



**VILLAGE OF MERRICKVILLE-WOLFORD**

**Agenda for Council  
Council Chambers**

Regular Council Meeting 7:00 p.m.

Monday April 11, 2022

**IMPORTANT NOTICE:** This meeting will be held electronically. To ensure transparency, a recording of this meeting will be livestreamed on the "Village of Merrickville-Wolford" YouTube channel at [https://www.youtube.com/channel/UC\\_OEkw3yIMarGSHGeNecrQg](https://www.youtube.com/channel/UC_OEkw3yIMarGSHGeNecrQg)

1. **Call to Order**
2. **Disclosure of Pecuniary Interest and the general nature thereof**
3. **Approval of the Agenda**
4. **Delegations:** None
5. **In Camera**
  1. Advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and
  2. A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board; and
  3. A proposed or pending acquisition or disposition of land by the municipality or local board; and
  4. Personal matters about an identifiable individual, including municipal or local board employees.
6. **Minutes**

Approval of Minutes of Regular Council meeting of March 28, 2022  
Approval of Minutes of Special Council meeting of March 30, 2022
7. **Correspondence**

St. Michael Catholic High School bursary request  
North Grenville District High School bursary request  
Emergency Management Ontario re: compliance with the *Emergency Management and Civil Protection Act*
8. **Finance**

By-Law 19-2022 re: Adopt 2022 Operating, Capital, Water and Wastewater and Library Budgets  
By-Law 20-2022 re: Adopt Tax Rates
9. **Planning**

Merrickville Grove access agreement
10. **CAO**

Blockhouse Museum MDHS request for Staff Supervision
11. **Deferred Items** None
12. **Public Question Period:** Questions may be emailed to: [mayor@merrickville-wolford.ca](mailto:mayor@merrickville-wolford.ca)
13. **Next meeting of Council:** Monday April 25, 2022 at 7:00 p.m.
14. **Confirming By-Law:** 23-2022 re: Confirm Proceedings of Council meeting of April 11, 2022
15. **Adjournment.**

Established 1793  
Incorporated  
Wolford 1850  
Merrickville 1860  
Amalgamated 1998



Telephone (613) 269-4791  
Facsimile (613) 269-3095

## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 22

Date: April 11, 2022

For Clerk's use only, if  
required

**Recorded Vote Requested  
By:**

|           |   |   |
|-----------|---|---|
| Cameron   | Y | N |
| Foster    | Y | N |
| Ireland   | Y | N |
| Molloy    | Y | N |
| Struthers | Y | N |

Moved by: Cameron Foster Molloy Ireland

Seconded by: Cameron Foster Molloy Ireland

### **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. Advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and
2. A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board; and
3. A proposed or pending acquisition or disposition of land by the municipality or local board; and
4. Personal matters about an identifiable individual, including municipal or local board employees.

Carried / Defeated

J. Douglas Struthers, Mayor

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Resolution Number: R - - 22

Date: April 11, 2022

For Clerk's use only, if  
required:

**Recorded Vote Requested  
By:**

|           |   |   |
|-----------|---|---|
| Cameron   | Y | N |
| Foster    | Y | N |
| Ireland   | Y | N |
| Molloy    | Y | N |
| Struthers | Y | N |

Moved by: Cameron Foster Molloy Ireland

Seconded by: Cameron Foster Molloy 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 \_\_\_\_\_ p.m.

Carried / Defeated

\_\_\_\_\_  
J. Douglas Struthers, Mayor

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Date: April 11, 2022

For Clerk's use only, if  
required:

**Recorded Vote Requested  
By:**

|           |   |   |
|-----------|---|---|
| Cameron   | Y | N |
| Foster    | Y | N |
| Ireland   | Y | N |
| Molloy    | Y | N |
| Struthers | Y | N |

Moved by: Cameron Foster Molloy Ireland

Seconded by: Cameron Foster Molloy 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 meeting of March 28, 2022, as

\_\_\_\_\_ circulated.

\_\_\_\_\_ amended.

Carried / Defeated

\_\_\_\_\_  
J. Douglas Struthers, Mayor

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

Monday March 28, 2022, 7:00 p.m.

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

**Staff in Attendance:** Doug Robertson, CAO/Clerk  
Kirsten Rahm, Treasurer/Deputy Clerk

**NOTE:** This meeting was held electronically via Zoom and livestreamed on the Village's YouTube Channel

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

**Approval of Agenda**

**R-89-22** Moved by Councillor Foster, 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 March 28, 2022, as circulated.

Carried.

**Minutes:**

**R-90-22** 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 March 14, 2022, as circulated.

Carried.

**R-91-22** 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 the Minutes of the Library Board meeting of February 9, 2022, as circulated.

Carried.

**R-92-22** 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 receive the Minutes of the Recreation, Health and Wellness Advisory meeting of March 16, 2022, as circulated.

Carried.

**Correspondence:**

**R-93-22** 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 does hereby receive correspondence from the Merrickville Firefighters Association requesting a fee waiver for April 16, 2022, for a fundraiser; and

That Council does hereby approve the request.

Carried.

**R-94-22**

Moved by Deputy Mayor Cameron, Seconded by Councillor Molloy

**Be it hereby resolved that:**

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive Resolution RHWAC-005 for information purposes; and

That Council supports the registration of Merrickville-Wolford as a group participator in the ParticipACTION Community Better Challenge for June 2022.

Carried.

**Public Works**

**R-95-22**

Moved by Deputy Mayor Cameron, Seconded by Councillor Molloy

**Be it hereby resolved that:**

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the notice for the Pitch-In Campaign for information purposes.

Carried.

**Finance**

**R-96-22**

Moved by Councillor Ireland, Seconded by Councillor Foster

**Be it hereby resolved that:**

\_\_\_\_\_ THAT: The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report FIN-04-2022, being a report regarding the 2022 Community Grant Program, for information purposes; and

\_\_\_\_\_ THAT: Council allocates the funds from the Community Grant Line Item to be distributed as follows:

|   |              |                |
|---|--------------|----------------|
| 1. Rural FASD Support Network                       | Cash: \$0    | In-Kind: \$0   |
| 2. 1 <sup>st</sup> Merrickville Scouts              | Cash: \$0    | In-Kind: \$480 |
| 3. Merrickville Agricultural Society                | Cash: \$4250 | In-Kind: \$0   |
| 4. Merrickville Organization for Culture & the Arts | Cash: \$4250 | In-Kind: \$300 |
| 5. Merrickville Artists' Guild                      | Cash: \$1500 | In-Kind: \$0   |
| 6. Friends of the Rideau                            | Cash: \$0    | In-Kind: \$0   |

Carried.

Council gave staff direction to move Friends of the Rideau into a regular general ledger line item going forward.

**R-97-22**

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-05-2022 regarding the 2021 Council Remuneration report for information purposes.

Carried.

**Public Question Period:**

No questions were received.

**Confirming By-Law**

**R-98-22**

Moved by Councillor Foster, Seconded by Deputy Mayor Cameron

**Be it hereby resolved that:** By-law 17-2022, being a by-law to confirm the proceedings of the Council meeting of March 28, 2022, be read a first and second time, and that By-law 17-2022 be read a third and final time and passed.

Carried.

**Adjournment**

**R-99-22**

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 7:45 p.m. until the next meeting of Council on Wednesday, March 30, 2022 or until the call of the Mayor subject to need.

Carried.

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J. Douglas Struthers, Mayor

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Doug Robertson, CAO/Clerk

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## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 22

Date: April 11, 2022

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**Recorded Vote Requested  
By:**

|           |   |   |
|-----------|---|---|
| Cameron   | Y | N |
| Foster    | Y | N |
| Ireland   | Y | N |
| Molloy    | Y | N |
| Struthers | Y | N |

Moved by: Cameron Foster Molloy Ireland

Seconded by: Cameron Foster Molloy 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 meeting of March 30, 2022, as

\_\_\_\_\_ circulated.

\_\_\_\_\_ amended.

Carried / Defeated

\_\_\_\_\_  
J. Douglas Struthers, Mayor

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

Wednesday March 30, 2022, 1:00 p.m.

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

**Staff in Attendance:** Doug Robertson, CAO/Clerk  
Kirsten Rahm, Treasurer/Deputy Clerk

**NOTE:** This meeting was held electronically via Zoom and livestreamed on the Village's YouTube Channel

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

**Approval of Agenda**

**R-100-22** 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 does hereby approve the agenda of the special Council meeting of March 30, 2022, as circulated.

Carried.

Council discussed the 2022 Draft Budget.

**Confirming By-Law**

**R-101-22** Moved by Councillor Ireland, Seconded by Councillor Molloy  
**Be it hereby resolved that:** By-law 18-2022, being a by-law to confirm the proceedings of the Council meeting of March 30, 2022, be read a first and second time, and that By-law 18-2022 be read a third and final time and passed.

Carried.

**Adjournment**

**R-102-22** Moved by Councillor Foster, Seconded by Deputy Mayor Cameron  
**Be it hereby resolved that:** This special meeting of the Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at 1:45 p.m. until the next meeting of Council on Monday, April 11, 2022 or until the call of the Mayor subject to need.

Carried.

---

J. Douglas Struthers, Mayor

---

Doug Robertson, CAO/Clerk

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## VILLAGE OF MERRICKVILLE-WOLFORD

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By:**

|           |   |   |
|-----------|---|---|
| Cameron   | Y | N |
| Foster    | Y | N |
| Ireland   | Y | N |
| Molloy    | Y | N |
| Struthers | Y | N |

Moved by: Cameron Foster Molloy Ireland

Seconded by: Cameron Foster Molloy Ireland

**Be it hereby resolved that:**

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from St. Michael Catholic High School; and

That Council does hereby approve the Village of Merrickville-Wolford graduation bursary in the amount of \$\_\_\_\_\_

Carried / Defeated

J. Douglas Struthers, Mayor



**ST. MICHAEL CATHOLIC HIGH SCHOOL**  
2755 Highway #43, P.O. Box 4000, Kemptville, Ontario K0G 1J0  
Mr. D. Palumbo, Principal  
Ms. L. Mackler, Vice-Principal  
Phone: 613-258-7232 Fax: 613-258-3527



St. Michael Catholic High School is preparing for its 2022 high school graduation ceremony, scheduled to take place on June 27<sup>th</sup>. With the support of staff, friends, family, and community members, we hope that we can make this year's graduation a memorable one for our students.

St. Michael CHS has always been able to count on the generosity of local businesses, and organizations to help recognize the achievements of our graduating students. We are extremely grateful for your interest and support in past years and hope that you will choose to sponsor an award again this year.

The sponsorship of awards allows us to celebrate as a community the achievements of our students in academics, as well as their commitment to school and community involvement. You can elect to define specific criteria for the award you sponsor. Should you wish to do so, please complete the criteria form included below. A charitable donation tax receipt will be issued for all contributions in excess of \$25.00. Cheques must be made payable to the Catholic District School Board of Eastern Ontario in order to be issued a tax receipt.

Thank you again for your continued support of Catholic Education at St. Michael Catholic High School. Please do not hesitate to contact our Guidance Department at 613-285-7232 should you have any questions or require additional information.

Sincerely,

The St. Michael CHS Graduation Committee

Bursary/Award Name: \_\_\_\_\_

Bursary Amount: \$ \_\_\_\_\_

Bursary/Award Criteria: \_\_\_\_\_

Company Name: \_\_\_\_\_

Contact Name(s): \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

☐ I would like to provide the above bursary/award this year.

☐ I wish to withdraw my support this year.

Please make cheques payable to St. Michael Catholic High School, or if you require a receipt for your donation, to CDSBEO (Catholic District School Board of Eastern Ontario).

Cheques can be mailed to, or dropped off at:  
St. Michael Catholic High School  
2755 Hwy 43  
Kemptville, ON K0G 1J0

We would greatly appreciate receipt of cheques no later than Friday, May 13, 2022.

