

Established 1780  
Incorporated  
Wolford 1854  
Merrickville 1880  
Amalgamated 1998



Telephone (613) 269-4791  
Facsimile (613) 269-4086

**VILLAGE OF MERRICKVILLE-WOLFORD**

**Agenda for Council  
Council Chambers**

Council Meeting 7:00 p.m.

Monday, August 24, 2020

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

1. **Call to Order**
2. **Disclosure of Pecuniary Interest and the general nature thereof**
3. **Approval of the Agenda**
4. **Minutes:** Approval of Minutes of regular Council meeting of July 27, 2020; and Approval of Minutes of special Council meeting of August 5, 2020
5. **Correspondence:** Ministry of Natural Resources and Forestry re: Provincially Significant Wetlands dated August 6, 2020;  
Certificate of Recognition from Minister Steve Clark re: COVID-19; and Minister Steve Clark re: COVID-19 Financial Assistance dated August 12, 2020
6. **Library:** Library Board Minutes of March 12, 2020
7. **Economic Devel.:** Letter of Support re: Digital Main Street Grant Application
8. **By-law Enforcement:** Resolution re: Exemption from Sign By-law (618 St. Lawrence Street)
9. **Building:** Application for Construction Permit on Heritage Building (106 Mill Street)
10. **In Camera:** 1. Labour relations or employee negotiations.
11. **Next meeting of Council:** September 14, 2020 at 7:00 p.m.
12. **Confirming By-Law:** 43-2020 re: Confirm Proceedings of Council meeting of August 24, 2020
13. **Adjournment.**

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## VILLAGE OF MERRICKVILLE-WOLFORD

For Clerk's use only if  
required

**Recorded Vote Requested  
By:**

Cameron	Y	N
Foster	Y	N
Halpenny	X	N
Molloy	Y	N
Clerks	Y	N

Resolution Number: R - - 20

Date: August 24, 2020

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

**Be it hereby resolved that:**

The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the agenda of the regular Council meeting of August 24, 2020 as:

\_\_\_ circulated.

\_\_\_ amended.

Carried / Defeated

J. Douglas Struthers, Mayor

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## VILLAGE OF MERRICKVILLE-WOLFORD

For Clerk's Use Only	
Recorded Vote Requested	
By:	
Struthers	Y
Foster	Y
Halpenny	Y
Molloy	Y
Shirley	N

Resolution Number: R - - 20

Date: August 24, 2020

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

### Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the Minutes of the regular Council meeting of July 27, 2020 as

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

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

Carried / Defeated

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

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

Monday, July 27, 2020

**Chaired by:** Mayor J. Douglas Struthers  
**Members of Council:** Councillor Don Halpenny  
Councillor Bob Foster  
Councillor Timothy Molloy  
**Regrets:** Deputy Mayor Michael Cameron  
**Staff in Attendance:** Doug Robertson, CAO/Clerk  
Christina Conklin, Deputy Clerk  
Kirsten Rahm, Treasurer

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

**Approval of Agenda**

**R-183-20** Moved by Councillor Halpenny, Seconded by Councillor Foster  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the agenda of the regular Council meeting of July 27, 2020, as amended.

Carried.

**Note:** The agenda was amended to include an update on boards and advisory committee meetings, an update on the potential of a partial water ban, and discussion regarding times for Council meetings under item number 9.

**Delegation:**

**R-184-20** Moved by Councillor Halpenny, Seconded by Councillor Foster  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the delegation of Ian Murphy of MNP LLP;  
and

That Council does hereby receive the draft Consolidated Financial Statements for 2019 year-end.

Carried.

**Minutes:**

**R-185-20** Moved by Councillor Foster, Seconded by Councillor Molloy  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the Minutes of the special Council meeting of June 22, 2020, as circulated.

Carried.

**R-186-20** Moved by Councillor Molloy, Seconded by Councillor Foster  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the Minutes of the special Council meeting of July 10, 2020, as circulated.

Carried.

**Correspondence:**

**R-187-20** Moved by Councillor Foster, Seconded by Councillor Molloy  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from Niklas Althoefer Hastings, received on July 17, 2020 regarding the Merrickville-Wolford Citizenship Award, for information purposes.

Carried.

**Planning:**

**R-188-20** Moved by Councillor Halpenny, Seconded by Councillor Foster  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from Forbes Symon of Jp2g Consultants Inc. with respect to Consent Application B-5-20; and  
That Council does hereby recommend approval of Consent Application B-5-20 to the Consent Granting Authority.

Carried.

**Finance:**

**R-189-20** Moved by Councillor Foster, Seconded by Councillor Halpenny  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report FIN-10-2020, being a report regarding the removal of outstanding taxes from the tax roll, for information purposes; and

That Council does hereby authorize the Treasurer or delegate to remove from the tax roll outstanding property taxes (including penalties, interest and other charges) in the amount of \$903.56 from 2014 for Roll #0714 714 015 09428.

Carried.

**R-190-20** Moved by Councillor Molloy, Seconded by Councillor Foster  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report FIN-13-2020, being a report regarding transfers to and from reserves, for information purposes; and

That Council does hereby approve the transfer of \$96,200.00 from the 2019 Capital Budget to the Carry Forward Reserve to be used for 2020 Capital projects; and

That Council does hereby approve the transfer of \$24,738.00 from the 2019 RED program to the Carry Forward Reserve to be used for 2020 RED projects; and

That Council does hereby approve the transfer of the water and wastewater surplus of \$90,915.50 from the 2019 Water and Wastewater Budget to the Water and Wastewater Reserve; and

That Council does hereby approve the transfer of \$49,340.57 from the 2019 Building Department Budget to the Building Reserve.

