



VILLAGE OF MERRICKVILLE-WOLFORD
Agenda for Council
Council Chambers

Council Meeting 5:30 p.m.

Monday, June 25, 2018

1. **Call to Order**
2. **Disclosure of Pecuniary Interest and the general nature thereof**
3. **Approval of the Agenda**
4. **In-Camera:**
 1. Personal matters about identifiable individuals; and
 2. Receiving of advice subject to solicitor/client privilege.

Note: The regular meeting of Council will resume at 7:00 p.m.

5. **Minutes:** Approval of the Minutes of the regular meeting of June 11, 2018
6. **Public Question Period to Council**
7. **Correspondence:**
8. **Finance:** Report: 2017 Unfunded Capital Project
9. **Planning:** 0.3 m Reserve on Severed Agricultural Lots
Resolution re: Application B-63-18
Resolution re: Transfer of ownership of Health Centre
10. **Interim CAO/Clerk:** CAO-04-18: Adopt-a-Bench program
CAO-05-18: Action Item List
CAO-06-18: Delegation of Authority Resolution
Staff Remuneration 2018 Resolution
Letter of resignation of John Regan dated June 11, 2018
By-law 31-2018 re: Client/Engineer Agreement (3rd reading)
11. **By-laws:**
12. **Notices of Motion:**
13. **Public Question Period to Council**
14. **Next meeting of Council:** Monday, July 23, 2018 at 7:00 p.m.
15. **Confirming By-Law:** 33-2018 re: Confirm Proceedings of Council meeting of June 25, 2018
16. **Adjournment.**



VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: June 25, 2018

Moved by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Seconded by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby adopt the agenda of the regular Council meeting of June 25, 2018 as:

___ circulated.

___ amended.

Carried / Defeated

David Nash, Mayor

For Clerk's use only, if required:		
Recorded Vote Requested By:		
Barr	Y	N
Ireland	Y	N
MacInnis	Y	N
Snowdon	Y	N
Suthren	Y	N
Weedmark	Y	N
Nash	Y	N



VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: June 25, 2018

Moved by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Seconded by: Barr Ireland MacInnis Snowdon Suthren Weedmark

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 June 11, 2018 as:

____circulated.

____amended.

Carried / Defeated

David Nash, Mayor

For Clerk's use only, if required.		
Recorded Vote Requested By:		
Barr	Y	N
Ireland	Y	N
MacInnis	Y	N
Snowdon	Y	N
Suthren	Y	N
Weedmark	Y	N
Nash	Y	N

The Corporation of the
Village of Merrickville-Wolford

Minutes

Monday, June 11, 2018

A regular meeting of the Council of the Corporation of the Village of Merrickville-Wolford was held at 5:30 p.m. on Monday, June 11, 2018.

Chaired by:

Mayor David Nash

Members of Council:

Councillor Chuck MacInnis
Councillor Stephen Ireland
Councillor Kim Weedmark
Deputy Mayor Anne Barr
Councillor Vic Suthren
Councillor David Snowdon

Staff in Attendance:

Arie Hoogenboom, Interim CAO/Clerk,
Kirsten Rahm, Treasurer

Disclosure of Pecuniary Interest and the general nature thereof:

None

Approval of Agenda

R-204-18 Moved by Councillor Snowdon, Seconded by Councillor Barr
Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby adopt the agenda of the regular Council meeting of June 11, 2018, as amended.

Carried.

Two items added to the Agenda:

1. Correspondence to Ride for Dad
2. Notice of Motion – Reinstatement of Action Item List

In-Camera

R-205-18

Moved by Councillor Suthren, Seconded by Councillor Snowdon
Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford moves to "In Camera" at 5:45 p.m. in order to address a matter pertaining to: personal matters about an identifiable individual, including municipal or local board employees, and a proposed or pending possible disposal of municipal or local board land.

Carried.

R-206-18

Moved by Councillor Snowdon, Seconded by Councillor Suthren
Be it hereby resolved that: the "In Camera" session rise and report at 6:42 p.m. with staff being given direction, and the regular Council session resume at 7:00 p.m.