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By:**

|           |   |   |
|-----------|---|---|
| Cameron   | Y | N |
| Foster    | Y | N |
| Ireland   | Y | N |
| Molloy    | Y | N |
| Struthers | Y | N |

Moved by: Cameron Foster Molloy Ireland

Seconded by: Cameron Foster Molloy Ireland

### Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from North Grenville District High School; and

That Council does hereby approve the Village of Merrickville-Wolford graduation bursary in the amount of \$\_\_\_\_\_

Carried / Defeated

J. Douglas Struthers, Mayor



# North Grenville District High School

2605 Concession Road, Box 2001  
Kemptonville, Ontario, K0G 1J0



Phone: (613) 258-3481 • Fax (855) 408-0861  
Website: <http://ngdhs.ucdsb.on.ca>

Principal: Mr. C. Bourne Vice-Principal: Ms. K. Culhane

Friday March 28, 2022

Suzanne Jackman  
Village of Merrickville-Wolford  
317 Brock St.  
Merrickville, ON K0G 1N0  
[taxclerk@merrickville-wolford.ca](mailto:taxclerk@merrickville-wolford.ca)

## Village of Merrickville/Wolford Township Citizenship Award

With the wonderful support of our community, we were able to have an enjoyable, although somewhat different looking, graduation last year. Students were given a cap and gown, had their name read and picture taken with a carload of family in the front row. There was a lot of positive feedback and incredibly happy graduates. This year we will be returning to a traditional graduation ceremony. It will be held on Tuesday, June 28 at 10:00 am. We will be welcoming graduates, their families, and our sponsors to celebrate the occasion.

We recognize that some of our sponsors may not be in a position to support a financial award for the 2022 graduation year, but we are reaching out to inform you about our plans to host the ceremony and distribute all donations. At this time, we are asking for you to email Jennifer Durant, at [jennifer.durant@ucdsb.on.ca](mailto:jennifer.durant@ucdsb.on.ca) stating whether you will be able to support a graduate with your award this year, and what the award would be. If you do choose to support a graduate this June 2022, cheques should be made payable to **North Grenville District High School**. Alternatively, an e-transfer can be made to: [PayPal-NGD@ucdsb.on.ca](mailto:PayPal-NGD@ucdsb.on.ca). Once the recipient of the award has been determined, we will make the cheque payable to the student. The student will be presented their award in June, and graduates and sponsors will be recognised during the 2022 in-person ceremony.

If your award is contingent upon the student pursuing a particular field of study, we are prepared to forward a letter on your behalf, containing a contact number where he or she can reach you to provide you with proof of registration in the fall at the college or university program before you forward the award. Please indicate this requirement in your reply to Jennifer Durant. Less formal options are also available, and you are encouraged to speak to Ms. Durant.

If you would like to include engraving on a plaque for your award, please include cost of engraving of \$10.00. If you wish the student to have a keeper trophy, please include the cost of \$25.00.

We would like to invite sponsors to send presenters to the graduation ceremony so that you may offer your congratulations to award recipients in person. We ask that you arrive by 9:45 am to attend a small reception in the learning commons prior to the commencement ceremony. If you plan to attend, or send someone on your behalf, please forward the presenter's name before June 20, 2022, so that the correct name can be included in the program. This information should be emailed to [jennifer.durant@ucdsb.on.ca](mailto:jennifer.durant@ucdsb.on.ca). Questions can also be emailed, or you can reach Ms. Durant at 613-258-3481 ext. 3629.

***Thank you for your support of our graduates. We look forward to your continued support in 2022.***

Yours sincerely,

Principal  
Chris Bourne

Commencement Chair  
Jennifer Durant

## North Grenville Family of Schools



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## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 22

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By:**

|           |   |   |
|-----------|---|---|
| Cameron   | Y | N |
| Foster    | Y | N |
| Ireland   | Y | N |
| Molloy    | Y | N |
| Struthers | Y | N |

Moved by: Cameron Foster Molloy Ireland

Seconded by: Cameron Foster Molloy Ireland

**Be it hereby resolved that:**

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from the Ministry of the Solicitor General regarding the Village's 2021 compliance with the *Emergency Management and Civil Protection Act*, for information purposes.

Carried / Defeated

J. Douglas Struthers, Mayor

**Ministry of the Solicitor General**

Office of the Fire Marshal and  
Emergency Management

25 Morton Shulman Avenue  
Toronto ON M3M 0B1  
Tel: 647-329-1100  
Fax: 647-329-1143

**Ministère du Solliciteur général**

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

25 Morton Shulman Avenue  
Toronto ON M3M 0B1  
Tél. : 647-329-1100  
Télec. : 647-329-1143



April 01, 2022

Your Worship Doug Struthers  
Village of Merrickville-Wolford  
P.O. Box 340, 317 Brock St. W.  
Merrickville, ON K0G1N0

Dear Mayor Doug Struthers:

As the Chief of Emergency Management for Ontario, it is incumbent on me to monitor, coordinate and assist municipalities with their respective municipal emergency management programs in accordance with the Emergency Management and Civil Protection Act (EMCPA). To confirm municipalities are in compliance with the EMCPA, every municipality in Ontario submits a compliance package to Emergency Management Ontario on a yearly basis.

Emergency Management Ontario (EMO) has reviewed the documentation submitted by your Community Emergency Management Coordinator (CEMC) and have determined that your municipality was compliant with the EMCPA in 2021.

The safety of all our citizens is important, and one way to ensure that safety is to ensure that your municipality is prepared in case of an emergency. We congratulate you on your municipality's efforts in achieving compliance in 2021. I look forward to continuing to work with you to support your continued compliance on an ongoing basis.

If you have any questions or concerns about this letter, please contact our Emergency Management Field Officer assigned to your Sector; their contact information is below.

Name: TeresaAlonzi

Email: [teresa.alonzi2@ontario.ca](mailto:teresa.alonzi2@ontario.ca)

Phone: 613-246-5749

Sincerely,

Teepu Khawja  
Assistant Deputy Minister and Chief, Emergency Management

cc: Brad Cole - CEMC  
Teresa Alonzi - Field Officer - Loyalist Sector

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required.

**Recorded Vote Requested  
By:**

|           |   |   |
|-----------|---|---|
| Cameron   | Y | N |
| Foster    | Y | N |
| Ireland   | Y | N |
| Molloy    | Y | N |
| Struthers | Y | N |

Resolution Number: R - - 22

Date: April 11, 2022

Moved by: Cameron Foster Molloy Ireland

Seconded by: Cameron Foster Molloy Ireland

**Be it hereby resolved that:** By-law 19-2022, being a by-law to adopt the 2022 Operating, Capital, Water and Wastewater, and Library Budgets and the 2022 Salary Grid, be read a first and second time, and that By-law 19-2022 be read a third and final time and passed.

Carried / Defeated

J. Douglas Struthers, Mayor

**CORPORATION OF THE VILLAGE OF MERRICKVILLE - WOLFORD**

**BY-LAW No. 19 - 2022**

**BEING** a By-Law to adopt the 2022 Operating, Capital & Water & Wastewater Budgets, and the 2022 Salary Grid.

**WHEREAS** pursuant to section 290 of the Municipal Act, S.O. 2001, a local municipality shall in each year prepare and adopt a budget including estimates of all sums required during the year for the purposes of the municipality;

**NOW THEREFORE** the Council of the Corporation of the Village of Merrickville - Wolford does enact as follows that:

- 1 The Municipality-managed General Municipal Operating and Capital Budgets are attached hereto marked as Schedule "A" and forming part of this by-law is hereby adopted as the General Municipal Operating & Capital Budget for the Corporation of the Village of Merrickville-Wolford for the year 2022.
- 2 The Municipality-managed Water and Wastewater Operating and Capital Budget is attached hereto marked as Schedule "B" and forming part of this by-law is hereby adopted as the Water and Wastewater Budget for the Corporation of the Village of Merrickville-Wolford for the year 2022.
- 3 Any surplus at the end of the fiscal year shall be transferred to working fund reserves and should there be a deficit, it shall be funded through working fund reserves.
- 4 The 2022 Salary Grid is attached hereto marked as Schedule "C" and forming part of this by-law is hereby adopted;
- 5 This By-Law shall be deemed to have been passed and in effect as of the 1<sup>st</sup> day of January, 2022.

**READ** a first and second time this 11<sup>th</sup> day of April, 2022.

**READ** a third and final time and passed this 11<sup>th</sup> day of April, 2022.

\_\_\_\_\_  
J. Douglas Struthers, Mayor

\_\_\_\_\_  
Doug Robertson,  
CAO/Clerk

# Village of Merrickville-Wolford

2022 BUDGET

## SCHEDULE A

|   | 2022 BUDGET          |                      |                    |                    |
|---|----------------------|----------------------|--------------------|--------------------|
|   | OPERATING<br>REVENUE | OPERATING<br>EXPENSE | CAPITAL<br>REVENUE | CAPITAL<br>EXPENSE |
| <b>TAXATION &amp; OTHER REVENUE</b>     |                      |                      |                    |                    |
| Tax Levy - Operating Portion            | 2,970,066            |                      |                    |                    |
| Tax Levy - Capital Portion              |                      |                      | 365,239            |                    |
| Fees/Grants/PIL                         | 536,762              |                      |                    |                    |
| <b>General Government</b>               |                      |                      |                    |                    |
| Council                                 |                      | 61,183               |                    |                    |
| Administration                          | 246,011              | 970,694              |                    | 297,322            |
| <b>Protection Services</b>              |                      |                      |                    |                    |
| Fire                                    | 15,376               | 344,818              |                    | 882,739            |
| Emergency Measures                      |                      | 200                  |                    |                    |
| Police                                  | 8,500                | 460,315              |                    |                    |
| By Law                                  | 3,850                | 46,655               |                    |                    |
| Conservation Authority                  |                      | 23,929               |                    |                    |
| <b>Transportation Services</b>          |                      |                      |                    |                    |
| Public Works                            | 11,000               | 1,169,812            |                    | 849,500            |
| <b>Environmental Services</b>           |                      |                      |                    |                    |
| Waste Management                        | 208,244              | 221,888              |                    | 13,032             |
| <b>Donations and Grants</b>             |                      | 12,850               | 271,564            |                    |
| <b>Gas Tax &amp; OCIF</b>               |                      |                      | 313,490            |                    |
| <b>Reserves</b>                         | 16,000               | 178,200              | 1,256,444          |                    |
| <b>Recreation and Cultural Services</b> |                      |                      |                    |                    |
| Recreation                              | 42,900               | 154,428              |                    | 129,144            |
| Museum                                  | 33,735               | 41,560               |                    |                    |
| Library                                 |                      | 102,000              |                    |                    |
| <b>Planning and Development</b>         |                      |                      |                    |                    |
| Building                                | 102,500              | 187,684              |                    |                    |
| Planning                                | 35,000               | 106,694              |                    | 35,000             |
| Economic Development & Tourism          | 0                    | 147,035              |                    |                    |
| <b>TOTALS</b>                           | <b>4,229,944</b>     | <b>4,229,944</b>     | <b>2,206,737</b>   | <b>2,206,737</b>   |

|                       |                  |
|-----------------------|------------------|
| OPERATING EXPENSES    | 4,229,944        |
| CAPITAL EXPENSES      | 2,206,737        |
| <b>TOTAL EXPENSES</b> | <b>6,436,681</b> |

|                              |                  |
|------------------------------|------------------|
| TAX LEVY - OPERATING PORTION | 2,970,066        |
| TAX LEVY - CAPITAL PORTION   | 365,239          |
| <b>TOTAL 2022 TAX LEVY</b>   | <b>3,335,305</b> |