Carried.

**R-191-20** Moved by Councillor Foster, Seconded by Councillor Halpenny  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report FIN-14-2020, being the 1<sup>st</sup> and 2<sup>nd</sup> quarter report of the Finance Department, for information purposes.

Carried.

**R-192-20** Moved by Councillor Foster, Seconded by Councillor Halpenny  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby direct staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Management Program for an Asset Management Plan; and

That the Village of Merrickville-Wolford does hereby commit to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance the Village's asset management program:

- Hire a consultant to assist with the development of an Asset Management Plan for the Village of Merrickville-Wolford.

Be it further resolved that the Village of Merrickville-Wolford has committed \$12,500.00 from its budget toward costs of this initiative.

Carried.

**R-193-20** Moved by Councillor Molloy, Seconded by Councillor Foster  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby direct staff to waive interest charges on the first installment of the Final Tax Notices due July 31, 2020 until September 30, 2020 and Direct staff to waive interest charges for water and wastewater bills until September 30, 2020.

Defeated.

**CAO:**

**R-194-20** Moved by Councillor Molloy, Seconded by Councillor Foster  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report CAO-06-2020, being a report regarding the 2019 Staff Vacation and Banked Time allotments, for information purposes; and

That Council does hereby authorize the extension of the deadline for staff to use 2019 vacation and banked time from April 30, 2020 to December 31, 2020.

Carried.

**NOTE:** Ms. Rahm left the meeting at 7:58 p.m.

**In Camera:**

**R-195-20** Moved by Councillor Foster, Seconded by Councillor Molloy

**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby move to an "In-Camera" session at 8:10 p.m. under Section 239 (2) of the *Municipal Act, 2001*, as amended, to address matters pertaining to:

1. 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;
2. Personal matters about an identifiable individual, including municipal or local board employees; and
3. Advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and

Carried.

**Rise and Report:**

**R-196-20** Moved by Councillor Foster, Seconded by Councillor Halpenny

**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby rise and report from the "In-Camera" session of the regular Council meeting, with staff being given direction, at 9:45 p.m.

Carried.

**Confirming By-Law:**

**R-197-20** Moved by Councillor Halpenny, Seconded by Councillor Foster

**Be it hereby resolved that:** By-law 41-2020, being a by-law to confirm the proceedings of the Council meeting of July 27, 2020, be read a first and second time, and that By-law 41-2020 be read a third and final time and passed.

Carried.

**Adjournment**

**R-198-20** Moved by Councillor Foster, Seconded by Councillor Halpenny

**Be it hereby resolved that:** This regular meeting of the Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at 9:48 p.m. until the next regular meeting of Council on August 24, 2020 at 7:00 p.m. or until the call of the Mayor subject to need.

Carried.

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J. Douglas Struthers, Mayor

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Doug Robertson, CAO/Clerk

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## VILLAGE OF MERRICKVILLE-WOLFORD

**Recorded Vote Requested  
By:**



Resolution Number: R - - 20

Date: August 24, 2020

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

### Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the Minutes of the special Council meeting of August 5, 2020 as

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

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

Carried / Defeated

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



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

Wednesday, August 5, 2020

A special meeting of the Council of the Corporation of the Village of Merrickville-Wolford was held at 3:30 p.m. on Wednesday, August 5, 2020.

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

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

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

**Approval of Agenda**

**R-199-20** Moved by Councillor Foster, Seconded by Councillor Halpenny  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the agenda of the special Council meeting of August 5, 2020, as circulated.

Carried.

**Boards:**

**R-200-20** Moved by Councillor Foster, Seconded by Councillor Molloy  
**WHEREAS** on March 16, 2020, the Council of the Corporation passed Resolution No. R-105-20 which directed the Merrickville Public Library Board and the Merrickville-Wolford Police Services Board to cancel all meetings until further notice as a result of COVID-19;

**BE IT HEREBY RESOLVED THAT** the Council of the Corporation of the Village of Merrickville-Wolford does hereby direct that the Merrickville Public Library Board and the Merrickville-Wolford Police Services Board may commence meetings in accordance with the Provincial Emergency Orders and instructions of the Medical Officer of Health, as applicable.

Carried.

**In Camera:**

**R-201-20** Moved by Councillor Molloy, Seconded by Councillor Halpenny  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby move to an "In-Camera" session at 3:50 p.m. under Section 239 (2) of the *Municipal Act, 2001*, as amended, to address matters pertaining to:

1. Advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

Carried.

**Rise and Report:**

**R-202-20** Moved by Councillor Foster, Seconded by Councillor Halpenny

**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby rise and report from the "In-Camera" session of the special Council meeting, with staff being given direction, at 4:40 p.m.

Carried.

**Confirming By-Law:**

**R-203-20** Moved by Councillor Halpenny, Seconded by Councillor Foster

**Be it hereby resolved that:** By-law 42-2020, being a by-law to confirm the proceedings of the special Council meeting of August 5, 2020, be read a first and second time, and that By-law 42-2020 be read a third and final time and passed.

Carried.

**Adjournment**

**R-204-20** Moved by Councillor Foster, Seconded by Councillor Halpenny

**Be it hereby resolved that:** This special meeting of the Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at 4:50 p.m. until the next regular meeting of Council on August 24, 2020 at 7:00 p.m. or until the call of the Mayor subject to need.

Carried.

