



**VILLAGE OF MERRICKVILLE-WOLFORD**

**Agenda for Council  
Council Chambers**

Council Meeting 6:00 p.m.

Monday, September 23, 2019

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 an identifiable individual;
  2. Litigation or potential litigation; and
  3. 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.

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

5. **Minutes:** Approval of Minutes of regular Council meeting of September 9, 2019
6. **Public Question Period to Council**
7. **Library Board:** Merrickville Public Library Board Minutes of June 13, 2019
8. **By-Law Enforcement:** Merrickville Jazz Fest Sign By-law 24-2010 Exemption
9. **Building/Planning:** Planning Advisory Committee Minutes of August 19, 2019; and  
Planning Advisory Committee Resolution R-11-19 re: Application for Consent
10. **Finance:** FIN-27-2019 re: Failed Tax Sales
11. **Main St. Ad Hoc:** Main Street Revitalization Ad Hoc Committee Final Report
12. **Notices of Motion:**
13. **Public Question Period to Council**
14. **Next meeting of Council:** October 15, 2019 at 7:00 p.m.
15. **Confirming By-Law:** 52-2019 re: Confirm Proceedings of Council meeting of September 23, 2019
16. **Adjournment.**

Established 1793  
Incorporated  
Wolford 1850  
Merrickville 1860  
Amalgamated 1998



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**VILLAGE OF MERRICKVILLE-WOLFORD**

Resolution Number: R - - 19

Date: September 23, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

**Be it hereby resolved that:**

The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the agenda of the regular Council meeting of September 23, 2019 as:

\_\_\_ circulated.

\_\_\_ amended.

Carried / Defeated

J. Douglas Struthers, Mayor

For Clerk's use only, if required:

**Recorded Vote Requested By:**

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

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Resolution Number: R - - 19

Date: September 23, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

**Be it hereby resolved that:**

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

1. Litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board;
2. Personal matters about an identifiable individual, including municipal or local board employees; and
3. 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 / Defeated

J. Douglas Struthers, Mayor

For Clerk's use only, if required:

**Recorded Vote Requested**

**By:**

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

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required:

**Recorded Vote Requested**

**By:**

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

Resolution Number: R - - 19

Date: September 23, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

**Be it hereby resolved that:**

The Council of the Corporation of the Village of Merrickville-Wolford does hereby rise and report from the "In Camera" session, with staff being given direction, at \_\_\_\_\_ p.m., with the regular Council session to resume at 7:00 p.m.

Carried / Defeated

---

J. Douglas Struthers, Mayor

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## VILLAGE OF MERRICKVILLE-WOLFORD

For Clerk's use only, if required:

**Recorded Vote Requested By:**

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

Resolution Number: R - - 19

Date: September 23, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

**Be it hereby resolved that:**

The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the Minutes of the regular Council meeting of September 9, 2019 as:

\_\_\_\_\_circulated.

\_\_\_\_\_amended.

Carried / Defeated

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

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

Monday, September 9, 2019

A regular meeting of the Council of the Corporation of the Village of Merrickville-Wolford was held at 7:00 p.m. on Monday, September 9, 2019.

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

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

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

**Approval of Agenda**

**R-300-19** Moved by Councillor Foster, Seconded by Councillor Molloy

**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby adopt the agenda of the regular Council meeting of September 9, 2019, as amended.

Carried.

Note: The agenda was amended to include the appointments of Council Liaisons to Committees.

**Public Question Period:**

P. Watson inquired as to why the report of the Economic Development Officer was not forwarded to Council and the public.

**Minutes:**

**R-301-19** Moved by Councillor Halpenny, Seconded by Councillor Foster

**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the Minutes of the regular Council meeting of August 26, 2019, as amended.

Carried.

**Council Liaison Appointments to Committees:**

Mayor Struthers appointed Council Liaisons to Committees as follows:

Recreation, Health and Wellness Advisory Committee:	Deputy Mayor Cameron
Community Development Advisory Committee:	Councillor Foster
Environment Advisory Committee:	Councillor Halpenny
Agricultural Advisory Committee:	Councillor Halpenny
Heritage Advisory Committee:	Councillor Molloy

Committee of Adjustment:  
Property Standards Committee:

Councillor Molloy  
Councillor Molloy

**CAO:**

**R-302-19** Moved by Councillor Molloy, Seconded by Councillor Halpenny

**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report CAO-09-2019 regarding a Smiths Falls Recreation Cost-Sharing Agreement; and

That Council direct the CAO/Clerk/Director of Economic Development to inform the Town of Smiths Falls that the current Council has declined to enter into the proposed agreement.

NOTE: Councillor Molloy requested a recorded vote.

Deputy Mayor Cameron:	In favour
Councillor Foster:	Opposed
Councillor Halpenny:	In favour
Councillor Molloy:	In favour
Mayor Struthers:	Opposed

Carried.

**Public Question Period to Council:**

D. Dawson inquired as to whether waiving the personnel policy to hire a new Economic Development Officer was a good idea.

D. Dawson inquired as to why the Village will be hiring a new Economic Development Officer when the Fire Chief and Public Works Manager positions have yet to be filled.

D. Dawson inquired as to whether the By-law Enforcement Officer is in charge of making sure that delivery trucks do not idle on St. Lawrence Street.

D. Dawson inquired as to whether the By-law Enforcement Officer is in charge of regulating speeding on county roads and whether the speed sign could be placed on County Road 23.

D. Bower inquired as to why the Upper Canada District School Board would not sell the Wolford Public School to a religious school.

B. Fitzpatrick commented that hockey needs to be thrown out of the equation when considering the Smiths Falls Recreation Cost-Sharing Agreement as hockey players pay registration fees.

**Confirming By-Law**

**R-303-19** Moved by Councillor Foster, Seconded by Deputy Mayor Cameron

**Be it hereby resolved that:** By-law 50-2019, being a by-law to confirm the proceedings of the Council meeting of September 9, 2019, be read a first and second time, and that By-law 50-2019 be read a third and final time and passed.

Carried.

**Adjournment**

**R-304-19** Moved by Deputy Mayor Cameron, Seconded by Councillor Halpenny

**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at 8:10 p.m. until the next special meeting of Council on Tuesday, September 10, 2019 at 6:00 p.m., or until the call of the Mayor subject to need.

Carried.

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J. Douglas Struthers, Mayor

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Doug Robertson, CAO/Clerk



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## VILLAGE OF MERRICKVILLE-WOLFORD

For Clerk's use only, if required:

**Recorded Vote Requested By:**

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

Resolution Number: R - - 19

Date: September 23, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

**Be it hereby resolved that:**

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the Minutes of the Merrickville Public Library Board dated June 13, 2019, for information purposes.

Carried / Defeated

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J. Douglas Struthers, Mayor

## MERRICKVILLE PUBLIC LIBRARY

Merrickville Public Library Board's meeting was held on June 13, 2019 at 12:00 p.m. at the library.

Present: M-W: Brian Reid, John Harris, Carole Roberts,

Montague: Wendy Simpson-Lewis

and Mary Kate Laphen (Librarian)

Regrets: Timothy Molloy, Victor Suthren

Meeting called to order at 12:10 pm.

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

**2. Adoption of Agenda:** Addition of Audited Financial Statement. Moved by Carole; seconded by John. ADOPTED.

**3. Approval of Minutes:**

- May 9/19 meeting minutes – Moved by John; seconded by Wendy. APPROVED.

**6. Correspondence:** None

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

**8. Friends of the Library Report:** Deferred.

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

**10. Other Business:**

**i. Resolutions re: Library Reserve.**

Resolution 19-02 to change the name of the Library Reserve Account

Moved by Carole; seconded by John - APPROVED.

Resolution 19-03 to establish a separate bank account for the Library Reserve

Moved by John; seconded by Wendy - APPROVED

Resolution 19-04 to transfer a \$5,000 donation to the Library Reserve

Moved by John; seconded by Wendy - APPROVED

Mary Kate to forward to the Municipal Treasurer.

