



**VILLAGE OF MERRICKVILLE-WOLFORD**

**Agenda for Council  
Council Chambers**

Council Meeting 7:00 p.m.

Tuesday, October 9, 2018

1. **Call to Order**
2. **Disclosure of Pecuniary Interest and the general nature thereof**
3. **Approval of the Agenda**
4. **Minutes:** Approval of the Minutes of the regular meeting of September 24, 2018.
5. **Public Question Period to Council**
6. **Correspondence:** 2018 Communities in Bloom Evaluation Form;  
Media Release – Economic Development Officer Jeff McNamee;  
Province of Ontario’s Moving Forward with Cannabis Retailing Technical Briefing; and  
Letter from Canadian Pacific re: Holiday Train dated September 26, 2018;
7. **Summer Camp:** Sizzling Summer Camp 2018 End of Summer Report
8. **Public Works:** Resolution re: Brush Amnesty Days in October; and  
Project update re: Drummond, Lewis and St. Patrick Street Rehabilitation
9. **CAO:** Holiday Office Closure
10. **Notices of Motion:** Fall Pitch-In Event; and  
Merrickville Ball Diamond Expansion
11. **Unfinished Business:** Action Item List (as provided to Council on September 25, 2017); and  
Extension of Terms for Advisory Committees
12. **Public Question Period to Council**
13. **Next meeting of Council:** Tuesday, November 13, 2018 at 7:00 p.m.
14. **Confirming By-Law:** 52-2018 re: Confirm Proceedings of Council meeting of October 9, 2018
15. **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
MaInnis	Y	N
Snowdon	Y	N
Suthren	Y	N
Weedmark	Y	N
Nash	Y	N

Resolution Number: R - - 18

Date: October 9, 2018

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 adopt the agenda of the regular Council meeting of October 9, 2018 as:

\_\_\_ circulated.

\_\_\_ amended.

Carried / Defeated

David Nash, Mayor

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## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: October 9, 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 approve the Minutes of the regular Council meeting of September 24, 2018 as:

\_\_\_\_\_circulated.

\_\_\_\_\_amended.

Carried / Defeated

David Nash, Mayor

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

Monday, September 24, 2018

A regular meeting of the Council of the Corporation of the Village of Merrickville-Wolford was held at 6:00 p.m. on Monday, September 24, 2018.

**Chaired by:** Mayor David Nash  
**Members of Council:** Deputy Mayor Anne Barr  
Councillor Chuck Macinnis  
Councillor Kim Weedmark  
Councillor Victor Suthren  
Councillor Stephen Ireland  
**Regrets:** Councillor David Snowdon

**Staff in Attendance:** Doug Robertson, CAO/Clerk  
Christina Conklin, Deputy Clerk  
Randy Wilkinson, Chief Building Official

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

**Approval of Agenda**

**R-314-18** 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 adopt the agenda of the regular Council meeting of September 24, 2018, as amended.

Carried

**Note:** The agenda was amended to include an update from Mayor Nash regarding odours in the Village as well as adding an item of correspondence from Ecole Sainte-Marguerite-Bourgeoys.

**Public Meeting:**

**R-315-18** Moved by Councillor Weedmark, Seconded by Deputy Mayor Barr  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby move to a public meeting for the purpose of discussing two zoning by-law amendments.

Carried

**R-316-18** 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 move out of the public meeting and back to a regular meeting of Council at 7:08 p.m.

Carried

**Note:** Staff now in attendance include Kirsten Rahm, Treasurer and Mark Urquhart, Fire Chief.

**By-laws:**

**R-317-18** 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 defer the first, second and third readings of By-law 50-2018 until a formal report including a comprehensive recommendation is prepared by the Chief Building Official with respect to same.

Carried

**R-318-18** Moved by Councillor Weedmark, Seconded by Councillor MacInnis

**Be it hereby resolved that:** By-law 49-2018, being a by-law to amend Zoning By-law 23-08, be read a first and second time, and that By-law 49-2018 be read a third and final time and passed.