**Schedule A continued**

| Recommended Capital Projects       |  | 2022 Budget | Description   | Taxation  | Other | reserves  | Grants    | Gas Tax   | OCIF      |
|------------------------------------|--|-------------|---|-----------|-------|-----------|-----------|-----------|-----------|
| Fire hose                          |  | \$10,000    | New hose required to replace old hose                 | \$10,000  |       |           |           |           |           |
| Fire Truck                         |  | \$678,739   | New truck to replace 1991 pumper truck                | \$70,739  |       | \$608,000 |           |           |           |
| Portable radios                    |  | \$15,000    | Need more radios on the trucks for FF safety          | \$15,000  |       |           |           |           |           |
| Cascade air system                 |  | \$80,000    | Current cascade out dated and insufficient            | \$80,000  |       |           |           |           |           |
| Reid st                            |  | \$300,000   | Needs to be paved to maintain heavy traffic flow      |           |       | \$91,510  |           | \$194,978 | \$13,512  |
| 5500 PLOW and sand truck           |  | \$130,000   | New truck to provide cost efficient service 4 seasons | \$130,000 |       |           |           |           |           |
| Box blade for payloador            |  | \$30,000    | Required to make snow removal faster, more efficient  | \$30,000  |       |           |           |           |           |
| Culvert rehabilitation Weedmark Rd |  | \$105,000   | Required maintenance to extent life                   |           |       |           |           |           |           |
| Zero Turn Mower                    |  | \$14,500    | Replacing old mower                                   | \$14,500  |       |           |           |           |           |
| Community Centre Doors             |  | \$15,000    | Replacing worn out doors more efficient               | \$15,000  |       |           |           |           | \$105,000 |
| AMP facility assessments           |  | \$20,000    | O.Reg 588/17 - next phase of asset management plan    |           |       | \$20,000  |           |           |           |
| Service Delivery Review            |  | \$152,640   | Review of water/wastewater system                     |           |       |           | \$152,640 |           |           |
|                                    |  | \$1,550,879 |   | \$365,239 | \$0   | \$719,510 | \$152,640 | \$194,978 | \$118,512 |

| Carry forward Projects for information purposes - These expenses were previously approved in the 2021 budget |           | Description   | Taxation | Other | reserves  | Grants    | Gas Tax | OCIF |
|--|-----------|---|----------|-------|-----------|-----------|---------|------|
| Community Centre upgrades  |           | As part of the emergency management plan, the Merrickville Community Centre is designated as our emergency shelter. A generator is needed to provide heat and hydro for the shelter |          |       |           |           |         |      |
| Fire/PW truck  | \$99,644  | Replacing 2002 truck  |          |       | \$60,000  | \$99,644  |         |      |
| Security cameras   | \$60,000  | Building and equipment security   |          |       | \$11,600  |           |         |      |
| Digitization of records  | \$11,600  |   |          |       | \$30,082  |           |         |      |
| Fire hall double doors   | \$30,082  | To replace existing doors that are rusting out  |          |       | \$6,000   |           |         |      |
| Back up cameras for PW trucks  | \$6,000   | Added safety feature when backing up  |          |       | \$4,500   |           |         |      |
| PW plow truck  | \$4,500   | Replace 2009 truck  |          |       | \$280,000 |           |         |      |
| Zoning Bylaw review  | \$280,000 | Mandated by province  |          |       | \$35,000  |           |         |      |
| AMP  | \$35,000  | Municipalities are required to have an asset management plan in place in July 2022  |          |       | \$5,000   |           |         |      |
| AMP phase 2  | \$5,000   | O.Reg 588/17 - next phase of asset management plan  |          |       | \$50,000  |           |         |      |
| AMP software   | \$50,000  | asset management software for tangible capital assets   |          |       | \$5,720   | \$19,280  |         |      |
| Floor repairs  | \$25,000  | Tiles coming up and are in need of replacement  |          |       | \$3,000   |           |         |      |
| Fire shower  | \$3,000   | For volunteer firefighters  |          |       | \$3,000   |           |         |      |
| Fire Pump  | \$30,000  | Adding a VFD to improve efficiency and control  |          |       | \$30,000  |           |         |      |
| LF building  | \$13,032  | Floor starting to rot, poor wiring, hard to heat and cool   |          |       | \$13,032  |           |         |      |
|  | \$655,858 |   | \$0      | \$0   | \$536,934 | \$118,924 | \$0     | \$0  |

**Village of Merrickville-Wolford**  
**Water-Wastewater 2022 Budget**

**SCHEDULE B**

**2022**

**Revenue**

|                         |                  |
|-------------------------|------------------|
| Revenue                 | 1,366,671        |
| Grants                  | 0                |
| Transfers From Reserves | 131,424          |
| <b>Total Revenues</b>   | <b>1,498,095</b> |

**Expenditures**

|                           |                  |
|---------------------------|------------------|
| Village Administration    | 10,000           |
| Insurance                 | 17,992           |
| OCWA Operation            | 726,647          |
| Debt Charges              | 230,327          |
| Line Breaks               | 11,500           |
| Department Operations     | 41,520           |
| Transfer to Reserves      | 172,010          |
| Capital                   | 288,099          |
| <b>Total Expenditures</b> | <b>1,498,095</b> |

Schedule B continued

Water & Wastewater Capital expenses

| Projects  | 2022 Budget | GL      | User Fees | reserves  |
|---|-------------|---------|-----------|-----------|
| STP reserve capacity analysis/Master plan           | \$39,412    | 27-4111 |           | \$39,412  |
| Pump replacements                                   | \$35,769    |         |           | \$35,769  |
| Sanitary Sewer Infiltration & STP inflow study (CF) | \$6,243     | 27-4113 |           | \$6,243   |
| Manhole Covers                                      | \$20,000    |         | \$20,000  |           |
| STP OCWA capital                                    | \$74,675    | 27-4100 | \$74,675  |           |
| Water OCWA capital                                  | \$62,000    | 27-4310 | \$62,000  |           |
| Sanitary Sewer Grouting                             | \$50,000    | 27-4114 |           | \$50,000  |
| Total   | \$288,099   |         | \$156,675 | \$131,424 |

## Schedule C

Village of Merrickville-Wolford  
Salary Grids  
For the Fiscal Year 2022

## Full Time 35 Hours per week

|   | Steps                                      | A              | B       | C       | D       | E       | F       |
|---|--|----------------|---------|---------|---------|---------|---------|
| 1 | CAO/Clerk/Director of Economic Development | Salary 102,644 | 106,750 | 111,020 | 115,461 | 120,080 | 124,883 |
|   |  | Hourly 56.40   | 58.65   | 61.00   | 63.44   | 65.98   | 68.62   |
| 2 | Treasurer/Manager of Finance               | Salary 93,314  | 97,046  | 100,928 | 104,965 | 109,164 | 113,530 |
|   |  | Hourly 51.27   | 53.32   | 55.45   | 57.67   | 59.98   | 62.38   |
| 3 | Manager of Community Development           | Salary 79,226  | 82,395  | 85,691  | 89,118  | 92,683  | 96,390  |
|   |  | Hourly 43.53   | 45.27   | 47.08   | 48.97   | 50.92   | 52.96   |
| 4 | Deputy Clerk & Deputy Treasurer            | Salary 55,884  | 58,119  | 60,444  | 62,862  | 65,376  | 67,991  |
|   |  | Hourly 30.71   | 31.93   | 33.21   | 34.54   | 35.92   | 37.36   |
| 5 | Planner 1/Special Projects Coordinator     | Salary 54,908  | 57,104  | 59,388  | 61,764  | 64,234  | 66,804  |
|   |  | Hourly 30.17   | 31.38   | 32.63   | 33.94   | 35.29   | 36.71   |
| 6 | Accounting Clerk                           | Salary 45,193  | 47,001  | 48,881  | 50,836  | 52,870  | 54,984  |
|   |  | Hourly 24.83   | 25.82   | 26.86   | 27.93   | 29.05   | 30.21   |
| 7 | Receptionist                               | Salary 38,706  | 40,254  | 41,865  | 43,539  | 45,281  | 47,092  |
|   |  | Hourly 21.27   | 22.12   | 23.00   | 23.92   | 24.88   | 25.87   |

## Full Time 40 Hours per week

|   | Steps                            | A             | B      | C      | D      | E       | F       |
|---|----------------------------------|---------------|--------|--------|--------|---------|---------|
| 1 | Manager of Operations/Fire Chief | Salary 88,504 | 92,045 | 95,726 | 99,555 | 103,538 | 107,679 |
|   |                                  | Hourly 42.55  | 44.25  | 46.02  | 47.86  | 49.78   | 51.77   |
| 2 | Operations Lead Hand             | Salary 58,928 | 61,285 | 63,737 | 66,286 | 68,938  | 71,695  |
|   |                                  | Hourly 28.33  | 29.46  | 30.64  | 31.87  | 33.14   | 34.47   |
| 3 | Operations Equipment Operator    | Salary 53,309 | 55,441 | 57,659 | 59,965 | 62,364  | 64,858  |
|   |                                  | Hourly 25.63  | 26.65  | 27.72  | 28.83  | 29.98   | 31.18   |

## Part-Time positions

|   | Steps                      | A             | B      | C      | D      | E      | F      |
|---|----------------------------|---------------|--------|--------|--------|--------|--------|
| 1 | Chief Building Official    | Salary 68,662 | 71,409 | 74,265 | 77,236 | 80,325 | 83,538 |
|   |                            | Hourly 37.73  | 39.24  | 40.81  | 42.44  | 44.13  | 45.90  |
| 2 | By-law Enforcement Officer | Hourly 23.92  | 24.87  | 25.87  | 26.90  | 27.98  | 29.10  |
| 3 | Landfill Supervisor        | Hourly 21.02  | 21.86  | 22.74  | 23.65  | 24.59  | 25.58  |
| 4 | Labourer                   | Hourly 19.63  | 20.41  | 21.23  | 22.08  | 22.96  | 23.88  |
| 5 | Landfill Attendant         | Hourly 17.29  | 17.98  | 18.70  | 19.45  | 20.23  | 21.04  |

|               |           | LIBRARY                                    |                |                |                |                |                               |             |  |
|---------------|-----------|--|----------------|----------------|----------------|----------------|-------------------------------|-------------|--|
|               |           | OPERATING                                  |                |                |                |                |                               |             |  |
|               |           | Revenues                                   |                | 2019 Actual    | 2020 Actual    | 2021 Budget    | 2021 Actual<br>as of Feb 5/22 | 2022 Budget |  |
| 79-5720       | Library - | Bank interest                              |                | 1,632          | 681            | 700            | 631                           | 600         |  |
| 79-5730       | Library - | Provincial grants                          |                | 5,096          | 5,096          | 5,096          | 5,096                         | 5,096       |  |
| 79-5732       | Library - | Special grants                             |                | 52             | 587            | 500            |                               |             |  |
| 79-5740       | Library - | Village grants                             |                | 89,117         | 94,225         | 96,000         | 96,000                        | 99,000      |  |
| 79-5740B      | Library - | Grants - Other Mun                         |                | 7,790          | 7,790          | 8,200          | 8,200                         | 8,300       |  |
| 79-5750       | Library - | Internet/ ILL cost recovery                |                | 628            | 696            | 700            | 1,640                         | 1,450       |  |
| 79-6709       | Library - | Donations - F of L                         |                | 3,260          | 3,107          | 2,500          | 2,878                         | 3,825       |  |
| 79-6710       | Library - | Donations                                  |                | 20,049         | 21,845         | 2,700          | 19,549                        | 6,400       |  |
| 79-6715       | Library - | Adopt-a-Book                               |                | 346            | 239            | 300            | 413                           | 400         |  |
| 79-6720       | Library - | Fines                                      |                | 486            | 302            | 350            | 226                           | 250         |  |
| 79-6721       | Library - | Room rental                                |                | 149            | 65             |                |                               |             |  |
| 79-6725       | Library - | Deposits on books (replacements)           |                | 146            | 111            |                | 95                            |             |  |
| 79-6730       | Library - | Sale of books                              |                |                | 131            |                |                               |             |  |
| 79-6731       | Library - | Misc Revenues                              |                | 194            | 156            | 250            | 51                            | 150         |  |
| 79-6731       | Library - | Misc Revenue - Seed Library (Lions)        |                |                |                |                | 800                           |             |  |
| 79-6731       | Library - | Misc Revenue - Story Trail                 |                |                |                |                | 135                           |             |  |
| 79-6740       | Library - | Photocopies / Printing                     |                | 969            | 528            | 750            | 473                           | 700         |  |
| 79-6750       | Library - | Memberships                                |                | 25             | 25             |                | 100                           |             |  |
|               | Library - | Trnsfr frm Lib Reserve (79-6905)           |                |                |                |                |                               | 4,500       |  |
|               | Library - | Transfer from Lib Reserve - from prev year |                |                |                | 5,000          | 379                           | 1,444       |  |
| <b>TOTALS</b> |           |  | <b>129,939</b> | <b>135,585</b> | <b>123,046</b> | <b>136,665</b> | <b>132,115</b>                |             |  |
|               |           | Expenses                                   |                |                |                |                |                               |             |  |
| 79-6810       | Library - | Salaries                                   |                | 52,253         | 53,000         | 53,259         | 53,525                        | 55,900      |  |
| 79-6820       | Library - | Salaries - PT                              |                | 11,393         | 11,801         | 13,155         | 12,859                        | 14,125      |  |
| 79-6830       | Library - | Payroll Burden                             |                | 4,889          | 4,984          | 4,745          | 5,276                         | 5,186       |  |
| 79-6831       | Library - | EHT  |                | 629            | 639            | 1,309          | 655                           | 1,380       |  |
| 79-6832       | Library - | Benefits                                   |                | 5,654          | 4,292          | 4,500          | 5,930                         | 6,810       |  |
| 79-6833       | Library - | OMERS                                      |                | 4,686          | 4,766          | 4,856          | 4,799                         | 5,101       |  |

