

**VILLAGE OF MERRICKVILLE-WOLFORD**  
**Agenda for Council**  
**Council Chambers**

Special Council Meeting 3:00 p.m.

Public Meeting 5:00 p.m.

Council Meeting 7:00 p.m.

Monday, July 23, 2018

1. **Call to Order**
2. **Disclosure of Pecuniary Interest and the general nature thereof**
3. **Approval of the Agenda**
4. **In-Camera:**
  1. Approval of the Minutes of the Special Council Meetings on July 6, 10 & 16, 2018
  2. Personal matters about identifiable individuals; and
  3. Proposed or pending possible disposal of municipal land.
  4. A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the Municipality or local board.
5. **Public Meeting:** Zoning By-Law amendments (3)

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

6. **Minutes:** Approval of the Minutes of the regular meeting of June 25, 2018
7. **Public Question Period to Council**
8. **Delegations:** 2017 Financial Statements – Auditor's Report
9. **Correspondence:** Letter from Nadine Wilson dated June 24, 2018; and  
A letter from Tammy Best dated June 23, 2018; and  
Response from A. Hoogenboom dated June 29, 2018.  
Merrickville Drinking Water Systems 2018-2019.  
PAC R-023-18, and report CBO-05-2018  
Rural Industrial – Exception (M2-2)  
Rural – Exception (RU-7)  
General Commercial – Exception (C1-5)  
Medical Centre Update (Verbal)
10. **Planning:** By-Law 24-10, Sign By-Law Exemption
11. **By-Law:**

By-Law 24-10, Sign By-Law Variance  
By-Law 36-2018, By-Law to Delegate Authority

**12. CAO:**

**13. Notices of Motion:**

**14. Public Question Period to Council**

**15. Next meeting of Council:** Monday, August 27, 2018 at 7:00 p.m.

**16. Confirming By-Law:** 37-2018 re: Confirm Proceedings of Council meeting of July 23, 2018

**17. Adjournment.**

Established 1793  
Incorporated  
Wolford 1850  
Merrickville 1860  
Amalgamated 1998



## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: July 23, 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 July 23, 2018 as:

\_\_\_ circulated.

\_\_\_ amended.

Carried / Defeated

David Nash, Mayor

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

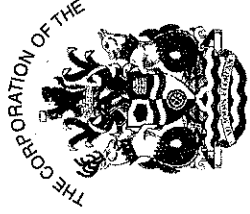
For Clerk's use only, if required:

### 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

317 Brock Street West, P.O. Box 340, Merrickville, Ontario K0G 1N0  
[www.merrickville-wolford.ca](http://www.merrickville-wolford.ca) [reception@merrickville-wolford.ca](mailto:reception@merrickville-wolford.ca)



Resolution Number: R- **VILLAGE OF MERRICKVILLE-WOLFORD**

Date: July 23, 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 moves to "In Camera" at PM in order to address a matter pertaining to:

- security of the property of the municipality or local board,
- personal matters about an identifiable individual, including municipal or local board employees,
- a proposed or pending acquisition of land for municipal or local board purposes,
- a proposed or pending possible disposal of municipal or local board land, labour relations or employee negotiations
- litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board,
- receiving of advice that is subject to solicitor/client privilege, including communications necessary for that purpose,
- A matter in respect of which a Council, board or local committee or other body may hold a closed meeting under another Act. 2001 c.25, s.239 (2)
- the subject matter relates to the consideration of a request under the *Municipal Freedom of Information and Protection of Privacy Act* if the council, board or commission or other body is the head of an institution for the purposes of that Act. 2001 c. 25, s. 239(3)
- The meeting is held for the purpose of educating or training the members and is generally regarding .2001 c.25 s. 239(4); 2006 c. 32, Sched. A, s. 103(2) and where no member discusses or deals with any matter in a way that materially advances the business or decision making of the council, local board or committee. 2006 c. 32, Sched A, s. 103(1)
- A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on by or on behalf of the municipality or local board.

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

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## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: July 23, 2018

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

**Be it hereby resolved that:**

the "In Camera" session rise and report at \_\_\_\_\_ with staff being given direction; and that the Public zoning meeting begin at 5:00 p.m., and the regular Council session resume at 7:00 p.m.

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

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## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: July 23, 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 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

The Corporation of the  
Village of Merrickville-Wolford

Minutes

Monday, June 25, 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 25, 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  
Randy Wilkinson, CBO

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

**Approval of Agenda**

**R-216-18** Moved by Councillor Snowdon, Seconded by Councillor Suthren  
**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 amended, and agrees to hold a short notice meeting due to staff shortages.

Carried.

One item added to the Agenda:

1. Status of Grader

**In-Camera**

**R-217-18**

Moved by Councillor Ireland, Seconded by Deputy Mayor Barr  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford moves to "In Camera" at 5:40 p.m. in order to address a matter pertaining to: personal matters about an identifiable individual, including municipal or local board employees, and receiving of advice that is subject to solicitor/client privilege, including communications necessary for that purpose.

Carried.

**R-218-18**

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 approve the Minutes of the special In-Camera Council meeting of June 11, 2018 as circulated.

Carried.

**R-219-18**

Moved by Councillor Snowdon, Seconded by Councillor Weedmark  
**Be it hereby resolved that:** the "In-Camera" session rise and report at 6:59 p.m. with staff being given direction, and the regular Council session resume at 7:00 p.m.

Carried

**Minutes:  
R-220-18**

Moved by Councillor Suthren, Seconded by Councillor 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.

Carried.

**Finance:  
R-221-18**

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 receive report FIN-04-2018 regarding the 2017 unfunded Capital project; and  
**That** Council direct staff to use \$103,646 of the 2017 estimated surplus of \$286,000 to fund the 2017 loader.

Carried.

**Planning:  
R-222-18**

Moved by Councillor Weedmark, Seconded by Councillor MacInnis  
**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.

**R-223-18**

Moved by Councillor Weedmark, Seconded by Councillor MacInnis  
**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.

**R-224-18**

Moved by Deputy Mayor Barr, Seconded by Councillor MacInnis  
**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.

**Interim CAO/Clerk:**

**R-225-18**

Moved by Councillor Snowdon, Seconded by Councillor Suthren  
**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.

**R-226-18**

Moved by Councillor MacInnis, Seconded by Deputy Mayor Barr  
**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 an action item list be added to the agenda.

Carried.



**R-227-18**

Moved by Councillor Snowdon, Seconded by Councillor Ireland  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report CAO-06-2018 from the Interim CAO/Clerk/Treasurer, Arie Hoogenboom, respecting Lame Duck period provisions; and THAT Council adopt report CAO-06-2018 respecting Lame Duck period and direct the CAO/Clerk to prepare a by-law prior to July 27<sup>th</sup>, 2018 delegating authority to the CAO from July 27<sup>th</sup> to December 3<sup>rd</sup>, 2018 as per provincial legislation.

Carried.

**R-228-18**

Moved by Councillor Suthren, Seconded by Councillor Snowdon  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford 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.

**R-229-18**

Moved by Councillor MacInnis, 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 John Regan as the CAO/Clerk effective May 21, 2018.

Carried.

Council discussed the status of the grader as an item of new business and directed staff to do a cost benefit analysis respecting the retention of the grader vs. contracting out.

**By-Laws:  
R-230-18**

Moved by Councillor Ireland, Seconded by Deputy Mayor Barr  
**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, be read a third and final time and passed this 25<sup>th</sup> day of June 2018.

Carried.

**Notices of Motion: NIL**

**Public Question Period to Council:**

- T. Hamway Questioned the final costs for the workplace investigations.
- I. Wood questioned issues around the workplace investigations.
- M. Burley questioned issues around the workplace investigations.
- C. Loomis questioned the process/timing for filling the CAO/Clerk position.
- A. Bridge questioned issues around workplace investigation.
- T. Hamway questioned the timing for refilling the CAO/Clerk position.
- P. Watson questioned if the new CAO/Clerk contract would be public information.

**Next Meeting of Council:** Monday, July 23, 2018 at 7:00 pm

**Confirming By-Law: 30-2018**

**R-231-18** Moved by Councillor Snowdon, Seconded by Councillor Suthren

**Be it hereby resolved that:** By-law 33-2018, being a by-law to confirm the proceedings of the Council meeting of June 25, 2018, be read a first and second time, and that By-law 33-2018 be read a third and final time and passed.  
Carried.

**Adjournment  
R-232-18**

Moved by Councillor Snowdon, 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 9:02 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.

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David Nash, Mayor

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Arie Hoogenboom, Interim CAO/Clerk

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## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: July 23, 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 the delegation of the 2017 Financial Statements.

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

**DRAFT FOR REVIEW PURPOSES ONLY**

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

**FINANCIAL STATEMENTS**

**December 31, 2017**

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**DRAFT FOR REVIEW PURPOSES ONLY**

**INDEPENDENT AUDITORS' REPORT**

To the Members of Council, Inhabitants and Ratepayers of the Corporation of the Village of Merrickville-Wolford

We have audited the financial statements of the Corporation of the Village of Merrickville-Wolford, which comprise the statement of financial position as at December 31, 2017, and the statements of financial activities, change in net financial liabilities and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

*Administration's Responsibility for the Financial Statements*

Administration is responsible for the preparation and fair presentation of these financial statements in accordance with public sector accounting standards and for such internal control as administration determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

*Auditors' Responsibility*

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditors consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of the accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

*Opinion*

In our opinion, these financial statements present fairly, in all material respects, the financial position of the Corporation of the Village of Merrickville-Wolford as at December 31, 2017, and the results of its operations, changes in net debt and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

*Other Matter*

The financial statements of the Corporation of the Village of Merrickville-Wolford for the year ended December 31, 2016 were audited by CKDM LLP of Cornwall, Ontario, prior to its merger with MNP LLP. CKDM LLP Expressed an unmodified opinion on those statements dated May 8, 2017.

July 23, 2018  
Cornwall, Ontario

**Chartered Professional Accountants**  
Licensed Public Accountants



**Best Employer**  
2017  
GOLD COUNDA

**ACCOUNTING > CONSULTING > TAX**  
709 COTTON MILL STREET, CORNWALL ON, K6H 7K7  
T: 613.932.3610 F: 613.938.3215 MNP.ca

**CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD**  
**STATEMENT OF FINANCIAL POSITION**

As at December 31, 2017

	2017	2016
<b>NET FINANCIAL LIABILITIES</b>		
<b>Assets</b>		
Cash	\$ 1,265,394	\$ 1,479,237
Taxes receivable	984,635	1,020,254
Accounts receivable	559,666	561,103
	<b>2,809,695</b>	<b>3,060,594</b>
<b>Liabilities</b>		
Accounts payable	869,696	1,111,637
Deferred revenue - obligatory reserve funds (Note 2)	163,125	212,505
Municipal debt (Note 3)	4,766,965	5,004,813
Capital leases (Note 4)	197,945	276,181
Accrued landfill closure and post closure costs (Note 5)	904,905	863,509
	<b>6,902,636</b>	<b>7,468,645</b>
<b>Net Financial Liabilities</b>	<b>(4,092,941)</b>	<b>(4,408,051)</b>
<b>NON-FINANCIAL ASSETS</b>		
Tangible capital assets	15,665,441	15,750,613
Inventory	46,549	47,670
Prepaid expenses	7,880	6,608
	<b>15,719,870</b>	<b>15,804,891</b>
<b>Accumulated Surplus</b>	<b>11,626,929</b>	<b>\$ 11,396,840</b>

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See Accompanying Notes

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

**STATEMENT OF FINANCIAL ACTIVITIES**

For the year ended December 31, 2017

	BUDGET 2017 (Unaudited)	ACTUAL 2017	ACTUAL 2016
<b>REVENUES</b>			
Taxation (Note 1(a)(iii))	\$ 3,010,303	\$ 3,054,611	\$ 2,906,526
Fees and service charges	1,415,709	1,434,208	1,269,136
Grants	354,316	352,507	32,825
Investment income	149,900	182,786	172,507
Other	6,950	12,076	20,752
	4,937,178	5,036,188	4,401,746
<b>EXPENSES</b>			
General government	865,444	888,710	914,513
Protection to persons and property	869,978	853,448	1,037,925
Transportation services	1,219,958	1,257,080	1,236,916
Environmental services	1,554,886	1,437,267	1,845,081
Recreation and cultural services	335,370	308,266	355,496
Planning and development	169,076	216,531	161,151
	5,014,712	4,961,302	5,551,082
<b>OTHER REVENUE RELATED TO CAPITAL</b>			
Deferred revenue earned (Note 2)	259,000	139,000	292,125
Grants	-	-	399,271
Gain on disposal of tangible capital assets	-	16,203	-
	259,000	155,203	691,396
<b>SURPLUS (DEFICIT) FOR THE YEAR</b>	181,466	230,089	(457,940)
<b>ACCUMULATED SURPLUS, beginning of year</b>	11,396,840	11,396,840	11,854,780
<b>ACCUMULATED SURPLUS, end of year</b>	\$ 11,578,306	\$ 11,626,929	\$ 11,396,840

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See Accompanying Notes



**CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD**  
**STATEMENT OF CHANGE IN NET FINANCIAL LIABILITIES**

For the year ended December 31, 2017

	BUDGET 2017 (Unaudited)	ACTUAL 2017	ACTUAL 2016
Surplus (deficit) for the year	\$ 181,466	\$ 230,089	\$ (457,940)
Amortization of tangible assets	741,470	803,325	750,973
Acquisition of tangible capital assets	(780,500)	(720,950)	(896,803)
Proceeds on sale of tangible capital assets	-	19,000	-
Gain on sale of tangible capital assets	-	(16,203)	-
Change in inventory	-	1,121	(227)
Change in prepaid expenses	-	(1,272)	(262)
Decrease (increase) in net financial liabilities	142,436	315,110	(604,259)
Net financial liabilities, beginning of year	(4,408,051)	(4,408,051)	(3,803,792)
Net financial liabilities, end of year	\$ (4,265,615)	\$ (4,092,941)	\$ (4,408,051)

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See Accompanying Notes

**CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD**  
**STATEMENT OF CASH FLOWS**

For the year ended December 31, 2017

	2017	2016
<b>CASH FROM OPERATING ACTIVITIES</b>		
Surplus (deficit) for the year	\$ 230,089	\$ (457,940)
Items not affecting cash		
Amortization expense	803,325	750,973
Gain on disposal of tangible capital assets	(16,203)	-
Changes in non-cash working capital balances		
Taxes receivable	35,619	(39,097)
Accounts receivable	1,437	212,355
Prepaid expenses	(1,272)	(263)
Accounts payable	(241,941)	353,083
Inventory	1,121	(227)
Deferred revenue - obligatory reserve funds	(49,380)	(189,903)
Landfill closure and post closure costs	41,396	40,552
	<b>804,191</b>	<b>669,533</b>
<b>CASH (USED IN) FROM FINANCING ACTIVITIES</b>		
Repayment of municipal debt	(237,848)	(254,012)
Proceeds from the issue of municipal debt	-	658,091
	<b>(237,848)</b>	<b>404,079</b>
<b>CASH USED IN CAPITAL ACTIVITIES</b>		
Proceeds on disposal of capital assets	19,000	-
Acquisition of tangible capital assets	(720,950)	(896,803)
Decrease in capital leases	(78,236)	(75,361)
	<b>(780,186)</b>	<b>(972,164)</b>
<b>(DECREASE) INCREASE IN CASH AND EQUIVALENT</b>	<b>(213,843)</b>	<b>101,448</b>
<b>CASH AND EQUIVALENT, beginning of year</b>	<b>1,479,237</b>	<b>1,377,789</b>
<b>CASH AND EQUIVALENT, end of year</b>	<b>\$ 1,265,394</b>	<b>\$ 1,479,237</b>
<b>REPRESENTED BY :</b>		
Cash	\$ 1,265,394	\$ 1,479,237

