



VILLAGE OF MERRICKVILLE-WOLFORD

**Agenda for Council
Council Chambers**

Council Meeting 2:00 p.m.

Monday, March 8, 2021

*****IMPORTANT NOTICE: This meeting will be held in person at the Council Chambers. However, due to the Provincial Emergency Orders still in effect, we are unable to safely accommodate the public at this meeting. In order to ensure transparency, an audio recording of this meeting will be posted on the website immediately following adjournment.*****

1. **Call to Order**
2. **Disclosure of Pecuniary Interest and the general nature thereof**
3. **Approval of the Agenda**
4. **Planning:**
 - Jp2g Consultants Inc. Planning Report re: Consent Application B-15-21 dated February 24, 2021; and
 - Jp2g Consultants Inc. Planning Report re: Consent Application B-12-21 dated February 22, 2021
5. **In-Camera:**
 1. Advice that is subject to solicitor-client privilege;
 2. A position, plan, procedure, criteria or instruction to be applied to negotiations; and
 3. Personal matters about an identifiable individual.
6. **Minutes:** Approval of Minutes of regular Council meeting of February 22, 2021
7. **Correspondence:**
 - Ethan Bos re: Green Shirt Day received February 24, 2021;
 - Merrickville Daycare re: Waive Rental Fees dated February 25, 2021;
 - Robbie Giles re: Wetlands Designations dated February 12, 2021; and
 - Judith Hurman & Family re: Memorial Bench dated February 25, 2021
8. **Public Works:**
 - 2020 Drinking Water Annual Report dated February 24, 2021;
 - PW-02-2021 re: Landfill and Recycling Practices; and
 - By-law 12-2021 re: Memorial Bench and Tree Program Policy
9. **CAO:** CAO-04-2021 re: Council and Advisory Committee Meetings
10. **Next meeting of Council:** Monday, March 22, 2021 at 2:00 p.m.
11. **Confirming By-Law:** 13-2021 re: Confirm Proceedings of Council meeting of March 8, 2021
12. **Adjournment.**

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Wolford 1850
Merrickville 1860
Amalgamated 1998



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Facsimile (613) 269-3095

VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 21

Date: March 8, 2021

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

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 8, 2021 as:

___ circulated.

___ amended.

Carried / Defeated

J. Douglas Struthers, Mayor

For Clerk's use only, if required

Recorded Vote Requested By:

Cameron	Y	N
Foster	Y	N
Halpenny	Y	N
Molloy	Y	N
Struthers	Y	N

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VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 20

Date: March 8, 2021

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive Planning Report of Forbes Symon of Jp2g Consultants Inc. regarding Consent Application B-15-21, dated February 24, 2021, for information purposes; and

That Council does hereby defer consideration of Consent Application B-15-21 to allow for the matters as outlined in the aforementioned report be addressed.

Carried / Defeated

J. Douglas Struthers, Mayor

For Clerk's use only, if required

Recorded Vote Requested By:

Cameron	Y	N
Foster	Y	N
Halpenny	Y	N
Molloy	Y	N
Struthers	Y	N

February 24, 2021

Village of Merrickville-Wolford
317 Brock Street West
P.O. Box 340
Merrickville, ON K0G 1N0

Attention: Doug Robertson, CAO/Clerk

Dear Mr. Robertson:

**Re: Planning Report – Consent Application B15-21 (Flinn)
910 Pioneer Road, Pt Lot 4, Con 5 & 6, Wolford
Village of Merrickville-Wolford**

I have now had an opportunity to review the Consent Application B15-21 as it relates to the Village of Merrickville Wolford Official Plan and Zoning By-law and the United Counties of Leeds and Grenville Official Plan and provide the following comments.

The proposal involves the creation of one rural residential lot, approximately 4.96 acres (2.0 ha), with roughly 342 feet (104.2 m) of frontage on Pioneer Road. The lot is proposed to have a maximum depth of 632 feet (192.6 m).

The subject lands are designated Rural in the Merrickville Wolford Official Plan (current and adopted) and Rural (RU) in the Merrickville Wolford Zoning By-law 23-08.

Local Official Plan Policies

In review of the current Official Plan, the subject property is approximately 1,310 ft (400 m) from the boundary of the Provincially Significant Wetland located in the southern portion of the retained parcel (parent property). Schedule A-2 also identifies two small pockets of aggregate resource located to the northwest of the proposed lot, roughly 1,968 feet (600 m) from the "Influence Area".

Section 3.20, Lands Adjacent to a Wetland states that any proposed development within 120 m of the boundary of a Provincially Significant Wetland (PSW) should be supported by an Environmental Impact Study (EIS). The proposed severed lot is approximately 400 m from the PSW and therefore does not require an EIS.

Section 3.19.2, Influence Areas states that any proposed development within 300 m of a gravel pit requires an aggregate resource assessment. The proposed severed lot is approximately 600 m from the aggregate resource and therefore does not require an aggregate assessment.

It should be noted that the new Official Plan, currently under consideration by the United Counties, identifies a small sand/gravel deposit and "Aggregate Resource Influence Area" covering the entire proposed severed lot. The policies of the new Official Plan suggest that the proposed severed lot is not appropriate and "development which would preclude or hinder the establishment of an aggregate extraction operation should only be considered if the following criteria are addressed:



- the resource use would not be feasible;
- the proposed land use or development serves a greater long term public interest; and,
- issues of public health, public safety and environmental impact are addressed.”

Although the new Official Plan is not in force and effect, Council should consider this matter and require the applicant submit an aggregate resource impact assessment prepared by a qualified individual.

United Counties Official Plan Policies

The Official Plan for the United Counties of Leeds and Grenville, Schedule B, recognizes the aggregate deposit on the subject lands as being a “sand and gravel deposit” and should be protected for future potential extraction. The County policies mirror the exception criteria noted above.

Under the circumstances, it is recommended that further consideration of this consent application be deferred at this time to allow the following matters to be addressed:

1. Provide the applicant with the opportunity to submit an aggregate resource impact assessment to address the policies of the United Counties Official Plan (and the new local Official Plan) to determine if the aggregate deposit is feasible, the proposed lot serves a greater long term public interest and that public health and safety impacts are addressed.

Once these matters have been addressed, I would be pleased to reconsider the application.

All of which is respectfully submitted.

Sincerely,

Jp2g Consultants Inc.

ENGINEERS - PLANNERS - PROJECT MANAGERS

A handwritten signature in black ink, appearing to read 'F. Symon'.

Forbes Symon, MCIP, RPP
Senior Planner

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VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 20

Date: March 8, 2021

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive Planning Report of Forbes Symon of Jp2g Consultants Inc. regarding Consent Application B-12-21, dated February 22, 2021, for information purposes; and

That Council does hereby defer consideration of Consent Application B-12-21 to allow for the matters as outlined in the aforementioned report be addressed.

Carried / Defeated

J. Douglas Struthers, Mayor

For Clerk's use only, if required

Recorded Vote Requested By:

Cameron	Y	N
Foster	Y	N
Halpenny	Y	N
Molloy	Y	N
Struthers	Y	N

February 22, 2021

Village of Merrickville-Wolford
317 Brock Street West
P.O. Box 340
Merrickville, ON K0G 1N0

Attention: Doug Robertson, CAO/Clerk

Dear Mr. Robertson:

**Re: Planning Report – Consent Application B12-21 (Quarry)
710 Corktown Road, Pt Lot 15, Con A, Wolford
Village of Merrickville-Wolford**

I have now had an opportunity to review the Consent Application B12-21 as it relates to the Village of Merrickville Wolford Official Plan and Zoning By-law and the United Counties of Leeds and Grenville Official Plan and provide the following comments.

The proposal involves the creation of one rural residential lot, approximately 27.5 acres (11.1 ha), with roughly 445 feet (135.6 m) of frontage on Corktown Road. The lot is proposed to have a depth of 2,694 feet (821 m) which represents the full depth of the subject lands.

The subject lands are designated Rural in the Merrickville Wolford Official Plan (current and adopted) and Rural (RU) in the Merrickville Wolford Zoning By-law 23-08.

Local Official Plan Policies

Section 2.3.13 of the Official Plan identifies an Objective of the Plan “To control the extension of strip development and the creation of new areas of strip development.” This policy direction is further supported by Section 3.7.2.4, Consent Policies. It reads “Outside the designated Hamlets and urban area of Merrickville, consents should have the effect of infilling in existing developed areas and not of extending existing strip development. In determining whether a consent will result in the creation or extension of strip development, the visual impact of the proposed development shall be assessed. Specifically, consents should not be granted on flat, open land, but rather in areas having natural tree cover, scenic views and/or rolling terrain where natural landscape features prevent extensive views of development, especially along straight stretches of road. Further, the existing vegetation and terrain should be disturbed as little as possible.” These policies are also supported by statements in Section 4.3.3.3 which states “Residential Development on flat, open land will be discouraged. Such development shall be encouraged to locate in areas having natural tree cover, scenic views and/or rolling terrain.”

The applicant has responded to the policies noted above by indicating that there is a natural vegetative buffer between the proposed lot and the existing strip of residential development and that there would be approximately 130 metres separating the proposed development from the existing residential development. It is suggested that development of the property would be screened from view. It would be advisable to utilize site plan control to ensure the proposed dwelling is screened from view.



All other policies of the Township's current Official Plan appear to be satisfied with the proposed severed lot.

It should be noted that the new Official Plan, currently under consideration by the United Counties, identifies an "Aggregate Resource Influence Area" running through the subject property and the proposed severed lot. The policies of the new Official Plan suggest that the proposed severed lot is not appropriate and "development which would preclude or hinder the establishment of an aggregate extraction operation should only be considered if the following criteria are addressed:

- the resource use would not be feasible;
- the proposed land use or development serves a greater long term public interest; and,
- issues of public health, public safety and environmental impact are addressed."

Although the new Official Plan is not in force and effect, Council should consider this matter and require the applicant submit an aggregate resource impact assessment prepared by a qualified individual.

United Counties Official Plan Policies

The Official Plan for the United Counties of Leeds and Grenville, Schedule B, recognizes the aggregate deposit on the subject lands as being a "sand and gravel deposit" and should be protected for future potential extraction. The County policies mirror the exception criteria noted above.

Under the circumstances, it is recommended that further consideration of this consent application be deferred at this time to allow the following matters to be addressed:

1. Council needs to be satisfied that the proposed development does not constitute an extension of strip development. Council could agree to accept the position presented by the applicant and apply site plan control to the future development of the lot to ensure it is visually screened from view.
2. Provide the applicant with the opportunity to submit an aggregate resource impact assessment to address the policies of the United Counties Official Plan (and the new local Official Plan) to determine if the aggregate deposit is feasible, the proposed lot serves a greater long term public interest and that public health and safety impacts are addressed.

Once these matters have been addressed, I would be pleased to reconsider the application.

All of which is respectfully submitted.

Sincerely,

Jp2g Consultants Inc.

ENGINEERS • PLANNERS • PROJECT MANAGERS

A handwritten signature in black ink, appearing to read 'Forbes Symon', written over a horizontal line.

Forbes Symon, MCIP, RPP
Senior Planner

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VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 21

Date: March 8, 2021

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

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;
2. A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by the municipality or local board; and
3. Personal matters about an identifiable individual, including municipal or local board employees.

Carried / Defeated

J. Douglas Struthers, Mayor

For Clerk's use only, if required:

Recorded Vote Requested By:

Cameron	Y	N
Foster	Y	N
Halpenny	Y	N
Molloy	Y	N
Struthers	Y	N

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Resolution Number: R - 21

- Date: March 8, 2021

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

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

For Clerk's use only, if required

Recorded Vote Requested
By:

Cameron	Y	N
Foster	Y	N
Halpenny	Y	N
Molloy	Y	N
Struthers	Y	N

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Resolution Number: R - 21

- Date: March 8, 2021

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny 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 Council meeting of February 22, 2021 as

_____ circulated.

_____ amended.

Carried / Defeated

J. Douglas Struthers, Mayor

For Clerk's use only, if required

Recorded Vote Requested By:

Cameron	Y	N
Foster	Y	N
Halpenny	Y	N
Molloy	Y	N
Struthers	Y	N

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

Monday, February 22, 2021

Chaired by: Mayor J. Douglas Struthers
Members of Council: Councillor Don Halpenny
Deputy Mayor Michael Cameron
Councillor Bob Foster
Councillor Timothy Molloy

Staff in Attendance: Doug Robertson, CAO/Clerk
Christina Conklin, Deputy Clerk

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

Approval of Agenda

R-040-21 Moved by Councillor Molloy, Seconded by Councillor Foster
Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the agenda of the regular Council meeting of February 22, 2021, as amended.

Carried.

Note: The agenda was amended to include correspondence from Bell Canada regarding the Universal Broadband Fund.

Planning:

R-041-21 Moved by Councillor Molloy, Seconded by Councillor Halpenny
Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive Merrickville Grove Zoning By-law Amendment Planning Report of Brian Whitehead of Jp2g Consultants Inc., dated February 18, 2021, for information purposes.

Carried.

R-042-21 Moved by Councillor Foster, Seconded by Councillor Halpenny
Be it hereby resolved that: By-law 09-2021, being a by-law to amend Zoning By-law 23-08, be read a first and second time, and that By-law 09-2021 be read a third and final time and passed.

Carried.

R-043-21 Moved by Councillor Molloy, Seconded by Councillor Foster
Be it hereby resolved that: By-law 10-2021, being a by-law to declare property surplus to municipal needs, be read a first and second time, and that By-law 10-2021 be read a third and final time and passed.

Carried.

R-044-21 Moved by Councillor Molloy, Seconded by Councillor Foster
Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive Planning Report of Jp2g Consultants Inc. regarding a draft Site Plan Control By-law for the Village dated February 18, 2021, for information purposes.

Carried.

R-045-21 Moved by Councillor Halpenny, Seconded by Councillor Foster
Be it hereby resolved that: By-law 11-2021, being a by-law to designate certain lands within the Village of Merrickville-Wolford as a "Site Plan Control Area", be read a first and second time, and that By-law 11-2021 be read a third and final time and passed.

Carried.

Minutes:

R-046-21 Moved by Councillor Foster, Seconded by Councillor Molloy
Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the Minutes of the regular Council meeting of February 8, 2021, as circulated.

Carried.

Correspondence:

R-047-21 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 correspondence from North Grenville District High School dated February 5, 2021; and

That Council does hereby approve the Village of Merrickville-Wolford Citizenship Award in the amount of \$185.00, including the costs for engraving the plaque.

Carried.

R-048-21 Moved by Deputy Mayor Cameron, Seconded by Councillor Halpenny
Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from the Honourable Ernie Hardeman, Minister of Agriculture, Food and Rural Affairs, regarding home-based food businesses dated February 11, 2021, for information purposes.

Carried.

R-049-21 Moved by Councillor Molloy, Seconded by Deputy Mayor Cameron
Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the petition from Sustainable Merrickville-Wolford regarding the request to expand the Village's Recycling Program, for information purposes.

Carried.

R-050-21 Moved by Councillor Molloy, Seconded by Councillor Foster

Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from Nick Previsich, President of the Merrickville Artists' Guild, regarding a request for bench installation in memory of Lesley Strutt, dated February 14, 2021, for information purposes; and

That Council does hereby approve the installation and dedication of a bench to be located in the Merrickville-Wolford Cenotaph Park in memory of Lesley Strutt.

Carried.