based on 4.9% COLA as  
indicated by Treasurer

with 4.9% COLA  
"

|               |           |   |  |                |                |                |                |                |
|---------------|-----------|---|--|----------------|----------------|----------------|----------------|----------------|
| 79-6834       | Library - | WCB                                       |  | 186            | 183            | 188            | 187            | 205            |
| 79-6840       | Library - | Book Purchases                            |  | 7,922          | 6,502          | 7,000          | 7,472          | 7,000          |
|               |           | Book Purchases - Sponsored                |  |                |                |                | see 79-6840    | 500            |
| 79-6841       | Library - | E-Resource subscriptions                  |  | 2,470          | 2,312          | 1,275          | 2,602          | 3,120          |
| 79-6842       | Library - | COVID-19                                  |  |                | 568            | 350            | 184            |                |
| 79-6850       | Library - | Utilities                                 |  | 4,985          | 5,198          | 6,000          | 4,854          | 5,500          |
| 79-6852       | Library - | Communications                            |  | 1,812          | 2,447          | 2,600          | 2,521          | 2,650          |
| 79-6852       | Library - | Communications - Zoom subscription        |  |                |                | 200            | 179            | 200            |
| 79-6855       | Library - | Cleaning                                  |  | 2,270          | 1,665          | 2,300          | 1,980          | 2,300          |
| 79-6860       | Library - | Supplies - Non-Print                      |  | 746            | 713            | 800            | 848            | 829            |
| 79-6860       | Library - | Supplies - NP - Spec Project (JASI)       |  |                |                | 1,500          | 1,363          |                |
| 79-6861       | Library - | Late payment fees                         |  |                |                |                | 99             |                |
| 79-6862       | Library - | General maintenance                       |  | 2,321          | 2,364          | 3,500          | 2,842          | 3,500          |
| 79-6866       | Library - | Bank charges                              |  | 585            | 721            | 550            | 679            | 600            |
| 79-6868       | Library - | Computer expense                          |  | 2,278          | 2,572          | 2,502          | 2,426          | 2,650          |
| 79-6868       | Library - | Computer expense - Spec Proj - JASI       |  |                |                | 1,000          | 1,000          |                |
| 79-6869       | Library - | IT support -                              |  | 700            |                |                | 428            |                |
| 79-6869       | Library - | IT - Spec Proj - website (deferred to 22) |  |                |                | 2,500          |                | 2,500          |
| 79-6880       | Library - | Education / Prof Dev                      |  | 150            |                |                | 81             |                |
| 79-6882       | Library - | Programmes                                |  | 742            | 322            | 500            | 387            | 500            |
| 79-6882       | Library - | Programmes - Extra - spec funding         |  |                |                |                |                | 474            |
| 79-6882       | Library - | Programmes - Seed Library (from 2021)     |  |                |                |                | 476            | 470            |
| 79-6882       | Library - | Programmes - Story Trail                  |  |                |                |                | 167            |                |
| 79-6883       | Library - | Memberships & Licenses                    |  | 426            | 526            | 550            | 526            | 550            |
| 79-6884       | Library - | Insurance & Audit                         |  | 4,147          | 3,844          | 3,980          | 3,980          | 4,388          |
| 79-6884       | Library - | Insurance & Audit - Spec Proj -Consult    |  |                |                |                |                | 1,000          |
| 79-6885       | Library - | Capital Office Equip - Spec -             |  | 1,444          |                |                | 997            | 1,000          |
| 79-6910       | Library - | Well sampling                             |  | 3,427          | 3,427          | 3,427          | 3,427          | 3,427          |
| 79-6890       | Library - | Misc                                      |  | 331            | 237            | 500            | 220            | 250            |
| 79-7810       | Library - | Liby Bldg - Major Ren Int                 |  |                | 4,580          |                |                |                |
|               |           | Liby Bldg - Major Ren Ext                 |  |                |                |                | See Capital    |                |
|               |           | Transfer to Reserves (prepaid for 2022)   |  |                |                |                | 1,444          |                |
|               |           | Transfer to Reserves (other)              |  |                | 15,000         |                | 2,500          |                |
| <b>TOTALS</b> |           |   |  | <b>116,446</b> | <b>117,664</b> | <b>123,046</b> | <b>126,915</b> | <b>132,115</b> |

|                   |   |        |        |        |        |       |
|-------------------|---|--------|--------|--------|--------|-------|
| Surplus/(Deficit) |   | 13,494 | 17,921 | 0      | 9,750  | 0     |
|                   |   |        |        |        |        |       |
|                   | <b>CAPITAL</b>                                    |        |        |        |        |       |
|                   | <b>Revenue</b>                                    |        |        |        |        |       |
|                   |   |        |        |        |        |       |
| 79-7730           | Library - Lib. Build. - Village Grant             |        |        |        |        |       |
| 79-7110           | Library - Transfer from Surplus/Deficit - Library |        |        | 3,000  | 3,000  | 3,000 |
| TOTALS            |   |        |        | 14,000 | 8,125  |       |
|                   |   |        |        | 17,000 | 11,125 | 3,000 |
|                   | <b>Expenses</b>                                   |        |        |        |        |       |
| 79-7820           | Library - Lib Build - Major Ren. Exter [Roof]     |        |        |        | 1,424  |       |
| 79-7820           | Library - Lib Build - Major Ren. Exter [Walls]    |        |        |        | 9,725  |       |
| TOTALS            |   |        |        | 17,000 | 11,149 |       |

Depends on decision re:  
building

Established 1793  
Incorporated  
Wolford 1850  
Merrickville 1860  
Amalgamated 1998



Telephone (613) 269-4791  
Facsimile (613) 269-3095

## VILLAGE OF MERRICKVILLE-WOLFORD

For Clerk's use only, if  
required:

**Recorded Vote Requested  
By:**

|           |   |   |
|-----------|---|---|
| Cameron   | Y | N |
| Foster    | Y | N |
| Ireland   | Y | N |
| Molloy    | Y | N |
| Struthers | Y | N |

Resolution Number: R - - 22

Date: April 11, 2022

Moved by: Cameron Foster Molloy Ireland

Seconded by: Cameron Foster Molloy Ireland

**Be it hereby resolved that:** By-law 20-2022, being a by-law to set the 2022 tax rates, be read a first and second time, and that By-law 20-2022 be read a third and final time and passed.

Carried / Defeated

J. Douglas Struthers, Mayor

**CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD  
BY-LAW NO. 20 – 2022**

**BEING** a By-Law to levy and assess on the rateable property in the Village of Merrickville-Wolford a sufficient sum of money to meet all valid debts of the said Corporation within the year 2022,

**WHEREAS** the Municipal Act 2001, Section 290, as amended, provides that the council of a local municipality shall in each year prepare and adopt estimates of all sums required during the year for the purposes of the municipality;

**AND WHEREAS** the estimate of all sums which may be required for the lawful purpose of the Corporation of the Village of Merrickville-Wolford and the amounts to be raised by taxation in accordance with the last revised assessment roll for the year 2022 have been made and presented to the Municipal Council of the said Village and are hereby adopted by the said Council;

**AND WHEREAS** the Municipal Act 2001, Section 312 (2), as amended, provides that for the purposes of raising the general local municipal levy, the council of the municipality shall each year, pass a by-law levying a separate tax rate as specified in the by-law, on the assessment in each property class in the local municipality rateable for local municipal purposes;

**AND WHEREAS** the Corporation of the United Counties of Leeds and Grenville has passed a by-law to set tax ratios and to set tax rate reductions for prescribed property subclasses for the county and local municipal purposes for the year 2022;

**AND WHEREAS** the Corporation of the United Counties of Leeds and Grenville has passed a by-law to adopt estimates and sums required for the purposes of the upper tier municipality and to provide a levy on area municipalities;

**AND WHEREAS** the Province of Ontario has passed or will pass Regulations establishing education tax rates for 2022;

**NOW THEREFORE** the Council of the Corporation of the Village of Merrickville-Wolford does enact as follows:

1. For the year 2022 the Corporation of the Village of Merrickville-Wolford shall levy upon the Residential Assessment, Multi-Residential Assessment, Commercial Assessment, Shopping Centre Assessment, Industrial Assessment, Pipeline Assessment, Farmland Assessment, New Construction and Managed Forest Assessment the rates of taxation per current value assessment for general purposes as set out in Schedule "A".
2. The taxes levied on all classes for the year 2022 shall be installments payable on the 29<sup>th</sup> day of July, 2022 and the 30<sup>th</sup> day of September, 2022 and shall be reduced by the amount of the interim levy for 2022.
3. Penalty shall be imposed at a rate of 1.25% per month on any amount of taxes outstanding on the first day of the month following the due date of each installment and thereafter interest shall be imposed at a rate of 1.25% per month on any amount of taxes outstanding on the first day of each calendar month.