**ii. Updates:**

- **SOLS Budget Cuts:** Brief update of the current situation re: the recent budget cuts.
- **Meetings:** Report on Brian, John and Mary Kate's meeting with
  - the Municipal CAO (also included the Municipal Treasurer, CBO, and head of Public Works),
  - and the meeting with a donor.
  - Mary Kate to look into methods of donor recognition.

**iii. Training:** Reviewed training materials re:

- General Accessibility
- AODA Information & Communications Standard
- AODA Employment Standards
- CASL (Canadian Anti-Spam Legislation)

Note: board members will review training materials for the AODA Customer Service Standard and the Public Spaces standard on their own and forward the certificates to Mary Kate for the training log.

**iv. Policy Review –**

- Reviewed and amended the following policies as needed:
  - a. General Accessibility Policy - Moved by John; seconded by Carole. APPROVED.
  - b. Accessible Customer Service Policy - Moved by John; seconded by Carole. APPROVED.
  - c. Accessible Communications Policy - Moved by John; seconded by Carole. APPROVED.
  - d. Personnel Policy (addition) - Moved by John; seconded by Wendy. APPROVED.
  - e. CASL Policy - Moved by Wendy; seconded by Carole. APPROVED.
  - f. Health & Safety Policy - Moved by John; seconded by Wendy. APPROVED
  - g. Health & Safety Procedures - Moved by John; seconded by Wendy. APPROVED
  - h. Workplace Violence & Harassment Policy & Procedures
    - Completed Risk Assessment for 2019
    - Reviewed consolidated Policy & Procedures - Moved by John; seconded by Wendy. APPROVED

- i. Purchasing Policy - Discussion of possible revisions to be reviewed next meeting.
- j. Interlibrary Loan Policy – deferred pending developments.

v. **Audited Financial Statement 2018** – Reviewed the Audited Financial Statement forwarded by the Municipal Treasurer. John contacted auditor Ian Murphy with a follow-up question re: the Library Reserve, and recommends that the board accept the report. Moved by Carole; seconded by John.  
APPROVED

11. **Next meeting:** Thurs, Sept. 12, 2019 at 12:30 at the Library.  
Meeting concluded.

Librarian \_\_\_\_\_

Chairperson \_\_\_\_\_

**Librarian's Report for May-June /19**

**Statistics:**

May	2019	2018	2017	2016
<b>Patrons</b>	1195 w/mtgs 1225 <b>-13%</b>	1373 -12% w/mtgs 1406 -11%	1565 +9.5% w/mtgs 1583	1429 +19% w/mtgs 1444
<b>(Kids/Youth)</b>	358 (96 / 262)	474 (122 / 352)	547 (165 / 382)	454 (131 / 323) +52%
<b>(Progs)</b>	91-in (13 prgs, 1 CV - in) 67-out of Lib, (5 progs, 1 CV out)	133-in (17 prgs in) 33-out of Lib (4-prgs)	244-in (23 prgs, 2 CVs in) 30 -out of Lib (5-prgs, 0 CVs out)	148-in (16 prgs- in, 1 CV -in) 22- out of Lib (3 prgs - out )
<b>Mtg Rm users</b>	30 (4 mtg)	33 (5 mtgs)	18 (3 mtgs)	15 (2 mtgs)
<b>Circulation</b>	1812 <b>-10%</b> OverDrive: 464 (circ) TOTAL 2276 <b>-3%</b>	2016 -14% OverDrive: 324 (circ) TOTAL: 2340 -11%	2348 +5% OverDrive: 289 (circ) 2637 TOTAL	2229 -5% OverDrive: 224 (circ) 2453 TOTAL
<b>(Adult/Child)</b>	(A-1186, J-597 T-29)	(A-1227, J-529, T-50)	(A-1468, J-810, T-59)	(A-1581, J-575, T-73)
<b>Internet use (+wireless):</b>	295 <b>-25%</b> (234 / 59w / 16 Tab)	393 -7.5% (320 / 52w / 21 Tab)	425 +27% (319 / 75w / 21 Tab)	334 +1% (278 / 54w / 2 EL)
<b>ILLs borrowed/lent:</b>	9 / 1	116 / 73	66 / 71	86 / 85

May has been very slow, however, there continued to be a lot of after school visits from kids, and the evenings are busier (partly due to soccer/baseball). Ebooks continue to do well.

**Programs & Services:**

**Children's Programs:**

**StoryTime:** Attendance was up in May, but has dropped in June with the nicer weather.

**Lego Club/Tech Club:** Still sporadic.

**Summer Reading Club:** Planning is pretty much done, have been working on publicity and setting up class visits.

**PlayGroup:** This ended in May and will start up again in the fall.

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

**Schools:** Did a story walk with the Merrickville kindergarten classes. Have scheduled class visits for later this month to promote the summer reading program

**Adult Programs:**

**Library Book Club:** Continuing to go well and is working around the ILL situation. Will be having their potluck in June (alternate location). Are looking into an author visit from Charlotte Gray.

**Off The Shelf:** This continues to go well. The season finale is this month.

**Friday Movies:** Audience dropped off in May, so have put on hiatus for now.

**MakerSpace:** Will be trying out a couple of MakerSpace sessions for adults/teens over the summer.

Someone has volunteered to bring in their 3D printer and do a presentation, and another volunteer will do a session on handmade card making.

**Museum Passes:** These are getting a lot of use. Expecting high demand for the summer.

**Internet:** Down for this month, but getting a lot of use after school. The internet and phone were down for a day, due to a problem with the line.

**InterLibrary Loans:** Due to the suspension, ILLs were very very low for May. The service is running again (although a number of libraries are remaining suspended for the moment), but so far has much lower than usual for incoming and outgoing requests.

**Seniors Home:** Rosebridge Manor continues to get books (month loan).

**Pools:** The next rotation will be in early July. The delivery costs are covered for this year, but there may be an increase in the pool fee next year to cover delivery.

**Meeting Room:** In addition to programs, this was used by the Fair Board, the Chamber of Commerce, and the OEYC (for a meeting with home childcare providers).

**Collection:** New books continue to come in as usual. We received a donation of a number of TV series..

**Volunteers:** The volunteer situation is fine. Some are away for the summer, but we have enough to cover this. They continue to process books, shelve, package ILLs, work on the genealogy collection, etc..

**Donations:** Received some substantial donations in May. Am currently working on the Charitable Tax Return to be filed this month.

**Facilities:** The building work in the hands of Public Works (according to the meeting with CAO). Since that is already being looked at, we have not proceeded with our usual informal building assessment. Have purchased 2 new public access computers and replaced the 2 oldest ones (which were very slow). These are now up and running.

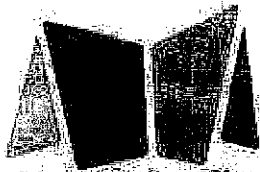
**Publicity/Outreach:** Usual Phoenix column, website, Facebook updates, signs, and flyers. I was interviewed for 2 articles re: the ILL cuts. I have had many conversations with members of the public explaining about the ILL cuts, as well.

**Partnerships/Outreach:** The StoryTrail project has been revived. We will be partnering with the Trails Society to get a StoryTrail up for the summer. I will do some narrated walks over the summer. The Trails Society will be covering the costs (except for the puppets for the narrated walks).

**Professional Development, Meetings, etc:** Attended the Community Outreach group meeting. Will be participating in a webinar on the changes to ILL. There will also be some webinars re: SOLS' ebook vendor selection.

**Grants, etc:** n/a

**Plans for month:** Submit the Charitable Tax Return. Visit classes. Continue preparing for and publicizing the Summer Reading Program. Continue working on setting up and publicizing the StoryTrail for a July opening. Get the MakerSpace programs going. Continue to publicize Kanopy. Plus the usual library business.



**Merrickville**  
PUBLIC LIBRARY

446 Main St. W, P.O. Box 460  
Merrickville, ON K0G 1N0  
Phone/Fax: 613 - 269 - 3326  
E-mail: [merrickville\\_library@bellnet.ca](mailto:merrickville_library@bellnet.ca)  
URL: [www.merrickvillelibrary.ca](http://www.merrickvillelibrary.ca)

Library Board Resolution 19-02  
Date: June 13, 2019

The Library Board authorizes the Municipal Treasurer to change the name of the "Library Building Reserve" account to "Library Reserve" to more accurately reflect the nature of the account.