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See Accompanying Notes

**CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD**  
**SCHEDULE OF TANGIBLE CAPITAL ASSETS**

For the year ended December 31, 2017

Cost	Land and Improvements		Buildings	Vehicles	Equipment	Plants and Facilities	Roads	Bridges	2017	2016
Balance, beginning of year	\$ 437,759	\$ 2,584,064	\$ 1,966,965	\$ 1,637,565	\$ 12,058,961	\$ 2,709,257	\$ 975,206	\$ 22,390,877	\$ 21,591,258	\$ 896,803
Additions during the year	-	80,519	279,034	161,902	-	199,495	-	720,950	720,950	-
Disposals during the year	-	-	126,876	27,972	-	-	-	154,388	154,388	97,184
Balance, end of year	437,759	2,664,583	2,119,123	1,771,495	12,058,961	2,908,752	975,206	22,956,979	22,390,877	896,803
<b>Accumulated Amortization</b>										
Balance, beginning of year	17,551	571,600	1,169,680	1,151,532	2,480,842	554,766	694,288	6,640,264	5,986,475	750,973
Amortization during the year	4,388	72,644	449,128	155,048	301,452	97,875	22,780	803,325	803,325	97,184
Amortization on disposals	-	-	126,876	25,175	-	-	-	152,051	152,051	97,184
Balance, end of year	21,939	644,259	1,591,932	1,281,405	2,782,294	652,641	717,068	7,291,538	6,640,264	841,673
<b>Net book value</b>	\$ 437,820	\$ 2,020,324	\$ 927,191	\$ 890,090	\$ 9,275,767	\$ 2,256,111	\$ 258,138	\$ 15,665,441	\$ 15,750,613	\$ 55,130

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See Accompanying Notes  
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**CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD**  
**SCHEDULE OF ACCUMULATED SURPLUS**

For the year ended December 31, 2017

	2017	2016
<b>Surpluses (deficits)</b>		
Operating surplus (Note 9)	-	-
Water and sewer deficit	(45,078)	-
Library surplus	17,326	8,147
Capital surplus - fire	-	140,687
Unfinanced capital outlay	(103,646)	-
Capital surplus - water and sewer	63,455	63,455
Unfunded liabilities to be recovered from future revenues		
Accrued landfill closure and post-closure	(904,905)	(863,509)
<b>Total (deficits) surpluses</b>	<b>(972,848)</b>	<b>(651,220)</b>
<b>Reserves</b>		
<b>Reserves set aside for specific purposes by Council:</b>		
Working capital	908,078	638,722
Self insurance	110,000	85,000
Capital	119,492	132,642
Capital contingency	85,179	85,179
Museum	2,884	2,884
Landfill	185,000	170,000
Vehicle replacement	274,944	275,489
Environment	8,690	8,690
Hospital	45,000	45,000
Election	18,000	15,000
Recreation	26,875	800
Library	79,051	79,051
<b>Total reserves</b>	<b>1,863,193</b>	<b>1,538,457</b>
<b>Equity in tangible capital assets</b>		
Invested in tangible capital assets	15,665,441	15,750,613
Less: related debt	4,928,857	5,241,010
<b>Total equity in tangible capital assets</b>	<b>10,736,584</b>	<b>10,509,603</b>
<b>ACCUMULATED SURPLUS</b>	<b>\$ (11,606,929)</b>	<b>\$ 11,396,840</b>

See Accompanying Notes

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

**SCHEDULE OF CHANGE IN ACCUMULATED SURPLUS**

For the year ended December 31, 2017

	Surpluses (Deficits)	Reserves	Equity in Tangible Capital Assets	2017	2016
<b>Balance, beginning of year</b>	\$ (651,220)	\$ 1,538,457	\$ 10,509,603	\$ 11,396,840	\$ 11,854,780
Surplus (deficit) for the year	1,033,414	-	(803,325)	230,089	(457,940)
Reserve funds used for operations	143,814	(143,814)	-	-	-
Funds transferred to reserves	(468,550)	468,550	-	-	-
Current year funds used for tangible capital assets	(720,950)	-	720,950	-	-
Disposal of tangible capital assets	2,797	-	(2,797)	-	-
Municipal debt repaid	(312,153)	-	312,153	-	-
<b>Change in accumulated surplus</b>	<b>(321,628)</b>	<b>324,736</b>	<b>226,981</b>	<b>230,089</b>	<b>(457,940)</b>
<b>Balance, end of year</b>	<b>\$ (972,848)</b>	<b>\$ 1,863,193</b>	<b>\$ 10,736,584</b>	<b>\$ 11,626,929</b>	<b>\$ 11,396,840</b>

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See Accompanying Notes  
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**CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD**  
**SCHEDULE OF SEGMENTED DISCLOSURE**

For the year ended December 31, 2017

	General Government	Protection Services	Transportation Services	Environmental Services	Water and Sewer Services	Recreation and Cultural Services	Planning and Development	2017	2016
<b>REVENUE</b>									
Taxation	928,835	903,669	1,375,580	225,686	-	222,964	97,877	3,054,611	2,906,526
Fees and service charges	28,343	18,561	11,960	159,843	923,479	64,679	167,343	1,434,208	1,269,136
Grants	53,000	3,057	1,376	-	-	12,774	-	352,507	32,825
Investment income	12,200	51	-	-	-	535	-	182,786	172,507
Other	-	-	-	-	-	12,076	-	12,076	20,752
	834,678	925,338	1,388,916	385,529	923,479	313,028	265,220	5,036,188	4,401,746
<b>EXPENSES</b>									
Wages and benefits	609,553	111,042	344,490	44,633	-	119,766	69,279	1,298,763	1,345,013
Interest on municipal debt	-	14,152	24,495	-	-	-	2,399	188,721	195,830
Materials and services	155,208	131,776	56,778	102,911	408,135	101,654	144,853	1,611,315	2,066,754
Contracted services	-	451,462	-	100,248	302,447	-	-	854,157	895,222
Insurance and financial costs	56,935	12,578	57,319	-	16,635	29,769	-	169,233	226,638
Third party transfers	15,747	20,041	-	-	-	-	-	35,788	70,654
Amortization	51,267	112,397	268,301	-	314,283	57,077	-	803,325	750,973
	888,710	853,448	1,257,080	247,622	1,189,475	308,266	216,531	4,961,302	5,551,084
<b>OTHER REVENUE RELATED TO CAPITAL</b>									
Deferred revenue earned	-	-	139,000	-	-	-	-	139,000	292,125
Grants	-	-	-	-	-	-	-	-	399,271
Gain on disposal of tangible capital assets	-	-	16,203	-	-	-	-	16,203	-
	-	-	155,203	-	-	-	-	155,203	691,396
<b>SURPLUS (DEFICIT) FOR THE YEAR</b>	<b>\$ (54,032)</b>	<b>\$ 71,890</b>	<b>\$ 287,039</b>	<b>\$ 137,737</b>	<b>\$ (265,996)</b>	<b>\$ 4,762</b>	<b>\$ 18,689</b>	<b>\$ 230,089</b>	<b>\$ (457,942)</b>

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See Accompanying Notes  
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# CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2017

### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements are prepared in accordance with Canadian public sector accounting standards and include the following significant accounting policies:

(a) **Basis of consolidation**

- (i) Consolidated entities

These financial statements reflect the assets, liabilities, sources of financing and expenditures of the revenue fund, capital fund and reserves and include the activities of all committees of Council and the following local board:

The Corporation of the Village of Merrickville - Wolford Library Board

All interfund assets and liabilities and sources of financing and expenditures have been eliminated.

These financial statements reflect the investment in any government business enterprises and are consolidated using the modified equity method. Under the modified equity basis, the enterprises accounting principles are not adjusted to conform with those of the Village and intergovernmental transactions and balances are not eliminated.

There are no government business enterprises.

- (ii) Non-consolidated entities

There are no non-consolidated entities.

- (iii) Accounting for United Counties and school board transactions

The taxation, other revenues, expenditures, assets and liabilities with respect to the operations of the school boards, and the United Counties of Leeds and Grenville are not reflected in the municipal fund balances of these financial statements.

(b) **Fund accounting**

Funds within the financial statements consists of the operating fund, capital fund and reserve funds. Transfers between funds are recorded as adjustments to the appropriate fund balance.

(c) **Taxation and related revenue**

Property tax billings are issued by the Village based on assessment rolls prepared by the Municipal Property Assessment Corporation ("MPAC") and collects property tax revenue for municipal purposes, county taxes on behalf of the United Counties of Leeds and Grenville, provincial education taxes on behalf of the Province of Ontario, payment in lieu of taxation, local improvements and other charges. The authority to levy and collect property taxes is established under the *Municipal Act 2001*, the *Assessment Act*, the *Education Act* and other legislation.

Taxation revenue consists of non-exchange transactions and is recognized in the period to which the assessment relates and a reasonable estimate of the amounts can be made. Annual taxation revenue also includes adjustments related to reassessments and appeals to prior years' assessments. The Village is entitled to collect interest and penalties on overdue taxes. These revenues are recorded in the period the interest and penalties are levied.

**CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD**  
**NOTES TO THE FINANCIAL STATEMENTS**

For the year ended December 31, 2017

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(d) Government grants**

Conditional grant revenue is recognized to the extent the conditions imposed on it have been fulfilled. Unconditional grant revenue is recognized when monies are receivable. Grants for the acquisition of tangible capital assets are recognized in the period in which eligible expenditures are made.

**(e) Government transfers**

Government transfers are recognized in the financial statements as revenues in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made.

**(f) Fees and service charges**

Fees and service charges are recognized when the activity is performed or when the services are rendered. Examples include, but are not limited to, water and waste water charges, solid waste tipping fees, licensing fees, permits, and other fees from various recreation programs and facilities.

**(g) Investment income**

Investment income earned on surplus funds is reported as revenue in the period earned. Investment income earned on obligatory funds such as parkland allowances and gas tax funds is added to the associated funds and forms part of the respective deferred revenue, obligatory reserve fund balances.

**(h) Cash**

Cash is defined as cash on hand and cash on deposit.

**(i) Reserves and reserve funds**

Certain amounts, as approved by Council, are set aside in reserves and reserve funds for future operating and capital purposes. Transfers to and from reserves and reserve funds are an adjustment to the respective fund when approved.

**(j) Deferred revenue**

Deferred revenue represents government transfers that have been received for specific purposes, but the respective expenditure has not been incurred to date. These amounts will be recognized as revenue in the year the expenditures are incurred.

**(k) Landfill closure costs**

The estimated costs to close and maintain solid waste landfill sites are based on estimated future expenses in current dollars, adjusted for estimated inflation, and are charged to expense as the landfill site's capacity is used.



**CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD**  
**NOTES TO THE FINANCIAL STATEMENTS**

For the year ended December 31, 2017

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(l) Employee benefits**

Employee benefits include vacation entitlement and sick leave benefits. Vacation and sick leave benefits are accrued in accordance with the Village's policy. The Village accounts for its participation in the Ontario Municipal Employees Retirement System (OMERS), as a defined contribution plan.

**(m) Amounts to be recovered from future revenues**

Amounts to be recovered from future revenues represents the outstanding principal portion of unamortured long-term liabilities for expenditures, accrued interest on long-term liabilities and future employment benefits payable that will be financed through future revenues of the Village and is reported on the Statement of Financial Position.

**(n) Non-financial assets**

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year, and are not intended for sale in the ordinary course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the change in net financial assets for the year.

**(i) Tangible capital assets**

Tangible capital assets are recorded at cost, which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets are amortized on a straight-line basis over their estimated useful lives as follows:

Land improvements	20 to 40 years
Buildings	20 to 50 years
Vehicles	5 to 20 years
Machinery and equipment	4 to 10 years
Water and waste plants and networks underground networks	5 to 90 years
sewage treatment plants	50 to 75 years
water pumping stations and reservoirs	50 to 75 years
flood stations and other infrastructure	50 to 75 years
Transportation	
roads	7 to 50 years
bridges and structures	25 to 75 years

One half of the annual amortization is charged in the year of acquisition and the year of disposal. Assets under construction are not amortized until the asset is available for productive use, at which time they are capitalized.

**CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD**  
**NOTES TO THE FINANCIAL STATEMENTS**

For the year ended December 31, 2017

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(n) Non-financial assets (Continued)**

Active landfills are amortized annually based on the remaining estimated useful life. The estimated costs to close and maintain currently active landfill sites are based on estimated future expenses in current dollars, adjusted for estimated inflation and are charged to expense as the landfill sites capacity is used.

The Village has a capitalization threshold of \$25,000 so that individual tangible capital assets of lesser value are expensed, unless they are pooled because, collectively, they have significant value, or for operational reasons. Examples of pooled assets are desktop computer systems, vehicles, utility poles and defibrillators.

**(ii) Contributions of tangible capital assets**

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt, and that fair value is also recorded as revenue. Similarly, transfers of assets to third parties are recorded as an expense equal to the net book value of the asset as of the date of the transfer.

**(iii) Leases**

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

**(iv) Inventory**

Inventory held for consumption are recorded at the lower of cost or replacement cost.

**(o) Liability for contaminated sites**

A liability for contaminated sites arises when contamination is being introduced into the air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds the maximum acceptable concentrations under an environmental standard. A liability for remediation of contaminated sites is recognized when all of the following criteria are met:

- (i) An environmental standard exists;
- (ii) Contamination exceeds the environmental standard;
- (iii) The Village is directly responsible, or accepts responsibility to remediate the site;
- (iv) The Village expects that future economic benefits will be given up; and
- (v) A reasonable estimate of the amount can be made.

**CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD**  
**NOTES TO THE FINANCIAL STATEMENTS**

For the year ended December 31, 2017

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(o) Liability for contaminated sites (Continued)**

Liabilities are accrued to record the estimated costs related to the management and remediation of contaminated sites. The liability estimate includes costs that are directly attributable to the remediation activities and includes integral post-remediation operation, maintenance and monitoring costs that are a part of the remediation strategy for the contaminated site. The costs that would be included in a liability are:

- Costs directly attributable to remediation activities (for example, payroll and benefits, equipment and facilities, materials, and legal and other professional services); and
- Costs of tangible capital assets acquired as part of remediation activities to the extent they have no other alternative use.

The measurement of a liability is based on estimates and professional judgment. The liability is recorded net of any expected recoveries. The carrying amount of a liability is reviewed at each financial reporting date with any revisions to the amount previously recognized accounted for in the period in which revisions are made.

A contingency is disclosed if all of the above criteria are not met.

**(p) Use of estimates**

The preparation of financial statements in conformity with Canadian public sector accounting standards requires administration to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the current period. These estimates are reviewed periodically and adjustments are made to income as appropriate in the year they become known. Significant items subject to such estimates and assumptions include the estimated useful life of tangible capital assets, the valuation of allowances for doubtful taxes and accounts receivable, the valuation of inventories, and the estimated landfill closure and post closure costs. Actual results could differ from these estimates.