**THIS BY-LAW** shall be deemed to come into force on the 1st day of January, 2022.

**READ** a first and second time this 11<sup>th</sup> day of April, 2022.

**READ** a third and final time and passed this 11<sup>th</sup> day of April, 2022.

J. Douglas Struthers, MAYOR

Doug Robertson, CAO/Clerk

## Municipality of Merrickville-Wolford

Schedule A

## 2022 BUDGET

|    |                             | 2021 CVA    | TAX RATIO  | WEIGHTED<br>ASSESSMENT | TAX RATE    | TAXES LEVIED |
|----|-----------------------------|-------------|------------|------------------------|-------------|--------------|
| RT | Residential                 | 357,702,245 | 1.00000000 | 357,702,245            | 0.008345778 | 2,985,304    |
| MT | Multi-Residential           | 2,372,000   | 1.00000000 | 2,372,000              | 0.008345778 | 19,798       |
| CT | Commercial Occupied         | 18,989,100  | 1.34640000 | 25,566,924             | 0.011236756 | 213,376      |
| CU | Commercial Excess           | 59,700      | 0.94250000 | 56,267                 | 0.007865896 | 470          |
| CX | Commercial Vacant Land      | 525,000     | 0.94250000 | 494,813                | 0.007865896 | 4,130        |
| XT | Commercial New Construction | 1,956,100   | 1.34640000 | 2,633,693              | 0.011236756 | 21,980       |
| XU | New Commercial Excess Land  |             | 0.94250000 | 0                      | 0.007865896 | 0            |
| DT | Office Building TX          |             | 1.34640000 | 0                      | 0.011236756 | 0            |
| ST | Shopping                    |             | 1.34640000 | 0                      | 0.011236756 | 0            |
| SU | Shopping Excess             |             | 0.94250000 | 0                      | 0.007865896 | 0            |
| ZT | Shopping New Construction   |             | 1.34640000 | 0                      | 0.011236756 | 0            |
| IT | Industrial Occupied         | 500,100     | 1.81140000 | 905,881                | 0.015117543 | 7,560        |
| IU | Industrial Excess           |             | 1.17740000 | 0                      | 0.009826319 | 0            |
| IX | Industrial Vacant Land      | 31,500      | 1.17740000 | 37,088                 | 0.009826319 | 310          |
| JT | Industrial New Construction | 269,000     | 1.81140000 | 487,267                | 0.015117543 | 4,067        |
| PT | Pipelines                   | 894,000     | 1.65510000 | 1,479,659              | 0.013813098 | 12,349       |
| FT | Farmlands                   | 30,580,255  | 0.25000000 | 7,645,064              | 0.002086445 | 63,804       |
| TT | Managed Forest              | 1,035,500   | 0.25000000 | 258,875                | 0.002086445 | 2,161        |
|    | TOTAL                       | 414,914,500 |            | 399,639,776            |             | 3,335,305    |

**TOTAL TAX LEVY** **3,335,305**

**2022 Residential Tax Rate** **0.00834578**

**2021 Residential Tax Rate** **0.00810911**

**INCREASE FROM 2021** **2.92%**

Established 1793  
Incorporated  
Wolford 1850  
Merrickville 1860  
Amalgamated 1998



Telephone (613) 269-4791  
Facsimile (613) 269-3095

## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 22

Date: April 11, 2022

For Clerk's use only, if  
required:

**Recorded Vote Requested  
By:**

|           |   |   |
|-----------|---|---|
| Cameron   | Y | N |
| Foster    | Y | N |
| Ireland   | Y | N |
| Molloy    | Y | N |
| Struthers | Y | N |

Moved by: Cameron Foster Molloy Ireland

Seconded by: Cameron Foster Molloy Ireland

**Be it hereby resolved that:**

The Council of the Corporation of the Village of Merrickville-Wolford does hereby direct staff to execute the Access Agreement for Merrickville Grove subject to further amendment by the Village's lawyer.

Carried / Defeated

J. Douglas Struthers, Mayor

## SITE ACCESS AND CONSTRUCTION AGREEMENT

This **AGREEMENT** made in triplicate this \_\_\_ day of \_\_\_\_\_, 2021,

**BETWEEN**

**The Corporation of the Village of Merrickville-Wolford**  
(hereinafter referred to as the "**Village**")

**of the first part**

**AND**

**15803893 Ontario Inc, o/a Park View Homes**  
(hereinafter referred to as the "**Developer**")

**WHEREAS** the Developer owns lands described as : **All of Lots 164 to 168. All of Lots 178 to 189. All of Lots 1 to 4, and 7 to 10, Block 9. All of Lots 1,2,9, and 10, Block 15. Part of Lot 8, Block 15. Part of Herbert Street (Closed by By-Law 17-2021). All within Registered Plan No. 6, Geographic Village of Merrickville.]** as set out in Schedule "A" (hereinafter the "**Property**");

**AND WHEREAS** the Village owns lands described as Bruce Street, Wallace Street, Herbert Street, Alice Street and St. John Street that are located within the proposed draft plan of subdivision for the Property as set out in Schedule "A" (hereinafter the "**Village Property**");

**AND WHEREAS** the Developer has draft plan of subdivision approval for the Property;

**AND WHEREAS** in order to facilitate the orderly development of the Property the Developer has requested and the Village has agreed to provide access to the Village Property for purposes of permitting the pre-servicing of the Village Property, as more particularly approved and described in this Agreement;

**AND WHEREAS** both the Village and the Developer acknowledge and agree that the Developer shall assume the obligations and liabilities to complete all necessary infrastructure secured through subdivision approval administered by the Village;

**AND WHEREAS** the Parties to this Agreement acknowledge and agree that all work undertaken on the Village Property to construct the necessary infrastructure as described in this Agreement shall be at the sole risk and expense of the Developer, and shall not fetter the approval authority with respect to final approval of any plan of subdivision for the Property;

**NOW THEREFORE THIS AGREEMENT WITNESSETH** that in consideration of the mutual covenants and agreements herein contained, the sufficiency of which is acknowledged by the Parties, the Parties hereto agree one with the other as follows:

1. The Parties acknowledge and agree that the foregoing recitals are true and the definitions contained therein are incorporated into this Agreement.

### ATTACHED SCHEDULES

2. The following Schedules are attached to and form part of this agreement:

Schedule "A" - Description of all property affected by this Agreement;

Schedule "B" - Area of the Village Property where access and construction are permitted;

Schedule "C" - Approved Plans for the Works to be undertaken pursuant to this Agreement and incorporated by reference into this Agreement

**SITE ACCESS AND CONSTRUCTION OF WORKS**

3. This Agreement sets forth the terms and conditions to allow the Developer access to the Village Property as described in Schedule "B" for purposes of topsoil stripping, earth excavation and blasting for servicing trenches (hereinafter the "Work"), on the terms and conditions set out herein.
4. This Agreement shall be effective as of the date it is executed by the Parties. This Agreement shall terminate on the earlier of the date the Developer enters into a subdivision agreement for the Property with the Village or May 15, 2022. Upon termination of this agreement where no subdivision agreement has been entered into by the parties the Developer agrees to make the Village Property level, graded and safe at its sole cost within fifteen (15) days of termination. This Agreement shall apply to this additional period of time except that the only work authorized shall be as set out in this paragraph.
5. The Village grants to the Developer a license for access to the Village Property within the areas described on Schedule "B" for the sole purpose of undertaking the Work in accordance with the approved construction drawings attached to this Agreement at Schedule "C". The parties acknowledge and agree that the drawings listed in Schedule "C" are approved only for purposes of this Agreement and that these drawings are not approved for purposes of construction of any infrastructure. The Municipality reserves the right to request further amendments and will only approve a final set of engineering drawings within a final subdivision agreement. Access is granted to the Developer on the following conditions, which are hereby accepted by the Developer:
  - a) The Developer shall comply, and shall ensure that all persons engaged in the Work complies, with all applicable law required for the Work relating to the Village Property, including, but not limited to:
    - i) all applicable federal and provincial laws and any municipal by-laws, policies and standards
    - ii) all permits, consents and approvals;
    - iii) the Ontario *Workplace Safety Insurance Act, 1997*
    - iv) the Ontario *Occupational Health and Safety Act*;
    - v) all applicable environmental laws;
    - vi) all applicable COVID-19 laws, Instructions of the Office of the Chief Medical Officer of Health and the Developer's COVID-19 protocols;
  - b) The Developer shall keep all adjacent streets used by the Developer and its agents clean and free of mud and other debris during construction;
  - c) The Developer shall repair all damage caused by the Work to adjacent streets and the Village Property at its sole cost and expense, regardless of whether the damage was negligently caused. The Developer shall repair all damage referred to herein in a timely manner but in no event longer than 90 days from the date the damage was caused, and all repairs shall be made to the Village's satisfaction, acting reasonably;
  - d) The Developer agrees that it shall not assign its rights under this Agreement to any person without the express, prior written consent of the Village, which consent shall not be unreasonably refused. Without limiting the generality of the foregoing, the Parties agree that the Developer may contract with third parties for the construction of the Infrastructure without the prior approval of the Village. The Developer will remain fully responsible to the Village for fulfillment of the obligations and liabilities described in this Agreement regardless of whether the obligations or liabilities arise out of any acts or omissions by a contractor, the Developer or a permitted assignee;
  - e) The Developer shall ensure that any and all of the Developer's employees, contractors

and subcontractors are qualified and licensed for the work they are performing;

- f) The Developer shall provide a schedule for the Work which shall be subject to approval of the Village;
  - g) The Developer shall be responsible for completing all utility locates on the Village Property of the Developer's Property before beginning the Work; and
  - h) The Developer shall deposit with the Village security in the form of a certified cheque or line of credit in the amount of twenty thousand dollars (\$20,000) to ensure its obligations under this Agreement. The security shall be available to the Village for purposes of correcting any deficiencies in the Work or breaches of this Agreement, upon giving the Developer five (5) days notice of such deficiency or breach. This amount of security shall not be a limit of the Developer's liability, it being understood by the parties that the Developer shall remain liable for any amounts that exceed the security held by the Village.
6. The parties agree that the Developer may use explosives to remove rock as part of the Works. The Village hereby authorizes the use of explosives on Village Property on the following terms:
- a) All blasting shall be carried out in accordance with OPSS.MUNI120.
  - b) Prior to rock excavation, whether by blasting or other method, the Developer shall complete a pre-blast survey of the working area in accordance with OPSS.MUNI 180.
  - c) No blasting may be carried out between the hours of 7 PM and 7 AM Monday to Friday or at any time on Saturday or Sunday.
  - d) The Developer shall be wholly responsible for any damage caused to any property or any personal injury associated with any blasting activities and the indemnities contained in this Agreement apply without limitation to such activities.
7. The Developer acknowledges and agrees that it is the "constructor" for purposes of the *Occupational Health and Safety Act* and shall comply at all times with the Act and its Regulations. Without limiting the generality of the foregoing, the Developer further acknowledges and agrees that it shall assume all obligations and responsibilities of the "owner" as defined in the *Occupational Health and Safety Act* during the construction process and indemnify the Village for any breaches thereof. This obligation shall terminate upon the total completion of the Work. The Developer shall notify the Village as soon as practicable of any workplace injuries reportable to the Workplace Safety & Insurance Board or the Ministry of Labour. The Developer shall provide the Village with a copy of the WSIB Clearance Certificate of the Developer and any contractors or subcontractors working on the construction or replacement of the Infrastructure.
8. The Work shall be completed to the satisfaction of the Village, acting reasonably. Without limiting the generality of the foregoing, the Developer shall respond and address to the reasonable satisfaction of the Village any issues the Village raises relating to the Work during the term of this Agreement.
9. The Developer shall ensure that the Work is completed in accordance with all applicable laws and the Approved Plans for the Works set out in this Agreement in Schedule "C". The Approved Plans for the Works shall not relieve the Developer of responsibility under this Site Access and Construction Agreement for any damage caused by such interference and the Developer shall indemnify the Village against any claims against the Developer relating to such damage.
10. The Developer shall (a) for the Work undertaken pursuant to this Agreement, ensure that required storm water management control measures are implemented to prevent adverse effects on the environment and adjacent properties due to stormwater runoff relating to a minor or major rainfall event in relation to both water quality and quantity; and (b) undertake and maintain erosion and sediment controls, for the phases of construction of the development, that are appropriate to the conditions of the Property, all in accordance with the Approved Plans for the Work and applicable law.