- So Moved by Carol Roberts

- Seconded by John Harris

- SO CARRIED by the Merrickville-Wolford Public Library Board

Brian Reid  
Board Chair  
Merrickville-Wolford Public Library Board

Mary Kate Laphen  
CEO  
Merrickville Public Library



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URL: [www.merrickvillelibrary.ca](http://www.merrickvillelibrary.ca)

Library Board Resolution 19-03

Date: June 13, 2019

The Library Board authorizes the Municipal Treasurer, together with the Library CEO, to establish a separate bank account for the "Library Reserve" with the signing authority for said account to reside with the Library CEO and designated members of the Library Board.

- So Moved by

John Harris

- Seconded by

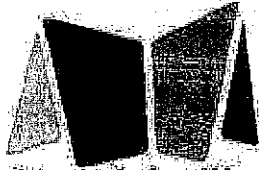
Wendy Simpson-Lewis

- SO CARRIED

by the Merrickville-Wolford Public Library Board

Brian Reid  
Board Chair  
Merrickville-Wolford Public Library Board

Mary Kate Laphen  
CEO  
Merrickville Public Library



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URL: [www.merrickvillelibrary.ca](http://www.merrickvillelibrary.ca)

Library Board Resolution 19-04

Date: June 13, 2019

The Library Board authorizes the transfer of the \$5,000 donation received from [REDACTED] in May 2019 from the Library's Operating Account to Library Reserve account.

- So Moved by John Harris
- Seconded by Wendy Simpson - Lewis
- SO CARRIED by the Merrickville-Wolford Public Library Board

Brian Reid  
Board Chair  
Merrickville-Wolford Public Library Board

Mary Kate Laphen  
CEO  
Merrickville Public Library

DRAFT FOR DISCUSSION PURPOSES ONLY

THE CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD

LIBRARY BOARD

FINANCIAL STATEMENTS

December 31, 2018





**INDEPENDENT AUDITOR'S REPORT**

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

**Opinion**

We have audited the financial statements of the Corporation of the Village of Merrickville-Wolford Library Board (the "Board"), which comprise the statement of financial position as at December 31, 2018, and the statements of financial activities, changes in net financial assets, cash flows and the related schedules for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Board as at December 31, 2018, and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

**Basis for Opinion**

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Board in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Responsibilities of Management and Those Charged with Governance for the Financial Statements**

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

In preparing the financial statements, management is responsible for assessing the Board's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Board or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Board's financial reporting process.

**Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.



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As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Board's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Board's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Board to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

We also provide those charged with governance with a statement that we have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on our independence, and where applicable, related safeguards.

Cornwall, Ontario  
June 10, 2019

Chartered Professional Accountants  
Licensed Public Accountants

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

**STATEMENT OF FINANCIAL POSITION**

As at December 31, 2018

	2018	2017
<b>NET FINANCIAL ASSETS</b>		
<b>ASSETS</b>		
Cash	\$ 119,730	\$ 103,268
Due from Village	-	2,620
Accounts receivable	1,592	1,223
	<b>121,322</b>	<b>107,111</b>
<b>LIABILITIES</b>		
Accounts payable	9,002	11,185
Due to Village	9,566	-
	<b>18,568</b>	<b>11,185</b>
<b>NET FINANCIAL ASSETS</b>	<b>102,754</b>	<b>95,926</b>
<b>NON-FINANCIAL ASSETS</b>		
Tangible capital assets	237,884	245,523
Prepaid expenses	-	452
<b>ACCUMULATED SURPLUS</b>	<b>340,638</b>	<b>\$ 341,901</b>

See Accompanying Notes

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

**LIBRARY BOARD**

**STATEMENT OF FINANCIAL ACTIVITIES**

For the year ended December 31, 2018

	BUDGET 2018 (Unaudited)	ACTUAL 2018	ACTUAL 2017
<b>REVENUE</b>			
Grants	\$ 16,610	\$ 15,970	\$ 12,774
Municipal grant	84,500	84,500	83,100
Fees, donations and other	9,104	20,062	18,607
	110,214	120,532	114,481
<b>EXPENSES</b>			
Amortization	17,000	18,382	16,847
Computer expenses	2,160	2,323	4,525
Maintenance and equipment	8,540	8,459	7,926
Professional fees	1,350	3,876	1,349
Salaries and benefits	78,229	76,427	72,585
Supplies and administration	6,635	5,758	4,238
Utilities and telephone	7,800	6,570	7,583
	121,714	121,795	115,055
<b>DEFICIT FOR THE YEAR</b>	(11,500)	(1,263)	(574)
<b>ACCUMULATED SURPLUS, beginning of year</b>	341,901	341,901	342,475
<b>ACCUMULATED SURPLUS, end of year</b>	\$ 330,401	\$ 340,638	\$ 341,901

See Accompanying Notes

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

**LIBRARY BOARD**

**STATEMENT OF CHANGES IN NET FINANCIAL ASSETS**

For the year ended December 31, 2018

	BUDGET 2018 (Unaudited)	ACTUAL 2018	ACTUAL 2017
Deficit for the year	\$ (11,500)	\$ (1,263)	\$ (374)
Amortization of tangible capital assets	17,000	18,382	16,847
Acquisition of tangible capital assets	(10,500)	(10,743)	(7,092)
Change in prepaid expenses	-	452	(452)
Increase (decrease) in net financial assets	(5,000)	6,828	8,729
Net financial assets, beginning of year	95,926	95,926	87,197
Net financial assets, end of year	\$ 90,926	\$ 102,754	\$ 95,926

DRAFT FOR DISCUSSION PURPOSES ONLY

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

**STATEMENT OF CASH FLOWS**

For the year ended December 31, 2018

	2018	2017
<b>CASH FROM (USED IN) OPERATING ACTIVITIES</b>		
Deficit for the year	\$ (1,263)	\$ (574)
Item not affecting cash		
Amortization expense	18,382	16,847
Changes in non-cash working capital balances		
Due from Village	2,620	(2,620)
Accounts receivable	(369)	(116)
Prepaid expenses	452	(452)
Accounts payable	(2,183)	789
Due to Village	9,566	(26,217)
	<b>27,205</b>	<b>(12,343)</b>
<b>CASH USED IN CAPITAL ACTIVITIES</b>		
Acquisition of tangible capital assets	(10,743)	(7,092)
<b>INCREASE (DECREASE) IN CASH</b>	<b>16,462</b>	<b>(19,435)</b>
<b>CASH, beginning of year</b>	<b>103,268</b>	<b>122,703</b>
<b>CASH, end of year</b>	<b>\$ 119,730</b>	<b>\$ 103,268</b>
<b>REPRESENTED BY :</b>		
Cash	\$ 119,730	\$ 103,268

See Accompanying Notes

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

**SCHEDULE OF TANGIBLE CAPITAL ASSETS**

For the year ended December 31, 2018

	Building	Equipment	Collections	2018	2017
<b>Cost</b>					
Balance, beginning of year	\$ 331,114	\$ 47,710	\$ 37,717	\$ 416,541	\$ 409,449
Additions during the year	-	-	10,743	10,743	7,092
Balance, end of year	331,114	47,710	48,460	427,284	416,541
<b>Accumulated Amortization</b>					
Balance, beginning of year	93,200	42,255	35,563	171,018	154,171
Amortization during the year	8,278	3,181	6,923	18,382	16,847
Balance, end of year	101,478	45,436	42,486	189,400	171,018
<b>Net book value</b>	<b>\$ 229,636</b>	<b>\$ 2,274</b>	<b>\$ 5,974</b>	<b>\$ 237,884</b>	<b>\$ 245,523</b>

See Accompanying Notes

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

**LIBRARY BOARD**

**NOTES TO THE FINANCIAL STATEMENTS**

For the year ended December 31, 2018

**I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

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

**(a) Basis of accounting**

The accrual basis of accounting recognizes revenues as they become available and measurable; expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

**(b) Cash**

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

**(c) Government transfers**

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

**(d) Non-financial assets**

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

**(i) Tangible capital assets**

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

Building	25 years
Equipment	10 years
Collections	7 years



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

**LIBRARY BOARD**

**NOTES TO THE FINANCIAL STATEMENTS**

For the year ended December 31, 2018

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

**(c) Use of estimates**

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

**2. ACCUMULATED SURPLUS**

	2018	2017
Operating surplus	\$ 23,703	\$ 17,327
Invested in tangible capital assets	237,884	245,523
Reserve	79,051	79,051
	<b>\$ 340,638</b>	<b>\$ 341,901</b>

**3. BUDGET FIGURES**

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

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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:**

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

Resolution Number: R - - 19

Date: September 23, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

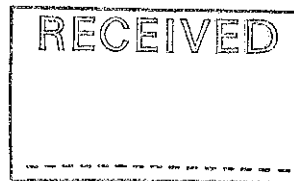
**Be it hereby resolved that:**

The Council of the Corporation of the Village of Merrickville-Wolford does hereby exempt the Merrickville's Jazz Fest from Sign By-law 24-2010 as outlined on the list of locations provided for the purpose of the 2019 Merrickville Jazz Fest in October, 2019.