Carried.

Minutes:

R-207-18

Moved by Councillor Suthren, Seconded by Councillor MacInnis
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 May 28, 2018 as circulated.

Carried.

Correspondence:

R-208-18 Moved by Councillor Snowdon, Seconded by Councillor MacInnis

Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the correspondence of Veronda Brydges dated May 7, 2018; and

That Council hereby waives the rental fees for the Merrickville Community Centre on July 14th and October 28th, 2018 in support of the Lanark Animal Welfare Society.

Carried.

Mayor Nash noted invitation to Rideau Community Health Services 2018 AGM on Tuesday June 26th 2018 at 5:30pm at the Smiths Falls Community Centre.

Mayor Nash read a letter he sent to the Ride For Dad expressing concerns over the recent event.

Environment:

R-209-18 Moved by Councillor Weedmark, Seconded by Councillor Snowdon

Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive and review the 2017 Annual Wastewater Report prepared by the Ontario Clean Water Agency (OCWA), as amended, for information purposes.

Carried.

R-210-18

Moved by Councillor Suthren, Seconded by Deputy Mayor Barr

Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the re-appointment of Scott Bryce to the Mississippi-Rideau Source Protection Committee as a Municipal Ground Water Representative.

Carried.

R-211-18

Moved by Councillor Snowdon, Seconded by Councillor Weedmark

Be it hereby resolved that: The Council of the Corporation of the Village of Merrickville-Wolford does hereby accept the resignation of Arie Hoogenboom as Interim CAO/Clerk effective June 29, 2018.

Carried.

Mayor:

Mayor Nash noted the recent comments made in the senate by Senator Yvonne Boyer respecting the Village 225 Anniversary. Mayor Nash attended and will pass on the community's appreciation for this national coverage.

By-Laws:

R-212-18

Moved by Councillor Weedmark, Seconded by Councillor MacInnis

Be it hereby resolved that: By-law 32-2018, being a by-law to amend Section 4.6 a) of By-law 30-17, commonly referred to as the Procedural By-law", be read a first and second time, and that By-law 32-2018 be read a third and final time and passed.

Carried.

R-213-18

Moved by Councillor Suthren, Seconded by Councillor Snowdon

Be it resolved that: By-law 31-2018, being a by-law to authorize the execution of the Client/Engineer Agreement for Professional Consulting Services for the purposes of the reconstruction of Drummond, Lewis and St. Patrick Streets, be read a first and second time.

Carried.

Staff directed to get a legal review of the agreement for Professional consulting services.

Notices of Motion:

Councillor Snowden requested that Council revisit the provision of an action items listing for the agenda. CAO to prepare a report.

Public Question Period to Council:

- L. Urquhart expressed concern over staff members speeding in a school zone and requested another speed limit sign on Read Street.
- L. Urquhart expressed concern over rumours in the community. Councillor MacInnis requested issue be discussed further in next closed.
- P. Watson questioned timing of Engineering/Client Contract
- P. Holloway questioned plan to replace current CAO/Clerk
- A. Bridge questioned timing of ongoing workplace investigation.
- T. Gilhen questioned who has control and oversight of the investigation.
- H. Thompson questioned if replacement for interim CAO/Clerk will be temporary.
- M. Burley questioned if the CAO/Clerk is now gone.
- D. Dawson questioned if we are still paying Mr. Regan.

Next Meeting of Council: Monday, June 25, 2018 at 7:00 pm

Confirming By-Law: 30-2018

R-214-18 Moved by Councillor Snowdon, Seconded by Councillor Weedmark

Be it hereby resolved that: By-law 30-2018, being a by-law to confirm the proceedings of the Council meeting of June 11, 2018, be read a first and second time, and that By-law 30-2018 be read a third and final time and passed.

Carried.

Adjournment

R-215-18

Moved by Councillor Ireland, Seconded by Councillor Weedmark

Be it hereby resolved that: This regular meeting of the Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at 7:50 p.m. until the next regular meeting of Council on Monday, June 25, 2018 at 7:00 p.m., or until the call of the Mayor subject to need.

