

The Corporation of the Village of Merrickville-Wolford

Monday, August 14, 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
Kirsten Rahm, Treasurer/ Manager, Finance
Brad Cole, Manager, Operations/ Fire Chief
Dan Halladay, Chief Building Official

Guests: Neil Caldwell, Jp2g Consultants
Brian Whitehead, Jp2g Consultants
Michael Faddock, Jp2g Consultants
Curtis Millar, Jp2g Consultants
Dr. Linna Li, Leeds, Grenville & Lanark District Health Unit
Tina Stevens, Valley Heartland CFDC

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-246-23 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 agenda of the regular Council meeting of August 14, 2023, as amended.

(Note: The agenda was amended to move the delegation of Dr. Li directly following the in-camera session on the agenda.)

Carried as amended.

In-Camera

R-247-23

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 move to an "In-Camera" session at 7:04 p.m. under Section 239(2) of the *Municipal Act, 2001*, as amended, to address matters pertaining to:

1. Advice that is subject to solicitor-client privilege, including communications necessary for that purpose.
2. Personal matters about an identifiable individual, including municipal local board employees.

Carried.

Rise and Report

R-248-23

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 rise and report from the "In-Camera" session of the regular Council meeting, with staff being given direction, at 7:27 p.m.

Carried.

Delegations

R-249-23

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 the delegation of Dr. Linna Li, Medical Officer of Health/CEO, Leeds, Grenville & Lanark District Health Unit, regarding her introduction as the new Medical Officer of Health for the Leeds, Grenville & Lanark District Health Unit, for information purposes.

Carried.

Minutes

R-250-23

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 special Council meeting of July 10, 2023, as circulated.

Carried.

R-251-23

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 Minutes of the regular Council meeting of July 10, 2023, as circulated.

Carried.

R-252-23

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 July 25, 2023, as circulated.

Carried.

R-253-23

Moved by Deputy Mayor Barr, Seconded by Councillor Gural

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 March 8, 2023, for information purposes.

Carried.

R-254-23

Moved by Councillor Maitland, Seconded by Councillor Ireland

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 June 6, 2023, for information purposes.

Carried.

R-255-23

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 the Minutes from the Merrickville Public Library Board special meeting held on June 27, 2023, for information purposes.

Carried.

Planning

R-256-23

Moved by Councillor Ireland, Seconded by Deputy Mayor Barr

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. regarding Planning comments on the application for Draft Plan of Subdivision 07-T-20234, for information purposes, and approve the recommendations within the report authored by Forbes Symon.

(Note: The motion was amended to include the following wording at the end of the motion: "and approve the recommendations within the report authored by Forbes Symon").

R-257-23

Moved by Deputy Mayor Barr, Seconded by Councillor Maitland

Carried as amended.

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 July 21, 2023, with respect to Consent Application B-60-23 and Municipal Questionnaire Form, for information purposes;

Now Therefore Be It Resolved That Council does hereby recommend support of Consent Application B-60-23 to 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.
4. That the applicant obtain a rezoning of the severed parcel to recognize a reduced minimum lot size of 0.7 ha.

R-258-23

Moved by Councillor Gural, Seconded by Councillor Maitland

Carried.

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive a verbal update from Neil Caldwell, Jp2g Consultants Inc. regarding the STP Capacity Calculation Memo dated July 4, 2023, and the Summary of Merrickville STP Overflow Event on April 5, 2023 dated June 27, 2023, for information purposes.

Carried.

Public Works

R-259-23

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 2023 Gravel Roads Needs Study from Jp2g Consultants Inc., for information purposes.

Carried.

Council directed staff to bring back a report to the October regular meeting regarding the traffic counts that will be collected on the gravel roads.

R-260-23

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 Report PW-06-2023, being a report to update Council on the Read Street project, for information purposes.

Carried.

R-261-23

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 Report PW-05-2023, being a report to show the progress of the Operations Department throughout the first half of 2023, for information purposes.

Carried.

Delegations

(Note: Tina Stevens, delegation for Valley Heartland CFDC, had to withdraw from the meeting prior to their delegation. Council agreed to have staff reach out to Ms. Stevens to reschedule the delegation to a future Council meeting.)

Fire Department

R-262-23

Moved by Councillor Maitland, Seconded by Councillor Ireland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive Report FD-01-2023 for information purposes.

Carried.

Finance

R-263-23

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 Report FIN-08-2023, being the 2nd quarter report of the Finance Department, for information purposes.

Carried.

CBO

R-264-23

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 Report CBO-02-2023, being the 6-month report from the Building Department for the first half of 2023, for information purposes.

Carried.