R-051-21 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 correspondence from Neil Hougham of Bell Canada regarding the Universal Broadband Fund dated February 16, 2021, for information purposes; and

That Council does hereby approve of Mayor Struthers executing a letter of support for Bell's Application to the Universal Broadband Fund.

Carried.

Library Board:

R-052-21 Moved by Councillor Molloy, Seconded by Deputy Mayor Cameron

Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the following, for information purposes:

1. Merrickville Public Library Board Minutes of January 14, 2021; and
2. Merrickville Public Library Board Minutes of January 21, 2021.

Carried.

CAO:

R-053-21 Moved by Councillor Halpenny, Seconded by Councillor Foster

Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report CAO-03-2021, being a report to provide Council with the Advisory Committee Survey Results, for information purposes; and

That Council does hereby direct staff to prepare a report evaluating the issues and options associated with resuming advisory committee meetings safely and effectively at this time.

Carried.

Confirming By-Law:

R-054-21 Moved by Councillor Halpenny, Seconded by Councillor Foster

Be it hereby resolved that: By-law 08-2021, being a by-law to confirm the proceedings of the regular Council meeting of February 22, 2021, be read a first and second time, and that By-law 08-2021 be read a third and final time and passed.

Carried.

Adjournment

R-055-21 Moved by Councillor Halpenny, 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 2:50 p.m. until the next regular meeting of Council on Monday, March 8, 2021 at 2:00 p.m. 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

Resolution Number: R - - 21

Date: March 8, 2021

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

For Clerk's use only, if required

Recorded Vote Requested By:

Cameron	Y	N
Foster	Y	N
Halpenny	Y	N
Molloy	Y	N
Struthers	Y	N

WHEREAS on April 7, 2018, a young Canadian named Logan Boulet became an organ donor in the aftermath of the tragic Humboldt Bronco bus crash;

AND WHEREAS Logan saved the lives of six others, and his story inspired hundreds of thousands of people around the world to register as an organ and tissue donor;

AND WHEREAS there are more than 4,000 people that are on waiting lists for transplant operations, including individuals in Merrickville-Wolford area;

AND WHEREAS one organ and tissue donor can save up to eight lives and improve the life and health of up to 75 other people;

AND WHEREAS the Canadian Transplant Association and the family of Logan Boulet will carry on Logan's legacy by recognizing April 7th as Green Shirt Day, raising awareness of the need for registered organ and tissue donors so that access to life saving and life transforming transplants can be improved;

BE IT HEREBY RESOLVED THAT the Council of the Corporation of the Village of Merrickville-Wolford does hereby declare April 7th of each year as "Green Shirt Day" in the municipality to inspire organ donor registration in the Village of Merrickville-Wolford.

Carried / Defeated

J. Douglas Struthers, Mayor

Hello Mayor and Council Members of merrickville

My name is Ethan Bos. I am 13 years old and I live in the Kemptville Area. I have been working on spreading the word About Green Shirt Day. Green Shirt Day is in honor of the Logan Boulet effect. Logan Boulet was a member of the Humboldt Broncos and one of the players who died due to the crash. He signed his organ donor card and his family followed his wishes; his organs were donated and he saved six lives. After his family put it out to the public about what he did, there have been over 300,000 people who have signed their organ donor card.

Over the last year I have spoken with my school, North Grenville Council, our MPP Mr. Clark and our MP Mr. Barrett. When I spoke with Mr. Barrett, he told me to start off with his riding of: Leeds-Grenville-Thousand Islands and Rideau Lakes. So far the Municipality of North Grenville has declared April 7th Green shirt day, I would like to see The Township of Merrickville-wolford due the same.

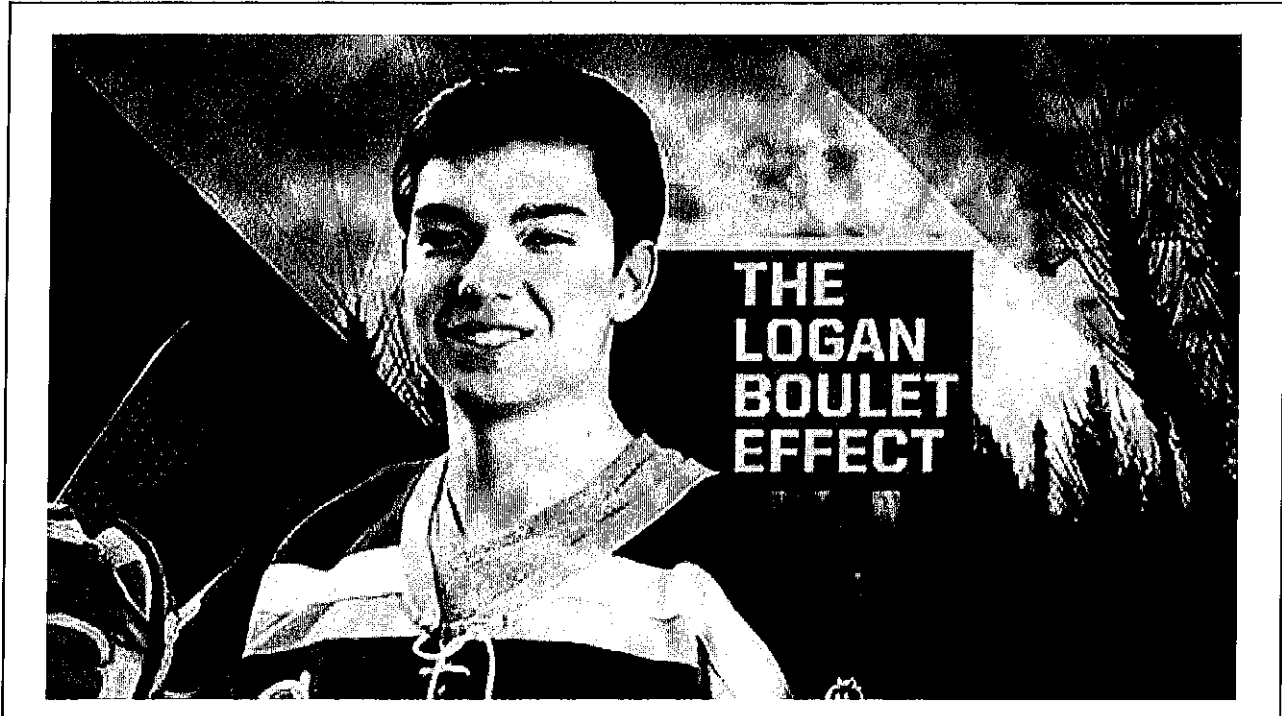
I realize right now it is pretty overwhelming, but this issue of organ donation could be even more important now. I am including my powerpoint with more information, my declaration for the Township of Merrickville-Wolford and a quick video.

Please let me know

You can reach me at or


Thank you so much,

Ethan Bos



1

- ON APRIL 6TH 2018 THERE WAS A HORRIBLE CRASH WITH THE HUMBOLDT BRONCOS HOCKEY TEAM.

A black and white photograph showing a large group of hockey players from the Humboldt Broncos team. They are wearing their team jerseys and are gathered together, possibly in a locker room or on the ice. The image is somewhat dark and grainy.

2



16 PEOPLE DIED
AND 13 PEOPLE
WERE INJURED.

ONE OF THE
PLAYERS WHO
DIED WAS
LOGAN BOULET

3



THIS TRAGEDY AFFECTED PEOPLE AROUND THE WORLD.
BUT THERE WAS GOODNESS THAT CAME TO LIGHT FROM THIS
TRAGIC EVENT.

4

THE BOULET
FAMILY LET THE
WORLD KNOW THAT
THEIR SON LOGAN,
SIGNED HIS ORGAN
DONOR CARD.

THEY HONORED
HIS WISHES AND HIS
ORGANS WERE
DONATED.



5

**2 THINGS HAPPENED
BECAUSE OF THIS DONATION:

6 PEOPLE WHO WERE WAITING
FOR AN ORGAN WERE SAVED.**

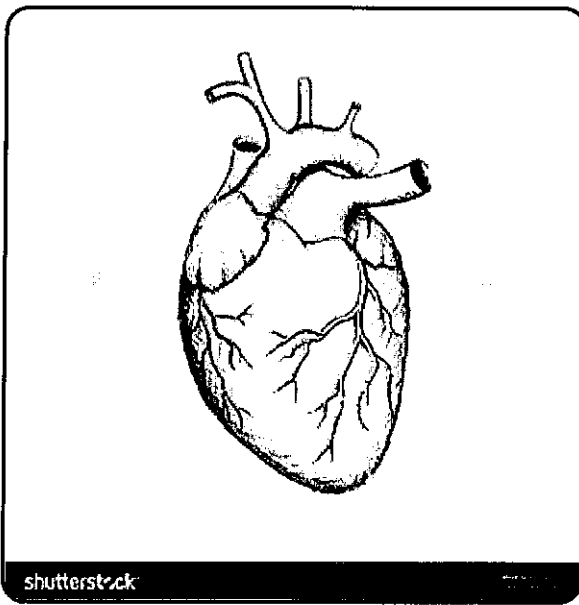
6

- **SECONDLY THERE WERE OVER 100,000 PEOPLE THAT SIGNED THEIR ORGAN CARD AFTER LOGAN'S PARENTS PUT IT OUT TO THE PUBLIC ABOUT WHAT HE HAD DONE.**

THIS WAS CALLED THE LOGAN BOULET EFFECT

- **LOGAN WAS INSPIRED BY HIS MENTOR (SLUGO) WHO WAS AN ORGAN DONOR.**
- **THEY BOTH SIGNED THEIR CARD AND BECAUSE OF THIS THEY HELPED SAVE 12 PEOPLE.**

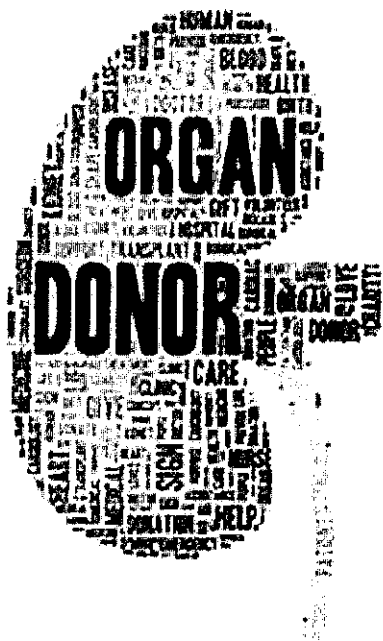
7



**ON APRIL 7, 2018
6 LIVES WERE SAVED**

**UNFORTUNATELY,
200 PEOPLE DIE
EVERY YEAR
WAITING FOR AN
ORGAN
TRANSPLANT**

8



- THERE ARE OVER 4,500 PEOPLE WHO ARE WAITING FOR AN ORGAN DONATION IN CANADA.
- THERE ARE OVER 37.59 MILLION PEOPLE THAT LIVE IN CANADA.
- THAT MEANS THAT 1 OUT OF EVERY 8,353 CANADIANS ARE WAITING FOR AN ORGAN .

9

- - **90% OF CANADIANS SAY THAT THEY SUPPORT ORGAN DONATION, YET ONLY 23% HAVE REGISTERED**
- **ONE ORGAN DONOR CAN SAVE UP TO EIGHT LIVES.**
- **A TISSUE DONOR CAN IMPROVE THE LIVES OF UP TO 75 PATIENTS.**
- **AGE DOESN'T MATTER. CANADA'S OLDEST ORGAN DONOR WAS OVER 90 YEARS OLD.**

10

**IT IS SO EASY THAT IT ONLY TAKES A MINUTE TO SIGN UP TO HELP
POSSIBLY SAVE A LIFE
TALK WITH YOUR FAMILY AND LOVED ONES ABOUT YOUR
DECISION TO BECOME A REGISTERED ORGAN DONOR.**

GIFT OF LIFE DONOR NOTIFICATION CARD
Please give this card to your loved ones.
Dear Mr. Andrew Smith, in the event of my death,
I consent to donate the following in the hope that I may help others:
 any needed organs or tissue
 only the following organs and/or tissue (specify):
Jennifer Smith Jennifer Smith
DONOR'S NAME DONOR'S SIGNATURE
04/15/06
DATE WITNESS SIGNATURE
1-800-263-2833 www.giftoflife.on.ca Ontario
Gift of Life Network

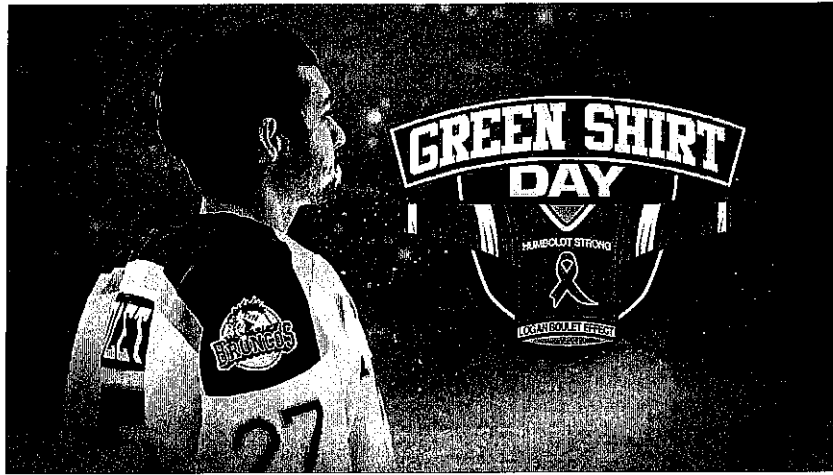
11

**ONE OF THE MOST IMPORTANT THINGS
THAT LOGAN'S DONATION DID
WAS THAT IT BROUGHT AWARENESS TO THE NEED
OF ORGAN DONATION IN CANADA!!!**

**DUE TO THE LOGAN BOULET EFFECT,
OVER 300,000 PEOPLE HAVE SIGNED THEIR
DONOR CARD IN THE LAST TWO YEARS!**

12

**LET'S MAKE APRIL 7 FROM NOW ON
GREEN SHIRT DAY IN CANADA**



13

LIVE LIFE,

PASS IT ON

14

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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
Halpenny	Y	N
Molloy	Y	N
Struthers	Y	N

Resolution Number: R - - 20

Date: March 8, 2021

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from Krista Smith, member of the Merrickville Day Nursery School, regarding a rain barrel fundraiser dated February 16, 2021, for information purposes; and

That Council does hereby waive the rental fees associated with the Merrickville Community Centre for this event.

Carried / Defeated

J. Douglas Struthers, Mayor

From: Krista Smith

Sent: Tuesday, February 16, 2021 10:35 AM

To: Christina Conklin <deputyclerk@Merrickville-wolford.ca>; Brad Cole - Public Works Department <publicworks@Merrickville-wolford.ca>

Subject: Merrickville Day Nursery School fundraiser

To Whom It May Concern,

I am a member of the Merrickville Day Nursery School and am looking for your support for an upcoming fundraiser I will be running for the daycare. On Saturday April 24, we will be hosting a rain barrel fundraiser through rainbarrel.ca. What we are looking for is a locked location to store the rain barrels overnight (Friday April 23) and host the sale on the Saturday. The sale will be outdoors, and the only people entering the building would be myself and another member of the board, as well as the truck drivers from the company to bring the barrels in. We would not be needing access to the kitchen or bathroom facilities, just the entrance way to store the barrels overnight. Drop off of the barrels would take place Friday April 23, in the evening, and the actual sale would take place from 9-12am on the Saturday.

Would the township be able to donate the community centre for the daycare for this fundraiser?

Thank you for your consideration.