Carried / Defeated

---

J. Douglas Struthers, Mayor



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

Re Signage for Merrickville's Jazz Fest, October 17-20, 2019

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 17-20. 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 thank you and acknowledge the financial support received from the Village of Merrickville-Wolford. In addition support has been 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 2019 Festival (same as in 2018):

- 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 during the week of September 23, 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 17-20), 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.

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.

A handwritten signature in black ink, appearing to read "Greg Eamon", with a long horizontal flourish extending to the right.

Greg Eamon  
Volunteer for Merrickville's Jazz Festival

MERRICKVILLES JAZZ FEST 2019			
SIGN. NO.	OUTSIDE LOCATION	DATE	S or M SIZE
1	165 Co Rd 43-E		S
2	1640 Co Rd 43-W		S
3	1341 Co Rd 43-W		S
4	1087 Co Rd 43-W		S
5	653 Co Rd 43-W		M
6	596 Co Rd 43-W		M
7	4490 Co Rd 2 BR		S
8	Burritt's Rapids at Junction		M
9	Rideau Woodland Ramp		S
10	341 Co Rd 2		M
11	811 Co Rd 2		M
12	1013 Co Rd 2		M

Small 18"x24"  
Medium 24"x24"

MERRICKVILLES JAZZ FEST 2019			
SIGN. NO.	INSIDE LOCATION		S or M SIZE
1	541 Main St E.		S
2	441 Main St E.		2 x M
3	412 Main St E.		S
4	105 Church St		M
5	101 Main St E.		S
6	129 Mill St		S
7	305 Mill St		S
8	311 Mill St (corner Co		S
9	206 Broadway W		M
10	224 Broadway W		S
11	230 Broadway W		M
12	312 St Lawrence		S
13	618 St Lawrence		S
14	805 St Lawrence		S
15	1006 St Lawrence		M

MERRICKVILLES JAZZ FEST 2017 - Large Banners - Outside and Inside Village			
SIGN. NO.	LOCATION		
<b>WHITE BANNERS</b>			
1	704 Co Rd 43		
2	Corner 43 and 23		
3	2047 Co Rd 43-E		
4	14643 Co Rd 15-S		
5	Co Rd 43-W (Quarry)		
	all outside Village limits		
<b>BLACK BANNERS - at bottom of Chamber of Commerce roofed boards</b>			
1	Co Rd 43-E		
2	Co Rd 15-S		
3	Co Rd 43-W		
4	Co Rd 2-N		
5	not used		
<b>DAVE ELLIS'S BANNERS</b>			
1	On wall of Baldachin		
2	On wall of Christmas shop		

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## VILLAGE OF MERRICKVILLE-WOLFORD

For Clerk's use only, if  
required:

**Recorded Vote Requested  
By:**

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

Resolution Number: R - - 19

Date: September 23, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

**Be it hereby resolved that:**

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the Minutes of the Planning Advisory Committee dated August 19, 2019, for information purposes.

Carried / Defeated

---

J. Douglas Struthers, Mayor

## **PLANNING ADVISORY COMMITTEE MEETING MINUTES**

Village of Merrickville-Wolford Council Chambers

317 Brock Street West

**Date of Meeting;** August 19<sup>th</sup>, 2019 at 7:00pm

**Present;** (Committee Members) Chairman John Ireland, Ian Kirk, Tim Molloy, Kim Weedmark, Stewart Hamill

Secretary to Committee, Randy Wilkinson (Staff),

**Regrets;** Rod Fournier

**Members of the Public;** Kim Sheppard, Del Bower, Pat Watson, Yves Grandmaitre, Paula Hurtubise, Robin Chinkiwsky, Nick Previsich, Tara Shields

### **1. Call to Order:**

Call to order by Chairman John Ireland at 7:00pm.

### **2. Agenda:**

Moved by Stewart Hamill and seconded by Ian Kirk to approve the date agenda, as presented. Carried.

### **3. Declaration of Pecuniary Interest:**

There was no declaration of pecuniary interest.

### **4. Old Business:**

Tim Molloy asked if there had been any feedback from the United Counties' Planner with respect to the new Official Plan pertaining to the reduction of the minimum lot sizes in the rural areas to ½ acre from the current 2.47 acres. Randy Wilkinson indicated that there has been no recent feedback.

### **5. Review of Previous Minutes;**

Moved by Ian Kirk and seconded by Tim Molloy that the minutes of the meeting of June 17, 2019 be approved as amended. The minutes of the July 15, 2019 are to be amended by indicating that Stewart Hamill was present during that meeting. These amended minutes will be brought forward to a future meeting.

### **6. New Business/Delegations;**

- a) The review of the proposed consent at 109-111 Brock Street West was tabled until such time as a formal application with a file number is assigned by the Consent Granting Authority. Randy Wilkinson was directed to contact the applicant to be present at a future meeting.
- b) Kim Sheppard appeared to discuss a proposed Zoning Bylaw Amendment at 109 Brock Street West. Moved by Kim Weedmark and seconded Stewart Hamill that the Committee recommend approval in principle the Amendment, subject to the applicant meeting all the application requirements.

- c) Anne Kirkpatrick appeared to discuss proposed severance applications to create 3 new lots at Part Lot 6, Concession A on the south side of County Road 43. The Committee advised that only a maximum of 2 lots may be created on this holding. The applicant should revise the applications to indicate only 2 new lots and bring the proposal back at a future meeting.
- d) Paula Hurtubise appeared to discuss the impact of Bylaw 882 on the potential sale of part of her holding at Lots 169, 170 on Plan 6, west side of St Lawrence Street. The Committee suggested that her lawyer draw up an amended deed to apply to register the new lot at the Land Registry Office.

**7. Correspondence;**

- a) The Committee discussed the email correspondence from Nick Previsich
- b) The Committee received the notice of public meeting for a Zoning Bylaw Amendment from the Town of Smiths Falls
- c) The Committee received notices of public meetings for a Minor Variance and for a comprehensive Zoning Bylaw Amendment from the Township of Elizabethtown-Kitley
- d) The Committee reviewed the Update and Impacts of Bill 108 correspondence

**8. Ongoing Business;**

There was no ongoing business before the Committee

**9. Round Table;**

**10. Date of Next Meeting;**

The date of the next regular Planning Advisory Committee meeting shall be September 16<sup>th</sup>, 2019 at 7:00pm

**11. Adjournment;**

A motion for adjournment was put forward by Kim Weedmark at 8:35pm.

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**VILLAGE OF MERRICKVILLE-WOLFORD**

For Clerk's use only, if required:

**Recorded Vote Requested By:**

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

Resolution Number: R - - 19

Date: September 23, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

**Be it hereby resolved that:**

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive Resolution R-11-19 of the Planning Advisory Committee; and

That Council does hereby recommend that application for consent B-72-19 be approved by the approval authority with a condition that a 3-foot right of way easement be applied to the east side of 109 Brock Street West for the sole purpose of building maintenance.

