability of any other provision of the Agreement. Any invalid or unenforceable provision shall be deemed to be severed.

13. Counter Parts

13.1. The Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

14. Assignment

14.1. This Agreement shall not be assignable by the parties hereto without the written consent of the other parties being first obtained.

15. Relationship of the Parties

15.1. It is expressly agreed that this Agreement shall not be construed as a partnership or joint venture between RVCA and the Participating Municipalities. RVCA shall have no authority to bind the Participating Municipalities for the performance of any contract or otherwise obligate the Participating Municipalities.

16. Governing Law

16.1. This agreement shall be governed by and construed in accordance with the laws of the Province of Ontario.

16.2. The Participating Municipalities and RVCA agree the venue for any litigation shall be Ottawa, Ontario.

IN WITNESS WHEREOF the parties hereto have executed the Agreement.

RIDEAU VALLEY CONSERVATION AUTHORITY

Kristin Strackerjan
Chair

Date

Sommer Casgrain-Robertson
General Manager / Secretary-Treasurer

Date

We have authority to bind the Rideau Valley Conservation Authority.

[NAME OF MUNICIPALITY]

Name
Mayor

Date

Name
Clerk

Date

We have authority to bind the [name of municipality].

Schedule A

Rideau Valley Conservation Authority Watershed Programs and Services

1.0 Surface Water Monitoring and Reporting

This program includes:

- i. Water chemistry monitoring and reporting;
- ii. Aquatic and terrestrial monitoring and reporting;
- iii. Community outreach, engagement and education; and
- iv. Watercourse, lake, wetland and habitat enhancement projects.

Municipal levy supports:

- i. Staffing resources for program coordination, sampling, data analysis, reporting, external funding applications, project planning and community outreach; and
- ii. Lab fees and equipment.

2.0 Private Land Stewardship and Outreach

This program includes:

- v. Tree planting;
- vi. Clean water programs;
- vii. Shoreline naturalization; and
- viii. Community outreach, engagement and education.

Municipal levy supports:

- iii. Staffing resources for program coordination, site visits, project planning, external funding applications, reporting and community outreach; and
- iv. cost-share grants to private landowners for water quality improvement projects.

Schedule B

Rideau Valley Conservation Authority Municipal Levy Apportionment

Municipal levy apportionment follows the modified current value assessment method levy apportionment calculation set by provincial regulation. Table 1 includes a reference summary of the 2023 municipal levy percentage breakdown by municipality.

Table 1: Rideau Valley Conservation Authority's 2023 municipal levy breakdown.

Participating Municipality	Municipal Levy Breakdown by Percentage ¹
Ottawa	90.86 %
North Grenville	1.70 %
Rideau Lakes	1.09 %
Smiths Falls	0.92 %
Perth	0.86 %
Beckwith	0.77 %
Tay Valley	0.74 %
Drummond/North Elmsley	0.72 %
Elizabethtown-Kitley	0.64 %
South Frontenac	0.40 %
Montague	0.38 %
Merrickville-Wolford	0.37 %
Central Frontenac	0.19 %
Augusta	0.14 %
Westport	0.11 %
Clarence-Rockland	0.09 %
North Dundas	0.02 %
Athens	0.01 %
Total	100%

1. Municipal levy apportionment is determined on an annual basis as per assessment data provided by the Ministry of Natural Resources and Forestry.

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: October 10, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the delegation of Carlos Card, resident, regarding a request to fly the progressive Pride Flag on the designated community flagpole for the month of June 2024, for information purposes.

Carried / Defeated

Michael Cameron, Mayor



MERRICKVILLE-WOLFORD
Jewel of the Rideau

**DELEGATION REQUEST
FORM**

Should you wish to appear as a delegation to Council at one of their regular meetings, you are required to complete this request form. This form, together with any supporting materials, *must* be received by the Clerk at least seven (7) days prior to the meeting at which the delegation is requested. The date requested may not be the date on which your delegation will be heard. The Clerk will confirm the date your delegation will be heard. Please note a maximum of two (2) delegations are permitted per Council meeting. Each delegation will be permitted ten (10) minutes to make their presentation.

Name: Carlos Card Organization (if applicable): N/A

Address: [REDACTED]

Phone Number: [REDACTED] Email: [REDACTED]

The delegation is for (check one): information only request to Council

Brief description of topic to be discussed:
Pride Flag

If you are making a request to Council, please state your specific request:
Request to fly the Progressive Pride Flag on the designated Community Flag Pole for the Month of June 2024

Are you providing supporting materials? Please note all supporting materials will become part of the Council Agenda package that is made available to the public.
 Yes No

The Clerk reserves the right to approve, refuse, defer or refer any delegation.

Delegations shall abide by the Rules of Conduct and shall:

1. Not speak on any subject other than the subject for which they have received approval to address.
2. Not enter into cross debate with other delegations, administration or Members of Council.
3. Not appear for the purposes of publicly announcing a local event.
4. Refrain from public outbursts, shouting, or behavior intended to disrupt the debate, discussion and/or general proceedings of the meeting.

Upon the completion of a presentation by a delegation, any discourse between Members and the delegation shall be limited to Members asking questions for clarification and obtaining additional, relevant information only. Once a motion has been moved and seconded, no further representation or questions of the delegation shall be permitted.

Conduct of Members of the Public

No person at a meeting shall:

1. Speak aloud at a meeting or address Members without first receiving permission of the Chair to do so;
2. Speak disrespectfully of any persons;
3. Use profane or offensive words or insulting expressions against the Council or Committee or against any Member, staff or guest;
4. Resist the rules of Council or Committee or disobey the decisions of the Chair or of Council or Committee on questions of order or practice or upon the interpretation of the rules of Council;
5. Cause any disturbance to the Council or Committee or staff or guest or any person in attendance;
6. Interrupt any member while speaking through speaking out, noise or disturbance;
7. Be permitted to attend another meeting of Council or Committee after being ordered to vacate, having committed a breach of any rule of Council, and without having first met with the Mayor or Chair and the Chief Administrative Officer, and having satisfied the Mayor that their conduct at future meetings will be in conformity to the rules.

I, Carlos Card, have read the above and agree to comply with the rules as set out.


Signature

28 Sept 2023
Date

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: October 10, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from Sarah Rhodes, resident, dated September 13, 2023, regarding the vote against flying the Pride flag at the regular meeting of September 11, 2023, for information purposes.

Carried / Defeated

Michael Cameron, Mayor

From: [REDACTED]
Sent: Wednesday, September 13, 2023 8:13 PM
To: Michael Cameron <mayor@Merrickville-wolford.ca>; Doug Robertson <cao@Merrickville-wolford.ca>
Cc: Stephen Ireland <ireland@Merrickville-wolford.ca>; Ronnie Maitland <maitland@Merrickville-wolford.ca>; Margaret Gural <gural@Merrickville-wolford.ca>; Anne Barr <barr@Merrickville-wolford.ca>; [REDACTED]

Subject: Re: Merrickville Pride

Please be advised, I would also like this email included in the upcoming agenda as the emails in dispute of your decision to not fly a pride flag should also be public so our 2SLGBTQI+ community knows they are supported.

Thank you,

Sarah

Sent from my iPhone

> On Sep 13, 2023, at 6:53 PM, [REDACTED] wrote:
> Dear Mayor Cameron,
>
> I hope this letter finds you well. I am writing to express my deep disappointment and concern regarding your recent vote against flying the Pride flag in our community during the month of June as well as your quote to the Ottawa Valley news. As a resident who cares deeply about the inclusivity and diversity of our city, I believe it is crucial to address this matter.
>
> Firstly, it is important to acknowledge that queer rights are protected by law, and it is the duty of our elected officials to ensure that all members of our community are treated with respect and equality. The Pride flag represents a symbol of acceptance, support, and celebration of the LGBTQ+ community, and flying it during Pride Month sends a powerful message of solidarity.
>
>
> By voting against flying the Pride flag, it seems that our community's leadership is out of step with the progressive direction many other organizations and communities are taking such as the police force, the Catholic school board, surrounding communities, schools, and fire departments, have recognized the importance of flying the Pride flag. They understand that it is not merely a gesture but a commitment to embracing diversity

and fostering an inclusive environment. By voiding against this it sends the wrong message about our city's values and commitment to equality.

