

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

Tuesday October 11, 2022, 7:00 p.m.

**Chaired by:** Mayor J. Douglas Struthers  
**Members of Council:** Deputy Mayor Michael Cameron  
Councillor Bob Foster  
Councillor Steve Ireland  
Councillor Timothy Molloy

**Staff in Attendance:** Doug Robertson, CAO/Clerk  
Julia McCaugherty-Jansman, Deputy Clerk  
Kirsten Rahm, Treasurer/Manager of Finance  
Dan Halladay, Chief Building Official  
Stacie Lloyd, Manager, Community Development

**Guests:** Forbes Symon, Senior Planner, Jp2g Consultants  
John Ireland

**IMPORTANT NOTICE:** This meeting was held in person and was open to the public, with limited seating, in Council Chambers. It was also recorded and livestreamed electronically on the "Village of Merrickville-Wolford" YouTube Channel at [https://www.youtube.com/channel/UC\\_OEkw3yiMarGSHGeNecrOg](https://www.youtube.com/channel/UC_OEkw3yiMarGSHGeNecrOg).

Mayor Struthers announced that the CP Holiday Train is coming to Merrickville on Monday, November 28<sup>th</sup>. He noted the significance of the stop for collecting donations for the local food cupboards and the benefit of these donations.

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

**Approval of Agenda**

**R-270-22** Moved by Deputy Mayor Cameron, Seconded by Councillor Foster

**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 11, 2022, as amended.

Carried as amended.

**Note:** The agenda was amended to include a resolution for the Cairn project to support the information included in the agenda package, to add a resolution and by-law to amend the Procedure By-Law regarding the date of the inaugural meeting, and to include an information item from the Police Services Board. Council agreed to hear the Wastewater Capacity Allocation Policy item and Consent Application B-133-22 directly following the approval of the minutes.

**Minutes**

**R-271-22** Moved by Councillor Ireland, Seconded by Councillor Molloy

**Be it hereby resolved that:**

The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the Minutes of the regular meeting of September 26, 2022, as circulated.

Carried.

**CAO**

**R-272-22** Moved by Councillor Foster, Seconded by Deputy Mayor Cameron

**Be it hereby resolved that:**

The Council of the Corporation of the Village of Merrickville-Wolford hereby receives Report CAO-07-2022, regarding the Wastewater Treatment Capacity Allocation Policy; and

**That Council does hereby approve the proposed Wastewater Treatment Capacity Allocation Policy.**

Carried.

**Note:** CAO Robertson read out the correspondence provided by Ken Shelley, VP of Asset Management for Park View Homes, for the record regarding the proposed Wastewater Treatment Capacity Allocation

Policy, which stated: "Doug... Would comment that the allocation process needs to be on the "front end" of an application, as it makes the process very arduous, in the case of a subdivision, for a developer to expend resources for execution and registration of a site plan agreement, without having the assurance of capacity. Again, for a subdivision, the entire servicing generally need to be done at one time, rather than phases, at considerable expense, so the restriction of 20 ERUs creates an untenable situation, without the developer having some assurance of capacity. The items outlined in Section 6, provided additional criteria of council decision, which we feel need to be considered on the front end of an application, not after significant time and financial resources are expended. Also, item 9 which speaks to time frames, because the town relies on 3<sup>rd</sup> party consultants, as you know their time frame of response can be very protracted with no alternative but to abide by their schedule. Also, getting clearance from the ministry, for an ECA application that speaks to the engineering/servicing plan, generally takes over a year. We suggest that as long as the developer is actively engaged, the process allows the town to extend the timeframe, without the allocation being rescinded. These are my comments... regards... Ken".

