



**VILLAGE OF MERRICKVILLE-WOLFORD**

**Agenda for Council  
Council Chambers**

Council Meeting 6:00 p.m.

Monday, August 27, 2018

1. **Call to Order**
  2. **Disclosure of Pecuniary Interest and the general nature thereof**
  3. **Approval of the Agenda**
  4. **In-Camera:**
    1. Personal matters about identifiable individuals;
    2. Labour relations or employee negotiations;
    3. Litigation or potential litigation; and
    4. Receiving of advice that is subject to solicitor/client privilege.
- Note: The regular meeting of Council will resume at 7:00 p.m.**
5. **Minutes:**

Approval of the Minutes of the special meeting of July 6, 2018;  
Approval of the Minutes of the special meeting of July 10, 2018;  
Approval of the Minutes of the special meeting of July 16, 2018; and  
Approval of the Minutes of the regular meeting of July 23, 2018.
  6. **Public Question Period to Council**
  7. **Correspondence:**

Letter from Communities in Bloom dated July 31, 2018;  
Letter from Community & Primary Health Care dated August 22, 2018;  
Letter from United Way of Leeds and Grenville dated August 8, 2018;  
Letter from Lions Club of Merrickville received July 25, 2018; and  
Letter from Communities in Bloom Judges.
  8. **By-law Enforcement:** BLEO-03-2018 re: 2018 2<sup>nd</sup> Quarter Report; and  
Resolution re: Merrickville Jazz Festival Sign Exemption
  9. **Building:** CBO-06-2018 re: 2018 2<sup>nd</sup> Quarter Report
  10. **Fire:** FD-06-2018 re: 2018 2<sup>nd</sup> Quarter Report
  11. **Finance:** FIN-06-2018 re: 2018 2<sup>nd</sup> Quarter Report
  12. **Notices of Motion:**

Resolution re: Policy regarding bulk water sales;  
Resolution re: Ball diamond expansion;  
Resolution re: Committee structure and terms;  
Resolution re: Shoreline Restoration Project; and  
Resolution re: Water/Sewer Rate Review.
  13. **Public Question Period to Council**
  14. **Next meeting of Council:** Monday, September 10, 2018 at 7:00 p.m.
  15. **Confirming By-Law:** 42-2018 re: Confirm Proceedings of Council meeting of August 27, 2018
  16. **Adjournment.**

Established 1793  
Incorporated  
Wolford 1850  
Merrickville 1860  
Amalgamated 1998



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

## VILLAGE OF MERRICKVILLE-WOLFORD

For Clerk's use only, if  
required:

**Recorded Vote  
Requested By:**

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

Resolution Number: R - - 18

Date: August 27, 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 August 27, 2018 as:

\_\_\_ circulated.

\_\_\_ amended.

Carried / Defeated

David Nash, Mayor

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**VILLAGE OF MERRICKVILLE-WOLFORD**

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**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

Resolution Number: R - - 18

Date: August 27, 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 \_\_\_\_\_ 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)

Carried / Defeated

\_\_\_\_\_  
 David Nash, Mayor

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**VILLAGE OF MERRICKVILLE-WOLFORD**

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

Resolution Number: R - - 18

Date: August 27, 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 \_\_\_\_\_ p.m., with staff being given direction, and the regular Council session resume at 7:00 p.m.

Carried / Defeated

\_\_\_\_\_  
David Nash, Mayor

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**VILLAGE OF MERRICKVILLE-WOLFORD**

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

Resolution Number: R - - 18

Date: August 27, 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 special Council meeting of July 6, 2018 as:

\_\_\_\_\_circulated.

\_\_\_\_\_amended.

Carried / Defeated

\_\_\_\_\_  
David Nash, Mayor

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

Friday, July 6, 2018

A special meeting of the Council of the Corporation of the Village of Merrickville-Wolford was held at 5:00 p.m. on Friday, July 6, 2018.

**Chaired by:** Mayor David Nash  
**Members of Council:** Councillor Chuck MacInnis  
Councillor Stephen Ireland  
Councillor Kim Weedmark  
Councillor Vic Suthren  
**Regrets:** Deputy Mayor Anne Barr  
Councillor David Snowdon  
**Staff in Attendance:** Doug Robertson, CAO/Clerk

**R-233-18** Moved by Councillor Suthren, Seconded by Councillor Weedmark

**Be it hereby resolved that:** The special meeting of the Council of the Corporation of the Village of Merrickville-Wolford on July 6, 2018 does now commence at 5:12 p.m.

Carried

**Approval of Agenda:**

**R-234-18** Moved by Councillor Ireland, Seconded by Councillor MacInnis

**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby adopt the agenda of the special Council meeting of July 6, 2018, as circulated.

Carried

**Appointment of Clerk:**

**R-235-18** Moved by Councillor Suthren, Seconded by Councillor Weedmark

**Be it hereby resolved that:** Doug Robertson be appointed as clerk for the special Council meeting of July 6, 2018.

Carried

**By-Law:**

**R-236-18** Moved by Councillor Suthren, Seconded by Councillor Weedmark

**Be it hereby resolved that:** By-law 34-2018, being a by-law to authorize the execution of a municipal employment contract with Doug Robertson and to appoint Doug Robertson as Chief Administrative Officer and Clerk, be read a first and second time and that By-law 34-2018 be read a third and final time and passed.

Carried

**In-Camera:**

**R-237-18** Moved by Councillor Ireland, Seconded by Councillor MacInnis

**Be it hereby resolved that:** The Council of the Village of Merrickville-Wolford moves to "In Camera" at 5:18 p.m. in order to address a matter pertaining to: personal matters about an identifiable individual, including municipal or local board employees.

Carried

**R-238-18** Moved by Councillor Ireland, Seconded by Councillor Suthren

**Be it hereby resolved that:** the "In Camera" session rise and report at 6:12 p.m. with staff being given direction, and the regular Council session resume at 6:13 p.m.

Carried

**Adjournment:**

**R-239-18** Moved by Councillor Ireland, Seconded by Councillor MacInnis

**Be it hereby resolved that:** This special meeting of the Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at 6:14 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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Doug Robertson, CAO/Clerk/Director of  
Economic Development

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## VILLAGE OF MERRICKVILLE-WOLFORD

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

Resolution Number: R - - 18

Date: August 27, 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 special Council meeting of July 10, 2018 as:

\_\_\_circulated.

\_\_\_amended.

Carried / Defeated

\_\_\_\_\_  
David Nash, Mayor



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

Tuesday, July 10, 2018

A special meeting of the Council of the Corporation of the Village of Merrickville-Wolford was held at 7:40 p.m. on Tuesday, July 10, 2018.

**Chaired by:** Mayor David Nash

**Members of Council:** Councillor Chuck MacInnis  
Councillor Stephen Ireland  
Councillor Kim Weedmark  
Councillor Vic Suthren  
Deputy Mayor Anne Barr

**Regrets:** Councillor David Snowdon

**Staff in Attendance:** Doug Robertson CAO/Clerk

**R-240-18** Moved by Councillor Suthren, Seconded by Councillor MacInnis

**Be it hereby resolved that:** The special meeting of the Council of the Corporation of the Village of Merrickville-Wolford of July 10, 2018 does now commence at 7:40 p.m.

Carried

**Approval of Agenda:**

**R-241-18** 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 adopt the agenda of the special Council meeting of July 10, 2018, as circulated.

Carried

**In-Camera:**

**R-242-18** Moved by Councillor Ireland, Seconded by Councillor MacInnis

**Be it hereby resolved that:** The Council of the Village of Merrickville-Wolford moves to "In Camera" at 7:42 p.m. in order to address a matter pertaining to: personal matters about an identifiable individual, including municipal or local board employees.

Carried

**R-243-18** Moved by Councillor Suthren, Seconded by Councillor MacInnis

**Be it hereby resolved that:** the "In Camera" session rise and report with staff being given direction, and the regular Council session resume at 8:45 p.m.

Carried

**Adjournment:**

**R-244-18** Moved by Councillor Weedmark, Seconded by Councillor Suthren

**Be it hereby resolved that:** This special meeting of the Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at 8:47 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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Doug Robertson, CAO/Clerk

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**VILLAGE OF MERRICKVILLE-WOLFORD**

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

Resolution Number: R - - 18

Date: August 27, 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 special Council meeting of July 16, 2018 as:

\_\_\_\_\_circulated.

\_\_\_\_\_amended.

Carried / Defeated

\_\_\_\_\_  
David Nash, Mayor

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

Monday, July 16, 2018

A special meeting of the Council of the Corporation of the Village of Merrickville-Wolford was held at 5:00 p.m. on Monday, July 16, 2018.

**Chaired by:** Mayor David Nash  
**Members of Council:** Councillor Chuck MacInnis  
Councillor Stephen Ireland  
Councillor Kim Weedmark  
Councillor Vic Suthren  
Councillor David Snowdon  
**Regrets:** Deputy Mayor Anne Barr  
**Staff in Attendance:** Doug Robertson CAO/ Clerk

**Call to Order:**

Mayor Nash called the meeting to order at 5:05 p.m. and called for any disclosure of pecuniary interest – none.

**Approval of Agenda:**

**R-245-18** 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 adopt the agenda of the special Council meeting of July 16, 2018, as circulated.

Carried

**In-Camera:**

**R-246-18** Moved by Councillor MacInnis, Seconded by Councillor Ireland  
**Be it hereby resolved that:** The Council of the Village of Merrickville-Wolford moves to “In Camera” at 5:07 p.m. in order to address a matter pertaining to: personal matters about an identifiable individual, including municipal or local board employees.

Carried

**R-247-18** Moved by Councillor Weedmark, Seconded by Councillor Suthren  
**Be it hereby resolved that:** the “In Camera” session rise and report with staff being given direction, and the regular Council session resume at 6:38 p.m.

Carried

**Confirming By-Law:**

**R-248-18** Moved by Councillor Ireland, Seconded by Councillor MacInnis

**Note:** Councillor Snowdon abstained from voting due to his absence from the Council meetings on July 6, 2018 and July 10, 2018.

**Be it hereby resolved that:** By-Law 35-2018, being a by-law to confirm the proceedings of the Council meetings of July 6, 2018, July 10, 2018 and July 16, 2018, be read a first and second time, and that By-Law 35-2018 be read a third and final time and passed.

Carried

**Adjournment:**

**R-249-18** Moved by Councillor Suthren, Seconded by Councillor Snowdon

**Be it hereby resolved that:** This special meeting of the Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at 6:41 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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Doug Robertson, CAO/Clerk

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## VILLAGE OF MERRICKVILLE-WOLFORD

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

Resolution Number: R - - 18

Date: August 27, 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 July 23, 2018 as:

\_\_\_\_\_circulated.

\_\_\_\_\_amended.

Carried / Defeated

\_\_\_\_\_  
David Nash, Mayor

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

Monday, July 23, 2018

A regular meeting of the Council of the Corporation of the Village of Merrickville-Wolford was held at 3:00 p.m. on Monday, July 23, 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:** Doug Robertson, CAO/Clerk

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

**Approval of Agenda**

**R-250-18** Moved by Councillor Weedmark, 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 July 23, 2018, as amended.

Carried

**Note:** The agenda was amended to include a discussion about recycling issues at the landfill.

**In Camera:**

**R-251-18** Moved by Councillor Snowdon, Seconded by Councillor MacInnis  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby move to "In Camera" at 3:10 p.m. in order to address matters pertaining to: personal matters about identifiable individuals, including municipal or local board employees; proposed or pending possible disposal of municipal land; and 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.

Carried

**R-252-18** Moved by Councillor Weedmark, Seconded by Councillor Suthren  
**Be it hereby resolved that:** the "In Camera" session rise and report at 5:00 p.m. with staff being given direction; and

That the Public Meeting begin at 5:00 p.m. and the regular Council session resume at 7:00 p.m.

Carried

**Note:** The Public meeting began at 5:00 p.m.

All three zoning by-law amendments were presented. No one spoke in opposition. The three by-laws were later passed during the regular meeting of Council.

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

**Minutes**

**R-253-18** 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 regular Council meeting of June 25, 2018 as circulated.

Carried

**Public Question Period to Council:** No questions.

**Delegations:**

**R-254-18** Moved by Deputy Mayor Barr, Seconded by Councillor Suthren  
**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.

**Correspondence:**

**R-255-18** Moved by Deputy Mayor Barr, Seconded by Councillor Snowdon  
**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 and direct staff to proceed with the necessary road allowance closure.

Carried.

**R-256-18** 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 receive correspondence from Tammy Best dated June 23, 2018 regarding the Night Market.

Carried.

**R-257-18** Moved by Deputy Mayor Barr, Seconded by Councillor Suthren  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from A. Hoogenboom, former Interim CAO/Clerk, dated June 29, 2018, which provides responses to the list of 15 questions from the public; and

That Council asks staff to look into numbers 11, 13, and 14 to be brought back at a subsequent meeting.

Carried.



**R-258-18** 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 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-I96KB.

Carried.

**Planning:**

**R-259-18** Moved by Councillor Snowdon, Seconded by Deputy Mayor Barr

**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.

**R-258-18** 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 accept the resolution to amend Zoning By-law 23-08, as amended, by changing the zoning of the lands affected by this By-law from Rural-Exception (RU-1) to Rural Industrial-Exception (M2-2); and

That Council of the Corporation of the Village of Merrickville-Wolford hereby receive By-Law 38-18 as read a first, second and third time and passed on the 23<sup>rd</sup> day of July, 2018.

Carried.

**R-260-18** 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 By-law 38-2018:

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 July 23, 2018.

This by-law given its third and final reading and passed under the Corporate Seal on July 23, 2018.

Carried.

**R-261-18** Moved by Councillor Snowden, Seconded by Councillor Suthren

**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive By-law 39-2018:

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 herein 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 July 23, 2018.

This by-law given its third and final reading and passed under the Corporate Seal on July 23, 2018.

Carried.

**R-262-18** 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 By-law 40-2018:

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 herein 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 "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 July 23, 2018.

This by-law given its third and final reading and passed under the Corporate Seal on July 23, 2018.

Carried.

**By-Law:**

**R-263-18** Moved by Councillor Weedmark, Seconded by Councillor Snowdon

**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive recommendations from Jerry Jopling, By-law Enforcement Officer, dated July 10, 2017 regarding By-law 24-10 Sign By-law Exemption

Carried.

**R-264-18** Moved by Councillor Suthren, Seconded by Deputy Mayor Barr

**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive recommendations from Jerry Jopling , By-law Officer, dated July 11, 2018 regarding By-law 24-10, Sign by-law variance.

Carried.

**CAO/Clerk:**

**R-265-18** Moved by Councillor Snowdon, Seconded by Deputy Mayor Barr

**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.

**Additions to the Agenda**

Deputy Mayor Barr discussed the recycling situation at the Landfill, noting that she had to return home with her recycling or throw it out. This is connected to the capacity of the recycling operator. Staff was directed to look into the situation.

**Public Question Period:**

I. Wood wants to see management increase the type of recycled materials that are accepted, as currently Styrofoam is being refused. The Mayor said staff would look into this.

B. Fitzpatrick noted that the roof has been taken off the Methodist Church, and asked if Council will ensure that the work is done quickly. Randy Wilkinson noted that the building is not designated as a heritage building.

M. Burley said he had an expectation that all of Council be given the chance to read the investigation report. The Mayor noted that all of Council with the exception of Councillor MacInnis had read the report. It was noted that Council was given an executive summary of the report to read, as the report was too big to read in its entirety.

A. Lawson commented that the small recycling bins have not been emptied in weeks. Doug Robertson said he would look into this.

T. Hamway said that the fact that decisions were made based on a summary and not the whole report was troubling.

**Confirming By-Law**

**R-266-18** Moved by Councillor Suthren, Seconded by Councillor 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.

**Adjournment**

Upon consent, the meeting was adjourned at 8:44 p.m.

---

David Nash, Mayor

---

Doug Robertson, CAO/Clerk

July 31, 2018

Dear Mayor & Council,

On July 17-19th, Merrickville-Wolford in Bloom hosted the Judges from the Communities in Bloom National Edition. We hosted a Meet & Greet at the Baldachin, where committees of council and community committees participated in a round robin sharing their info with the Judges.

On Judging day we started off with Breakfast at Sidecar Cafe with Mayor Nash & Deputy Mayor Barr to discuss bylaws, a walk to the Blockhouse hosted by the Historical Society, a visit to the Ruins, and a chat about the Rideau Valley Landscape Strategy with Doug Struthers. We then took a stroll down St. Lawrence to Gallery 629 and Gray Art Glass where the Judges experienced the art of Glass Blowing with Michael Gray and James Wardhaugh, the team then joined Tim Malloy at the Lion's Community Garden. After being delighted by the Community Garden we then took off to Wolford, to visit the Goats at Chatterfield Farm and talk about rural businesses, We then got to experience the "Cow Palace" guided by the Maitland Family who spoke about generational farming. Our team then brought the judges to Eastons Corners and got to show off our plantings at the Eastons Corners Community Centre and the Winner of our July "Garden of the Month". After touring Wolford we then headed to Kilmarnock Locks, where we boarded a donated Le Boat to bring us to Merrickville, Captained by Dave Cherry and Yves Grandmaitre. On the journey up the Rideau our Judges enjoyed lunch from Yellow Canoe Cafe and they spoke to Yves and Jane Graham from the Economic Development & Tourism Committee about the Strategic Plan, we then sailed past the Migratory Bird Sanctuary into Merrickville where we toured the Fire Department with Capt. Driscoll and Firefighter Templeton. We then toured the Merrickville & District Health Centre where Peter McKenna spoke about the amazing services offered to our residents.

We also toured the Landfill where our Public Works staff spoke about the Landfill and the future vision in partnership with the Environmental Advisory Committee. After the tour we ended at the Merrickville Mid Week Market, where our judges were greeted by Brandy who spoke about the benefits and growth of the Mid Week Market in Merrickville.

Our team would like to thank Council for putting the trust in us to beautify the Village, Public Works and Staff for working with us to make Merrickville-Wolford sparkle and the Residents in Merrickville-Wolford for showing the judges a level of hospitality unmatched by any Community.

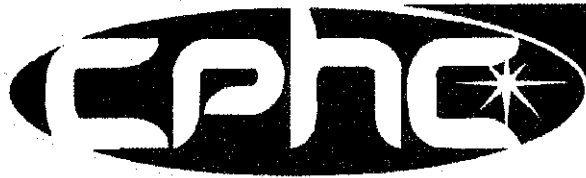
We look forward to bringing the award home from the symposium in Strathcona County and we can't wait to share it with our fellow citizens.