>

> I kindly urge you to reconsider your position on this matter and to support the decision to fly the Pride flag during the month of June. Doing so will not only align our city with the legal and moral imperative of protecting queer rights but also demonstrate our dedication to being a welcoming and inclusive place for all residents.

>

> I believe that by working together, we can make our community a better, more inclusive place for everyone. I look forward to seeing a positive change in this regard and hope that you will take this opportunity to stand on the right side of history.

>

> Thank you for your attention to this important matter. I am hopeful that you will reconsider your stance and make the right decision for our community's future.

>

> Sincerely,

>

> Sarah Rhodes

>

> Sent from my iPhone

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: October 10, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from Kate Folk, resident, dated September 14, 2023, regarding the vote against flying the Pride flag at the regular meeting of September 11, 2023, for information purposes.

Carried / Defeated

Michael Cameron, Mayor

From: Kate Folk [REDACTED]

Sent: Thursday, September 14, 2023 12:41 PM

To: Anne Barr <barr@Merrickville-wolford.ca>; Doug Robertson <cao@Merrickville-wolford.ca>; Margaret Gural <gural@Merrickville-wolford.ca>; Stephen Ireland <ireland@Merrickville-wolford.ca>; Ronnie Maitland <maitland@Merrickville-wolford.ca>; Michael Cameron <mayor@Merrickville-wolford.ca>

Subject: Concerns Regarding Pride Flag Dismissal

Hello Merrickville Council members,

I was fortunate enough to grow up in the beautiful village of Merrickville. When I moved out of province as a young adult one of the things that I loved most about coming back to visit Merrickville was that it always felt like home. The buildings, the river, the friendly people. When people ask "Has your little village changed much over the 15 years you were away?" I always respond with "No, it is exactly the same!" while beaming with pride. This village is where I wanted to raise my children. We packed up our home last year and moved 3,342km so that we could call Merrickville "Home" again.

However, after Monday's council meeting and the swift dismissal of our LGBTQ2 community by 3 of our village leaders, I feel frightened. I am questioning if I made the right decision to choose Merrickville as a place to raise my young children.

Thankfully through many discussions with local businesses owners, other families and neighbors, I realize that Merrickville is a safe place for people. For all people - including our LGBTQ2 community.

I realize that the disappointing decision by 3 members of our council does NOT reflect the views of the residents of the village. However, as residents have been asked to trust that you will represent us.

We were represented by 2. We were dismissed by 3 without discussion.

With respect, hope and a deep love for our village I ask that you please reconsider the motion for a Pride Flag for the month of June to show safety and acceptance to our residents and our visitors. Merrickville is an incredible village. This is the right thing to do.

I ask that this email be included in the upcoming agenda.

Sincerely,
Kate Folk

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: October 10, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from Nicole and Dave Hawken, residents, dated September 14, 2023, regarding the vote against flying the Pride flag at the regular meeting of September 11, 2023, for information purposes.

Carried / Defeated

Michael Cameron, Mayor

From: Nicole Hawken [REDACTED]
Sent: Thursday, September 14, 2023 12:29 PM
To: Michael Cameron <mayor@Merrickville-wolford.ca>; Doug Robertson <cao@Merrickville-wolford.ca>; Ronnie Maitland <maitland@Merrickville-wolford.ca>; Stephen Ireland <ireland@Merrickville-wolford.ca>
Cc: Margaret Gural <gural@Merrickville-wolford.ca>; Anne Barr <barr@Merrickville-wolford.ca>
Subject: Pride Flag

Dear Mayor Cameron, Mr. Maitland and Mr. Ireland,

My name is Nicole Hawken, and along with my husband Dave, I have been proud to live in Merrickville for seven years now. Growing up I had friends who were from the village, and I always enjoyed every chance I had to spend time here. As an adult, when I had the opportunity to make Merrickville my home, I jumped at the chance. So it saddens me that, for the first time in my life, I feel ashamed of our village, and the direction that council appears to be steering us. Specifically, like many others in our community, we were disappointed to learn of the results of the vote on September 11th, denying the request to fly a Pride flag outside of our municipal building. This decision does not represent the Village of Merrickville, or the amazing people we have had the pleasure of meeting over the past seven years. Whether it be neighbours we meet out for a walk, or the many passionate entrepreneurs that make Merrickville so special; this decision is in direct opposition to the community that we have grown to love.

Flying a Pride flag at our municipal office signifies that Merrickville is a safe, inclusive place for everyone whether they live in this community or are visiting from a neighbouring community. As councillors, it is your job to represent the best interests of our community, regardless of your personal opinion. At the root of decision making, it is your responsibility to make Merrickville a safe place for everyone. Voting against a Pride flag, a symbol of safety, goes against your responsibility to protect each and every person equally.

I believe that everyone makes mistakes, the part that matters most is what you do to correct the mistake. This is an opportunity for the three members of council that voted against raising a pride flag, to educate themselves on the importance of inclusion in our community and how much that means to the members of this community.

I would ask that you please reconsider this issue at a future council meeting.

Thank you,
Nicole & Dave Hawken

*Please include our email in the next agenda

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: October 10, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from Michelle Davis and Matthew Pestell, residents and owners of the Knox Wedding & Event Venue, dated September 14, 2023, regarding the vote against flying the Pride flag at the regular meeting of September 11, 2023, for information purposes.

Carried / Defeated

Michael Cameron, Mayor

From: The Knox <info@theknox.ca>
Sent: September 14, 2023 2:58 PM
To: Stephen Ireland <ireland@Merrickville-wolford.ca>; Ronnie Maitland <maitland@Merrickville-wolford.ca>; Michael Cameron <mayor@Merrickville-wolford.ca>
Cc: Anne Barr <barr@Merrickville-wolford.ca>; Margaret Gural <gural@Merrickville-wolford.ca>
Subject: Re: Pride Flag

We would also request that our email be included in the next council meeting.

Thank you,

Michelle & Matt

On Thu, Sep 14, 2023 at 8:00 AM The Knox <info@theknox.ca> wrote:
Mayor Cameron, Councillor Ireland and Councillor Maitland,

It has recently come to our attention that on September 11th you voted against raising a Pride flag at the Municipal office throughout the month of June.

We ask that you please hear our thoughts on this matter and consider bringing this discussion back to the table.

We (Michelle Davis and Matthew Pestell) both live and work here in Merrickville. We are the owners of The Knox Wedding & Event Venue located on St. Lawrence Street and we also reside here in the village.

This vote was disappointing to us on several fronts.

First, as local business owners. At The Knox we have the privilege of celebrating couples on their wedding day and many of our couples have been members of the LGBTQ+ community. We're honoured that they chose us to be a part of their wedding and we take the responsibility of ensuring our space is inclusive and welcoming to all people very seriously. From the language used on our website to the vendors/businesses we align ourselves with to the LGBTQ+ inclusivity training we provide to our staff to the signage used in our space, we put effort into trying to ensure every person feels welcomed and celebrated at The Knox. We expect our clients to feel the same level of acceptance and celebration from the town we are located in. The town that our clients, their friends and family will come to stay the weekend, eat and shop in.

Secondly, this is the town we call home and where we are raising two young children. We do not yet know how our children will identify or who they will love but we hope that the place we are raising them will show support for the LGBTQ+ community and let them know that they are free to be their authentic selves.