#### **Planning**

##### **R-273-22**

Moved by Councillor Ireland, Seconded by Councillor Molloy

#### **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 26, 2022 with respect to Consent Application B-133-22 and Municipal Consent Application Questionnaire Form, for information purposes;

**Now Therefore** Council does hereby recommend support of Consent Application B-133-22 to the Consent Granting Authority with the following conditions:

1. That the applicant provide the Village with a digital and paper copy of the registered Reference Plan; and
2. That the applicant provide proof of payment of all outstanding taxes and fees owing to the Village, if any.
3. That both the severed and retained parcels be subject to a zoning by-law amendment to recognize the modified lot sizes, by way of a zoning by-law amendment application.

Carried.

Forbes Symon left the meeting at 7:20 p.m.

#### **Correspondence**

##### **R-274-22**

Moved by Councillor Molloy, Seconded by Deputy Mayor Cameron

#### **Be it hereby resolved that:**

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from Vicki Graham, Executive member of Theatre Night in Merrickville, requesting that the dump pass fee be waived in order to dispose of 8-10 flats; and

**That** Council does hereby approve the request.

Carried.

##### **R-275-22**

Moved by Councillor Molloy, Seconded by Councillor Ireland

#### **Be it hereby resolved that:**

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from Susan Wilkes, President, Merrickville Lions Club Inc., requesting that all fees be waived for the rental of the Community Centre on October 29<sup>th</sup> for a Halloween movie day; and

**That** Council does hereby approve the request.

Carried.

##### **R-276-22**

Moved by Councillor Foster, Seconded by Councillor Molloy

#### **Be it hereby resolved that:**

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from Kel McGreavy, Merrickville Lions Club Inc., requesting that

the fees be waived for the rental of the Community Centre for two days in December 2022 for the Christmas hamper program; and

**That Council does hereby approve the request.**

Carried.

**Building  
R-277-22**

Moved by Deputy Mayor Cameron, Seconded by Councillor Foster

**Be it hereby resolved that:**

**Whereas** the Council of the Corporation of the Village of Merrickville-Wolford deferred Report CBO-03-2022 on September 26, 2022 until the regularly scheduled meeting of October 11, 2022;

**Now** Council does hereby receive Report CBO-03-2022, being the Chief Building Official's (CBO) report on Building Fee Amendments; and

**That** Council hereby approves the Building fee adjustments and Sewage System fees for the Building Department.

Carried.

**Finance  
R-278-22**

Moved by Councillor Ireland, Seconded by Councillor Foster

**Be it hereby resolved that:**

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive Report FIN-11-2022, regarding consolidating previous fee bylaws; and

**That** Council direct staff to repeal previous fee bylaws and to consolidate them in a new bylaw.

Carried.

**R-279-22**

Moved by Councillor Molloy, Seconded by Councillor Ireland

**Be it hereby resolved that:**

**Whereas** the Council of the Corporation of the Village of Merrickville-Wolford deferred By-Law 44-2022 at the September 26, 2022 meeting until the regularly scheduled meeting on October 11, 2022; and

**Now** By-Law 44-2022, being a by-law to repeal by-laws 09-09, 19-12, 13-16, 30-16, 33-21, and 35-21, and to consolidate payments of fees and charges, be read a first and second time, and that By-Law 44-2022 be read a third and final time and passed.

Carried.

**Public Works  
R-280-22**

Moved by Councillor Ireland, Seconded by Councillor Foster

**Be it hereby resolved that:**

**Whereas** staff have identified a favourable possible purchase of used equipment that would reduce annual operating costs; and

**Whereas** the CAO provided the related details and rational for the proposed purchase in a confidential email to Council on Friday, October 7, 2022 at 3:40 p.m. with the subject "Used Equipment Purchase"; and

**Whereas** the rationale demonstrates tangible potential annual savings and service improvements for ratepayers that would result from the purchase;

**Now Therefore** the Council of the Corporation of the Village of Merrickville-Wolford does hereby authorize and direct staff to submit the bid for the amount specified in the CAO's email referenced above and to purchase the used equipment for that amount.

Carried.