In the spirit of Community

Christopher Scullino  
Chair

Sean O'Meara  
Vice Chair

On Behalf of the Merrickville-Wolford in Bloom Committee



RIGHT WHERE YOU NEED US

SERVING SENIORS

August 22, 2018

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

Dear Council Members:

Community & Primary Health Care have been providing free Seniors' Exercise Classes to the residents of Merrickville for many years. We have been allowed to use the wonderful Merrickville Memorial Community Recreation Centre facility at no charge to deliver these classes.

We would like to request on-going use of this facility for our Seniors Exercise class that runs on Tuesdays and Thursdays from 10:00 – 11:00 a.m. Classes would start on Thursday, September 13<sup>th</sup> and run through until the end of May 2019.

We are also hoping to offer a free 12 week, twice a week Fall Prevention Course on Wednesday and Fridays from 2:30-3:30 p.m., if the space is available. The classes could start on Wednesday, September 12<sup>th</sup>.

CPHC is committed to keeping seniors active and on their feet. We have very much appreciated your past support of our programs and hope that it will continue.

I look forward to hearing from you.

Sincerely,

A handwritten signature in cursive script that reads "Patti Lennox".

Patti Lennox

Manager, Caregiver Support & Community Programs

[plennox@cphcare.ca](mailto:plennox@cphcare.ca)

1-800-465-4646, extension 2303

2235 Parkedale Avenue  
Brockville, ON K6V 6B2

(613) 342-3693  
1-800-465-7646  
[info@cphcare.ca](mailto:info@cphcare.ca)



Supported by the South East Local Health Integration Network  
A MEMBER AGENCY OF UNITED WAY

Reg. Charitable #119284412 RR0001

[www.cphcare.ca](http://www.cphcare.ca)





August 8, 2018

Mayor David Nash  
Township of Merrickville and Wolford

Re: Funding Support for United Way Event

Dear David,

I am writing you today to respectfully ask for your support for an upcoming event that will welcome citizens, corporate and community leaders from across Leeds & Grenville. The event is called Tastes and Sounds – Senses-ational Leeds & Grenville and will be held on September 16<sup>th</sup>, 2018. This is an event that was very close to the late MP Gord Brown's heart. He was leading the charge on this important event and we now pick up from where he left off.

It will be an exclusive event where attendees will sample culinary creations and delicious beverages from the area's finest restaurants, specialty food producers, wineries, distilleries and breweries. They will enjoy live entertainment while mingling in the beautiful Picnic Pavilion at the King's Lock Distillery & Windmill Brewery in Johnstown, Ontario, overlooking the St. Lawrence River.

As you know, the United Way in our region is facing some pretty significant losses in fundraising from the closure of P&G and other organizations. We know that 1 in 4 lives in Leeds & Grenville are touched by the United Way annually and we expect this to grow. This is why we need your help.

We have assembled a committee of committed volunteers from across the region including myself MPP Steve Clark, Deanna Clark, Sean Lucey (Windmill Brewery), Laura Bradley & Nathan Heuvel (Kings Lock Distillery), Kelly McKinnon (Shell Canada), Shannon Brown (UCLG), Judi Baril, Jennifer Harvey (Canada Blooms), and Trish Buote (UWLG). Each is so excited to support an event that brings people from across Leeds & Grenville for an important cause.

We are reaching out to each Municipality and asking for a small financial commitment to support the event. David a \$500 contribution from the Township of Merrickville and Wolford will help. We wouldn't reach out to you if we didn't think that the money would go directly to help people in your municipality. On top of the monetary contribution, I have decided to purchase 10 tickets to give to people and businesses in my municipality. It is just as important to encourage people to attend this event who likely will bid on the live and silent auction items. The great thing is that you also get a tax receipt for 50% of the price; that's a tax receipt of \$75.00 for each ticket. **I am putting out a challenge to all municipal leaders to meet or exceed my contribution.** I hope we can count on you.



Please do not hesitate to reach out to myself or Trish Buote, Executive Director of the United Way to discuss how you can help further.

Sincerely,

A handwritten signature in cursive script that reads "Robin Jones".

Warden Robin Jones  
Committee Chair.

Hello Mayor and Councillors,

As municipal elections are coming up, The Lions Club of Merrickville is planning to again hold an All-Candidates Night. I'm sure all of you remember the routine where all the nominees are invited to sit on the panel where they will be able to present their electoral platform followed by a question and answer session. (Further details will be emailed to all candidates at a later date.)

To this end we have reserved the Merrickville Community Centre for October 4th 2018 for this community meeting.

As this is a community service, The Lions Club of Merrickville is requesting that the Merrickville Community Centre be made available without charge. I believe a motion of Council is the appropriate way to do this and if this item could be placed on the next Council agenda, that would be appreciated.

Thank you,

Rod Fournier

Past President

Lions Club of Merrickville

Mayor David Nash and Council:

Thank you very much for everything you did to make our July visit to your village as Communities in Bloom judges so informative and enjoyable.

We particularly appreciated the contributions of Mayor Nash, Councillor Ann Barr, Christopher Scullino, Sean O'Meara, Hope Gray, Mike Zaversenke, all the In Bloom committee members.

Thank you for your very generous hospitality and your wonderful gifts that are so representative of all that Merrickville-Wolford has to offer.

Thanking you,

Gaétan Deschênes + Lorna McIlroy

Established 1793  
Incorporated  
Wolford 1850  
Merrickville 1860  
Amalgamated 1998



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

## VILLAGE OF MERRICKVILLE-WOLFORD

For Clerk's use only, if  
required:

**Recorded Vote  
Requested By:**

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

Resolution Number: R - - 18

Date: August 27, 2018

Moved by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Seconded by: Barr Ireland MacInnis Snowdon Suthren Weedmark

**Be it hereby resolved that:**

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report BLEO-03-2018, the 2018 2<sup>nd</sup> quarter report of the By-law Enforcement Department, for information purposes.

Carried / Defeated

\_\_\_\_\_  
David Nash, Mayor



## Village of Merrickville-Wolford

Report BLEO-03-2018  
By-Law Enforcement Department  
Information Report to Council  
Date of Council Meeting: August 27, 2018

**RE: 2nd Quarter Report (April 1<sup>st</sup> to June 30<sup>th</sup>)**

**OBJECTIVE:** To provide Council with an update regarding the second quarter results of the By-Law Enforcement Department, for information purposes.

### **RECOMMENDATION:**

**THAT: Council receive report BLEO-03-2018 for information purposes.**

### **BACKGROUND:**

In order to keep Council fully apprised of the operations of the By-Law Enforcement department, a quarterly report outlining departmental progress is provided to Council.

### **ANALYSIS:**

Please see Schedule "A" to this report for an illustrative graph comparing the second quarter results from 2017 and 2018.

Please See Schedule "B" to this report for the Traffic Speed Sign report.

During the period from April 1<sup>st</sup>, 2018 to June 30<sup>th</sup>, 2018, of significant note are the following:

1. There were three property clean ups in 2018 compared to the nine in the 2nd quarter of last year;
2. Illegal signs removed are down by 23 from the 2nd quarter of last year;
3. Parking tickets issued are lower in the 2nd quarter this year than 2017; and
4. There was a decrease of parking warnings issued from the amount issued in the 2nd quarter of last year.

Please note that the decrease in parking tickets was due to the process of speaking with the owners of the illegally parked vehicles and having them move their vehicle to prevent parking tickets from being handed out. Creating awareness and communicating with the public was a main objective.

Over the last quarter the electronic speed control/driver feedback sign was placed at 3 locations across the municipality as follows:

1. St. Lawrence Street – April 5<sup>th</sup> to April 27<sup>th</sup>
2. Main Street West – April 28<sup>th</sup> to May 25<sup>th</sup>
3. Read Street – May 26<sup>th</sup> to June 5<sup>th</sup>

Between April 5, 2018 to June 5, 2018, it has recorded the speed of 39,597 vehicles, of which 9,274 were going at speeds greater than 50 km/h, however 2,730 of those vehicles were not going at speeds greater than 55 km/h, leaving 6,544 vehicles going excess of the speed limit. The highest speed recorded in a 50-km zone was 115 kilometres per hour, recorded on Monday, May 7<sup>th</sup>, 2018 on Main Street West.

#### **BUDGET/LEGAL IMPLICATIONS:**

The budget implications are identified in the 2018 municipal budget.

#### **LINKS TO STRATEGIC PLANS:**

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

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

**Ensuring efficient, effective services and civic engagement:** By being able to compare data from previous years, trends may be identified which may be further analyzed to conclude if there are issues that may need to be addressed. Making this information available to Council and the public ensures transparency and is in keeping with the priority to ensure efficient and effective services are being delivered to the residents of Merrickville-Wolford.

#### **CONCLUSION:**

This report is for information purposes only.

**ATTACHMENTS:**

Schedule "A" - Graphs comparing 2<sup>nd</sup> quarter results of 2017 and 2018.  
Schedule "B" - Report showing speed sign statistics.

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

Submitted by:

Approved by:



\_\_\_\_\_  
Jerry Jopling,  
By-Law Enforcement Officer

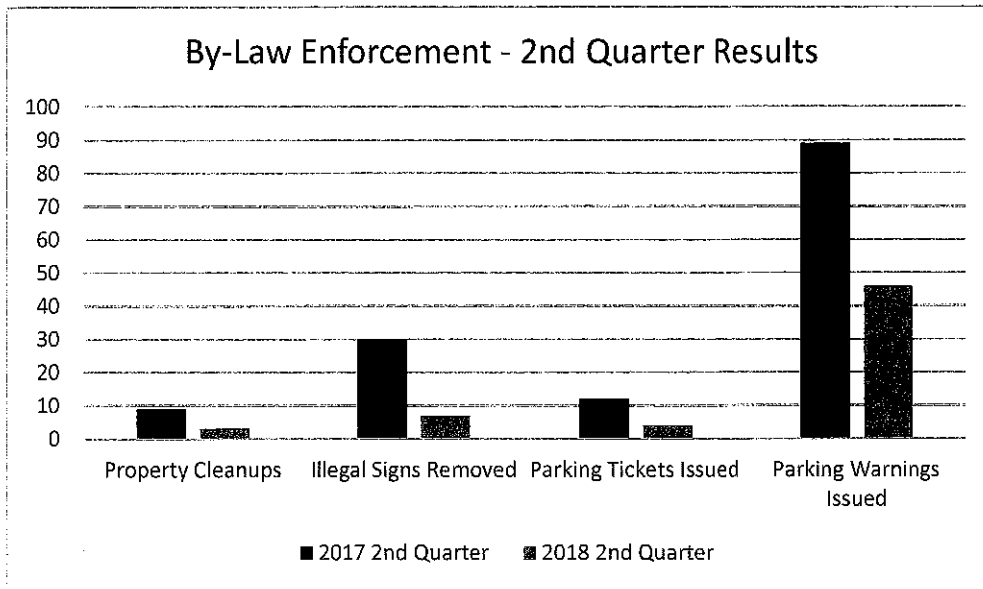


\_\_\_\_\_  
Doug Robertson, CAO/Clerk



# Schedule "A" to BLEO-03-2018

	2017 2nd Quarter	2018 2nd Quarter	April. 1 to June 30
Property Cleanups	9	3	
Illegal Signs Removed	30	7	
Parking Tickets Issued	12	4	
Parking Warnings Issued	89	46	



# Custom Report

Schedule "B"

Technician Name: administrator

Location: St. Lawrence Street, Main St. West, Redd St. State/Province:

Address:

Postal Code/ZIP:

City: Merrickville



Report Period: 2018-04-04 to 2018-06-05

		Total Vehicle Count	Number of Speed Limit Violations	Number of Vehicles Respecting Limit	Number of Vehicles Inside Tolerated Range	Maximum Speed	85% Speeds
2018-04-04	00:00:00	0	0	0	0	0	0
2018-04-05	00:00:00	363	164	199	66	74	58
2018-04-06	00:00:00	1,203	583	620	156	87	62
2018-04-07	00:00:00	1,243	565	678	<sup>H</sup> 191	80	60
2018-04-08	00:00:00	1,015	492	523	176	79	60
2018-04-09	00:00:00	1,247	594	653	180	90	60
2018-04-10	00:00:00	1,235	601	634	131	108	65
2018-04-11	00:00:00	1,369	600	769	110	89	64
2018-04-12	00:00:00	<sup>H</sup> 1,372	589	783	132	111	64
2018-04-13	00:00:00	1,352	<sup>H</sup> 633	719	129	92	63
2018-04-14	00:00:00	819	283	536	61	83	60
2018-04-15	00:00:00	401	90	311	30	72	54
2018-04-16	00:00:00	826	271	555	90	86	58
2018-04-17	00:00:00	1,169	546	623	125	91	62
2018-04-18	00:00:00	1,306	560	746	141	92	62
2018-04-19	00:00:00	1,063	390	673	108	86	61
2018-04-20	00:00:00	491	37	454	25	67	47
2018-04-21	00:00:00	528	22	506	14	62	45
2018-04-22	00:00:00	378	18	360	10	86	45
2018-04-23	00:00:00	562	19	543	11	62	45
2018-04-24	00:00:00	572	28	544	13	63	46
2018-04-25	00:00:00	398	33	365	17	65	48
2018-04-26	00:00:00	541	35	506	15	70	47
2018-04-27	00:00:00	612	16	596	11	60	43
2018-04-28	00:00:00	541	25	516	16	76	43
2018-04-29	00:00:00	290	22	268	12	73	47
2018-04-30	00:00:00	517	42	475	26	65	47
2018-05-01	00:00:00	574	36	538	22	84	47
2018-05-02	00:00:00	533	35	498	19	71	47
2018-05-03	00:00:00	570	32	538	18	64	47
2018-05-04	00:00:00	487	32	455	16	68	47
2018-05-05	00:00:00	1,089	3	<sup>H</sup> 1,086	1	85	32
2018-05-06	00:00:00	371	8	363	7	58	41

		<i>Total Vehicle Count</i>	<i>Number of Speed Limit Violations</i>	<i>Number of Vehicles Respecting Limit</i>	<i>Number of Vehicles Inside Tolerated Range</i>	<i>Maximum Speed</i>	<i>85% Speeds</i>
2018-05-07	00:00:00	545	28	517	16	115	46
2018-05-08	00:00:00	582	32	550	19	67	46
2018-05-09	00:00:00	602	38	564	22	83	46
2018-05-10	00:00:00	329	16	313	7	61	45
2018-05-11	00:00:00	629	31	598	18	59	46
2018-05-12	00:00:00	692	19	673	12	59	43
2018-05-13	00:00:00	535	10	525	6	60	42
2018-05-14	00:00:00	616	31	585	15	65	45
2018-05-15	00:00:00	607	37	570	19	75	46
2018-05-16	00:00:00	641	36	605	25	63	47
2018-05-17	00:00:00	742	26	716	16	70	45
2018-05-18	00:00:00	665	13	652	6	64	43
2018-05-19	00:00:00	562	12	550	9	61	43
2018-05-20	00:00:00	595	13	582	6	59	39
2018-05-21	00:00:00	545	10	535	6	68	41
2018-05-22	00:00:00	636	26	610	16	67	45
2018-05-23	00:00:00	672	50	622	34	71	47
2018-05-24	00:00:00	684	34	650	24	62	45
2018-05-25	00:00:00	381	107	274	37	75	57
2018-05-26	00:00:00	260	108	152	28	79	61
2018-05-27	00:00:00	188	91	97	23	74	61
2018-05-28	00:00:00	287	141	146	38	83	60
2018-05-29	00:00:00	367	167	200	40	95	61
2018-05-30	00:00:00	342	165	177	47	89	60
2018-05-31	00:00:00	366	145	221	41	89	60
2018-06-01	00:00:00	360	150	210	30	86	61
2018-06-02	00:00:00	278	125	153	39	103	60
2018-06-03	00:00:00	453	96	357	25	83	55
2018-06-04	00:00:00	399	113	286	27	82	57
		<b>SUM: 39,597</b>	<b>SUM: 9,274</b>	<b>SUM: 30,323</b>	<b>SUM: 2,730</b>		<b>AVG: 51</b>

Established 1793  
Incorporated  
Wolford 1850  
Merrickville 1860  
Amalgamated 1998



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

**VILLAGE OF MERRICKVILLE-WOLFORD**

For Clerk's use only, if required:

**Recorded Vote Requested By:**

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

Resolution Number: R - - 18

Date: August 27, 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 exempt the Merrickville Jazz Festival from the Sign By-law 24-2010 as outlined in email correspondence from John Mundy dated August 22, 2018, with the condition that the signs be removed within five (5) days of the conclusion of the event.

Carried / Defeated

\_\_\_\_\_  
David Nash, Mayor



John Mundy

---

**Signage For Merrickville's Jazz Fest, October 11-14, 2018**

1 message

**John Mundy**

Wed, Aug 22, 2018 at 11:41 AM

To: bylawofficer@merrickville-wolford.ca

Cc: Susan Piercey

Greg Eamon

To Mr. Jerry Jopling , By-Law Officer, Merrickville

From Merrickville's Jazz Fest

Re Signage for Merrickville's Jazz Fest, October 11-14, 2018

Merrickville's Jazz Fest requests approval and/or exemptions from Bylaw 24-2010, 'The Sign Bylaw' under 'Permit Exemption 4.1E ' for temporary signage to publicize our event in a timely and cost effective way.

By way of background, Merrickville's Jazz Fest is planned to be a four-day musical event which will be held at various venues in the village, October 11-14. We expect to attract over 1000 visitors. Our Jazz Fest is an independent cultural activity organized by volunteers and designed to attract villagers and neighbours as well as music fans from the surrounding area. The festival was designed to make a contribution to our community, not only culturally but also financially, attracting visitors at a time of the year when tourism has traditionally dwindled until the holiday season. Merrickville's Jazz Fest attracts increased business for retail outlets, restaurants and accommodation facilities.

We operate as a not for profit and over our seven seasons, a portion of the net proceeds from the event has been used to support local interests: the local churches, the Merrickville Legion, a local children's reading project called "Fun with Books", music programming in Merrickville Public School, Wolford Public School, Merrickville French Catholic School and the Merrickville Day Nursery School.