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J. Douglas Struthers, Mayor

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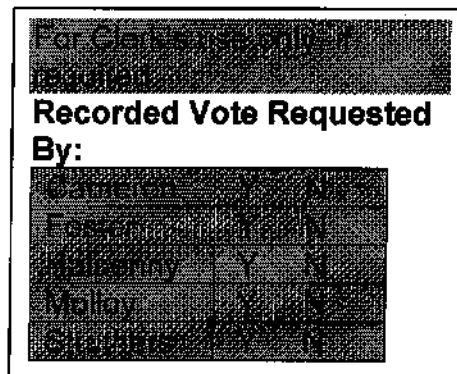
Doug Robertson, CAO/Clerk

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## VILLAGE OF MERRICKVILLE-WOLFORD



Resolution Number: R - - 20

Date: August 24, 2020

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

### Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from Randy McLaren of the Ministry of Natural Resources and Forestry dated August 6, 2020, with respect to Provincially Significant Wetlands Designations, for information purposes.

Carried / Defeated

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

Ministry of Natural Resources & Forestry    Ministère des Richesses naturelles et des Forêts

Kemptville District

District de Kemptville

10-1 Campus Drive  
Kemptville ON K0G 1J0  
Tel.: 613 258-8204  
Fax: 613 258-3920

10-1 promenade Campus  
Kemptville ON K0G 1J0  
Tel.: 613 258-8204  
Fax: 613 258-3920

August 6, 2020

Sent Via Email

Doug Robertson  
CAO/Clerk/Director, Economic Development  
Village of Merrickville-Wolford

Dear Mr. Robertson,

The purpose of this letter is to inform you of recent changes made to a Provincially Significant Wetland (PSW) occurring within your jurisdiction. Updated boundaries for the Wolford Bog PSW complex can now be accessed online using Land Information Ontario (LIO), a mapping tool, which is used by municipalities and others to inform land use planning decisions.

In Ontario, wetland significance is assessed using the provincial framework known as the Ontario Wetland Evaluation System (OWES). The original OWES evaluation which identified Wolford Bog as a PSW was completed in 1982-85 by the Ministry of Natural Resources and Forestry (MNRF). OWES recognizes wetlands as dynamic features on the landscape that may change over time. As a result, wetland files remain open and subject to updates and amendments. A wetland file update was completed for the Wolford Bog PSW complex in 2010. At that time, additional areas of adjacent wetland were added to the wetland boundary and some areas which no longer met the definition of a wetland were removed.

The decision to update the boundary of the Wolford Bog PSW complex is the result of a recent review of the provincial wetland evaluation file and record, which is maintained by MNRF. Upon review of this file it was determined that the wetland update in 2010 was not documented as required on the provincial wetland record. The requirement to document information when completing a wetland evaluation or file update can be found in the OWES Southern Manual.

MNRF works diligently to ensure a fair, consistent and defensible position when addressing matters that impact the people of Ontario. MNRF also seeks to hold itself accountable to the same standards, expectations and requirements for meeting the provincial standards set out in OWES. As a result, MNRF is amending the wetland boundary to exclude any additional wetland area added as a result of the 2010 file update. As PSW evaluations do not expire, the remainder of the Wolford Bog PSW complex will remain, per the findings of the original (i.e. 1982-85) evaluation.

In closing this letter, it is important to note that wetland protection is an interest shared by multiple agencies across Ontario, including municipalities and Conservation Authorities (CA). This letter is not intended for the purpose of informing future land use planning decisions on or adjacent to the properties subject to this notification. The removal of the PSW status for wetlands occurring on these properties results in a new status of 'unevaluated' where wetlands are present. As per the *Provincial Policy Statement (PPS)*, issued under the *Planning Act*, planning authorities may require evaluations to determine the significance of unassessed features within their jurisdiction, to inform planning decisions consistent with the PPS. Landowners may also wish to have unevaluated wetlands evaluated by individuals qualified in the use of OWES.

If you have any questions regarding the above information, please don't hesitate to contact Randy McLaren, MNRF Kemptville District Manager at Phone: (613) 732-5520 email: [randy.mclaren@ontario.ca](mailto:randy.mclaren@ontario.ca)

Regards,



Pembroke/Kemptonville District Manager  
Ministry of Natural Resources and Forestry

c. MPP, Steve Clark

c. Rideau Valley Conservation Authority

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## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 20

Date: August 24, 2020

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

### Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the Certificate of Appreciation from the Honourable Steve Clark, Minister of Municipal Affairs and Housing, regarding the Village's efforts during the COVID-19 pandemic, dated July 2020.

Carried / Defeated

---

J. Douglas Struthers, Mayor

Recorded Vote Requested	
By:	
Halpenny	Y N
Foster	Y N
Molloy	Y N
Cameron	Y N

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## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 20

Date: August 24, 2020

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

### Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from the Honourable Steve Clark, Minister of Municipal Affairs and Housing, regarding the Safe Restart Agreement and emergency assistance in the amount of \$85,300 being allocated to the Village of Merrickville-Wolford, dated August 12, 2020, for information purposes.

Carried / Defeated

---

J. Douglas Struthers, Mayor

Recorded Vote Requested By:			
Cameron	Y	N	
Foster	Y	N	
Halpenny	Y	N	
Molloy	Y	N	
Struthers	Y	N	

**Ministry of  
Municipal Affairs  
and Housing**

Office of the Minister  
777 Bay Street, 17<sup>th</sup> Floor  
Toronto ON M7A 2J3  
Tel.: 416 585-7000

**Ministère des  
Affaires municipales  
et du Logement**

Bureau du ministre  
777, rue Bay, 17<sup>e</sup> étage  
Toronto ON M7A 2J3  
Tél. : 416 585-7000



234-2020-3359

August 12, 2020

Mayor Doug Struthers  
Village of Merrickville–Wolford  
317 Brock Street West PO Box 340  
Merrickville ON K0G 1N0

Dear Mayor Struthers:

On July 27, 2020, as part of the federal-provincial Safe Restart Agreement, the Ontario government announced that it had secured up to \$4 billion in emergency assistance to provide Ontario's 444 municipalities with the support they need to respond to COVID-19. I am writing to you today to provide further details on this funding investment.