**CAO  
R-281-22**

Moved by Councillor Foster, Seconded by Councillor Ireland

**Be it hereby resolved that:**

Whereas the Council of the Corporation of the Village of Merrickville-Wolford 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** the Village's lawyer has provided the attached agreement for consideration; and

**Now Therefore** Council hereby authorizes and directs the Mayor and CAO/Clerk to execute the attached agreement.

Carried.

R-282-22

Moved by Councillor Foster, Seconded by Deputy Mayor Cameron

**Be it hereby resolved that:**

**Whereas** on January 10, 2022 Council approved Resolution R-002-22 to receive the delegation of John Ireland and Laura Brown re: "Sons of Martha" Cairn Restoration and Replication Project; and

**Whereas** on January 24, 2022 Council received report CAO-02-2022 regarding the "Sons of Martha" Cairn Restoration & Replication / Monument Project for information and directed the CAO/Clerk/Director, Economic Development to work with the Project Team to:

1. Develop a potential landscape design and seek input from relevant agencies regarding potential approvals to install the Replica Cairn & Monument at the new Merrickville Public Square;
2. Determine order of magnitude costs and apply for suitable available grants as they are identified to offset costs as much as possible; and
3. Identify potential construction contractors to prepare the site; and

**Whereas** concerns were raised about the Merrickville Public Square site by external agencies and the Project Team has subsequently identified the Water Plant on Main Street East as the preferred location; and

**Whereas** no available grants were successfully acquired to offset costs for the Project but the Project Team has been conducting fundraising to offset costs and has requested that Council approve the Village's support as outlined in John Ireland's October 6, 2022, 4:15 p.m. email, Subject "Waterworks Property Cairn Location"; and

**Whereas** Ontario Clean Water Agency (OCWA) has provided preliminary comments in Jeff Morrison's June 15, 2022, 10:22am email Subject "Potential HR McLean Cairn Location Comments" forwarded to Council in a Confidential email from the CAO dated October 11, 2022, 6:29pm to protect the security of Village facilities; and

**Whereas** the installation of the proposed Replica Cairn will be on Village property and the Corporation of the Village of Merrickville-Wolford will assume ownership and maintenance responsibility for the installation; and

**Now** the Council of the Corporation of the Village of Merrickville-Wolford hereby approves the installation of the Replica Cairn at the Water Plant and authorizes staff to fulfill the four (4) itemized requests for Village support in John Ireland's October 6, 2022 email at no cost to the Project Team, subject to the following conditions:

- a) The Project Team provides scale drawings stamped by a qualified structural professional at the Project Team's costs including a cross section of the installation, structural plan for the concrete base and a grading plan; and
- b) The scale drawings are approved by the Village's structural engineer to confirm no negative impact on the clearwell and other Water Plant infrastructure and that the installation is Accessibility for Ontarians with Disabilities Act (AODA) compliant; and
- c) That OCWA does not object to the installation; and
- d) Satisfactory review by the Village's lawyer; and
- e) Agreement is received from the United Church of Canada and United Counties of Leeds & Grenville (UCLG) regarding potential encroachments onto Merrickville

United Church property and/or UCLG right of way for Main Street East respectively;  
and

**That** the Council of the Corporation of the Village of Merrickville-Wolford hereby authorizes the CAO/Clerk/Director, Economic Development, in consultation with and subject to review by the Village's lawyer, to execute potential encroachment agreements or other licenses/permits as may be required by the United Church of Canada or UCLG to facilitate the installation; and

**That** the Council of the Corporation of the Village of Merrickville-Wolford hereby approves providing the services and absorbing the costs for the Village support items listed above as b), c), d) and e).

Carried.

John Ireland left the meeting at 7:52 p.m.