The Pride flag is a symbol of inclusivity, acceptance, love and positivity. We are hard pressed to think of any reason that you wouldn't want to raise a symbol that spreads that message. Voting no to raising the Pride flag sends a very loud negative message and one that we don't believe represents this community.

Sincerely,

Michelle & Matt

Michelle Davis (She/Her)

The Knox Wedding & Event Venue

www.theknox.ca

@theknoxvenue

618 St. Lawrence Street Merrickville, ON

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: October 10, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from the staff at École Catholique Sainte-Marguerite-Bourgeoys, dated September 21, 2023, regarding a request for Council to waive the \$200.00 rental fee of the Community Centre for the purposes of their annual Thanksgiving luncheon; and

That Council does hereby approve the request and waive the \$200.00 rental fee for the school luncheon as requested.

Carried / Defeated

Michael Cameron, Mayor



École Ste-Marguerite-Bourgeoys

306, rue Read

C.P. 539

Merrickville, Ont.

K0G 1N0

Téléphone (613)521-4213

Télécopieur (613)269-2840

September 21, 2023

Merrickville-Wolford council
Merrickville, Ontario

To the council members,

For many years, École Catholique Sainte-Marguerite-Bourgeoys has celebrated Thanksgiving with its community by having a potluck turkey lunch at the community center.

Each year, this event becomes more popular with our families and it gives us an opportunity to share a meal and fellowship.

We are asking that the council waive the rental fee of 200\$ We would appreciate this very much as we could use these funds to purchase some new materials for our students.

We appreciate your consideration.

The staff at École Catholique Sainte-Marguerite-Bourgeoys
306 Read Street
Merrickville

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: October 10, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

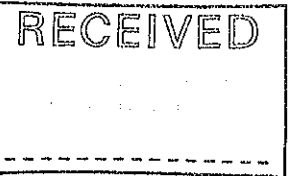
Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from Danielle Moizer, Merrickville Cooperative Playgroup, regarding a request for Council to waive the fees associated with using the Community Centre and insurance costs for the purposes of the playgroup sessions; and

That Council does hereby approve the request and waive the associated fees with the rental of the Community Centre as requested.

Carried / Defeated

Michael Cameron, Mayor



To whom it may concern,
I am writing on behalf of the Merrickville Co-Operative playgroup. We are a small community group that has been meeting for the better part of 35 years. The playgroup is a place for people to come and make connections within the community and to encourage exploration, play and teach social skills to young children. Unfortunately we were unaware that we would need to apply for a grant to continue operating for our September session. I would like to request that council wave the fees associated with using the community centre and insurance costs as it has done in previous years until we can apply for the next grant in January. We would love to continue our weekly gatherings as soon as we can.

Thank you,
Danielle Moizer

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: October 10, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive Report CBO-03-2023; and

That Council does hereby approve the application for Heritage Property Tax Relief for the property at 106 Colborne Street East, Merrickville, Ontario, in the amount of \$524.00 for this fiscal year for this property.

Carried / Defeated

Michael Cameron, Mayor



Village of Merrickville-Wolford

Report CBO-03-2023

Of the Chief Building Official

Date of Council Meeting: October 10, 2023

Report to Council

RE: Heritage Property Tax Relief By-law 06-09

As it pertains to 106 Colborne Street East

Owners: Colin Aitken and Mariana Aitken

OBJECTIVE: To provide Council with information necessary to consider the application for Heritage Property Tax Relief for replacement of the roof shingles in order to preserve some architectural features of the Heritage designated property at 106 Colborne Street East.

RECOMMENDATION:

THAT: The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive Report CBO-03-2023; and

THAT: Council does hereby approve the application for Heritage Property Tax Relief for the property at 106 Colborne Street East, Merrickville, Ontario, in the amount of \$524.00 for this fiscal year for this property.

BACKGROUND:

An application on the prescribed form for Heritage Property Tax Relief was filed and fees paid to the Village Office on September 5, 2023, by the owner of the property for replacement of the roof at the subject property.

In accordance with By-law 06-09 (attached at Schedule "A"), "Being a Bylaw to provide tax relief in respect of designated Heritage Properties", Section 4, the owner shall be eligible to receive Heritage Property Tax Relief once per year, every three years, provided that the owner has fulfilled the requirements of the By-law.

ANALYSIS:

The subject building is a two-storey Victorian structure with a hip roof and a dormer in the front. The property is located within the "R-1 Residential First Density" Zone and is

a permitted primary use for that Zone. The legal description is Plan 6 on the Merrickville Plan of subdivision, Lot 140, old lot 9, Concession A, known locally as 106 Colborne Street East, which matches the legal description provided in the designating By-law.

The property was designated under authority of Section 29 of the *Ontario Heritage Act, 1974*.

The designating By-law number 13-90 (attached as Schedule "B") was passed by the Village of Merrickville Council on March 1, 1990. There is evidence that the Bylaw had been registered on the title of the property.

The reasons in the By-law for the designation of the building were as follows:

“A large red brick, two storey Victorian structure with a square front section and a brick summer kitchen addition, all dating about 1880. The hip roof has a dormer in front, along with summer kitchen roof has a simple gable. Important decorative features include a full wood front porch with balcony. Also important are this house’s arched windows with delicate tracery over each windows upper sash.”

The application for Heritage Tax Relief describes the work to be carried out as:

1. New roof with slate look Euroshield rubber recycled roofing.

The original roof was covered with black shingles.

The new roof was covered with Euroshield rubber recycled roofing with a slate look.

An inspection of the work was carried out by staff on September 5, 2023, with the owner on site. New replacement roofing had been installed in accordance with the submitted application. All work was revealed to be completed satisfactorily. Photographs are attached at Schedule "C" of the original and replacement roofing.

BUDGET/LEGAL IMPLICATIONS:

In the event that Council should approve the application for Heritage Tax Relief, then the tax assessment portion of the Village budget will be reduced by up to a maximum of \$524.00 for this fiscal year for this property.

However, Section 2 of the Heritage Tax Relief Bylaw 06-09 allows Council the option of not approving the application with no legal obligation or implications.

CONCLUSION:

The application was not submitted by the April 30th deadline, as included in By-law 06-09. Council has the authority to waive this section in the By-law to approve the application

if that is the decision of Council. All work has been completed with attention to detail, sympathetic to the historic and architectural features as described in the designating By-law.

It is the recommendation of staff that Council approve this application for Heritage Tax Relief and grant the Tax Relief.

ATTACHMENTS:

Schedule "A" - Copy of Heritage Tax Relief By-law 06-09 and Application Form

Schedule "B" – Copy of Heritage Designation By-law 13-90

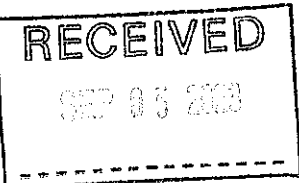
Schedule "C" – Photos of original and replacement roofing

Submitted by:

Approved by:

Dan Halladay, Chief Building Official

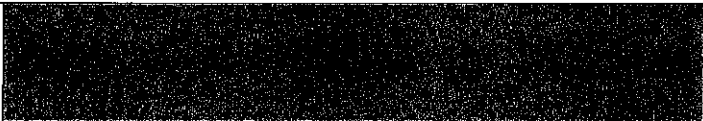
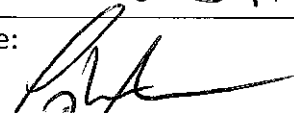
Doug Robertson, CAO/Clerk



VILLAGE OF MERRICKVILLE-WOLFORD

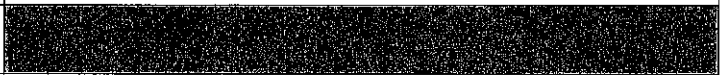
Application for the Heritage Property Tax Relief Program