Regards,

Krista Smith

Vice President Merrickville Day Nursery School

Established 1793
Incorporated
Wolford 1850
Merrickville 1860
Amalgamated 1998



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VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 21

Date: March 8, 2021

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from Robbie Giles regarding Merrickville-Wolford Wetland Evaluation, received on February 12, 2021, for information purposes.

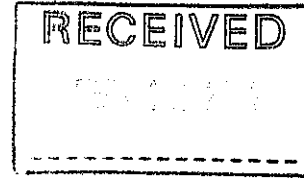
Carried / Defeated

J. Douglas Struthers, Mayor

For Clerk's use only, if required

Recorded Vote Requested By:

Cameron	Y	N
Foster	Y	N
Halpenny	Y	N
Molloy	Y	N
Struthers	Y	N



March 5, 2021

To: Merrickville-Wolford Mayor, Council and CAO

Copied to: Cheri Mills, Manager of Planning Services for the United Counties of Leeds and Grenville; Michael Yee Planner, Rideau Valley Conservation Authority; John Almond, A/District Manager, Kemptville District, Ministry of Natural Resources and Forestry; the Honourable Steve Clark, MPP; Hilary Thompson, North Grenville Times.

Subject: Merrickville-Wolford wetland evaluation

I am writing to request that Council, the United Counties of Leeds and Grenville and Provincial departments and agencies undertake and continue wetland designation efforts in order to provide data that will allow effective and efficient decision making by Council in the future.

Provincially Significant Wetland designation does not mean unevaluated wetlands are insignificant or should be ignored.

On Monday, February 8, 2021 the Council of the Municipality of Merrickville-Wolford passed a motion to "receive correspondence from Cherie Mills, Manager of Planning Services for the United Counties of Leeds and Grenville, regarding recommended modifications to the Village of Merrickville-Wolford's Official Plan dated January 28, 2021." Council, without discussion, also supported, in its resolution, "the proposed modifications to the adopted Village Official Plan."

Modification # 5, as approved by Council states:

"That the Provincially Significant Wetlands on Schedule A-1 be amended ...These changes remove any updated boundary changes to the Wolford Bog Complex (Scotch Line Road) as shown on Map 2."

Council's decision was understandable and consistent with information that I received from John Almond, A/District Manager, Kemptville District, Ministry of Natural Resources and Forestry in December 2020:

...The additional wetland areas identified in 2010 are considered unevaluated wetlands. The wetland evaluation work undertaken in 2010 was predominately a remote desk-top based exercise. Costs (e.g. physical resources and staff time) related to this work were negligible.

Wetland protection is an interest shared by multiple agencies across Ontario, including municipalities and Conservation Authorities. Municipalities are the primary implementers of the Provincial Policy Statement (PPS) and must ensure municipal planning documents (e.g. official plans, zoning by-laws) include protection policies for natural heritage features, areas and systems. All land use planning decisions and policies must be consistent with natural heritage protections outlined in the PPS. Protection of wetlands on private land is the responsibility of local planning authorities. Where the significance of natural heritage features, including wetlands, have not yet been determined the PPS states that an evaluation may be required. Municipalities may require landowners/developers to undertake studies to determine the presence of any significant natural heritage features, such as wetlands, on properties that are the subject of a planning application.

As a resident of property adjacent to wetlands identified as Darcy Creek, that feeds into the Wolford Bog, on Rideau Valley Conservation Authority maps, I was happy to participate in the public meeting of Monday, October 7, 2019 at the Merrickville Community Centre.

The meeting invitation read:

Join us to view draft regulations mapping for provincially significant wetlands in Merrickville-Wolford. The Village of Merrickville-Wolford is updating its Official Plan. As part of this initiative, the Village is designating additional provincially significant wetlands based on mapping provided by the Ministry of Natural Resources and Forestry. These wetlands will be regulated by the Rideau Valley Conservation Authority under Ontario Regulation 174/06 — Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation. Come visit Conservation Authority staff to view the draft mapping and learn more about the regulation of these environmentally sensitive areas.

The municipality incorporated the map data, that was presented, into the Final Draft Official Plan that Council approved.

I believe that the legitimate support of landowners by Council, in January 2020, that led to the determination by the Ministry of Natural Resources and Forestry that their wetland designation data was flawed may have, long term and unforeseen consequences. I attempted to reflect this in my February 7, 2020 correspondence to Council:

Our municipality's new Official Plan and the Strategic Plan attempt to reflect the need for balance between development and environmental preservation. No such balance was evident in the resolution of Council to have MNRF "back-up their decision for deeming this area in the Village as a Provincially Significant Wetland, and to re-evaluate their decision without delay."...

The plan saw the municipality valuing both thoughtful development and envisioning "a community that preserves local natural beauty and ecosystems".

As legitimate and worthwhile as it was to invoke the support of other municipalities, elected officials and others to ensure that wetland designations, that affect individual landowners, were appropriately done, it is equally as important to ensure that the habitat for wildlife, in our wetland areas is duly protected and preserved.

As Council considers future initiatives, including development possibilities, it is imperative to have fact-based data related to woodlands and wetlands within the municipality that, heretofore, were not mapped in accordance with provincial standards.

I would ask that Council, its committees and its staff work with the County, the Ministry, RVCA and any other agency, that has jurisdiction that impacts on our natural environment, to undertake and continue wetland designation efforts in order to provide data that will allow effective and efficient decision making by this and future Councils.

Yours truly,
Robbie Giles

120 Aaron Merrick Drive,
Merrickville, ON K0G 1N0

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Merrickville 1860
Amalgamated 1998



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VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 21

Date: March 8, 2021

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from Judith Hurman and family regarding a request for bench installation in memory of Colin Hurman, dated February 25, 2021, for information purposes; and

That Council does hereby approve the installation and dedication of a bench to be located in the new Merrickville Public Square in memory of Colin Hurman.

Carried / Defeated

J. Douglas Struthers, Mayor

For Clerk's use only, if required

Recorded Vote Requested By:

Cameron	Y	N
Foster	Y	N
Halpenny	Y	N
Molloy	Y	N
Struthers	Y	N

February 25, 2021

Merrickville Town Council
Merrickville, ON
K0G1N0

Dear Merrickville Council and Municipal Office Officials,

This is a formal request for the purchase, installation and dedication of a bench to be located in the Merrickville-Wolford Parkette garden square at the corner of Mill Street and Main Street in memory of Merrickville resident, Colin James Hurman.

Colin was a dedicated board member of the Health Centre and advocated quietly (and if needed vociferously) for the welfare of residents through various town issues and concerns over the years, from the proposed toxic waste dump, the recovery facility for addicts, council committees and even early recycling before it was common practice.

My family and I wish to purchase the bench in his memory, so that it may offer a place for residents and visitors to rest and observe the beauty and bustle of the village that Colin loved and chose to make his family home back in 1979.

Thank you for your consideration.

Sincerely yours,

Mrs. Judith Hurman and the family of the late Colin Hurman

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Merrickville 1860
Amalgamated 1998



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Facsimile (613) 269-3095

VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 21

Date: March 8, 2021

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the Merrickville Drinking Water System 2020 Annual Water Report from the Ontario Clean Water Agency (OCWA) issued February 24, 2021, for information purposes.

Carried / Defeated

J. Douglas Struthers, Mayor

For Clerk's use only, if required

Recorded Vote Requested By:

Cameron	Y	N
Foster	Y	N
Halpenny	Y	N
Molloy	Y	N
Struthers	Y	N

Merrickville Drinking Water System

Waterworks # 220001227
System Category – Large Municipal Residential

Annual Water Report

Prepared For: Village of Merrickville-Wolford

Reporting Period of January 1st – December 31st 2020

Issued: February 24, 2021

Revision: 0

Operating Authority:

OCWA



ONTARIO CLEAN WATER AGENCY
AGENCE ONTARIENNE DES EAUX

This report has been prepared to satisfy the annual reporting requirements in O.Reg 170/03 Section 11 and Schedule 22

Table of Contents

Annual Water Report	1
Report Availability	1
Compliance Report Card.....	1
System Process Description.....	1
Raw Water	1
Disinfection.....	2
Back-up Power.....	2
Treatment Chemicals used during the reporting year:	2
Distribution.....	2
Summary of Non-Compliance.....	3
Adverse Water Quality Incidents.....	3
Non-Compliance	3
Non-Compliance Identified in a Ministry Inspection:	3
Flows.....	4
Raw Water Flows	4
Well 1	4
Monthly Rated Flows (L/s).....	4
Well 2	5
Monthly Rated Flows (L/s).....	5
Well 4	6
Monthly Rated Flows (L/s).....	6
System Water Flows	7
Annual Total Flow Comparison.....	7
Regulatory Sample Results Summary.....	8
Microbiological Testing.....	8
Operational Testing	8
Physical Parameters.....	8
Inorganic Parameters.....	9
Schedule 15 Sampling:.....	9
Organic Parameters	10
Additional Legislated Samples	11
Major Maintenance Summary.....	11
Distribution Maintenance Highlights	11
WTRS Data and Submission Confirmation	A

Report Availability

This system does not serve more than 10,000 residence and the annual reports will be available to users at The Village of Merrickville-Wolford Office. Notification will be at the Municipal Office and copies provided free of charge if requested.

The Village of Merrickville-Wolford is located at: 317 Brock St. W. PO Box 340, Merrickville, Ontario K0G 1N0.

There are no additional drinking water systems that receive water from this facility.

Compliance Report Card

Compliance Event	Details
Ministry of Environment Inspections	Inspection July 22, 2020 <ul style="list-style-type: none"> Inspection Rating 100%
Ministry of Labour Inspections	No inspections during the reporting period.
QEMS External Audit	One (1) External On-Site Audit
AWQI's/BWA	1 - AWQI reported during the reporting period
Non-Compliance	No non-compliance reported during the reporting period
Community Complaints	No community complaints during the reporting period
Spills	No reportable spills during the reporting period.
Watermain Breaks	1 – 300 Block of Drummond Street East

System Process Description

Raw Water

Well 1 is located on the north side of Main Street East approximately 60 metres east of St. Lawrence Street. Well 1 consists of a 35 metre deep drilled groundwater production well, equipped with a submersible deep well pump, with a discharge pipe connecting to a well pump header in the main pump house described below, including a vented watertight galvanized steel enclosure over the wellhead.

Well 2 is located on the north side of Main Street East approximately 60 metres east of St. Lawrence Street. Well 2 consists of a 49 metre deep drilled groundwater production well, equipped with a submersible deep well pump, with a discharge pipe connecting to the Clearwell in the main pump house described below, including a vented watertight galvanized steel enclosure over the wellhead.

Well 4 is located on the north side of Main Street East approximately 85 metres east of St. Lawrence Street. Well 4 consists of a 50 metre deep drilled groundwater production well, equipped with a submersible deep well pump, connecting to a pipe discharging to the Clearwell in the main pump house described below, including a vented watertight galvanized steel enclosure over the wellhead.

The Main Pump house is comprised of an building located at the site of Well 1, housing treatment, pumping and control equipment, including a pump header and appurtenances including a flow meter, discharging into a dual celled Clearwell described below; two centrifugal high lift pumps, one duty pump and one standby pump connected to the pumping station discharge main; and one centrifugal fire pump.

The Clearwell consists of two cells located below and extending behind the main pump house. Clearwell Cell Number 1 is un baffled, and has a storage volume of 590 cubic metres (m³). Clearwell Cell 2 is baffled and has a storage volume of 141 m³.

Disinfection

Disinfection is provided using sodium hypochlorite (a liquid form of chlorine) injected into the Clearwell reservoir. One sodium hypochlorite feed system injects sodium hypochlorite solution into the raw water discharge line of Well 1. The second chemical metering system is located in Well House 4 and injects sodium hypochlorite solution into the common raw water discharge line of Wells 2 and 4.

Back-up Power

Emergency or standby power is provided to the Main Pump house using a stationary 120 kW diesel generator set.

Treatment Chemicals used during the reporting year:

Chemical Name	Use	Supplier
Sodium Hypochlorite	Disinfection	Brenntag

Distribution

The pressure for the distribution system is maintained by the high lift pumps at the main pump house. There is approximately 8 km of water distribution mains with water service connections, hydrants, valves and manual blow-offs.

Summary of Non-Compliance

Adverse Water Quality Incidents

Date	AWQI #	Location	Details	Legislation	Corrective Action Taken
2020-04-28	149937	Distribution System	Treated Water Turbidity over 1.0 NTU due to Fire Department taking water from fire hydrant 36	Reg. 170/03	Flush Hydrant 75 for 30 min; adjusted Well 4 Chemical pump up; increased Chlorine dosage

Non-Compliance

Legislation	requirement(s) system failed to meet	duration of the failure (i.e. date(s))	Corrective Action	Status
There was no non-compliance issues reported during the reporting period.				

Non-Compliance Identified in a Ministry Inspection

Legislation	requirement(s) system failed to meet	duration of the failure (i.e. date(s))	Corrective Action	Status
There were no non-compliances identified in the Ministry Inspection.				

Flows

The Merrickville Drinking Water System is operating on average under half the rated capacity.

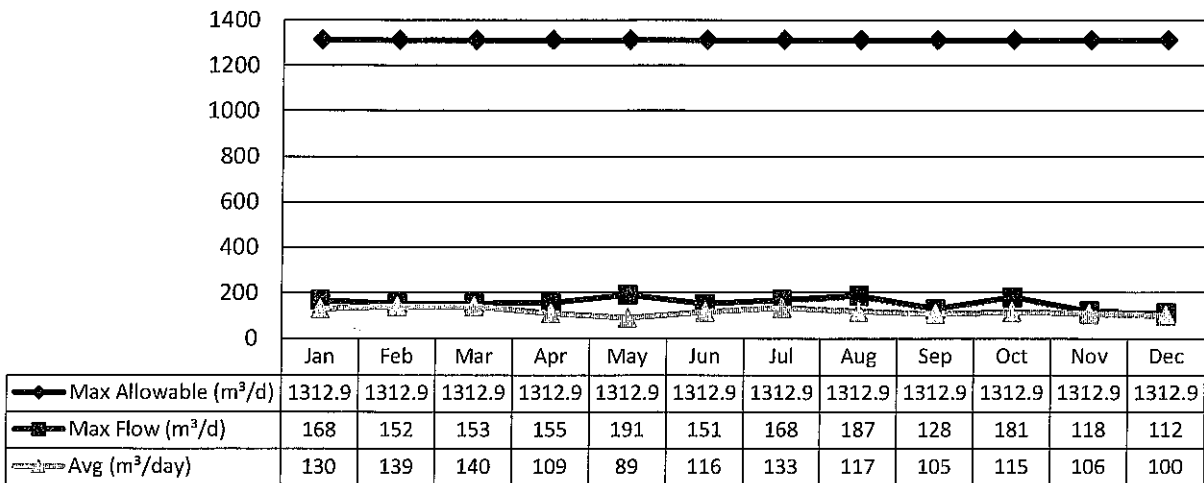
Raw Water Flows

The Raw Water flows are regulated under the Permit to Take Water. 2020 Raw Flow Data was submitted to the Ministry electronically under permit #4573-73AR7F. The data was submitted on February 9, 2021 and the confirmation is attached in Appendix A.