Municipalities play a key role in delivering critical services that Ontarians rely on and are at the frontlines of a safe reopening of the economy. This investment will provide support to municipalities and public transit operators to help them address financial pressures related to COVID-19, maintain critical services and protect vulnerable people as the province safely and gradually opens. It includes:

- Up to \$2 billion to support municipal operating pressures, and
- Up to \$2 billion to support municipal transit systems.

The Honourable Caroline Mulroney, Minister of Transportation, will provide more information on the transit stream of this funding.

I would also like to acknowledge the Federal government in their role in this historic agreement. As Premier Ford has indicated, "by working together, we have united the country in the face of the immense challenges brought on by COVID-19 and secured a historic deal with the federal government to ensure a strong recovery for Ontario and for Canada".

Under the municipal operating stream, \$1.39 billion will be available to Ontario's municipalities to address operating pressures and local needs. This funding will be allocated in two phases: 50% allocated in Phase 1 for all municipalities, and 50% allocated in Phase 2 for municipalities that require additional funding.



The Safe Restart Agreement also includes a second phase of Social Services Relief Funding (SSRF) totalling \$362 million. This is in addition to significant investments made earlier to the SSRF and in support of public health. Details will be outlined in a letter to Service Managers in the coming days.

#### Municipal Operating Funding Phase 1: Immediate Funding for Municipal Pressures

Phase 1 of this funding will be allocated on a per household basis and I am pleased to share that the **Village of Merrickville–Wolford will receive a payment of \$85,300** to support your COVID-19 operating costs and pressures.

Please note that your municipality is accountable for using this funding for the purpose of addressing your priority COVID-19 operating costs and pressures. If the amount of the funding exceeds your municipality's 2020 COVID-19 operating costs and pressures, the province's expectation is that your municipality will place the excess funding into reserves to be accessed to support COVID-19 operating costs and pressures that you may continue to incur in 2021. Your municipality will be expected to report back to the province in March 2021 with details on your 2020 COVID-19 operating costs and pressures, your overall 2020 financial position, and the use of the provincial funds in a template to be provided by the ministry. More details on this reporting will be shared in the coming weeks.

**In the meantime, I am requesting that your municipal treasurer sign the acknowledgement below and return the signed copy to the ministry by email by September 11, 2020 to [Municipal.Programs@ontario.ca](mailto:Municipal.Programs@ontario.ca).** Please note that we must receive this acknowledgement before making a payment to your municipality. We intend to make payments to municipalities in September, subject to finalizing details.

#### Phase 2: Funding for Additional Municipal Pressures

I anticipate that the funding our government is providing through Phase 1 of the municipal operating stream will be sufficient to address COVID-19 costs and pressures for most municipalities. However, we recognize that some municipalities have experienced greater financial impacts arising from COVID-19 than others. As a result, we are offering a second phase of funding to those municipalities that can demonstrate that 2020 COVID-19 operating costs and pressures exceed their Phase 1 per household allocation.

To be considered for this Phase 2 funding, municipalities will be required to submit reports outlining their COVID-19 operating costs and pressures in a template to be provided by the ministry. **These reports will be due by October 30, 2020.** Municipalities that require additional time to submit their report are asked to reach out to their Municipal Services Office contact by October 30, 2020 to request an extension to November 6, 2020. **Please note that the ministry is unable to consider municipal requests for Phase 2 funding if the municipality has not submitted its report by November 6, 2020.**

A template for this municipal report and request for consideration for Phase 2 funding will be provided shortly and will require:

1. Information about measures the municipality has undertaken to reduce financial pressures (e.g. use of reserves, cost saving measures);
2. Explanation of how the municipality applied or plans to spend Phase 1 funding towards COVID-19 operating costs and pressures;
3. A year-end forecast of COVID-19 operating costs and pressures;
4. Actual COVID-related impacts as of the end of Q3 of the municipal fiscal year (September 30, 2020);
5. Treasurer's statement as to accuracy of reporting;
6. Resolution of Council seeking additional funding.

Municipalities who are eligible and approved to receive funding under Phase 2 will be informed before the end of the calendar year and can expect to receive a payment in early 2021.

Our government will continue to be a champion for communities as we chart a path to a strong economic recovery. We thank all 444 Ontario municipal heads of council for their support through our negotiations with the federal government. Working together, we will ensure Ontario gets back on track.

Sincerely,



Steve Clark  
Minister of Municipal Affairs and Housing

**c. Municipal Treasurer and Municipal CAO**

By signing below, I acknowledge that the per household allocation of \$85,300 is provided to the Village of Merrickville–Wolford for the purpose of assisting with COVID-19 costs and pressures and that the province expects any funds not required for this purpose in 2020 will be put into reserves to support potential COVID-19 costs and pressures in 2021. I further acknowledge that the Village of Merrickville–Wolford is expected to report back to the province on 2020 COVID-19 costs and pressures and the use of this funding.

Name:

Title:

Signature:

Date:

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## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 20

Date: August 24, 2020

Recorded Vote Requested	
By:	
Cameron	Y
Foster	Y
Halpenny	Y
Molloy	Y
Struthers	Y

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

### Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the Minutes of the Merrickville Public Library Board dated March 12, 2020, for information purposes.