Carried.

David Nash, Mayor

Arte Hoogenboom, Interim CAO/Clerk



VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: June 25, 2018

Moved by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Seconded by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report FIN-04-2018 regarding the 2017 unfunded Capital project; and

_____ That Council direct staff to borrow funds from Infrastructure Ontario to fund the 2017 loader that was purchased;

OR

_____ That Council direct staff to use \$103,646 of the 2017 estimated surplus of \$286,000 to fund the 2017 loader.

Carried / Defeated

David Nash, Mayor

For Clerk's use only if required:		
Recorded Vote Requested By:		
Barr	Y	N
Ireland	Y	N
MacInnis	Y	N
Snowdon	Y	N
Suthren	Y	N
Weedmark	Y	N
Nash	Y	N



Village of Merrickville - Wolford

Report FIN-04-2018
Finance Department
Date to Council: June 25, 2018
Action/Information Report to Council

RE: 2017 Unfunded capital project

OBJECTIVE: To provide Council with an overview of the 2017 unfunded capital project.

RECOMMENDATION:

THAT Council receive report FIN-04-2018 regarding the 2017 unfunded capital project; and

THAT Council direct staff to borrow funds from Infrastructure Ontario to fund the 2017 loader that was purchased;

OR

THAT Council direct staff to use \$103,646 of the 2017 estimated surplus of \$286,000 to fund the 2017 loader.

BACKGROUND:

The 2017 capital budget included the purchase of a loader which replaced the 1996 Public Works/Landfill loader. As per the approved budget, this purchase was to be funded from debt. Unfortunately, a loan was not secured, so the loader remains unfunded in the amount of \$103,646. It will be presented in our 2017 Financial Statements as an unfunded capital project.

ANALYSIS:

There are a couple of options available to fund the loader. The Village of Merrickville-Wolford could borrow funds from Infrastructure Ontario, which was the source of funding provided for in the 2017 Capital Budget. This option would include interest charges, which are currently in the range of 3-4%. Assuming an interest rate of 3.5% over a 10 year term, we would incur approximately \$20,000 in interest charges.

The other option is to take the funds from the 2017 surplus, which is estimated to be approximately \$286,000. This would mean a reduction of the amount to be transferred to the Working Funds Reserve, but the Village would not incur interest charges.

BUDGET/LEGAL IMPLICATIONS:

Should Council choose to borrow the funds from Infrastructure Ontario, there would be an increase in budgeted expenses for the term of a loan of approximately \$6200 per year, which includes principal and interest.

INTERDEPARTMENTAL IMPACTS:

Not applicable.

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:

Fiscal Sustainability

CONCLUSION:

Staff recommends funding the loader through the 2017 surplus, to avoid incurring interest charges. This still leaves an estimated surplus of \$182,354 to be transferred to the Working Fund Reserve.

ATTACHMENTS:

Submitted by:



Kirsten Rahm, Treasurer/Manager of Finance

Reviewed by:


Ane Hoogenboom, Interim CAO/Clerk

Established 1793
Incorporated
Wolford 1850
Merrickville 1860
Amalgamated 1998



Telephone (613) 269-4791
Facsimile (613) 269-3065

VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: June 25, 2018

Moved by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Seconded by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Be it hereby resolved that: the Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report CW-051-2018 from the Counties of Leeds and Grenville regarding the 0.3 metre reserve along County Road frontages.

Carried / Defeated

David Nash, Mayor

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Ireland	Y	N
MacInnis	Y	N
Snowdon	Y	N
Suthren	Y	N
Weedmark	Y	N
Nash	Y	N

JUNE 5, 2018

COMMITTEE OF THE WHOLE REPORT

REPORT NO. CW-051-2018

**REQUEST TO REMOVE 0.3M RESERVES ON
FUTURE CONSENT APPLICATIONS**

**ARUP MUKHERJEE, DIRECTOR
PUBLIC WORKS**

RECOMMENDATIONS

THAT the Committee of the Whole recommends that the Counties' Engineer continue to have the authority to impose a 0.3 metre reserve in special circumstances; and

THAT staff be directed to proceed with the removal of the 0.3 metre reserve as a standard condition of consent, if the local municipality is rezoning the subject property to prohibit residential uses.