Well 1

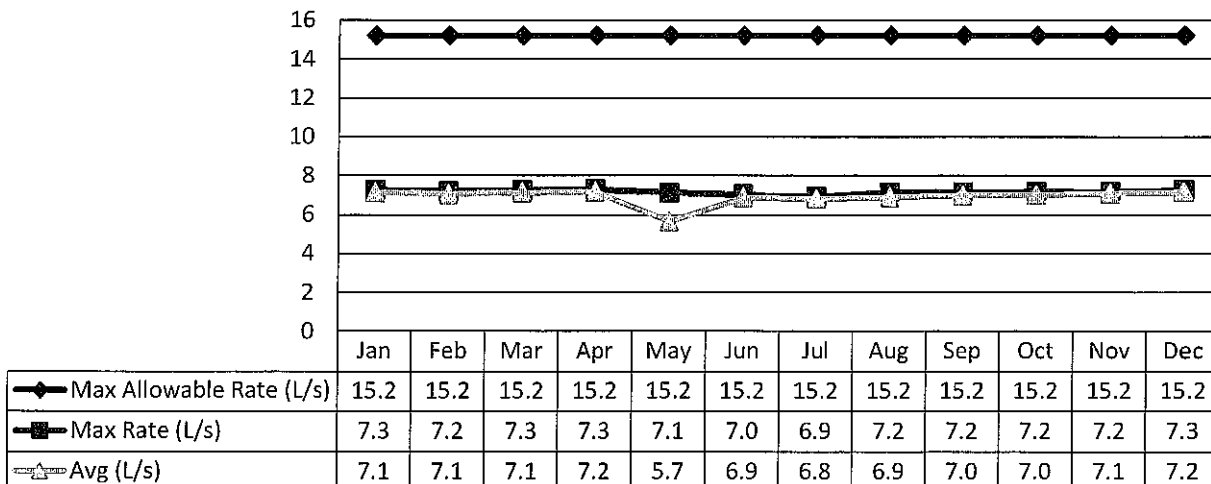
Total Monthly Flows (m³/d)

Max Allowable PTTW



Monthly Rated Flows (L/s)

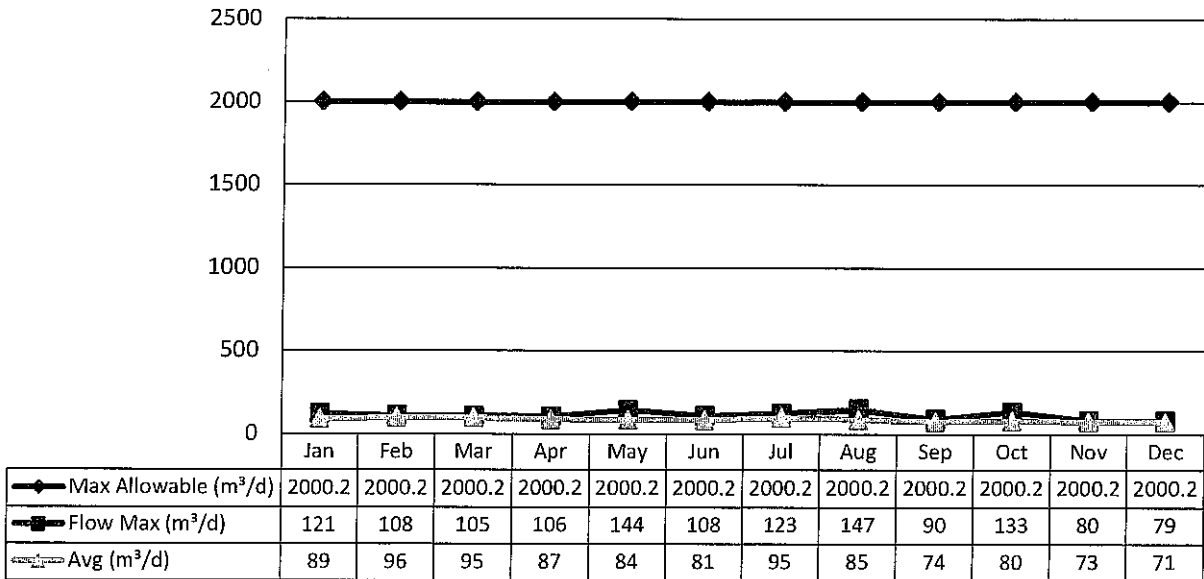
Max allowable rate - PTTW



Well 2

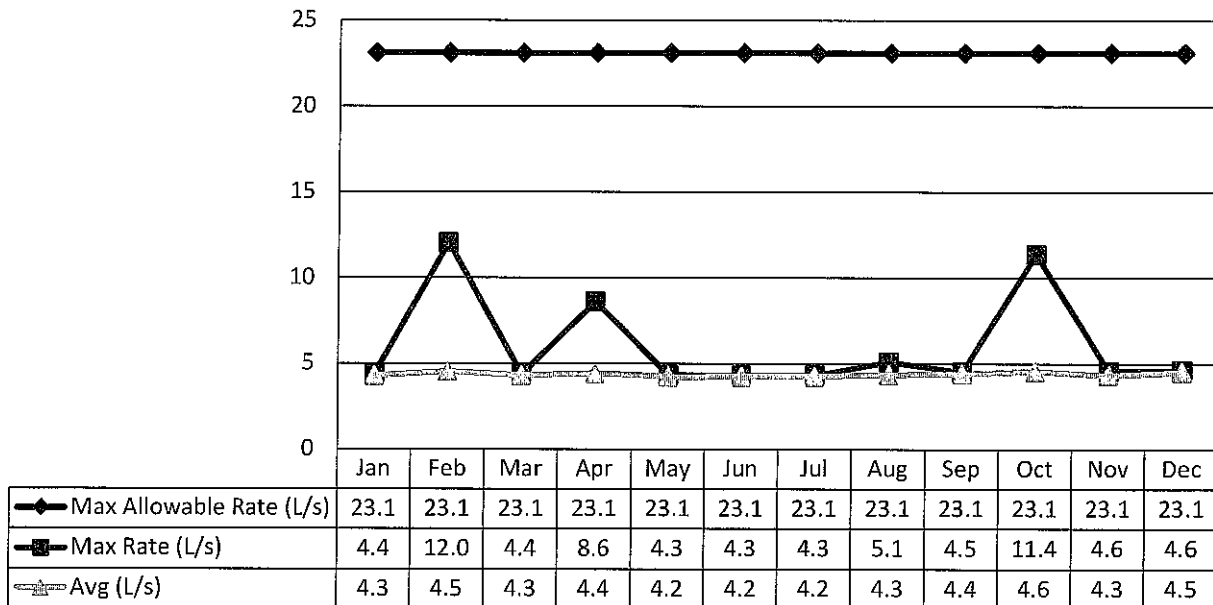
Total Monthly Flows (m³/d)

Max Allowable PTTW



Monthly Rated Flows (L/s)

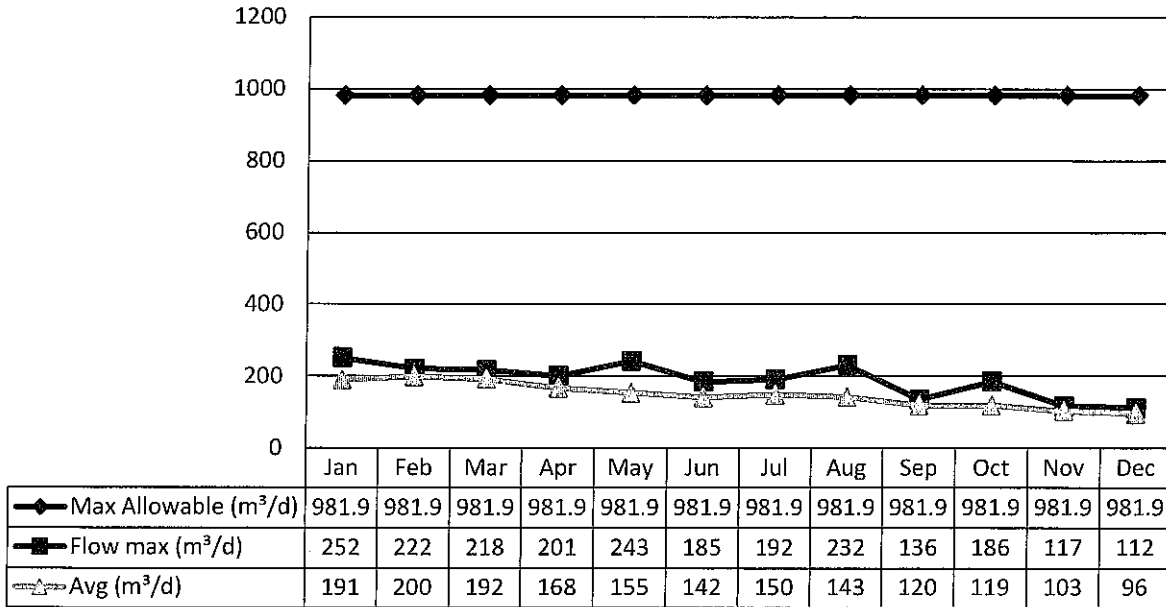
Max allowable rate - PTTW



Well 4

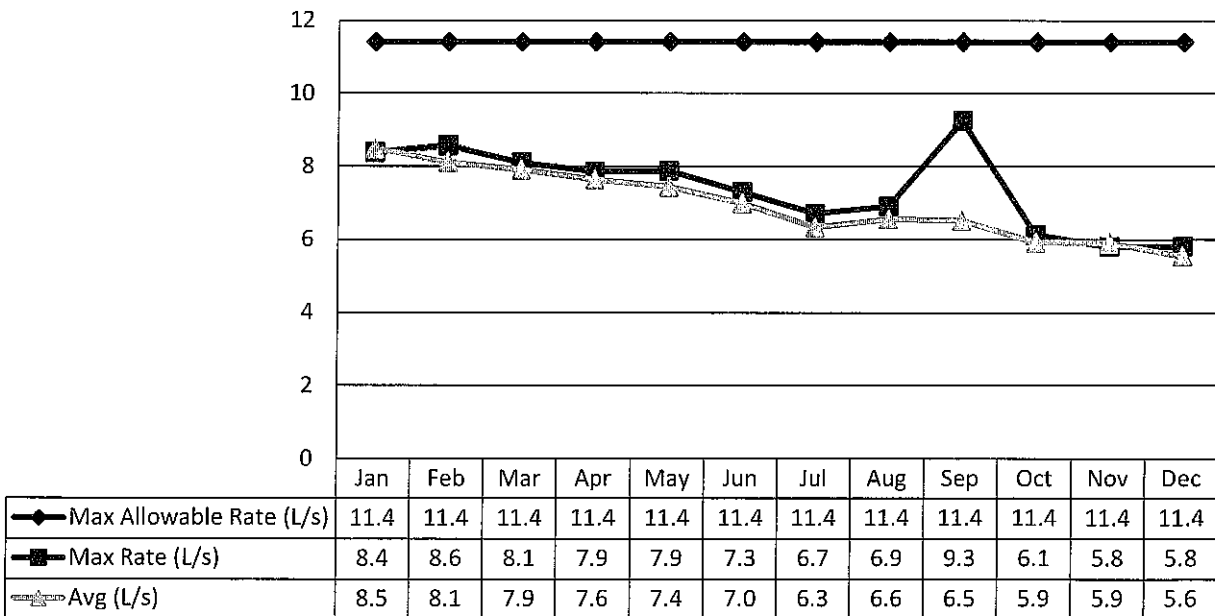
Total Monthly Flows (m³/d)

Max Allowable PTTW



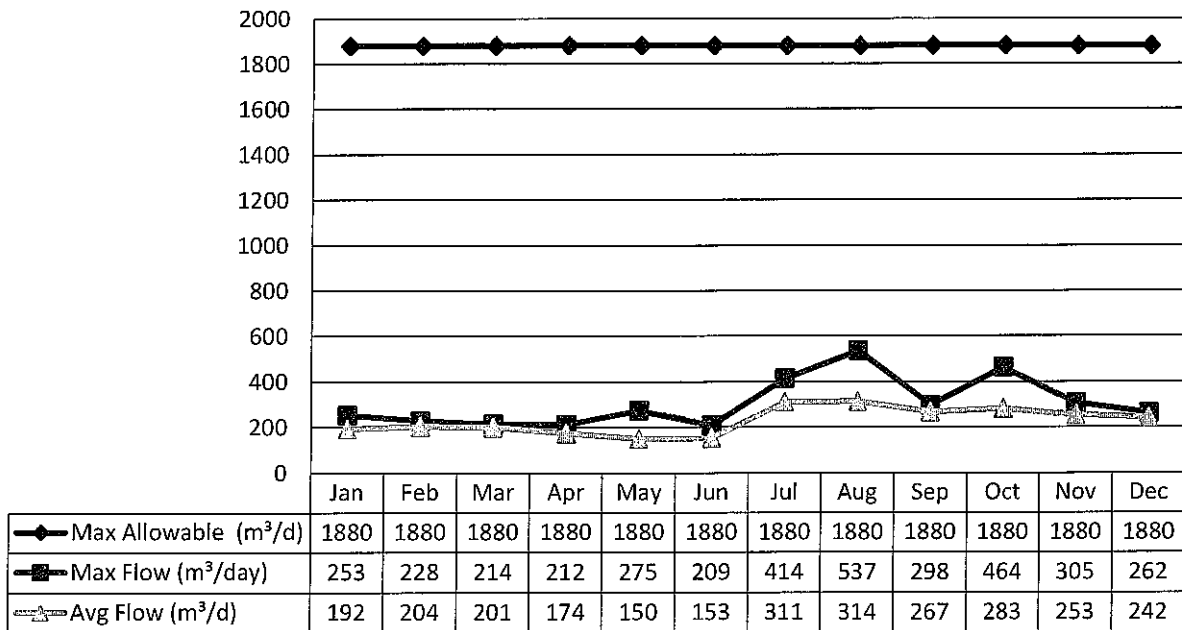
Monthly Rated Flows (L/s) Review January and November

Max allowable rate - PTTW



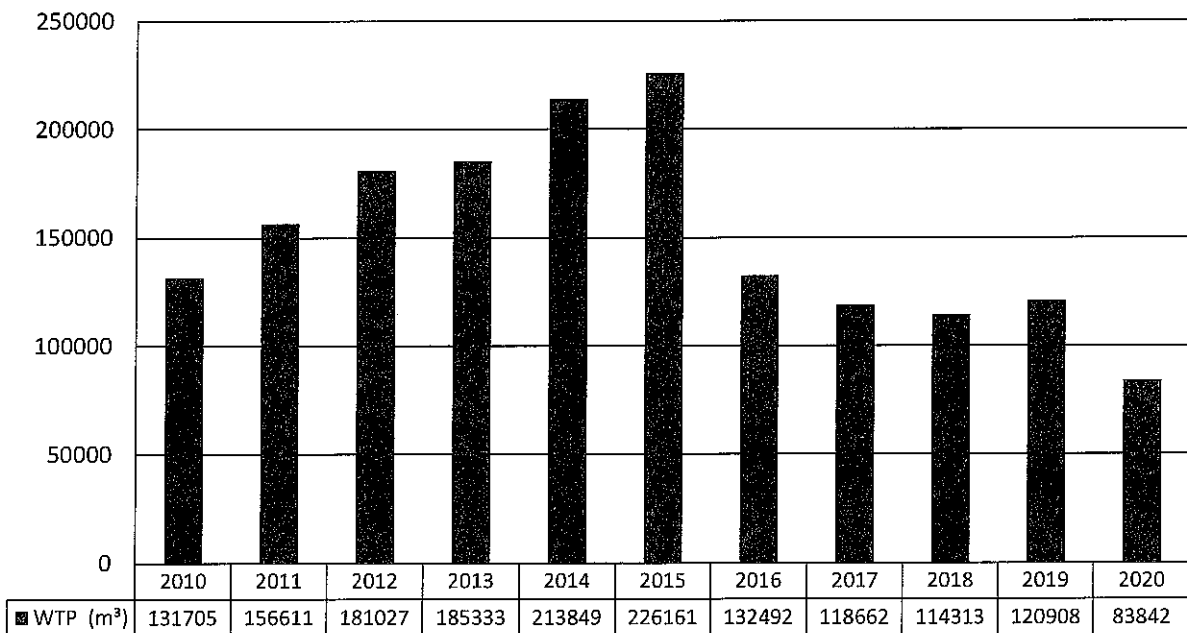
System Water Flows

The System Water flows are regulated under the Municipal Licence.