Deadline: Last day of April

Owner name (s): <i>Colin Aitken, Marianne Aitken</i>	Fee enclosed: <i>\$ 25 cheque.</i>
Property address: <i>106 Colborne St E.</i>	Mailing address and telephone/cell: <i>PO Box 695</i>
Cost of work to be completed: <i>\$ 48,000</i>	Amount of grant requested: <i>\$ 524</i>
Description of work to be completed: <i>Replacing Roofing with Slate look Euroshield rubber recycled roofing.</i>	
Date work to be completed by: <i>10 Sept 2023</i>	
Signature: 	Date: <i>31 Aug 2023</i>

OFFICE USE ONLY

Attn: CBO

Date Received:	Order of receipt:
Correct fee of \$25.00 enclosed: <input type="checkbox"/> YES <input type="checkbox"/> NO	Property tax arrears: <input type="checkbox"/> YES <input type="checkbox"/> NO
Designated property: <input type="checkbox"/> YES <input type="checkbox"/> NO	Qualified work: <input type="checkbox"/> YES <input type="checkbox"/> NO
Date notification sent:	
Receipts submitted: <input type="checkbox"/> YES <input type="checkbox"/> NO	Do receipts qualify: <input type="checkbox"/> YES <input type="checkbox"/> NO
Date of work completion:	Cost of work:
Date of inspection:	Grant amount approved:
Name of inspector:	Date cheque issued:

CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD

BY-LAW 06-09

**BEING A BY-LAW TO PROVIDE FOR TAX RELIEF IN RESPECT OF
DESIGNATED HERITAGE PROPERTY**

WHEREAS Section 365.2 of the *Municipal Act*, S.O. 2001, c.25, provides that a local municipality may establish a program to provide tax reductions or refunds in respect of eligible heritage property;

AND WHEREAS the establishment of a Heritage Property Tax Relief Program will encourage the restoration and preservation of buildings or structures of historic or architectural value that reveal some of the broad architectural, cultural, social, political, economic, and/or military patterns of the local history of the Village of Merrickville-Wolford, or that has some association with specific events or people that have shaped the details of that history;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD ENACTS AS FOLLOWS:

DEFINITIONS.

1. In this by-law:
 - a) "**Village**" means the Corporation of the Village of Merrickville-Wolford.
 - b) "**Council**" means the Council of the Corporation of the Village of Merrickville-Wolford.
 - c) "**Eligible heritage property**" means a heritage property that is subject to an easement agreement with the Village under section 37 of the Ontario Heritage Act, or an easement agreement with the Ontario Heritage Foundation under section 22 of the Ontario Heritage Act.
 - d) "**Heritage property**" means a building or structure located in the Village of Merrickville-Wolford, and designated under Part IV of the Ontario Heritage Act or part of a heritage conservation district under Part V of the Ontario Heritage Act.
 - e) "**Heritage Property Tax Relief**" means a tax credit that may be applied to an eligible heritage property, that is attributable to,
 - i) The building or structure or portion of the building or structure that is the eligible heritage property; and
 - ii) The land used in connection with the eligible heritage property, as determined by the Village.
 - f) "**Owner(s)**" means the owner, from time to time, of an eligible heritage property, and includes a corporation and partnership and the heirs, executors, administrators and other legal representatives of a person to whom the context can apply according to law.
 - g) "**Program**" means the Heritage Property Tax Relief Program.
 - h) "**M.W.M.H.C.**" means the Merrickville-Wolford Municipal Heritage Committee.
 - i) "**CBO**" means the Chief Building Official of the Village of Merrickville-Wolford or designate.

SUBJECT TO AVAILABLE FUNDING.

2.
 - a) The Program is subject at all times to the availability of funding. This by-law does not oblige Council to provide funding for the Program, and the Heritage Property Tax Relief contemplated by this by-law may be eliminated by Council through repeal of this by-law at any time with no notice whatsoever to any affected persons.
 - b) The Program funding is limited to the dollar amount approved by Council in the annual municipal budget and is limited to eight (8) residential properties and three (3) commercial or multi residential properties per year.

MINISTER OF FINANCE.

3. The Program is subject to any regulations that the Minister of Finance may make governing by-laws on tax refunds and reductions for heritage properties.

FREQUENCY OF TAX RELIEF.

4. Subject to the conditions set out in this by-law, an Owner shall be eligible to receive Heritage Property Tax Relief once per year, every third year, providing that the Owner meets all of the requirements of this by-law.

APORTIONMENT BY MUNICIPAL PROPERTY ASSESSMENT CORPORATION.

5. The portion of a property's total assessment that is attributable to the building or structure, or portion of the building or structure, that is eligible heritage property, and the land used in connection with it, may be determined by the Municipal Property Assessment Corporation at the request of the Village.

AMOUNT OF TAX CREDIT.

6. The amount of the tax credit provided in respect of an eligible heritage property shall be thirty percent (30%) of the taxes for municipal and school purposes levied on property assessed in the residential class and shall be limited to \$524.00 per property per eligible application; and thirty percent (30%) of the taxes for municipal and school purposes levied on property assessed in the commercial or multi-residential classes and shall be limited to \$703.00 per property per eligible application.

FORFEIT OF RIGHTS TO TAX RELIEF.

7. No subject property can be in tax arrears at any time. Should a property fall into tax arrears during that period of program participation, it shall automatically forfeit any rights to the subject Tax Relief and shall be cancelled from the Program until such time as the situation is satisfactorily remedied.

INSPECTIONS.

8. In order to be eligible for the Program, the Owner shall consent to the inspection of the property, as and when deemed necessary by the Village and by an individual(s) appointed by the Village. For the purposes of this by-law preliminary inspections shall be conducted by members of the Merrickville-Wolford Heritage Committee and final inspections by the Chief Building Official. IN the event the preliminary inspection cannot be carried out by members of the MWHC, the CBO will conduct said inspection.

APPLICATION.

9. The Owner of a heritage property may make application to the Program by submitting the prescribed application form to the Merrickville-Wolford Municipal Heritage Committee, not later than the last day of April in the year in which the owner is seeking to obtain the Heritage Property Tax Relief. The Merrickville-Wolford Municipal Heritage Committee shall enroll the eligible heritage property in the Program in the order in which the applications are received.

PAYMENT OF THE TAX CREDIT.

10. Payment shall be made to the applicant in the form of a cheque upon the receipt and approval by the M.W.M.H.C. of:

- (a) Receipts for supplies used to repair/maintain the property;
- (b) Paid invoices for services obtained to repair/maintain the property.

FEES.

11. As part of the application/renewal process, the Owner must submit the appropriate fee as follows:

- (a) \$25.00 application fee for property assessed in the residential class;
- (b) \$40.00 application fee for property assessed in the commercial or multi-residential classes.

NON-COMPLIANCE.

12. In the event that the Merrickville-Wolford Municipal Heritage Committee determines that the applicant has not completed the work as set out in the application by the deadline of December 31st in the applicable year, the application and funding requested will be forfeited for non-compliance.

NOTIFICATION OF MINISTER.

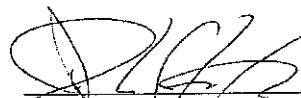
13. The Clerk is hereby directed to give notice of this by-law to the Minister of Finance within thirty (30) days of the date of enactment.

EFFECTIVE DATE.

14. This by-law shall come into force and take effect on the day of enactment.

READ a first and second time this 23th day of March, 2009.

READ a third and final time and passed this 23th day of March, 2009.