**2. DEFERRED REVENUE - OBLIGATORY RESERVE FUNDS**

A requirement of Canadian public sector accounting standards is that obligatory reserve funds be reported as deferred revenue. This requirement is in place as provincial legislation restricts how these funds may be used and under certain circumstances these funds may possibly be refunded. The balances in the obligatory reserve funds are summarized as follows:

	2017	2016
	Federal Gas Tax	Parkland
Balance, beginning of year	\$ 153,910	\$ 58,595
Grants received	88,183	-
Interest and other	1,229	208
Deferred revenue earned	(139,000)	-
	\$ 214,122	\$ 402,408
	88,183	86,649
	1,457	15,573
	(139,000)	(292,125)
Balance, end of year	\$ 104,322	\$ 58,803
	\$ 163,125	\$ 212,505

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

**NOTES TO THE FINANCIAL STATEMENTS**

For the year ended December 31, 2017

**3. MUNICIPAL DEBT**

(a) The balance of municipal debt reported on the Statement of Financial Position is comprised of the following:

	2017	2016
Bank term loan, 3.65%, repayable in blended monthly payments of \$2,458, due August 2027	\$ 392,485	\$ 406,494
Bank term loan, 3.98%, repayable in blended semi-annual payments of \$100,627, due June 2044	3,277,096	3,345,862
Bank term loan, 2.25%, repayable in blended monthly payments of \$10,115, due November 2021	454,681	564,571
Term loan, 2.88%, repayable in blended semi-annual payments of \$6,542, due October 2024	82,418	92,902
Term loan, 3.33%, repayable in blended semi-annual payments of \$12,055, due December 2036	337,442	350,000
Term loan, 2.59%, repayable in blended semi-annual payments of \$11,700, due December 2026	186,791	205,000
Tile drain loans, 6%, repayable over a ten year period in blended payments ranging between \$1,127 and \$5,204, maturity dates ranging from 2025 to 2026	36,052	39,984
	<b>\$ 4,766,965</b>	<b>\$ 5,004,813</b>

Principal payments assuming the loans are renewed under the same terms and conditions are as follows:

2018	\$ 244,018
2019	254,237
2020	264,896
2021	253,093
2022	148,442
2023 - 2027	781,099
Thereafter	2,821,180
	<b>\$ 4,766,965</b>

**CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD**  
**NOTES TO THE FINANCIAL STATEMENTS**

For the year ended December 31, 2017

**3. MUNICIPAL DEBT (Continued)**

(b) Of the municipal debt reported in (a) of this note, all principal payments are payable from the following sources as follows:

	2018 - 2022	2023 - 2027
General municipal revenues	\$ 758,865	\$ 694,952
Benefiting landowners - tile drains	18,235	17,817
Benefiting landowners	387,586	2,889,510
	<b>\$ 1,164,686</b>	<b>\$ 3,602,279</b>

**4. CAPITAL LEASES**

	2017	2016
Capital lease obligation, equipment, 3.75%, secured by asset, monthly payments of \$3,657, matures September 2020	\$ 114,501	\$ 153,301
Capital lease obligation, equipment, 3.75%, secured by asset, monthly payments of \$3,614, matures December 2019	83,444	122,880
	<b>\$ 197,945</b>	<b>\$ 276,181</b>

Lease payments due in the next four years are as follows:

2018	\$ 81,221
2019	84,319
2020	32,405
	<b>\$ 197,945</b>

**5. ACCRUED LANDFILL CLOSURE AND POST-CLOSURE**

The Village operates a solid waste landfill site. The site has an estimated remaining life of 48 years as the result of an amended provisional certificate of approval from the Ministry of the Environment dated March 2016. The estimate associated with closure and post-closure include costs such as clay, topsoil, hydro seed, site preparation, equipment, ditching, drainage, fencing and post closure monitoring estimated for 10 years. Total closure and post-closure costs are estimated to be \$2,810,000 with \$904,905 (2016 - \$863,509) being accrued at the end of the current fiscal year. These costs are to be recovered from future taxation revenue and reserves.

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

**NOTES TO THE FINANCIAL STATEMENTS**

For the year ended December 31, 2017

**6. AMOUNTS TO BE RECOVERED FROM FUTURE REVENUES**

Amounts to be recovered from future taxation, benefiting landowners and reserves are as follows:

	2017	2016
Municipal debt	\$ 4,766,965	\$ 5,004,813
Accrued landfill closure and post-closure	904,905	863,509
	<b>\$ 5,671,870</b>	<b>\$ 5,868,322</b>

Amounts are to be recovered from the following sources:

General municipal revenues	\$ 5,635,818	\$ 5,828,338
Benefiting landowners	36,052	39,984
	<b>\$ 5,671,870</b>	<b>\$ 5,868,322</b>

**7. OPERATING EXPENDITURES BY OBJECT**

	BUDGET 2017	ACTUAL 2017	ACTUAL 2016
Wages and benefits	\$ 1,337,578	\$ 1,298,763	\$ 1,345,013
Interest on municipal debt	194,287	188,721	195,830
Materials and services	1,597,445	1,611,315	2,066,752
Contracted services	891,036	854,157	895,222
Insurance and other financial costs	190,281	169,233	226,638
Third party transfers	62,615	35,788	70,654
Amortization	741,470	803,325	750,973
	<b>\$ 5,015,712</b>	<b>\$ 4,961,302</b>	<b>\$ 5,551,082</b>

**8. PENSION AGREEMENTS**

The Village is a member of the Ontario Municipal Employees Retirement System (OMERS) which is a multi-employer retirement plan. The plan is a contributory defined benefit plan that specifies the amount of retirement benefit to be received by the employees based on the length of service and rates pay. Employers and employees contribute to the plan. The Village has adopted defined contribution plan accounting principles for this plan as there is insufficient information available to apply defined benefit plan accounting principles. Since any surpluses or deficits are a joint responsibility of all Ontario municipalities and their employees, the Village does not recognize any share of the OMERS pension surplus or deficit in these financial statements.

The employer amount contributed to OMERS for 2017 was \$71,226 (2016 - \$59,371) for current service and is included as an expenditure on the statement of financial activities.

**CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD**  
**NOTES TO THE FINANCIAL STATEMENTS**

For the year ended December 31, 2017

**9. OPERATING SURPLUS**

The operating surplus for the year ending December 31, 2017 was \$305,547 which was transferred to the working capital reserve. The water and sewer deficit of \$45,078 was allocated from the water and sewer deficit and the library board surplus of \$9,181 was allocated to the library surplus.

	BUDGET 2017	ACTUAL 2017	ACTUAL 2016
Surplus (deficit) for the year	\$ 181,466	\$ 230,089	\$ (457,940)
Funds transferred to reserves	(163,000)	(163,003)	(269,128)
Reserve funds used for operations	163,549	143,814	-
Principal payment on long-term debt and capital leases	(176,536)	(312,153)	(319,255)
Proceeds from the issue of long-term debt	-	-	658,091
Change in accrued landfill costs	40,551	41,396	40,552
Acquisition of tangible capital assets	(780,500)	(720,950)	(896,803)
Annual amortization expense	741,470	803,325	750,973
Gain on disposal of tangible capital assets	-	(16,203)	-
Proceeds on disposal of tangible capital assets	-	19,000	-
Change in unfunded capital projects	-	244,335	1,051,732
Operating surplus for the year	7,000	269,650	558,222
Transfer (to) from library surplus	(7,000)	(9,181)	99,398
Transfer from (to) water and sewer deficit	-	45,078	(578,020)
Transfer to working capital reserves	-	(305,547)	(194,840)
	\$ -	\$ -	\$ (115,240)

**10. SEGMENTED INFORMATION**

The Village is responsible for providing a range of services to its citizens. For management reporting purposes the Village's operations and activities are organized and reported by department. The departments are reported by functional area in the body of the financial statements similar to reporting reflected in the Ontario Financial Information Return. These functional areas represent segments for the Village of Merrickville - Wolford and expected disclosure by object has been reflected in the schedule of segmented disclosure.

For each segment separately reported, the segment revenue and expenses represent both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. Therefore, certain allocation methodologies are employed in the preparation of segmented financial information.

The accounting policies used in these segments are consistent with those followed in the preparation of the financial statements as disclosed in Note 1.

A brief description of each segment follows:

- (a) General government

General government includes corporate services and governance of the Village. Administration as a segment includes operating and maintaining municipal owned buildings, human resource management, legal, communications, information systems and technology, support to Council for policy development, by-law development in compliance with the Municipal Act, tax billing and collection responsibilities, financial management reporting, monitoring and overall budget status as well as frontline reception and customer service.

**CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD**  
**NOTES TO THE FINANCIAL STATEMENTS**

For the year ended December 31, 2017

**10. SEGMENTED INFORMATION (Continued)**

**(b) Protective services**

Protection services includes fire protection, conservation authority, protective inspection and control and emergency measures. Fire protection includes inspection, extinguishing and suppression services, emergency medical first response, and preventive education and training programs. Inspection and control includes building inspection, by-law enforcement and dog control services.

**(c) Transportation services**

Transportation services includes administration and operation of traffic and parking services for the Village. In addition, services are provided for the winter and summer road maintenance along with the repair and construction of the municipal roads system including bridges and culverts, as well as operation and maintenance of a fleet of vehicles and equipment for use in providing services to the Village.

**(d) Environmental services**

Environmental services includes waste collection, disposal and recycling services.

**(e) Water and sewer services**

Water and sewer services includes the operation of water and waste water facilities and infrastructure for the collection and distribution of both water and sewer services within the Village.

**(f) Recreation and cultural services**

Recreation and cultural services provides services that contribute to neighbourhood development and sustainability through the provision of recreation and leisure programs and facilities including community halls, libraries, parks, recreation fields, and arenas.

**(g) Planning and development**

Planning and development manages development for business interests, environmental concerns, heritage matters, local neighbourhoods and community development. It also facilitates economic development by providing services for the approval of all land development plans and the application and enforcement of the zoning by-law and official plan.

**11. BUDGET FIGURES**

Budgets established for Capital, Reserves and Reserve Funds are based on a project-oriented basis, the costs of which may be carried out over one or more years.



**CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD  
FIVE YEAR FINANCIAL REVIEW**

For the year ended December 31, 2017

**FINANCIAL ACTIVITIES (000's)**

	2017	2016	2015	2014	2013
<b>Revenues</b>					
Taxation	\$ 3,055	\$ 2,907	\$ 2,800	\$ 2,733	\$ 2,658
Fees and service charges	1,434	1,269	1,169	1,032	1,014
Grants	353	33	363	500	979
Investment income	183	173	162	150	119
Other	12	21	81	-	-
	<b>5,037</b>	<b>4,403</b>	<b>4,575</b>	<b>4,415</b>	<b>4,770</b>
<b>Expenses</b>					
General government	889	915	724	723	789
Protection to persons and property	853	1,038	798	794	783
Transportation services	257	1,237	1,134	1,205	1,161
Environmental	337	1,845	1,372	1,239	1,127
Recreation and cultural services	308	355	402	376	400
Planning and development	237	161	116	74	121
	<b>4,961</b>	<b>5,551</b>	<b>4,546</b>	<b>4,411</b>	<b>4,381</b>

**Other revenue related to capital**

Deferred revenue earned	139	292	-	-	-
Grants	-	399	-	-	-
Gain on disposal of tangible capital assets	16	-	-	-	-
	<b>155</b>	<b>691</b>	<b>-</b>	<b>-</b>	<b>-</b>

<b>Surplus (deficit) for the year</b>	<b>\$ 231</b>	<b>\$ (457)</b>	<b>29</b>	<b>4</b>	<b>\$ 389</b>
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**TAXABLE ASSESSMENT (000's)**

	2017	2016	2015	2014	2013
Residential and farm	\$ 327,594	\$ 323,099	\$ 311,949	\$ 298,980	\$ 283,216
Commercial and industrial	23,425	24,837	24,253	24,179	23,072
	<b>351,019</b>	<b>347,936</b>	<b>336,204</b>	<b>323,159</b>	<b>306,288</b>

Commercial and industrial	6.67%	7.14%	7.21%	7.48%	7.53%
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**DRAFT FOR REVIEW PURPOSES ONLY**

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

**FIVE YEAR FINANCIAL REVIEW**

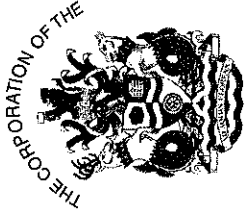
For the year ended December 31, 2017

**FINANCIAL INDICATORS**

	2017	2016	2015	2014	2013
<b>Tax arrears</b>					
Percentage down levy	32 %	37 %	37 %	33 %	25 %
Percentage of total levy	19 %	20 %	35 %	31 %	23 %
<b>Municipal debt</b>	\$ 4,730,912	\$ 4,964,829	\$ 4,550,631	\$ 4,801,220	\$ 1,506,002
<b>Municipal debt charges</b>	\$ 500,874	\$ 515,085	\$ 406,991	\$ 406,991	\$ 367,606
<b>Sustainability</b>					
Financial assets to liabilities	0.41	0.41	0.47	0.43	0.21
Financial assets to liabilities excluding municipal debt	1.42	1.37	1.55	1.64	0.30
Municipal debt to tangible capital assets	30.70 %	31.52 %	29.16 %	30.30 %	9.56 %
<b>Flexibility</b>					
Debt charges to total operating revenue	9.95 %	11.70 %	9.06 %	9.24 %	7.71 %
Total operating revenue to taxable assessment	13.78 %	12.13 %	12.82 %	13.62 %	15.57 %
<b>Vulnerability</b>					
Operating grants to operating revenue	7.00 %	0.75 %	7.93 %	11.33 %	20.52 %
Total grants to total revenues	6.80 %	8.48 %	7.93 %	11.33 %	20.52 %
<b>Reserve coverage</b>					
Reserves	\$ 1,863,193	\$ 1,538,457	\$ 1,074,489	\$ 987,427	\$ 855,197
Reserves to operating expenses	38 %	28 %	24 %	22 %	20 %
Reserves to working capital	1.08	0.89	0.53	0.51	(0.51)

DRAFT FOR REVIEW PURPOSES ONLY

Established 1793  
Incorporated  
Wolford 1850  
Merrickville 1860  
Amalgamated 1998



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

## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: July 23, 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 the 2017 Draft Financial Statements from MNP LLP and that Council approve the audited Financial Statements.

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

317 Brock Street West, P.O. Box 340, Merrickville, Ontario K0G 1N0  
[www.merrickville-wolford.ca](http://www.merrickville-wolford.ca) [reception@merrickville-wolford.ca](mailto:reception@merrickville-wolford.ca)

Established 1793  
Incorporated  
Wolford 1850  
Merrickville 1860  
Amalgamated 1998



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

## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: July 23, 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 correspondence from Nadine Wilson dated June 24, 2018 regarding a property issue.

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 24/18

Attention: Council of Merrickville/Wolford

In November 2017, I submitted a letter to the Planning Advisory Committee about my property located in the Township of Merrickville/Wolford, on the Land of Nod Road.

I realize that much has changed with the subject property, Lot 6 Concession 7. When the Township of Wolford was in effect, my husband Bill Graham, and myself were approached by the Township to expropriate land through our 50 acre lot. The rationale behind this project was that the old concession road was a 90 degree angle, it was difficult for maintenance and snow removal and it would be easier for the township if the road was straight.

The agreement was that they would have the property surveyed at no cost to us, and the land expropriated for the existing road would be exchanged for the concession road on the north side of the property, and half of the concession to the west, because the neighbour (Finan at the time) would have the other half.

The lawyer who was hired by the Township of Wolford then contacted us to sign over the land to the Township. At no time we were advised that the concession roads were not part of the deal.

When the farm with the 100 acres (Lot 6 Concession 6) was sold in 2004, the 50 acre parcel was transferred to me. I moved to British Columbia in 2002. That parcel of land was a 48 acre parcel and a 2 acre parcel, with the road going through it.

It was only after I approached a realtor to sell it, August 2017, that I discovered that the old concession road had never been transferred to us. I have been in contact with Randy Wilkinson dozens of times since he is a friend and old neighbour of mine, he has been unable to locate paperwork related to this road construction project through our property. Not only that, but had my lawyer Richard Shaw done the land transfer, he would have advised us not to sign it. After speaking with him several times over the last year and as recently as last week, he has advised me that the land will have to be resurveyed, advertised and I need to get what is rightfully mine including the 66 foot road allowance. He has been in touch with Randy and has furnished him with documents he has obtained on my behalf.

I will be in Ontario the week of July 9<sup>th</sup>, if you need to discuss anything in person, you may contact me next week. Thank you for taking the time to review this unfortunate situation.

Sincerely

Nadine Wilson

[REDACTED]

[REDACTED]

**Suzanne Kenny and John Kenny:**

**B-75-17** Moved by Tim Molloy, Seconded by Stu Hamill

**Be it hereby resolved that:** The Planning Advisory Committee of the Corporation of the Village of Merrickville-Wolford does hereby recommend approval of consent to sever B-75-17. This resolution is to be passing to Council for the Next meeting of November 27, 2017

**Nadine Wilson:**

**Be it hereby resolved that:** The Planning Advisory Committee of the Corporation of the Village of Merrickville-Wolford does hereby seek the help of Councillor Weedmark to speak to Mary Bates to see if she can point us in the right direction of where this agreement is. Another option is to review minutes from 1983, April. Nadine has left this with PAC to locate the agreement which she signed.

**Draft PAC Resolution Form:**

**Be it hereby resolved that:** The Planning Advisory Committee of the Corporation of the Village of Merrickville-Wolford does hereby receive a Draft PAC Resolution form to use. It is believed this will expedite the process of getting this on Councils agenda.