Carried / Defeated

---

J. Douglas Struthers, Mayor



PLANNING ADVISORY COMMITTEE

Resolution Number; R-.....11.....-19

Date;...Sept...16.....2019

Moved by; Ian Kirk Stewart Hamill Rod Fournier Kim Weedmark

Seconded by; Ian Kirk Stewart Hamill Rod Fournier Kim Weedmark

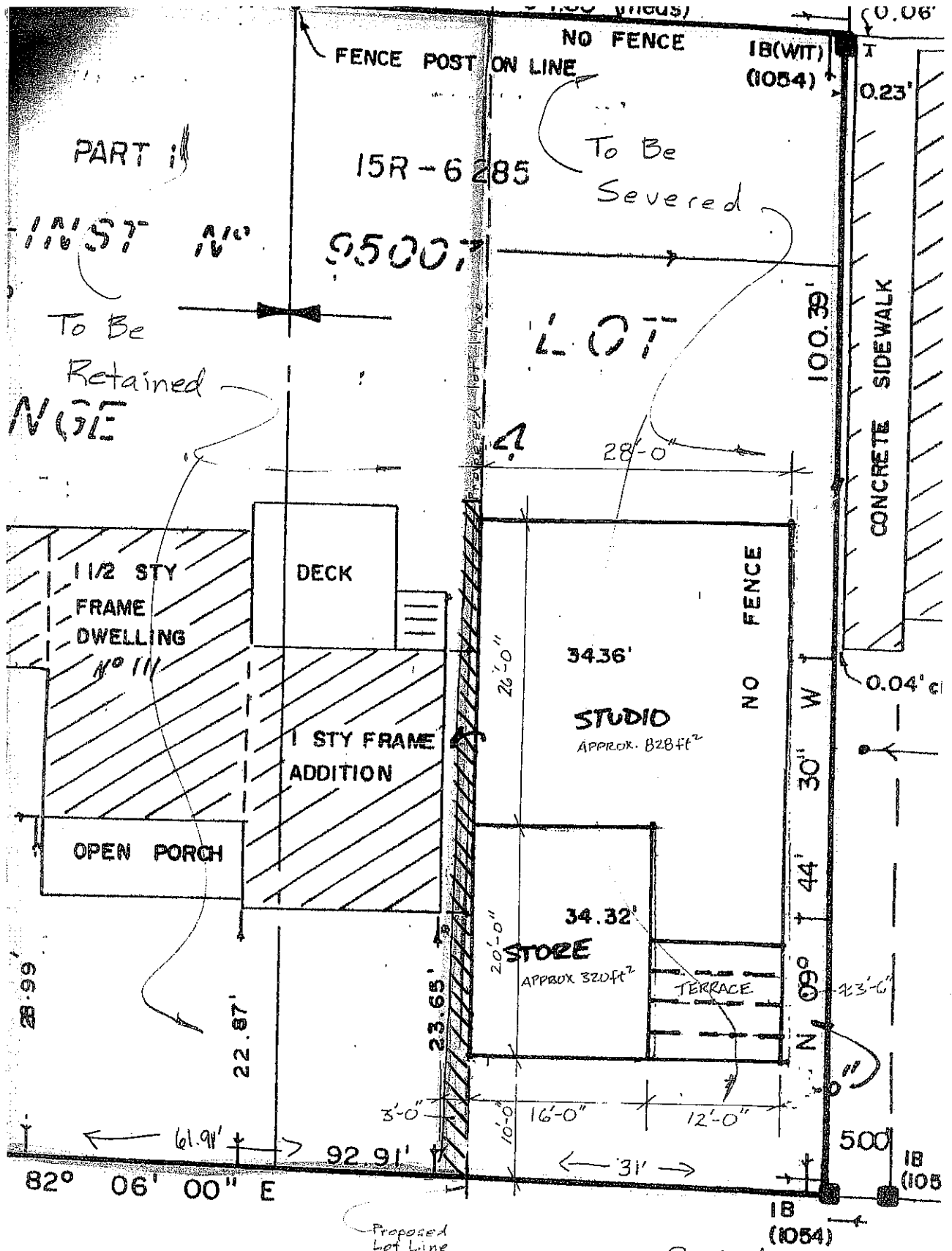
Be it hereby resolved that;

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

recommend that application for consent number  
B-72-19 be approved by Village Council  
with a condition that a 3ft right of way  
easement be applied to the east side of  
109 Brock St West for the sole purpose  
of building maintenance

Carried/Defeated

  
John Ireland, Chair



PART II  
 11/57 N/O  
 To Be Retained  
 N/O

15R-6285  
 95007

LOT

1 1/2 STY  
 FRAME  
 DWELLING  
 NO 111

DECK

1 STY FRAME  
 ADDITION

OPEN PORCH

STUDIO  
 APPROX. 828ft<sup>2</sup>

STORE  
 APPROX. 320ft<sup>2</sup>

TERRACE

28.99'

22.87'

23.65'

20'-0"

26'-0"

34.36'

34.32'

30" W

44'

23'-0"

82° 06' 00" E

61.91'

92.91'

3'-0"

10'-0"

16'-0"

12'-0"

31'

500'

Proposed Lot Line

Severed

Retained

C-1 ZONE (both lots)

~~STREET~~ Proposed 2ft Easement for Building Maintenance

STREET

(REGISTERED PLAN

Brock St. West

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:**

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

Resolution Number: R - - 19

Date: September 23, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

### Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report FIN-27-2019 regarding unsuccessful tax sales; and

\_\_\_\_\_ That Council authorize that the following property described as Roll # 07 14 711 025 07901 000, PT LT 15 CON 7 Wolford be vested in the name of the municipality; and

\_\_\_\_\_ That the Treasurer or delegate be authorized to remove from the tax roll outstanding property taxes (including penalties, interest and other charges) in the amount of \$11, 324.63 and any additional levies, penalties or charges that may be added from the date of this report until the date of actual write-off, for Roll # 07 14 711 025 07901 000.

Carried / Defeated

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

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### VILLAGE OF MERRICKVILLE-WOLFORD

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

Resolution Number: R - - 19

Date: September 23, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

**Be it hereby resolved that:**

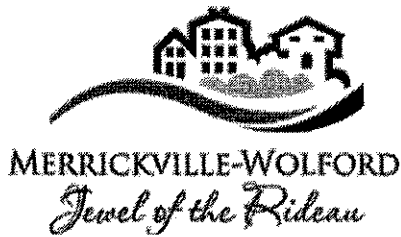
The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report FIN-27-2019 regarding unsuccessful tax sales; and

\_\_\_\_ That Council authorize the Treasurer not to vest the property described as Roll # 07 14 711 025 10801 0000, PT LT 27 CON 8 Wolford; and

\_\_\_\_ That property taxes (including penalties, interest and other charges) for the following property totaling \$11,335.77, and any additional levies, penalties or charges that may be added from the date of this report be approved for a write off as uncollectable due to a failed tax sale for Roll # 07 14 711 025 10801 0000.

Carried / Defeated

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



**Village of Merrickville - Wolford**

**Report FIN-27-2019  
Finance Department  
Information Report to Council  
Date of Council Meeting: September 23, 2019**

**RE: Unsuccessful tax sales**

**OBJECTIVE:** For information purposes

**RECOMMENDATION:**

\_\_\_\_\_ **THAT: Council receive report FIN-27-2019 for information purposes; and**

\_\_\_\_\_ **THAT: Council authorize that the following property described as Roll #07 14 711 025 07901 0000, PT LT 15 CON 7 Wolford, be vested in the name of the municipality; and**

\_\_\_\_\_ **THAT: the Treasurer or delegate be authorized to remove from the tax roll outstanding property taxes (including penalties, interest and other charges) in the amount of \$11,324.63 and any additional levies, penalties or charges that may be added from the date of this report until the date of actual write-off, for Roll #07 14 711 025 07901 0000; and**

\_\_\_\_\_ **THAT: Council authorize the Treasurer not to vest the property described as Roll #07 14 711 025 10801 0000, PT LT 27 CON 8 Wolford; and**

\_\_\_\_\_ **THAT: Property taxes (including penalties, interest and other charges) for the following property totaling \$11,335.77, and any additional levies, penalties or charges that may be added from the date of this report, be approved for a write off as uncollectible due to a failed tax sale, for Roll # 07 14 711 025 10801 0000**

**BACKGROUND:**

A public tax sale tender was held on November 30, 2017, with two properties being advertised for sale. Neither property received a bid. Subsequent to a failed tax sale, the municipality has the option to re-advertise the property or make a decision to vest in the property. A decision to vest in the property must be made within two years of the first tax sale. Alternatively, the municipality can choose to do nothing.