BACKGROUND

A request was received from the Village of Merrickville-Wolford to remove the imposition of all 0.3 m reserves along County Road frontages for future severance applications. The request was brought forward to the Committee of the Whole meeting on April 3, 2018 (Report No. CW-030-2018) and staff was asked to review the request and report back to the Committee with the rationale for the 0.3 m reserve.

DISCUSSION/ALTERNATIVES

A 0.3 metre reserve is a tool that the Counties can use along County Road frontage to control access onto the County Road. It is a condition that has been imposed infrequently for many years by the Counties' Engineer related to consent applications. The 0.3 metre reserve is not a road widening or expropriation but a temporary deeding of the lands to the Counties. The lands may be returned at a future date to the original owner.

The condition has been most often used when agricultural lands are being severed from a surplus farm dwelling and the Counties wants to ensure that there is no new driveway access to the agricultural land. Farming and movement of farm machinery is not impacted by the reserve. Often when a surplus farm house is severed from agricultural lands, the municipality also rezones the agricultural land to prohibit residential uses.

The Counties also requires an access permit for any new driveways on County Roads. Each proposed driveway is evaluated by the Counties Roads Department by a site visit and safety review which is a further control on County Road access.

Staff is therefore recommending that the reserve condition not be imposed on every agricultural consent along a County Road, if the municipality has imposed a rezoning of the subject lands as a condition of the consent. However, there may be special circumstances such as a safety concern where the Counties' Engineer would still want the reserve tool as an option.

FINANCIAL IMPLICATIONS

Nil.

ATTACHMENTS

Nil.


ARUP MUKHERJEE,
DIRECTOR OF PUBLIC WORKS

30 May 2018

DATE



ANDY BROWN,
CHIEF ADMINISTRATIVE OFFICER

May 30, 2018

DATE

Established 1793
Incorporated
Wolford 1850
Merrickville 1860
Amalgamated 1996



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

VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: June 25, 2018

Moved by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Seconded by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive PAC Resolution R-019-18 regarding application approval for B-63-18.

Carried / Defeated

David Nash, Mayor

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Ireland	Y	N
MacInnis	Y	N
Snowdon	Y	N
Suthren	Y	N
Weedmark	Y	N
Nash	Y	N

Planning Advisory Committee

Resolution Number: R - 019 - 18

2018

Moved by: K. Weedmark C. MacInnis I. Kirk S. Hamill T. Molloy R. Fournier

Seconded by: K. Weedmark C. MacInnis I. Kirk S. Hamill T. Molloy R. Fournier

Be it hereby resolved that:

The Planning Committee of the Village of Merrickville-Wolford does hereby

*RECOMMEND APPROVAL OF APPLICATION B63-18
SUBMITTED BY GEOFF AND VABRIE TINKER.*

Carried / Defeated


John Ireland, Chair

Planning Advisory Committee

Resolution Number: R - 018 - 18

2018

Moved by: K. Weedmark C. MacInnis I. Kirk S. Hamill T. Molloy R. Fournier

Seconded by: K. Weedmark C. MacInnis I. Kirk S. Hamill T. Molloy R. Fournier

Be it hereby resolved that:

The Planning Committee of the Village of Merrickville-Wolford ~~does hereby~~ *is in support of the proposed transfer of ownership of the Health Centre lands to the Rideau Community Health Services.*

Carried / Defeated


John Ireland, Chair



VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: June 25, 2018

Moved by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Seconded by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive PAC Resolution R-018-18 regarding transfer of ownership of the Health Centre lands to the Rideau Community Health Services; and approve moving forward with this transfer subject to Rideau Community Health Services carrying the associated costs.