Annual Total Flow Comparison

Total Annual m³



Regulatory Sample Results Summary

Microbiological Testing

	No. of Samples	Range of E.coli Results		Range of Total Coliform Results		No. of HPC Samples	Range of HPC Results	
		Min	Max	Min	Max		Min	Max
RW Well 1	51	0	0	0	0	28	10	90
RW Well 2	52	0	0	0	0	11	10	50
RW Well 4	51	0	0	0	0	11	10	30
Treated Water	51	0	0	0	0	51	10	10
Distribution System	112	0	0	0	0	110	10	240

Operational Testing

	No. of Samples Collected	Range of Results	
		Minimum	Maximum
Turbidity, In-House (NTU) - RW1	10	0.33	0.74
pH, In-House (---) - RW1	10	7.12	7.61
Turbidity, In-House (NTU) - RW2	10	0.41	0.71
pH, In-House (---) – RW2	10	7.10	7.67
Turbidity, In-House (NTU) - RW4	10	0.39	0.77
pH, In-House (---) – RW4	10	7.06	7.58
Free Chlorine Residual, On-Line (mg/L) - TW	8760	0.94	2.00
Free Chlorine Residual, In-House (mg/L) - TW	114	0.98	1.41
Free Chlorine Residual, On-Line (mg/L) - DW	8760	0.28	2.00
Free Chlorine Residual, In-House (mg/L) - DW	116	0.21	1.37

NOTE: spikes recorded by on-line instrumentation were a result of air bubbles and various maintenance/calibration activities. All spikes are reviewed for compliance with O.Reg 170/03

Physical Parameters

Parameter	Range of Results
Treated Water Alkalinity (mg/L)	243 - 261
Treated Water Colour (TCU)	2 – 2
Treated Water Conductivity (uS/cm)	677 - 695
Treated Water pH	7.94 – 8.07
Treated Water Hardness (as CaCO ₃) (mg/L)	280 - 318

Inorganic Parameters

These parameters are tested as a requirement under 170/03. Sodium and Fluoride are required to be tested every 5 years. Nitrate and Nitrite are tested quarterly and the metals are tested every 5 years as required under 170/03. In the event any of the parameters exceed half of the maximum allowable concentration the parameter is required to be sampled quarterly.

	Sample Date (yyyy/mm/dd)	Sample Result	MAC	No. of Exceedances	
				MAC	1/2 MAC
Treated Water					
Antimony: Sb (ug/L) - TW	2020/01/06	< 0.1	6.0	No	No
Arsenic: As (ug/L) - TW	2020/01/06	0.1	10.0	No	No
Barium: Ba (ug/L) - TW	2020/01/06	101.0	1000.0	No	No
Boron: B (ug/L) - TW	2020/01/06	142.0	5000.0	No	No
Cadmium: Cd (ug/L) - TW	2020/01/06	< 0.02	5.0	No	No
Chromium: Cr (ug/L) - TW	2020/01/06	< 2.0	50.0	No	No
Mercury: Hg (ug/L) - TW	2020/01/06	< 0.02	1.0	No	No
Selenium: Se (ug/L) - TW	2020/01/06	1.0	50	No	No
Uranium: U (ug/L) - TW	2020/01/06	0.78	20.0	No	No
Additional Inorganics					
Fluoride (mg/L) - TW	2019/01/07	<MDL 0.1	1.5	No	No
Nitrite (mg/L) - TW	2020/01/06	<MDL 0.1	1.0	No	No
Nitrite (mg/L) - TW	2019/04/06	<MDL 0.1	1.0	No	No
Nitrite (mg/L) - TW	2019/08/04	<MDL 0.1	1.0	No	No
Nitrite (mg/L) - TW	2019/10/19	<MDL 0.1	1.0	No	No
Nitrate (mg/L) - TW	2019/01/06	<MDL 0.1	10.0	No	No
Nitrate (mg/L) - TW	2019/04/06	<MDL 0.1	10.0	No	No
Nitrate (mg/L) - TW	2019/08/04	<MDL 0.1	1.0	No	No
Nitrate (mg/L) - TW	2019/10/19	<MDL 0.1	1.0	No	No
Sodium: Na (mg/L) - TW	2016/01/04	31.8	20*	Yes	Yes

*There is no "MAC" for Sodium. The aesthetic objective for sodium in drinking water is 200 mg/L. The local Medical Officer of Health should be notified mg/L when the sodium concentration exceeds 20 mg/L so that this information may be communicated to local physicians for their use with patients on sodium restricted diets.

MAC = Maximum Allowable Concentration as per O.Reg 169/03

BDL = Below the laboratory detection level

Schedule 15 Sampling:

The Schedule 15 Sampling is required under O.Reg 170/03. This system is under the plumbing exemption. No plumbing samples were collected. Lead sampling will be required in July 2021.

Distribution System	Number of Sampling Points	Number of Samples	Range of Results		MAC (mg/L)	Number of Exceedances
			Minimum	Maximum		
Alkalinity (mg/L)	6	6	242	251	N/A	N/A
pH	6	6	7.04	7.43	N/A	N/A
Lead (mg/L)	-	-	-	-	0.001	N/A

Organic Parameters

These parameters are tested every 5 years as a requirement under O.Reg 170/03. In the event any of the parameters exceed half of the maximum allowable concentration the parameter is required to be sampled quarterly.

	Sample Date (mm/dd/yyyy)	Sample Result	MAC	Number of Exceedances	
				MAC	1/2 MAC
Treated Water					
Alachlor (ug/L) - TW	2020/01/06	< 0.3	5.00	No	No
Azinphos-methyl (ug/L) - TW	2020/01/06	< 1.0	20.00	No	No
Benzene (ug/L) - TW	2020/01/06	< 0.5	1.00	No	No
Benzo(a)pyrene (ug/L) - TW	2020/01/06	< 0.005	0.01	No	No
Bromoxynil (ug/L) - TW	2020/01/06	< 0.5	5.00	No	No
Carbaryl (ug/L) - TW	2020/01/06	< 3.0	90.00	No	No
Carbofuran (ug/L) - TW	2020/01/06	< 1.0	90.00	No	No
Carbon Tetrachloride (ug/L) - TW	2020/01/06	< 0.2	2.00	No	No
Chlorpyrifos (ug/L) - TW	2020/01/06	< 0.5	90.00	No	No
Diazinon (ug/L) - TW	2020/01/06	< 1.0	20.00	No	No
Dicamba (ug/L) - TW	2020/01/06	< 10.0	120.00	No	No
1,2-Dichlorobenzene (ug/L) - TW	2020/01/06	< 0.5	200.00	No	No
1,4-Dichlorobenzene (ug/L) - TW	2020/01/06	< 0.5	5.00	No	No
1,2-Dichloroethane (ug/L) - TW	2020/01/06	< 0.5	5.00	No	No
Dichloromethane (Methylene Chloride) (ug/L) - TW	2020/01/06	< 5.0	50.00	No	No
2,4-Dichlorophenol (ug/L) - TW	2020/01/06	< 0.1	900.00	No	No
2,4-Dichlorophenoxy acetic acid (2,4-D) (ug/L) - TW	2020/01/06	< 10.0	100.00	No	No
Diclofop-methyl (ug/L) - TW	2020/01/06	< 0.9	9.00	No	No
Dimethoate (ug/L) - TW	2020/01/06	< 1.0	20.00	No	No
Diquat (ug/L) - TW	2020/01/06	< 5.0	70.00	No	No
Diuron (ug/L) - TW	2020/01/06	< 5.0	150.00	No	No
Glyphosate (ug/L) - TW	2020/01/06	< 25.0	280.00	No	No
Malathion (ug/L) - TW	2020/01/06	< 5.0	190.00	No	No
Methoxychlor (ug/L) - TW	2020/01/06	< 3.0	900.00	No	No
Metolachlor (ug/L) - TW	2020/01/06	< 3.0	50.00	No	No
Metribuzin (ug/L) - TW	2020/01/06	< 1.0	80.00	No	No
Paraquat (ug/L) - TW	2020/01/06	< 1.0	10.00	No	No
PCB (ug/L) - TW	2020/01/06	< 0.05	3.00	No	No
Pentachlorophenol (ug/L) - TW	2020/01/06	< 0.1	60.00	No	No
Phorate (ug/L) - TW	2020/01/06	< 0.3	2.00	No	No
Picloram (ug/L) - TW	2020/01/06	< 15.0	190.00	No	No
Prometryne (ug/L) - TW	2020/01/06	< 0.1	1.00	No	No
Simazine (ug/L) - TW	2020/01/06	< 0.5	10.00	No	No
Terbufos (ug/L) - TW	2020/01/06	< 0.5	1.00	No	No
Tetrachloroethylene (ug/L) - TW	2020/01/06	< 0.5	10.00	No	No
2,3,4,6-Tetrachlorophenol (ug/L) - TW	2020/01/06	< 0.1	100.00	No	No

	Sample Date (mm/dd/yyyy)	Sample Result	MAC	Number of Exceedances	
				MAC	1/2 MAC
Triallate (ug/L) - TW	2020/01/06	< 10.0	230.00	No	No
Trichloroethylene (ug/L) – TW	2020/01/06	< 0.5	5.00	No	No
2,4,6-Trichlorophenol (ug/L) – TW	2020/01/06	< 0.1	5.00	No	No
2-Methyl-4-chlorophenoxyacetic acid (MCPA) (ug/L) - TW	2020/01/06	<10.0	100.0	No	No
Trifluralin (ug/L) - TW	2020/01/06	< 0.5	45.00	No	No
Vinyl Chloride (ug/L) - TW	2020/01/06	< 0.2	1.00	No	No
Distribution					
Trihalomethane: Total (ug/L) Annual Average - DW	2020	21.3	100.00	No	No
Haloaceticacid: Total (ug/L) Annual Average- DW	2020	6.1	80.00	No	No

MAC = Maximum Allowable Concentration as per O.Reg 169/03
 BDL = Below the laboratory detection level

Additional Legislated Samples

There was no additional sampling required.

Major Maintenance Summary

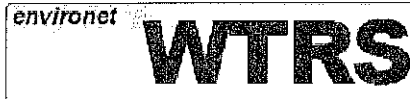
WO#	Details
1584592	Capital Blanket Items under \$200
1586687	Capital SCADA Commission
1587160	Capital Well 4 Electrical Panel
1918184	Capital Supplies Hach / Metcon
1964016	Capital Fire Pump VFD Upgrade
1623287	Capital Chemical pump rebuild kits
1790709	Capital SAI Global DWQMS External Audit
1790856	Capital Well 2 + 4 Replace Dehumidifier
1833472	Capital RW Supply Pump Replace
2000377	Capital Pump Suction Repair Duty Pump 2
2037842	Capital RW CL2 Analyzer-SCADA

Distribution Maintenance Highlights

Date	Location Reference	Operator	Details	Corrective Repair
January 4, 2020	306 Drummond St. E	J.M.	Circumferential break in Watermain	Repair clamp installed

Appendix A

WTRS Data and Submission Confirmation



Ministry of the Environment,
Conservation and Parks

| [WT DATA](#) | [USER PROFILE](#) | [CONTACT US](#) | [HELP](#) | [HOME](#) | [LOGOUT](#) |

Location: [WTRS / WT DATA / Input WT Record](#)

WTRS-WT-008

Water Taking Data submitted successfully.

Confirmation:

Thank you for submitting your water taking data online.

Permit Number: 2110-AP9LSG

Permit Holder: THE CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD.

Received on: Feb 9, 2021 12:52 PM

This confirmation indicates that your data has been received by the Ministry, but should not be construed as acceptance of this data if it differs from that specified on the Permit Number, assigned to the Permit Holder stated above.

[Print Confirmation](#)

[Return to Main Page](#)

MERRICKVILLE2 WOLFORD2 | 2021/02/09
version: v4.5.0.21 (build#: 22)
Last modified: 2018/09/18



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VILLAGE OF MERRICKVILLE-WOLFORD

For Clerk's use only, if
required

**Recorded Vote Requested
By:**

Cameron	Y	N
Foster	Y	N
Halpenny	Y	N
Molloy	Y	N
Struthers	Y	N

Resolution Number: R - - 21

Date: March 8, 2021

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report PW-02-2021, being a report regarding the current recycling program, for information purposes; and

___ Option 1: That Council does hereby direct staff to continue to contract recycling services to Limerick Environmental Services Ltd. at the current cost of \$45,152.02 per year until the producer-based program takes effect, with Merrickville-Wolford slated for a 2023 rollout.

___ Option 2: That Council does hereby direct staff to include costing in the 2021 budget to hire a qualified external consultant to do a Request for Prequalification (RFPQ) to obtain pricing and options for a new recycling program to determine what the benefits would be to issue a Request for Proposal (RFP), similar to that which was issued by the Municipality of North Grenville.

_____ Option 3: That Council does hereby direct staff to explore opportunities to partner with several other municipalities for one large recycling program, as done by neighbouring municipalities in Lanark County.

Carried / Defeated

J. Douglas Struthers, Mayor



Village of Merrickville-Wolford

Report PW-02-2021
Public Works Department
Date to Council: March 8, 2021
Information Report to Council

RE: Recycling Program

OBJECTIVE: To provide Council with a report outlining the current recycling program within Merrickville-Wolford and options for Council's consideration.

RECOMMENDATION:

THAT: Council does hereby receive report PW-02-2021, being a report regarding the current recycling program, for information purposes; and

___ **Option 1: That Council does hereby direct staff to continue to contract recycling services to Limerick Environmental Services Ltd. at the current cost of \$45,152.02 per year until the producer-based program takes effect, with Merrickville-Wolford slated for a 2023 rollout.**

___ **Option 2: That Council does hereby direct staff to include costing in the 2021 budget to hire a qualified external consultant to do a Request for Prequalification (RFPQ) to obtain pricing and options for a new recycling program to determine what the benefits would be to issue a Request for Proposal (RFP) similar to that which was issued by the Municipality of North Grenville.**

___ **Option 3: That Council does hereby direct staff to explore opportunities to partner with several other municipalities for one large recycling program, as done by neighbouring municipalities in Lanark County.**

BACKGROUND:

At the regular meeting of Council on February 22, 2021, Council received a petition from Sustainable Merrickville-Wolford which requested Council to explore ways to expand the Village's recycling and waste diversion program. Subsequently, Council directed staff to prepare a report explaining what the Village's current practices are and options to move forward considering the programs being put in place through senior levels of government.

ANALYSIS:

The Merrickville-Wolford landfill serves approximately 3200 residents and offers a variety of services. The current model is as a transfer station for recyclables that are taken to Waste Management in Brockville. At this time, plastics, glass # 1,2,5,7, paper, cardboard, tires and electronics are accepted through the Village's recycling program.