11. As a condition of this Agreement, the Developer shall keep in force a comprehensive policy of public liability and property damage insurance acceptable to the Village, that provides insurance coverage in respect of any one occurrence to the limit of at least five million dollars (\$5,000,000.00) exclusive of interest and costs, against loss or damage resulting from bodily injury to, or death of one or more persons and loss of or damage to property. The policy, and any policies of insurance required for any sub-contractors retained by the Developer, shall name the Village as an additional insured.
12. The policy shall provide coverage against all claims for all damage or injury including death to any person or persons or damage to any property of the Village or any other public or private property resulting from or arising out of any act or omission on the part of the Developer, or its servants or agents during the work authorized by this Agreement. The policy shall include completed operations coverage liability, blanket written contractual liability with respect to non-owned licensed vehicles and shall have no exclusion pertaining to shoring, blasting, excavating, underpinning, demolition, pile driving, caisson work and work below ground surface including tunnelling and grading. The issuance of a policy of insurance shall not be construed as relieving the Developer from responsibility for other or larger claims, if any, for which the Developer may be held responsible.
13. The Developer shall carry and maintain Contractors Environmental Liability ("CEL") Insurance. Such insurance shall have a limit not less than Two Million Dollars (\$2,000,000.00) per occurrence and in the aggregate. Such insurance shall cover for Third Party claims for Bodily Injury, Property damage, Clean-up costs and related Legal Expense for Pollution Conditions that result from, or are disrupted by, services rendered by or on behalf of the Developer in fulfillment of the Agreement. The policy will apply to Pollution Conditions on, at, under or migrating from the job site. The policy shall be maintained for the full duration of the Works and for a Completed Operations period of one (1) year thereafter. The CEL Insurance shall include the Village as an additional insured, along with any other person or entity who the Developer may reasonably require to be added as additional insureds.
14. The Developer shall provide the Village with a Certificate of Insurance in a form satisfactory to the Village together with such proof as the Village may require that all premiums on the policies of insurance have been paid and that they are in full force and effect. If the Developer fails to pay premiums or otherwise keep the policies in force, the Village may pay premiums or take out additional policies as it considers necessary and the Developer shall pay all costs incurred by the Village. All policies referred to in this Agreement shall contain an undertaking by the insurers to notify the Village by registered mail not less than thirty (30) days prior to any material change, cancellation or termination.
15. No amendment of this Agreement shall be effective, unless in writing and signed by both Parties.
16. No implied terms or obligations of any kind, by, or on behalf of, the Village shall arise from anything in this Agreement and the express covenants and agreements herein contained and made by the Parties are the only covenants and agreements upon which any rights against the Village are to be founded.
17. The Developer shall indemnify the Village from and against all claims, losses, damages, costs, expenses, actions and other proceedings, made, sustained, brought, prosecuted, threatened to be brought or prosecuted, in any manner based upon, occasioned by or attributable to any injury to or death of a person or damage to or loss of property arising from any act or omission on the part of the Developer or its agents related to this Agreement and the Work.
18. In the event that either Party to this Agreement desires to change or modify any of the terms and/or conditions of this Agreement, then the Party so desiring shall serve notice in writing to this effect upon the other Party, either personally or by registered mail, and obtain certification of receipt of said notice.
19. The Parties agree that this Agreement shall not fetter the discretion of the Village as approval

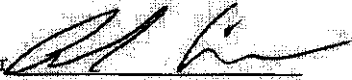
authority under the *Planning Act*, *Building Code Act* or any other legislation or municipal by-law.

20. The Parties will attempt to resolve any dispute, controversy, claim or alleged breach arising out of or in connection with this Agreement promptly through discussions at the operational level. In the event a resolution is not achieved, the disputing Party shall provide the other Party with written notice of the Dispute and the Parties shall attempt to resolve such Dispute between senior officers who have the authority to settle the dispute.
21. This Agreement enures to the benefit of and binds the Parties and their respective heirs, successors and assigns.
22. Time shall be of the essence in this Agreement.
23. This Agreement shall be governed by and construed and enforced in accordance with the laws of the Province of Ontario and the laws of Canada applicable therein.
24. This Agreement constitutes the entire agreement between the Parties with respect to the subject matter hereof and supersedes all prior agreements, negotiations, discussions and understandings, whether written or oral between the parties.
25. This Agreement may be executed in any number of counterparts with the same effect as if all Parties hereto had all signed the same document. All counterparts shall be construed together and shall constitute one and the same original agreement.

*[signature page follows]*

IN WITNESS WHEREOF the parties have executed this Agreement as attested by the signatures of their officers duly authorized for such purposes.

**15803893 Ontario Inc, o/a Park View Homes**

per 

DATE April 7, 2022

per \_\_\_\_\_

DATE

(we have authority to bind the corporation)

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

per \_\_\_\_\_  
Mayor

DATE

per \_\_\_\_\_  
Clerk

DATE

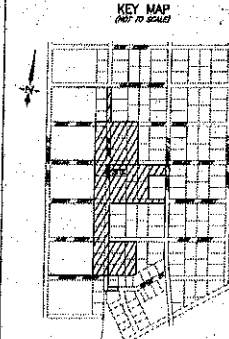
# SCHEDULE A



SUBJECT TO THE CONDITIONS OF ANY  
DEED FORTH IN THE LATTER DATED

THE DRAFT PLAN IS APPROVED BY  
THE UNITED COUNCILS OF LEEDS AND  
GREENVILLE UNDER SECTION 22 OF THE  
PLANNING ACT 1967 (C. 200)

CHUBB HILL  
County Planner  
CHUBB HILL  
County Clerk of Leeds and Greenville



DRAFT PLAN OF SUBDIVISION  
ALL OF LOTS 178 TO 199, 264 TO 100  
ALL OF LOTS 1, 2, 3, 4 & 7 TO 10, BLOCK 9  
ALL OF LOTS 1, 2, 3, 4, 10, BLOCK 15  
PART OF LOT 6, BLOCK 15  
PART OF HERBERT STREET  
REGISTERED PLAN No. 6  
UNINCORPORATED VILLAGE OF KERRVILLE  
UNITED COUNCILS OF LEEDS AND GREENVILLE  
REVISOR: SPARKER, G.L.A.

MUNICIPAL PROPERTY AFFECT:  
1. PART OF SOPHIE LANE  
2. JOHN STREET  
3. ALICE STREET  
4. HERBERT STREET  
5. WALLACE STREET  
6. BRUCE STREET  
7. COLBURN STREET

SCALE 1:1000  
1" = 100' 0"

NOTES: 1. ALL LOTS SHOWN ARE TO BE DIVIDED INTO 1/4 ACRES  
AND CAN BE COMBINED TO 1/2 BY ORDER OF C.O.M.A.

READING: REVERSE SIDE  
THESE NOTES ON THE PLAN ARE TO BE READ IN CONJUNCTION WITH THE DRAFT PLAN  
AND THE DRAFT PLAN IS TO BE READ IN CONJUNCTION WITH THESE NOTES

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NOTE:  
ALL LOTS SHOWN ARE TO BE DIVIDED INTO 1/4 ACRES  
AND CAN BE COMBINED TO 1/2 BY ORDER OF C.O.M.A.

ADDITIONAL INFORMATION REQUIRED UNDER  
SECTION 22(1) OF THE PLANNING ACT

- 1. Name of the owner of the land
- 2. Name of the person who has prepared the plan
- 3. Name of the person who has approved the plan
- 4. Name of the person who has submitted the plan
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| 82     | LOT         |
| 83     | LOT         |
| 84     | LOT         |
| 85     | LOT         |
| 86     | LOT         |
| 87     | LOT         |
| 88     | LOT         |
| 89     | LOT         |
| 90     | LOT         |
| 91     | LOT         |
| 92     | LOT         |
| 93     | LOT         |
| 94     | LOT         |
| 95     | LOT         |
| 96     | LOT         |
| 97     | LOT         |
| 98     | LOT         |
| 99     | LOT         |
| 100    | LOT         |

OWNERS CERTIFICATE  
I HEREBY CERTIFY THAT THE BOUNDARIES OF THE LANDS TO BE  
SUBDIVIDED AND THE ALLOTMENTS TO BE MADE THEREON ARE  
CORRECTLY SHOWN

APPROVED: CHUBB HILL  
DATE: 10/10/2000  
CHUBB HILL  
COUNTY CLERK OF LEEDS AND GREENVILLE

SURVEYORS CERTIFICATE  
I HEREBY CERTIFY THAT THE BOUNDARIES OF THE LANDS TO BE  
SUBDIVIDED AND THE ALLOTMENTS TO BE MADE THEREON ARE  
CORRECTLY SHOWN

DATE: 10/10/2000  
CHUBB HILL  
COUNTY CLERK OF LEEDS AND GREENVILLE

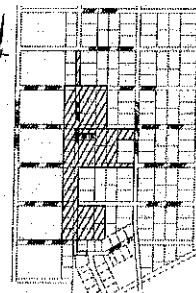
**Callon & Dietz** INCORPORATED  
ONTARIO LAND SURVEYORS  
CHATHAM PLACE, LONDON, ONTARIO N6A 1B1  
TEL: 519-863-1111 FAX: 519-863-1112

SUBJECT TO THE CONDITIONS, IF ANY  
SET FORTH IN MY LETTER DATED \_\_\_\_\_ 2020

THIS DRAFT PLAN IS APPROVED BY  
THE UNITED COUNCILS OF LENOX AND  
GREENVILLE UNDER SECTION 31 OF THE  
PLANNING ACT THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2020

CHERRY HILLS  
County Planner  
United Counties of Lenox and Greenville

KEY MAP



DELINIATES AREA OF THE  
VILLAGE PROPERTY WHERE  
ACCESS AND  
CONSTRUCTION ARE  
PERMITTED

DRAFT PLAN OF SUBDIVISION  
ALL OF LOTS 178 TO 169, 184 TO 108.  
ALL OF LOTS 1, 2, 3, 4 & 7 TO 10, BLOCK 8  
ALL OF LOTS 1, 2, 8, 10, BLOCK 15  
PART OF LOT 8, BLOCK 15  
PART OF HERBERT STREET  
REGISTERED PLAN No. 6  
GEOGRAPHIC VILLAGE OF "NEWARKVILLE"  
VILLAGE OF NEWARKVILLE/TOLPORD  
UNITED COUNTIES OF LEEDS AND GRENVILLE  
REGUL. SPACING, 0.5

SCALE 1:100



0 5 10 15 20 25 METERS

METERS METERS

HEARING REFERENCE  
HEARING ITEMS ON THE PLAN ARE LTR AND RESPONSE, UNDER BEAR, THE NETWORK  
CIPHERTEXT, AND ARE REFERRED TO THE DECISION RECORDS OF LTR 2000 10

[illegible]

NOTE

ADDITIONAL INFORMATION REQUIRED UNDER  
SECTION 51(2) OF THE PLANNING ACT

- A - All Stars
- B - All Stars
- C - All Stars
- D - All Stars, State Family
- E - The 10th, Single Family, Football
- F - The 10th, Single Family, Football
- G - The 10th, Single Family, Football
- H - The 10th, Single Family, Football
- I - The 10th, Single Family, Football
- J - All Stars
- K - All Stars
- L - All Stars
- M - All Stars
- N - All Stars
- O - All Stars
- P - All Stars
- Q - All Stars
- R - All Stars
- S - All Stars
- T - All Stars
- U - All Stars
- V - All Stars
- W - All Stars
- X - All Stars
- Y - All Stars
- Z - All Stars

| AREA         | DESCRIPTION       | AREA    |
|--------------|-------------------|---------|
| BLK 1 TO 30  | CONCRETE OF LUMIN | 2.27 sq |
| BLK 31       | CONCRETE OF LUMIN | 0.53 sq |
| BLK 32 TO 35 | CONCRETE OF LUMIN | 0.26 sq |
| BLK 36       | CONCRETE OF LUMIN | 0.21 sq |
| BLK 37       | CONCRETE OF LUMIN | 0.21 sq |
| BLK 38 TO 39 | CONCRETE OF LUMIN | 0.26 sq |
| BLK 40       | CONCRETE OF LUMIN | 0.26 sq |
| BLK 41       | CONCRETE OF LUMIN | 0.27 sq |
| TOTAL AREA   |                   | 6.86 sq |

OWNER'S CERTIFICATE  
I HEREBY AUTHORIZE GEORGE BRADSHAW LIMITED TO PREPARE AND  
SUBMIT THIS DRAFT PLAN FOR APPROVAL.