## **ANALYSIS:**

When a municipality vests a property, it means they take title to that property. The outstanding property taxes, including penalties, interest and other charges, are written off. In many cases, there is no municipal use for these properties, which leave them to accumulate as inventory in land held for resale. On the other hand, the municipality, who now holds title to the property, has the right to try and sell it and is no longer encumbered by the Municipal Act Tax Sale rules. Additionally, the municipality would own the property, therefore it would no longer be taxed, and there would no longer be a need to write-off property taxes as uncollectable. There are risks that need to be considered prior to making a determination to proceed with vesting. Indications of potential hazards, such as environmental contamination or abandoned and deteriorating buildings on the site, need to be considered. Often times these properties have a lien on them. In the case of a Federal Crown lien, even if the municipality vests the property, the title to the property remains subject to the Federal Lien and the Federal Government can seize and sell the property at any time in order to satisfy the debt owing to them. There is a risk that the Municipality would have to pay the lien.

If the municipality chooses to do nothing, taxes will remain on the tax roll, which the municipality can write off and charge back portions to the upper tier and school board. Going forward, the unpaid taxes would be allocated each year to the "Allowance for Doubtful Accounts". In certain instances, when there is risk associated with a property, this is the best option.

Staff have considered these options, and recommend the following:

Roll #07 14 711 025 07901 0000, PT LT 15 CON 7 Wolford – vest this property. While it is unlikely that a buyer will be found, since the property in question is landlocked wetland, there are no identifiable risks associated with this property.

Roll #07 14 711 025 10801 0000, PT LT 27 CON 8 Wolford – do not vest this property. Upon inspection of the property by our Chief Building Official, it was determined there is a significant risk of environmental contamination. The house which stood on the property has burned down; there is no indoor plumbing on the site, only an outhouse; the remaining structure is a shed in questionable shape that is full of debris; and there are several abandoned vehicles on the property. Additionally, there is a crown lien on the property in the amount of \$223,764, while the property is only assessed at \$32,000.

## **BUDGET/LEGAL IMPLICATIONS:**

The tax losses are charged to a provision established for doubtful tax accounts and uncollectible taxes.

**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:**

Making information available to Council 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:**

Staff recommends that Council authorize that the following property be vested in the name of the municipality #07 14 711 025 07901 0000, PT LT 15 CON 7 Wolford; and that Council authorize staff not to vest the property with roll #07 14 711 025 10801 0000 PT LT 27 CON 8 Wolford. Staff recommend that Council authorize the write-off of the outstanding property taxes (including penalties, interest and other charges) associated with the two properties.

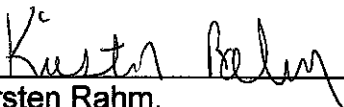
**ATTACHMENTS:**

Attachment "A" – Map re: 07 14 711 025 07901 0000, PT LT 15 CON 7 Wolford

Attachment "B" – Map re: 07 14 711 025 10801 0000 PT LT 27 CON 8 Wolford

Submitted by:

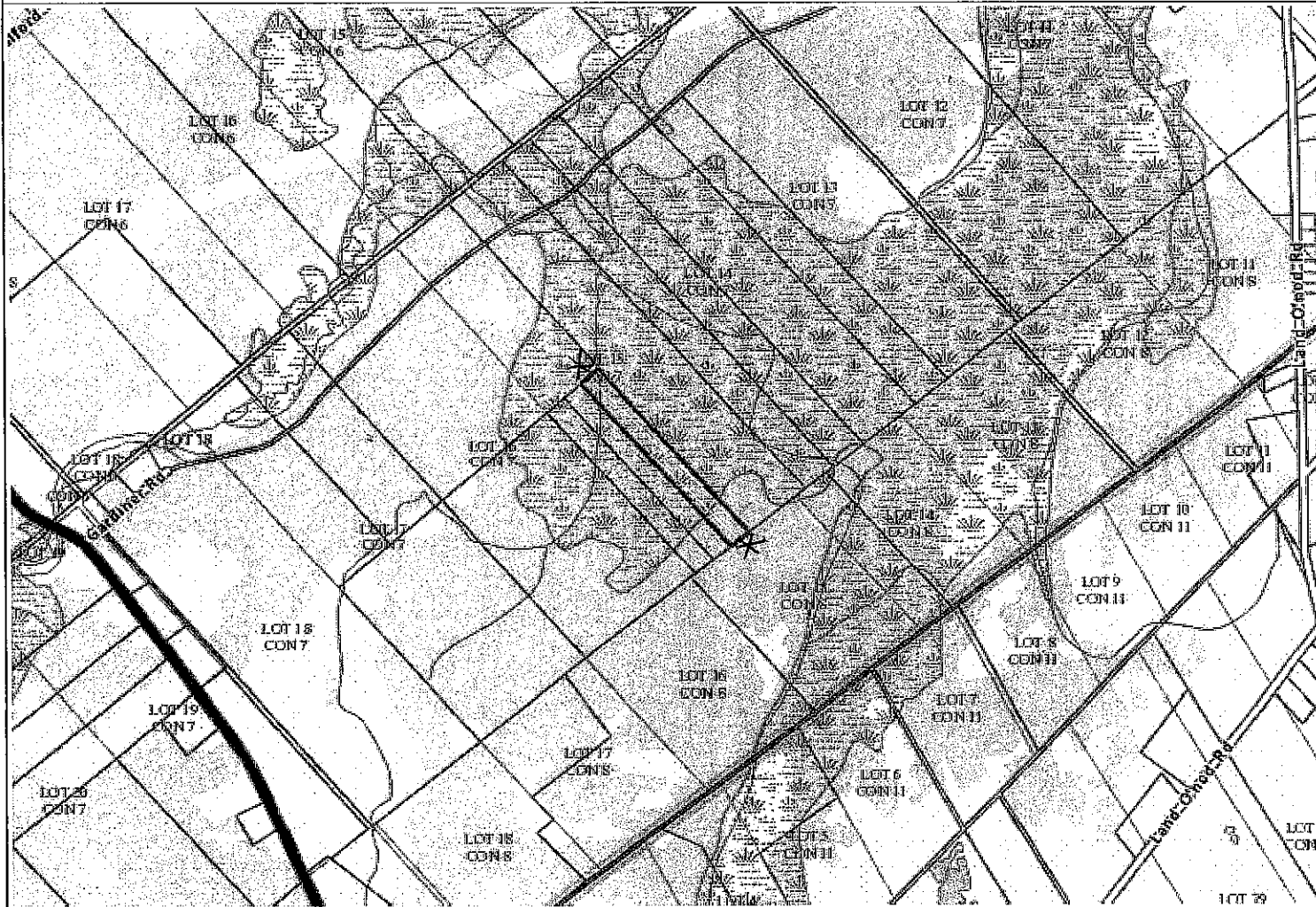
Approved by:

  
\_\_\_\_\_  
Kirsten Rahm,  
Manager of Finance - Treasurer

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



**VILLAGE OF  
MERRICKVILLE-  
WOLFORD**

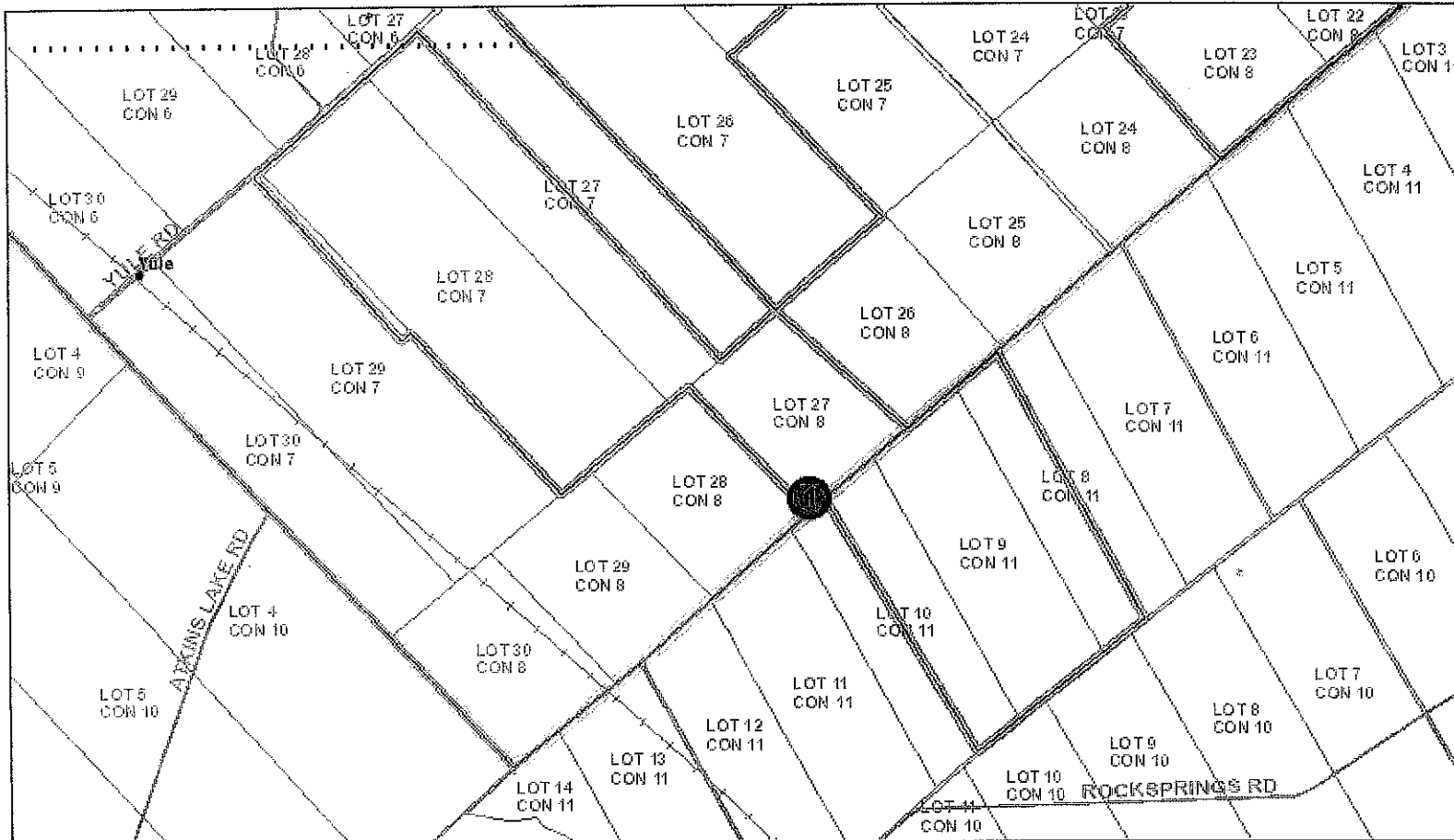


Map Printed On 2017-10-31 10:39

07 14 711 025 07901 0000

**Disclaimer** This map is illustrative only. Do not rely on it as being a precise indicator of routes, locations of features, nor as a guide to navigation. Designed and produced by: United Counties of Leeds & Grenville. Source of information: UTM, Grid Zone 18, NAD 1983, with data supplied under licence by members of the Ontario Geospatial Data Exchange (OGDE), and Teranet inc. Queens Printer of Ontario.





Map Printed On 2019-09-19 14:22

**LEGEND**

**General**

- Border Crossing
- Municipal Garage
- Municipal Office
- County Garage
- County Office
- Firehall
- EMS Station**
- Ambulance Station

**Settlement**

- City
- Town
- Village
- Hamlet

**Municipal Boundary**

- Mainland
- Island
- Water
- Marina
- Golf Course
- Akwesasne Territory
- Limerick Forest
- National Park
- Provincial Park

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Established 1793  
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:**

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

Resolution Number: R - - 19

Date: September 23, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

**Be it hereby resolved that:**

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the Final Report of the Main Street Revitalization Initiative Ad Hoc Committee, for information purposes.

Carried / Defeated

---

J. Douglas Struthers, Mayor



Village of Merrickville – Wolford  
Main Street Revitalization Initiative  
Ad hoc Committee  
Report to Council: September 18, 2019

**OBJECTIVE:** To provide Council with options for the allocation of Main Street Revitalization Initiative funding.

**Mission:**

To provide Council with options regarding the allocation of the Main Street Revitalization Grant in the amount of \$40,358.75, in order to ensure the funds provide maximum benefit to the Village of Merrickville-Wolford.

**BACKGROUND:**

On May 14, 2018, Council received report FIN-01-2018 informing Council the Village of Merrickville-Wolford was allocated \$40,358.75 from the Province for this initiative. The report indicated municipalities had until March 31, 2020 to spend the funds.

Given the critical potential benefit of this initiative for the community, Council decided to engage the community directly in the process of determining how these funds are allocated.

Council created an ad hoc committee, referred to as the “*Main Street Revitalization Initiative Ad Hoc Committee*” to advise Council regarding optimal use of these funds. In keeping with Part 9 of the Procedure By-law, the committee’s purpose was to provide advice and input to Council; the Committee had no decision-making authority.

Council’s authority to create the committee, is outlined in the Procedure By-law Definitions, Section 1.2, which reads:

*“Ad hoc Committee” means a special purpose committee with a limited duration, appointed by Council to carry out a specific task and which is dissolved automatically upon submitting its final report to Council, unless otherwise directed by Council.*

Procedure By-law Part 9 – Committees of Council, reads:

- a) *Council may, from time to time, establish Committees in response to specific issues requiring immediate or long-term attention. No Committee shall have departmental jurisdiction.*

Accordingly, Council enacted Terms of Reference, Main Street Revitalization Ad Hoc Committee Schedule "A" to By-law 43-2019

The Main Street Revitalization Ad Hoc Committee was governed by the Association of Municipalities of Ontario (AMO) Guide to the Municipal Funding Agreement. See Report CAO-06-2019 Schedule B, regarding the Main Street Revitalization Initiative (attached); which provides specific information regarding the potential use of the funds.

**OBJECTIVE:**

To assist Council as follows:

- To identify projects and initiatives that fall within the parameters of the grant as outlined in Schedule "B" and Schedule "C" attached hereto and can be implemented within the timelines specified in the grant agreement; and
- To prepare a report to Council in advance of the regular Council meeting of September 23, 2019; which outlines specific options and projects the Committee agrees will best make use of the granted funds and provide recommendations to Council, including benefits and concerns associated with the recommendations.

**COMPOSITION:**

The committee was composed of five interested members of the community:

Ms. Connie Adams;  
Mr. Kevin Bridge;  
Mr. Yves Grandmaitre (Secretary);  
Mrs. Paula Hurtubise (Chair);  
Mr. Bruce Perron and,  
Mayor Douglas Struthers (ex-officio).

## **ANALYSIS:**

In opening, I would say that every member of the committee approached the task with enthusiasm and passion. Each contributed myriad ideas on a wide range of possible projects. Members brought their own perspectives to the opportunities this funding offered to our community as a whole, and businesses calling Merrickville-Wolford home.

The committee, in considering the objective, discussed many possible directions for the proposed revitalization, but as our work went forward there were several ideas that became the focus of the committee:

- a. repair or replace existing planters, banners, wayfaring signs; also repair and paint square posts;
- b. water-bottle filling station;
- c. add additional parking signs;
- d. permanent metal banners, similar to those found in Almonte;
- e. electric vehicle charging stations;
- f. create seating areas within Cenotaph Park with information stand on local veterans and activities;
- g. large murals of historic village streetscapes painted on private buildings (for example .. grocery store);
- h. general requirement for more seating in the village;
- i. bicycle stands, and
- j. redesign the parkette at the Block House including a stand with a map of Merrickville-Wolford with an inset of Eastons Corners, bicycle routes, walking routes, trails, amenities and shops.