Correspondence

R-265-23

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 receive the correspondence letter from Trish Adams and Barry Phillips, co-organizers of the Merrickville European Classic Car Show, dated July 4, 2023, regarding the request to waive all fees related to the rental of the fairgrounds for the Merrickville European Car Show 2023, access to the Community Centre washrooms and kitchen facilities, and for permission to post directional signage;

AND THAT Council does hereby approve all requests as included in the letter on the chosen date for the Merrickville European Classic Car Show 2023.

Carried.

Council directed staff to inform the applicant to submit future requests through the Community Grants Program when notifying them of Council's decision.

R-266-23

Moved by Deputy Mayor Barr, Seconded by Councillor Gural

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from Nick Previsich, Merrickville Artists' Guild, dated July 30, 2023 requesting an exemption of the administrative fees listed in Schedule 'A' of the signage By-law 24-10, and permission for the placement of signs throughout the Village of Merrickville-Wolford in support of the 2023 Annual Studio Tour to be held September 30- October 1, 2023;

AND THAT Council does hereby approve the request.

Carried.

R-267-23

Moved by Deputy Mayor Barr, Seconded by Councillor Gural

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby

receive correspondence from Omar Simonyi, Vice President of Theatre Night in Merrickville, dated July 31, 2023, regarding the request to move the boxcars behind the Community Centre to a firmer foundation for the purpose of preserving their structural integrity and for storage, for information purposes.

Carried.

Council directed staff to bring back a report to Council regarding the cost of storage solutions for TNIM.

**CAO
R-268-23**

Moved by Deputy Mayor Barr, Seconded by Councillor Ireland

Be it hereby resolved that:

By-law 41-2023, being a by-law to establish a Blockhouse Museum Municipal Services Board, be read a first and second time, and that By-law 41-2023 be read a third and final time and passed.

Carried.

Notices of Motion

Deputy Mayor Barr read the following Notice of Motion onto the record for consideration at the next regular Council meeting:

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.

Mayor Cameron read the following Notice of Motion onto the record for consideration at the next regular Council meeting:

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 insure 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.

Mayor Cameron read the following Notice of Motion onto the record for consideration at the next regular Council meeting:

Be it hereby resolved that:

WHEREAS it is a Municipalities responsibility to deliver core services to it's 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 resident, insures 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, 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.

Mayor Cameron read the following Notice of Motion onto the record for consideration at the next regular Council meeting:

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.

Councillor Ireland read the following Notice of Motion onto the record for consideration at the next regular Council meeting:

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.

Deferred Items

(Note: The following deferred motion was withdrawn by Councillor Ireland, therefore it was not considered or voted on).

Be it hereby resolved that:

WHEREAS the municipality will benefit from sharing financial information with Council throughout the year, facilitating a streamlined budget approval process and ensuring opportunities for infrastructure grants are not missed. Inclusion of designated Council and community members in a collaborative budget development process will balance operational needs against benefit to taxpayers. This will result in earlier approval of annual operating and capital budgets, ensuring projects and initiatives can move forward without delay;

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

1. Ensure draft operations and capital budgets are ready for presentation to Council by the 4th Monday of January each year.
2. Review quarterly financial results and year-end forecasts during the months of April, July and October each year to understand challenges and opportunities.
3. Review and pursue grant opportunities for infrastructure improvements.
4. Provide guidance to staff in meeting the vision of Council for financial diligence.

AND THAT the Finance Committee be comprised of the following members:

1. The Manager of Finance plus optionally one additional staff member from the Finance Department.
2. Two Councillors to be named each term who will fill the roles of Committee Chair and Note-Taker. For the 2022-2026 term, Deputy Mayor Barr and Councillor Ireland are named with roles yet to be decided.
3. One or two residents having demonstrated financial acumen.

AND FURTHER that Council directs staff to:

1. Advertise for residents to fill the two committee positions and have candidates for appointment ready for the regular September Council meeting.
2. Be prepared for the first Finance Committee meeting in October with the 3rd quarter actuals, year-end forecasts, and long list of potential 2023 capital items for each department.

Public Question Period to Council

None

Confirming By-Law

R-269-23

Moved by Councillor Gural, Seconded by Councillor Maitland

Be it hereby resolved that:

By-law 40-2023, being a by-law to confirm the proceedings of the regular Council meeting of August 14, 2023, be read a first and second time, and that By-law 40-2023 be read a third and final time and passed.

Carried.

Adjournment
R-270-23

Moved by Councillor Ireland, Seconded by Deputy Mayor Barr

Be it hereby resolved that:

This regular meeting of the Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at 10:10 p.m. until the next meeting of Council on Monday, September 11, 2023 or until the call of the Mayor subject to need.

Carried.



Michael Cameron, Mayor



Doug Robertson, CAO/Clerk