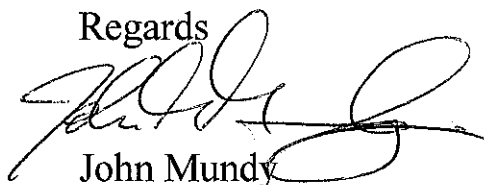
We acknowledge the financial support received from the Village of Merrickville, Wolford and the support received from the Merrickville Legion as well as the Anglican, Roman Catholic and United Churches opening their doors to us, providing venue space free of charge.

Here is what we are requesting by way of signage for the 2018 Festival:

- 18 coroplast signs (seven 2ft X 2ft and eleven 1.5ft X 2ft signs) at various high traffic locations throughout Merrickville. These would be installed on lawns with the approval of private owners and would display our logo and the words "Merrickville's Jazz Fest" with the dates. We would install them ourselves on September 21 just before the start Merrickville Artists Tour and would remove them within a week of the Jazz festival end.
- A-Frame signs at the entrances to the various venues during the festival (ie during the period October 11-14), directing visitors inside. We would ensure that they would not impede street traffic and would be responsible for ensuring that they are erected and removed in a timely way. They would be placed about 6 hours before the various events. The venues are: Merrickville United Church, Holy Trinity Anglican Church, St Ann Catholic Church, Goose and Gridiron, Merrickville Community Centre, and the Baldachin Inn Dining Room and Ball Room.
- Two vinyl banners 4ftx20ft to be hung on commercial private property ie the Baldachin Inn and the Christmas Shop, to go up as soon as approval is given or failing that 30 days prior to the festival and taken down within five days of the completion of the festival. We would greatly prefer to have at least 6 weeks for the display of these banners to ensure effective advertising of the event to visitors to the Village.
- Exemption from all village fees for signage.

We have also completed as best we could the form attached to Bylaw 24-2010, which is submitted with the paper copy of this message.

Regards



John Mundy

Volunteer for Merrickville's Jazz Festival

Established 1793  
Incorporated  
Wolford 1850  
Merrickville 1860  
Amalgamated 1998



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

## VILLAGE OF MERRICKVILLE-WOLFORD

For Clerk's use only, if  
required:

**Recorded Vote  
Requested By:**

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

Resolution Number: R - - 18

Date: August 27, 2018

Moved by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Seconded by: Barr Ireland MacInnis Snowdon Suthren Weedmark

**Be it hereby resolved that:**

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report CBO-06-2018, being the second quarter report of the Building and Planning Department, for information purposes.

Carried / Defeated

\_\_\_\_\_  
David Nash, Mayor



## Village of Merrickville-Wolford

Report CBO-06-2018  
Planning and Building Department  
Information Report to Council  
Date of Council Meeting: August 27<sup>th</sup>, 2018

**RE: 2<sup>nd</sup> Quarter Report (April 1<sup>st</sup> to June 30<sup>th</sup>, 2018)  
Construction/Demolition Permit and Planning Statistics Reports**

**OBJECTIVE:** To update Council with respect to the functions of the Building and Planning Department for the second quarter of 2018 compared to the second quarter results of 2017.

### **RECOMMENDATION:**

**That Council receive report CBO-06-2018, being the second quarter results of the Building and Planning Department, for information purposes.**

### **BACKGROUND:**

The Building and Planning Department regularly receives and reviews various applications for construction and demolition permits as well as those for planning development.

The review of permit applications plus the issuance (or refusal of the issuance) of construction and demolition permits typically may require site inspections and approvals as mandated under the Building Code. These results are linked to the data as provided in Schedules "A" and "B" attached.

Similarly, Schedule "A" includes the review of planning development applications including Minor Variances, Zoning/Official Plans, Site Plan Control Agreements and consents which often require site inspections to facilitate compliance with Village and County planning documents as well as processing as applicable under the Planning Act.

### **ANALYSIS:**

In considering the graphs appended to this report, it appears that the second quarter of 2018 had seen an equal number of applications for zoning. The number of consents received/facilitated compared to the second quarter of 2017 rose dramatically. There were two applications for Minor Variance in 2018 compared to just one application last year at this time.

A single site plan control application was received/facilitated in this quarter and during the same period in 2017.



One Official Plan Amendment has been approved thus far in 2018 compared to none in 2017.

Growth of the municipality is increasing, yet it is managed and orderly.

With respect to the number of construction permits issued. The second quarter of 2018 witnessed a total of 27 construction and demolition permits issued compared to 33 permits issued in the same period in 2017. One demolition permit has been issued in 2018's second quarter compared to two issued during the same period in 2017.

The 2018 second quarter number of inspections carried out by this department totaled 192 which was a large increase compared to just 115 inspections carried out in the 2017 second quarter. Despite the slow arrival of Spring temperatures in March and April, it has none the less clearly been an extremely active quarter for construction thus far.

The month of May saw the issuance of 9 new housing starts.

The value of construction and demolition activity increased substantially in the second quarter of 2018. The total value of construction increased about 3 fold from \$1,587,520 in the second quarter of 2017 to \$4,572,200 in 2018.

#### **BUDGET/LEGAL IMPLICATIONS:**

The budget implications are identified in the 2018 municipal budget.

The legal implications are non-applicable.

#### **LINKS TO STRATEGIC PLANS:**

The Village of Merrickville-Wolford Strategic Plan By-law 10-17, as adopted by Council on January 23, 2017 provides on Page 26 of the document a specific basis for Performance Monitoring with Macro Indicators such as population growth being directly tied to Housing Starts.

One theme consistently mentioned throughout the Plan is that of "Growing the Economy" and, by association, that there is a need for orderly growth of the residential and commercial aspects of the Village "to ensure its financial viability". This orderly growth is accomplished in many ways through well thought out approvals of consents, site plan agreements as well as zoning, minor variances and official plan amendments.

#### **CONCLUSION**

The second quarter of this year showed a great increase in construction permit and planning development activity. The 2018 second quarter overall saw consistently more requests for inspections, permit issuances and planning development applications.

All indications for the remaining year point to ongoing construction and development, though this is always dependent upon local and national economic factors.

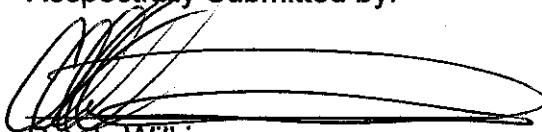
The Village of Merrickville-Wolford is presently undertaking a review and updating of its current Official Plan. It is anticipated that the new Official Plan will be approved this year. This document shall implement the most recent Provincial Policy Statements as required under the Planning Act and in so doing, shall ensure that the increasing construction and planning development is managed in a financially viable and environmentally sustainable manner.

**ATTACHMENTS:**

1. Schedules "A" and "B"- comparisons of 2<sup>nd</sup> quarter results from 2017 and 2018

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

Respectfully Submitted by:



Randy Wilkinson  
Chief Building Official

Approved by:

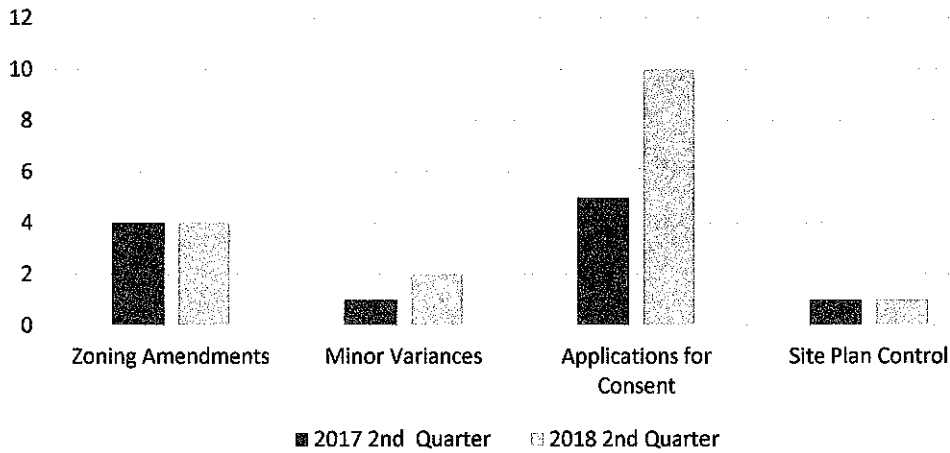


Doug Robertson  
CAO/Clerk

### Schedule "A" to CBO-06-2018

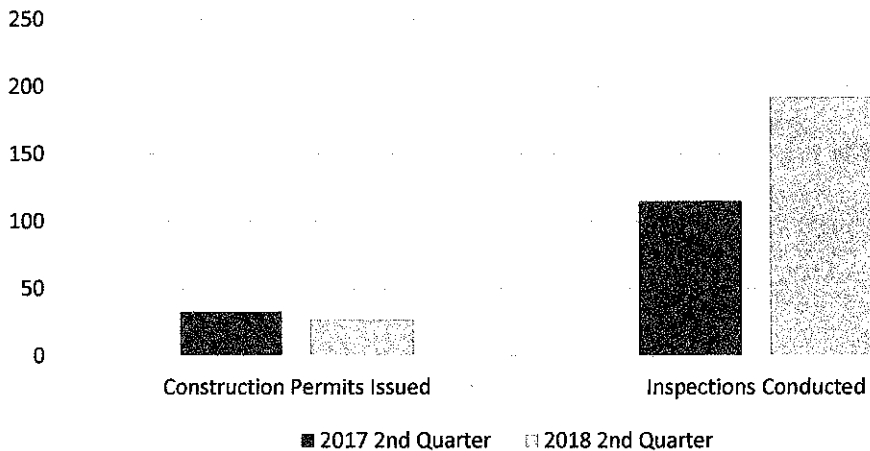
	2017 2nd Quarter	2018 2nd Quarter
Zoning Amendments	4	4
Minor Variances	1	2
Applications for Consent	5	10
Site Plan Control	1	1

Planning Applications Received/Facilitated



	2017 2nd Quarter	2018 2nd Quarter
Construction Permits Issued	33	27
Inspections Conducted	115	192

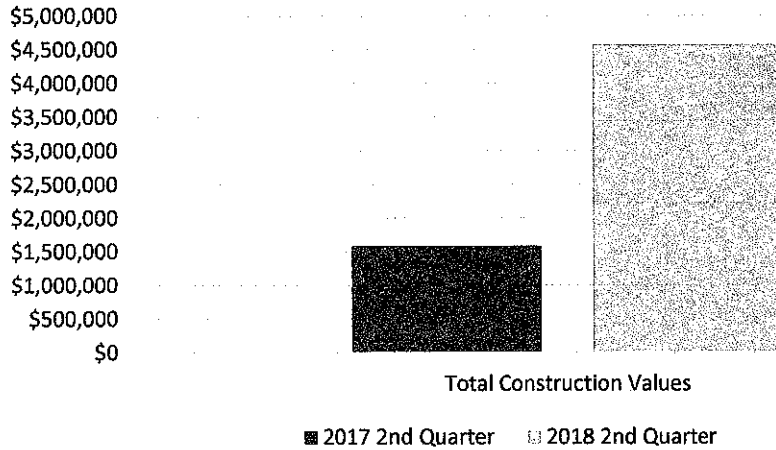
Permits and Inspections



## Schedule "B" to CBO-06-2018

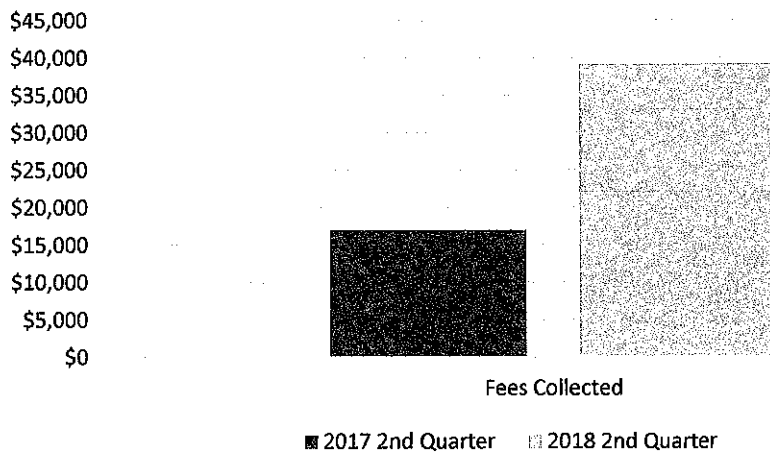
	2017 2nd Quarter	2018 2nd Quarter
Total Construction Values	\$1,587,520	\$4,572,200

### Total Value of Construction and Demolition



	2017 2nd Quarter	2018 2nd Quarter
Fees Collected	\$16,962	\$39,182

### Fees Collected



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**VILLAGE OF MERRICKVILLE-WOLFORD**

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

Resolution Number: R - - 18

Date: August 27, 2018

Moved by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Seconded by: Barr Ireland MacInnis Snowdon Suthren Weedmark

**Be it hereby resolved that:**

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report FD-06-2018, being the second quarter report of the Merrickville Fire Department, for information purposes.

Carried / Defeated

\_\_\_\_\_  
David Nash, Mayor



## Village of Merrickville-Wolford

Report FD-06-2018  
Merrickville Fire Department  
Information Report to Council  
Date to Council: August 27, 2018

**RE: 2nd Quarter Report (April 1<sup>st</sup> to June 30th)**

**OBJECTIVE:** To provide Council with an update regarding the second quarter activity of the Merrickville Fire Department, for information purposes.

### **RECOMMENDATION:**

**THAT: Council receives report FD-06-2018, for information purposes.**

### **BACKGROUND:**

In keeping with the Village's commitment of openness and transparency to Council and the public, it is deemed prudent to report quarterly statistics to keep Council and the public informed of the progress of the Merrickville Fire Department (MFD).

### **ANALYSIS:**

The second quarter has been consistent with emergency calls from 2017 due to medical assist calls and public assistance calls. We have seen reductions in false alarm and CO alarm calls.

The MFD responds to approximately 80 calls for service each year. Seasonal and tourist activity traditionally provides an increase in call volume over the 2<sup>nd</sup> & 3<sup>rd</sup> quarters. The calls are primarily responses to medical assists (due to paramedics having to respond from Smiths Falls or Kemptville), motor vehicle collisions and fire/carbon monoxide alarms. (**Reference: Appendix A for 2nd quarter call statistics**).

The focus of the Merrickville Fire Department is the protection of all firefighters and citizens in Merrickville-Wolford. This is accomplished by the dedication and time committed to training and equipment maintenance/inspection by all members. Ensuring that the training program(s) for the firefighters is attainable, accessible and to a recognized provincial standard is critical to the level of service expected from the citizens we serve. The MFD has adopted the National Fire Protection Association (NFPA) Firefighter 1 & 2, 1001 Training Program and has been following this for the past 5 years. Training occurs every second Tuesday evening and vehicle/equipment checks and drill nights occur on the opposite Tuesday nights for each of the four platoons over a two-month period.

The recently adopted amendments to the Fire Protection and Prevention Act (FPPA), were recently released by the Ministry of Community Safety and Correctional Services (MCSCS) and include:

1. Firefighter Mandatory Certification, starting January 1, 2019;
2. Community Risk Assessment; and
3. Public response time reporting.

We are continuing to work through the new legislation and submissions for firefighters that can qualify for grandfathering by the end of September 2018.

### **FIREFIGHTER HOURS:**

**Total Training hours:** 2<sup>nd</sup> Quarter = **321 hours**

**Total Part-Time (paid) Chief hours:** 2<sup>nd</sup> Quarter = **286 hours**

**Total Emergency Call hours:** 2<sup>nd</sup> Quarter = **277 hours**

### **VEHICLES AND EQUIPMENT:**

The second quarter was very busy with the completion of ground ladder testing (NFPA-1932 standard), Ladder -1 ladder testing, completion of hydrostatic testing on our Self Contained Breathing Apparatus (SCBA) air cylinders and cascade breathing air system. All fire apparatus received and passed their annual pump testing (Pump 4, Ladder 1 and Pumper/tanker – 1). Regular inspection and annual testing of individual Personal Protective Equipment (PPE) is on-going and the 10-year life span of this equipment is monitored and replaced as required under the NFPA Standards. All equipment has been tested as per the standards with only minor repairs to some of the older ground ladders and individual PPE.

We added our Utility Transport Vehicle (UTV) to our fleet through 100% funding from third party donations and Firefighter Association fundraising initiatives. The UTV will enhance our Rural Response Program that was started a few years back with the fundraising efforts of our members to purchase our brush truck and forestry skid unit.

The UTV will be fitted with a skid unit that will allow for the safe transport of firefighters, allied agencies and an injured patient or equipment into/out of rural areas. The UTV was used within 5 days of taking possession of the unit to assist the OPP at a local incident that the MFD was also required to attend. We are confident that the addition of this resource will only assist our members with allowing for improved responses to meet the needs of our rural citizens and visitors to Merrickville-Wolford.

It is equipped with LED Emergency lighting to warn the public and protect the firefighters while operating in low light and traffic conditions. You will notice that as of

July 1, 2018, other emergency services in Ontario are permitted to cast a "blue" light to warn individuals of first responders working in an area. Prior to this change in the Highway Traffic Act (HTA), only police vehicles and snow plows were permitted to display blue emergency lights. Our UTV is the first vehicle in our fleet to display "blue" emergency lighting. When the UTV is fully completed, we will be announcing and presenting the unit to our donating sponsors, elected officials and public.

## **BURNING PERMITS**

The Village of Merrickville-Wolford, in recognizing and abiding by Ontario Regulation 388/97 made under the *Fire Protection and Prevention Act, 1997*, has implemented a by-law to prescribe the precautions and conditions under which fires may be set in open air.

Our Open-Air Burning Permit system is permissive, user-friendly and is aligned with current legislation and local by-laws. The permits are still free and available online, at the municipal office or library if residents are unable to access the electronic version. The permit is effective for one year and allows for ease of notifying the MFD when burning as well as informing the individual of the current fire risk and immediately notifying them if there is a burning ban in effect. It is the responsibility of the individual burning to notify the Fire Department by calling 613-706-2330 when they plan on burning. Exemptions to the burning permit are a small contained fire supervised always and used to cook food in a grill or barbeque.

This year was the first activation (individual notification) of the permit system to advise all persons that registered for a Burning Permit of the burning ban (July 10th to July 25th) due to dry conditions and very low rainfall. All departments in Leeds & Grenville also applied the burning ban throughout this time as well.

This system has been reflected in an added cost to the Fire Prevention budget line by \$1,500.00, annually. Depending on the season and possible need of other fire bans, we may need to consider a fee system in 2019 to offset the expense to our fire prevention budget. The fire prevention budget was not adjusted (increased) to accommodate this new program.