Carried

**Minutes**

**R-319-18** Moved by Councillor Suthren, Seconded by Deputy Mayor Barr

**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the Minutes of the regular Council meeting of September 10, 2018, as circulated.

Carried

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

**Correspondence:**

**R-320-18** Moved by Deputy Mayor Barr, Seconded by Councillor MacInnis

**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the correspondence from Mariana Aitken, the Playgroup Coordinator of the Merrickville Cooperative Playgroup dated September 17, 2018; and

That Council does hereby waive the fees associated with the Merrickville Community Center for the purpose of the 2018-2019 Merrickville Cooperative Playgroup and contribute the cost of the insurance to cover the program.

Carried.

**R-321-18** Councillor Suthren, Seconded by Councillor Ireland

WHEREAS the Andrewsville Bridge is an essential piece of the transportation network for the Village of Merrickville-Wolford;

AND WHEREAS the Andrewsville Bridge is essential to the emergency services to the citizens of Merrickville-Wolford;

THEREFORE, BE IT RESOLVED THAT the Council of the Corporation of the Village of Merrickville-Wolford hereby expresses its strong objection to any potential closure of the Andrewsville Bridge; and

THAT a copy of this resolution be sent to the County of Lanark, the United Counties of Leeds and Grenville, the Township of Montague, and the local MP and MPPs.

Carried.

**R-322-18** 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 correspondence from Lisa Samrai, Principal at Ecole Sainte-Marguerite-Bourgeoys; and

That Council does hereby waive the fees associated with the Merrickville Community Center for the purpose of the Thanksgiving Lunch to be held on October 5, 2018 between 8:00 a.m. and 3:00 p.m.

Carried.

**Fire:**

**R-323-18** Moved by Councillor MacInnis, Seconded by Councillor Ireland

**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the reallocation of the remaining Capital Budget for the Fire Department of approximately \$3,200 for the purchase of 4" Rubber Hose for the Pumper/Tanker.

Carried.

**Public Works:**

**R-324-18** Moved by Councillor Suthren, Seconded by Councillor Ireland

**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the status summary regarding the Drummond – Lewis Street Rehabilitation Project from Neil Caldwell of Jp2g Consultants Inc., for information purposes.

Carried.

**Planning:**

**R-325-18** 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 recommend for approval to the Consent Granting Authority the severance of Part 1 from Registered Plan 15R-9723.

Carried.

**Finance:**

**R-326-18** Moved by Deputy Mayor Barr, Seconded by Councillor Ireland

**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report FIN-08-2018 for information purposes; and

That Council direct staff to discontinue the sale of bulk water to the public.

Carried.

**CAO:**

**R-327-18** 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 report CAO-08-2018 from the CAO/Clerk/Director of Economic Development, Doug Robertson, respecting the addition of an action item list to the agenda.

Carried.

**R-328-18** Moved by Councillor Suthren, Seconded by Councillor Weedmark

**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report CAO-09-2018 regarding a Procurement Policy Review, for information purposes.

Carried.

**R-329-18** Moved by Deputy Mayor Barr, Seconded by Councillor Weedmark

**Be it hereby resolved that:** By-law 51-2018, being a by-law to designate a Head of the Municipal Corporation and delegate all powers and duties of the Head to the Clerk for the purposes of the Municipal Freedom of Information and Protection of Privacy Act, be read a first and second time, and that By-law 51-2018 be read a third and final time and passed.

Carried.

**Unfinished business:**

**R-330-18** 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 waive all rental fees associated with the Merrickville Community Center for the Fall Prevention Course in 2018.

Carried.

**Public Question Period:**

D. Bower inquired how much the Drummond – Lewis Street Rehabilitation Project would cost affected residents.

P. Watson inquired as to what steps are being taken to recover tax arrears.

T. Iannazzo inquired as to why cannabis planning had not been commenced.

J. Fitzpatrick inquired whether Council had an opportunity to discuss anything within reports that are submitted for information purposes. The resident also inquired as to how the fee structure for brush was developed.

