

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

May 9, 2016

A regular meeting of the Council of the Corporation of the Village of Merrickville-Wolford was held at 7:00 pm on Monday, May 9, 2016.

Chaired by: Mayor David Nash

Members of Council: Deputy Mayor Anne Barr
Councillor Stephen A. Ireland
Councillor Kim Weedmark
Councillor Victor Suthren
Councillor Chuck MacInnis
Councillor David Snowdon

Staff in Attendance: Arie Hoogenboom Clerk
Shawn Mason, Treasurer
Sheila Kehoe, Manager of Finance / Treasurer

Members of the public were in attendance.

Press in Attendance: Hilary Thompson, North Grenville Times.

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

Additions to the Agenda:

Council added 3 notices of motions: monthly tax billings; correspondence re: relief of water and sewer charges; and disposition of Steamboat / Pumper.

Resolutions:

R-096-16 Moved by K. Weedmark, Seconded by D. Snowdon
Be it hereby resolved that: The agenda of the regular council meeting of May 9, 2016 be adopted as amended. Carried.

Approval of the minutes:

R-097-16 Moved by V. Suthren, Seconded by A. Barr
Be it hereby resolved that: The minutes of the regular council meeting of April 25, 2016 be adopted as circulated. Carried.

Delegations: Bruce Robinson, Kemptville Snowmobile Klub.

B. Robinson provided a PowerPoint presentation on the community involvement of the Klub. He provided a sample of their insurance coverage, trail maps and their bylaw with North Grenville. They are building a new club house and are an active organization. In response to questions Mr. Robinson noted the two trails through the municipality and his willingness to work with us and the RVCA on beaver issues. He also discussed Bill 100 which is before the Legislature.

R-098-16 Moved by K. Weedmark, Seconded by C. MacInnis
Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the delegation from Kemptville Snowmobile Klub respecting their request for a trail agreement and direct this to staff for further research. Carried.

Open Question Period:

Tim Molloy, 105 Water Street.
Mr. Molloy questioned Council's decision respecting recreation cost sharing. The CAO/Clerk provided clarification that Smiths Falls had provided participation numbers and names and that the formula is yet to be proposed and considered by Council.

Dell Bower, 305 St Patrick Street.
Mr. Bower discussed the state of the Collard Hill cemetery. He was thanked for the efforts of volunteers and given permission to take down a fence and falling limbs. Work is to be coordinated with Public Works.

Boards and Committees:

A memo from the Police Services Board requesting that all funds from police checks go to the Board was note and not supported. The revenue from this service averages about \$4,000 per year and is currently accounted for in the Village budget.

The Library staff is currently looking into museum passes for the aquatarium.

Councillor Barr noted the offer to purchase/share the new EDO for Valley Heartland. The success of the Tiny Teeny Summit was noted as was the suggestion for more free WiFi locations. The IEDC Committee is to follow-up. Work is to continue on recruiting the final new committee members for strategic planning.

Councillor MacInnis noted the Parking Committee has met 3 times and will bring their priority recommendations forward. It was noted that the Parking By-Law has not been updated since 1989.

Property, Finance and Administration:

A report from the Interim CAO/Clerk on a policing feasibility study was received

R-099-16 Moved by C. MacInnis, Seconded by S. Ireland
Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby direct staff to forward the necessary OPP

background billing statements in order to facilitate the Smiths Falls policing feasibility study.

Carried.

A report from the Interim CAO/Clerk highlighting the public survey was received and discussed. The Mayor noted his pleasure with the process and outcomes and the CAO responded to questions. The report is to be posted on our website and a media release is to be sent out.

R-100-16

Moved by K. Weedmark, Seconded by V. Suthren

Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the results of the public survey as compiled by the Interim CAO/Clerk, and direct staff to continue to follow-up on identified action items.

Carried.

Correspondence from the MMAH regarding the non licensed status of our previous auditor was received along with a report on the situation from the Interim CAO/Clerk. Work continues with our current auditors to correct the situation

R-101-16

Moved by A. Barr, Seconded by C. MacInnis

Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby acknowledge the correspondence (attached) and this report, and authorize staff to work through our new auditors to refile our 2013 and 2014 FIRs and financials for the Village and Library Board.

Carried.

Council received a report from the Interim CAO/Clerk regarding the funding request from the Hub. All members of Council commented on the request and the report.

R-102-16

Moved by S. Ireland, Seconded by V. Suthren

The Council of the Corporation of the Village of Merrickville-Wolford does hereby support the Hub with a 2016 grant of \$12,000 spread over two payments, with 50% paid immediately and the balance by September 1st.

Carried.

Action items: It was agreed that the Healthy Environment resolution would be sent back to the Committee. The outstanding strategic planning member appointments is to be followed-up by the CAO/Clerk. The issue raised by Mr. Monkman concerning our use of a meeting investigator other than the Ombudsman was raised and he is to be advised that we will be continuing with the present arrangement.