**Correspondence/Information items:**

**Be it hereby resolved that:** The Planning Advisory Committee of the Corporation of the Village of Merrickville-Wolford does hereby receive letter dated November 3, 2017 re; Imposition of Conditions by the Consent Granting Authority pertaining to consents in Agricultural Zones. It was discussed that Randy was to respond to this letter asking them to justify what they are doing, what is the benefit for us. They are essentially landlocking these lands and it just adds 1 foot to the width of the road when all roads are the proper width currently.

**Round Table:**

It was noted by Tim Molloy that we need to have better maps in the packages. The quality has declined making it difficult to tell from a survey. John Ireland suggested copying a Merrickville map and highlight where we are speaking of.

John Ireland spoke of a request from the Deputy Clerk to change our December meeting date. Councillor Macinnis proposed replying to the Deputy Clerk with a December 19<sup>th</sup> meeting date. Councillor Weedmark mentions we can work something out.

**Adjournment:**

Moved by Stu Hamill, Seconded by Tim Molloy

**Be it hereby resolved that:** The Planning Advisory Committee of the Corporation of the Village of Merrickville-Wolford does now adjourn at 8:24 p.m. until the next regular meeting Monday, December 18, 2017 at 7:00 p.m.

Carried.

---

John Ireland, Chair

RECEIVED  
JUN 07 2018

**RICHARD G. SHAW**  
BARRISTER AND SOLICITOR

BOX 100  
202 PRESCOTT STREET  
KEMPTVILLE, ONTARIO  
K0G 1J0

TELEPHONE  
(613) 266-5191  
FAX  
(613) 266-8731

**TELECOPIER COVER LETTER**

**DATE :** June 7, 2018  
**FROM :** RICHARD G. SHAW  
**TO :** RANDY WILKINSON  
**RE:** NADINE GRAHAM (WILSON)  
**FAX NO. :** 613-269-3095

**MESSAGE:**

Further to our telephone conversation yesterday, I am enclosing the following:

1. Wolford Bylaw 985 and Deed 76719 covering Graham's conveyance to Wolford as described in the bylaw; and
2. Land Titles abstract page for lands conveyed by Wolford to Graham. Note Wolford Bylaw 948.

*- Repairs Compensation  
for where road passes through  
her lands.*

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115039

M. W. 2141

THE CORPORATION OF THE TOWNSHIP OF WOLFORDBY-LAW # 985

A By-Law to authorize the acceptance of Deeds of land and to assume and dedicate the said lands for road purposes in the Township of Wolford.

\*\*\*

WHEREAS the Corporation of the Township of Wolford has purchased parcels of land for road widening purposes;

AND WHEREAS it is deemed expedient to accept these said parcels of land and to assume and dedicate them for road purposes;

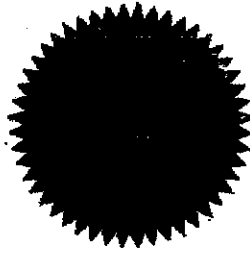
NOW THEREFORE THE COUNCIL OF THE TOWNSHIP OF WOLFORD ENACTS AS FOLLOWS:

1. THAT the lands listed and described in the attached Schedule "A" of this by-law and situate, lying and being in the Township of Wolford are accepted by the Corporation of the Township of Wolford.
2. THAT the said lands be and they are hereby assumed by the Corporation of the Township of Wolford.
3. THAT the said lands be and they are hereby dedicated as part of the Corporation of the Township of Wolford Road System for the lot and concession on which they are situate as listed in the herein aforementioned Schedule "A"
4. THAT the deed of land between William Norman Graham and Madine Elizabeth Graham and the Corporation of the Township of Wolford form part of this by-law and is hereby annexed as Schedule "B"
5. THAT the deed of land between Ivan Finan and the Corporation of the Township of Wolford form part of this by-law and is hereby annexed as Schedule "C".

Read a first and second time this 23rd day of September, 1985.

Read a third time and passed this 23rd day of September, 1985.

The Reeve and the Clerk to sign on behalf of the Corporation and attach the seal hereto.



*William J. Matthews*  
Reeve

*Richard G. Shaw*  
Clerk



THE CORPORATION OF THE TOWNSHIP OF WOLFORD

SCHEDULE "A" TO BY-LAW NO. 985

William Norman Graham and Nadine Elizabeth Graham  
composed of Part of Lot 6, Concession 7, designated  
as Part 1 on a Reference Plan deposited in the  
Registry Office for the Registry Division of Grenville  
(15) as Plan 15R6550, and recorded as Instrument No.  
76719.

Ivan Finan composed of part of Lot 7, Concession 7,  
designated as Part 5 on a Reference Plan deposited in  
the Registry Office for the Registry Division of Grenville  
(15) as Plan 15R6550, and recorded as Instrument No.  
76720.

15R6550 (PART 5)  
15R6550 (PART 1)

# This Indenture

made in duplicate the TWELFTH day of SEPTEMBER one thousand nine hundred and eighty-four. In Pursuance of the Short Form of Conveyances Act.

~~Beitoren~~

WILLIAM NORMAN GRAHAM, and  
NADINE ELIZABETH GRAHAM, his spouse,  
both of the Township of Wolford in  
the County of Grenville, as Joint  
Tenants and not as Tenants in  
Common;

hereinafter called the "Grantor"  
OF THE FIRST PART

and

~~THE CORPORATION OF THE TOWNSHIP  
OF WOLFORD~~

hereinafter called the "Grantee"  
OF THE SECOND PART

~~Witnesseth~~ that in consideration of THE SUM OF TWO -----  
-----(\$2 00)----- Dollars  
now paid by the said Grantee to the said Grantor, the receipt whereof is hereby by him acknowl-  
edged, he the said Grantor DOYH GRANT unto the said Grantee in fee simple

~~THOSE~~ lands and premises located in the following municipality, namely, in the Township  
of Wolford in the County of Grenville, and Province of Ontario,  
and being ~~expressed~~ more particularly described in Schedule "A"  
attached hereto.

NOT IN USE

SCHEDULE "A"

THOSE lands and premises situate, lying and being in the Township of Welford in the County of Grenville and Province of Ontario, and being composed of part of Lot 6, Concession 7, designated as PART 1 on a Reference Plan deposited in the Registry Office for the Registry Division of Grenville (15) as Plan 15R6550.

TO HAVE AND TO HOLD unto the said Grantee, his heirs, executors, administrators and assigns or its successors and assigns, as the case may be, to and for their sole and only use forever.

SUBJECT NEVERTHELESS to the reservations, limitations, provisions and conditions expressed in the original grant thereof from the Crown.

The said Grantor COVENANTS with the said Grantee that he has the right to convey the said lands to the said Grantee notwithstanding any act of the said Grantor.

AND that the said Grantee shall have quiet possession of the said lands free from all encumbrances.

AND the said Grantor COVENANTS with the said Grantee that he will execute such further assurances of the said lands as may be requisite.

AND the said Grantor COVENANTS with the said Grantee that he has done no act to encumber the said lands.

AND the said Grantor RELEASES to the said Grantee ALL his claims upon the said lands.

PROVIDED that in construing these presents the words "Grantor" and "Grantee" and the pronouns "he", "his" or "him" relating thereto and used therewith shall be read and construed as "Grantor" or "Grantee", "Grantee" or "Grantees", and "he", "she", "it" or "they", "his", "her", "its" or "their", "he", "she", "it" or "them", respectively, as the number and gender of the party or parties referred to in each case requires, and the number of the verb agreeing therewith shall be construed as agreeing with the said word or pronoun so substituted.

IN WITNESS WHEREOF the said parties hereto have hereto set their hands and seals.

Signed, Sealed and Delivered  
IN THE PRESENCE OF

*Richard C. Shaw*

*William Norman Graham*  
William Norman Graham

*Nadine Elizabeth Graham*  
Nadine Elizabeth Graham

**LAND TRANSFER TAX ACT  
AFFIDAVIT OF RESIDENCE AND OF VALUE OF THE CONSIDERATION**

IN THE MATTER OF THE CONVEYANCE OF (insert brief description of land) PART OF LOT 7, CONCESSION 7,  
TOWNSHIP OF WOLFORD, COUNTY OF GRENVILLE, DESIGNATED AS PART 1  
PLAN 13R8250.  
BY (print names of all transferees in full) WILLIAM NOREAN GRAHAM AND MADINE ELLIENBERG  
TO (see instruction 1 and print names of all transferees in full) THE CORPORATION OF THE TOWNSHIP OF  
WOLFORD.  
1. (see instruction 2 and print name(s) in full) MICHAEL M. JOHNSTON

**MAKE OATH AND SAY THAT:**

I am (place a clear mark within the square opposite the square opposite the capacity of the deponent(s)). (see instruction 2)

(a) A person in trust for whom the land conveyed in the above-described conveyance is being conveyed;

(b) A trustee named in the above-described conveyance to whom the land is being conveyed;

(c) A transferee named in the above-described conveyance;

(d) The solicitor/agent/solicitor acting in this transaction for THE CORPORATION OF THE TOWNSHIP OF WOLFORD.

(e) The President, Vice-President, Manager, Secretary, Director, or Treasurer authorized to act for (insert name of corporation) described in paragraph (a), (b), (c) above; (strike out reference to inapplicable paragraphs)

(f) A transferee described in paragraph (a), (b), (c) above; (strike out reference to inapplicable paragraphs)

(g) Affidavit on my own behalf and on behalf of (insert only one of paragraph (a), (b) or (c) above, as applicable) and am making this who is my spouse described in paragraph ( ); (insert only one of paragraph (a), (b) or (c) above, as applicable)

and as such, I have personal knowledge of the facts herein disposed to.

I have read and considered the definitions of "non-resident corporation" and "non-resident person" set out respectively in clauses 1(0)(8) and (9) of the Act. (see instruction 3)

The following persons to whom or in trust for whom the land conveyed in the above-described conveyance is being conveyed are non-resident persons within the meaning of the Act. (see instruction 4) NONE.

4. THE TOTAL CONSIDERATION FOR THIS TRANSACTION IS ALLOCATED AS FOLLOWS:

(a) Money paid or to be paid in cash	\$ 2,000
(b) Mortgages (i) Assumed (show principal and interest to be credited against purchase price)	\$ Nil
(ii) Given back to vendor	\$ Nil
(c) Property transferred in exchange (detail below)	\$ Nil
(d) Securities transferred to the value of (detail below)	\$ Nil
(e) Liens, legacies, annuities and maintenance charges to which transfer is subject	\$ Nil
(f) Other valuable consideration subject to land transfer tax (detail below)	\$ 2,000
(g) VALUE OF LAND, BUILDING, FIXTURES AND GOODWILL SUBJECT TO LAND TRANSFER TAX (total of (a) to (f))	\$ 2,000
(h) VALUE OF ALL CHATTELS — Items of tangible personal property the total value of which is subject to land transfer tax under the provisions of the "Water Sales Tax Act", R.S.O. 1990, c. 485, as amended	\$ Nil
(i) Other consideration for transaction not included in (g) or (h) above	\$ Nil
(j) TOTAL CONSIDERATION	\$ 2,000

ALL BLANKS MUST BE FILLED IN. BLANKS WILL BE DEEMED "NIL" WHERE APPLICABLE.

5. If consideration is nominal, describe relationship between transferor and transferee and state purpose of conveyance. (see instruction 5)

6. If the consideration is nominal, is the land subject to any encumbrances?

7. Other remarks and explanations, if necessary.

Deed GIVEN FOR SQAD VIGILANCE PV788954.  
SWORN before me this 21st day of October 19 84 at Town of Smiths Falls County of Lanark }  
A Commissioner for the Province of Ontario } Michael M. Johnston

**PROPERTY INFORMATION RECORD**

A. Describe nature of instrument

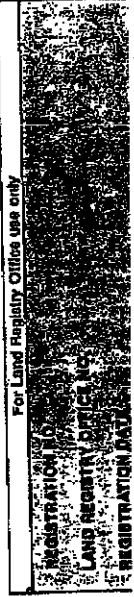
B. (i) Address of property being conveyed (if available) R.R.-3, North Augusta, Ontario.  
(ii) Assessment Roll # (if available) 5789

C. Mailing address(es) for future Notices of Assessment under the Assessment Act for property being conveyed (see instruction 6) R.R. 3, North Augusta, Ontario.

D. (i) Registration number for last conveyance of property being conveyed (if available) N/A  
(ii) Yes  No  Not Known

E. Name(s) and address(es) of each transferor's solicitor MICHAEL M. JOHNSTON

WOLFORD, DIXON AND JOHNSON  
BAY STICKS & SALICATORS  
40 MAIN STREET, WOLFORD  
SMITHS FALLS, ONTARIO  
K7A 4T2



**AFFIDAVIT OF SUBSCRIBING WITNESS**

I, **MICHAEL M. JOHNSTON**  
of the **Town of Smiths Falls**  
in the **County of Lanark**

make oath and say:

I am a subscribing witness to the attached instrument and I was present and saw it executed at Smiths Falls, Ontario, by **William Norman Graham and Nadine Elizabeth Graham**.

I verily believe that such person whose signature I witnessed is the party of the same name referred to in the instrument.

SWORN before me at the **Town of Smiths Falls** }  
in the **County of Lanark** } **alband**

this **17<sup>th</sup>** day of **September 19 84**

*[Signature]*  
COMMISSIONER FOR TARIFFS, AFFIDAVITS, ETC.  
1200-1202, GERRARD STREET EAST, TORONTO, ONT. M5C 1H5

Where a party is unable to read the instrument or where a party signs by marking the mark or in foreign characters and after instrument has been read to him and he appears fully to understand it. Where executed under a power of attorney here, "(Name of attorney) as attorney for (name of party)", and for such other substitution of words before that the person whose signature I witnessed was authorized to execute the instrument as attorney for (party)".

**AFFIDAVIT AS TO AGE AND SPOUSAL STATUS**

I, **WE WILLIAM NORMAN GRAHAM AND NADINE ELIZABETH GRAHAM**  
of the **Township of Wolford**  
in the **County of Grenville,**

(severally) make oath and say: When **MY / WE** executed the attached instrument,

**WE WAS / WE WERE EACH** at least eighteen years old;

and within the meaning of *clause 1(1) of the Family Law Reform Act*,

(a) ~~WE WAS NOT~~ **WAS** a spouse;

(b)

(c) **We were** spouses of one another.

I declare

I swear

I subscribe

We are not non-residents of Canada within the meaning of Section 116 of the Income Tax Act of Canada and will not be non-residents at the time of the actual closing and completion of the sale of the within lands and premises.

(SEVERALLY) SWORN before me at the **Town of Smiths Falls, County of Lanark**

*[Signature]*  
**William Norman Graham**

this **14<sup>th</sup>** day of **September, 19 84**

*[Signature]*  
**Nadine Elizabeth Graham**

A COMMISSIONER FOR TARIFFS, AFFIDAVITS, ETC.

Notes: Where affidavits are made by an attorney, the attorney shall deposit (a) that the party signs at least eighteen years of age at the time of execution of the power of attorney; (b) as to the person's status as a spouse at the time of execution of the instrument; and (c) that the power of attorney is in full force and effect and has not been recalled.

Note: See always 24(3) (a) and (c) of the Family Law Reform Act. If spouse does not wish to or cannot, either must explain or comply with a separate affidavit.

000

RECEIVED 06/07/2018 10:13AM RICHARD G. SHAW

06/07/2018 12:15 FAX 013 258 0731

REGISTRATION FEE	1/20
LAND TRANSFER TAX	1/20
RETAIL SALES TAX	

No. **76719**  
 Property Division of Ontario (15.15)  
 Land Transfer Tax  
 OCT 5 2014  
 Land Registrar

19:36

Dated SEPTEMBER 12, 19 84

WILLIAM NORMAN GRAHAM  
NADINE ELIZABETH GRAHAM

—TO—

THE CORPORATION OF THE TOWNSHIP  
OF WOLFORD

R.R. J, Jasper, Ontario.  
K0G 1G0.

### Deed of Land

SITUATE

Newcome and Gilbert, Limited, — Form 100, 111, 115 or 1162

ASSESSMENT ROLL No. \_\_\_\_\_

ADDRESS OF PROPERTY: \_\_\_\_\_

MESSRS. DIXON AND JOHNSTON,  
Barristers & Solicitors,  
40 Main Street, West,  
Smiths Falls, Ontario,  
K7J 4T2.