B. Fitzpatrick inquired as to the merits of many different brush fires as opposed to one controlled brush fire at the landfill.

I. Wood inquired as to why brush could not be chipped as opposed to burned at the landfill.

**Confirming By-Law**

**R-331-18** Moved by Councillor Suthren, Seconded by Councillor Ireland

**Be it hereby resolved that:** By-law 48-2018, being a by-law to confirm the proceedings of the Council meeting of September 24, 2018, be read a first and second time, and that By-law 48-2018 be read a third and final time and passed.

Carried.

**Adjournment**

**R-332-18** Moved by Councillor Weedmark, Seconded by Deputy Mayor Barr

**Be it hereby resolved that:** This regular meeting of the Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at 9:20 p.m. until the next regular meeting of Council on Tuesday, October 9, 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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Resolution Number: R - - 18

Date: October 9, 2018

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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 the 2018 Communities in Bloom Evaluation Form, for information purposes.

Carried / Defeated

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

# Evaluation Form

# 2018

Village of Merrickville-Wolford,  
Ontario



# 2018 Evaluation Form



**Community:** Village of Merrickville - Wolford  
**Province:** Ontario  
**Category:** Population 1,501 – 5,000

<b>Tidiness</b>	129.00	/	150.00
<b>Environmental Action</b>	126.25	/	150.00
<b>Heritage Conservation</b>	130.00	/	150.00
<b>Urban Forestry</b>	141.50	/	175.00
<b>Landscape</b>	170.00	/	200.00
<b>Floral Displays</b>	154.50	/	175.00
	<b>Total</b>		<b>851.25 / 1000.00</b>

**Percentage :** 85.13%

**Bloom rating:** 5 Blooms - Bronze

**Bloom rating:** Up to 55%: 1 bloom. 56% to 63%: 2 blooms. 64% to 72%: 3 blooms 73% to 81%: 4 blooms. >82%: 5 blooms.

National and International Edition, for evaluated communities only.

82 to 83.9%: 5 Blooms. 84 to 86.9%: 5 Blooms (Bronze). 87 to 89.9%: 5 Blooms (Silver). 90% and over: 5 Blooms Gold

**Mention:** Business Community Support & Involvement

**Representative (s) of Community**

Name: Christopher Scullino Function: CiB Chairperson  
 Name: Hope W. Gray Function: CiB Committee  
 Name: David Nash Function: Mayor of Village

**Judges**

Name: Gaétan Deschênes Name: Lorna McIlroy

**Evaluation**

**date:** 18 – July - 2018

## 2018 Evaluation Form

### GENERAL COMMENTS AND SUGGESTIONS

Thank you very much for being part of our National Communities in Bloom family. Congratulations on a very successful second year in the National Competition of Communities in Bloom. You have retained your 5 Blooms - Bronze designation and improved in many areas. You have risen to the national ranks very quickly after just one year in Provincial competition following a hiatus after four years with CiB in the late nineties. Your fast rise has been aided by your active multigenerational committee and the participation of the business community. This year was extra special because Merrickville was celebrating 225 years.

Amalgamation joined the Victorian Village of Merrickville, the 'Jewel of the Rideau', with the rural Township of Wolford which contains the separate communities of Carley's Corners, Eastons Corners Hemlock Corners, Snowdons Corners, Jasper, Wolford Centre, Wolford Chapel, and Yule. The Victorian Village of Merrickville, with its many designated heritage buildings, serves the larger community of Wolford. It has been said that Merrickville-Wolford is a village formed by history and brought together by community. This amalgamation is still a work in progress. An aim from the Strategic Plan to alternate Council meetings between Merrickville and Wolford could help. You have many projects in progress or about to begin. This is exciting and we wish you success with them. Events such as CanalFest and the Studio Tour help to solidify the community. Merrickville is a stop (often overnight) along the Rideau Trail route from Ottawa to Kingston. Merrickville's location along the Rideau Canal is ideal and they benefit from the presence of it as an UNESCO Heritage site as well as the Rideau Canal National Historic Site and the Blockhouse. Merrickville-Wolford blooms all year with winter decorations and activities. The new Strategic Plan aims to better support people with disabilities and accommodate people with accessibility issues. This will be realized in 2018 when a local B&B adds an accessible guest house. The Strategic Plan also aims to develop the Agri-tourism strategy and this is beginning with ventures such as the Chatterfield goat farm with its goat milk products.