Carried / Defeated

David Nash, Mayor

For Clerk's use only, if required:		
Recorded Vote Requested By:		
Barr	Y	N
Ireland	Y	N
MacInnis	Y	N
Snowdon	Y	N
Suthren	Y	N
Weedmark	Y	N
Nash	Y	N



VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: June 25, 2018

Moved by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Seconded by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report CAO-04-2018 regarding the Adopt-A-Bench Program; and

_____ That Council support the Adopt-A-Bench program as initiated by the Chamber of Commerce and approve the arrangements noted in this report and the deed of gift.

Carried / Defeated

David Nash, Mayor

For Clerk's use only, if required:		
Recorded Vote Requested By:		
Barr	Y	N
Ireland	Y	N
MacInnis	Y	N
Snowdon	Y	N
Suthren	Y	N
Weedmark	Y	N
Nash	Y	N



Village of Merrickville - Wolford

Report CAO-04-2018
of the CAO's Department
Report to Council: June 25, 2018

RE: Adopt-A-Bench Program

OBJECTIVE:

To provide Council and the public with an update on the Adopt-A-Bench program.

RECOMMENDATION:

That Council receive report CAO-04-2018 regarding the Adopt-A-Bench Program; and That Council support the Adopt-A-Bench Program as initiated by the Chamber of Commerce and approve the arrangements noted in this report and the deed of gift.

BACKGROUND:

Last year the Chamber of Commerce approached the Village with the idea of developing an Adopt-A-Bench program. They agreed to run the program and the Village through this report is being asked to formulate an understanding and agreement with the Chamber.

Adopt-A-Bench individuals or corporations contribute \$2000 which covers the cost of a bench and a plaque. The Village receives \$500 of this to put towards future maintenance. Benches are of a heritage style and the Village only participates in those going on public property.

ANALYSIS:

Many communities provide a program such as Adopt-A-Bench or Adopt-A-Tree for public property enhancement. This arrangement involves minimum work for the Municipality and clearly sets out any future liability for maintenance. It is an inexpensive way to provide new benches and to partner with the Chamber. Production of the benches and plaque would be done locally. To date, six benches have been placed.

BUDGET/LEGAL IMPLICATIONS:

Any revenue generated by this program is to be set aside for future maintenance.

ATTACHMENTS:

- 1) Email from president of the Chamber of Commerce dated June 14, 2018
- 2) Photo of constructed bench

Date of Meeting: June 25, 2018

Page 1 of 2

Page 1 of 2

Arie Hoogenboom

From: Karl Feige <info@alloyfoundry.com>
Sent: June-14-18 11:46 AM
To: Arie Hoogenboom
Subject: Fwd: Adopt-a-Bench

Good Morning Arie,

I am pleased to provide you with this background of the Merrickville Chamber's Adopt-a-Bench program.

The Merrickville Chamber has long had an interest in the streetscape of the Village and last year approached the Village Office with the idea of developing an Adopt-a-Bench program. Such programs are very popular and very profitable for municipalities. The need for benches was alluded to when the Community in Blooms Judges noted with displeasure the row of plastic chairs on St. Lawrence street.

The suggestion of an Adopt-a-Bench program was well received by the Village Office, however it felt it did not have the resources to run such a program. The Chamber subsequently offered to run the program if the Village would be a willing participant. The Village agreed and details of the program started to take shape.

- The Merrickville Adopt-a-Bench program is to be a Chamber project with active participation of the Village of Merrickville.