Carried / Defeated

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J. Douglas Struthers, Mayor

## MERRICKVILLE PUBLIC LIBRARY

Merrickville Public Library Board's meeting was held on Mar 12, 2020 at 12:30 pm at the library.

Present: M-W: Brian Reid, Carole Roberts, Victor Suthren, Timothy Molloy

Montague: Wendy Simpson-Lewis

and Mary Kate Laphen (Librarian)

Other: Kirsten Finstad (Friends of the Library)

Regrets: John Harris,

Meeting called to order at 12:37 pm.

**1. Declaration of Pecuniary Interest:** None.

**2. Adoption of Agenda:** with

- Moved by Timothy; seconded by Carole. ADOPTED.

**3. Approval of Minutes:** Feb 13/20 meeting minutes – Moved by Carole; seconded by Wendy. APPROVED.

**4. Correspondence:**

- **SOLS Update:** SOLS and OLS-N are looking at amalgamating.
- **PLOG Update:** An update from FOPL (Federation of Public Libraries) says the provincial operating grant for libraries is expected to stay the same for 2020.
- **COVID-19:** SOLS sent out some resources re: COVID-19 procedures. Discussion of possible library closure if the situation worsens.  
Motion: The Board gives the CEO authority to close the library to the public in response to the pandemic situation if, in her judgement, conditions warrant this. Moved by: Victor, seconded by Wendy. APPROVED.

**5. Questions/ Presentations from Public:** None

**6. Friends of the Library Report:** (Kirsten Finstad)

- The Friends are working on their upcoming fundraisers: the Garage Sale (May 2) and the Plant Sale (late May), and their application for a raffle license (with the assistance of John Harris).
- A meeting is scheduled for later this month.

**7. Report from Council:**

- **Budget 2020:** Timothy reports that there has been no issues re: the municipal operating grant for the library; however, the capital costs for the library exterior repairs will now be downloaded onto the board and the library reserve fund. The board discussed how to move forward in light of this development.

**8. Librarian's Report:** see below

**Incident Update:** There has been no further involvement of the library re: this incident.

**9. Other Business:**

**i. Updates:**

- **Budget 2020:** Mary Kate attended the Council's Operating Budget Review meeting. See above (#7) for further budget updates.
- **Annual Report Presentations:** Distributed print copies of the annual report to the board. The report and video highlights have been posted to the library website. Mary Kate has presented the report to Montague Council (Mar 3) and is tentatively scheduled to present to M-W Council on Mar 23.
- **Health & Safety Checks:** Linda has taken this on and will begin start this month.
- **Canada Helps:**

**ii. Seed Library:** Sustainable Merrickville-Wolford has proposed starting up a seed library in partnership with the library. Mary Kate is exploring this with a couple of their members.

**iii. Strategic Planning/ Community Needs Assessment:**

- Due to time constraints, there was a quick review of the steps in the strategic planning process and the tasks involved. Mary Kate also distributed a Library Profile. To be discussed at greater length next month.

**10. Next meeting:** Thurs, Apr. 9, 2020 at 12:30 at the Library.

Librarian \_\_\_\_\_

Chairperson \_\_\_\_\_

## Librarian's Report for Feb-Mar/20

### Statistics:

February	2020	2019	2018	2017
<b>Patrons</b>	1048 w/mtgs 1115 +7.5%	993 w/mtgs 1035 - 9%	1114 w/mtgs 1142 -8%	1225 +1% w/mtgs 1243
<b>(Kids/Youth)</b>	275 (76 / 199)	248 (70 / 178)	296 (95 / 201)	321 (120 / 201)
<b>(Programs)</b>	111-in (12 prgs) 51-out of Lib, (5 prgs)	107-in (12 prgs, 1 CV in) 50-out of Lib, (5 prgs)	108-in (10 prgs in) 44-out of Lib (4-prgs)	194-in (19 prgs, 1 CV in.) 18-out of Lib (2-prgs, 0 CVs out)
<b>Mtg Rm users</b>	67 (12 mtgs)	42 (6 mtgs)	28 (5 mtgs)	18 (3 mtgs)
<b>Circulation</b>	TOTAL 2196 -12% Items: 1746 -17% OverDrive: 435 (circ) Kanopy: 15 (credits)	2107 +6% OverDrive: 362 (circ) TOTAL 2469 +9%	1980 -3% OverDrive: 285(circ) TOTAL: 2265 -2%	2037 -16% OverDrive: 275 (circ) TOTAL: 2312
<b>(Adult/Child)</b>	(A-1284, J-443, T-15)	(A-1505, J-592 T-10)	(A-1429, J-520, T-31)	(A-1366, J-621, T-50)
<b>Internet use (+wireless):</b>	317 +23% excl. wireless +65% with wireless (190 / 115w / 12 Tab)	192 -26% (158 / 28w / 6 Tab)	260 -13% (217 / 25w / 18 Tab)	298 +8% (255 / 39w / 4 EL)
<b>ILLs borrowed/lent:</b>	61 / 70	89 / 76	97 / 91	111 / 66

February visits and internet use were up from last year (wireless use, in particular, seems to have jumped a lot because we are now able to count after-hours use), although circulation is still down. The meeting room continues to be busier.

### Programs & Services:

#### Children's Programs:

**StoryTime:** continues to go well.

**Thomas the Tank Engine Day:** This was popular and went well. Am planning to do again in April.

**March Break:** is planned. Publicity with the schools & the NG Times is in place. This may be affected by the virus situation.