Thank you very much for your generous hospitality. We enjoyed meeting so many people from the community. The gathering at the Baldachin on the evening prior to evaluation was particularly useful with the Round Robin, displays, excellent video and introduction of your 'In Bloom' committee in their grey shirts. Your Profile is indeed a work of art with pages worthy of being framed. However it might be to your advantage in future years to base your Profile and your Tour more on the Evaluation form so that all aspects of the CiB program are equally covered. We will look forward to your continued participation in the Communities in Bloom program and to seeing you at future CiB events.



Thanking you,  
*Louisa & Gaétan*

# 2018 Evaluation Form

## TIDINESS

### Observations:



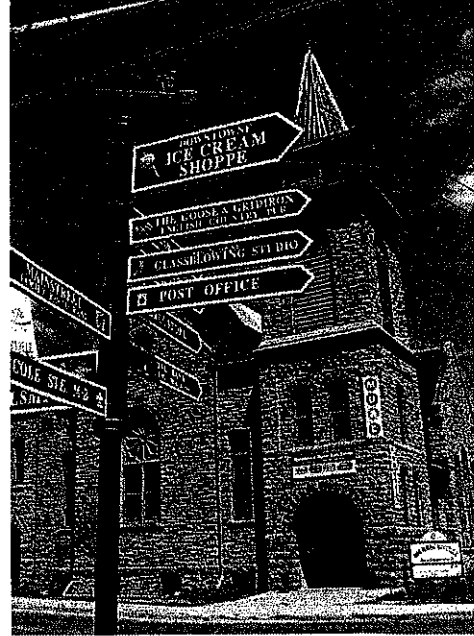
Tidiness in the rural areas includes trimming the ditches, maintaining signage and taking care of the rare graffiti or vandalism.

In the urban area, there are more tourists and they often do not exercise the same care as residents. However, no graffiti was observed.

The spring Pitch-In campaign was so successful that plans are being made to hold one in the fall as well.

Tidy Up Tuesdays still seems to be

working their magic.



The Merrickville and District (MAD) gardeners contribute greatly to the tidiness of the community.

An effective bylaw controls signage and prohibits neon signs.

The directional signage is crisp, clean and effective.

Your cigarette butt catches appear to a good design and are placed at a good height.

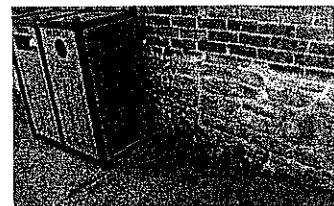
### Recommendations:

Two of the entrance signs could do with a bit of grooming around them.

Some furniture appears to need refreshing.

Try to involve school children even more in your cleanups. Good habits develop at a young age.

We suggest you try pulling large nuisance weeds or applying a vinegar solution for weeds between buildings and on the main streets. Some communities find success spraying with a mixture of 1 gal vinegar, 2 cups Epsom salts and 1 cup dish soap.



Some noxious weeds are present and should be monitored if not controlled or eradicated, e.g. phragmites.

# 2018 Evaluation Form

## ENVIRONMENTAL ACTION

### Observations:

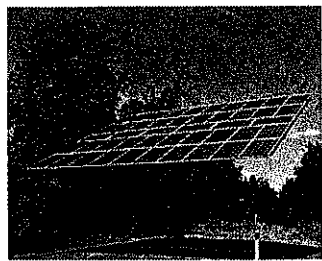
The recent strategic planning process placed a priority on protecting and improving the water quality of the river.

A survey of the beach and shoreline with the Rideau Valley Conservation Authority will lead to plantings to prevent further erosion along the shoreline.