**R-283-22**

Moved by Deputy Mayor Cameron, Seconded by Councillor Foster

**Be it hereby resolved that:**

**Whereas** the Village of Merrickville-Wolford Procedure By-Law 30-17 states in Section 3.5, subsection a), under 'Inaugural Meeting', that "the first meeting in a new term of Council shall be held at 7:00 p.m. in the Council Chamber of the Municipal Office on the first Monday in December following a regular election; and

**Whereas** the *Municipal Elections Act, 1996*, s. 6(1) now states that "the term of all offices to which this Act applies is four years, beginning on November 15 in the year of the regular election; and

**Whereas** the Municipal Act, 2001, s. 230 states "the first meeting of a new council of a municipality after a regular election and after a by-election under section 266 shall be held at the time set out in the municipality's procedure by-law but in any case not later than 31 days after its term commences; and

**Whereas** the United Counties of Leeds and Grenville Council's inaugural meeting is scheduled on Wednesday, November 23, 2022 at which the Mayor of the Village of Merrickville-Wolford will be sworn in to office by the Counties' Clerk; and

**Now Therefore** Council hereby approves the amendment of section 3.5, subsection a), in the Procedure By-Law 30-17 to state the following regarding the Inaugural Meeting:

"a) The Inaugural Meeting of Council shall be held at 7:00 p.m. in the Council Chamber of the Municipal Office on the first day of the Term of Council following an Election. If this date falls on a Saturday, Sunday or Statutory Holiday, the meeting shall be held on the next business day."

Carried.

**R-284-22**

Moved by Councillor Molloy, Seconded by Councillor Ireland

**Be it hereby resolved that:**

By-Law 46-2022, being a by-law to amend By-Law 30-17 of the Corporation of the Village of Merrickville-Wolford, commonly referred to as the "Procedural By-Law", be read a first and second time, and that By-law 46-2022 be read a third and final time and passed.

Carried.

Mayor Struthers reminded Council that in June 2021 the province indicated that they wanted the Police Service Boards to be aligned with the detachments, so one Board for Grenville County. He noted that this has not taken effect in 2022. He informed Council that there was recent correspondence from the Solicitor General that this will come into effect in late 2023/early 2024. Mayor Struthers noted the resignation of the Chair, Vic Suthren, from the Board as of October 2022. Council directed staff to begin the process of advertising for the recruitment of the municipal representative to fill the current vacancy on the Police Services Board.

**Planning**

**R-285-22**

Moved by Councillor Molloy, Seconded by Councillor Ireland

**Be it hereby resolved that:**

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive Report CD-02-2022, in response to Council direction for staff to report back regarding the Village's heritage programs for architectural restoration and maintenance, for information purposes.

Carried.

Council directed staff to provide information about the program to owners of heritage properties and suggested to bring an information report to the new Council to consider increasing the dollar value and frequency of the grant.

**Public Question Period to Council**

Michael Walsh, Kerford Road, questioned if the Village has had a previous template for opening a road.

Katrina Alvarez, Kerford Road, inquired if they were receiving an access agreement or getting the road.

Mayor Struthers read out questions sent in by Yves Grandmaitre via email. Y. Grandmaitre inquired about the fees for renting the Community Centre and if the kitchen can be rented, whether the proposed policy for the allocation of sewer capacity could result in the removal of access to the sewer system for existing single lots of record if the available allocation is subscribed to larger projects, and if fees for chip truck licensing are included in the building fess consolidation or if they are located elsewhere.

**Confirming By-Law**

**R-286-22** Moved by Councillor Ireland, Seconded by Councillor Molloy

**Be it hereby resolved that:**

By-law 45-2022, being a by-law to confirm the proceedings of the Council meeting of October 11, 2022, be read a first and second time, and that By-law 45-2022 be read a third and final time and passed.

Carried.

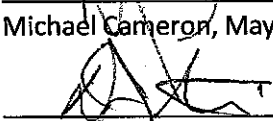
**Adjournment**

**R-287-22** Moved by Councillor Molloy, Seconded by Councillor Foster

**Be it hereby resolved that:**

This regular meeting of the Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at 8:25 p.m. until the inaugural meeting of Council on Tuesday, November 15, 2022 or until the call of the Mayor subject to need.

Carried.

  
\_\_\_\_\_  
Michael Cameron, Mayor  
\_\_\_\_\_  
Doug Robertson, CAO/Clerk