\* Where a party is unable to read the instrument or where a party dies by will, the party or his former attorney shall within 30 days after the date of the instrument or the date of the death of the party, as the case may be, file a statement of the party or his former attorney, as the case may be, with the Registrar of Land Transfer Tax, and the Registrar shall, if satisfied, issue a certificate of the instrument in duplicate for the party.

A COMMISSIONER FOR STATING AFFIDAVITS, ETC.

SWORN before me at the  
this day of 19

I verify before that each person whose signature I witnessed is the party of the same name referred to in the instrument.

I am a subscribing witness to the attached instrument and I was present and saw it executed

make oath and say:

I, \_\_\_\_\_  
of the \_\_\_\_\_  
in the \_\_\_\_\_

AFFIDAVIT OF SUBSCRIBING WITNESS

ROAD ALLOWANCE - TOWNSHIP OF WOLFORD  
LOT CONCESSION

Road Allowance between Lot 6 & Lot 7 Concession 7, Township of Wolford

REGISTRATION NUMBER	CONVEYANCE	DATE BY INSTRUMENT	REGISTRATION DATE	GRANTOR	GRANTEE	CONSIDERATION	LAWS AND REMARKS
15-R-5550	B. P. RD.		26/07/04				Parts 3 & 4, See Schedule of Parts, 5.L.
76721	By-Law (1981)		05/10/84	TOWNSHIP OF WOLFORD			To close R. STR. ON portion of road allowance
76722	Grant		05/10/84	TOWNSHIP OF WOLFORD	GRAHAM, William N. GRAHAM, Madeline E. JT		Part 3 Plan R-5550 See Recitals
76723	Grant		05/10/84	TOWNSHIP OF WOLFORD	RISHA, Ivan		Part 4 Plan R-5550 See Recitals
	MICROFILM	APR 9 1986					
	CHECKED DEC 10 1990						
11506	Charge		01/09/88	GRAHAM, William Norman GRAHAM, Madeline Elizabeth	NATIONAL TRUST CO.	\$65,000	Part 3 Plan R-5550 & O.L. See recitals
11508	Ref. Execution O.		91-11-21	GRAHAM, William Norman GRAHAM, Madeline Elizabeth	NATIONAL TRUST CO.		Extend Mort. #13900 & O.L.
11509	By-Law		91-11-21	THE TOWNSHIP OF WOLFORD			To dedicate land for road purposes
123051	Deposit		93-04-27		See Deposit 123051 - IRWIN CERTIFICATE OF 14749 RONALD FINNAN		3) Pt. lot & O.L. designated as Pt. 4, Plan R-5550, subj. to easements.
123052	Transfer		93-04-27	FINAN, Zella Mae BALL, Izetta Audrey McRAE, Gladys	BEILBY, Robert Edward, In Trust	\$60,000.00	3) Pt. lot & O.L. designated as Pt. 4, Plan R-5550, subj. to easements. See recitals.
123465	Charge		93-05-25	GRAHAM, William Norman GRAHAM, Madeline Elizabeth	Canadian Imperial Bank of Commerce	\$17,000.00	3) Pt. rd. allow. & O.L. designated as Pt. 3, Plan R-5550
137167	Charge		95-02-02		National Trust Co.		Mort. #13800 (5.0% INTEREST attached)
142655	Charge		98-07-03	GRAHAM, William Norman GRAHAM, Madeline Elizabeth	THE BANK OF NEWA SCOTIA	\$70,000	3) Pt. of road allowance designated as Pt. 3 on Plan R-5550, bylan closing up Pt. 3 to 76721 and 81
	CHECKED MAR 12 1999						
	DEC 11 2005						
184655	Transfer		2007-07-15	WILLIAM N. GRAHAM WILSON, Madeline Elizabeth	WILSON, Madeline Elizabeth		

Nov 10/2006

MARCH 15, 2009  
WILSON, Madeline Elizabeth  
Checked by [signature]

Pt. 3 Plan R-5550



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Incorporated  
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Merrickville 1860  
Amalgamated 1998



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

## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: July 23, 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 the correspondence from Tammy Best dated June 23, 2018 regarding the Night Market.

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

**Date:** June 23, 2018 at 4:36:31 PM EDT

**To:** [mayor@merrickville-wolford.ca](mailto:merrickville-wolford.ca)

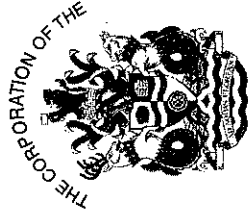
**Subject:** Night market

Dear Mr. Mayor

I am wondering why the village is allowing the night market .... that is going to take place Friday and Saturday evenings all summer....to be held in the village. It doesn't seem very fair to those of us who pay taxes to run a business in this village. We pay our taxes and overhead to have a business and now a night market which is just the same as a FLEA MARKET is going to be taking away from those of us trying to run businesses.

If food trucks are not allowed in the village as they take business away from the restaurants, then why is a night market being allowed in the village?

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## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: July 23, 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 the correspondence from A. Hoogenboom, former Interim CAO/Clerk, dated June 29, 2018 which provides responses to the list of 15 questions from the public.

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

Residents of Merrickville,

Recent months have seen many questions asked during Council sessions regarding the ongoing CAO investigation. Most of these questions have remained unanswered due to perceived privacy issues. A group of concerned citizens have formulated a series of questions which we believe would provide some clarity to many of the queries circulating around the Village, while respecting the need for privacy, during the process which has now ended. Many of the questions below were submitted a few weeks ago to the Mayor and Council, were never put on the agenda as per policy, even after having specifically asked them to be, and resulted with an email "can't comment" answer.

In the spirit of openness, accountability and transparency, all principles which the Mayor and Council have indicated they wish to adhere to, and to permit this experience to be a learning one for this and future Councils, we believe that answers are needed. The little information provided so far related to costs accumulated over the past 5 months would indicate somewhere in excess of \$100K to possibly \$200K or more of taxpayer dollars have been spent, directly and indirectly, in a process shrouded in secrecy and deniability. The only result of all this time and money spent is the resignation of the CAO, who's most recent activities prior to being put on leave were performance reviews and budget reviews of the Municipal departments. Which we find to be an interesting coincidence.

Our group wishes to maintain the pressure on the existing council to provide answers, so that come nomination and election time an informed decision can be made as to whom should and should not govern for the future. We encourage all residents to contact their council representative and the mayor and to voice their displeasure as to the lack of answers and transparency in this process. We also encourage those who wish to examine the option of asking for the information through Access to Information Requests.

A group of concerned residents and taxpayers

- 1) What were the criteria for determining that an investigation of the CAO should be undertaken rather than normal employer/employee communication or simply dismissal without cause as was the case with a previous Treasurer and who made the decision to proceed with an investigation?
- 2) Who wrote the mandate for the investigator?
- 3) Who sat on the Committee to select the investigator?
- 4) How much was set aside in the approved 2018 budget to cover the costs incurred with the investigation?
- 5) Why was a RFP not issued for the investigator as per Municipal Policy?
- 6) How many of the in camera meetings which have taken place since September 2017 have been related to this issue?
- 7) Please provide a summary ( to the nearest \$5K) of cost incurred for the investigation, including staff time, all contractors, advisors and any other parties involved.
- 8) It would appear that the individual who is controlling the cost of the investigation is the Investigator. If this is not the case what financial controls have been put in place to ensure that the residents of Merrickville Wolford receive good value for their tax dollars. If there was a time line set for completion of this process what was that time line. If in fact the budget for this work is without any limits who made the decision to proceed in this manner and why?
- 9) Who provided oversight on the process and who gave them the authority?
- 10) What funds in the budget had been set aside to cover the resulting impacts of the investigation? If so how much? If not, why not?
- 11) Which Councillor was present to discuss the results of the report?
- 12) How many and when was the last performance review for the CAO done? Were the results in line with of the expectations? Who did the performance reviews?
- 13) Were any members of Council and/or the Mayor present at any of the staff interviews performed by the investigator and this at whose request? For how many of the interviews and who was present at each, Councillor or Mayor?
- 14) Which Councillors are aware of the reasons for the above noted investigation and were in agreement with an open ended budget for this process
- 15) Will the report result in any other directly related departmental efficiency or budget reviews?



To Whom It May Concern;

In response to the latest correspondence (unsigned & undated) I would provide the following general comments and a brief response to each of the 15 questions.

There is nothing "perceived" about privacy issues. The Village and its staff have a legal obligation to maintain privacy with respect to Human Resource issues. Failure to do so would expose the Municipality to potential costly litigation. Past correspondence dealt almost exclusively with ongoing Human Resource issues and on the advice of our solicitor was not placed on the open agenda. The number of \$200K was never put out there by the Municipality and is speculative. Full secrecy was and remains necessary to protect all parties. No performance reviews were completed by the CAO/Clerk prior to his going on leave. Budget preparation was primarily the responsibility of the Treasurer.

Any action on Municipal Freedom of Information and Protection of Privacy Act requests will be directed to senior staff and legal counsel. Given the scope of this investigation, such requests will consume considerable staff time, Village costs and personal and legal information will not be released.

- 1) As I understand it, Council made the decision to proceed with an investigation based on the need to comply with Provincial law, our own workplace policies and on advice from the United Counties of Leeds & Grenville HR Department and an H/R Solicitor.
- 2) County H/R Manager
- 3) There was no committee, several names were provided by the County and one was selected based on availability and rates.
- 4) \$75,000
- 5) An RFP would not be requested for these types of H/R issues as availability and timing come into play.
- 6) These issues only came about as of January 2018. Many of the In-Camera meetings held over the past number of months would have included these personnel issues.  
Interim reports provided on May 28<sup>th</sup> at the open Council Meeting. Further details of the related expenditures are below.

Nigel White as Interim Treasurer/CAO	\$5,096
A&B Municipal Solutions, Arie Hoogenboom	\$47,888
Hicks Morley Hamilton Stewart Storie LLP	\$33,367
Interlinkx – Workplace Investigator	\$69,763
- 8) The investigation was not controlling the cost. The report was completed and received by Council on May 14, 2018. Timelines are hard to enforce when you do not know the full scope of the investigation up front, and you cannot fully control the availability of all participants.

- 9) The Interim CAO/Clerk provided oversight with the Authority of Council.
- 10) See #4 above.
- 11) All of Council except Councillor MacInnis who was away on holidays was present at the closed meeting that reviewed the investigation report. Councillor MacInnis was given the opportunity to review the report at a subsequent closed meeting.
- 12) I understand that no performance review was done for the CAO/Clerk.
- 13) No members of Council nor the Mayor were present at any of the staff interviews which were all conducted as one on one by the investigator.
- 14) All members of Council were aware of the reasons for the investigation. This type of work is never based on a fixed price as the investigation has to be complete and fair to all parties. Throughout the process, Council thru myself put pressure on the investigator and the parties to complete the work and to fully cooperate.
- 15) No, not to my knowledge.

A. Hoogenboom  
Interim CAO/Clerk  
June 29, 2018

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Facsimile (613) 269-3095

## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: July 23, 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 the correspondence from the Ministry of the Environment and Climate Change dated June 29, 2018 regarding the Drinking Water System 2018-2019 Inspection Report #1-196KB.

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



**Ministry of the Environment  
and Climate Change**

Kingston District Office  
1259 Gardiners Road, Unit 3  
Kingston, Ontario  
K7P 3J6

**Ministère de l'Environnement et  
de l'Action en matière de  
changement climatique**

Bureau du district de Kingston  
1259, rue Gardiners, Unité 3  
Kingston (Ontario)  
K7P 3J6



June 29, 2018

**Sent by Email: [cao@merrickville-wolford.ca](mailto:cao@merrickville-wolford.ca)**

The Corporation of the Village of Merrickville-Wolford  
317 Brock Street West  
Merrickville, Ontario  
K0G 1N0

Attention: Arie Hoogenboom

Dear Arie:

Re: [Merrickville Drinking Water System 2018-2019 Inspection Report # 1-196KB](#)

The enclosed report documents findings of the inspection that was performed at the Merrickville drinking water system on May 15 & 16, 2018.

Two sections of the report, namely "Non-compliance with Regulatory Requirements and Actions Required" and "Summary of Recommendations and Best Practice Issues", if found, will cite due dates for the submission of information or plans to my attention.

Please note that "Non-compliance with Regulatory Requirements and Actions Required" are linked to incidents of non-compliance with regulatory requirements contained within an Act, a Regulation, or site-specific approvals, licenses, permits, orders, or instructions. Such violations may result in the issuance of mandatory abatement instruments which could include orders, tickets, penalties, or referrals to the ministry's Environmental Enforcement and Compliance Office.

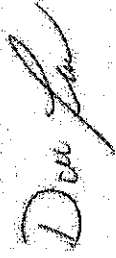
"Summary of Recommendations and Best Practice Issues" convey information that the owner or operating authority should consider implementing in order to advance efforts already in place to address such issues as emergency preparedness, the fulsome availability of information to consumers, and conformance with existing and emerging industry standards. Please note that items which appear as recommended actions do not, in themselves, constitute violations.

Section 19 of the Safe Drinking Water Act, 2002 (Standard of Care) cites a number of obligations of individuals who exercise decision-making authority over municipal drinking water systems. The ministry encourages individuals, particularly municipal councillors, to take steps to be well informed about the drinking water systems over

which they have decision-making authority. These steps could include asking for a copy of this inspection report and a review of its findings.

Thank you for the assistance afforded to me during the conduct of the compliance assessment. Should you have any questions regarding the content of the enclosed report, please do not hesitate to contact me.

Yours truly,



David Trombley  
Water Inspector / Provincial Officer, Badge #1532  
Ministry of the Environment and Climate Change  
Drinking Water and Environmental Compliance Division  
Kingston District Office

Enclosure

- ec: **Stephane Barbarie, Senior Operations Manager, Ontario Clean Water Agency, [sbarbarie@ocwa.com](mailto:sbarbarie@ocwa.com)**
- **Vanessa Greatrix, Safety, Process and Compliance Manager, Ontario Clean Water Agency, [vgreatrix@ocwa.com](mailto:vgreatrix@ocwa.com)**
  - **Alison O'Connor, Process and Compliance Technician, Ontario Clean Water Agency, [aoconnor@ocwa.com](mailto:aoconnor@ocwa.com)**
  - **Jeff Morrison, Safety, Overall Responsible Operator, Ontario Clean Water Agency, [jmorrison@ocwa.com](mailto:jmorrison@ocwa.com)**
  - **Aimee Hennessy, Safety, Business Development Manager, Ontario Clean Water Agency, [ahennessy@ocwa.com](mailto:ahennessy@ocwa.com)**
  - **Jane Lyster, Manager of Community Health Protection, Leeds, Grenville and Lanark District Health Unit, [jane.lyster@healthunit.org](mailto:jane.lyster@healthunit.org)**
  - **Ewan Hardie, Director, Watershed Science & Engineering Services, Rideau Valley Conservation Authority, [ewan.hardie@rvca.ca](mailto:ewan.hardie@rvca.ca)**

c: **File SI-LG-MW-MA-540 (2018-2019)**

Ministry of the Environment - Inspection Summary Rating Record (Reporting Year - 2018-2019)

**DWS Name:** MERRICKVILLE DRINKING WATER SYSTEM  
**DWS Number:** 220001227  
**DWS Owner:** Merrickville-Wolford, The Corporation Of The Village Of  
**Municipal Location:** Merrickville-Wolford

**Regulation:** O.REG 170/03

**Category:** Large Municipal Residential System

**Type Of Inspection:** Detailed

**Inspection Date:** May 15, 2018

**Ministry Office:** Kingston District

Maximum Question Rating: 587

Inspection Module	Non-Compliance Rating
Source	0 / 14
Permit To Take Water	0 / 12
Capacity Assessment	0 / 42
Treatment Processes	0 / 68
Distribution System	0 / 21
Operations Manuals	0 / 42
Logbooks	0 / 30
Certification and Training	0 / 57
Water Quality Monitoring	0 / 148
Reporting & Corrective Actions	0 / 33
Treatment Process Monitoring	0 / 120
<b>TOTAL</b>	<b>0 / 587</b>

Inspection Risk Rating: 0.00%

**FINAL INSPECTION RATING: 100.00%**

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## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: July 23, 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 resolution R-023-18 from the Planning advisory Committee regarding the recommendation for removal of part lot control for Lot 7 in Plan 15M-13 be approved and further that the process to remove part lot control be undertaken by the Chief Building Official; and receive report CBO-05-2018 for information purposes.