Regular monitoring of the water quality will continue.

The strategic plan also identified waste reduction. So far this year, recycling is up and garbage is down. The attractive re-use centre (Share Shack) for household goods is becoming busier.

Vehicles are prohibited from idling for more than 3 minutes.



Street lights have been converted to LED.

The local Farmers Market is popular with residents and several Community Supported Agriculture (CSA'a) supply produce to local customers.

Solar panels are present on village property.

Composters are available for purchase to encourage composting.

Some rain barrels, both decorative and utilitarian are utilized.

### Recommendations:

Remain vigilant in your testing and preserving the quality of the water in the Rideau Canal as it affects your beach. It would be wonderful if you never had to post the signage that the water was unsafe.

We would suggest the village sell rain barrels at a reduced rate to further encourage the collection and use of rainwater for plants.

If the roof of the Library or Community Hall is conducive to collecting rainwater, rain barrels could also be located there.

Your many visitors would appreciate litter/recycling containers near seating areas and hopefully they will use them.



A charging station for electric or hybrid cars would be a suggested addition for the near future.

# 2018 Evaluation Form

## HERITAGE CONSERVATION

### Observations:

The natural heritage of the village is protected as a result of the recent strategic planning process. The aim is to become a community that preserves local natural beauty and ecosystems. Priorities were the canal and the tree cover.

Natural vegetation includes honeysuckle, sumac, dogwood, willow, white elm, box maple, apple, and white ash.

Native wildlife include muskrat, painted turtles, chipmunks, leopard frogs, green frogs, red-winged blackbirds, ospreys, catbirds, song sparrows, purple finches, great blue herons, mallards and loons.

The bird population is conserved, particularly in the Rideau Migratory Bird Sanctuary and Limerick forest.

The Rideau Valley Archeological Society helps protect the natural heritage and First Nations sites are protected.

The 225 celebrations have highlighted the contributions of both the Loyalists and the First Nations with lectures, dancing and storytelling. The commemorative edition of Merrickville News, celebrating 225 years, makes very interesting reading and supplies a lot of information.



The Merrickville Spectator lists a historic house tour with map. An excellent 60 page booklet, produced in 1993, provides information for a walking tour of Merrickville. A more recent brochure, 2013, gives a concise guide to the walking tour. Good signage complements the Walking Tour brochure and booklet.



Two cemeteries of particular interest are Collar Hill Cemetery where Merrick (Mirick) and his wife are buried in above ground stone crypts in the Welsh tradition and McGuigan Pioneer Cemetery.

While Wolford is mainly agricultural, Merrickville has an industrial history based on the available water power.

The Merrickville turbine has been saved as it is representative of Canada's early industrial heritage.

The Strategic Plan aims to implement bylaws to protect heritage properties and encourage compatible new building.

# 2018 Evaluation Form

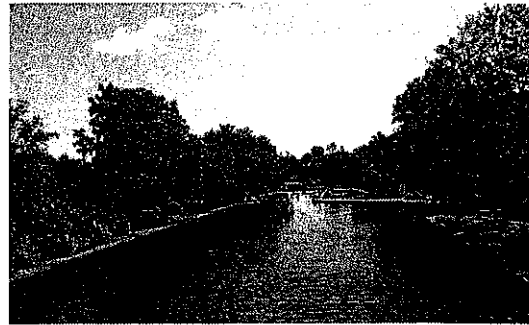


# 2018 Evaluation Form

## URBAN FORESTRY

### Observations:

The urban forest which provides the setting for the jewel that is Merrickville has been somewhat taken for granted over the years.



However, Council and residents are now realizing the value of trees and the benefits they provide. The recent Strategic Planning process identified preserving the tree cover as a priority.

Thus, the Village's Environmental Advisory Committee is creating a comprehensive tree planting and replacement program. It will include suggestions for inventory, maintenance, replacement and protection of trees on public lands. A program for residents on residential plantings will also be included.