The Village has a month-to-month contract with Limerick Environmental Services Ltd. for waste and recycling services, including curbside pickup for residents and businesses within the urban area of Merrickville. Rural residents drop off recycling at the landfill site at designated bins that are subsequently transferred to Brockville by Limerick Environmental.

The current cost of the recycling program with Limerick Environmental is \$27,742.76 for urban curbside pickup, per annum. The cost for the roll off bins used by rural residents at the landfill site that are transported to Brockville and exchanged as needed is \$17,409.26, per annum. By comparison, the Township of Montague is in a contract with Emterra Environmental at a cost of \$157,461.20 per annum, plus fuel adjustment fees in the amount of \$1.20 per litre.

To expand the recycling services offered, the Village has recently entered into a new electronics and rechargeable/single use battery recycling program with Electronics Products Recycling Association (EPRA) to safely manage electronics and batteries in an environmentally sustainable manner.

O.Reg.101/94 requires that all municipalities that operate a blue box recycling system collect, at minimum, the following five basic materials:

1. Aluminum food or beverage cans (including cans made primarily of aluminum);
2. Glass bottles and jars for food or beverages;
3. Newsprint;
4. Polyethylene terephthalate (PET) bottles for food or beverages; and
5. Steel food or beverage cans (including cans made primarily of steel).

O.Reg.101/94 also states that a municipality must add two other categories of supplementary material to their blue box recycling service. In the Village's commitment to an environmentally-friendly recycling program, Merrickville-Wolford offers additional categories over and above this legislated requirement, including:

1. Aluminum foil;
2. Boxboard and paperboard;
3. Cardboard;
4. Fine paper;
5. Magazines; and
6. Paper cups and plates.

Please see Attachment "A" to this report the Village's Recycling Guide, for reference.

There are challenges with proper recycling practices that all municipalities face. The materials that are recycled need to be clean of debris. Staff are constantly sorting through the bins at the landfill to separate dirty recycling and garbage that is put into the

bins regularly. The material going into the bins **must be clean** for it to be properly recycled and accepted at a recycling facility.

In canvassing other municipalities, it was found that the Town of Prescott, Township of Athens and Township of Elizabethtown-Kitley have all entered into contracts with Limerick Environmental for extended periods (up to 6 years) with the same recycling program Merrickville-Wolford offers. It should be noted that, while some companies offer to take additional recyclable materials, the materials are not always actually recycled and may end up in general waste in landfills.

Staff contacted the receiving facility, Waste Management in Brockville, to clarify what materials are accepted and were reassured that there is no sustainable market for recycling of black plastics and tetra packs at this time. In speaking with other recycling companies, it was found that there are larger organizations that do accept tetra packs and other materials at a significant cost to the municipality.

Legislative Changes

On August 15, 2019, the Minister of the Environment, Conservation and Parks issued a letter (please see Attachment "B") directing Stewardship Ontario to develop a plan to transition the Blue Box program to full producer responsibility by 2025, and subsequently end Stewardship Ontario as an organization.

Stewardship Ontario's Blue Box Program Transition Plan was approved by the Stewardship Ontario Board on August 26, 2020 and submitted to the Resource Productivity and Recovery Authority (RPRA) on August 31, 2020. This means that no delay is anticipated in the transition timelines originally set out in the Minister's 2019 direction letter.

The Blue Box program is expected to transition to full producer responsibility with municipalities starting to transition on January 1, 2023 and all municipalities transitioning by the end of 2025. This means that Merrickville-Wolford must decide when it is going to transition and if the municipality will offer the Blue Box service on behalf of the producers or if the producers will be responsible for the operation of the program.

When the program transitions, the municipality will be reimbursed for the cost of running the residential Blue Box program if it continues to operate the service.

Going out to market for a new contractor at this time would likely require the Village to execute a new contract for waste and recycling collection. Staff have continued with the current month-to-month contract with Limerick. This is, in part, intended to place the Village in the most flexible, favourable position to adapt quickly to the new operating model. It is hoped that, in this way, the Village will be able to capture the anticipated increased environmental benefits as early as possible once the new model is implemented without having to wait until a 'locked in' contract expires or incurring potential early exit costs. Alternatively, a short-term 1-year contract to bridge the time until the new model is implemented may not generate the same favourable rates

enjoyed by the Village now since the current month-to-month rates are based upon a previous, longer-term contract.

Options

The following are some options for Council to consider moving forward with recycling within the Village.

Option 1: Continue to contract recycling services to Limerick Environmental Services Ltd. at the current cost \$45,152.02 per year until the producer-based program takes effect, with Merrickville-Wolford slated for a 2023 rollout.

Considerations:

It appears that the current recycling program offered by Limerick Environmental Services is the most cost-effective way to continue to provide recycling services to the residents of Merrickville-Wolford and is in line with what other nearby municipalities are doing. Maintaining the Village's current recycling program means the Village would continue to provide recycling services over and above what is required through Provincial legislation.

Option 2: Hire a qualified external consultant to do a Request for Prequalification (RFPQ) to obtain pricing and options for a new recycling program to see what the benefits would be to issue a Request for Proposal (RFP).

Considerations:

Hiring an external consultant who is qualified to prepare an RFPQ as, unlike some other municipalities, the Village does have an Engineering Department, would result in a significant expenditure for the Village that would need to be considered in the 2021 budget deliberations. This approach is likely to take many months to complete and may result in the finding that there are no options available to the Village that would be cost-effective and that would offer a real solution to the enhancement of the Village's recycling program, especially given the Provincial move to producer-based recycling.

Option 3: Look for opportunities to partner with several other municipalities for one large recycling program, as done by neighbouring municipalities in Lanark County.

Considerations:

This approach may take many months to complete and the Village may find that no other municipalities are willing to enter into a partnership for recycling services at this time. This approach may also put additional strain on the Village's landfill operations. However, partnership with other municipalities is an innovative way to provide services while attempting to keep costs as low as possible for ratepayers.

Conclusion

It is the conclusion of staff that the current recycling program has indeed changed over the last few years with less being accepted. This is a result of many complex factors including international trends well beyond the control and influence of local Ontario municipalities.

It was also found that the cost to recycle certain materials has become more difficult if there is no revenue stream for those materials. Merrickville-Wolford is currently exceeding all legislated requirements of the Province within our current recycling practices at a very favourable cost. Considering that the Village does not have the same scale of internal resources and engineering expertise available to other larger municipalities, the Village is achieving very efficient, effective waste management and long-term life span performance at our landfill, generating very positive benefits for the community and environment.

With the upcoming changes implemented by the Province to move to a producer-based model of recycling within a relatively short time, Council may wish to consider that costs associated with hiring a consultant may provide a situation where the cost does not produce a real, long-term benefit for the Village.

BUDGET/LEGAL IMPLICATIONS:

The budget implications will be identified in the 2021 municipal budget.

LINKS TO STRATEGIC PLANS:

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

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

Ensuring efficient, effective services and civic engagement: The Village is committed to offering services and programs that align with the Village's priority of being environmentally friendly while ensuring that the financial resources of the municipality are put to the best possible use. Making this information available to Council and the public ensures transparency and is in keeping with the priority to ensure efficient and effective services are being delivered to the residents of Merrickville-Wolford.


ATTACHMENTS:

Attachment "A" – Village's Recycling Guide

Attachment "B" – Ministry of Environment, Conservation and Parks Direction to Stewardship Ontario dated August 15, 2019


REQUIRED AND RECEIVED COMMENTS FROM: Yes, or Not applicable	
CAO	Yes
Clerk	Yes
Finance	Yes
Building Control & BLEO Department	NA
Public Works & Environmental Department	NA
Parks, Recreation & Facilities Department	Yes
Planning Department	NA
Economic Development Department	NA
Fire Department	NA
Other:	NA

Submitted by:



Brad Cole,
Manager, Operations

Approved by:



Doug Robertson,
CAO/Clerk

RECYCLING GUIDE FOR PLASTICS

There have been recent changes to the recycling guidelines. Some items are no longer accepted. **All items need to be empty, rinsed and clean.** If items that do not fit the classifications below, or that are dirty, will contaminate the load and prevent tons of materials from ever seeing a second life.



POLYETHYLENE TEREPHTHALATE

Soda Bottles
Water Bottles
Shampoo Bottles
Mouthwash Bottles



HIGH DENSITY POLYETHYLENE

Milk, Water and Juice Jugs
Detergent Bottles
Yogurt and Margarine Tubs



VINYL

Clear Food Packaging



LOW DENSITY POLYETHYLENE

Bread Bags
Frozen Food Bags
Squeezable Bottles



POLYPROPYLENE

Ketchup bottles
Yogurt and Margarine Tubs



POLYSTYRENE

Meat Trays
Egg Cartons
Cups
Plates



OTHER

3 & 5 Gallon Water Bottles

What causes recycling contamination?

Dirty Containers:

Empty and rinse glass, plastic and can containers before putting them in your blue box.

Wrong Items:

Keep non-recyclable items like garden hoses, plastic bags, styrofoam and plastic "to-go" containers out of your blue box.

Food Scraps and Liquids:

Keep food items like banana peels, apple cores and teabags out of your blue box.

Village of Merrickville- Wolford

Recycling Guide

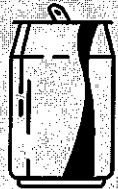


Glass Food & Beverage Bottles & Jars (Ensure all containers are cleaned)

✓Bottles ✓Jars ✓Mason Jars

Garbage Items

X Drinking glasses, Dishes & Mugs X Window Panes
X Light Bulbs X Mirrors X Ceramics



Metal Cans (Ensure all containers are cleaned)

✓Aluminum & Steel Cans ✓Metal Lids

Garbage Items

X Paper Cans with Metal Ends

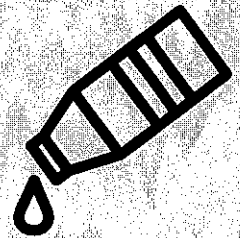


Plastics (Ensure all containers are cleaned)

✓Bottles ✓Jars ✓Tubs & Lids ✓Milk Jugs/Containers

Garbage Items

X "To-Go" Containers X Fruit & Vegetable Containers
X Film Plastic & Plastic Bags X Storage Totes X Toys
X Piping X Toolboxes X Clamshells X Hangers
X Rigid Packaging X Laundry Baskets X Bubble Wrap
X Black Plastic

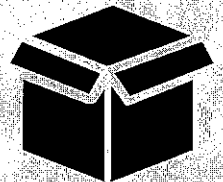


Paper & Cardboard

✓Newspapers, Flyers & Junk Mail ✓Corrugated Cardboard
✓Boxboard: Cereal & Cracker Boxes ✓Moving/Appliance Boxes
✓Magazines, Envelopes & Printer Paper

Garbage Items

X Dirty Wet Cardboard X Paper Milk & Juice Cartons
X Styrofoam X Gift Wrapping Paper X Paper Coffee Cups



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Email: publicworks@merrickville-wolford.ca Website: www.merrickville-wolford.ca

**Ministry of the Environment,
Conservation and Parks**

Office of the Minister

777 Bay Street, 5th Floor
Toronto ON M7A 1N3
Tel.: 416-314-6790

**Ministère de l'Environnement,
de la Protection de la nature et des
Parcs**

Bureau du ministre

777, rue Bay, 5^e étage
Toronto (Ontario) M7A 1N3
Tél. : 416.314.6790



August 15, 2019

Mr. John Coyne
Chair
Stewardship Ontario
1 St Clair Ave. West, 7th Floor
Toronto, ON M4V 1K6

Dear Mr. Coyne:

The Blue Box program has been providing Ontarians with a convenient option for collecting and recycling printed paper and packaging for many years. In recent years, it has become apparent that the growing challenges in delivering and funding the program must be addressed. After hearing from many interested parties, I believe the time has come to modernize and improve Ontario's Blue Box services by transitioning from the existing program that provides industry funding to reimburse a portion of municipalities' costs to a full producer responsibility model where industry will be responsible for both funding and operations. The transition to producer responsibility will ensure Ontarians' experience and access to existing Blue Box services will not be negatively impacted and that there are province-wide services available, including for Northern, rural and Indigenous communities.

As a necessary complementary step to transitioning to a producer responsibility model, pursuant to Section 14 of the Waste Diversion Transition Act, 2016 (WDTA) I am directing Stewardship Ontario (SO), to develop a plan in respect of the funding program for blue box materials under the WDTA (the SO Program) and for SO itself. SO must submit the plan to the Resource Productivity and Recovery Authority (the Authority) for approval no later than June 30, 2020.

This direction will begin the process by which Ontario will implement a modern, producer-operated system that will provide consistent province-wide recovery of Blue Box materials under the Resource Recovery and Circular Economy Act, 2016, and ensure there is no disruption to Blue Box services.

The development of the plan must be conducted in accordance with this direction as well as the provisions of the WDTA and its regulations, including O. Reg. 357/17.

I am directing that the plan describe a mechanism for determining the steward fees necessary to provide for payments to municipalities and First Nation communities until the time they transfer responsibility for providing Blue Box services to producers. The plan will establish criteria for a three year period in which municipalities and First Nation communities will no longer be eligible to receive funding under the SO Program, starting on January 1, 2023 and ending on December 31, 2025, which is the date that SO Program will end and the new producer responsibility framework will be fully implemented.

It is in the public interest that the plan is consistent with the following principles:

Demonstrate transparent communications and meaningful consultation

- Parties affected by the transition should be consulted and have opportunities for meaningful engagement during the development and implementation of the plan.
- The public, Indigenous peoples and affected stakeholders, including stewards, municipalities and service providers (e.g. collectors, haulers, processors, recycled product manufacturers) will receive transparent and clear communications from SO on a regular basis during development and implementation of the plan.

Support competition and prevent conflict of interest

- The plan shall support competition in, and not adversely affect, Ontario's current and future marketplace for the collection and recovery of paper products and packaging. The plan shall not provide for unfair or preferential treatment of the public or any affected parties, or barrier to competition during or following the transition of the program.
- SO shall take all necessary steps to ensure there is no real, potential or apparent conflict of interest when developing and implementing the plan.
- SO's sharing of data and information to parties other than the Resource Productivity and Recovery Authority (the Authority) must be done through a fair, open and transparent process that does not result in preferential treatment of one person or group over another or release of any confidential information.

Demonstrate Fairness to Stewards and Protect Consumers

- The assets, liabilities, rights and obligations of SO related to the SO Program must be dealt with in a fair, open and transparent process in accordance with applicable law.
- All monies held in trust by SO related to the SO Program shall be treated appropriately in accordance with the WDTA and its regulations.

Maintain Program Performance

- There shall be no disruption in payments made by SO to a municipality or First Nation community under the SO Program until the time when that municipality or

First Nation community is no longer eligible to receive funding based on criteria established in the plan.

- Ontarians' access to and experience with the Blue Box program shall not be negatively impacted. It is my expectation that, while allowing for natural growth of Blue Box services to new residential development or redevelopment, municipalities and First Nation communities shall not reduce or expand existing levels of Blue Box services that are eligible for funding under the SO Program.

An addendum to this letter provides specific direction related to the details that SO must include in its plan for the SO Program and for SO.

The implementation of the plan shall begin on the date on which the Authority approves the plan. It is my expectation that the Authority will approve the plan no later than December 31, 2020.

It is expected that SO will engage and work cooperatively with the Authority in implementing any policy direction issued to the Authority pursuant to Section 29 of the *Resource Recovery and Circular Economy Act, 2016* (RRCEA). This includes ensuring that real, potential or apparent conflict of interest concerns have been addressed prior to and during the development of the plan.