Correspondence from M. Corcoran, 111 Drummond St W, requesting relief from water and sewer charges for their "granny flat" was received and discussed. Staff was directed to consider the request on compassionate grounds and look at the potential impacts re cost, future change of hands and criteria for consideration.

Public Works and Environment:

Reports from Public Works Manager, D. Powers, were received and noted.

R-103-16

Moved by C. MacInnis, Seconded by S. Ireland

Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby accept the tenders from McConnell Construction for:

- the supply and haulage of road maintenance granular "M" to various roads in the municipality, in the amount of \$52,500; and,
- the supply and haulage of construction granular "A" and "B" to Ireland Road, in the amount of \$51,900, and to Putnam Road, in the amount of \$53,490.

Carried.

R-104-16

Moved by D. Snowdon, Seconded by S. Ireland

Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby accept the tenders from Smith's Construction regarding:

- Snowdons Corners Road for single surface treatment application, in the amount of \$80,560; and,
- Ireland Road for pulverizing, in the amount of \$5,510, and for double surface treatment application, in the amount of \$113,950.

Carried.

R-105-16

Moved by A. Barr, Seconded by C. MacInnis

Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby accept the RFP from WSP Consultants for Annual water monitoring site work, water analyses and associated reports of the Waste Disposal Site for a 5-year contract, subject to review after year one.

Carried.

R-106-16

Moved by V. Suthren, Seconded by K. Weedmark

Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby accept the RFP from Jp2G Consultants to undertake the Annual operating report and survey of the Waste Disposal Site for a 5-year contract, subject to review after year one.

Carried.

General:

Concern was expressed over the loss of the RED program. Our resolution is to be shared with the Township of South Dundas, our MPP and the Provincial Minister.

R-107-16

Moved by S. Ireland, Seconded by D. Snowdon
Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby support the Municipality of South Dundas in maintaining the Government of Ontario Rural Economic Development Program.

Carried.

The location requested may require Parks Canada approval so the motion was modified.

R-108-16

Moved by V. Suthren, Seconded by C. MacInnis
Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby grant an exemption from By-Law 26-07 to Merrickville Lions Club to allow it to operate an itinerant canteen between 11:00 a.m. and 2:00 p.m. on July 1, 2016.

Carried.

Notice of the splitting of the OGRA/ROMA conference was noted.

By show of hands, Council approved the purchase of 4 turtle crossing signs, 2 for Andrewsville Bridge and 2 for Kilmarnock area.

Councillor Barr noted she had failed to declare a conflict of interest on the next item earlier and did so now given that the request was for her business.

R-109-16

Moved by D. Snowdon, Seconded by V. Suthren
Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby exempt "Nana B's Bakery", located at 318 Main Street West, from Sections 7.6 c) and d) of By-Law 24-10 under the following conditions:

- The exemption expires when the business "Nana B's Bakery" stops operating.
- The sandwich board sign complies with all other aspects of the By-Law.
- There be only one sandwich board sign placed:
 - on the north side of Main Street West, at the intersection of St Lawrence Street, near the Chamber of Commerce Information Board; and,
 - on the south side of Main Street West, between St John Street and St Patrick Street, adjacent to the utility pole, within the no-parking area.

Carried.

Councillor Barr encouraged volunteers to step forward and participate in the RVCA's stream watch program. By show of hands, Council supported this RVCA initiative. It was noted that participation in the 2016 Communities in Bloom should help prepare the community for a push in 2017.

R-110-16

Moved by A. Barr, Seconded by C. MacInnis
Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby agree to enter the 2016 Communities in Bloom competition.

Carried.

By-Laws:

Third reading of the budget By-Law was held as was the tax rate By-Law with 3 readings. It was noted that the levy was down 0.8% overall.

R-111-16

Moved by D. Snowdon, Seconded by V. Suthren
Be it hereby resolved that: By-Law 11-16, being a By-Law to adopt the 2016 Operating, Capital, and Water and Wastewater budgets, be read a third and final time, and passed.

Carried.

R-112-16

Moved by A. Barr, Seconded by C. MacInnis
Be it hereby resolved that: By-Law 12-16, being a By-Law to adopt the 2016 tax rate, be read a first and second time and that By-Law 12-16 be read a third and final time and passed.

Carried.

R-113-16

Moved by C. MacInnis, Seconded by S. Ireland
Be it hereby resolved that: By-Law 13-16, being a By-Law to amend Schedule "A" of By-Law 07-04, re: Bag tag fee increase, be read a first and second time, and that By-Law 13-16 be read a third and final time, and passed.

Carried.

R-114-16

Moved by S. Ireland, Seconded by D. Snowdon
Be it hereby resolved that: By-Law 14-16, being a By-Law to authorize the execution of an agreement with the Merrickville Lions Club / Community Garden Committee for the purpose of a Community Garden on municipally owned property at the corner of Church Street and Lewis Street East, be read a first and second time and that By-Law 14-16 be read a third and final time and passed.