## **ASSOCIATION AND DEPARTMENT INITIATIVES**

I am very pleased to report, with community and corporate sponsors as well as individual donations to the Firefighters Association, our Fire Prevention program for 2018 is off to an amazing start.

The MFD was accepted to participate in Enbridge Gas Distribution and Fire Marshal's Public Safety Council 2018 Project Zero campaign that provided **102 Kidde Canada 10-year worry-free combination (smoke and CO) alarms with a retail value of approximately \$6,118.00**. These combination alarms will be distributed to our vulnerable residents throughout Merrickville-Wolford at no charge during our 2018 fire prevention activities. Enbridge Gas Distribution has been a major corporate partner for the MFD over the years and in 2017, donated \$5000.00 for training manuals for our members and an \$8000.00 donation to our UTV initiative. I wish to recognize their



continued support and dedication to community safety, improving the quality and capacity of our first responder resources throughout the areas Enbridge serve.

As recognized in the past our MFD members are dedicated to the service of their community and their support goes well beyond answering the call for emergencies. Over the past quarter our members have contributed **122 hours** of voluntary service for events such as the Heritage Classic Run, Municipal Open House, Canada Day Parade and Fireworks. As Chief, I am continually humbled by the sense of community and commitment of my Firefighters in the support of these community initiatives, not to mention the continued fundraising activities by our Firefighters Association for the addition of equipment to better serve our citizens and visitors to Merrickville-Wolford. Their dedication, passion and commitment is clearly recognized and appreciated.

### **BUDGET/LEGAL IMPLICATIONS:**

To date, the financial expenditures for the second quarter have aligned with the approved 2018 budget.

### **LINKS TO STRATEGIC PLANS:**

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

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

**Ensuring efficient, effective services and civic engagement:** By being able to compare data from previous years, trends may be identified which may be further analyzed to conclude if there are issues that may need to be dealt with. Making this information available to Council and the public ensures transparency and is in keeping with the priority to ensure efficient and effective services are being delivered to the residents of Merrickville-Wolford.

### **CONCLUSION:**


This report is for information purposes only.

### **ATTACHMENTS:**


Schedule "A" - Graph 2nd Quarter Calls

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

Submitted by:

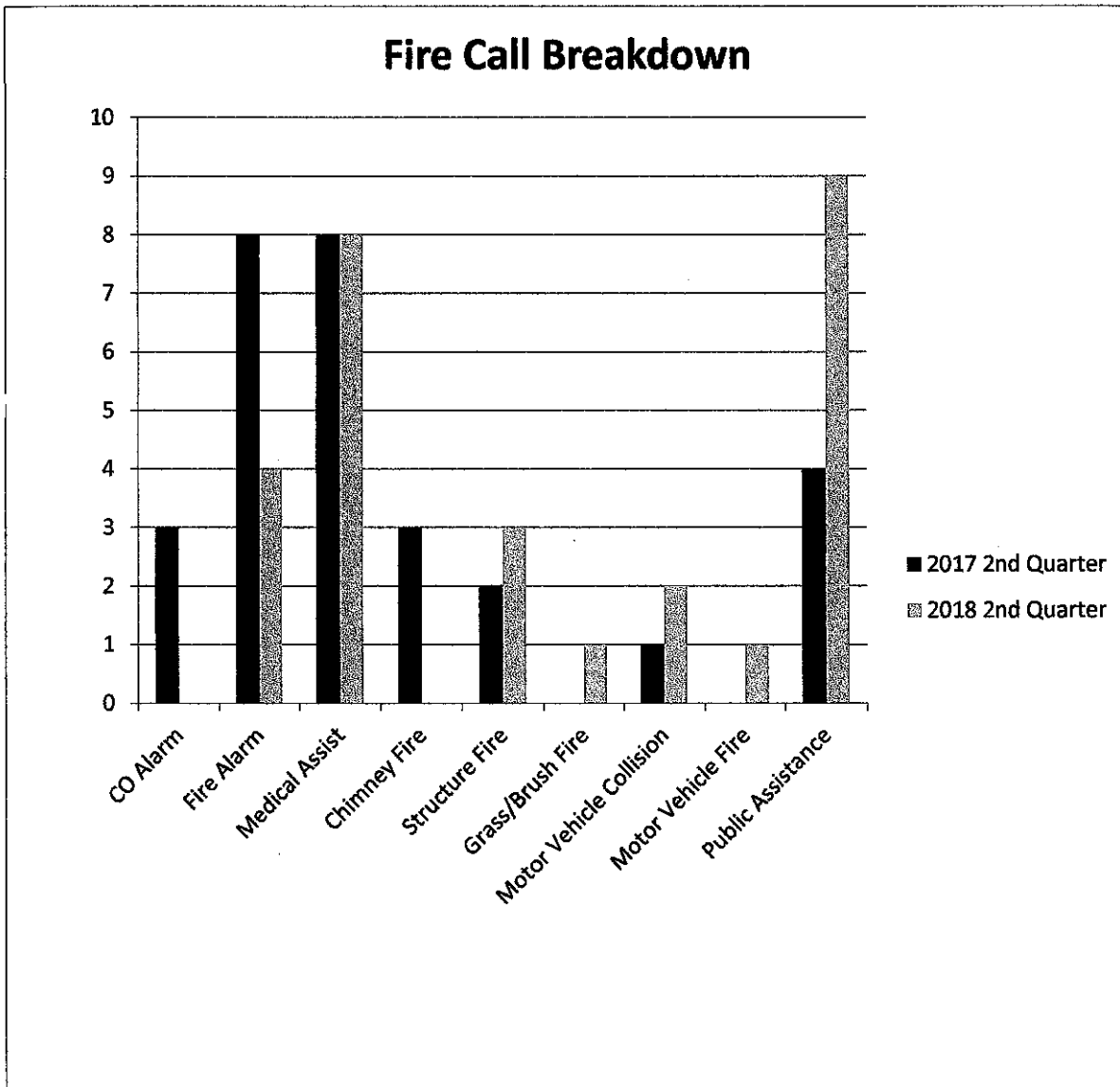
  
 Mark Urquhart, AEMCA  
 Fire Chief/Alt. CEMC

Approved by:

  
 Doug Robertson,  
 CAO/Clerk/Director of Economic  
 Development

### Schedule "A" to FD-06-2018

	2017 2nd Quarter	2018 2nd Quarter
CO Alarm	3	0
Fire Alarm	8	4
Medical Assist	8	8
Chimney Fire	3	0
Structure Fire	2	3
Grass/Brush Fire	0	1
Motor Vehicle Collision	1	2
Motor Vehicle Fire	0	1
Public Assistance	4	9



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Facsimile (613) 269-3095

**VILLAGE OF MERRICKVILLE-WOLFORD**

Resolution Number: R - - 18

Date: August 27, 2018

For Clerk's use only, if required:  
**Recorded Vote Requested By:**

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

Moved by: Barr Ireland MaInnis Snowdon Suthren Weedmark

Seconded by: Barr Ireland MaInnis Snowdon Suthren Weedmark

**Be it hereby resolved that:**

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report FIN-06-2018, the 2018 2<sup>nd</sup> quarter report of the Finance Department, for information purposes.

Carried / Defeated

David Nash, Mayor



## Village of Merrickville-Wolford

Report FIN-06-2018  
Finance Department  
Information Report to Council  
Date of Council Meeting: August 27, 2018

**RE: Quarterly Report to June 30<sup>th</sup> 2018**

**OBJECTIVE:** For information purposes.

### **RECOMMENDATION:**

**THAT: Council receive report FIN-06-2018 for information purposes.**

### **BACKGROUND:**

In order to keep Council fully apprised of the operations of the Finance Department, a quarterly report outlining departmental progress is provided to Council.

### **ANALYSIS:**

During the second quarter of 2018, the Finance Department have prepared reports for Council and enacted the 2018 Tax Rate By-law. The following projects occurred during the second quarter of 2018:

- 2017 Year End audit completed
- First and Second Quarter HST rebate reports filed for Village and Library
- Our accounting clerk, Traci Vandusen, has collected \$90,839 in tax arrears
- Final tax billing completed including supplementary new billings
- Completed Energy Audit report for municipal facilities as per Ont Reg 397/11
- Received first installment of OCIF top up funding in the amount of \$1,045,000
- Main Street Funding agreement was signed, which provides \$40,359 to be used for main street areas revitalization initiatives; eligible projects will be considered in the 2019 budget process
- Brought a report to Council to pass a resolution requesting the Minister of Finance consider increasing the high-tonnage railway rate to \$300 per acre, which would result in an extra \$12,115 if approved
- All staff participated in the municipal open house
- Completed 2017 Gas Tax Year End reporting

Schedule A provides a breakdown of non-taxation operating revenues and operating expenses for the first half of the year. Total revenues is at 43% of the budget for the year, and operating expenses are at 49%. There are no concerns at this time. A capital variance report will be provided with the next quarterly report. As of June 30<sup>th</sup>, many of the capital projects were only in the beginning phases.

Schedule B provides a breakdown of the water and wastewater costs incurred through June 30<sup>th</sup> from the Ontario Clean Water Agency (OCWA). Total costs for both are at 45% of the total budgeted amounts. As of June 30<sup>th</sup>, OCWA water and wastewater expenditures are within budget.

**BUDGET/LEGAL IMPLICATIONS:**

There are no budget implications 2018 municipal budget.

**LINKS TO STRATEGIC PLANS:**

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

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

**Ensuring efficient, effective services and civic engagement:** By being able to provide budget to actual data, trends may be identified which may be further analyzed to conclude if there are issues that may need to be identified. Making this information available to Council and the public ensures transparency and is in keeping with the priority to ensure efficient and effective services are being delivered to the residents of Merrickville-Wolford.

**CONCLUSION:**

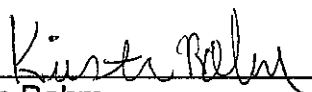
This report is for information purposes only.

**ATTACHMENTS:**

Schedule "A" – Budget to Actual data for the period ending June 30<sup>th</sup>, 2018  
Schedule "B" – Budget to Actual data from OCWA for the period ending June 30<sup>th</sup>, 2018

Submitted by:

Approved by:

  
Kirsten Rahm,  
Manager of Finance - Treasurer

  
Doug Robertson, CAO/Clerk

Schedule "A" - Budget to Actual

Revenues and Expenditures as of June 30, 2018

<b><u>Non Taxation Revenues</u></b>	<b><u>Actuals</u></b>	<b><u>Budget</u></b>	<b><u>% revenue</u></b>
Grants	\$ 144,858	\$ 335,782	43
General Government	\$ 71,607	\$ 263,710	27
Fire	\$ 13,591	\$ 7,500	181
Police	\$ 836	\$ 12,100	7
Bylaw	\$ 1,850	\$ 3,800	49
Public Works	\$ 58,560	\$ 164,550	36
Planning and Building	\$ 87,619	\$ 86,000	102
Community Centre	\$ 12,107	\$ 31,300	39
Ball Diamond Rentals	\$ 500	\$ 1,700	29
Recreation	\$ 5,094	\$ 19,000	27
<b>Total</b>	<b>\$ 396,622</b>	<b>\$ 925,442</b>	<b>43</b>

<b><u>Non Capital Expenditures</u></b>			<b><u>% spent</u></b>
Council	\$ 38,431	\$ 77,707	49
Admin	\$ 585,087	\$ 985,294	59
Police	\$ 193,449	\$ 471,185	41
Fire	\$ 110,222	\$ 293,159	38
Crossing Guard	\$ 3,041	\$ 5,147	59
Animal Control	\$ 2,804	\$ 8,900	32
Bylaw	\$ 20,543	\$ 43,563	47
Public Works	\$ 680,540	\$ 1,405,526	48
Building	\$ 37,104	\$ 66,471	56
Planning	\$ 11,781	\$ 21,900	54
Economic Development	\$ 26,685	\$ 116,250	23
Parks and Recreation	\$ 100,188	\$ 218,797	46
<b>Total</b>	<b>\$ 1,809,875</b>	<b>\$ 3,713,899</b>	<b>49</b>

# SCHEDULE B



## Quarterly Cost Plus - water

Facility: 1161  
Project: MERWOM1161W-001  
Date: 8/9/2018

Village of Merrickville-Wolford  
Cost Plus Client Report  
For the Period of January 1, 2018 to June 30, 2018

Operating Charges	2018 Budget	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	YTD Budget	YTD Actuals	Variance
Salaries & Benefits	150,537.72	33,335.71	37,646.43	0.00	0.00	75,268.86	70,982.14	4,286.72
Chemicals	2,700.00	520.05	520.05	0.00	0.00	1,350.00	1,040.10	309.90
Electricity	46,999.92	9,325.60	10,372.01	0.00	0.00	23,499.96	19,697.61	3,802.35
Services	43,682.12	8,808.84	9,772.31	0.00	0.00	21,831.06	18,580.95	3,250.11
Supplies & Equipment	26,789.64	4,591.76	3,973.27	0.00	0.00	13,391.82	8,565.03	4,826.79
<b>Total Operating Costs</b>	<b>270,709.40</b>	<b>56,681.76</b>	<b>62,284.07</b>	<b>0.00</b>	<b>0.00</b>	<b>135,341.70</b>	<b>118,865.83</b>	<b>16,475.87</b>
<b>Management Fee</b>	<b>40,320.36</b>	<b>10,080.09</b>	<b>10,080.09</b>	<b>0.00</b>	<b>0.00</b>	<b>20,160.18</b>	<b>20,160.18</b>	<b>0.00</b>
<b>Total Operating Charges</b>	<b>311,029.76</b>	<b>66,661.85</b>	<b>72,364.16</b>	<b>0.00</b>	<b>0.00</b>	<b>155,501.88</b>	<b>139,026.01</b>	<b>16,475.87</b>



## Quarterly Cost Plus - wastewater

Facility: 1162  
Project: MERWOM1162S-001  
Date: 8/9/2018

Village of Merrickville-Wolford  
Cost Plus Client Report  
For the Period of January 1, 2018 to June 30, 2018

Operating Charges	2018 Budget	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	YTD Budget	YTD Actuals	Variance
Salaries & Benefits	170,602.92	42,529.29	36,043.64	0.00	0.00	85,301.46	78,572.93	6,728.53
Chemicals	20,000.04	4,406.52	9,482.59	0.00	0.00	10,000.02	13,889.11	(3,889.09)
Sludge Haulage	10,000.00	0.00	1,474.50	0.00	0.00	0.00	1,474.50	(1,474.50)
Electricity	65,000.04	15,247.99	9,089.56	0.00	0.00	32,500.02	24,337.55	8,162.47
Services	52,618.16	10,313.38	9,010.86	0.00	0.00	26,495.48	19,324.24	7,171.24
Supplies & Equipment	20,394.76	3,372.58	8,287.85	0.00	0.00	10,174.38	11,660.43	(1,486.05)
<b>Total Operating Costs</b>	<b>338,613.92</b>	<b>75,668.78</b>	<b>73,389.00</b>	<b>0.00</b>	<b>0.00</b>	<b>164,471.36</b>	<b>149,258.76</b>	<b>15,212.60</b>
<b>Management Fee</b>	<b>42,624.36</b>	<b>10,656.09</b>	<b>10,656.09</b>	<b>0.00</b>	<b>0.00</b>	<b>21,312.18</b>	<b>21,312.18</b>	<b>0.00</b>
<b>Total Operating Charges</b>	<b>381,238.28</b>	<b>86,525.85</b>	<b>84,045.09</b>	<b>0.00</b>	<b>0.00</b>	<b>185,783.54</b>	<b>170,570.94</b>	<b>15,212.60</b>



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Amalgamated 1998



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Facsimile (613) 269-3095

**VILLAGE OF MERRICKVILLE-WOLFORD**

For Clerk's use only, if required:

**Recorded Vote**

**Requested By:**

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

Resolution Number: R - - 18

Date: August 27, 2018

Moved by: Barr Ireland Maclnnis Snowdon Suthren Weedmark

Seconded by: Barr Ireland Maclnnis Snowdon Suthren Weedmark

**Be it hereby resolved that:**

The Council of the Corporation of the Village of Merrickville-Wolford does hereby direct staff to review the policy for bulk water sales.

Carried / Defeated

\_\_\_\_\_  
David Nash, Mayor

Established 1793  
Incorporated  
Wolford 1850  
Merrickville 1860  
Amalgamated 1998



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## VILLAGE OF MERRICKVILLE-WOLFORD

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

Resolution Number: R - - 18

Date: August 27, 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 commit to an additional 10-foot expansion of the infield to accommodate the addition of the Peewee team next spring; and

That Council directs staff to commence work this fall so the diamond is ready for the 2019 spring season.

Carried / Defeated

\_\_\_\_\_  
David Nash, Mayor

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Incorporated  
Wolford 1850  
Merrickville 1860  
Amalgamated 1998



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Facsimile (613) 269-3095

**VILLAGE OF MERRICKVILLE-WOLFORD**

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

Resolution Number: R - - 18

Date: August 27, 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 direct staff to report to Council at a future meeting regarding the best practices surrounding appointments and terms of Committees.

Carried / Defeated

\_\_\_\_\_  
David Nash, Mayor

Established 1793  
Incorporated  
Wolford 1850  
Merrickville 1860  
Amalgamated 1998



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## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: August 27, 2018

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

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 request staff to inform Council regarding the status of Shoreline Restoration Project.

Carried / Defeated

\_\_\_\_\_  
David Nash, Mayor

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## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: August 27, 2018

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

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 direct staff to update Council at a future meeting with respect to the water/sewer rate review.

Carried / Defeated

\_\_\_\_\_  
David Nash, Mayor

Established 1793  
Incorporated  
Wolford 1850  
Merrickville 1860  
Amalgamated 1998



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**VILLAGE OF MERRICKVILLE-WOLFORD**

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

Resolution Number: R - - 18

Date: August 27, 2018

Moved by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Seconded by: Barr Ireland MacInnis Snowdon Suthren Weedmark

**Be it hereby resolved that:** By-law 42-2018, being a by-law to confirm the proceedings of the Council meeting of August 27, 2018, be read a first and second time, and that By-law 42-2018 be read a third and final time and passed.

Carried / Defeated

\_\_\_\_\_  
David Nash, Mayor

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

**BY-LAW 42-2018**

**BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD AT ITS MEETINGS HELD ON AUGUST 27, 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 meetings held on August 27, 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 meetings held on August 27, 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 27th day of August, 2018.