J. Douglas Struthers
MAYOR



Jill E. Eagle
CLERK

CORPORATION OF THE VILLAGE OF MERRICKVILLE

BY-LAW NO. 390

BEING a by-law to designate the property known municipally as 106 Colborne Street East as being of architectural and historical interest or value

WHEREAS section 29 of the Ontario Heritage Act, R.S.O. 1980 Chapter 337 as amended authorizes the council of a municipality to enact by-laws to designate real property, including all buildings and structures thereon, to be of architectural or historical value or interest

AND WHEREAS the Council of the Corporation of the Village of Merrickville has caused to be served on the owners of lands and premises known as the Donaldson house at 106 Colborne Street East, Merrickville and upon the Ontario Heritage Foundation, notice of intention to so designate the aforesaid real property and has caused such notice of intention to be published in the same newspaper having general circulation in the municipality once for each of three consecutive weeks

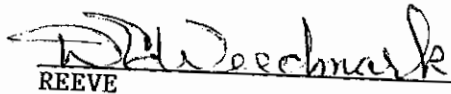
AND WHEREAS the reasons for designation are set out in Schedule 'A' attached hereto AND WHEREAS no notice of objection to the proposed designation has been served on the clerk of the municipality

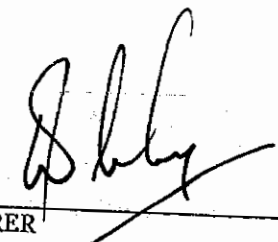
NOW THEREFOR the Council of the Corporation of the Village of Merrickville enacts as follows that:

- (1) there is designated as being of architectural and historical value or interest, the real property known as the Donaldson house at 106 Colborne Street East, Merrickville, Ontario or particularly described in Schedule 'A' attached hereto
- (2) the Village Solicitor is hereby authorized to cause a copy of this by-law to be registered against the property described in Schedule 'A' hereto in the Land Registry Office, Prescott, Ontario
- (3) the Clerk is hereby authorized to cause a copy of this by-law to be served on the owner of the aforesaid property and on the Ontario Heritage Foundation and to cause notice of the passing of this by-law to be published in the same newspaper having general circulation in the municipality once for each of three consecutive weeks

READ a first and second time this 1st day of March 1990.

READ a third and final time and passed this 1st day of March 1990.


REEVE


CLERK - TREASURER

CORPORATION OF THE VILLAGE OF MERRICKVILLE

SCHEDULE 'A' to

BY-LAW NO. 13-90

The land and building known locally as the Donaldson house

Owner: Donald Joseph Kennedy and Julia Anne Kennedy

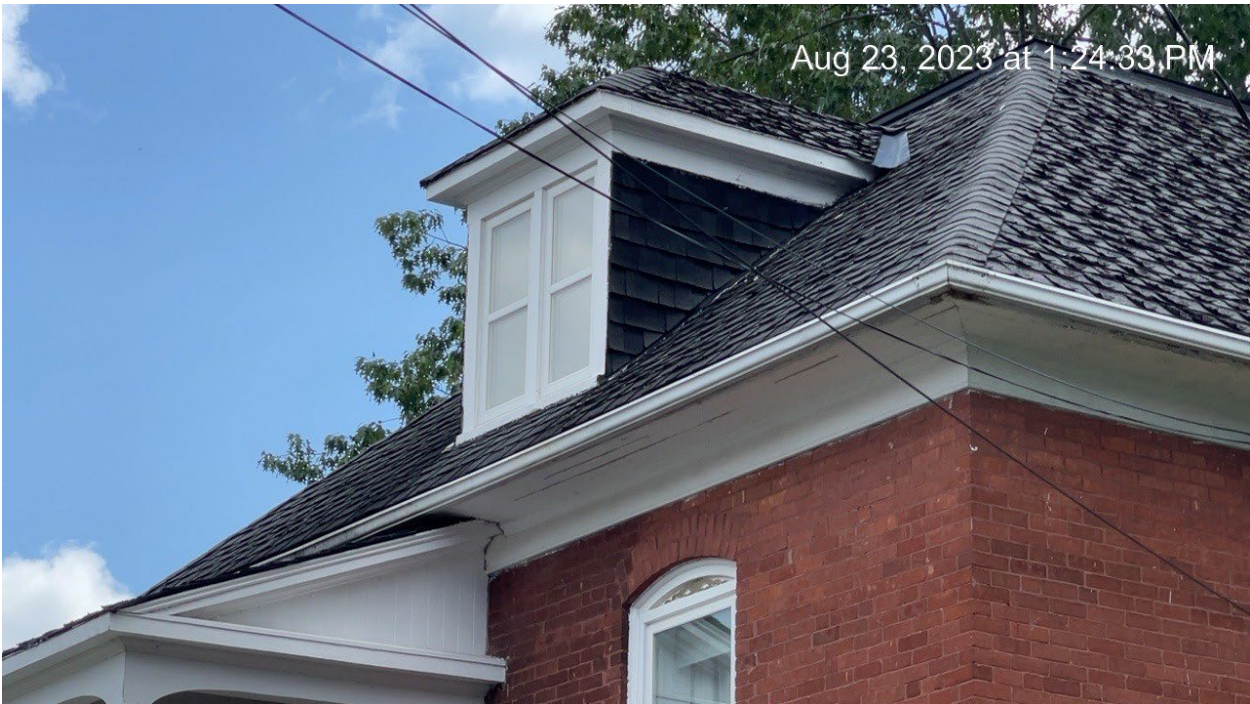
Municipal Address: 106 Colborne Street East

Legal Description: Lot 140, old lot 9, Concession A, Plan 6
Village of Merrickville
South side of River

Roll Number: 07-14-000-015-16400-0000

Reasons for Designation

A large red brick, two storey Victorian structure with a square front section and a brick summer kitchen addition, all dating from about 1880. The hip roof has a dormer in front, along with summer kitchen roof has a simple gable. Important decorative features include a full wood front porch with balcony. Also important are this house's arched windows with delicate tracery over each windows' upper sash.











Sep 20, 2023 at 1:36:27 PM



Sep 20, 2023 at 1:37:01 PM



For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: October 10, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the Reserve and Reserve Fund Policy from the Finance Department; and

That Council does hereby approve the Reserve and Reserve Fund Policy as presented.

Carried / Defeated

Michael Cameron, Mayor

Reserve and Reserve Fund Policy

Purpose:

The purpose of this policy is to establish consistent principles, standards and guidelines for the maintenance, management and accounting of reserves and reserve funds.

Scope:

The Reserve and Reserve Funds Policy applies to all reserves and reserve funds established by the Village of Merrickville-Wolford.

Objectives:

- Adherence to statutory requirements
- Promotion of financial stability and flexibility
- Provision for major capital expenditures
- Smooth expenditures which would otherwise cause fluctuations in the operating budget: and
- To take advantage of financial opportunities that may arise.

This policy establishes the objectives for reserves and reserve funds, standard of care, as well as it describes the responsibilities for their management and administration.

Under section 417(1) of the *Municipal Act*, 2001, municipalities have the authority to provide for reserve funds in annual budgets for any purpose for which it has the authority to spend money.

Definitions:

- a) Reserve: Monies set aside by approval of Council and not restricted by legislation. It has no reference to any specific asset and does not receive an annual interest allocation.
- b) Reserve Fund: Monies set aside for a specific purpose as required by provincial legislation, a municipal by-law or resolution, or agreement. Reserve Funds

receive an annual interest allocation based on the average annual balance. A reserve fund differs from a reserve in that reserve fund monies are set aside and restricted to meet the purpose of the reserve fund. The reserve fund is not available for general municipal purposes. There are two types of reserve funds, obligatory and discretionary.

- c) **Obligatory Reserve Fund:** Monies set aside and legally restricted by provincial legislation or statute that requires the revenue received to be segregated from the general revenues of the municipality. The funds cannot be used for any other purpose. The main Obligatory Reserve Funds are Development Charges, Gas Tax and Cash in Lieu of Parkland.
- d) **Discretionary Reserve Fund:** Monies set aside for a specific purpose by Council by by-law or resolution. If Council should decide to spend the money for purposes other than what it was originally intended for, then a new by-law must be passed.