**PlayGroup:** Continuing to visit most weeks. Attendance continues to be good.

**Daycare:** Continuing monthly visits to the toddlers and preschoolers & loan of books on request.

**Schools:** The class from Ste Marg continues to visit. Will touch base with the schools after March Break.

#### Adult Programs:

**Library Book Club:** Continuing to go well.

**Off The Shelf:** Continuing to go well.

**Meditation:** This session is ended, but another one is planned to start after Easter.

**Kanopy:** Use continues to be rather low. Am promoting more.

**Museum Passes:** Likely to be busy over March Break. Have had several inquiries.

**Internet:** Continues to be well-used, esp. after school. After hours internet use continues strong.

**InterLibrary Loans:** Has picked up in January & February, but still down from last year.

**Seniors Home:** Rosebridge Manor still getting books (month loan).

**Pools:** nothing new this month.

**Meeting Room:** This month, the meeting room was used by programs (including the new meditation group), the Fair Board, the knitting group, a bridge group, the Chamber of Commerce, and by Sustainable Merrickville-Wolford, which will be hosting a couple of their events/meetings here.

**Collection:** Am working on the Spring-Summer bestsellers order. All of the new kids' books purchased in Dec have been added in time for March Break. The spring Scholastic sale is coming in April. Have not yet had time to weed the children's collection.

**Volunteers:** The volunteer situation is fine; they are doing the usual: processing books, shelving, packaging ILLs, working on the scanned genealogy collection, etc.

**Donations:** Nothing new this month.

**Facilities:** One of our new LED lights had to be replaced (defect). The faucet in the meeting room has been replaced due to leaking.

**Publicity/Outreach:** Phoenix column, webpage, Facebook updates, signs, and flyers. Additional publicity in the schools & article in NG Times for March Break. The Annual Report and video are on our website. I will be posting about it once March Break is underway.

**Partnerships/Outreach:** Continues to go well. Health Centre is planning more mediation sessions; am making plans for a seed library with Sustainable Merrickville-Wolford in addition to hosting some events. Have a meeting re: Trails Day scheduled with the Trails Society. Have talked more with the MAG Photography Collective about housing a camera/equipment library.

**Professional Development, Meetings, etc:** participated in the Small Libraries Committee telemeeting.

**Grants, etc:** have submitted the 2019 data for the Provincial Survey (required for Provincial Operating Grant).

**Plans for month:** March Break activities; present Annual Report to M-W, move ahead with the strategic planning process, continue working with other groups, particularly re: the seed library, look at spring programming, work on the Canada Helps page and weeding as time permits, plus the usual library business.

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## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 20

Date: August 24, 2020

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

### Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby support the partnership for the Digital Main Street – Digital Service Squad regional grant application.

Carried / Defeated

---

J. Douglas Struthers, Mayor

For Councillors use only	
Recorded	Vote Requested
By:	
Cameron	Y
Foster	Y
Halpenny	Y
Molloy	Y
Struthers	Y



August 24, 2020

Dear Digital Main Street Committee,

As a partner municipality, the Village of Merrickville-Wolford is pleased to provide this letter of support for the Digital Main Street – Digital Service Squad regional application, as led by the United Counties of Leeds Grenville Economic Development department. The regional application will be a partnership involving several communities and organizations including the Village of Merrickville-Wolford, Merrickville-Wolford & District Chamber of Commerce, Westport, Athens, Front of Young, Elizabethtown-Kitley, and Rideau Lakes, to help local businesses go digital.

Merrickville-Wolford is an urban/rural municipality located along the Rideau Canal (UNESCO World Heritage Site) and comprised of a village, hamlets, rural and agricultural regions. Ninety percent (90%) of businesses throughout the municipality employ less than 5 people and drive our diverse local economy in key sectors of healthcare & social services, agriculture & food, retail trade & tourism and professional services.

Thanks to our small businesses, downtown shops feature works by resident artists, restaurants, cafes and bakeries serve products grown and produced by local farmers, a wide range of professional services are available, and community ambassadors showcase our historic and natural attractions – making Merrickville-Wolford a sought-after community for residents and tourists.

Businesses throughout Merrickville-Wolford are well positioned to benefit from an investment in a Digital Service Squad, particularly at this time when many are managing through COVID, adapting business models and working toward increasing sales with new technologies and digital approaches. A DSS could greatly benefit the business community and local economy.

We look forward to working with the United Counties of Leeds Grenville to implement a Digital Service Squad for our businesses in Merrickville-Wolford and across the region.

Feel free to contact us with any questions.

Sincerely,

**DRAFT**

Doug Robertson  
CAO/Clerk/Director, Economic Development

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



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## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 20

Date: August 24, 2020

Recorded Vote Requested By:	
Cameron	Y
Foster	Y
Halpenny	Y
Molloy	Y
Struthers	Y

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

### Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from Michelle Davis and Matthew Pestell requesting an exemption from the Village's Sign By-law 24-2010 dated June 23, 2020; and

That Council does hereby approve the sign located at 618 St. Lawrence Street to be exempt from the maximum size requirement outlined in Sign By-law 24-2010 to allow for a maximum sign size of not more than 40" by 40".

Carried / Defeated

---

J. Douglas Struthers, Mayor



618 St. Lawrence St. PO Box 129  
Merrickville, ON  
K0G1N0

June 23, 2020

Dear Merrickville-Wolford Council Members,

We write to you today to ask for an exception regarding the allowable dimensions for a promotional sign on our business property located at 618 St. Lawrence Street.

We have come to understand from Jerry that despite our property being zoned commercial, it falls within an otherwise residentially zoned stretch of St. Lawrence Street and would therefore be subject to the residential sign by-laws.

By-Law 24-2010 6.1 states that:

There shall be no external display or advertising other than a sign not more than 0.4 sq. metres (5 sq. feet) on the face of the sign and not more than one (1) permanent sign per property or dwelling unit shall be permitted. Where more than one (1) business operates from the property or dwelling, all businesses shall share that one (1) sign.