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 CBO-05-2018  
of the Chief Building Official  
Date to Council: July 23<sup>rd</sup>, 2018  
Information Report to Council

**RE: Request for Lifting of Part Lot Control**  
As it pertains to 125-127 Margaret Lane, Lot 7, Plan 15M-13  
Owner: 9444238 Canada Inc.

**OBJECTIVE:** To provide Council with the information necessary to consider the request for the lifting of Part Lot Control at the subject property

**RECOMENDATION:**

**THAT Council receive report CBO-05-2018; and**

**THAT Council approve the owner's request for the removal of Part Lot Control at the subject property.**

**THAT Council direct the Chief Building Official to undertake the necessary process allowing for the removal of part lot control from Lot 7, Plan 15M-13, McLean's Landing Subdivision.**

**BACKGROUND:**

A letter had been received by the Village Offices on July 3<sup>rd</sup>, 2018 from Robert Jordan OLS who is the owner's agent, requesting the lifting of Part Lot Control for the property known municipally as 125-127 Margaret Lane in the McLean's Landing Subdivision.

The affected portion of the subdivision is situated within an "R-2 Residential" second density zone.

The building on the subject property is a one storey semi-detached residence which is a permitted primary use for the R-2 Zone. The building is currently nearing completion under the authority of a valid construction permit.

The subject property is legally described as Lot 7 on Registered Plan 15M-13, being in phase 1 of McLean's Landing subdivision, west side of Margaret Lane.

The subdivision was lawfully registered in the Land Registry Offices on December 23<sup>rd</sup>, 2009 and its accompanying agreement contains on Page 50, a clause under Schedule P as follows;

*(b) The Transferee covenants and agrees not to apply to sever his lot, acknowledging that the planned nature of the subdivision is based upon the approved number of lots.*

At the time of the registration of the subdivision, the reasoning behind clause (b) of the agreement was to prohibit disorderly redevelopment of the approved number of lots by subsequent owners of lands by a process known in the Planning Act as "Part Lot Control"

The owner has the option of either applying for a consent or by proceeding under the removal of part lot control process. The latter would eliminate the possibility of an appeal to the Local Planning Appeal Tribunal (formerly the Ontario Municipal Board).

When reviewing the owner's request, Council is authorized under Section 50. (7) of the Planning Act to consider the lifting of part lot control where it is determined to be proper and desirable.

It must be noted that should Council concur with the applicant's request, the next step in the process is the passing of a Bylaw lifting Part Lot Control at a future Council meeting.

However, Section 50. (7.1) of the Planning Act requires that any Bylaw passed by Council in this matter must be approved by the subdivision approval authority which in this case is the United Counties.

#### **ANALYSIS:**

The purpose of the owner's request for lifting of the Part Lot Control is to allow the sale of each half of the semi-detached residence as a freehold entity each with its own separate deed and title.

The owner has engaged an Ontario legal surveyor to survey the property including that of the mutual party wall, the centre of which would become a new lot line.

This matter had been brought before the Village Planning Advisory Committee at their regular meeting on July 16<sup>th</sup> 2018. The Committee has by the (attached) resolution recommended that the owner's request be approved and also that the Village's Chief Building Official undertake the process to remove part lot control.

Staff have been in contact with each of the Village and County Planners as well as the owner's surveyor. A Bylaw is being prepared by the Village Planner and the County Planner has offered to review the proposed Bylaw in advance.

The owner's agent has been made aware in writing, that all expenditures shall be his client's responsibility.

In addition, a review by staff of the proposed new properties has revealed their being in compliance to the provisions of the Village Zoning Bylaw.

**BUDGET/LEGAL IMPLICATIONS:**

In the event that Council approves the owner's request, there will be no financial impact as the owner shall be responsible for all expenditures. There would be a positive financial impact by the creating of a new and separate residential assessment. There would be no legal implications for the Village.

In the event that Council refuses to approve the owner's request. The Planning Act does not place an obligation on Council to approve or not approve the request for lifting part lot control. There would be no legal impacts.

**INTERDEPARTMENTAL IMPACTS:**

The Treasury Department will be most affected by the approval of this request by Council.

**LINKS TO STRATEGIC PLANS:**

The Village of Merrickville-Wolford Strategic Plan By-law 10-17 as adopted by Council on January 23, 2017, indicates in the "Growing the Economy" section on Page 9;

*That the community recognizes the need for residential and commercial growth in order to ensure its financial viability...*

The approval of the part lot control promotes viable and orderly residential growth.

**CONCLUSION:**

The removal of part lot control at the subject address meets the requirements of the Village Zoning Bylaw and Official Plan, as well as that of the Counties' Official Plan.

The request meets the intent of the Village's Strategic Plan.

The creation of the new lot by the removal of part lot control is considered by staff to be orderly development.

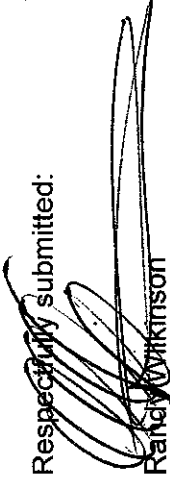
It is the recommendation of the Village Planning Advisory Committee and staff that Council approve this request for part lot control thus allowing for the passing of the requisite Bylaw at a later date.

**ATTACHMENTS:**

1. Resolution R-023-18 of the Village Planning Advisory Committee

CAO	Yes
Clerk	Yes
Finance	Yes
Building & MLEO Department	Yes
Public Works & Environmental Department	N/A
Parks, Recreation & Facilities Department	N/A
Planning Department	Yes
Economic Development Department	N/A
Fire Department	N/A
Other:	N/A

Respectfully submitted:



Randy Wilkinson  
Chief Building Official  
Building and Planning Department

Approved by:

Douglas Robertson  
Chief Administrative Officer



**Planning Advisory Committee**

Resolution Number: R - 023 - 18

*July 16,* 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

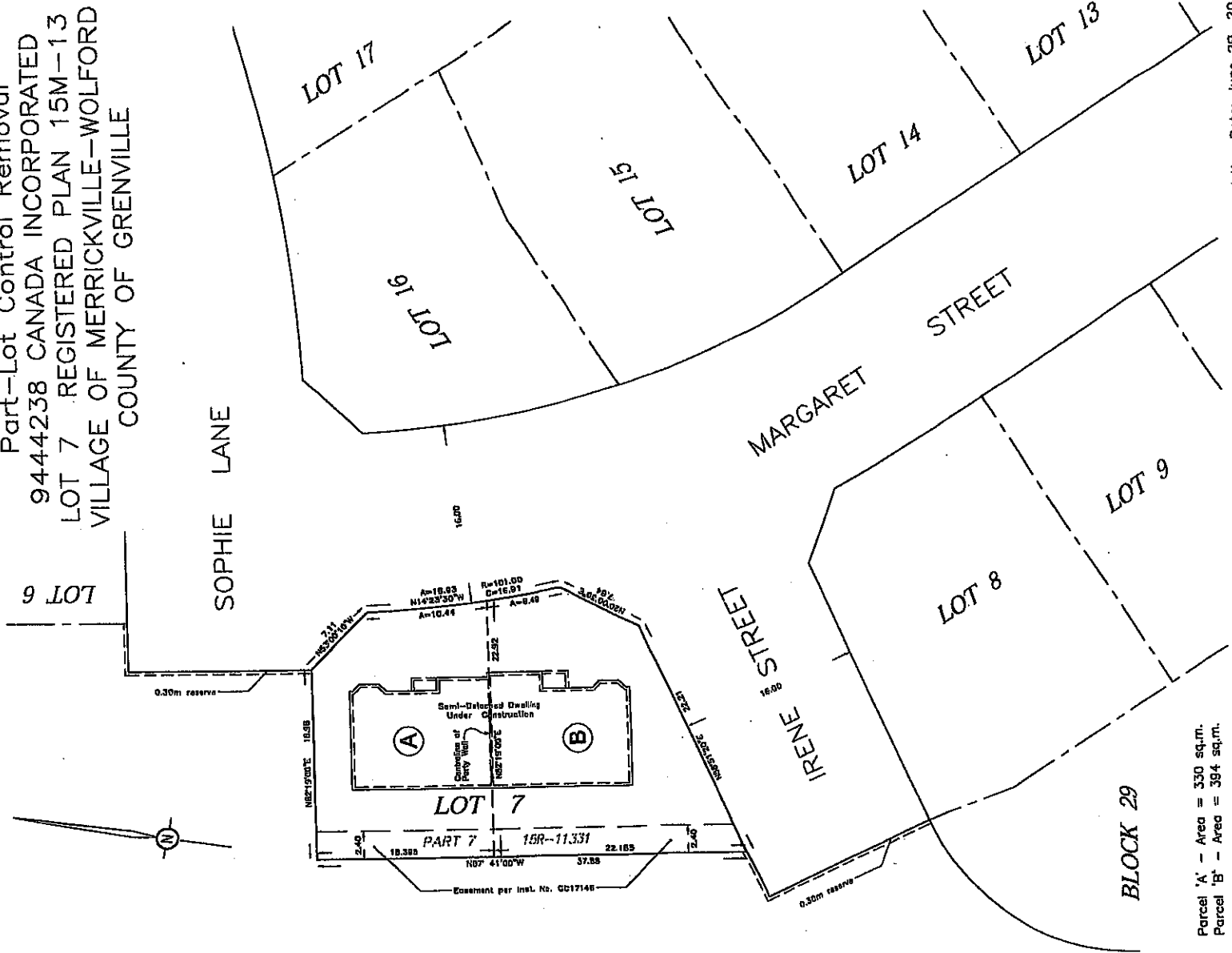
**Be it hereby resolved that:**

The Planning Committee of the Village of Merrickville-Wolford does hereby recommend that the request for the removal of part lot central for Lot 7 in Plan ISM-13 be approved and further that the process to remove part lot central be undertaken by the Chief Bldg Official.

Carried / Defeated

  
John Ireland, Chair

Sketch to Illustrate  
 Part-Lot Control Removal  
 9444238 CANADA INCORPORATED  
 LOT 7 REGISTERED PLAN 15M-13  
 VILLAGE OF MERRICKVILLE-WOLFORD  
 COUNTY OF GRENVILLE



Parcel 'A' - Area = 330 sq.m.  
 Parcel 'B' - Area = 394 sq.m.

JB180066

Completion Date: June 29, 2018



## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: July 23, 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 By-Law \_\_\_\_\_,

**WHEREAS** Section 34(1) of the *Planning Act*, R.S.O., 1990, Chapter P.13, authorizes Council to pass by-laws to regulate the use of lands and the character, location and use of buildings and structures within the Village of Merrickville-Wolford;

**AND WHEREAS** the Council of the Corporation of the Village of Merrickville-Wolford deems it advisable to amend Zoning By-law No. 23-08, as amended, as hereinafter set forth;

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

1. The lands affected by this By-law are shown as outlined by heavy black lines on Schedule "A" which is attached hereto and forms part of this By-law.
2. Schedule "A" to Zoning By-law No. 23-08, as amended, is hereby further amended by changing the zoning of the lands affected by this By-law from "Rural-Exception" (RU-1) to "Rural Industrial-Exception" (M2-2).
3. Section 7.2, RURAL INDUSTRIAL (M2) ZONE, of Zoning By-law No. 23-08 is hereby amended by adding a new subsection to Subsection 7.2.3, Exception Zones, as follows:
  - "2. M2-2: Part Lot 12, Concession 1 County Road 16 (Schedule A)

Notwithstanding the permitted use provisions of Section 7.2.1, on the lands zoned M2-2, a contractor or tradesman establishment is a permitted use in addition to the uses permitted in Section 7.2.1."

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

Established 1793  
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Merrickville 1860  
Amalgamated 1998

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Facsimile (613) 269-3095

THE CORPORATION OF THE



This By-law given its first and second readings, \_\_\_\_\_, 2018.

This By-law given its third and final reading and passed under the Corporate Seal on  
VILLAGE OF MERRICKVILLE-WOLFORD

Carried / Defeated

David Nash, Mayor

317 Brock Street West, P.O. Box 340, Merrickville, Ontario K0G 1N0  
[www.merrickville-wolford.ca](http://www.merrickville-wolford.ca) reception@merrickville-wolford.ca

BY-LAW No. \_\_\_\_\_

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

**RURAL INDUSTRIAL-EXCEPTION (M2-2)**

Part Lot 12, Concession 1  
County Road 16  
Wolford Ward

(Robinson)

**NOVATECH**  
Engineers, Planners & Landscape Architects  
Suite 200, 240 Michael Cowpland Drive  
Ottawa, Ontario  
K2M 1P6  
tel: (613) 254-9643  
fax: (613) 254-5867

File: 118077  
Date: July, 2018

**CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD  
BY-LAW No. \_\_\_\_\_**

**Being a By-law to Amend Zoning By-law No. 23-08, as Amended**

**Part Lot 12, Concession 1  
County Road 16  
Wolford Ward**

**(Robinson)**

**WHEREAS** Section 34(1) of the *Planning Act*, R.S.O., 1990, Chapter P.13, authorizes Council to pass by-laws to regulate the use of lands and the character, location and use of buildings and structures within the Village of Merrickville-Wolford;

**AND WHEREAS** the Council of the Corporation of the Village of Merrickville-Wolford deems it advisable to amend Zoning By-law No. 23-08, as amended, as hereinafter set forth;

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

1. The lands affected by this By-law are shown as outlined by heavy black lines on Schedule "A" which is attached hereto and forms part of this By-law.
2. Schedule "A" to Zoning By-law No. 23-08, as amended, is hereby further amended by changing the zoning of the lands affected by this By-law from "Rural-Exception" (RU-1) to "Rural Industrial-Exception" (M2-2).
3. Section 7.2, RURAL INDUSTRIAL (M2) ZONE, of Zoning By-law No. 23-08 is hereby amended by adding a new subsection to Subsection 7.2.3, Exception Zones, as follows:

"2. M2-2: Part Lot 12, Concession 1 County Road 16 (Schedule A)

Notwithstanding the permitted use provisions of Section 7.2.1, on the lands zoned M2-2, a contractor or tradesman establishment is a permitted use in addition to the uses permitted in Section 7.2.1."

This By-law given its first and second readings on \_\_\_\_\_, 2018.

This By-law given its third and final reading and passed under the Corporate Seal on \_\_\_\_\_, 2018.

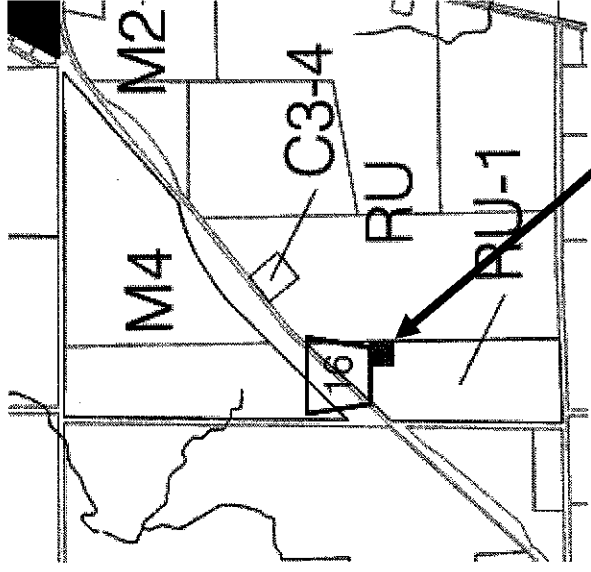
CORPORATE SEAL OF VILLAGE

\_\_\_\_\_  
Mayor  
(D. Nash)

\_\_\_\_\_  
CAO/Clerk/Economic Development Director  
(D. Robertson)

**Schedule "A" to By-law No.** \_\_\_\_\_  
**VILLAGE OF MERRICKVILLE-WOLFORD**  
County Road 16  
Wolford Ward (Robinson)

---



Area rezoned from RURAL-Exception (RU-1)  
to **RURAL INDUSTRIAL-EXCEPTION (M2-2)**

---

VILLAGE OF MERRICKVILLE-WOLFORD  
NOTICE OF PASSING OF A  
ZONING BY-LAW

County Road 16  
Wolford Ward

(Robinson)

---

**TAKE NOTICE** that the Council of the Corporation of the Village of Merrickville-Wolford passed By-law No. \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 2018 under Section 34 of the *Planning Act*.