Roles and Responsibilities:

Council:

- In accordance with the *Municipal Act, 2001*, Council is responsible to develop and evaluate policies, ensure that administrative policies, practices and procedures are in place and maintain the financial integrity of the municipality.
- Council is responsible for establishing new reserves and reserve funds that must be approved by resolution, by-law, or established with the approval of the operating and capital budgets; and
- Council is responsible for transfers to/from reserves and reserve funds and must be approved by resolution, by-law or alternatively may be established with the approval of the operating and capital budgets.

Chief Administrative Officer:

- Support the Treasurer in ensuring the principles and mandatory requirements contained in this policy are applied consistently across all municipal departments.

Treasurer:

- Develop and update this policy as necessary and present changes to Council.
- Provide an annual report to Council as to the Municipality's reserves and reserve funds.
- Retain overall authority for establishing and managing reserves and reserve funds and may delegate this authority in writing where applicable.
- Ensure that all principles and requirements contained in this policy are applied consistently across all departments.
- Perform the transfers to and from reserves and reserve funds as authorized by Council.
- Recommend strategies for the adequacy of reserve levels.
- Monitor and reconcile receipts and disbursements from reserve and reserve funds accounts to ensure compliance with provincial regulations, Public Sector Accounting Board and this Policy.
- Determines need for reserve and reserve funds for operating and capital operation.
- Adherence to the Development Charges Act, Federal Gas Tax Agreement and the Ontario Community Infrastructure Fund Agreement; and
- Arranges for the preparation and presentations of required reports and/or by-laws for the creation or termination of any new or obsolete reserve or reserve funds.

Department Heads:

- Provide the Treasurer with the most current capital asset information to be used in the assessment of the adequacy or capital lifecycle reserves;
- Inform the Treasurer when reserve or reserve funds transfers are required; and
- Consult with the Treasurer when reserve or reserve funds are required for unbudgeted transactions.

Attachments:

Schedule A: Listing of Reserve and Reserve Funds and Target Levels

Attachment A: Listing of Reserve and Reserve Funds and Target Levels

Name	Purpose	Funding source	Target level
Working Funds	To assist in periods throughout the year when cash balances are low and there is a requirement to cover payments and expenses, before tax levies, grants and other revenues become available. To minimize the need for short-term borrowing. May also provide contingencies for unpredictable revenue sources, and provide contingencies for unexpected expenses.	Allocation of year end surpluses. Year end deficits are funded by this reserve	Minimum target should be set to cover expenses from January - March.
Election	To finance expenses related to elections to avoid disproportionate burden on levy in an election year	Annual contribution from operating budget	In year of election, target is the full cost of election, as estimated by the Clerk. An annual allocation in the operating budget of \$4,000 per year.
Insurance/Legal	To offset the cost of major legal costs or insurance claims	Annual contribution from operating budget	Target limit represents highest cost of claims/legal expenses in the last 10 years. An annual allocation in the operating budget of \$25,000 per year as needed.
Capital Infrastructure	To fund the refurbishment, rehabilitation and replacement costs associated with bridges, culverts and roads infrastructure	Annual contribution from operating budget	The intent is to use these funds for major capital projects as designated by Council, and to thus reduce borrowing for these projects. The minimal and optimal levels are dependent upon Council's priorities and the amount of debt the organization will incur.
Water & Sewer	To fund the rehabilitation and replacement of water and wastewater assets; to fund new water and wastewater capital and; to take advantage of grants which require municipality to fund a portion of the grant. Can only be used for water and wastewater assets.	Allocation of year end surplus in water/wastewater budget and from water/wastewater budget allocation to the reserve.	The intent is to use these funds for major water & wastewater capital projects as designated by Council, and to thus reduce borrowing for these projects. The minimal and optimal levels are dependent upon Council's priorities and the amount of debt the organization will incur.
Information Technology (IT)	To fund new and replacement equipment	Annual contribution from operating budget	Our IT company recommends setting aside \$5000 each year through an allocation in the operating budget, to fund the replacement of IT equipment, including computers/laptops and our server. IT equipment has a limited useful life.
Landfill	To help fund estimated future costs to close and maintain solid waste landfill sites; Costs are charged to expenses as the landfill site's capacity is used.	Annual contribution from operating budget	An annual allocation in the operating budget of \$15,000 per year.
Vehicle Replacement	To fund the purchase of new and replacement costs associated with public works and fire vehicles and trucks	Annual contribution from operating budget	An annual allocation in the operating budget of \$35,000 per year for public works vehicles and \$30,000 per year for fire vehicles.

Building Department	Building permit fees can include a component designated for a reserve fund. The reserve fund is intended to ensure that, even if building activity in a municipality slows down, there are sufficient funds to maintain building department services for a time without affecting the municipality's finances or staffing. Money in this reserve fund can only be used for costs of delivering services related to the administration and enforcement of the <i>Building Code Act</i> . The reserve fund is, therefore, not accessible for council to use to fund other municipal activities.	Building permit revenue surpluses	Balance should be equal to 12 months of projected operating expenses
Modernization	To fund projects that help modernize service delivery and reduce future costs. Remaining funds have been earmarked for: Phase 2 of asset management plan and associated costs as required by Province; Long Term Financial Plan (once phase 2 of asset management plan has been completed; Zoning review; Digitization of municipal records and; grouting.	Provincial funding in 2019	N/A - once funding is used, this reserve can be closed, as it was based on funding received in 2019.
Recreation surcharge reserve		N/A - reserve no longer includes annual allocation from operating budget.	N/A - remaining funds will be used to offset part of cost of Smiths Falls recreation agreement in 2023 budget.
Carry forward	To finance the completion of capital projects that have been previously approved by Council in a prior year budget.	The amount of commitment is carried forward from one budget year to the next. Calculated based on projects not completed but budgeted from the tax levy in previous years.	N/A
Canada Community Building Fund (Gas Tax)	To fund capital infrastructure projects in accordance with the Federal Gas Tax Agreement	Federal Government	N/A
Cash in lieu	In accordance with the Planning Act, this reserve is dedicated for the purchase and development of parkland in developing areas and redeveloping areas and/or support the upgrading of existing parks/facilities provided the need to upgrade is due to intensification of the surrounding neighbourhood.	Developer contributions received in lieu of land being conveyed to the Municipality for parkland requirements per the Planning Act.	N/A
Hospital	To fund contributions to local hospitals per Council direction.	N/A - reserve no longer includes annual allocation from operating budget.	N/A
Public works	Recommend closing reserve and transferring balance to Capital Infrastructure reserve.	N/A - reserve no longer includes annual allocation from operating budget.	N/A
Museum	Recommend closing reserve and using remaining funds for Museum budget in 2024.	N/A - reserve no longer includes annual allocation from operating budget.	N/A

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: October 10, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report FIN-09-2023 regarding water meter replacements for information purposes; and

That Council gives direction to staff to purchase 200 water meters as recommended in the report.

Carried / Defeated

Michael Cameron, Mayor



Village of Merrickville - Wolford

Report FIN-09-2023
Finance Department
Information/Action Report to Council
Date to Council: October 10, 2023

RE: Water meter replacement

OBJECTIVE: To obtain Council's approval for the purchase of water meters.

RECOMMENDATION:

THAT: Council does hereby receive report FIN-09-2023 regarding water meter replacements for information purposes; and

THAT: Council give direction to staff to purchase 200 water meters as recommended in the report.