\_\_\_\_\_  
David Nash, Mayor

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

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## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: August 27, 2018

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

Moved by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Seconded by: Barr Ireland MacInnis Snowdon Suthren Weedmark

**Be it hereby resolved that:**

This regular meeting of the Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at \_\_\_\_\_ p.m. until the next regular meeting of Council on Monday, September 10, 2018 at 7:00 p.m., or until the call of the Mayor subject to need.

Carried / Defeated

\_\_\_\_\_  
David Nash, Mayor





**VILLAGE OF MERRICKVILLE-WOLFORD**

**Agenda for Council  
Council Chambers**

Council Meeting 6:00 p.m.

Monday, August 27, 2018

1. **Call to Order**
2. **Disclosure of Pecuniary Interest and the general nature thereof**
3. **Approval of the Agenda**
4. **In-Camera:**
  1. Personal matters about identifiable individuals;
  2. Labour relations or employee negotiations;
  3. Litigation or potential litigation; and
  4. Receiving of advice that is subject to solicitor/client privilege.
- Note: The regular meeting of Council will resume at 7:00 p.m.**
5. **Minutes:**

Approval of the Minutes of the special meeting of July 6, 2018;  
Approval of the Minutes of the special meeting of July 10, 2018;  
Approval of the Minutes of the special meeting of July 16, 2018; and  
Approval of the Minutes of the regular meeting of July 23, 2018.
6. **Public Question Period to Council**
7. **Correspondence:**

Letter from Communities in Bloom dated July 31, 2018;  
Letter from Community & Primary Health Care dated August 22, 2018;  
Letter from United Way of Leeds and Grenville dated August 8, 2018;  
Letter from Lions Club of Merrickville received July 25, 2018; and  
Letter from Communities in Bloom Judges.
8. **By-law Enforcement:** BLEO-03-2018 re: 2018 2<sup>nd</sup> Quarter Report; and  
Resolution re: Merrickville Jazz Festival Sign Exemption
9. **Building:** CBO-06-2018 re: 2018 2<sup>nd</sup> Quarter Report
10. **Fire:** FD-06-2018 re: 2018 2<sup>nd</sup> Quarter Report
11. **Finance:** FIN-06-2018 re: 2018 2<sup>nd</sup> Quarter Report
12. **Notices of Motion:**

Resolution re: Policy regarding bulk water sales;  
Resolution re: Ball diamond expansion;  
Resolution re: Committee structure and terms;  
Resolution re: Shoreline Restoration Project; and  
Resolution re: Water/Sewer Rate Review.
13. **Public Question Period to Council**
14. **Next meeting of Council:** Monday, September 10, 2018 at 7:00 p.m.
15. **Confirming By-Law:** 42-2018 re: Confirm Proceedings of Council meeting of August 27, 2018
16. **Adjournment.**

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**VILLAGE OF MERRICKVILLE-WOLFORD**

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

Resolution Number: R - - 18

Date: August 27, 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 August 27, 2018 as:

\_\_\_ circulated.

\_\_\_ amended.

Carried / Defeated

David Nash, Mayor



**VILLAGE OF MERRICKVILLE-WOLFORD**

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

Resolution Number: R - - 18

Date: August 27, 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 \_\_\_\_\_ 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)

Carried / Defeated

\_\_\_\_\_  
 David Nash, Mayor

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**VILLAGE OF MERRICKVILLE-WOLFORD**

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

Resolution Number: R - - 18

Date: August 27, 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 \_\_\_\_\_ p.m., with staff being given direction, and the regular Council session resume at 7:00 p.m.

Carried / Defeated

David Nash, Mayor

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Merrickville 1860  
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**VILLAGE OF MERRICKVILLE-WOLFORD**

For Clerk's use only, if required:

**Recorded Vote**

**Requested By:**

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

Resolution Number: R - - 18

Date: August 27, 2018

Moved by: Barr Ireland Maclnnis Snowdon Suthren Weedmark

Seconded by: Barr Ireland Maclnnis 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 special Council meeting of July 6, 2018 as:

\_\_\_circulated.

\_\_\_amended.

Carried / Defeated

\_\_\_\_\_  
David Nash, Mayor

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

Friday, July 6, 2018

A special meeting of the Council of the Corporation of the Village of Merrickville-Wolford was held at 5:00 p.m. on Friday, July 6, 2018.

**Chaired by:** Mayor David Nash  
**Members of Council:** Councillor Chuck MacInnis  
Councillor Stephen Ireland  
Councillor Kim Weedmark  
Councillor Vic Suthren  
**Regrets:** Deputy Mayor Anne Barr  
Councillor David Snowdon  
**Staff in Attendance:** Doug Robertson, CAO/Clerk

**R-233-18** Moved by Councillor Suthren, Seconded by Councillor Weedmark

**Be it hereby resolved that:** The special meeting of the Council of the Corporation of the Village of Merrickville-Wolford on July 6, 2018 does now commence at 5:12 p.m.

Carried

**Approval of Agenda:**

**R-234-18** Moved by Councillor Ireland, Seconded by Councillor MacInnis

**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby adopt the agenda of the special Council meeting of July 6, 2018, as circulated.

Carried

**Appointment of Clerk:**

**R-235-18** Moved by Councillor Suthren, Seconded by Councillor Weedmark

**Be it hereby resolved that:** Doug Robertson be appointed as clerk for the special Council meeting of July 6, 2018.

Carried

**By-Law:**

**R-236-18** Moved by Councillor Suthren, Seconded by Councillor Weedmark

**Be it hereby resolved that:** By-law 34-2018, being a by-law to authorize the execution of a municipal employment contract with Doug Robertson and to appoint Doug Robertson as Chief Administrative Officer and Clerk, be read a first and second time and that By-law 34-2018 be read a third and final time and passed.

Carried

**In-Camera:**

**R-237-18** Moved by Councillor Ireland, Seconded by Councillor MacInnis

**Be it hereby resolved that:** The Council of the Village of Merrickville-Wolford moves to "In Camera" at 5:18 p.m. in order to address a matter pertaining to: personal matters about an identifiable individual, including municipal or local board employees.

Carried

**R-238-18** Moved by Councillor Ireland, Seconded by Councillor Suthren

**Be it hereby resolved that:** the "In Camera" session rise and report at 6:12 p.m. with staff being given direction, and the regular Council session resume at 6:13 p.m.

Carried

**Adjournment:**

**R-239-18** Moved by Councillor Ireland, Seconded by Councillor MacInnis

**Be it hereby resolved that:** This special meeting of the Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at 6:14 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

---

David Nash, Mayor

---

Doug Robertson, CAO/Clerk/Director of  
Economic Development

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Merrickville 1860  
Amalgamated 1998



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**VILLAGE OF MERRICKVILLE-WOLFORD**

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

Resolution Number: R - - 18

Date: August 27, 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 special Council meeting of July 10, 2018 as:

\_\_\_\_\_circulated.

\_\_\_\_\_amended.

Carried / Defeated

\_\_\_\_\_  
David Nash, Mayor



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

Tuesday, July 10, 2018

A special meeting of the Council of the Corporation of the Village of Merrickville-Wolford was held at 7:40 p.m. on Tuesday, July 10, 2018.

**Chaired by:** Mayor David Nash

**Members of Council:** Councillor Chuck MacInnis  
Councillor Stephen Ireland  
Councillor Kim Weedmark  
Councillor Vic Suthren  
Deputy Mayor Anne Barr

**Regrets:** Councillor David Snowdon

**Staff in Attendance:** Doug Robertson CAO/Clerk

**R-240-18** Moved by Councillor Suthren, Seconded by Councillor MacInnis

**Be it hereby resolved that:** The special meeting of the Council of the Corporation of the Village of Merrickville-Wolford of July 10, 2018 does now commence at 7:40 p.m.

Carried

**Approval of Agenda:**

**R-241-18** 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 adopt the agenda of the special Council meeting of July 10, 2018, as circulated.

Carried

**In-Camera:**

**R-242-18** Moved by Councillor Ireland, Seconded by Councillor MacInnis

**Be it hereby resolved that:** The Council of the Village of Merrickville-Wolford moves to "In Camera" at 7:42 p.m. in order to address a matter pertaining to: personal matters about an identifiable individual, including municipal or local board employees.

Carried

**R-243-18** Moved by Councillor Suthren, Seconded by Councillor MacInnis

**Be it hereby resolved that:** the "In Camera" session rise and report with staff being given direction, and the regular Council session resume at 8:45 p.m.

Carried

**Adjournment:**

**R-244-18** Moved by Councillor Weedmark, Seconded by Councillor Suthren

**Be it hereby resolved that:** This special meeting of the Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at 8:47 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

---

David Nash, Mayor

---

Doug Robertson, CAO/Clerk

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Merrickville 1860  
Amalgamated 1998



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**VILLAGE OF MERRICKVILLE-WOLFORD**

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

Resolution Number: R - - 18

Date: August 27, 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 special Council meeting of July 16, 2018 as:

\_\_\_circulated.

\_\_\_amended.

Carried / Defeated

David Nash, Mayor

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

Monday, July 16, 2018

A special meeting of the Council of the Corporation of the Village of Merrickville-Wolford was held at 5:00 p.m. on Monday, July 16, 2018.

**Chaired by:** Mayor David Nash  
**Members of Council:** Councillor Chuck MacInnis  
Councillor Stephen Ireland  
Councillor Kim Weedmark  
Councillor Vic Suthren  
Councillor David Snowdon  
**Regrets:** Deputy Mayor Anne Barr  
**Staff in Attendance:** Doug Robertson CAO/ Clerk

**Call to Order:**

Mayor Nash called the meeting to order at 5:05 p.m. and called for any disclosure of pecuniary interest – none.

**Approval of Agenda:**

**R-245-18** 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 adopt the agenda of the special Council meeting of July 16, 2018, as circulated.

Carried

**In-Camera:**

**R-246-18** Moved by Councillor MacInnis, Seconded by Councillor Ireland  
**Be it hereby resolved that:** The Council of the Village of Merrickville-Wolford moves to “In Camera” at 5:07 p.m. in order to address a matter pertaining to: personal matters about an identifiable individual, including municipal or local board employees.

Carried

**R-247-18** Moved by Councillor Weedmark, Seconded by Councillor Suthren  
**Be it hereby resolved that:** the “In Camera” session rise and report with staff being given direction, and the regular Council session resume at 6:38 p.m.

Carried

**Confirming By-Law:**

**R-248-18** Moved by Councillor Ireland, Seconded by Councillor MacInnis

**Note:** Councillor Snowdon abstained from voting due to his absence from the Council meetings on July 6, 2018 and July 10, 2018.

**Be it hereby resolved that:** By-Law 35-2018, being a by-law to confirm the proceedings of the Council meetings of July 6, 2018, July 10, 2018 and July 16, 2018, be read a first and second time, and that By-Law 35-2018 be read a third and final time and passed.

Carried

**Adjournment:**

**R-249-18** Moved by Councillor Suthren, Seconded by Councillor Snowdon

**Be it hereby resolved that:** This special meeting of the Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at 6:41 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

---

David Nash, Mayor

---

Doug Robertson, CAO/Clerk

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Merrickville 1860  
Amalgamated 1998



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## VILLAGE OF MERRICKVILLE-WOLFORD

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

Resolution Number: R - - 18

Date: August 27, 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 July 23, 2018 as:

\_\_\_\_\_circulated.

\_\_\_\_\_amended.

Carried / Defeated

\_\_\_\_\_  
David Nash, Mayor

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

Monday, July 23, 2018

A regular meeting of the Council of the Corporation of the Village of Merrickville-Wolford was held at 3:00 p.m. on Monday, July 23, 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:** Doug Robertson, CAO/Clerk

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

**Approval of Agenda**

**R-250-18** Moved by Councillor Weedmark, 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 July 23, 2018, as amended.

Carried

**Note:** The agenda was amended to include a discussion about recycling issues at the landfill.

**In Camera:**

**R-251-18** Moved by Councillor Snowdon, Seconded by Councillor MacInnis  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby move to "In Camera" at 3:10 p.m. in order to address matters pertaining to: personal matters about identifiable individuals, including municipal or local board employees; proposed or pending possible disposal of municipal land; and 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.

Carried

**R-252-18** Moved by Councillor Weedmark, Seconded by Councillor Suthren  
**Be it hereby resolved that:** the "In Camera" session rise and report at 5:00 p.m. with staff being given direction; and

That the Public Meeting begin at 5:00 p.m. and the regular Council session resume at 7:00 p.m.

Carried

**Note:** The Public meeting began at 5:00 p.m.

All three zoning by-law amendments were presented. No one spoke in opposition. The three by-laws were later passed during the regular meeting of Council.

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

**Minutes**

**R-253-18** 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 regular Council meeting of June 25, 2018 as circulated.

Carried

**Public Question Period to Council:** No questions.

**Delegations:**

**R-254-18** Moved by Deputy Mayor Barr, Seconded by Councillor Suthren

**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.

**Correspondence:**

**R-255-18** Moved by Deputy Mayor Barr, Seconded by Councillor Snowdon

**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 and direct staff to proceed with the necessary road allowance closure.

Carried.

**R-256-18** 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 receive correspondence from Tammy Best dated June 23, 2018 regarding the Night Market.

Carried.

**R-257-18** Moved by Deputy Mayor Barr, Seconded by Councillor Suthren

**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from A. Hoogenboom, former Interim CAO/Clerk, dated June 29, 2018, which provides responses to the list of 15 questions from the public; and

That Council asks staff to look into numbers 11, 13, and 14 to be brought back at a subsequent meeting.

Carried.



**R-258-18** 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 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-I96KB.

Carried.

**Planning:**

**R-259-18** Moved by Councillor Snowdon, Seconded by Deputy Mayor Barr

**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.

**R-258-18** 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 accept the resolution to amend Zoning By-law 23-08, as amended, by changing the zoning of the lands affected by this By-law from Rural-Exception (RU-1) to Rural Industrial-Exception (M2-2); and

That Council of the Corporation of the Village of Merrickville-Wolford hereby receive By-Law 38-18 as read a first, second and third time and passed on the 23<sup>rd</sup> day of July, 2018.

Carried.

**R-260-18** 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 By-law 38-2018:

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 July 23, 2018.

This by-law given its third and final reading and passed under the Corporate Seal on July 23, 2018.

Carried.

**R-261-18** Moved by Councillor Snowden, Seconded by Councillor Suthren

**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive By-law 39-2018:

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 herein 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 July 23, 2018.

This by-law given its third and final reading and passed under the Corporate Seal on July 23, 2018.

Carried.

**R-262-18** 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 By-law 40-2018:

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 herein 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 "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 July 23, 2018.

This by-law given its third and final reading and passed under the Corporate Seal on July 23, 2018.

Carried.

**By-Law:**

**R-263-18** Moved by Councillor Weedmark, Seconded by Councillor Snowdon

**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive recommendations from Jerry Jopling, By-law Enforcement Officer, dated July 10, 2017 regarding By-law 24-10 Sign By-law Exemption

Carried.

**R-264-18** Moved by Councillor Suthren, Seconded by Deputy Mayor Barr

**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive recommendations from Jerry Jopling , By-law Officer, dated July 11, 2018 regarding By-law 24-10, Sign by-law variance.

Carried.

**CAO/Clerk:**

**R-265-18** Moved by Councillor Snowdon, Seconded by Deputy Mayor Barr

**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.

**Additions to the Agenda**

Deputy Mayor Barr discussed the recycling situation at the Landfill, noting that she had to return home with her recycling or throw it out. This is connected to the capacity of the recycling operator. Staff was directed to look into the situation.

**Public Question Period:**

I. Wood wants to see management increase the type of recycled materials that are accepted, as currently Styrofoam is being refused. The Mayor said staff would look into this.

B. Fitzpatrick noted that the roof has been taken off the Methodist Church, and asked if Council will ensure that the work is done quickly. Randy Wilkinson noted that the building is not designated as a heritage building.

M. Burley said he had an expectation that all of Council be given the chance to read the investigation report. The Mayor noted that all of Council with the exception of Councillor MacInnis had read the report. It was noted that Council was given an executive summary of the report to read, as the report was too big to read in its entirety.

A. Lawson commented that the small recycling bins have not been emptied in weeks. Doug Robertson said he would look into this.

T. Hamway said that the fact that decisions were made based on a summary and not the whole report was troubling.

**Confirming By-Law**

**R-266-18** Moved by Councillor Suthren, Seconded by Councillor 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.

**Adjournment**

Upon consent, the meeting was adjourned at 8:44 p.m.

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David Nash, Mayor

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Doug Robertson, CAO/Clerk

July 31, 2018

Dear Mayor & Council,

On July 17-19th, Merrickville-Wolford in Bloom hosted the Judges from the Communities in Bloom National Edition. We hosted a Meet & Greet at the Baldachin, where committees of council and community committees participated in a round robin sharing their info with the Judges.

On Judging day we started off with Breakfast at Sidecar Cafe with Mayor Nash & Deputy Mayor Barr to discuss bylaws, a walk to the Blockhouse hosted by the Historical Society, a visit to the Ruins, and a chat about the Rideau Valley Landscape Strategy with Doug Struthers. We then took a stroll down St. Lawrence to Gallery 629 and Gray Art Glass where the Judges experienced the art of Glass Blowing with Michael Gray and James Wardhaugh, the team then joined Tim Malloy at the Lion's Community Garden. After being delighted by the Community Garden we then took off to Wolford, to visit the Goats at Chatterfield Farm and talk about rural businesses, We then got to experience the "Cow Palace" guided by the Maitland Family who spoke about generational farming. Our team then brought the judges to Eastons Corners and got to show off our plantings at the Eastons Corners Community Centre and the Winner of our July "Garden of the Month". After touring Wolford we headed to Kilmarnock Locks, where we boarded a donated Le Boat to bring us to Merrickville, Captained by Dave Cherry and Yves Grandmaitre. On the journey up the Rideau our Judges enjoyed lunch from Yellow Canoe Cafe and they spoke to Yves and Jane Graham from the Economic Development & Tourism Committee about the Strategic Plan, we then sailed past the Migratory Bird Sanctuary into Merrickville where we toured the Fire Department with Capt. Driscoll and Firefighter Templeton. We then toured the Merrickville & District Health Centre where Peter McKenna spoke about the amazing services offered to our residents.

We also toured the Landfill where our Public Works staff spoke about the Landfill and the future vision in partnership with the Environmental Advisory Committee. After the tour we ended at the Merrickville Mid Week Market, where our judges were greeted by Brandy who spoke about the benefits and growth of the Mid Week Market in Merrickville.