**AND TAKE NOTICE** that any person or public body may appeal to the Local Planning Appeal Tribunal in respect of the by-law by filing with the CAO/Clerk of the Village of Merrickville-Wolford not later than the \_\_\_\_\_ day of \_\_\_\_\_, 2018 a notice of appeal setting out the reasons for the appeal, and accompanied by the prescribed fee (\$300) required by the Local Planning Appeal Tribunal.

**AND TAKE NOTICE** that only individuals, corporations and public bodies may appeal a by-law to the Local Planning Appeal Tribunal. A notice of appeal may not be filed by an unincorporated association or group. However, a notice of appeal may be filed in the name of an individual who is a member of the association or group on its behalf.

**AND TAKE NOTICE** that no person or public body shall be added as a party to the hearing of the appeal unless, before the by-law was passed, the person or public body made oral submissions at a public meeting or written submissions to the council or, in the opinion of the Local Planning Appeal Tribunal, there are reasonable grounds to add the person or public body as a party.

**AN EXPLANATORY NOTE** of the purpose and effect of the by-law, describing the lands to which the by-law apply, and a Key Map showing the lands to which this by-law applies is attached hereto. The complete by-law is available for inspection in my office during regular office hours.

**THIS NOTICE GIVEN ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2018**

CAO/Clerk/Economic Development Director (D. Robertson)  
Village of Merrickville-Wolford  
(613) 269-4791



**Purpose and Effect of the By-law**

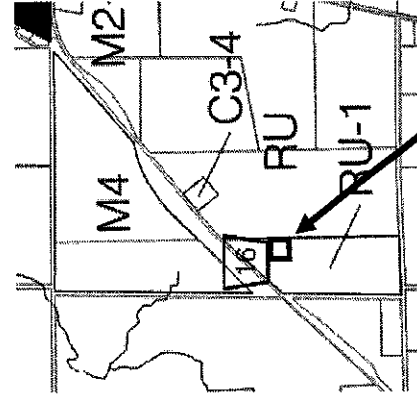
The Zoning By-law Amendment affects a portion of a property located in part of Lot 12, Concession 1 (Wolford Ward) on the south side of County Road 16.

The area to be re-zoned is approximately 4,000 m<sup>2</sup> (1 acre) on a property which totals approximately 4 ha (10 acres).

The area is re-zoned from the Rural-Exception (RU-1) Zone to the Rural Industrial-Exception (M2-2) Zone. The purpose of the Amendment is to permit a "contractor or tradesman establishment" in addition to the other permitted uses in the M2 Zone

The area to be re-zoned is set back from the County Road 16 frontage in order to create a natural landscape buffer between County Road 16 and the proposed industrial use.

**Key Map**



Area affected by Amendment

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

**By-law No. \_\_\_\_\_**

**being a By-law to Amend Zoning By-law No. 23-08, as Amended**

**County Road 16  
Wolford Ward**

(Robinson)

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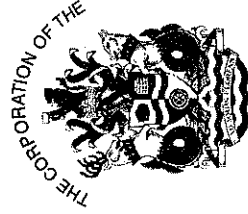
I, D. Robertson, CAO/Clerk/Economic Development Director, hereby certify that By-law No. \_\_\_\_\_ has been passed in accordance with the requirements of the following:

1. Notice of the application under Section 34(10.4) of the Planning Act, R.S.O. 1990, Chapter P.13;
2. Notice of the public meeting under Sections 34(12) and 34(13) of the *Planning Act*, R.S.O., 1990, Chapter P.13; and,
3. Written notice of the passing of the By-law under Section 34(18) of the *Planning Act*, R.S.O., 1990, Chapter P.13.

I further certify that: (check one)

- No notice of appeal under Section 34(19) of the *Planning Act*, R.S.O., 1990, Chapter P.13, has been filed within twenty (20) days from the date of notice of the passing of the By-law; or
- Notice of appeal has been filed and the attached submissions are true copies of all written submissions and supporting material received in respect of the By-law prior to the passing thereof together with all notices of appeal.

CAO/Clerk/Economic Development Director (D. Robertson)  
Village of Merrickville-Wolford



## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: July 23, 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 By-Law \_\_\_\_\_,

**WHEREAS** Section 34(1) of the *Planning Act*, R.S.O., 1990, Chapter P.13, authorizes Council to pass by-laws to regulate the use of lands and the character, location and use of buildings and structures within the Village of Merrickville-Wolford;

**AND WHEREAS** the Council of the Corporation of the Village of Merrickville-Wolford deems it advisable to amend Zoning By-law No. 23-08, as amended, as hereinafter set forth;

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

1. The lands affected by this By-law are shown as outlined by heavy black lines on Schedule "A" which is attached hereto and forms part of this By-law.
2. Schedule "A" to Zoning By-law No. 23-08, as amended, is hereby further amended by changing the zoning of the lands affected by this By-law from "Rural" (RU) to "Rural-Exception" (RU-7).
3. Section 12, RURAL (RU) ZONE, of Zoning By-law No. 23-08 is hereby amended by adding a new subsection to Subsection 7.2.3, Exception Zones, as follows:  
"7. RU-7: 237 County Road 23 (Schedule A)

Notwithstanding the provisions of Section 3.1, Accessory Apartments, on the lands zoned RU-7, an accessory apartment is permitted in the second floor of the existing 3-bay detached garage on the property."

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

Established 1793  
Incorporated  
Wolford 1850  
Merrickville 1860  
Amalgamated 1998

THE CORPORATION OF THE



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

## VILLAGE OF MERRICKVILLE-WOLFORD

This By-law given its first and second readings on \_\_\_\_\_, 2018.

This By-law given its third and final reading and passed under the Corporate Seal on \_\_\_\_\_, 2018.

### CORPORATE SEAL OF VILLAGE

\_\_\_\_\_  
Mayor  
(D. Nash)

\_\_\_\_\_  
CAO/Clerk/Economic Development Director  
(D. Robertson)

317 Brock Street West, P.O. Box 340, Merrickville, Ontario K0G 1N0  
[www.merrickville-wolford.ca](http://www.merrickville-wolford.ca) reception@merrickville-wolford.ca

BY-LAW No. \_\_\_\_\_

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

**RURAL-EXCEPTION (RU-7)**

237 County Road 23  
Wolford Ward

(Sturgeon)

**NOVATECH**

Engineers, Planners & Landscape Architects

Suite 200, 240 Michael Cowpland Drive

Ottawa, Ontario

K2M 1P6

tel: (613) 254-9643

fax: (613) 254-5867

File: 118094

Date: July, 2018

**CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD  
BY-LAW No. \_\_\_\_\_**

**Being a By-law to Amend Zoning By-law No. 23-08, as Amended**

**237 County Road 23  
Wolford Ward**

**(Sturgeon)**

**WHEREAS** Section 34(1) of the *Planning Act*, R.S.O., 1990, Chapter P.13, authorizes Council to pass by-laws to regulate the use of lands and the character, location and use of buildings and structures within the Village of Merrickville-Wolford;

**AND WHEREAS** the Council of the Corporation of the Village of Merrickville-Wolford deems it advisable to amend Zoning By-law No. 23-08, as amended, as hereinafter set forth;

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

1. The lands affected by this By-law are shown as outlined by heavy black lines on Schedule "A" which is attached hereto and forms part of this By-law.
2. Schedule "A" to Zoning By-law No. 23-08, as amended, is hereby further amended by changing the zoning of the lands affected by this By-law from "Rural" (RU) to "Rural-Exception" (RU-7).
3. Section 12, RURAL (RU) ZONE, of Zoning By-law No. 23-08 is hereby amended by adding a new subsection to Subsection 7.2.3, Exception Zones, as follows:

"7. RU-7: 237 County Road 23 (Schedule A)

Notwithstanding the provisions of Section 3.1, Accessory Apartments, on the lands zoned RU-7, an accessory apartment is permitted in the second floor of the existing 3-bay detached garage on the property."

This By-law given its first and second readings on \_\_\_\_\_, 2018.

This By-law given its third and final reading and passed under the Corporate Seal on \_\_\_\_\_, 2018.

CORPORATE SEAL OF VILLAGE

\_\_\_\_\_  
Mayor  
(D. Nash)

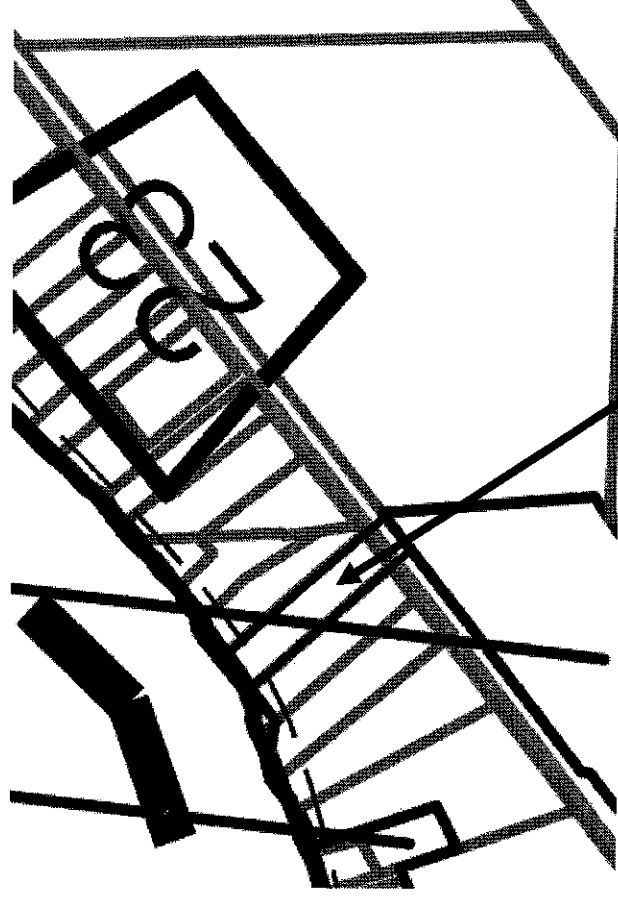
\_\_\_\_\_  
CAO/Clerk/Economic Development Director  
(D. Robertson)

**Schedule "A" to By-law No.**

VILLAGE OF MERRICKVILLE-WOLFORD

237 County Road 23

Wolford Ward (Sturgeon)



Area rezoned from RURAL (RU)  
to **RURAL-EXCEPTION (RU-7)**

**VILLAGE OF MERRICKVILLE-WOLFORD  
NOTICE OF PASSING OF A  
ZONING BY-LAW**

**237 County Road 23  
Wolford Ward**

(Sturgeon)

---

**TAKE NOTICE** that the Council of the Corporation of the Village of Merrickville-Wolford passed By-law No. \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 2018 under Section 34 of the *Planning Act*.

**AND TAKE NOTICE** that any person or public body may appeal to the Ontario Municipal Board in respect of the by-law by filing with the CAO/Clerk of the Village of Merrickville-Wolford not later than the \_\_\_\_\_ day of \_\_\_\_\_, 2018 a notice of appeal setting out the reasons for the appeal, and accompanied by the prescribed fee (\$300) required by the Local Planning Appeal Tribunal.

**AND TAKE NOTICE** that only individuals, corporations and public bodies may appeal a by-law to the Local Planning Appeal Tribunal. A notice of appeal may not be filed by an unincorporated association or group. However, a notice of appeal may be filed in the name of an individual who is a member of the association or group on its behalf.

**AND TAKE NOTICE** that no person or public body shall be added as a party to the hearing of the appeal unless, before the by-law was passed, the person or public body made oral submissions at a public meeting or written submissions to the council or, in the opinion of the Local Planning Appeal Tribunal, there are reasonable grounds to add the person or public body as a party.

**AN EXPLANATORY NOTE** of the purpose and effect of the by-law, describing the lands to which the by-law apply, and a Key Map showing the lands to which this by-law applies is attached hereto. The complete by-law is available for inspection in my office during regular office hours.

**THIS NOTICE GIVEN ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2018**

CAO/Clerk/Economic Development Director (D. Robertson)  
Village of Merrickville-Wolford  
(613) 269-4791



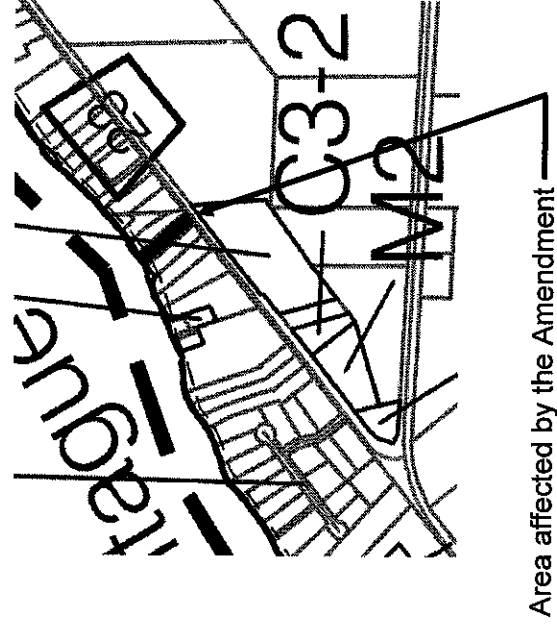
**EXPLANATORY NOTE**

The Zoning By-law Amendment affects the property known municipally as 237 County Road 23, located in Part of Lot 5, Concession B (Wolford Ward). The property is presently occupied by a single detached dwelling.

The Zoning By-law Amendment re-zones the property from the Rural (RU) Zone to the Rural-Exception (RU-7) Zone.

The purpose of the "exception" provision is to permit an accessory apartment to be located in the second floor of the existing 3-bay detached garage on the property.

**Key Map**



Area affected by the Amendment

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

**By-law No. \_\_\_\_\_**

**being a By-law to Amend Zoning By-law No. 23-08, as Amended**

**237 County Road 23  
Wolford Ward**

(Sturgeon)

---

I, D. Robertson, CAO/Clerk/Economic Development Director, hereby certify that By-law No. \_\_\_\_\_ has been passed in accordance with the requirements of the following:

1. Notice of the application under Section 34(10.4) of the Planning Act, R.S.O. 1990, Chapter P.13;
2. Notice of the public meeting under Sections 34(12) and 34(13) of the *Planning Act*, R.S.O., 1990, Chapter P.13; and,
3. Written notice of the passing of the By-law under Section 34(18) of the *Planning Act*, R.S.O., 1990, Chapter P.13.

I further certify that: (check one)

- No notice of appeal under Section 34(19) of the *Planning Act*, R.S.O., 1990, Chapter P.13, has been filed within twenty (20) days from the date of notice of the passing of the By-law; or
- Notice of appeal has been filed and the attached submissions are true copies of all written submissions and supporting material received in respect of the By-law prior to the passing thereof together with all notices of appeal.

CAO/Clerk/Economic Development Director (D. Robertson)  
Village of Merrickville-Wolford



## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: July 23, 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 By-Law \_\_\_\_\_,

**WHEREAS** Section 34(1) of the *Planning Act*, R.S.O., 1990, Chapter P.13, authorizes Council to pass by-laws to regulate the use of lands and the character, location and use of buildings and structures within the Village of Merrickville-Wolford;

**AND WHEREAS** the Council of the Corporation of the Village of Merrickville-Wolford deems it advisable to amend Zoning By-law No. 23-08, as amended, as hereinafter set forth;

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

1. The lands affected by this By-law are shown as outlined by heavy black lines on Schedule "A" which is attached hereto and forms part of this By-law.
2. Schedule "B" to Zoning By-law No. 23-08, as amended, is hereby further amended by changing the zoning of the lands affected by this By-law from "General Commercial-Exception" (C1-2) to "General Commercial-Exception" (C1-5).
3. Section 6.1, GENERAL COMMERCIAL (C1) ZONE, of Zoning By-law No. 23-08 is hereby amended by adding a new subsection to Subsection 6.1.3, Exception Zones, as follows:  
"5. C1-5: 224 Main Street West (Schedule B)

Notwithstanding any other provisions of this By-law to the contrary, on the lands zoned C1-5, the following provisions apply:

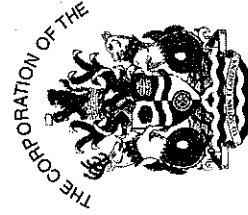
1. the permitted non-residential uses shall be restricted to those which are permitted in the C1-2 Zone; and

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

Established 1793  
Incorporated  
Wolford 1850  
Merrickville 1860  
Amalgamated 1998



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

## VILLAGE OF MERRICKVILLE-WOLFORD

- 2 a residential dwelling unit is permitted on the ground floor of a non-residential building."