Briefly, our discussions on each point were as follows:

- a. repair or replace existing planters, banners, wayfaring signs; also repair and paint square posts

The existing planters, banners and the square posts are all in need of repair or replacement. The planters are in poor condition, mismatched and many are damaged. The banners are tattered and in poor condition and the square posts that hold them are wanting of paint. It was proposed that these be repaired, placed or removed before the Village moves to introduce new elements. Further, the wayfaring signs are out of date and should be updated to include all of the current businesses.

pros: The clean-up of these decorative items greatly improve the look of the "Main Street". Updated wayfaring signs would help direct shoppers to businesses that

are not presently included among the signs. The contrary is also true, tourists would not be frustrated looking for long absent signs.

cons: Regarding replacing banners, the cost to replace the old banners with new banners is tied to the cost of renting a "cherry picker" which is about \$4000.00 for the year. The quality of the less-expensive banners leaves them suffering from rips, tears and fading.

Regarding the wayfaring signs, businesses turnover requires ongoing monitoring and updates.

b. water-bottle filling station:

A water bottle filling station would benefit both residents and cyclists passing through the village.

pros: It would reduce the number of individual cyclists from entering business and using water which would in turn reduce the water bills of those affected. It may attract cyclists to stop in Merrickville-Wolford. A water bottle filling station would be a benefit to the community at large.

cons: There would be an ongoing cost to the Municipality for the provision of water. There would be some maintenance costs regarding the upkeep and cleaning of the dispensers.

c. add additional parking signs;

There was much discussion regarding the parking situation in the Village. All of the shortfalls discussed by this committee are referenced in the Report submitted by the Ad Hoc Committee on Parking, Final Report. I refer Council to the aforementioned document.

d. permanent metal banners

Permanent metal banners could be created using the Municipal logo. These stylized metal banners may be painted or left steel grey. They are designed to be permanently attached to either the lamp posts or decorative posts. Examples can be found in Almonte.

pro: Negates the costs of replacing banners, as well as the cost of renting a "cherry picker". Metal banners are more sophisticated than the dollar store offering. Permanent banners remain in good condition far longer than their cloth counter-parts.

cons: There is no option for seasonal changes.

e. electric vehicle charging stations

This is a very interesting possibility for the village to consider. The charging station could be a benefit to both residents, tourists and individuals passing through our community. The cost including installation is between \$5k to \$7k. Companies do offer various billing options. The charging station would be listed on maps of EV charging stations.

pros: This is a very environmentally aware project that could be of benefit to the community as a whole and would reduce our carbon footprint. A metered poles exists at the Canal Park.

cons: If located at Cenotaph Park, permission would be required to remove and relocate the existing handicapped parking spaces.

f. general requirement for more seating in the village create clusters of seating

A requirement for more seating within the village was often cited, by many members of the committee. Seating areas, especially shaded areas allows walkers to rest and "regroup" before continuing on with their activities. One possible sight noted was the west municipal parking lot, another being Cenotaph Park.

pros: Would allow individuals and groups to rest and enjoy the village and then continue on their day. Allowing an opportunity to rest increases both their motivation and ability to continue shopping in the village. The village has many seniors and elderly individuals visiting who have a need for frequent rest stops.

cons: Require maintenance.

- g. large murals of historic village streetscapes painted on private buildings (for example .. grocery store)

Large murals now appear frequently in many tourist areas, both large and small, looking to add visual interest to their commercial area. Communities using murals, as part of their business improvement plans include the Glebe and Athens.

pros: Murals add visual interest to the commercial area. They provide both residents and visitors something new to look at and can provide a topic of conversation. A historically referenced mural, such as one of main street Merrickville from years ago also continues the village's historical story. It, in essence, adds another block of shops to look at.

cons: May need touch ups, but are estimated to last 15 to 20 years. Time is short given the need to accomplish the task prior to freeze up, but not unmanageable. May involve a selection process if more than one commercial building was interested.

- h. bicycle stands

Merrickville-Wolford is a premiere destination for cyclists. They arrive in the hundreds per day. Currently, the village has only one bicycle stand located at the post office.

pros: Would allow cyclists a place to secure their bikes.

cons: Installing permanent stands on St. Lawrence St. would interfere with pedestrian traffic and would be an obstacle for winter sidewalk maintenance. It is unlikely that stands located off the main street would see much use given the expense of some of these conveyances. Further, the stand at the post office is rarely full.

- i. redesign the parkette at the Block House including a stand with a map of Merrickville-Wolford with an inset of Eastons Corners, bicycle routes, walking routes and trails and shops

The parkette currently contains shrubberies and other vegetation, one bench, a scout plaque, the chamber map stand and a recycling stand. The shrubs encase most of the parkette obscuring the area from most passersby. The old tiles are undulating and in



need of cleaning. The recycle station appears disjointed, stuck on the end of the parkette. The parkette sits on land leased by the Municipality from Parks Canada.

pros: A comprehensive and professional redesign of the parkette would greatly improve the general appearance and utility of the area. Such a design could include: increased visibility from St. Lawrence Street, more seating, a larger, more detailed map and a more efficient approach to recycling. It would be a welcoming entrance to the village. A lovely place to sit and research destinations and amenities within the municipality. Further, it may be possible to repurpose half of the sign to a new location at Cenotaph Park. Permission from Legion previously granted, letter of permission available upon request.

cons: none noted

### **CONCLUSION:**

Although many very good ideas arose from committee discussions, it is the Committee's decision to promote item i: the proposal to redesign the parkette. The Committee also suggests Council spend any remaining funds on item a. repair or replace existing planters, banners, wayfaring signs; also repair and paint square posts.

### **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 goals and priorities set out in this report are in keeping with By-Law 10-17.

This report is for information purposes only.

**SOURCES:**

FIN-01-2018 – Main St Initiative

Terms of Reference Main Street Revitalization Committee Schedule “A” to By-law 43-2019

AMO Guide to the Municipal Funding Agreement - Schedule B

Ad Hoc Committee on the Corporation of Merrickville-Wolford By-law No. 24 - 2010 on Signage, Survey Results

Letter from Legion granting permission to locate Chamber stand at Cenotaph Park

Ad Hoc Committee on Parking Final Report

Main Street Revitalization Business-owner Survey

All of the above documents available upon request.

Submitted by:

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Paula Hurtubise MA, Chair, *Main Street Revitalization Initiative Ad Hoc Committee*

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**VILLAGE OF MERRICKVILLE-WOLFORD**

For Clerk's use only, if required:

**Recorded Vote Requested By:**

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

Resolution Number: R - - 19

Date: September 23, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

**Be it hereby resolved that:** By-law 52-2019, being a by-law to confirm the proceedings of the Council meeting of September 23, 2019, be read a first and second time, and that By-law 52-2019 be read a third and final time and passed.

Carried / Defeated

J. Douglas Struthers, Mayor

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

**BY-LAW 52-2019**

**BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD AT ITS MEETING HELD ON SEPTEMBER 23, 2019**

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

AND WHEREAS it is deemed expedient that the proceedings of the Council of the Corporation of the Village of Merrickville-Wolford (hereinafter referred to as "Council") at its meeting held on September 23, 2019 be confirmed and adopted by by-law;

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

1. The proceedings and actions of Council at its meeting held on September 23, 2019 and each recommendation, report, and motion considered by Council at the said meeting, and other actions passed and taken by Council at the said meeting are hereby adopted, ratified and confirmed.
2. The Mayor or his or her designate and the proper officials of the Village of Merrickville-Wolford are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required and, except where otherwise provided, the Mayor and Clerk are hereby directed to execute all documents necessary in that regard, and the Clerk is hereby authorized and directed to affix the Corporate Seal of the Municipality to all such documents.

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

Read a first, second and third time and passed on the 23<sup>rd</sup> day of September, 2019.

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

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

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

Resolution Number: R - - 19

Date: September 23, 2019

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

**Be it hereby resolved that:**

This regular meeting of the Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at p.m. until the next regular meeting of Council on Tuesday, October 15, 2019 at 7:00 p.m., or until the call of the Mayor subject to need.

Carried / Defeated

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J. Douglas Struthers, Mayor