Our team would like to thank Council for putting the trust in us to beautify the Village, Public Works and Staff for working with us to make Merrickville-Wolford sparkle and the Residents in Merrickville-Wolford for showing the judges a level of hospitality unmatched by any Community.

We look forward to bringing the award home from the symposium in Strathcona County and we can't wait to share it with our fellow citizens.

In the spirit of Community

Christopher Scullino  
Chair

Sean O'Meara  
Vice Chair

On Behalf of the Merrickville-Wolford in Bloom Committee



RIGHT WHERE YOU NEED US

SERVING SENIORS

August 22, 2018

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

Dear Council Members:

Community & Primary Health Care have been providing free Seniors' Exercise Classes to the residents of Merrickville for many years. We have been allowed to use the wonderful Merrickville Memorial Community Recreation Centre facility at no charge to deliver these classes.

We would like to request on-going use of this facility for our Seniors Exercise class that runs on Tuesdays and Thursdays from 10:00 – 11:00 a.m. Classes would start on Thursday, September 13<sup>th</sup> and run through until the end of May 2019.

We are also hoping to offer a free 12 week, twice a week Fall Prevention Course on Wednesday and Fridays from 2:30-3:30 p.m., if the space is available. The classes could start on Wednesday, September 12<sup>th</sup>.

CPHC is committed to keeping seniors active and on their feet. We have very much appreciated your past support of our programs and hope that it will continue.

I look forward to hearing from you.

Sincerely,

A handwritten signature in black ink that reads 'Patti Lennox'.

Patti Lennox  
Manager, Caregiver Support & Community Programs  
[plennox@cphcare.ca](mailto:plennox@cphcare.ca)  
1-800-465-4646, extension 2303

2235 Parkedale Avenue  
Brockville, ON K6V 6B2

(613) 342-3693  
1-800-465-7646  
[info@cphcare.ca](mailto:info@cphcare.ca)



Supported by the South East Local Health Integration Network  
A MEMBER AGENCY OF UNITED WAY

Reg. Charitable #11978 4412 RR0001

[www.cphcare.ca](http://www.cphcare.ca)





August 8, 2018

Mayor David Nash  
Township of Merrickville and Wolford

Re: Funding Support for United Way Event

Dear David,

I am writing you today to respectfully ask for your support for an upcoming event that will welcome citizens, corporate and community leaders from across Leeds & Grenville. The event is called Tastes and Sounds – Senses-ational Leeds & Grenville and will be held on September 16<sup>th</sup>, 2018. This is an event that was very close to the late MP Gord Brown's heart. He was leading the charge on this important event and we now pick up from where he left off.

It will be an exclusive event where attendees will sample culinary creations and delicious beverages from the area's finest restaurants, specialty food producers, wineries, distilleries and breweries. They will enjoy live entertainment while mingling in the beautiful Picnic Pavilion at the King's Lock Distillery & Windmill Brewery in Johnstown, Ontario, overlooking the St. Lawrence River.

As you know, the United Way in our region is facing some pretty significant losses in fundraising from the closure of P&G and other organizations. We know that 1 in 4 lives in Leeds & Grenville are touched by the United Way annually and we expect this to grow. This is why we need your help.

We have assembled a committee of committed volunteers from across the region including myself MPP Steve Clark, Deanna Clark, Sean Lucey (Windmill Brewery), Laura Bradley & Nathan Heuvel (Kings Lock Distillery), Kelly McKinnon (Shell Canada), Shannon Brown (UCLG), Judi Baril, Jennifer Harvey (Canada Blooms), and Trish Buote (UWLG). Each is so excited to support an event that brings people from across Leeds & Grenville for an important cause.

We are reaching out to each Municipality and asking for a small financial commitment to support the event. David a \$500 contribution from the Township of Merrickville and Wolford will help. We wouldn't reach out to you if we didn't think that the money would go directly to help people in your municipality. On top of the monetary contribution, I have decided to purchase 10 tickets to give to people and businesses in my municipality. It is just as important to encourage people to attend this event who likely will bid bid on the live and silent auction items. The great thing is that you also get a tax receipt for 50% of the price; that's a tax receipt of \$75.00 for each ticket. **I am putting out a challenge to all municipal leaders to meet or exceed my contribution.** I hope we can count on you.



Please do not hesitate to reach out to myself or Trish Buote, Executive Director of the United Way to discuss how you can help further.

Sincerely,

A handwritten signature in cursive script that reads "Robin Jones".

Warden Robin Jones  
Committee Chair.

Hello Mayor and Councillors,

As municipal elections are coming up, The Lions Club of Merrickville is planning to again hold an All-Candidates Night. I'm sure all of you remember the routine where all the nominees are invited to sit on the panel where they will be able to present their electoral platform followed by a question and answer session. (Further details will be emailed to all candidates at a later date.)

To this end we have reserved the Merrickville Community Centre for October 4th 2018 for this community meeting.

As this is a community service, The Lions Club of Merrickville is requesting that the Merrickville Community Centre be made available without charge. I believe a motion of Council is the appropriate way to do this and if this item could be placed on the next Council agenda, that would be appreciated.

Thank you,

Rod Fournier

Past President

Lions Club of Merrickville

Mayor David Nash and Council:

Thank you very much for everything you did to make our July visit to your village as Communities in Bloom judges so informative and enjoyable.

We particularly appreciated the contributions of Mayor Nash, Councillor Ann Barr, Christopher Scullino, Sean O'Meara, Hope Gray, Mike Zaversenke, all the In Bloom committee members.

Thank you for your very generous hospitality and your wonderful gifts that are so representative of all that Merrickville-Wolford has to offer.

Thanking you,

Gaétan Deschênes + Lorna McIlroy

Established 1793  
Incorporated  
Wolford 1850  
Merrickville 1860  
Amalgamated 1998



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

**VILLAGE OF MERRICKVILLE-WOLFORD**

For Clerk's use only, if required:

**Recorded Vote Requested By:**

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

Resolution Number: R - - 18

Date: August 27, 2018

Moved by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Seconded by: Barr Ireland MacInnis Snowdon Suthren Weedmark

**Be it hereby resolved that:**

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report BLEO-03-2018, the 2018 2<sup>nd</sup> quarter report of the By-law Enforcement Department, for information purposes.

Carried / Defeated

\_\_\_\_\_  
David Nash, Mayor



## Village of Merrickville-Wolford

Report BLEO-03-2018  
By-Law Enforcement Department  
Information Report to Council  
Date of Council Meeting: August 27, 2018

**RE: 2nd Quarter Report (April 1<sup>st</sup> to June 30<sup>th</sup>)**

**OBJECTIVE:** To provide Council with an update regarding the second quarter results of the By-Law Enforcement Department, for information purposes.

### **RECOMMENDATION:**

**THAT: Council receive report BLEO-03-2018 for information purposes.**

### **BACKGROUND:**

In order to keep Council fully apprised of the operations of the By-Law Enforcement department, a quarterly report outlining departmental progress is provided to Council.

### **ANALYSIS:**

Please see Schedule "A" to this report for an illustrative graph comparing the second quarter results from 2017 and 2018.

Please See Schedule "B" to this report for the Traffic Speed Sign report.

During the period from April 1<sup>st</sup>, 2018 to June 30<sup>th</sup>, 2018, of significant note are the following:

1. There were three property clean ups in 2018 compared to the nine in the 2nd quarter of last year;
2. Illegal signs removed are down by 23 from the 2nd quarter of last year;
3. Parking tickets issued are lower in the 2nd quarter this year than 2017; and
4. There was a decrease of parking warnings issued from the amount issued in the 2nd quarter of last year.

Please note that the decrease in parking tickets was due to the process of speaking with the owners of the illegally parked vehicles and having them move their vehicle to prevent parking tickets from being handed out. Creating awareness and communicating with the public was a main objective.

Over the last quarter the electronic speed control/driver feedback sign was placed at 3 locations across the municipality as follows:

1. St. Lawrence Street – April 5<sup>th</sup> to April 27<sup>th</sup>
2. Main Street West – April 28<sup>th</sup> to May 25<sup>th</sup>
3. Read Street – May 26<sup>th</sup> to June 5<sup>th</sup>

Between April 5, 2018 to June 5, 2018, it has recorded the speed of 39,597 vehicles, of which 9,274 were going at speeds greater than 50 km/h, however 2,730 of those vehicles were not going at speeds greater than 55 km/h, leaving 6,544 vehicles going excess of the speed limit. The highest speed recorded in a 50-km zone was 115 kilometres per hour, recorded on Monday, May 7<sup>th</sup>, 2018 on Main Street West.

#### **BUDGET/LEGAL IMPLICATIONS:**

The budget implications are identified in the 2018 municipal budget.

#### **LINKS TO STRATEGIC PLANS:**

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

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

**Ensuring efficient, effective services and civic engagement:** By being able to compare data from previous years, trends may be identified which may be further analyzed to conclude if there are issues that may need to be addressed. Making this information available to Council and the public ensures transparency and is in keeping with the priority to ensure efficient and effective services are being delivered to the residents of Merrickville-Wolford.

#### **CONCLUSION:**

This report is for information purposes only.

**ATTACHMENTS:**

Schedule "A" - Graphs comparing 2<sup>nd</sup> quarter results of 2017 and 2018.  
Schedule "B" - Report showing speed sign statistics.

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

Submitted by:

Approved by:



\_\_\_\_\_  
Jerry Jopling,  
By-Law Enforcement Officer

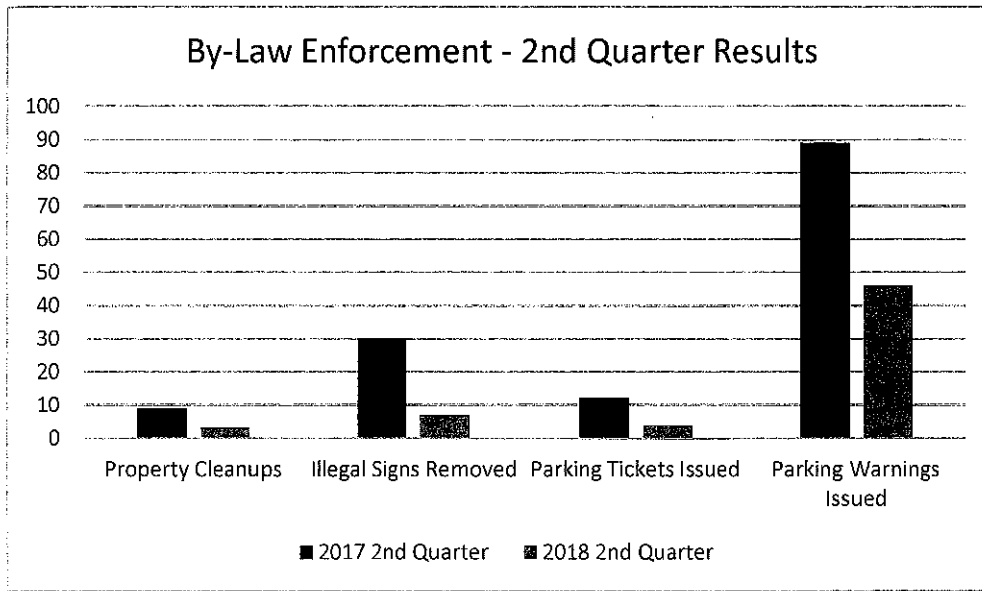


\_\_\_\_\_  
Doug Robertson, CAO/Clerk



# Schedule "A" to BLEO-03-2018

	2017 2nd Quarter	2018 2nd Quarter	April. 1 to June 30
Property Cleanups	9	3	
Illegal Signs Removed	30	7	
Parking Tickets Issued	12	4	
Parking Warnings Issued	89	46	



# Custom Report

Schedule "B"

Technician Name: administrator

Location: St. Lawrence Street, Main St. West, Redd St. State/Province:

Address:

Postal Code/ZIP:

City: Merrickville



Report Period: 2018-04-04 to 2018-06-05

		Total Vehicle Count	Number of Speed Limit Violations	Number of Vehicles Respecting Limit	Number of Vehicles inside Tolerated Range	Maximum Speed	85% Speeds
2018-04-04	00:00:00	0	0	0	0	0	0
2018-04-05	00:00:00	363	164	199	66	74	58
2018-04-06	00:00:00	1,203	583	620	156	87	62
2018-04-07	00:00:00	1,243	565	678	<sup>H</sup> 191	80	60
2018-04-08	00:00:00	1,015	492	523	176	79	60
2018-04-09	00:00:00	1,247	594	653	180	90	60
2018-04-10	00:00:00	1,235	601	634	131	108	65
2018-04-11	00:00:00	1,369	600	769	110	89	64
2018-04-12	00:00:00	<sup>H</sup> 1,372	589	783	132	111	64
2018-04-13	00:00:00	1,352	<sup>H</sup> 633	719	129	92	63
2018-04-14	00:00:00	819	283	536	61	83	60
2018-04-15	00:00:00	401	90	311	30	72	54
2018-04-16	00:00:00	826	271	555	90	86	58
2018-04-17	00:00:00	1,169	546	623	125	91	62
2018-04-18	00:00:00	1,306	560	746	141	92	62
2018-04-19	00:00:00	1,063	390	673	108	86	61
2018-04-20	00:00:00	491	37	454	25	67	47
2018-04-21	00:00:00	528	22	506	14	62	45
2018-04-22	00:00:00	378	18	360	10	86	45
2018-04-23	00:00:00	562	19	543	11	62	45
2018-04-24	00:00:00	572	28	544	13	63	46
2018-04-25	00:00:00	398	33	365	17	65	48
2018-04-26	00:00:00	541	35	506	15	70	47
2018-04-27	00:00:00	612	16	596	11	60	43
2018-04-28	00:00:00	541	25	516	16	76	43
2018-04-29	00:00:00	290	22	268	12	73	47
2018-04-30	00:00:00	517	42	475	26	65	47
2018-05-01	00:00:00	574	36	538	22	84	47
2018-05-02	00:00:00	533	35	498	19	71	47
2018-05-03	00:00:00	570	32	538	18	64	47
2018-05-04	00:00:00	487	32	455	16	68	47
2018-05-05	00:00:00	1,089	3	<sup>H</sup> 1,086	1	85	32
2018-05-06	00:00:00	371	8	363	7	58	41

		<i>Total Vehicle Count</i>	<i>Number of Speed Limit Violations</i>	<i>Number of Vehicles Respecting Limit</i>	<i>Number of Vehicles Inside Tolerated Range</i>	<i>Maximum Speed</i>	<i>85% Speeds</i>
2018-05-07	00:00:00	545	28	517	16	115	46
2018-05-08	00:00:00	582	32	550	19	67	46
2018-05-09	00:00:00	602	38	564	22	83	46
2018-05-10	00:00:00	329	16	313	7	61	45
2018-05-11	00:00:00	629	31	598	18	59	46
2018-05-12	00:00:00	692	19	673	12	59	43
2018-05-13	00:00:00	535	10	525	6	60	42
2018-05-14	00:00:00	616	31	585	15	65	45
2018-05-15	00:00:00	607	37	570	19	75	46
2018-05-16	00:00:00	641	36	605	25	63	47
2018-05-17	00:00:00	742	26	716	16	70	45
2018-05-18	00:00:00	665	13	652	6	64	43
2018-05-19	00:00:00	562	12	550	9	61	43
2018-05-20	00:00:00	595	13	582	6	59	39
2018-05-21	00:00:00	545	10	535	6	68	41
2018-05-22	00:00:00	636	26	610	16	67	45
2018-05-23	00:00:00	672	50	622	34	71	47
2018-05-24	00:00:00	684	34	650	24	62	45
2018-05-25	00:00:00	381	107	274	37	75	57
2018-05-26	00:00:00	260	108	152	28	79	61
2018-05-27	00:00:00	188	91	97	23	74	61
2018-05-28	00:00:00	287	141	146	38	83	60
2018-05-29	00:00:00	367	167	200	40	95	61
2018-05-30	00:00:00	342	165	177	47	89	60
2018-05-31	00:00:00	366	145	221	41	89	60
2018-06-01	00:00:00	360	150	210	30	86	61
2018-06-02	00:00:00	278	125	153	39	103	60
2018-06-03	00:00:00	453	96	357	25	83	55
2018-06-04	00:00:00	399	113	286	27	82	57
		<b>SUM: 39,597</b>	<b>SUM: 9,274</b>	<b>SUM: 30,323</b>	<b>SUM: 2,730</b>		<b>AVG: 51</b>

Established 1793  
Incorporated  
Wolford 1850  
Merrickville 1860  
Amalgamated 1998



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

## VILLAGE OF MERRICKVILLE-WOLFORD

For Clerk's use only, if  
required:

**Recorded Vote  
Requested By:**

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

Resolution Number: R - - 18

Date: August 27, 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 exempt the Merrickville Jazz Festival from the Sign By-law 24-2010 as outlined in email correspondence from John Mundy dated August 22, 2018, with the condition that the signs be removed within five (5) days of the conclusion of the event.

Carried / Defeated

\_\_\_\_\_  
David Nash, Mayor



John Mundy

## Signage For Merrickville's Jazz Fest, October 11-14, 2018

1 message

John Mundy

Wed, Aug 22, 2018 at 11:41 AM

To: bylawofficer@merrickville-wolford.ca

Cc: Susan Piercey

Greg Eamon

To Mr. Jerry Jopling , By-Law Officer, Merrickville

From Merrickville's Jazz Fest

Re Signage for Merrickville's Jazz Fest, October 11-14, 2018

Merrickville's Jazz Fest requests approval and/or exemptions from Bylaw 24-2010, 'The Sign Bylaw' under 'Permit Exemption 4.1E ' for temporary signage to publicize our event in a timely and cost effective way.

By way of background, Merrickville's Jazz Fest is planned to be a four-day musical event which will be held at various venues in the village, October 11-14. We expect to attract over 1000 visitors. Our Jazz Fest is an independent cultural activity organized by volunteers and designed to attract villagers and neighbours as well as music fans from the surrounding area. The festival was designed to make a contribution to our community, not only culturally but also financially, attracting visitors at a time of the year when tourism has traditionally dwindled until the holiday season. Merrickville's Jazz Fest attracts increased business for retail outlets, restaurants and accommodation facilities.

We operate as a not for profit and over our seven seasons, a portion of the net proceeds from the event has been used to support local interests: the local churches, the Merrickville Legion, a local children's reading project called "Fun with Books", music programming in Merrickville Public School, Wolford Public School, Merrickville French Catholic School and the Merrickville Day Nursery School.