This By-law given its first and second readings on \_\_\_\_\_, 2018.

This By-law given its third and final reading and passed under the Corporate Seal on \_\_\_\_\_, 2018.

CORPORATE SEAL OF VILLAGE

317 Brock Street West, P.O. Box 340, Merrickville, Ontario K0G 1N0  
[www.merrickville-wolford.ca](http://www.merrickville-wolford.ca) [reception@merrickville-wolford.ca](mailto:reception@merrickville-wolford.ca)

BY-LAW No. \_\_\_\_\_

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

**GENERAL COMMERCIAL-EXCEPTION (C1-5)**

224 Main Street West  
Merrickville Ward

(Phan)

NOVATECH  
Engineers, Planners & Landscape Architects  
Suite 200, 240 Michael Cowpland Drive  
Ottawa, Ontario  
K2M 1P6  
tel: (613) 254-9643  
fax: (613) 254-5867

File: 118109

Date: July, 2018

**CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD  
BY-LAW No. \_\_\_\_\_**

**Being a By-law to Amend Zoning By-law No. 23-08, as Amended**

**224 Main Street West  
Merrickville Ward**

**(Phan)**

**WHEREAS** Section 34(1) of the *Planning Act*, R.S.O., 1990, Chapter P.13, authorizes Council to pass by-laws to regulate the use of lands and the character, location and use of buildings and structures within the Village of Merrickville-Wolford;

**AND WHEREAS** the Council of the Corporation of the Village of Merrickville-Wolford deems it advisable to amend Zoning By-law No. 23-08, as amended, as hereinafter set forth;

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

1. The lands affected by this By-law are shown as outlined by heavy black lines on Schedule "A" which is attached hereto and forms part of this By-law.
2. Schedule "B" to Zoning By-law No. 23-08, as amended, is hereby further amended by changing the zoning of the lands affected by this By-law from "General Commercial-Exception" (C1-2) to "General Commercial-Exception" (C1-5).
3. Section 6.1, GENERAL COMMERCIAL (C1) ZONE, of Zoning By-law No. 23-08 is hereby amended by adding a new subsection to Subsection 6.1.3, Exception Zones, as follows:

"5. C1-5: 224 Main Street West (Schedule B)

Notwithstanding any other provisions of this By-law to the contrary, on the lands zoned C1-5, the following provisions apply:

- 1 the permitted non-residential uses shall be restricted to those which are permitted in the C1-2 Zone; and
- 2 a residential dwelling unit is permitted on the ground floor of a non-residential building."

This By-law given its first and second readings on \_\_\_\_\_, 2018.

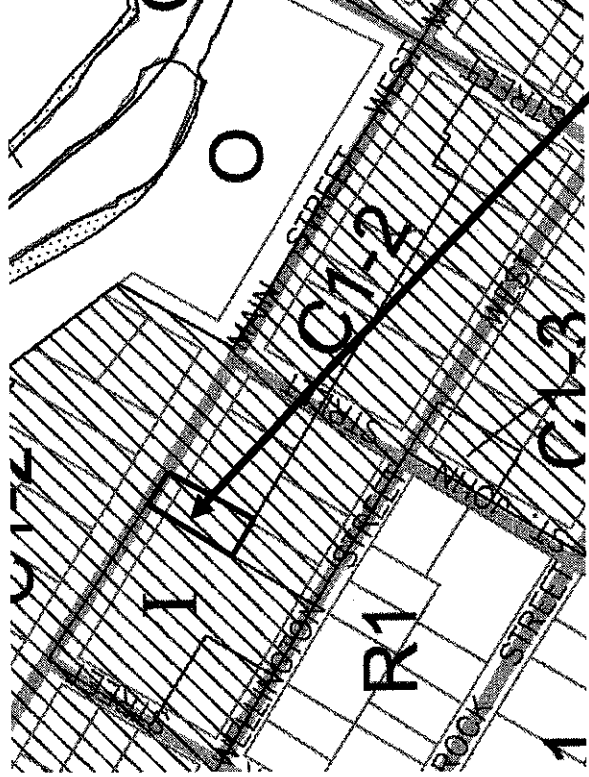
This By-law given its third and final reading and passed under the Corporate Seal on \_\_\_\_\_, 2018.

CORPORATE SEAL OF VILLAGE

\_\_\_\_\_  
Mayor  
(D. Nash)

\_\_\_\_\_  
CAO/Clerk/Economic Development Director  
(D. Robertson)

**Schedule "A" to By-law No.** \_\_\_\_\_  
**VILLAGE OF MERRICKVILLE-WOLFORD**  
224 Main Street West  
Merrickville Ward (Phan)



Area rezoned from GENERAL COMMERCIAL-EXCEPTION (C1-2)  
to GENERAL COMMERCIAL-EXCEPTION (C1-5)

VILLAGE OF MERRICKVILLE-WOLFORD  
NOTICE OF PASSING OF A  
ZONING BY-LAW

224 Main Street West  
Merrickville Ward

(Phan)

---

**TAKE NOTICE** that the Council of the Corporation of the Village of Merrickville-Wolford passed By-law No. \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 2018 under Section 34 of the *Planning Act*.

**AND TAKE NOTICE** that any person or public body may appeal to the Local Planning Appeal Tribunal in respect of the by-law by filing with the CAO/Clerk of the Village of Merrickville-Wolford not later than the \_\_\_\_\_ day of \_\_\_\_\_, 2018 a notice of appeal setting out the reasons for the appeal, and accompanied by the prescribed fee (\$300) required by the Tribunal.

**AND TAKE NOTICE** that only individuals, corporations and public bodies may appeal a by-law to the Local Planning Appeal Tribunal. A notice of appeal may not be filed by an unincorporated association or group. However, a notice of appeal may be filed in the name of an individual who is a member of the association or group on its behalf.

**AND TAKE NOTICE** that no person or public body shall be added as a party to the hearing of the appeal unless, before the by-law was passed, the person or public body made oral submissions at a public meeting or written submissions to the council or, in the opinion of the Local Planning Appeal Tribunal, there are reasonable grounds to add the person or public body as a party.

**AN EXPLANATORY NOTE** of the purpose and effect of the by-law, describing the lands to which the by-law apply, and a Key Map showing the lands to which this by-law applies is attached hereto. The complete by-law is available for inspection in my office during regular office hours.

**THIS NOTICE GIVEN ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2018**

CAO/Clerk/Economic Development Director (D. Robertson)  
Village of Merrickville-Wolford  
(613) 269-4791



EXPLANATORY NOTE

The Zoning By-law Amendment affects the property located at 224 Main Street West in Merrickville.

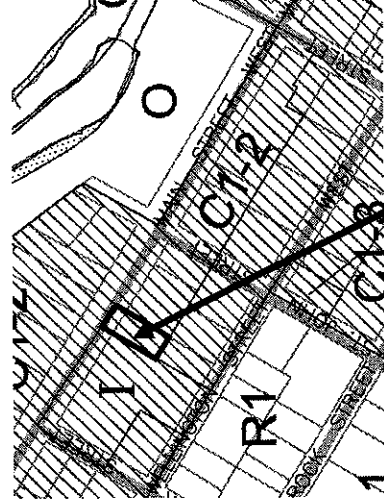
The property is zoned General Commercial-Exception (C1-2) which permits a wide range of commercial, institutional and public uses, including mixed-use commercial/residential buildings, but does not permit certain General Commercial (C1) which are not considered appropriate next to the Rideau Canal. The C1-2 Zone also permits residential uses in the upper storeys of non-residential buildings.

The applicant is proposing to locate a residential dwelling unit in part of the ground floor of the existing building.

The Amendment re-zones the property to the "General Commercial-Exception (C1-5) Zone", where the "exception" provisions:

- restrict the permitted non-residential uses to those uses which are permitted in the C1-2 Zone; and
- permit a ground floor residential dwelling unit in the building.

KEY MAP



Area affected by Amendment

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

**By-law No. \_\_\_\_\_**

**being a By-law to Amend Zoning By-law No. 23-08, as Amended**

**224 Main Street West  
Merrickville Ward**

(Phan)

---

I, D. Robertson, CAO/Clerk/Economic Development Director, hereby certify that By-law No. \_\_\_\_\_ has been passed in accordance with the requirements of the following:

1. Notice of the application under Section 34(10.4) of the Planning Act, R.S.O. 1990, Chapter P.13;
2. Notice of the public meeting under Sections 34(12) and 34(13) of the *Planning Act*, R.S.O., 1990, Chapter P.13; and,
3. Written notice of the passing of the By-law under Section 34(18) of the *Planning Act*, R.S.O., 1990, Chapter P.13.

I further certify that: (check one)

- No notice of appeal under Section 34(19) of the *Planning Act*, R.S.O., 1990, Chapter P.13, has been filed within twenty (20) days from the date of notice of the passing of the By-law; or
- Notice of appeal has been filed and the attached submissions are true copies of all written submissions and supporting material received in respect of the By-law prior to the passing thereof together with all notices of appeal.

CAO/Clerk/Economic Development Director (D. Robertson)  
Village of Merrickville-Wolford

Established 1793  
Incorporated  
Wolford 1850  
Merrickville 1860  
Amalgamated 1998



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

## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: July 23, 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 recommendations from Jerry Jopling, By-Law Officer, dated July 10, 2018 regarding By-Law 24-10, Sign By-Law Exemption.

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

Established 1793  
Incorporated  
Wolford 1850  
Merrickville 1860  
Amalgamated 1998



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

THE CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD

To: Council

From: J. Jopling, By-Law Enforcement Officer

Date: July 10, 2018

Subject: By-Law 24-10, Sign By-Law Exemption

---

The Merrickville Agricultural Society is requesting an exemption from the Sign By-Law 24-10. Last year council approved the exemption.

The signs they will be using are the same ones used from last year. The key differences for this year is the change of dates, from August 10<sup>th</sup> to August 12<sup>th</sup>, and an additional sign located at the Northwest corner of Main Street and St. Lawrence Street.

The other locations for the signs will be located at the following locations similar to the previous year:

- 106 Read Street
- Highway 43 on Boundary
- Broadway Street East on Boundary
- County Road 16, North side, West of 2068
- County Road 15, opposite 13392

I recommend the request for an exemption be approved with the following condition.

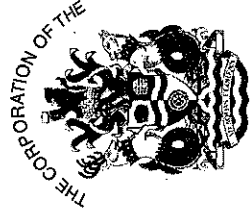
- 1) The signs will be taken down after the event has concluded

Respectfully Submitted,

Jerry Jopling  
By-Law Enforcement Officer

A handwritten signature in black ink, appearing to read "Jopling", written over the typed name and title.

Established 1793  
Incorporated  
Wolford 1850  
Merrickville 1860  
Amalgamated 1998



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Facsimile (613) 269-3095

## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: July 23, 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 recommendations from Jerry Jopling, By-Law Officer, dated July 11, 2018 regarding By-Law 24-10, Sign By-Law Variance.

Carried/Defeated

David Nash, Mayor

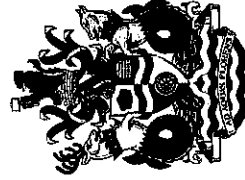
For Clerk's use only, if required.

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

317 Brock Street West, P.O. Box 340, Merrickville, Ontario K0G 1N0  
[www.merrickville-wolford.ca](http://www.merrickville-wolford.ca) reception@merrickville-wolford.ca

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THE CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD

To: Council

From: J. Jopling, By-Law Enforcement Officer

Date: July 11, 2018

Subject: By-Law 24-10, Sign By-Law Variance

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Coba Studios is requesting a variance of the Sign By-Law 24-10 for a sign they wish to erect on their property located at 406 Read Street.

The sign they will be using is 15 square feet in size, however the By-Law for signs located on residential zones are not to exceed 5 square feet.

I recommend the request for the variance be approved with the following condition:

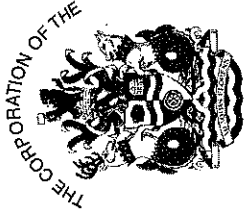
- 1) The sign is located in a manner as to not block sightlines or road signage.

Respectfully Submitted,

Jerry Jopling  
By-Law Enforcement Officer

A handwritten signature in black ink that reads "Jopling".

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## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: July 23, 2018

Moved by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Seconded by: Barr Ireland MacInnis Snowdon Suthren Weedmark

**Be it hereby resolved that:** By-law 36-2018, being a by-law to delegate authority to the Chief Administrative Officer to take action, where necessary on certain restrictions listed in Section 275 of the Municipal Act, 2001, during the "Lame Duck" period, be read a first and second time, and that By-law 36-2018 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

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

**BY-LAW 36-2018**

**A BY-LAW TO DELEGATE AUTHORITY TO THE CAO FOR CERTAIN ACTS DURING A "LAME DUCK" PERIOD**

**WHEREAS** Section 275 of the Municipal Act, S.O. 2001, c 25, as amended (the "Act") restricts acts that a Council can take after Nomination Day (July 27, 2018) and after Voting Day (October 22, 2018) if the Council is in a lame duck position; and

**WHEREAS** Section 275 (3) of the Act restricts Council from taking action on the following:

- The appointment or removal from office of any officer of the municipality;
- The hiring or dismissal of any employee of the municipality;
- The disposition of any real or personal property of the municipality which has a value exceeding \$50,000 at the time of disposal; and
- Making any expenditure or incurring any other liability which exceeds \$50,000; and

**WHEREAS** Section 275 (6) of the Act states that nothing in this section prevents any person or body exercising authority of a municipality that is delegated to the person or body prior to Nomination Day for the election of the new Council; and

**WHEREAS** Council deems it expedient to delegate authority to the CAO to take action, where necessary, on certain acts during the "Lame Duck" period.

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD HEREBY ENACT AS FOLLOWS:**

1. **THAT** the Council of the Corporation of the Village of Merrickville-Wolford hereby delegates authority under Section 275 (3) of the Act between Nomination Day and commencement of the Council term as follows:
  - a. The CAO be delegated authority as the financial signing authority for expenditures, outside the current budget, exceeding \$50,000;
  - b. The CAO be delegated authority to execute the Agreement of Purchase and Sale, pertaining to the disposition of any real property, exceeding \$50,000;
  - c. The CAO will report to Council on any actions taken under the restrictions listed in Section 275 (3) of the Municipal Act, S.O. 2001 between Nomination Day and the commencement of the Council Term; and
2. **THAT** this by-law only come into force in the event, when determined by the Clerk with certainty, that less than 75% of the current members of Council have registered as certified candidates in the 2018 Municipal Election after Nomination Day or that less than 75% of the current members of Council will be returning as members of Council after Election Day as certified by the local municipal Clerk.
3. **THAT** any by-laws or parts of by-laws contrary to or inconsistent with this by-law are hereby repealed.



By-law read a first, second and third time, and finally passed this 23<sup>rd</sup> day of July, 2018.

David Nash, Mayor

Doug Robertson, CAO/Clerk

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## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: July 23, 2018

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

**Be it hereby resolved that:** By-law 37-2018, being a by-law to confirm the proceedings of the Council meeting of July 23, 2018, be read a first and second time, and that By-law 37-2018 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 37-2018**

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 JULY 23, 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 July 23, 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 July 23, 2018 and each recommendation, report, and motion considered by Council at the said meetings, and other actions passed and taken by Council at the said meetings 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 23rd day of July, 2018.

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David Nash, Mayor

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Doug Robertson, CAO/Clerk