Carried.

The Lions Club was commended for taking on this new project.

Notice of Motions:

The new Treasurer is to bring forward a report at the next meeting re: monthly tax billing. The Council discussed the possible home porting and profit sharing for the Steamboat / Pumper. Councillor Suthren will report further at the next meeting.

Council considered a donation to the Fort McMurray Relief. Following discussion \$0.50/capita was approved with a challenge to all other municipalities in Leeds-Grenville. Donation to be made to ensure matching federal and/or provincial donations.

R-115-16 Moved by A. Barr, Seconded by C. MacInnis

Be it hereby resolved that:

WHEREAS the City of Fort McMurray, Alberta, has suffered a recent significant loss due to fire;
AND WHEREAS municipalities help each other in times of need,
THEREFORE BE IT HEREBY RESOLVED THAT the Council of the Corporation of the Village of Merrickville-Wolford does hereby agree to donate \$0.50 per capita to the Fort McMurray relief fund and challenges all other Leeds and Grenville municipalities to at least match this per capita donation,
and
THAT a copy of this resolution be forwarded to all municipalities in Leeds and Grenville.

Carried.

Open Question Period:

The reporter from the North Grenville Times asked what our population was. The Mayor responded that it was around 2,800.

In-Camera.

R-116-16 Moved by V. Suthren, Seconded by K. Weedmark

Be it hereby resolved that: This Council moves to "In Camera" at 10:19 p.m. in order to address a matter pertaining to: personal matters about an identifiable individual, including municipal or local board employees; and, litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board.

Carried.

R-117-16

Moved by V. Suthren, Seconded by K. Weedmark

Be it hereby resolved that: the "In Camera" session rise and report, with staff being given direction, and the regular council session resume at 10:57 p.m.


Carried.

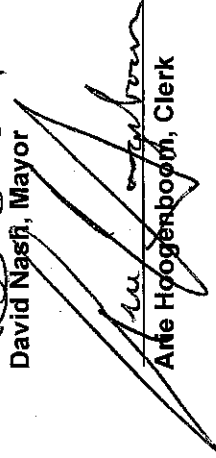
R-118-16

Moved by K. Weedmark, Seconded by D. Snowdon

Be it hereby resolved that: This regular meeting of the Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at 10:57pm until the regular meeting of council on Tuesday, May 24, 2016 at 7:00 pm, or until the call of the Mayor subject to need.

Carried.


David Nash, Mayor


Ame Hoogenboom, Clerk

Ministry of
Municipal Affairs
and Housing

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Municipal Services Office (Eastern
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BY REGULAR MAIL AND EMAIL

April 12, 2016

Mr. Arie Hoogenboom,
Chief Administrative Officer,
Village of Merrickville-Wolford
P.O. Box 340,
Merrickville, ON K0G 1N0

RE: Appointment of Municipal Auditor, \$296(1) Municipal Act, 2001

Dear Mr. Hoogenboom:

I am writing in respect of your municipality's municipal auditor for 2013 and 2014, and also in respect of the Ministry's Financial Information Returns (FIRs). As you know, the *Municipal Act, 2001* requires municipalities to appoint an auditor licensed under the *Public Accounting Act, 2004*, and the auditor's responsibilities include annually auditing the financial statements of the municipality. As well, municipalities are required to prepare and publish the audited annual financial statements of the municipality and make these audited financial statements available to the public.

I am writing to let you know that it has come to our attention that the auditor appointed by your municipality was not licensed during the above period. I would encourage you to follow up with the Chartered Professional Accountants of Ontario (CPAO) for information pertaining to the status of public accounting licences, and any further action that your municipality may require. The CPAO may be reached by phone at 1-800-387-0735, or by email to customerservice@cpaontario.ca. The CPAO online member directory may be accessed from their website at <http://www.cpaontario.ca/>

For the reporting years where the auditor was not licensed, the Ministry is asking that your municipality's annual FIRs be re-filed with the Ministry, based on financial statements for the relevant periods audited by a licensed auditor. As provincial grants and other funding are based in part on the FIRs and there is the possibility of error, it is important to address this situation quickly so as to minimize any possible adverse impacts or delays. Our staff will be in touch shortly to assist your municipality in moving forward expeditiously.

Should you have any questions or wish to discuss this further, please contact Alison Fath-York, Senior Municipal Financial Advisor at 1-813-545-2115, or by email to alison.fath-york@ontario.ca.

Sincerely,

ORIGINAL SIGNED BY

Allan Scott
Regional Director, Municipal Services Office (Eastern Ontario)

- c. Carol Church, Local Government Advisor
Alison Fath-York, Senior Municipal Financial Advisor
Warren Sleeth, Manager – Local Government Unit
Christopher Terech, Manager – Financial Analysis & Reporting