BACKGROUND:

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

ANALYSIS:

In 2003, water meters were installed in the Village of Merrickville on all properties connected to the water system. The meters are now reaching the end of their useful life and the Ontario Clean Water Agency (OCWA) has indicated they need to be replaced. There are approximately 400 meters to be replaced over the next few years. Water meters are the property of the Village and there is no cost to the rate payer for the replacement of aging meters. (The cost to install a meter for new builds is the responsibility of the builder/owner). In addition to the cost of meters, there will be installation costs as they need to be installed by a plumbing company.

Staff are working with OCWA to develop a meter replacement program. The first step of this process is to purchase meters. OCWA has obtained pricing from their supplier, and if the Village purchases 100 or more meters, we will get a bulk discount on the cost per meter. The cost per meter will be \$456.50, compared to the regular price of \$602. This is a savings of \$145.50 per meter. Staff advise purchasing 200 meters to take

advantage of the cost savings. The total cost would be \$92,907. Staff recommend financing this purchase with the year end water/wastewater surplus (should we have a surplus), and/or the water/wastewater reserve.

BUDGET/LEGAL IMPLICATIONS:

The 2023 draft budget includes the estimated revenues for water/wastewater. The user fees for water are estimated to be \$463,382 and for wastewater \$823,610.

LINKS TO STRATEGIC PLANS:

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

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

Ensuring efficient, effective services and civic engagement:

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

Conclusion:

That Council direct staff to proceed with the purchase of 200 water meters.

ATTACHMENTS:

None

Submitted by:

Approved by:

Kirsten Rahm,
Manager of Finance - Treasurer

Doug Robertson, CAO/Clerk

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: October 10, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

Be it hereby resolved that:

WHEREAS the United Nations has declared October 11th as International Day of the Girl; and

WHEREAS there is growing recognition around the globe that support for girls and equality is the key to healthy communities; and

WHEREAS the Day of the Girl is about highlighting, celebrating, discussing, and advancing girls' lives and opportunities across the globe; and

WHEREAS declarations of support raise awareness about the importance of the International Day of the Girl and the issues faced by girls; and

WHEREAS the Girls Inc. is an organization that works with hundreds of girls every year to inspire them to be strong, smart, and bold leaders and advocates for equity, so that girls can live, work and be safe in their communities and their futures; and

WHEREAS Girls Incorporated of Upper Canada focuses on the development of the whole girl, to learn to value herself, take risks, and equips girls to navigate gender, economic, and social barriers and grow up healthy, educated and independent; and

WHEREAS the Village of Merrickville-Wolford joins Girls Incorporated of Upper Canada and other organizations, and believes that girls have the right to be themselves and to resist gender stereotypes; that girls have the right to express themselves with originality and enthusiasm; that girls have the right to take risks, to strive freely, and to take pride in success; that girls have the right to accept and appreciate their bodies; that girls have

the right to have confidence in themselves and to be safe in the world; and that girls have the right to prepare for interesting work and economic independence;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Village of Merrickville-Wolford does hereby proclaim October 11, 2023 as “International Day of the Girl” in the Village of Merrickville-Wolford.

Carried / Defeated

Michael Cameron, Mayor

Proclamation

International Day of the Girl

October 11, 2023

WHEREAS the United Nations has declared October 11th as International Day of the Girl; and

WHEREAS there is growing recognition around the globe that support for girls and equality is the key to healthy communities; and

WHEREAS the Day of the Girl is about highlighting, celebrating, discussing, and advancing girls' lives and opportunities across the globe; and

WHEREAS declarations of support raise awareness about the importance of the International Day of the Girl and the issues faced by girls; and

WHEREAS the Girls Inc. is an organization that works with hundreds of girls every year to inspire them to be strong, smart, and bold leaders and advocates for equity, so that girls can live, work and be safe in their communities and their futures; and

WHEREAS Girls Incorporated of Upper Canada focuses on the development of the whole girl, to learn to value herself, take risks, and equips girls to navigate gender, economic, and social barriers and grow up healthy, educated and independent; and

WHEREAS the Village of Merrickville-Wolford joins Girls Incorporated of Upper Canada and other organizations, and believes that girls have the right to be themselves and to resist gender stereotypes; that girls have the right to express themselves with originality and enthusiasm; that girls have the right to take risks, to strive freely, and to take pride in success; that girls have the right to accept and appreciate their bodies; that girls have the right to have confidence in themselves and to be safe in the world; and that girls have the right to prepare for interesting work and economic independence;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Village of Merrickville-Wolford does hereby proclaim October 11, 2023 as “International Day of the Girl” in the Village of Merrickville-Wolford.

Dated at the Village of Merrickville-Wolford this 10th day of October, 2023.

Michael Cameron, Mayor

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: October 10, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

Be it hereby resolved that:

WHEREAS at the regular meeting on August 14, 2023, Council approved By-law 41-2023, being a by-law to establish a Blockhouse Museum Municipal Services Board;

AND WHEREAS the Terms of Reference for the Blockhouse Museum Municipal Services Board (attached) states that the composition of the Board shall be eight (8) members, including at least one (1) resident of the municipality who is neither an employee of member of Council of the municipality, one (1) Council member, and one (1) employee of the Village;

AND WHEREAS staff received only two (2) application submissions for the board prior to the submission deadline of September 22nd, 2023;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Village of Merrickville-Wolford does hereby appoint the following members to the Blockhouse Museum Municipal Services Board for the 2022-2026 term:

- 1.
- 2.

Carried / Defeated

Michael Cameron, Mayor

Terms of Reference
Blockhouse Museum Municipal Services Board

Mission

The purpose of the Blockhouse Museum Board is to collect, manage, research, preserve and present its heritage resources for the benefit of the public, through exhibitions, publications, and educational and public programs, with a focus on the history of Merrickville-Wolford and area.

Objectives

The objectives of the Museum and the Museum Board is set out in its policy statement. The specific objective of the Museum Board is to ensure the Museum complies with applicable standards for operation of a community museum promulgated by the Province from time to time. The Board is also responsible for governance of the Museum, which includes abiding by all of the policies set out in the policy statement as well as these terms of reference.

Composition

The members of the Blockhouse Museum Board shall be appointed at the pleasure of Council and shall include:

- a. A maximum of eight (8) voting members appointed by Council by by-law through a public application process, including:
 - a. at least one (1) resident of the municipality who is neither a member of Council, nor an employee of the municipality;
 - b. One (1) Council member appointed by Council for the term of Council, who has the authority to delegate a designate in their absence; and
 - c. One (1) employee of the Village.

Terms of Office

Membership of the Board shall be in accordance with the following:

- a. Council shall appoint a Member of Council to the Board whose term shall align with regular municipal elections (every four years);
- b. Council shall appoint an employee of the Village to the Board whose term shall align with regular municipal elections (every four years), but whose term may be extended;
- c. Council shall initially appoint six (6) members of the Board who shall be residents of the Village and designate three (3) of those resident members as having terms that shall expire in two (2) years. The remaining three (3) members shall have terms that expire at the end of the term of Council;
- d. Upon the expiry of the three (3) Board members with two (2) year terms, Council shall appoint replacement members to the Board and those members shall have a four (4) year term;
- e. After the initial appointment process all members shall be appointed at the pleasure of Council, with four (4) year terms;
- f. Council shall appoint three (3) members to the Board at the beginning of its term and three (3) members as those member's terms expire in the middle of the term of Council so that there is a measure of continuity and experience at all times on the Board.

Quorum

A quorum will consist of a minimum of four (4) or more of the voting members. No meeting shall proceed without quorum present. If the Board cannot achieve quorum for a meeting, then no business shall be conducted, and the meeting shall be cancelled and re-scheduled at the discretion of the Chairperson.

Motions

All decisions made during meetings will follow the process of making a motion, having it seconded and having it voted on and passed by the majority of the Board Members present. All motions and decisions shall be captured in the meeting minutes by the Secretary.