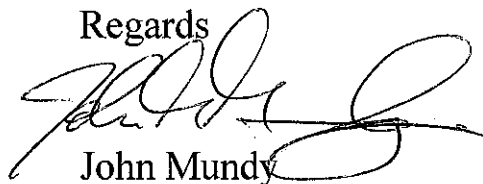
We acknowledge the financial support received from the Village of Merrickville, Wolford and the support received from the Merrickville Legion as well as the Anglican, Roman Catholic and United Churches opening their doors to us, providing venue space free of charge.

Here is what we are requesting by way of signage for the 2018 Festival:

- 18 coroplast signs (seven 2ft X 2ft and eleven 1.5ft X 2ft signs) at various high traffic locations throughout Merrickville. These would be installed on lawns with the approval of private owners and would display our logo and the words "Merrickville's Jazz Fest" with the dates. We would install them ourselves on September 21 just before the start Merrickville Artists Tour and would remove them within a week of the Jazz festival end.
- A-Frame signs at the entrances to the various venues during the festival (ie during the period October 11-14), directing visitors inside. We would ensure that they would not impede street traffic and would be responsible for ensuring that they are erected and removed in a timely way. They would be placed about 6 hours before the various events. The venues are: Merrickville United Church, Holy Trinity Anglican Church, St Ann Catholic Church, Goose and Gridiron, Merrickville Community Centre, and the Baldachin Inn Dining Room and Ball Room.
- Two vinyl banners 4ftx20ft to be hung on commercial private property ie the Baldachin Inn and the Christmas Shop, to go up as soon as approval is given or failing that 30 days prior to the festival and taken down within five days of the completion of the festival. We would greatly prefer to have at least 6 weeks for the display of these banners to ensure effective advertising of the event to visitors to the Village.
- Exemption from all village fees for signage.

We have also completed as best we could the form attached to Bylaw 24-2010, which is submitted with the paper copy of this message.

Regards



John Mundy

Volunteer for Merrickville's Jazz Festival

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: August 27, 2018

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

Moved by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Seconded by: Barr Ireland MacInnis Snowdon Suthren Weedmark

**Be it hereby resolved that:**

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report CBO-06-2018, being the second quarter report of the Building and Planning Department, for information purposes.

Carried / Defeated

\_\_\_\_\_  
David Nash, Mayor



## Village of Merrickville-Wolford

Report CBO-06-2018  
Planning and Building Department  
Information Report to Council  
Date of Council Meeting: August 27<sup>th</sup>, 2018

**RE: 2<sup>nd</sup> Quarter Report (April 1<sup>st</sup> to June 30<sup>th</sup>, 2018)  
Construction/Demolition Permit and Planning Statistics Reports**

**OBJECTIVE:** To update Council with respect to the functions of the Building and Planning Department for the second quarter of 2018 compared to the second quarter results of 2017.

### **RECOMMENDATION:**

**That Council receive report CBO-06-2018, being the second quarter results of the Building and Planning Department, for information purposes.**

### **BACKGROUND:**

The Building and Planning Department regularly receives and reviews various applications for construction and demolition permits as well as those for planning development.

The review of permit applications plus the issuance (or refusal of the issuance) of construction and demolition permits typically may require site inspections and approvals as mandated under the Building Code. These results are linked to the data as provided in Schedules "A" and "B" attached.

Similarly, Schedule "A" includes the review of planning development applications including Minor Variances, Zoning/Official Plans, Site Plan Control Agreements and consents which often require site inspections to facilitate compliance with Village and County planning documents as well as processing as applicable under the Planning Act.

### **ANALYSIS:**

In considering the graphs appended to this report, it appears that the second quarter of 2018 had has seen an equal number of applications for zoning. The number of consents received/facilitated compared to the second quarter of 2017 rose dramatically. There were two applications for Minor Variance in 2018 compared to just one application last year at this time.

A single site plan control application was received/facilitated in this quarter and during the same period in 2017.



One Official Plan Amendment has been approved thus far in 2018 compared to none in 2017.

Growth of the municipality is increasing, yet it is managed and orderly.

With respect to the number of construction permits issued. The second quarter of 2018 witnessed a total of 27 construction and demolition permits issued compared to 33 permits issued in the same period in 2017. One demolition permit has been issued in 2018's second quarter compared to two issued during the same period in 2017.

The 2018 second quarter number of inspections carried out by this department totaled 192 which was a large increase compared to just 115 inspections carried out in the 2017 second quarter. Despite the slow arrival of Spring temperatures in March and April, it has none the less clearly been an extremely active quarter for construction thus far.

The month of May saw the issuance of 9 new housing starts.

The value of construction and demolition activity increased substantially in the second quarter of 2018. The total value of construction increased about 3 fold from \$1,587,520 in the second quarter of 2017 to \$4,572,200 in 2018.

#### **BUDGET/LEGAL IMPLICATIONS:**

The budget implications are identified in the 2018 municipal budget.

The legal implications are non-applicable.

#### **LINKS TO STRATEGIC PLANS:**

The Village of Merrickville-Wolford Strategic Plan By-law 10-17, as adopted by Council on January 23, 2017 provides on Page 26 of the document a specific basis for Performance Monitoring with Macro Indicators such as population growth being directly tied to Housing Starts.

One theme consistently mentioned throughout the Plan is that of "Growing the Economy" and, by association, that there is a need for orderly growth of the residential and commercial aspects of the Village "to ensure its financial viability". This orderly growth is accomplished in many ways through well thought out approvals of consents, site plan agreements as well as zoning, minor variances and official plan amendments.

#### **CONCLUSION**

The second quarter of this year showed a great increase in construction permit and planning development activity. The 2018 second quarter overall saw consistently more requests for inspections, permit issuances and planning development applications.

All indications for the remaining year point to ongoing construction and development, though this is always dependent upon local and national economic factors.

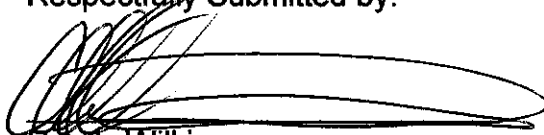
The Village of Merrickville-Wolford is presently undertaking a review and updating of its current Official Plan. It is anticipated that the new Official Plan will be approved this year. This document shall implement the most recent Provincial Policy Statements as required under the Planning Act and in so doing, shall ensure that the increasing construction and planning development is managed in a financially viable and environmentally sustainable manner.

**ATTACHMENTS:**

1. Schedules "A" and "B"- comparisons of 2<sup>nd</sup> quarter results from 2017 and 2018

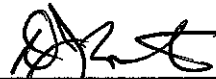
REQUIRED AND RECEIVED COMMENTS FROM: Yes or N/A (Not applicable)	
CAO	Yes
Clerk	Yes
Finance	Yes
Building & BLEO Department	Yes
Public Works & Environmental Department	NA
Parks, Recreation & Facilities Department	N/A
Planning Department	Yes
Economic Development Department	NA
Fire Department	NA
Other: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

Respectfully Submitted by:



Randy Wilkinson  
Chief Building Official

Approved by:

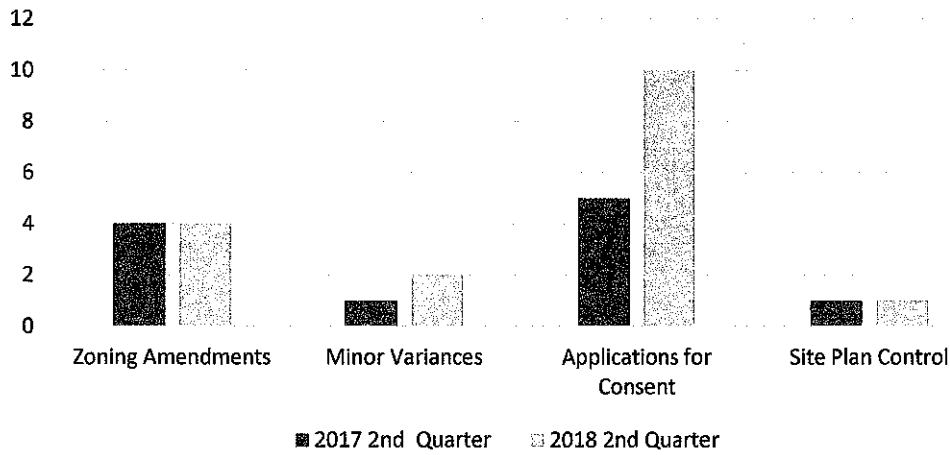


Doug Robertson  
CAO/Clerk

### Schedule "A" to CBO-06-2018

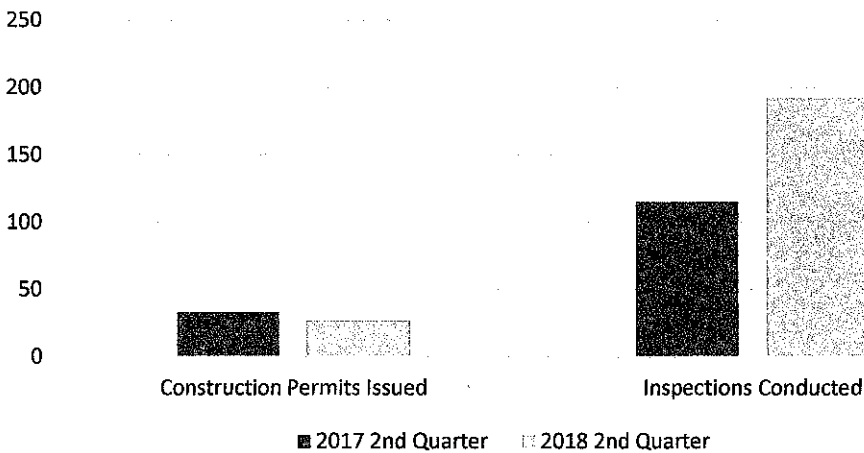
	2017 2nd Quarter	2018 2nd Quarter
Zoning Amendments	4	4
Minor Variances	1	2
Applications for Consent	5	10
Site Plan Control	1	1

Planning Applications Received/Facilitated



	2017 2nd Quarter	2018 2nd Quarter
Construction Permits Issued	33	27
Inspections Conducted	115	192

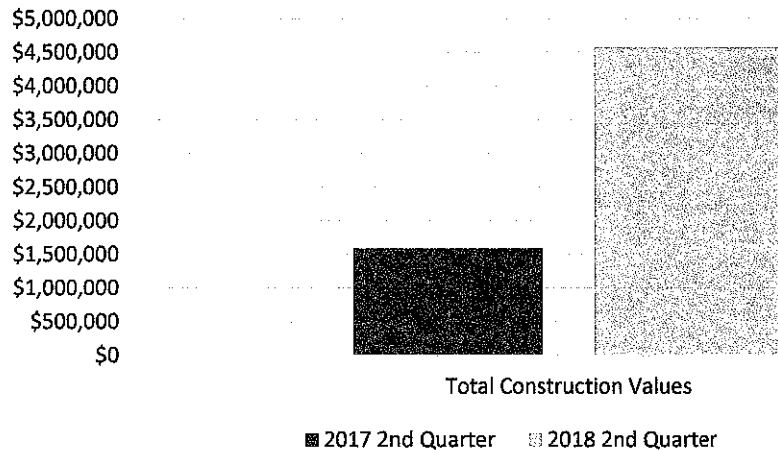
Permits and Inspections



## Schedule "B" to CBO-06-2018

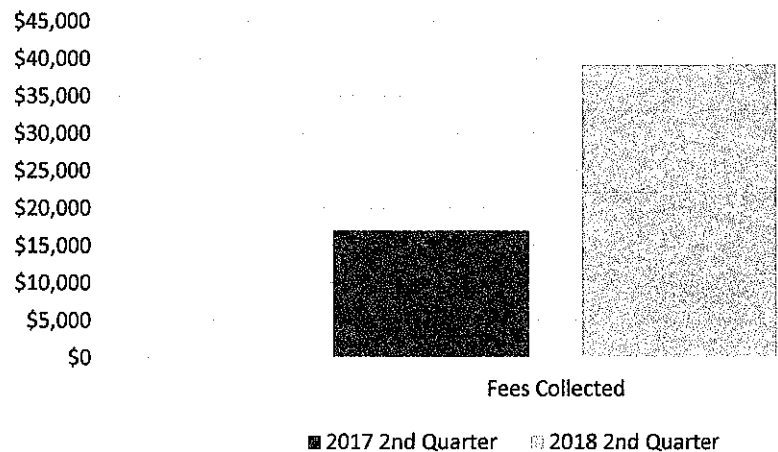
	2017 2nd Quarter	2018 2nd Quarter
Total Construction Values	\$1,587,520	\$4,572,200

### Total Value of Construction and Demolition



	2017 2nd Quarter	2018 2nd Quarter
Fees Collected	\$16,962	\$39,182

### Fees Collected



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Merrickville 1860  
Amalgamated 1998



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Facsimile (613) 269-3095

## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: August 27, 2018

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

Moved by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Seconded by: Barr Ireland MacInnis Snowdon Suthren Weedmark

**Be it hereby resolved that:**

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report FD-06-2018, being the second quarter report of the Merrickville Fire Department, for information purposes.

Carried / Defeated

\_\_\_\_\_  
David Nash, Mayor



## Village of Merrickville-Wolford

Report FD-06-2018  
Merrickville Fire Department  
Information Report to Council  
Date to Council: August 27, 2018

**RE: 2nd Quarter Report (April 1<sup>st</sup> to June 30th)**

**OBJECTIVE:** To provide Council with an update regarding the second quarter activity of the Merrickville Fire Department, for information purposes.

### **RECOMMENDATION:**

**THAT: Council receives report FD-06-2018, for information purposes.**

### **BACKGROUND:**

In keeping with the Village's commitment of openness and transparency to Council and the public, it is deemed prudent to report quarterly statistics to keep Council and the public informed of the progress of the Merrickville Fire Department (MFD).

### **ANALYSIS:**

The second quarter has been consistent with emergency calls from 2017 due to medical assist calls and public assistance calls. We have seen reductions in false alarm and CO alarm calls.

The MFD responds to approximately 80 calls for service each year. Seasonal and tourist activity traditionally provides an increase in call volume over the 2<sup>nd</sup> & 3<sup>rd</sup> quarters. The calls are primarily responses to medical assists (due to paramedics having to respond from Smiths Falls or Kemptville), motor vehicle collisions and fire/carbon monoxide alarms. (**Reference: Appendix A for 2nd quarter call statistics**).

The focus of the Merrickville Fire Department is the protection of all firefighters and citizens in Merrickville-Wolford. This is accomplished by the dedication and time committed to training and equipment maintenance/inspection by all members. Ensuring that the training program(s) for the firefighters is attainable, accessible and to a recognized provincial standard is critical to the level of service expected from the citizens we serve. The MFD has adopted the National Fire Protection Association (NFPA) Firefighter 1 & 2, 1001 Training Program and has been following this for the past 5 years. Training occurs every second Tuesday evening and vehicle/equipment checks and drill nights occur on the opposite Tuesday nights for each of the four platoons over a two-month period.

The recently adopted amendments to the Fire Protection and Prevention Act (FPPA), were recently released by the Ministry of Community Safety and Correctional Services (MCSCS) and include:

1. Firefighter Mandatory Certification, starting January 1, 2019;
2. Community Risk Assessment; and
3. Public response time reporting.

We are continuing to work through the new legislation and submissions for firefighters that can qualify for grandfathering by the end of September 2018.

### **FIREFIGHTER HOURS:**

**Total Training hours:** 2<sup>nd</sup> Quarter = 321 hours

**Total Part-Time (paid) Chief hours:** 2<sup>nd</sup> Quarter = 286 hours

**Total Emergency Call hours:** 2<sup>nd</sup> Quarter = 277 hours

### **VEHICLES AND EQUIPMENT:**

The second quarter was very busy with the completion of ground ladder testing (NFPA-1932 standard), Ladder -1 ladder testing, completion of hydrostatic testing on our Self Contained Breathing Apparatus (SCBA) air cylinders and cascade breathing air system. All fire apparatus received and passed their annual pump testing (Pump 4, Ladder 1 and Pumper/tanker – 1). Regular inspection and annual testing of individual Personal Protective Equipment (PPE) is on-going and the 10-year life span of this equipment is monitored and replaced as required under the NFPA Standards. All equipment has been tested as per the standards with only minor repairs to some of the older ground ladders and individual PPE.

We added our Utility Transport Vehicle (UTV) to our fleet through 100% funding from third party donations and Firefighter Association fundraising initiatives. The UTV will enhance our Rural Response Program that was started a few years back with the fundraising efforts of our members to purchase our brush truck and forestry skid unit.

The UTV will be fitted with a skid unit that will allow for the safe transport of firefighters, allied agencies and an injured patient or equipment into/out of rural areas. The UTV was used within 5 days of taking possession of the unit to assist the OPP at a local incident that the MFD was also required to attend. We are confident that the addition of this resource will only assist our members with allowing for improved responses to meet the needs of our rural citizens and visitors to Merrickville-Wolford.

It is equipped with LED Emergency lighting to warn the public and protect the firefighters while operating in low light and traffic conditions. You will notice that as of

July 1, 2018, other emergency services in Ontario are permitted to cast a "blue" light to warn individuals of first responders working in an area. Prior to this change in the Highway Traffic Act (HTA), only police vehicles and snow plows were permitted to display blue emergency lights. Our UTV is the first vehicle in our fleet to display "blue" emergency lighting. When the UTV is fully completed, we will be announcing and presenting the unit to our donating sponsors, elected officials and public.

## **BURNING PERMITS**

The Village of Merrickville-Wolford, in recognizing and abiding by Ontario Regulation 388/97 made under the *Fire Protection and Prevention Act, 1997*, has implemented a by-law to prescribe the precautions and conditions under which fires may be set in open air.

Our Open-Air Burning Permit system is permissive, user-friendly and is aligned with current legislation and local by-laws. The permits are still free and available online, at the municipal office or library if residents are unable to access the electronic version. The permit is effective for one year and allows for ease of notifying the MFD when burning as well as informing the individual of the current fire risk and immediately notifying them if there is a burning ban in effect. It is the responsibility of the individual burning to notify the Fire Department by calling 613-706-2330 when they plan on burning. Exemptions to the burning permit are a small contained fire supervised always and used to cook food in a grill or barbeque.