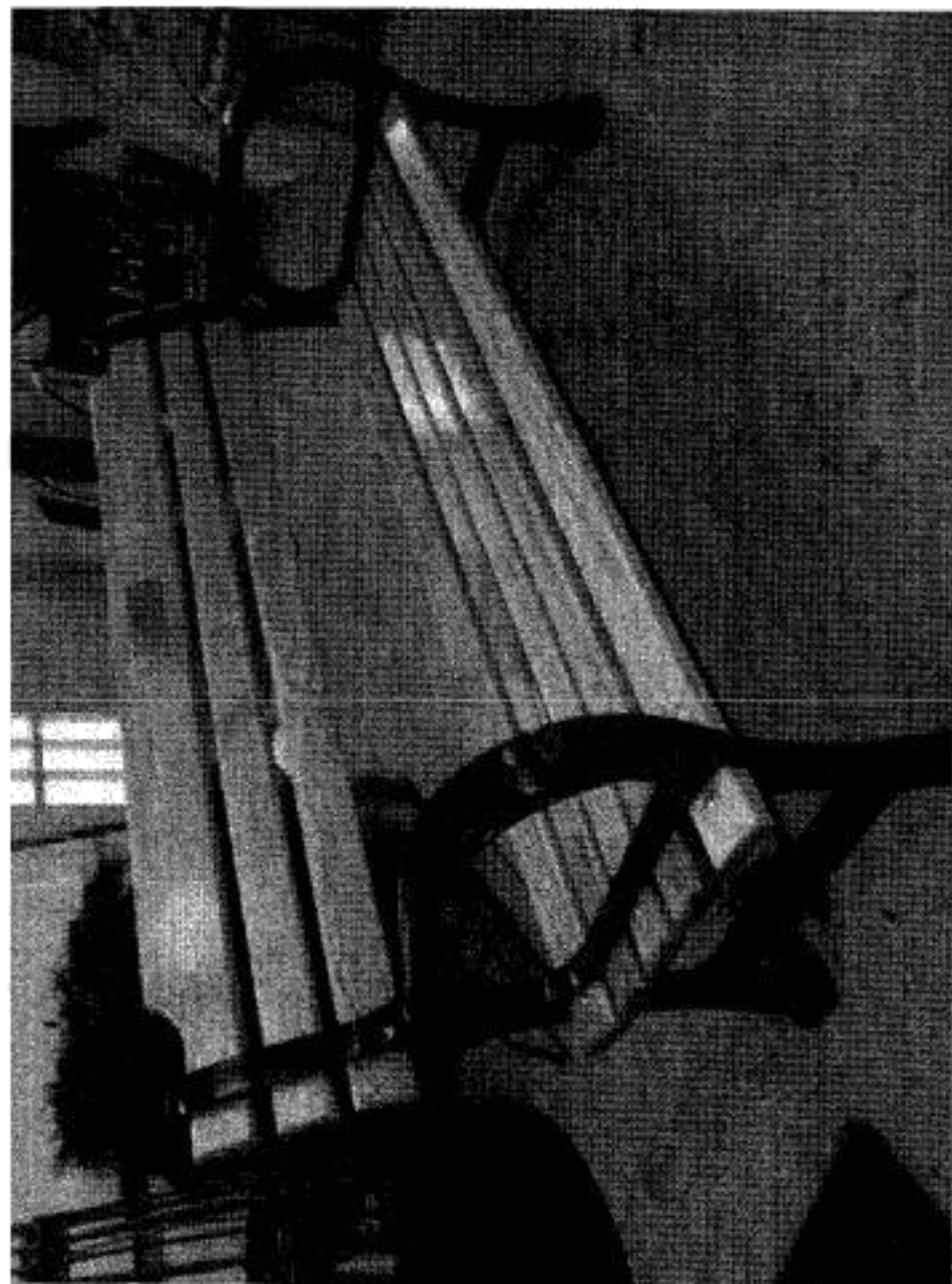
- The Village will only accept benches that are slated to go on Village land (public land). No Village benches will go on private land. The Village will try to accommodate adopters' bench location requests. If the Village already has a bench in that location and it is not dedicated, it will allow the bench to be adopted. The Village would receive the \$2,000 adoption fee, less the cost of a plaque and any related labour. The Village will of course still retain possession of the bench. In all cases the Village will look after each bench and keep the plaque in place.

- Benches that might go on private land, such as areas in front of stores on St Lawrence street, would be left to the Chamber to make individual arrangements. Adoption fees would be the same.