1603883 DARTMOUTH INC.  
DATE: 04 APR 2020  
MICHELE BRONKHORST  
PRESIDENT

**SURVEYOR'S CERTIFICATE**

I HEREBY CERTIFY THAT THE BOUNDARIES OF THE LANDS TO BE SURVEYED AND THEIR RELATIONSHIP TO THE ADJACENT LANDS ARE CORRECTLY SHOWN

DATE: 01-11-68 TIME: 11:00 BY: WSE  
 GEORGE W. BRADEN  
 CHIEF AND SUPERVISOR

**Callon & Dietz** INCORPORATED  
CHICAGO LAND SURVEYORS  
200 N. WABASH ST. CHICAGO, ILL. 60601



Received October 24, 2003

## **Schedule C**

As per Communication from Tony Flemming, the drawing sets that the Township of Merrickville-Wolford have on file will satisfy the requirements for "Approved Plans for the Works, Incorporated by Reference into this Agreement".

Established 1793  
Incorporated  
Wolford 1850  
Merrickville 1860  
Amalgamated 1998



Telephone (613) 269-4791  
Facsimile (613) 269-3095

## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 22

Date: April 11, 2022

For Clerk's use only, if required:

**Recorded Vote Requested By:**

|           |   |   |
|-----------|---|---|
| Cameron   | Y | N |
| Foster    | Y | N |
| Ireland   | Y | N |
| Molloy    | Y | N |
| Struthers | Y | N |

Moved by: Cameron Foster Molloy Ireland

Seconded by: Cameron Foster Molloy Ireland

**Be it hereby resolved that:**

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report CAO-03-2022 regarding the Blockhouse Museum staff supervision.

Carried / Defeated

J. Douglas Struthers, Mayor



**Village of Merrickville - Wolford**

**Report CAO-03-2022  
of the CAO/Clerk's Department  
Report to Council: April 11, 2022**

**RE: Request for Blockhouse Museum Staff Supervision**

**OBJECTIVE:**

To update Council regarding the Merrickville & District Historical Society's (MDHS) request that the Village provide supervision of their staff at the Blockhouse Museum.

**RECOMMENDATION:**

**THAT: the Council for the Corporation of the Village of Merrickville-Wolford does hereby receive for information Report CAO-03-2022 regarding the Merrickville & District Historical Society's (MDHS) request for Blockhouse Museum Staff Supervision.**

**AND THAT: Council hereby directs staff to inform the MDHS of the findings of this report.**

**BACKGROUND:**

On March 14, 2022, Council received a delegation and presentation (attached) from Ann Martin and Jane Graham regarding a request from the Merrickville & District Historical Society (MDHS) requesting that the Village provide supervision of their summer students at the Blockhouse Museum starting in 2022.

As indicated in the presentation, the MDHS is a registered charity run completely by a volunteer board of directors who have committed many years of personal time to manage the Museum, creating a tremendous benefit for the Merrickville-Wolford local businesses and residents. The Museum has been closed for the last two years due to the pandemic but it is hoped that it can be opened in 2022 as the pandemic seems to be subsiding.

The Blockhouse, Rideau Canal and locks contribute to an extensive, rich and extremely interesting heritage and history known world-wide. They are associated with many interesting and influential residents and stories and the Museum has been an extremely valuable contributor to the local economy and culture in Merrickville-Wolford and the surrounding area.

Typically, the Museum operates the following hours:

Spring Hours:

- 12 PM to 4 PM Saturday and Sunday (middle of May to middle of June)

Summer Hours:

- 10 AM to 6 PM Monday to Sunday (mid-June to Labour Day weekend)

Fall Hours:

- 12 PM to 4 PM Saturday & Sunday (from Labour Day Weekend to Thanksgiving)

As outlined in the presentation, summer students are funded by grants from external agencies. Several questions were asked of the delegates by Council and the delegates were asked to send additional information to the CAO/Clerk/Director, Economic Development. Council also directed staff to explore the concept and to report back.

Since the presentation to Council on March 14, 2022, the MDHS provided information in the attached March 25, 2022 email, including grant information and the attached Blockhouse Manager Job Description.

### **ANALYSIS:**

A particularly significant challenge associated with the proposal relates to the fact that the students are de facto employees of the MDHS and having an external organization supervise them creates many complex legal and liability issues that would be very challenging to address, even with a legal agreement. An associated legal agreement would have to be extremely detailed in identifying the specific roles and responsibilities, some of which are outlined in the MDHS' email. It would also have to address the liabilities of the respective parties and applying any such agreement would be arduous, creating operational and administrative tasks and inefficiencies that do not presently exist with the current model.

Even a very detailed, comprehensive agreement including disclaimers and insurance provisions would not fully protect the municipality from increased liability to which the Village is not currently exposed. Given that the MDHS is a charitable organization with limited or no tangible/saleable assets, the municipality would likely be the main respondent to any potential liability claims from employees and/or visitors who suffer losses and insurance policies do not cover all possible eventualities.

The Village may be exposed to responsibility for the students' well-being and safety under the Health & Safety Act of Ontario and WSIB legislation. Since the Village is not the owner of the Blockhouse building (it is owned by Parks Canada and licensed to the Village), the Village does not have complete, unfettered control of the building or its maintenance. The Village is also not the operator of the Museum and does not have independent, unfettered control or authority over the operations and policies of the MDHS, the Museum itself or its artifacts.

Regarding funding, the MDHS has applied for funding from the:

1. *Canada Summer Jobs 2022* program (2 students); and,
2. *Young Canada Works in Heritage Organizations* program (2 students).

Funding for a supervisor was not applied for by MDHS in 2022. While municipalities do qualify for grant applications to the first program and the Village routinely applies for funding for students in that program, the deadline is past and the Village is not able to apply for further funding for additional students or a supervisor in 2022. Municipalities do not qualify for grants from the second program listed and it remains unclear whether either of the grant agreements' terms would allow supervision of students by an external organization.

In addition to the role and responsibility questions raised by the MDHS in their March 25, 2022 email, many other issues would require resolution before the Village could agree to the request. For example:

1. During the MDHS presentation to Council, it was indicated that a consultant has been retained to review the Museum's financial and governance model but it is unclear when the results of the review are expected and these may have major implications related to the request.
2. Confirmation that the student grant applications have been approved for 2022 has not yet been received so it is unclear what financial commitment would be required by the Village at this time.
3. While it was noted in the presentation that there are extensive grants available that may fund the cost of providing supervision, the timing, available amounts and terms of those grants are not yet known.
4. It is unknown if the agreement terms for the grants that the MDHS has applied for will allow external organizations to supervise the staff funded by them recognizing that the students are considered employees of the MDHS for legal and liability purposes. The Village is not eligible to apply for same grants that MDHS is since the Village is not a registered charity like the MDHS.
5. It is unclear if there are Canada Revenue Agency implications for the MDHS's charitable status if the Village were to supervise the MDHS students or cover costs.
6. The Village is legally obligated to pay our staff a minimum of 4 hours of overtime each time they might have to respond outside of normal the Village's normal weekday operating hours and staff do not work regular evenings and weekends. Unless staff regularly check on the students on weekends, the Village may not know if something is wrong, if someone is hurt/sick, if (a) student(s) don't attend work, etc). Alternatively, having Village staff check attend frequently on weekends would result in significant costs for overtime to hire a part-time supervisor.

The analysis of the above issues illustrates the extensive contribution made by MDHS volunteers for many years and the equally extensive effort that it will take to address each of them in an effective, successful partnership between the Village and MDHS should Council wish to pursue the matter in future years.

**BUDGET/LEGAL IMPLICATIONS:**

To be determined.

## **CONCLUSIONS:**

Given the extremely important role that the Blockhouse Museum and MDHS play in the Village's local economy and culture, and the extensive contribution made by the MDHS volunteers over many years, staff is empathetic to the need to support MDHS in their request.

Unfortunately, satisfying the request is much more complex, complicated endeavour than may be evident at first glance. The time constraints, relative to the amount of work involved to address the significant number of details issues, engage the Village's lawyer and negotiate the detailed terms of an agreement to facilitate supervision of the students by the Village in 2022 is not possible, especially recognizing the desire to open the Blockhouse in May or June of 2022. The time and resource commitment required is well beyond what the timelines and resources will allow since Village staff are constrained by non-negotiable, immovable statutory deadlines to prepare for the 2022 Ontario Municipal Election with the Nomination Period opening on May 2<sup>nd</sup>, 2022.

## **INTERDEPARTMENTAL IMPACTS:**

Not applicable.

## **LINKS TO STRATEGIC PLANS:**

### **Vision**

*Preserving a quality of life on the Rideau River that is vibrant, natural, rural, and historic.*

The priorities of the Village of Merrickville-Wolford Approved Strategic Plan 2017-2025 (By-law 10-17) that are relevant to this report are, as follows:

- *Protecting Heritage, Rural, and Natural Environments*
- *Building a Progressive, Growing Economy*
- *Ensuring Efficient, Effective Services & Civic Engagement*

Respectfully submitted by:



Doug Robertson, MBA  
CAO/Clerk/Director, Economic Development

## Doug Robertson

---

**From:** info mdhs <info@merrickvillehistory.org>  
**Sent:** Thursday, April 7, 2022 9:20 AM  
**To:** Doug Robertson  
**Cc:** Kirsten Rahm; janeh.graham18@gmail.com; info mdhs  
**Subject:** Re: MDHS - Merrickville Blockhouse Museum - Summer 2022 Operations - Additional Information

Hi Doug,

Just checking in to see if you had any questions or needed any clarifications regarding MDHS' request.

Our Executive Committee meeting is April 19, 2022 and we will need to have a both a decision from the Village and a plan on how we will move forward by that date or MDHS will have to make the decision to shut down its hiring process.

If you need to reach out, please do. MDHS would be happy to help in any way we can.

Sincerely,

Ann Martin  
613-207-2042

---

**From:** Doug Robertson <cao@Merrickville-wolford.ca>  
**Sent:** March 25, 2022 5:06 PM  
**To:** info mdhs <info@merrickvillehistory.org>  
**Cc:** Kirsten Rahm <finance@Merrickville-wolford.ca>; janeh.graham18@gmail.com <janeh.graham18@gmail.com>  
**Subject:** RE: MDHS - Merrickville Blockhouse Museum - Summer 2022 Operations - Additional Information

Thank you for providing all this info, Ann! Very much appreciated.

I didn't get a chance to read it over until late in the afternoon but we'll digest it a bit and try to get back to you sometime next week.

Thanks again and have a great weekend!  
Doug

---

**From:** info mdhs <info@merrickvillehistory.org>  
**Sent:** Friday, March 25, 2022 1:00 PM  
**To:** Doug Robertson <cao@Merrickville-wolford.ca>  
**Cc:** Kirsten Rahm <finance@Merrickville-wolford.ca>; janeh.graham18@gmail.com  
**Subject:** MDHS - Merrickville Blockhouse Museum - Summer 2022 Operations - Additional Information

MDHS - Merrickville Blockhouse Museum - Summer 2022 Operations

Doug,

Thank you for scheduling MDHS as a delegation on March 14. I appreciated the conversation and am anxious to move to the next stage in a timely manner. While our slides indicated March 28 as a date for decision, I am not anxious on this issue drifting too far into April. The task of shutting down this process will fall entirely upon me and I am scheduled to be out of the province in May 2022. Time is moving on....

As requested by Council, I am providing some information which may be helpful to Village staff as you continue to do your own research.

In addition to the resources I have provided, I am also requesting a 3-way telephone conversation between Village staff and Jane Graham and myself to discuss some of the options. There are multiple options available for how we might jointly find our way through the operation of the Blockhouse Museum -- and some of these discussions might be more easily had in person than a back and forth series of emails. I look forward to speaking with you (or other members of Village staff) the week of March 28.

Below you'll find some considerations relating to supervision of the Merrickville Blockhouse Museum:

1. Number (and kind) of youth to be staffed

MDHS has currently applied for grant money to cover salaries of 4 youth. No confirmation of funding has yet been received.

1. Canada Summer Jobs (2 youth, aged 15 - 30 years of age)

1. I believe that the Village of Merrickville-Wolford has also applied for youth under this program. Full requirements for employers (what they are to provide with respect to youth) are available in the applicants guide. I have attached the applicant's guide.
2. The granting agency provides 100% of the funding for these positions. As in past years, MDHS forwards all of the funds received from the granting agencies to the Village of Merrickville-Wolford.