If it is in the public interest to do so, I will provide further direction or clarification at a later date related to the matters set out in this direction.

Lastly, SO shall make publicly available on SO's website this direction letter, as well as the complementary policy direction letter issued to the Authority.

Sincerely,

Jeff Yurek
Minister

c: Mr. Serge Imbrogno, Deputy Minister, Ministry of the Environment, Conservation and Parks
Ms. Glenda Gies, Chair, Resource Productivity and Recovery Authority

Addendum to the Minister's Direction Letter for the Blue Box Waste Diversion Program and Stewardship Ontario

Stewardship Ontario (SO) is directed to develop a plan for the funding program for blue box materials (the SO Program) under the Waste Diversion Transition Act, 2016 (WDTA) and for SO itself that includes the following:

- A description of the designated wastes that are covered in the Blue Box program.
- A description of how the SO Program will be operated while the plan is being implemented, acknowledging the following:
 - The funding for municipalities and First Nation communities to participate in the SO Program shall end over a three-year period between January 1, 2023 and December 31, 2025.
 - SO's role in transferring payments to a municipality or First Nation community under the SO Program shall end on the date that obligated producers have assumed full responsibility for the collection and management of blue box materials from that municipality or First Nations community.
 - The plan shall recognize, and be responsive to, the fact that a future regulation under the *Resource Recovery and Circular Economy Act, 2016* will set the criteria and process by which municipalities and First Nation communities will transfer to full producer responsibility.
 - The calculation of the funds due to be paid to each municipality and First Nation community under the SO Program shall be proportional to the number of months in a calendar year in which the municipality or First Nation community remains under the SO Program.
 - The Continuous Improvement Fund shall receive no additional contributions and shall end as soon as practical prior to December 31, 2025.
- A proposed timeline according to which key aspects of the plan will be implemented.
- A description of and a proposal for dealing with the assets, liabilities, rights and obligations of SO in relation to the SO Program including:
 - All monies held in trust by SO related to the SO Program pursuant to Section 35 of the WDTA.
 - An approach that outlines how SO will deal with any information technology systems related to the SO Program to ensure fair and equitable access to all users, as an alternative to disposing of these assets for fair market value.
 - Any other assets of SO related to the SO Program, including, and without limitation, any intellectual property, physical assets or real property.

- Any liabilities incurred by SO during the development and implementation of the SO Program and anticipated to be incurred during the development and implementation of the plan.
- A detailed account of anticipated costs arising from the plan, and a detailed account of how SO will finance these costs.
- A detailed account of how SO proposes to equitably apportion its assets, liabilities, rights and obligations among stewards of Blue Box materials.
- The plan shall set out a proposal to deal with any residual funds after the SO Program has ended and SO has finished its final financial reconciliations for the program and organization.
- A description of all data and information that is within SO's custody or control and that is related to the operation of the SO Program since the Minister's program request letter of September 23, 2002, and a proposal for transferring all data and information to the Resource Productivity and Recovery Authority (the Authority), including:
 - The process for transferring all the data and information to the Authority within any timeframes specified by the Authority.
 - The data and information that is to be transferred to the Authority, including, but not limited to:
 - A list of all registered stewards, including their business addresses and contact information; the nature of each steward's designation under the WDTA (e.g. whether designated because the steward is a brand holder, a first importer, or other person); the type and amount of Blue Box materials supplied by the steward into the Ontario marketplace; and,
 - Other additional data and information requested by the Authority.
 - Data and information related to the SO Program that is in SO's custody or control shall not be for sale.
- A proposal for identifying confidential or personal data and information and indicating how such data and information will be supplied in confidence when transferring it to the Authority, which will assist the Authority in determining its treatment of such data and information based on applicable law and policies.
- Demonstration and documentation that any party currently having access to SO data and information only retain data that is equivalent to the information that will be shared through a fair, open and transparent process
- The procedures that SO is putting in place to ensure there is no real, potential or apparent conflict of interest in respect of the plan's development, contents or implementation. Without limiting the scope of these procedures, the plan should address:
 - Any real, potential or apparent conflict of interest in respect to SO's relationship with the Canadian Stewardship Services Alliance (CSSA)

- Any necessary steps to ensure that the CSSA does not receive preferential treatment over other potential market participants in respect of Blue Box resource recovery markets that may be created under the RRCEA.
- A description of changes to the SO Program that are anticipated to be necessary to implement the plan.

I am further directing that the plan include the following:

- A detailed report of SO's communications with affected parties and the public during the development of the plan.
- A detailed proposal for a communications plan for all affected parties and the public during the implementation of the plan, if approved, including:
 - The process by which SO will provide information to the affected parties and the public on a regular basis.
 - A description of the key steps that will be taken related to the plan and show how affected parties and the public will be affected by the transition.
- A detailed report of how SO has met the consultation requirements of subsection 14(13) of the WDTA during the development of the plan, including:
 - A list of the stewards, municipalities, Indigenous peoples, service providers and other affected parties that were consulted during the development of the plan.
 - A summary of comments received by SO from affected parties.
 - A report of how the comments were considered by SO in the development of the plan.

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
Halpenny	Y	N
Molloy	Y	N
Struthers	Y	N

Resolution Number: R - - 21

Date: March 8, 2021

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that: By-law 12-2021, being a By-law to adopt a Memorial Bench and Tree Policy, be read a first and second time, and that By-law 12-2021 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. 12-2021

BEING a By-law to adopt a Memorial Bench and Tree Policy for the Corporation of the Village of Merrickville-Wolford

AND WHEREAS Section 5(3) of the *Municipal Act, 2001*, as amended, 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 the Council of the Corporation of the Village of Merrickville-Wolford does hereby deem it prudent to adopt a policy with respect to the provision of memorial benches and trees throughout the municipality;

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

1. Attached hereto and forming Schedule "A" to this by-law is hereby adopted as the "Memorial Bench and Tree Policy" for the Village of Merrickville-Wolford.
2. This by-law shall come into full force and effect upon the date of its passing.

READ a first and second time this 8th day of March, 2021.

READ a third and final time and passed this 8th day of March, 2021.

J. Douglas Struthers, Mayor

Doug Robertson, CAO/Clerk

Schedule "A" to By-law 12-2021



Memorial Bench and Tree Policy

Schedule "A" to By-law 12-2021

1. Purpose

The purpose of the Memorial Bench and Tree Program is as a facilitation tool to assist in celebrating the people, groups, events and achievements that have brought positive change and difference to our community through planting trees or dedicating park benches.

These items will reside in our parks for many years, allowing residents and visitors to enjoy the natural environment.

2. Program Requirements

Requests for the Memorial Bench and Tree Program will be accepted by the Village on the provided form. All applications will be received and approved on a first come, first served basis.

3. Donation Options

a) Bench – Parks & Open Spaces

Benches will be purchased by the Village in accordance with the Village's Procurement Policy and installed by Village Staff. Bench designs will be selected to maintain continuity with the existing Village-owned street furniture. High quality cast iron (black) ends with maintenance free (hardwood) slats will be incorporated. Bench designs which comply with safety requirements will be selected. The bench will be anchored on footings appropriate to the location (to be installed by Village staff).

b) Trees – Parks & Open Spaces

Trees are required to be one of the following species, and are to be supplied by the requestor:

- Linden
- Hard maples
- Sugar maples
- Flowering Crab
- Sunburst Locust
- Crimson King Maple
- Honey Locust
- Oak or other nut-producing trees (Butternut, Walnut, etc.)
- Colorado Blue Spruce
- Scotch Pine

Schedule "A" to By-law 12-2021

4. Fees and Charges

Fees and charges for the individual donation options can be found in Schedule 'A' of this policy. Schedule 'A' will be updated as needed pending the approval of new rates as part of the fees and charges review process.

5. Location

The Village of Merrickville-Wolford has many parks and facilities available for trees and benches where they will be well looked after. Not all park areas are suitable for dedicated planting or bench placement. Every effort will be made to comply with the request of the contributor. The Village reserves the right to determine and limit the locations of a bench, tree or plaque.

6. Installation

Tree(s) will be planted by Village staff to Village standards and specifications in the fall of each year.

Benches will be installed by Village staff in the months of June through October to avoid frost conditions.

Memorial benches and trees with an accompanying plaque will be installed by Village staff in the designated area. Benches and trees without a plaque will be located throughout Village parks and open spaces. Optimal tree-planting locations will be selected by Village staff to ensure the most appropriate growing environment for the tree type. Benches and trees will be located to coincide with the general scheme of the park or open space.

7. Ownership and Maintenance

Donated benches, trees and plaques will become the property of the Village of Merrickville-Wolford and will be maintained by the Village.

In the event that the donated tree should die, become diseased or vandalized, the Village will not be responsible for the replacement of the tree.

In the event that the donated bench (plaque not included) is destroyed, vandalized, or is no longer safe for use, the Village will not be responsible for the replacement of the bench. Benches are removed and stored by Village staff during the winter months to extend the longevity of the bench and protect the bench from the winter elements.

After the selection is made and payment has been received in full, the planting/installation of the tree and/or bench and placement of the plaque will take place. Village staff will contact the applicant once installation is complete.

This is a non-profit program for the beautification of Village parks and open spaces.



MERRICKVILLE-WOLFORD
Jewel of the Rideau

Village of Merrickville- Wolford
Memorial Tree/Bench Request Form

First Name _____

Last Name _____

Address _____ PO Box _____

City _____ Postal Code _____

Telephone _____ Email _____

Type of Tree Requested _____

Type of Bench Requested (Park, Open Space) _____

Requested Location (Parks, Green Space – please include map showing requested location)

Plaque Information (Name, Date, Verse – 10 word limit)

Total Payment: \$ _____

Applicant's Signature _____ Date _____

Please email the completed form to reception@merrickville-wolford.ca or mail to the address below. There may be additional charges for special orders. Please make cheques payable to the Village of Merrickville-Wolford and return the request form to:

Village of Merrickville-Wolford
P.O. Box 340, 317 Brock Street West
Merrickville, ON, K0G 1N0

Office Use Only:

Approved By: _____ Date: _____

Approved Location _____ Installation/Planting Timeframe: _____

Utility Locates: _____

Schedule "A" to By-law 12-2021

Schedule 'A' – Fees and Charges

Installation of Tree	per unit	\$50.00
Memorial Bench	per unit	\$1500.00
Plaque for Bench	per unit	To be determined based on size and wording

* All fees are inclusive of HST

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
Halpenny	Y	N
Molloy	Y	N
Struthers	Y	N

Resolution Number: R - - 21

Date: March 8, 2021

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report CAO-04-2021, being a report to provide Council with the options regarding Council and Advisory Committee Meetings, for information purposes; and

THAT Council does hereby direct staff to bring back a by-law to amend the Village's Procedure By-law 30-17 to allow for electronic participation in meetings; and

THAT Council does hereby direct staff to bring back a by-law to amend the Terms of Reference of advisory committees to allow for electronic participation in meetings; and

THAT Council does hereby give favourable consideration to the implementation of virtual Council and Advisory Committee Meetings through Zoom, to be live streamed via YouTube; and

THAT Council does hereby direct staff to issue a public call for volunteers to replenish the membership of the Community Development Advisory Committee and the Planning Advisory Committee.

Carried / Defeated

J. Douglas Struthers, Mayor



MERRICKVILLE-WOLFORD
Jewel of the Rideau

Village of Merrickville-Wolford

Report CAO-04-2021

Date of Council Meeting: March 8, 2021
Information Report to Council

RE: Council/Advisory Committees Meetings

OBJECTIVE: To provide Council with recommendations regarding the resumption of advisory committee meetings and how to proceed with meetings of Council.

RECOMMENDATION:

THAT the Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report CAO-04-2021, being a report to provide Council with the options regarding Council and Advisory Committee Meetings, for information purposes; and

THAT Council does hereby direct staff to bring back a by-law to amend the Village's Procedure By-law 30-17 to allow for electronic participation in meetings; and

THAT Council does hereby direct staff to bring back a by-law to amend the Terms of Reference of advisory committees to allow for electronic participation in meetings; and

THAT Council does hereby give favourable consideration to the implementation of virtual Council and Advisory Committee Meetings through Zoom, to be live streamed via YouTube; and

THAT Council does hereby direct staff to issue a public call for volunteers to replenish the membership of the Community Development Advisory Committee and the Planning Advisory Committee.

BACKGROUND:

The unprecedented circumstances arising from COVID-19 have caused major challenges for all, including individuals, businesses, and municipalities. On March 13th and March 16th, 2020, the Municipal Emergency Control Group (MECG) met to address the global pandemic and on March 16th, a special emergency meeting of Council was called to discuss the closure of all municipal facilities to the public, including the Village Office. Council was further informed that the MECG had called for all advisory

committee meetings to be cancelled under the authority delegated by Council in the Provincially-mandated Emergency Response Plan (ERP).

On March 19, 2020, recognizing that municipal government is an essential service that must continue, the Province of Ontario enacted the *Municipal Emergency Act, 2020*. This amended the *Municipal Act, 2001* so that, during emergencies, members of municipal councils, local boards and committees who choose to participate electronically in open and closed meetings, may be counted for the purposes of quorum. As a result, on March 23, 2020, Council passed By-law 26-2020, being a by-law to amend the Village's Procedure By-law to allow for electronic participation during a State of Emergency declared by either the Province or the Village.

In accordance with the process described in Part 7 of the Village's Procedure By-law (By-law 30-17), any member of Council has the right to raise a Notice of Motion for Council to consider an issue, including those related to Council or committee meeting schedules or format. Committees must also comply with the Procedure By-law and any amendment to the Procedure By-law requires a 2/3 majority vote in favour from amongst the Council members present at the time of the vote. The Procedure By-law is designed to comply with the *Municipal Act, 2001*, as amended.

The Province of Ontario enacted the *COVID-19 Economic Recovery Act, 2020*, on July 21, 2020 which further amended the *Municipal Act, 2001* to provide that, notwithstanding whether there is a declared State of Emergency, members of councils and local boards, and committees of either of them, may participate electronically in a meeting and count toward quorum at a meeting.

On December 26, 2020, the Province issued a Province-wide shutdown and, on January 12, 2021, the Province declared a second Provincial State of Emergency. This was followed on January 14, 2021 by a Provincial Stay-at-Home Order.

As of Tuesday, February 16, 2021, the LGLDHU was moved from the Grey-Lockdown Zone to the Green-Prevent Zone of Ontario's COVID-19 Response Framework.

On February 22, 2021, Council received report CAO-03-2021, being a report to provide Council with Advisory Committee Survey Results surrounding the resumption of Advisory Committee meetings. The survey confirmed that the majority of advisory committee members support resuming meetings but there was no consensus among committee members regarding the method for conducting meetings. As such, Council directed staff to report back with an analysis of options which is provided below for Council's consideration.

ANALYSIS

The Village of Merrickville-Wolford has followed, and continues to follow, Provincial legislation and the advice from the LGLDHU regarding COVID-19. The Village has been very fortunate not to experience any community spread during the pandemic. The only confirmed case of which staff are aware within the Village is the single February 1,

2021 case of an employee at Rosebridge Manor. However, this resulted in no community spread and the LGLDHU continues to emphasize the importance of avoiding in-person contacts to prevent the spread of the virus and preserve life.