We ask for this exception to the size restriction, allowing us to erect a 40" x 40" (approx. 11 sq. ft.) sign on the following grounds:

First, we hope to leverage the larger sign to attract the attention of cars passing through this busy stretch of our town. We are counting on leveraging the existing tourist traffic into and out of town to source clients who will in turn host events drawing additional attention and bringing additional business to Merrickville. We believe our 40" x 40" sign will be eye catching and will make a great impression. We also believe our sign design is elegant and simple, and will not detract from the charm of the stretch of St. Lawrence Street.

Secondly, while the proposed sign is larger than the restrictions set forth in section 6.1 for residential zones, it does meet the size restrictions for commercial zones in section 7.1 of the by-law:

7.1. In the commercial zones each business may have a separate sign provided that the total area of all signs shall not exceed fifteen percent (15%) of the area of the exposed building face and each business in a multi-use building shall be part of the 15%.

Thirdly, and humbly admitting that we put the cart before the horse, we have already purchased our sign of 40" x 40" from the local business Cobra. We based the dimensions of our sign on the existing sign-post structure on the property at our time of purchase. We assumed in error that a

sign that fell within these dimensions would be in accordance with the by-laws. We originally submitted a sign application on April 18<sup>th</sup>, 2020 with these dimensions, and although we respect the process and the delays due to COVID-19 are completely reasonable and expected, we ultimately felt the need to move forward as the sign is an integral part of preparing our business to open.

If you have any additional questions or concerns we will be happy to discuss this further, and we can be reached by phone, email or mail, all contact information above for your convenience.

We appreciate your consideration, and we hope you approve this exception. You have our commitment to be exceptionally diligent adhering to the administrative process and by law guidelines moving forward.

Sincerely,

Michelle Davis & Matthew Pestell

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## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 20

Date: August 24, 2020

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

### Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from Ian Fraser, with respect to proposed construction to the heritage-designated house located at 106 Mill Street; and

That Council does hereby approve of the alterations to the roof of 106 Mill Street as outlined in the above-referenced correspondence.

Carried / Defeated

---

J. Douglas Struthers, Mayor

Recorded Vote Requested By:		
Cameron	Y	N
Foster	Y	N
Halpenny	Y	N
Molloy	Y	N
Struthers	Y	N

Dear Mr. Robertson,

We are writing to you to let you know of our intention to put a new roof on 106 Mill Street, which, according to professional opinion, is much needed. As one of the roofers who gave us an estimate said, "I would recommend replacement asap as I couldn't believe you didn't currently have any leaks! The roof is all rotted!"

We have looked into the history of 106 Mill Street and have seen the heritage designation, see attached. We understand that this restricts us to a covering that is consistent with the document, which indicates a metal roof. To be in accordance with the heritage designation, we are therefore planning to put a metal roof on 106 Mill Street.

We have done a virtual tour of the town and have noticed that many of the historical buildings in Merrickville, including the library, have been reroofed with metal. We have been in contact with RAW roofers who have been active in the Merrickville area and have installed a number of metal roofs on historic houses in the town, including, we understand, buildings with a heritage designation. The owner and operator has, in fact, just finished a job across from 106, Mill Street.

Yours sincerely,

Ian Fraser.

This is the description of the task as described by RAW Roofers:

Supply and install steel roof on house. Majestic profile. Rip off cedar shingles. Apply Resisto plus. Install steel and flash and cap.

Supply and install Snow guards free of charge.

20 year guarantee on workmanship. 40 year warranty on steel that is transferable to new owners if house is sold. No warranty on Snow guards.

Clean up job related waste. Raw Roofing is not responsible for re-pointing satellite dishes. Raw Roofing is not responsible for nails in tires. We do a thorough clean up upon job completion.

Estimate does not cover cost of unforeseen extras that may arise. Such as rotten or broken trusses.