- The Chamber will promote the program, set standards, and pricing.
- Benches are to be cast iron or aluminum with wooden slats and are to reflect a look in keeping with the historic nature of the Village.
- Each adopted bench will include a stainless steel dedication plaque (5.5" x 2") that will be recessed into one of the bench slats. It will also identify, in small print, the owner of the bench.
- The current cost of adoption is \$2,000. If the bench is to go on Village property, the Village would be gifted with the bench and receive up to \$500 for the upkeep of the bench. The adopter would also receive a certificate signed by the mayor.
- In its short life the Adopt-a-Bench program has been well received. About six benches have been placed for adoption and the plastic chairs are all gone. The first bench was placed in the beach area late last year. A bench in honour of Brenda Carter is to go in the bird sanctuary. A third bench near the library is in the works. It is interesting that these benches are not in the Village centre.
- In setting up the Adopt-a-Bench program the Chamber was helped by the program coordinators of the Central Park program in New York City. (The cost of adoption there is \$10,000 U.S. and \$3,500 in Ottawa.) They were most helpful and we adopted much of their program.

If I can supply you with any further information please do not hesitate to call.

Karl Feige
Merrickville Chamber
(613) 430-4455 (c)





Adopt-a-Bench



SAMPLE
PLAQUE

This deed of gift to the Village of Merrickville-Wolford announces the adoption of a dedication park bench through the Merrickville Chamber of Commerce "Adopt-a-Bench" program.

This donation is made by _____ and family.

The bench will be placed on Village property and the Village will provide future care and maintenance as determined by the Municipality. The dedication plaque will remain an integral part of the bench and will not be removed.

The Corporation of the Village of Merrickville-Wolford reserves the right to restore, repair or replace due to theft, vandalism or end of life of the bench solely at its discretion.

This bench will be located in the Merrickville beach area.

Donor: _____ Date: _____

Village of Merrickville-Wolford: _____ Date: _____
David Nash - Mayor

Merrickville Chamber: _____ Date: _____
Karl Feige - President



Village of Merrickville - Wolford

Report CAO-05-2018
of the CAO's Department
Report to Council: June 25, 2018

RE: Notice of Motion Respecting Action Item List

OBJECTIVE:

To provide Council and the public with an update on the motion of respecting action item list.

RECOMMENDATION:

That Council receive and adopt report CAO-05-2018, from Interim CAO/Clerk, Arie Hoogenboom, respecting the addition of an action item list to the agenda.

BACKGROUND:

In 2016 upon my initial arrival as Interim CAO/Clerk, the Municipality had an extensive listing of items requiring follow-up by the CAO and/or other staff. This list was brought forward every two weeks and commented on or questioned by Council members. Council members regularly added items to the list. The list became a point of irritation to myself and staff as we were continually understaffed. Council agreed at that time to leave the follow-up of action items to the CAO.

ANALYSIS:

It is my advice that Council continue to raise issues/concerns/action items with the CAO and trust that the CAO will do all necessary follow-up. Council has one employee, the CAO/Clerk and Council needs to hold that person accountable for all and any direction given by Council collectively. When individual councilors have operational issues, they should first bring them to the attention of the CAO/Clerk and allow him/her to resolve the issue. The CAO/Clerk should then determine if the issue requires Council discussion/approval to move forward with a solution. This may involve a report to Council, a policy change or a revision to the budget. This is the ideal role for a council and the day-to-day management should be left to the CAO/Clerk. As such, I feel a formal action item list would be counter-productive to any new CAO/Clerk and their relationship with Council.

BUDGET/LEGAL IMPLICATIONS:

While there would be no direct costs to adding an action list to the agenda, it will involve expanding the meeting time and additional workload for the CAO. The procedural by-law would need to be amended.

Submitted by:



Arie Hoojenboom,
Interim CAO/Clerk



VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: June 25, 2018

Moved by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Seconded by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report CAO-05-2018 regarding the Notice of Motion Respecting Action Item List, and that no further action be taken to add an Action Item list to the agenda at this time.

Carried / Defeated

David Nash, Mayor

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Ireland	Y	N
MacInnis	Y	N
Snowdon	Y	N
Suthren	Y	N
Weedmark	Y	N
Nash	Y	N



VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: June 25, 2018

Moved by: Barr Ireland Macinnis Snowdon Suthren Weedmark

Seconded by: Barr Ireland Macinnis Snowdon Suthren Weedmark

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby apply a 1.5% inflationary increase to the salary grid effective January 1, 2018 for employees on the payroll as of June 25, 2018; and further that the salary range for the CAO/Clerk position be set at \$93,215 - \$113,410.