The below public health advice was retrieved from the LGLDHU's website on February 26, 2021, with emphasis added:

- **Stay home as much as possible, even when healthy.** Stay home if you have symptoms, even if they are mild.
- **Avoid social gatherings.**
- **Limit close contacts to people you live with.**
- **Work from home if possible. Allow your employees to work from home if possible.**
- Avoid travel except for essential reasons.
- Wash your hands thoroughly and regularly.
- Cover your cough.
- Download the COVID Alert mobile app.
- Get tested if you have symptoms compatible with COVID-19, or if you've been advised of exposure by your local public health unit or through the COVID Alert mobile app.
- **Limit close contact to your household (the people you live with).**
- Individuals who live alone, including seniors, may consider having exclusive, close contact with another household to help reduce the negative impacts of social isolation.
- Maintain two metres of physical distancing from everyone else.
- Wear a mask/face covering:
 - Indoors, any time you are within two metres of someone you don't live with.
 - If physical distancing cannot be maintained, even outdoors.
 - If wearing one is required.
- **Virtual gatherings or events are the safest way to visit or recognize occasions with people you don't live with.** Wear a face covering and maintain physical distancing when meeting for permitted organized public events or social gatherings with individuals you don't live with.
- **Adhere to provincial and applicable local restrictions on public and private gatherings.**

Depending on several factors related to COVID-19, the Leeds, Grenville and Lanark District Health Unit area could move into different zones of this framework, which would mean greater restrictions.

Currently, the most prevalent concern amongst medical practitioners appears to be related to Variants of Concern (VOCs) and the potentially extreme surge in cases that they could suddenly cause. Please see below an excerpt with respect to the "third wave" of COVID-19 in Canada from <https://www.cbc.ca/news/health/canada-third-wave-coronavirus-variants-1.5925212> on February 24, 2021:

Raywat Deonandan, a global health epidemiologist and an associate professor at the University of Ottawa, says that based on what we know right now, a third wave is "mathematically inevitable" in Canada because of three key factors.

The first is we know what third waves typically look like from previous pandemics, such as the 1918 Spanish Flu, which saw a brutal third wave during the winter and spring of 1919 — around the same point of the pandemic we're in now.

Deonandan said societal behaviour is another factor that could lead to a more severe third wave if variants drive outbreaks as restrictions lift and Canadians don't strictly adhere to public health guidelines.

...

And the third factor is variants, which Deonandan said could be the driving "mechanism" for a devastating third wave in Canada given the extent to which they've already spread in recent weeks.

Key Survey Results

Advisory committee members were surveyed between February 9th and February 15th. At that time:

- Approximately 81% of all respondents indicated they would feel comfortable resuming meetings, with approximately 14% indicating that they do not feel comfortable at this time, and approximately 5% were undecided.
- Approximately 68% of all committee members prefer to meet virtually, 11% prefer by telephone and 21% prefer in person meetings.
- Regarding the preferred virtual platforms, Zoom was the preferred method with approximately 53% of all respondents indicating Zoom as their choice.

In-person meetings

While 21% of all advisory committee members indicated that they would prefer to meet in person, meeting in person would increase inter-person contacts and contradict the advice of the LGLDHU and Provincial government. Also, 79% of respondents did not choose "in person" as their preferred method of meeting and it would introduce several complications outlined below. Thus, in-person meetings are not recommended by staff.

The Village Office remains closed to the public to prevent the spread of the virus and protect the safety of the public and staff. Regardless of the meeting location, if advisory committees meet in-person, Ontario Regulation 364/20 requires the person responsible for that facility to:

- *"...operate the business or organization in compliance with the advice, recommendations and instructions of public health officials, including any advice, recommendations or instructions on physical distancing, cleaning or disinfecting.";*

- *“...limit the number of persons in the place of business or facility so that every member of the public is able to maintain a physical distance of at least two metres from every other person in the business or facility.”; and,*
- *Ensure that required screening, mask-wearing requirements and gathering limits in place at the time are obeyed, amongst many other requirements.*

A system with respect to registered attendance and contact tracing would need to be implemented to ensure the Village is exercising due diligence as the Village is the owner and operator of the facility. There is the potential for the Village to be exposed to liability arising from the hosting of in-person meetings at this time.

An option for in-person meetings could include using the Merrickville Community Centre given that it may accommodate physical distancing. However, costs associated with the required frequent cleaning and sanitization on a per meeting, per committee basis of the Merrickville Community Centre, as well as the costs associated with staff attendance that may be required, could be substantial. The costs would vary depending upon the circumstances (e.g., meetings that occur outside regular work hours may result in overtime expenses) and have not been accounted for in the draft 2021 budget.

In-person meetings may have to be cancelled each time the Province changes LGLDHU’s status on the COVID-19 Response Framework, declares a State of Emergency or introduces a Lockdown, and is likely to make it difficult for the committees to schedule meetings consistently or to accomplish tasks assigned by Council in a timely way.

Virtual Meetings via Zoom

Approximately 68% of advisory committee members prefer to meet virtually, and this is staff’s recommendation. The survey results indicate that some advisory committee members do not have access to the equipment or internet connection required to meet via Zoom, however it is possible for committee members to call into Zoom meetings by phone. For members who need to call in by phone, there may be an inequity in participation as document and screen sharing cannot be done over the phone. Additionally, some documents may not be available to committee members via technology and not having the required documents to review may make it difficult for the advisory committees to make appropriate recommendations to Council.

Zoom meetings are safer in than in-person meetings as contact with others is not an issue. Meetings held via Zoom may be livestreamed on YouTube which allows for increased transparency. The costs associated with Zoom meetings are relatively low and would be limited to the monthly membership cost of approximately \$20 per month per account assuming that all committees could share a single account and schedule their meetings at different times.

Advisory committee members would need to co-ordinate with other advisory committees while scheduling their meetings in order to ensure that the Zoom account is not double-booked for the same time slot. Advisory committees would need to be self-reliant and prepare their own agendas, resolutions and minutes as Village staff are heavily focused

on maintaining the delivery of essential municipal services during the pandemic which has created operational restrictions and extensive additional administrative burden. Committee chairs would need to ensure that copies of all documents are provided equitably to those who do not have the technological means to receive documents electronically. The members would also need to be responsible for ensuring the livestreaming and recording of their meetings in order to ensure that the meetings are open to the public and available for viewing during and after each meeting. It is imperative that committee members maintain professionalism during these meetings.

In order for Council and advisory committees to meet virtually, the Village's Procedure By-law will need to be amended to allow for electronic meetings and each advisory committee's Terms of Reference would also need to be amended.

Meetings via Teleconference

The Village uses Bell Conferencing as our teleconferencing service. Council will recall using this method for their meetings during the first Provincial State of Emergency. Some challenges associated with this meeting format include the technological limitations associated with muting other callers in order to limit any disruption or background noise which could adversely affect the audio recordings of the meetings. Other difficulties include identifying who is speaking, and who wishes to speak since it provides no eye contact or video stream. This makes it extra difficult for a chairperson to identify whether someone has a question or comment and to ensure compliance with meeting protocols described in the Procedure By-law.

The teleconference service could also become expensive as the fees associated with the service are on a per user, per minute basis. Meetings by phone would require audio recordings to be posted on the Village's website following the meeting and would likely increase costs associated with the Village's external website technological support provider. Only 11% of advisory committee members indicated that meeting via phone was their preferred method and it is not the recommended alternative.

ADVISORY COMMITTEES

Agricultural Advisory Committee

The Agricultural Advisory Committee "shall meet only when called upon by Council for a specific project or purpose". All three members have indicated that they have the means to meet virtually.

It is staff's recommendation that Council direct staff to prepare amendments to the Procedure By-law and the committee's Terms of Reference to allow this advisory committee to meet via Zoom, should Council call upon them for a specific project or purpose.

Community Development Advisory Committee

The Community Development Advisory Committee currently has four members, which is one less than the minimum of five outlined in the Committee's Terms of Reference. As such, a public application process will be required in order to bring the minimum membership requirement back into compliance.

Of the four remaining members, three members indicated that they feel comfortable resuming meetings through virtual means, with one member indicating they are undecided as to whether they would like to resume meetings. All four members have the equipment and internet connection required to meet virtually.

It is staff's recommendation that Council direct staff to issue a call for volunteers to replenish this advisory committee's membership, and to prepare amendments to the Procedure By-law and the committee's Terms of Reference to allow for this advisory committee to meet via Zoom.

Environment Advisory Committee

The Environment Advisory Committee currently has five members, as outlined in the committee's Terms of Reference. Four of the five members indicated that they feel comfortable resuming meetings through virtual means, with one member indicating that they would be able to use the call-in function to participate in meetings via Zoom.

It is staff's recommendation that Council direct staff to prepare amendments to the Procedure By-law and the committee's Terms of Reference to allow for this advisory committee to meet via Zoom.

Planning Advisory Committee

Council has chosen to extend the term of the previous council's Planning Advisory Committee as a result of the Official Plan review and pending Zoning By-law review. There were previously five members of the Planning Advisory Committee but currently there are only four members. Three of the four remaining members expressed that they would like to resume in-person meetings. However, staff do not recommend in-person meetings based on the advice and recommendations from the Province and the LGLDHU, and the issues described above in this report.

An additional challenge with the Planning Advisory Committee is that there is no Secretary appointed for this committee. The Village's previous Chief Building Official (CBO) fulfilled this role but the Village is currently relying upon temporary fee-for-service assistance part-time from another municipality. There has also been a significant increase in building, by-law enforcement and planning related enquiries to Village staff making it impossible to assign a staff person to fulfill the Secretary's role as Planning Act and Building Code applications are subject to legislated timelines. From a financial perspective at the present time, having the Village's part-time CBO or external consultant fulfill the role of Secretary would create a significant additional cost, including the fees and disbursements associated with attendance at each meeting.

To be consistent with all other advisory committees, staff recommend that the Committee appoints a Secretary from amongst the members.

The Planning Advisory Committee relies heavily upon hard-copy paper records on file with the Village including such items as Plan 6, Zoning By-law, Official Plan, etc. Staff anticipate that these documents can be scanned for sharing on Zoom or photocopied to provide paper copies for each committee member to reference from home during virtual meetings. However, some of the documents may be challenging to reproduce digitally as some are very large drawings that have not yet been scanned by our external document scanning service yet.

During the recent update of the Village's Official Plan, the Planning Advisory Committee dedicated several committee meetings to review of the Official Plan for a period of months. Given that the Village's Official Plan review is substantively complete, Council may wish to direct the committee to work solely on the Village's Zoning By-law update, which is several years overdue. This would alleviate some immediate challenges associated with virtual document sharing, allow time for staff to issue a call and coordinate with Council the appointment of a new member, and to consult committee members to assemble a list of all required documents for reproduction digitally or in paper copy for the committee's use.

During the time that the committee is reviewing the Zoning By-law, other planning-related applications would continue to rise directly to Council with input from the Village's planning consultant as is currently happening.

Should Council wish to have the Planning Advisory Committee resume meetings using Zoom, it is staff's recommendation that Council direct staff to issue a call for volunteers to fill the vacant seat on the Committee, and to amend the Procedure By-law and the committee's Terms of Reference to allow for this advisory committee to meet via Zoom.

Recreation, Health and Wellness Advisory Committee

The Recreation, Health and Wellness Advisory Committee currently has five members, in accordance with their terms of reference. While 60% have indicated they wish to resume meetings, the other 40% indicated that they do not. For the three members who wish to resume meetings, each chose a different meeting method (by phone, virtually and in person).

While three members indicated they have the equipment and internet connection, the remaining members indicated they either have poor or no internet connection, and very limited data which makes receiving documents, zooming and even correspondence a challenge.

It is staff's recommendation that Council directs staff to prepare amendments to the Procedure By-law and the committee's Terms of Reference to allow for

this advisory committee to meet via Zoom, with the members who do not have the technology required to meet virtually, phoning into the Zoom meeting.

Council Meetings

Council continues to meet in person in the Council Chamber at the Village Office to govern the municipality in accordance with the Procedure By-law. Each Council meeting is being recorded and posted on the Village's website to ensure transparency with the public. LGLDHU guidelines are being followed during Council meetings but some members of Council and Village Staff have indicated that they do not feel comfortable meeting in the confined quarters of the Council Chambers, especially considering the growing risks associated with the variants.

The authority to decide which method of meeting to implement rests with Council and staff can only make recommendations to Council in this regard. However, by meeting virtually using Zoom, staff note that several benefits would be realized. It would allow livestreaming of Council meetings to further improve transparency and facilitate easier communication between Council and external advisors such as the Village's solicitor and external planners. Delegations from the public would be reinstated as, through Zoom, delegations could attend and make presentations to Council.

Similar to the advisory committees, not all members of Council have the required equipment and internet connection to allow them to participate virtually using Zoom or to receive electronic documents. However, these Council members can simply phone into the Zoom meeting and staff will continue to provide printed copies of all required documents to Council in advance of each meeting in accordance with our current practice.

It is staff's recommendation that Council direct staff to prepare draft amendments to the Procedure By-law under the authority of Section 238 of the *Municipal Act, 2001*, as amended, to allow Council to participate electronically through Zoom meetings.

BUDGET/LEGAL IMPLICATIONS:

The budgetary and legal implications associated with the options outlined above are unknown at this time. Costs may include, but not be limited to, additional cleaning and sanitization of municipal facilities, the purchase of virtual platform memberships, and additional planning costs and overtime.

LINKS TO STRATEGIC PLANS:

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

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

Ensuring efficient, effective services and civic engagement: It is of the utmost importance to ensure that the residents and community are engaged in Council and advisory committee meetings so that openness and transparency is accomplished. Council feels strongly that transparency is the forefront of all of their decisions and, with restrictions put in place due to COVID-19, Council invites all feedback through written correspondence at this time.

CONCLUSION:

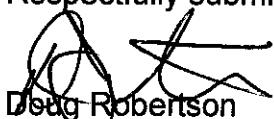
Staff have prepared this report as directed by Council. It is staff's recommendation that Council and advisory committees should meet via virtual means such as Zoom. This will result in a consistent, single platform for all Council and committee meetings.

It is also staff's recommendation that Council give consideration to the need to resume advisory committee meetings on a "per committee" basis as each committee will have its own circumstances and challenges to overcome. For example, some committees may encounter difficulty achieving sufficient member participation to satisfy quorum, in which case meetings cannot proceed.

Staff further recommend amending the Village's Procedure By-law to allow for electronic participation in Council and advisory committee meetings to ensure the safety of Council, advisory committee members, Village staff and the general public. In this way, the Village will be complying with the intent of Provincial legislation and LGLDHU guidelines, and continuing to provide effective local governance while encouraging all residents to ... Stay home. Stay safe. Save lives.

ATTACHMENTS: None.

Respectfully submitted by:



Doug Robertson
CAO/Clerk/Director, Economic Development

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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
Halpenny	Y	N
Molloy	Y	N
Struthers	Y	N

Resolution Number: R - 21

Date: March 8, 2021

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

Be it hereby resolved that: By-law 13-2021, being a by-law to confirm the proceedings of the regular Council meeting of March 8, 2021, be read a first and second time, and that By-law 13-2021 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 13-2021

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 MARCH 8, 2021

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 March 8, 2021 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 March 8, 2021 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 8th day of March 2021.

J. Douglas Struthers, Mayor

Doug Robertson, CAO/Clerk

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VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 21

Date: March 8, 2021

For Clerk's use only, if required:		
Recorded Vote Requested By:		
Cameron	Y	N
Foster	Y	N
Halpenny	Y	N
Molloy	Y	N
Struthers	Y	N

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

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 regular meeting of Council on Monday, March 22, 2021 at 2:00 p.m. or until the call of the Mayor subject to need.

Carried / Defeated

J. Douglas Struthers, Mayor