COMMISSION ON THE PRESERVATION OF HISTORIC BUILDINGS  
Schedule "D" to By-Law

13-81

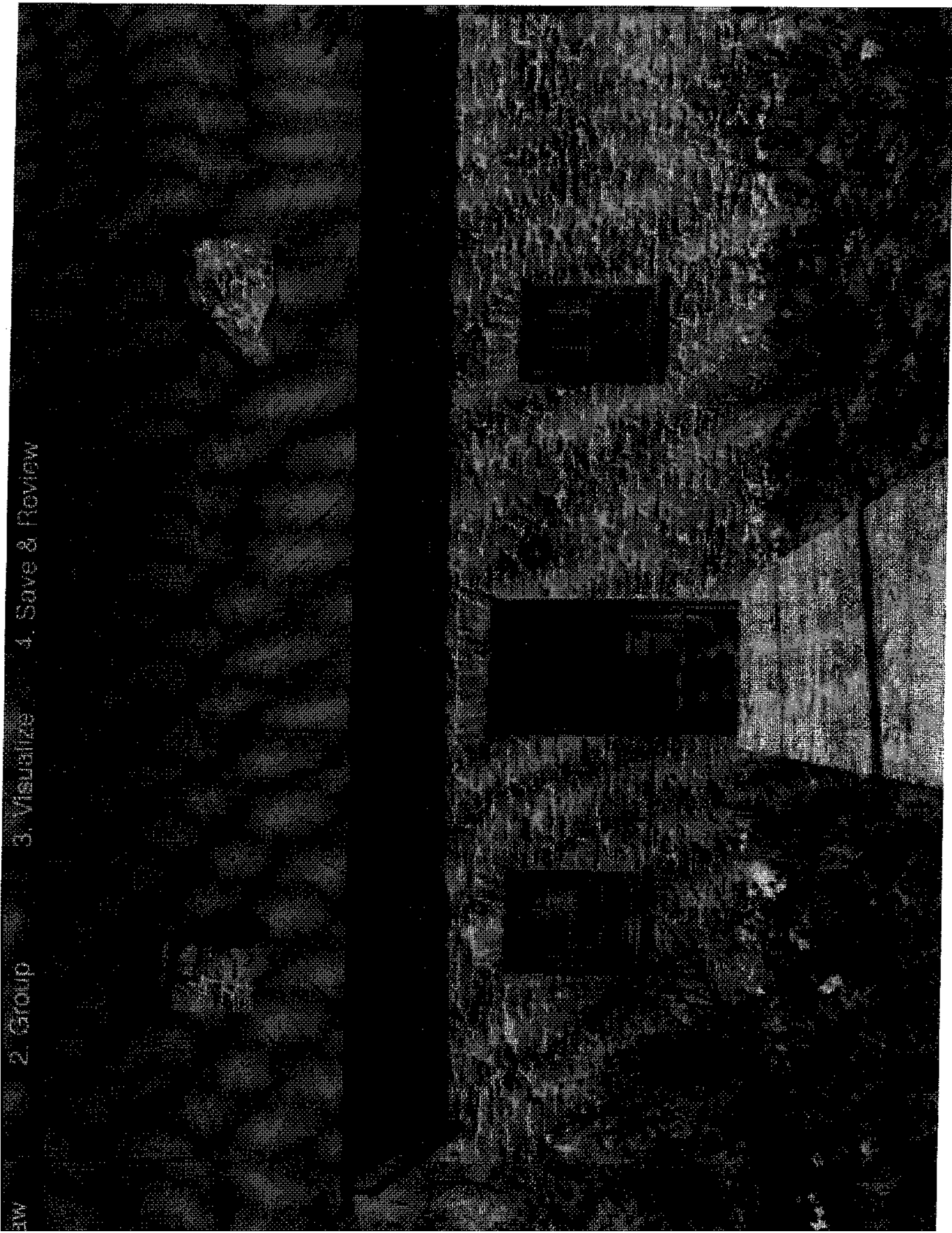
Buildings approved for designation as Heritage properties by their owners.

Eleanor Nicholls and Dr. Robert Nicholls  
The Merrick Tavern (part lot Es Mill Street, W. side adjacent Rideau River, North side).

The building is a one and one half story stone house which was apparently a tavern at one time. The stone walls are of rubble stone construction. The roof of the building is of corrugated

metal and supports two large stucco covered chimneys one at

either end of the singular gable. The plan is rectangular with the long side facing the street, set back perhaps 15' from the sidewalk. The facade is three bay asymmetrical with the door being to the left (south) of centre to the left and to the right of the door are two smallish two over two smallish wood frame



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## VILLAGE OF MERRICKVILLE-WOLFORD

Recorded Vote Requested By:		
Cameron	Y	N
Foster	Y	N
Halpenny	Y	N
Molloy	Y	N
Struthers	Y	N

Resolution Number: R - - 20

Date: August 24, 2020

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

### Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby move to an "In-Camera" session at \_\_\_\_\_ p.m. under Section 239 (2) of the *Municipal Act, 2001*, as amended, to address matters pertaining to:

1. Labour relations and employee negotiations.

Carried / Defeated

J. Douglas Struthers, Mayor



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## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 20

Date: August 24, 2020

For Clerk's Use Only If Carried	
<b>Recorded Vote Requested By:</b>	
Cameron	Y N
Foster	Y N
Halpenny	Y N
Molloy	Y N
Struthers	Y N

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

**Be it hereby resolved that:**

The Council of the Corporation of the Village of Merrickville-Wolford does hereby rise and report from the "In Camera" session of the regular Council meeting, with staff being given direction, at \_\_\_\_\_ p.m.

Carried / Defeated

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



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

**BY-LAW 43-2020**

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 AUGUST 24, 2020

WHEREAS section 5(3) of the Municipal Act, 2001 states that municipal power, including a municipality's capacity, rights, powers and privileges, shall be exercised by by-law, unless the municipality is specifically authorized to do otherwise;

AND WHEREAS it is deemed prudent that the proceedings of the Council of the Corporation of the Village of Merrickville-Wolford (hereinafter referred to as "Council") at its meeting held on August 24, 2020 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 August 24, 2020 and each recommendation, report, and motion considered by Council at the said meeting, and other actions passed and taken by Council at the said meeting are hereby adopted, ratified and confirmed.
2. The Mayor or his or her designate and the proper officials of the Village of Merrickville-Wolford are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required and, except where otherwise provided, the Mayor and Clerk are hereby directed to execute all documents necessary in that regard, and the Clerk is hereby authorized and directed to affix the Corporate Seal of the Municipality to all such documents.

This by-law shall come into force and take effect immediately upon the final passing thereof.

Read a first, second and third time and passed on the 24<sup>th</sup> day of August, 2020.

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

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

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## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 20

Date: August 24, 2020

No change use brown envelopes	
<b>Recorded Vote Requested</b>	
<b>By:</b>	
Cameron	Y N
Foster	Y N
Halpenny	Y N
Molloy	Y N
Struthers	Y N

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

### Be it hereby resolved that:

This regular meeting of the Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at \_\_\_\_\_ p.m. until the next regular meeting of Council on September 14, 2020 at 7:00 p.m. or until the call of the Mayor subject to need.

Carried / Defeated

---

J. Douglas Struthers, Mayor