This year was the first activation (individual notification) of the permit system to advise all persons that registered for a Burning Permit of the burning ban (July 10th to July 25th) due to dry conditions and very low rainfall. All departments in Leeds & Grenville also applied the burning ban throughout this time as well.

This system has been reflected in an added cost to the Fire Prevention budget line by \$1,500.00, annually. Depending on the season and possible need of other fire bans, we may need to consider a fee system in 2019 to offset the expense to our fire prevention budget. The fire prevention budget was not adjusted (increased) to accommodate this new program.

## **ASSOCIATION AND DEPARTMENT INITIATIVES**

I am very pleased to report, with community and corporate sponsors as well as individual donations to the Firefighters Association, our Fire Prevention program for 2018 is off to an amazing start.

The MFD was accepted to participate in Enbridge Gas Distribution and Fire Marshal's Public Safety Council 2018 Project Zero campaign that provided **102 Kidde Canada 10-year worry-free combination (smoke and CO) alarms with a retail value of approximately \$6,118.00**. These combination alarms will be distributed to our vulnerable residents throughout Merrickville-Wolford at no charge during our 2018 fire prevention activities. Enbridge Gas Distribution has been a major corporate partner for the MFD over the years and in 2017, donated \$5000.00 for training manuals for our members and an \$8000.00 donation to our UTV initiative. I wish to recognize their



continued support and dedication to community safety, improving the quality and capacity of our first responder resources throughout the areas Enbridge serve.

As recognized in the past our MFD members are dedicated to the service of their community and their support goes well beyond answering the call for emergencies. Over the past quarter our members have contributed **122 hours** of voluntary service for events such as the Heritage Classic Run, Municipal Open House, Canada Day Parade and Fireworks. As Chief, I am continually humbled by the sense of community and commitment of my Firefighters in the support of these community initiatives, not to mention the continued fundraising activities by our Firefighters Association for the addition of equipment to better serve our citizens and visitors to Merrickville-Wolford. Their dedication, passion and commitment is clearly recognized and appreciated.

### **BUDGET/LEGAL IMPLICATIONS:**

To date, the financial expenditures for the second quarter have aligned with the approved 2018 budget.

### **LINKS TO STRATEGIC PLANS:**

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

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

**Ensuring efficient, effective services and civic engagement:** By being able to compare data from previous years, trends may be identified which may be further analyzed to conclude if there are issues that may need to be dealt with. Making this information available to Council and the public ensures transparency and is in keeping with the priority to ensure efficient and effective services are being delivered to the residents of Merrickville-Wolford.

### **CONCLUSION:**

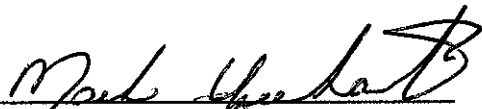
This report is for information purposes only.

### **ATTACHMENTS:**

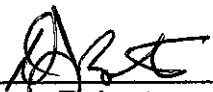
Schedule "A" - Graph 2nd Quarter Calls

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

Submitted by:

  
 Mark Urquhart, AEMCA  
 Fire Chief/Alt. CEMC

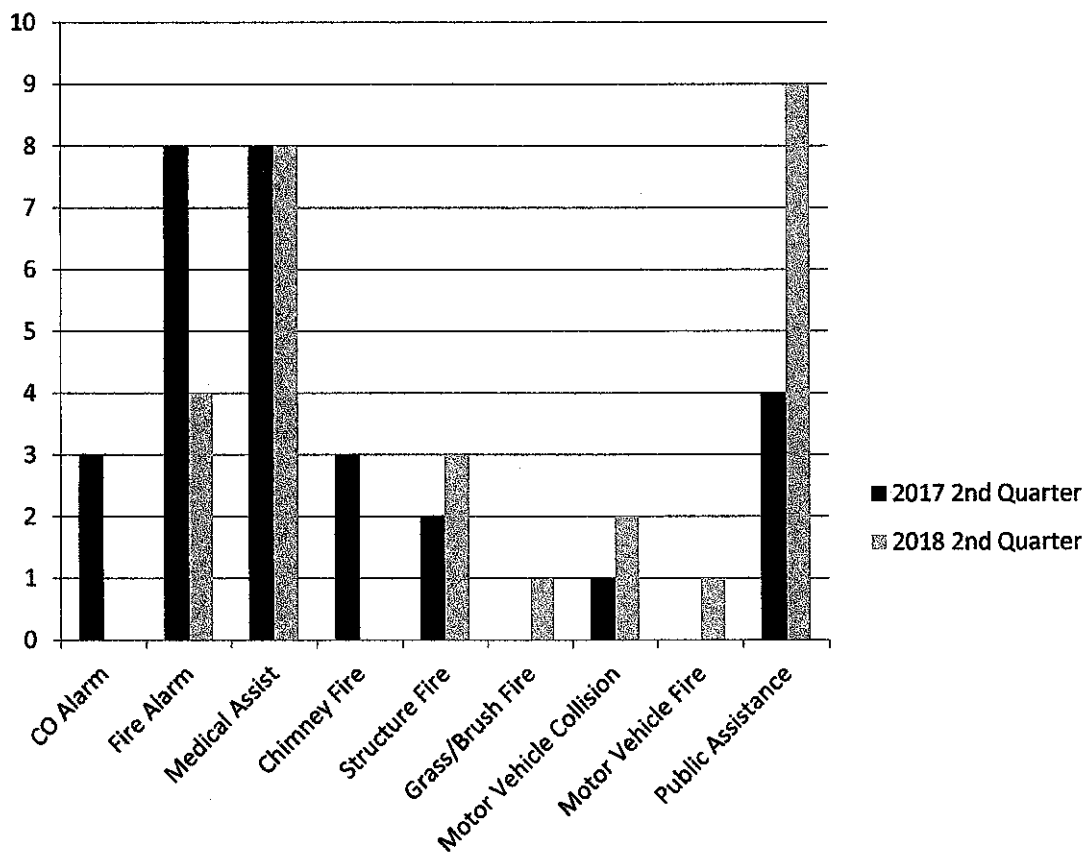
Approved by:

  
 Doug Robertson,  
 CAO/Clerk/Director of Economic  
 Development

### Schedule "A" to FD-06-2018

	2017 2nd Quarter	2018 2nd Quarter
CO Alarm	3	0
Fire Alarm	8	4
Medical Assist	8	8
Chimney Fire	3	0
Structure Fire	2	3
Grass/Brush Fire	0	1
Motor Vehicle Collision	1	2
Motor Vehicle Fire	0	1
Public Assistance	4	9

### Fire Call Breakdown



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Incorporated  
Wolford 1850  
Merrickville 1860  
Amalgamated 1998



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Facsimile (613) 269-3095

## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: August 27, 2018

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

Moved by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Seconded by: Barr Ireland MacInnis Snowdon Suthren Weedmark

**Be it hereby resolved that:**

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report FIN-06-2018, the 2018 2<sup>nd</sup> quarter report of the Finance Department, for information purposes.

Carried / Defeated

\_\_\_\_\_  
David Nash, Mayor



## Village of Merrickville-Wolford

Report FIN-06-2018  
Finance Department  
Information Report to Council  
Date of Council Meeting: August 27, 2018

RE: Quarterly Report to June 30<sup>th</sup> 2018

**OBJECTIVE:** For information purposes.

### **RECOMMENDATION:**

**THAT: Council receive report FIN-06-2018 for information purposes.**

### **BACKGROUND:**

In order to keep Council fully apprised of the operations of the Finance Department, a quarterly report outlining departmental progress is provided to Council.

### **ANALYSIS:**

During the second quarter of 2018, the Finance Department have prepared reports for Council and enacted the 2018 Tax Rate By-law. The following projects occurred during the second quarter of 2018:

- 2017 Year End audit completed
- First and Second Quarter HST rebate reports filed for Village and Library
- Our accounting clerk, Traci Vandusen, has collected \$90,839 in tax arrears
- Final tax billing completed including supplementary new billings
- Completed Energy Audit report for municipal facilities as per Ont Reg 397/11
- Received first installment of OCIF top up funding in the amount of \$1,045,000
- Main Street Funding agreement was signed, which provides \$40,359 to be used for main street areas revitalization initiatives; eligible projects will be considered in the 2019 budget process
- Brought a report to Council to pass a resolution requesting the Minister of Finance consider increasing the high-tonnage railway rate to \$300 per acre, which would result in an extra \$12,115 if approved
- All staff participated in the municipal open house
- Completed 2017 Gas Tax Year End reporting

Schedule A provides a breakdown of non-taxation operating revenues and operating expenses for the first half of the year. Total revenues is at 43% of the budget for the year, and operating expenses are at 49%. There are no concerns at this time. A capital variance report will be provided with the next quarterly report. As of June 30<sup>th</sup>, many of the capital projects were only in the beginning phases.

Schedule B provides a breakdown of the water and wastewater costs incurred through June 30<sup>th</sup> from the Ontario Clean Water Agency (OCWA). Total costs for both are at 45% of the total budgeted amounts. As of June 30<sup>th</sup>, OCWA water and wastewater expenditures are within budget.

**BUDGET/LEGAL IMPLICATIONS:**

There are no budget implications 2018 municipal budget.

**LINKS TO STRATEGIC PLANS:**

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

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

**Ensuring efficient, effective services and civic engagement:** By being able to provide budget to actual data, trends may be identified which may be further analyzed to conclude if there are issues that may need to be identified. Making this information available to Council and the public ensures transparency and is in keeping with the priority to ensure efficient and effective services are being delivered to the residents of Merrickville-Wolford.

**CONCLUSION:**

This report is for information purposes only.

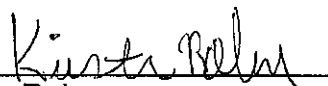
**ATTACHMENTS:**

Schedule "A" – Budget to Actual data for the period ending June 30<sup>th</sup>, 2018

Schedule "B" – Budget to Actual data from OCWA for the period ending June 30<sup>th</sup>, 2018

Submitted by:

Approved by:

  
Kirsten Rahm,  
Manager of Finance - Treasurer

  
Doug Robertson, CAO/Clerk

Schedule "A" - Budget to Actual

Revenues and Expenditures as of June 30, 2018

<b><u>Non Taxation Revenues</u></b>	<b><u>Actuals</u></b>	<b><u>Budget</u></b>	<b><u>% revenue</u></b>
Grants	\$ 144,858	\$ 335,782	43
General Government	\$ 71,607	\$ 263,710	27
Fire	\$ 13,591	\$ 7,500	181
Police	\$ 836	\$ 12,100	7
Bylaw	\$ 1,850	\$ 3,800	49
Public Works	\$ 58,560	\$ 164,550	36
Planning and Building	\$ 87,619	\$ 86,000	102
Community Centre	\$ 12,107	\$ 31,300	39
Ball Diamond Rentals	\$ 500	\$ 1,700	29
Recreation	\$ 5,094	\$ 19,000	27
<b>Total</b>	<b>\$ 396,622</b>	<b>\$ 925,442</b>	<b>43</b>

<b><u>Non Capital Expenditures</u></b>			<b><u>% spent</u></b>
Council	\$ 38,431	\$ 77,707	49
Admin	\$ 585,087	\$ 985,294	59
Police	\$ 193,449	\$ 471,185	41
Fire	\$ 110,222	\$ 293,159	38
Crossing Guard	\$ 3,041	\$ 5,147	59
Animal Control	\$ 2,804	\$ 8,900	32
Bylaw	\$ 20,543	\$ 43,563	47
Public Works	\$ 680,540	\$ 1,405,526	48
Building	\$ 37,104	\$ 66,471	56
Planning	\$ 11,781	\$ 21,900	54
Economic Development	\$ 26,685	\$ 116,250	23
Parks and Recreation	\$ 100,188	\$ 218,797	46
<b>Total</b>	<b>\$ 1,809,875</b>	<b>\$ 3,713,899</b>	<b>49</b>

# SCHEDULE B



## Quarterly Cost Plus - *water*

Facility: 1161  
Project: MERWOM1161W-001  
Date: 8/9/2018

Village of Merrickville-Wolford  
Cost Plus Client Report  
For the Period of January 1, 2018 to June 30, 2018

Operating Charges	2018 Budget	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	YTD Budget	YTD Actuals	Variance
Salaries & Benefits	150,537.72	33,335.71	37,646.43	0.00	0.00	75,268.86	70,982.14	4,286.72
Chemicals	2,700.00	520.05	520.05	0.00	0.00	1,350.00	1,040.10	309.90
Electricity	46,999.92	9,325.60	10,372.01	0.00	0.00	23,499.96	19,697.61	3,802.35
Services	43,682.12	8,808.64	9,772.31	0.00	0.00	21,831.06	18,580.95	3,250.11
Supplies & Equipment	26,789.64	4,591.76	3,973.27	0.00	0.00	13,391.82	8,565.03	4,826.79
<b>Total Operating Costs</b>	<b>270,709.40</b>	<b>56,581.76</b>	<b>62,284.07</b>	<b>0.00</b>	<b>0.00</b>	<b>135,341.70</b>	<b>118,865.83</b>	<b>16,475.87</b>
<b>Management Fee</b>	<b>40,320.36</b>	<b>10,080.09</b>	<b>10,080.09</b>	<b>0.00</b>	<b>0.00</b>	<b>20,160.18</b>	<b>20,160.18</b>	<b>0.00</b>
<b>Total Operating Charges</b>	<b>311,029.76</b>	<b>66,661.85</b>	<b>72,364.16</b>	<b>0.00</b>	<b>0.00</b>	<b>155,501.88</b>	<b>139,026.01</b>	<b>16,475.87</b>



## Quarterly Cost Plus - *wastewater*

Facility: 1162  
Project: MERWOM1162S-001  
Date: 8/9/2018

Village of Merrickville-Wolford  
Cost Plus Client Report  
For the Period of January 1, 2018 to June 30, 2018

Operating Charges	2018 Budget	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	YTD Budget	YTD Actuals	Variance
Salaries & Benefits	170,602.92	42,529.29	36,043.64	0.00	0.00	85,301.46	78,572.93	6,728.53
Chemicals	20,000.04	4,406.52	9,462.59	0.00	0.00	10,000.02	13,889.11	(3,889.09)
Sludge Haulage	10,000.00	0.00	1,474.50	0.00	0.00	0.00	1,474.50	(1,474.50)
Electricity	65,000.04	15,247.99	9,089.56	0.00	0.00	32,500.02	24,337.55	8,162.47
Services	52,616.16	10,313.38	9,010.86	0.00	0.00	26,495.48	19,324.24	7,171.24
Supplies & Equipment	20,394.76	3,372.58	8,287.85	0.00	0.00	10,174.38	11,660.43	(1,486.05)
<b>Total Operating Costs</b>	<b>338,613.92</b>	<b>75,869.76</b>	<b>73,389.00</b>	<b>0.00</b>	<b>0.00</b>	<b>164,471.38</b>	<b>149,259.76</b>	<b>15,212.60</b>
<b>Management Fee</b>	<b>42,824.36</b>	<b>10,656.09</b>	<b>10,656.09</b>	<b>0.00</b>	<b>0.00</b>	<b>21,312.18</b>	<b>21,312.18</b>	<b>0.00</b>
<b>Total Operating Charges</b>	<b>381,238.28</b>	<b>86,525.85</b>	<b>84,045.09</b>	<b>0.00</b>	<b>0.00</b>	<b>185,783.54</b>	<b>170,570.94</b>	<b>15,212.60</b>



Established 1793  
Incorporated  
Wolford 1850  
Merrickville 1860  
Amalgamated 1998



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

## VILLAGE OF MERRICKVILLE-WOLFORD

For Clerk's use only, if required:

**Recorded Vote**

**Requested By:**

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

Resolution Number: R - - 18

Date: August 27, 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 direct staff to review the policy for bulk water sales.

Carried / Defeated

David Nash, Mayor

Established 1793  
Incorporated  
Wolford 1850  
Merrickville 1860  
Amalgamated 1998



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## VILLAGE OF MERRICKVILLE-WOLFORD

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

Resolution Number: R - - 18

Date: August 27, 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 commit to an additional 10-foot expansion of the infield to accommodate the addition of the Peewee team next spring; and

That Council directs staff to commence work this fall so the diamond is ready for the 2019 spring season.

Carried / Defeated

\_\_\_\_\_  
David Nash, Mayor

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Amalgamated 1998



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**VILLAGE OF MERRICKVILLE-WOLFORD**

Resolution Number: R - - 18

Date: August 27, 2018

For Clerk's use only, if required:  
**Recorded Vote Requested By:**

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

Moved by: Barr Ireland MaInnis Snowdon Suthren Weedmark

Seconded by: Barr Ireland MaInnis Snowdon Suthren Weedmark

**Be it hereby resolved that:**

The Council of the Corporation of the Village of Merrickville-Wolford does hereby direct staff to report to Council at a future meeting regarding the best practices surrounding appointments and terms of Committees.

Carried / Defeated

\_\_\_\_\_  
David Nash, Mayor

Established 1793  
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Wolford 1850  
Merrickville 1860  
Amalgamated 1998



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## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: August 27, 2018

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

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 request staff to inform Council regarding the status of Shoreline Restoration Project.

Carried / Defeated

\_\_\_\_\_  
David Nash, Mayor

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## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: August 27, 2018

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

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 direct staff to update Council at a future meeting with respect to the water/sewer rate review.

Carried / Defeated

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David Nash, Mayor

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**VILLAGE OF MERRICKVILLE-WOLFORD**

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

Resolution Number: R - - 18

Date: August 27, 2018

Moved by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Seconded by: Barr Ireland MacInnis Snowdon Suthren Weedmark

**Be it hereby resolved that:** By-law 42-2018, being a by-law to confirm the proceedings of the Council meeting of August 27, 2018, be read a first and second time, and that By-law 42-2018 be read a third and final time and passed.

Carried / Defeated

\_\_\_\_\_  
David Nash, Mayor

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

**BY-LAW 42-2018**

**BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD AT ITS MEETINGS HELD ON AUGUST 27, 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 meetings held on August 27, 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 meetings held on August 27, 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 27th day of August, 2018.

\_\_\_\_\_  
David Nash, Mayor

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

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## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: August 27, 2018

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

Moved by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Seconded by: Barr Ireland MacInnis Snowdon Suthren Weedmark

**Be it hereby resolved that:**

This regular meeting of the Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at p.m. until the next regular meeting of Council on Monday, September 10, 2018 at 7:00 p.m., or until the call of the Mayor subject to need.

Carried / Defeated

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David Nash, Mayor