Meetings

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

The Board shall meet at a minimum of bi-monthly, for a total of six (6) meetings per year, with the authority to call a special meeting at the call of the Chairperson if necessary to conduct business.

All meetings shall be open to the public.

All meetings may be conducted either virtually or in-person.

Role of Chairperson

The Board shall, at the first meeting of the Board, appoint a Chairperson from amongst its Members. The Board then shall, at the first meeting of each calendar year thereafter, appoint a Chairperson for the duration of the calendar year.

The Board chairperson shall be responsible for:

- Establishing a regular meeting schedule;
- Facilitating meetings;
- Ensuring that procedure is followed during meetings;
- Appointing a Secretary of the Board at the first meeting of a new term to take minutes of all Board meetings;
- Sending all Board agendas to the Clerk for circulation on the Village website;
- Providing all necessary documentation and/or requests to Council through the Board's Council liaison in conjunction with the Clerk;
- Reporting regularly to Council on the initiatives and progress of the Board; and
- Ensuring completion of tasks and objectives by Board members.

Role of Members

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

- Attending regular meetings as scheduled and additional meetings as necessary;
- Participating in discussions and planning and sharing the workload of the Board;
- Participating respectfully with other Board members, and following the procedure and conduct as included in the Procedural By-law 30-17 and the Municipal Code of Conduct;
- Providing expertise, advice and solutions in their professional area of expertise, if any;
- Providing regrets to the chairperson as soon as possible if unable to attend a scheduled meeting; and
- Declaring conflicts of interest as defined in the *Municipal Conflict of Interest Act* and excluding themselves from any discussion and/or voting where such conflict exists or may exist.

Role of the Board

The role of the Board is to govern the operation of the Museum, including without limitation:

- Managing all volunteers and employees to ensure the operation of the Museum in accordance with its policy and all applicable standards for community museums in Ontario;
- Producing an annual budget and submitting it to Council for approval, and once approved, governing the operation within the approved budget;
- Establishing policies for Museum operations that comply with the applicable standards for operations of community museums in Ontario;
- Maintaining the facility in a safe condition for the public and to safeguard the premises from deterioration;
- Maintaining the collection in a state that allows it to be displayed to the public meaningfully and to preserve the artifacts;
- Developing programming and educational exhibits; and
- Reporting to Council as directed on all operational and financial matters.

4

Reporting to Council

The Board shall report to Council:

- a. Through the minutes of the meetings;
- b. Via Board reports with the recommendation template as provided by the Village Clerk;
- c. As deemed necessary by the Board for submission through the Council Liaison;
- d. As requested by Council.

Budget

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

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

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: October 10, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby appoint the following Council member to the Blockhouse Museum Municipal Services Board for the 2022-2026 term:

- 1.

Carried / Defeated

Michael Cameron, Mayor

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: October 10, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby appoint the following Village employee to the Blockhouse Museum Municipal Services Board for the 2022-2026 term:

- 1.

Carried / Defeated

Michael Cameron, Mayor

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: October 10, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

Be it hereby resolved that:

WHEREAS the Terms of Reference for the Heritage & Planning Advisory Committee (HPAC) states that the composition of the Committee will be nine (9) members;

AND WHEREAS staff received a member resignation from HPAC on June 13, 2023, leaving a position on the Committee vacant;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Village of Merrickville-Wolford does hereby appoint the following member to the Heritage & Planning Advisory Committee for the 2022-2026 term:

1.

Carried / Defeated

Michael Cameron, Mayor

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: October 10, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

Be it hereby resolved that:

WHEREAS the Merrickville Public Library Board is composed of six (6) members appointed by the Municipal Council, five (5) being from Merrickville-Wolford including one Council member, and one (1) from Montague Township;

AND WHEREAS staff received notification on July 21, 2023 of a member resignation from the Public Library Board, leaving a position on the board vacant;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Village of Merrickville-Wolford does hereby appoint the following member to the Merrickville Public Library Board for the 2022-2026 term:

- 1.

Carried / Defeated

Michael Cameron, Mayor

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: October 10, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

Be it hereby resolved that:

WHEREAS on July 19, 2023, the Ministry of the Solicitor General provided correspondence that confirmed approval of the Grenville OPP detachment board proposal, which involves a new structure for Police Services Boards and formulates a joint Police Services Board with Merrickville-Wolford and North Grenville;

AND WHEREAS the new structure states that the composition will include two (2) community representatives on the board;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Village of Merrickville-Wolford does hereby appoint the following member to the Police Services Board for the 2022-2026 term:

1.

Carried / Defeated

Michael Cameron, Mayor

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: October 10, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

Notice of Motion: Initiate the Cessation of the Train Whistle in the Hamlet of Jasper and Village of Merrickville

Be it hereby resolved that:

WHEREAS Noise pollution has adverse affects on people. Studies have shown that there are direct links between noise and health; and

WHEREAS Sleep is essential to recovering physically and mentally, and staying healthy. To benefit from its restorative effect, a person has to get sufficient and undisturbed sleep; and

WHEREAS Noise is a source of stress. It triggers reactions in the body, including the secretion of certain hormones such as adrenaline and cortisol. These reactions account for the development of heart and cardiovascular diseases after many years of exposure to noise. Other effects to consider include stress related illnesses, high blood pressure, speech interference, hearing loss, sleep disruption, and lost productivity; and

WHEREAS the location of the train crossing in relation to the homes and businesses with in the Hamlet of Jasper and the Village of Merrickville are just a few meters away for most of these structures; and

WHEREAS both the Jasper location at County Road 16 & 17 and the Village crossing located at Broadway Street East have a full compliment of safety measures in place, gates, flashing lights, ringing bells and railroad crossing signs; and

WHEREAS the cessation of the Train Whistle at these two crossing during the Hours of 11pm to 6am would have very little affect on the safety at those two location, and promote Healthy Living, which can be linked to our Strategic Plan;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Village of Merrickville-Wolford does here by direct staff to initiate the Train Whistle Cessation Process with VIA Rail and CN Rail at the two locations identified in this motion;

AND FURTHER THAT staff reach out to The Municipality of Elizabethtown-Kitley to see if there is any interest in coordinating efforts with the Hamlet of Jasper's application.

Carried / Defeated

Michael Cameron, Mayor

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: October 10, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby move to an "In-Camera" session at _____p.m. under Section 239 (2) of the *Municipal Act, 2001*, as amended, to address matters pertaining to:

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

Carried / Defeated

Michael Cameron, Mayor

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: October 10, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby rise and report from the "In Camera" session of the regular Council meeting, with staff being given direction, at _____p.m.

Carried / Defeated

Michael Cameron, Mayor

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: October 10, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

Be it hereby resolved that:

By-law 48-2023, being a by-law to confirm the proceedings of the Council meeting of October 10, 2023, be read a first and second time, and that By-law 48-2023 be read a third and final time and passed.

Carried / Defeated

Michael Cameron, Mayor

THE CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD

BY-LAW 48-2023

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 OCTOBER 10, 2023

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 October 10, 2023 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 October 10, 2023 and each recommendation, report, and motion considered by Council at the said meeting, and other actions passed and taken by Council at the said meeting are hereby adopted, ratified and confirmed.
2. The Mayor or his or her designate and the proper officials of the Village of Merrickville-Wolford are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required and, except where otherwise provided, the Mayor and Clerk are hereby directed to execute all documents necessary in that regard, and the Clerk is hereby authorized and directed to affix the Corporate Seal of the Municipality to all such documents.

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

Read a first, second and third time and passed on the 10th day of October 2023.

Michael Cameron, Mayor

Doug Robertson, CAO/Clerk

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: October 10, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

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 meeting of Council on Tuesday, November 14, 2023 or until the call of the Mayor subject to need.

Carried / Defeated

Michael Cameron, Mayor