2. Young Canada Works in Heritage Organizations (2 youths, must be returning to full time schooling in September 2022)

1. Information on the program is available here: <https://www.canada.ca/en/canadian-heritage/services/funding/young-canada-works/employers/careers-heritage-employers.html>
2. I am uncertain whether the Delivery Organization, Canadian Museums Association, would be willing to entertain a transfer of supervision to the municipality since this funding assumes that the heritage organization is actually providing a heritage-based experience with supervision by people with skills in the history/heritage sector.
3. If CMA were to approve a transfer of supervision, then, as always, MDHS would transfer the grant money it receives. MDHS receives 75% of the salary money for each of the two interns (the balance is made up by the Village of Merrickville-Wolford and offset from donations received at the Blockhouse Museum during the summer months).

Each grant program funds different numbers of hours per week and the lengths of the grant programs are different. (Scheduling staff - a supervisory responsibility) must take these differences into account.

Wages requested by MDHS were minimum wage for the Province of Ontario.

Supervision would therefore be needed for 2 (perhaps 4?) youth.

2. Issues/Responsibilities relating to Supervision of the the Merrickville Blockhouse Museum

Supervisory responsibilities for the Merrickville Blockhouse Museum are scalable and range from the "mandatory" to the "nice to have." Below you'll find a list of activities which MDHS has provided under the umbrella of supervision. The Village of Merrickville-Wolford may understand these categories differently and/or may have a different approach to managing these than did MDHS -- I look forward to having a discussion around these issues.

1. Supervision of staff

1. Organizing a training day (MDHS is happy to contribute a) historical content and b) basic artifact handling.
2. The supervisor for the Merrickville Blockhouse Museum should be conversant in all other aspects of the operation of the Blockhouse Museum and be prepared to advise youth on
  1. Payroll enrollment with Village of M-W for payroll and education/certifications required prior to first day of work
  2. Key management (who has keys, how will they be transferred among summer staff)
  3. who will open and close museum and what do these tasks consist of?
    1. how to enter the building (arming and disarming alarm)
    2. how to turn on lights using electrical panel and understanding switches to be turned on and off
    3. how to operate audio-visual equipment in "school-house" inside museum
    4. if and how donations are to be collected, money is to be counted and how bank deposits will be accomplished
      1. The Village of M-W may choose to consider "contactless pay" at the door. It is MDHS' experience (as of 2019) that fewer and fewer people carry cash and, given people's experiences during two years of the pandemic, people have been conditioned to use cards for payment.
    5. how to open and close windows on 2nd floor of museum
    6. how to raise and lower flag on flagpole
    7. how to exit the building
  4. Manage incident log under Canada Labour Code
  5. Respect provincial regulations with respect to any communicable disease restrictions that could be in force during the period of employment
  6. Provide clear steps of support in case of emergency
    1. medical emergency
    2. harassment (of any kind)
  7. Provide clear steps to keep staff safe
    1. inappropriate behaviour (between staff members, on the part of the public, etc.)
    2. harassment
    3. wiping of high-touch surfaces
  8. Provide access to First Aid Training
  9. Maintain visitor statistics log
  10. Provide point of contact in case of absence and developing procedures when staff are absent.
  11. Provide access to drinking water (there is no running water in the Blockhouse Museum).
  12. Determine when Merrickville Blockhouse Museum is unsafe for staff and/or visitors (2nd floor can become hot during the summer months)

and when temperatures reach 40C, MDHS has made a decision to close the 2nd floor for the safety of staff and visitors)

13. Schedule staff either

1. respecting the hours of work approved under the grants or
2. making the decision for the municipality to approve work hours that are not covered by the grant.
3. The schedule should also contain procedures for opening/closing the museum in cases of breaks, lunch, visits to the toilet or other occasions where there is a single person working the building. Note that there is no running water in this building and staff must leave to get water to clean up ice-cream spills, wash hands, etc. Theft / inappropriate handling of artifacts remains a risk on the 2nd floor when visitors are "unsupervised" and MDHS has had a policy of closing the 2nd floor when only 1 staff member is present.
4. Decide whether or not to shift hours to accommodate the arrival of the Kawartha Voyageur (Ontario Waterways Ltd.). The sailing schedule of this vessel has the boat docking at approx. 7:00 pm and leaves at 10:00 am., meaning that a) many of the shops in Merrickville are closed during this time and b) the passengers have "nothing to do" in Merrickville-Wolford. MDHS has traditionally shifted hours in order to accommodate the Kawartha Voyageur and offer something for their passengers (traditionally in the evening, but occasionally before the Kawartha Voyageur leaves). The Village of M-W may choose to take this into account when scheduling (or not).

14. Provide on-going feedback to staff with respect to performance in order to be able to contribute to a formal evaluation at the end of the summer season.

15. Maintain contact with Parks Canada as the landlord

16. how to contact Parks Canada for changing of burnt-out light bulbs

I believe that many of the on-boarding tasks for these youth could be accomplished alongside the onboarding of other Canada Summer Jobs staff and may, in fact, not require many additional hours from Village of M-W staff.

Other tasks may be 1-time "set up" tasks (understanding how the Merrickville Blockhouse National Historic Site operates as a building (several hours) or organizing a training session (several hours) and are not on-going commitments. Similarly, the "training day" usually is a short day (5-6 hours) commitment.

Still others (scheduling, on-going check-ins to inspect the building and ensure that staff are safe and the obligations of the grant are upheld), might represent a couple of hours a week. Typically staff need more support in week 1 and the last week of employment (staff evaluations) than they do during the "middle" of their employment.

I was able to locate a very draft version of Blockhouse Manager job description from many years back. It is not complete, but should give you an idea of what needs to be accomplished. The items specific to MDHS have lines through them.

As I said, the Village of M-W may have a different approach to these issues than MDHS. MDHS is flexible and would welcome the opportunity to discuss various means of accomplishing a joint objective.

I look forward to hearing from you soon,

Ann Martin  
Jane Graham  
MDHS

Merrickville and District Historical Society

W: <https://www.merrickvillehistory.org/>



MERRICKVILLE  DISTRICT  
HISTORICAL SOCIETY

Blockhouse Manager  
Job Description

- ~~1. Organize Clean-up of Blockhouse (usually 2<sup>nd</sup> Saturday in May)~~
- ~~2. Call for volunteers (mid-April)~~
3. Confirm Kawartha Voyageur Schedule
4. Day of Cleaning
  - ~~a. Have on hand~~
    - ~~i. 2-3 shop vacs~~
    - ~~ii. Windex~~
    - ~~iii. Buckets for hot water (can get water from Yellow Canoe Café)~~
    - ~~iv. Cloths for dusting/washing~~
    - ~~v. Garbage bags~~
  - b. Prepare for Spring/Summer Operations
    - ~~i. Take material on black shelves in Archives (Burritt's Rapids Community Hall) to the Blockhouse~~
    - ~~ii. Flat screen and DVD player + DVD~~
    - ~~iii. Telephone and long telephone cord (Blockhouse phone number: 613-269-4034)~~
    - ~~iv. Brochures~~
      - ~~1. Walking Tour of Historic Properties~~
      - ~~2. McGuigan Cemetery and Collar Hill Cemetery Brochure~~
      - ~~3. Merrickville Chamber of Commerce maps (last printed in 2018—use what we have until they run out)~~
    - ~~v. Create float for sales (\$40 in small metal cash box)~~
    - ~~vi. "Seed" donation box with \$10 in loonies, toonies and \$5~~
    - ~~vii. Produce Price List for summer~~
      - ~~1. Miniature blockhouses~~
      - ~~2. Postcards~~
      - ~~3. Books~~
        - ~~a. Dear Old Golden Rule Days~~
        - ~~b. Merrickville Remembers~~
    - ~~viii. Incident Logbook available for front desk~~
    - ~~ix. Case of water available in the back~~
    - ~~x. First Aid kit is up to date~~
    - ~~xi. Post laminated "Hours of Operation" signed on door to Blockhouse~~
    - ~~xii. Account for 4 sets of MDHS Blockhouse keys~~
5. Organize training session for volunteers
  - a. Historical Information
    - i. Interpretive Manual
    - ii. 1-pager
    - iii. Walk around blockhouse pointing out items of interest

- b. Operations
  - i. Security code
  - ii. Turn-on video
  - iii. Open signs put out
  - iv. Flag
  - v. "Paddles on front door"
  - vi. Upstairs Routine
    - 1. Windows open
    - 2. Murder Hole
  - vii. Statistics/Recordkeeping
  - viii. Sales (cash box operation)
  - ix. Asking for donations
- c. Points of contact for front desk is updated and available
- 6. ~~Manage volunteer schedule from May long weekend — mid June~~
  - a. ~~Ensure volunteers available Saturdays and Sundays (11:45 — 4:00)~~
  - b. ~~Arrange for key transfer from volunteer to volunteer~~
  - c. ~~Send thank you emails~~
- 7. Post laminated schedule of weekends and summer schedule on door of Blockhouse
- 8. Ensure Blockhouse supplies are in place
  - a. Garbage bags
- 9. Order T-shirts for Summer Staff
  - a. ~~Margaret Ransome, Margaret's Embroidery by Design~~
    - i. ~~margarets.embroidery@cogeco.ca~~
    - ii. ~~787 0 Cty road 29, RR2, Jasper, ON K0G 1G0~~
    - iii. ~~613-275-1098~~
- 10. ~~Manage volunteer schedule from Labour Day long weekend — Thanksgiving~~
  - a. ~~Send request for volunteers (mid August)~~
  - b. ~~Ensure volunteers available Saturdays and Sundays (11:45 — 4:00)~~
  - c. ~~Arrange for key transfer from volunteer to volunteer~~
  - d. ~~Send thank you emails~~
- 11. ~~Thanksgiving Monday (or sometime that week) Arrange for all paper, textile and flatscreen/DVD player/DVD to be returned to storage in the Archives in Burritt's Rapids Community Hall~~

Established 1793  
Incorporated  
Wolford 1850  
Merrickville 1860  
Amalgamated 1998



Telephone (613) 269-4791  
Facsimile (613) 269-3095

## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 22

Date: April 11, 2022

For Clerk's use only, if  
required:

**Recorded Vote Requested  
By:**

|           |   |   |
|-----------|---|---|
| Cameron   | Y | N |
| Foster    | Y | N |
| Ireland   | Y | N |
| Molloy    | Y | N |
| Struthers | Y | N |

Moved by: Cameron Foster Molloy Ireland

Seconded by: Cameron Foster Molloy Ireland

**Be it hereby resolved that:** By-law 23-2022, being a by-law to confirm the proceedings of the Council meeting of April 11, 2022, be read a first and second time, and that By-law 23-2022 be read a third and final time and passed.

Carried / Defeated

J. Douglas Struthers, Mayor

**THE CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD**

**BY-LAW 23-2022**

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 APRIL 11, 2022

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 April 11, 2022 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 April 11, 2022 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 11<sup>th</sup> day of April 2022.

\_\_\_\_\_  
J. Douglas Struthers, Mayor

\_\_\_\_\_  
Doug Robertson, CAO/Clerk

Established 1793  
Incorporated  
Wolford 1850  
Merrickville 1860  
Amalgamated 1998



Telephone (613) 269-4791  
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## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 22

Date: April 11, 2022

For Clerk's use only, if  
required:

**Recorded Vote Requested  
By:**

|           |   |   |
|-----------|---|---|
| Cameron   | Y | N |
| Foster    | Y | N |
| Ireland   | Y | N |
| Molloy    | Y | N |
| Struthers | Y | N |

Moved by: Cameron Foster Molloy Ireland

Seconded by: Cameron Foster Molloy Ireland

### **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 Monday, April 25, 2022 or until the call of the Mayor subject to need.

Carried / Defeated

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J. Douglas Struthers, Mayor