Carried / Defeated

David Nash, Mayor

For Clerk's use only, if required.

Recorded Vote Requested By:

Barr	Y	N
Ireland	Y	N
Macinnis	Y	N
Snowdon	Y	N
Suthren	Y	N
Weedmark	Y	N
Nash	Y	N



VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: June 25, 2018

Moved by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Seconded by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby accept the resignation of John Regan as the CAO/Clerk effective May 21, 2018.

Carried / Defeated

David Nash, Mayor

For Clerk's use only, if required

Recorded Vote Requested By:


Barr	Y	N
Ireland	Y	N
MacInnis	Y	N
Snowdon	Y	N
Suthren	Y	N
Weedmark	Y	N
Nash	Y	N

June 11, 2018

TO WHOM IT MAY CONCERN:

I, John Regan, resign from my employment and Chief Administrative Officer/Clerk position at the Village of Merrickville-Wolford effective May 21, 2018.

Sincerely,


John Regan



VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: June 25, 2018

Moved by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Seconded by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Be it hereby resolved that: By-law 31-2018, being a by-law to authorize the execution of the Client/Engineer Agreement for Professional Consulting Services, be read a third and final time and passed this 25th day of June 2018.

Carried / Defeated

David Nash, Mayor

For Clerk's use only if required:

Recorded Vote Requested By:

Barr	Y	N
Ireland	Y	N
MacInnis	Y	N
Snowdon	Y	N
Suthren	Y	N
Weedmark	Y	N
Nash	Y	N

CORPORATION OF THE VILLAGE OF MERRICKVILLE - WOLFORD

BY-LAW NO. 31-2018

BEING a By-Law to authorize the execution of the Client/Engineer Agreement for Professional Consulting Services between the Corporation of the Village of Merrickville-Wolford and JP2G Consultants Inc. for the purposes of the reconstruction of Drummond, Lewis and St. Patrick Streets including water, sewer and road infrastructure

WHEREAS section 9(3) of the Municipal Act, 2001, as amended, does authorize that the council of a local municipality may pass by-laws as part of its general municipal powers

WHEREAS the Council of the Corporation of the Village of Merrickville - Wolford does deem it appropriate to execute the Agreement attached hereto as Schedule "A" to this by-law

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

- 1) The Mayor and the Clerk and/or their designates on behalf of the Corporation of the Village of Merrickville - Wolford are hereby authorized to sign and execute the Client/Engineer Agreement for Professional Consulting Services as attached to this by-law as Schedule "A".

READ a first and second time this 11th day of June, 2018

READ a third and final time and passed this 25th day of June, 2018

David Nash, Mayor

Arie Hoogenboom,
Interim CAO/Clerk

VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: June 25, 2018

Moved by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Seconded by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Be it hereby resolved that: By-law 33-2018, being a by-law to confirm the proceedings of the Council meeting of June 11, 2018, be read a first and second time, and that By-law 33-2018 be read a third and final time and passed.

Carried / Defeated

David Nash, Mayor

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Ireland	Y	N
MacInnis	Y	N
Snowdon	Y	N
Suthren	Y	N
Weedmark	Y	N
Nash	Y	N

THE CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD

BY-LAW 33-2018

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 JUNE 25, 2018

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 expedient 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 June 25, 2018 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 June 25, 2018 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 25th day of June, 2018.

David Nash, Mayor

Arie Hoogenboom,
Interim CAO/Clerk



VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: June 25, 2018

Moved by: Barr Ireland MacInnis Snowdon Suthren Weedmark
Seconded by: Barr Ireland MacInnis Snowdon Suthren Weedmark

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, July 23, 2018 at 7:00 p.m., or until the call of the Mayor subject to need.

Carried / Defeated

David Nash, Mayor

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Ireland	Y	N
MacInnis	Y	N
Snowdon	Y	N
Suthren	Y	N
Weedmark	Y	N
Nash	Y	N