The village contains many Remarkable trees and possibly some Heritage trees.

Early this year, a forester held a public workshop on forest-related diseases and pests.

### Recommendations:

We suggest that you compile the information from the past workshop on forest-related diseases and pests to have available for residents, businesses and institutions.

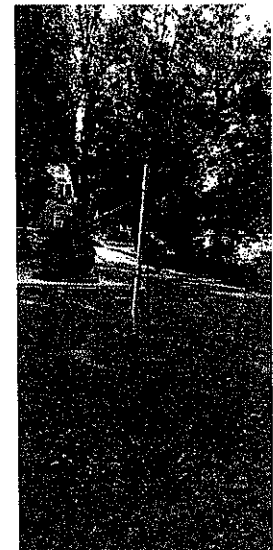
Your Rock Elm appears to be a Remarkable Tree. We suggest that you seek qualified information on it with the aim to identify it with a plaque or informative sign.



Seek out other trees in your area that could also be identified. This could easily evolve into a Tree Walk, with brochure.

We suggest a canopy cover report card every 5 years in your quest to maintain and improve your canopy cover.

Your precious little Vimy oak would benefit from having the low branch carefully pruned off.



# 2018 Evaluation Form

## LANDSCAPE

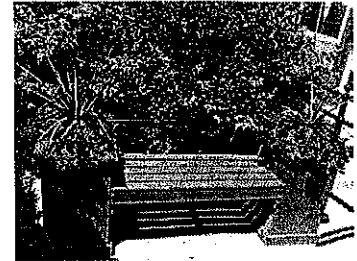
### Observations:

Merrickville has five entrances with different artistic images on each sign. This signage is a good fit for this artistic community.

Walking trails around Merrickville-Wolford include the Woodland-Toboggan Hill loops, Merrickville-Limerick loop, Depot to Dam trail, Merrickville Ruins, Historic Properties walk, Wetlands trail and Quarry Line loop. The Strategic Plan aims to support and further develop and connect trails.

A landfill area has been reworked into a toboggan hill.

The Merrickville Agricultural Fair celebrates its 180<sup>th</sup> anniversary this year. For the past six years the Merrickville and District (MAD) Gardeners have raised money by selling their extra plants and they enjoy the practice of guerilla gardening throughout the area. Currently they look after the Library landscape as well as the Community Centre where they planted a 50 foot strip of shrubs and flowers on Read Street.



Urban parks include Cenotaph Park with native trees, shrubs, annuals and the new Vimy Ridge Oak.

The Merrickville House and Garden Tour showcases the many exceptionally landscaped residences both in the village and in the rural areas.

### Recommendations:



The gateway/entrance signage would have more impact with shrubs on either side and low flowers at all signs.

Your Village Office and its landscape sets the tone for the village. The current potentillas look tired. Consider a remake with replacement or severe refreshing. Try for a dramatic eye-catching approach.

Perhaps, with relatively large lot sizes, your community does not feel the need of a Community Garden. If interest does not increase for next year, perhaps the MAD gardeners or another group might want to take advantage of this prime location.

Continue to expand your landscaping to the rural areas. This will help to grow a more cohesive community.

Consider working with the MAD gardeners to develop a Merrickville-Wolford landscape style, utilizing local materials and hardy perennials to define a style that could be utilized throughout the entire community.

# 2018 Evaluation Form

## FLORAL DISPLAYS

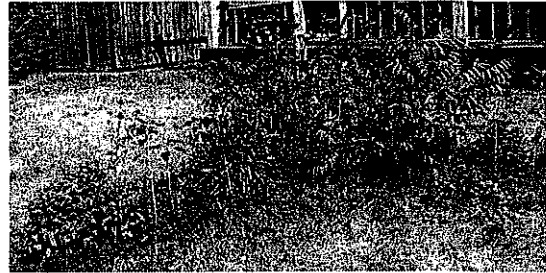
### Observations:



The floral displays of Merrickville-Wolford are spectacular as a result of the efforts of the Municipality, Chamber of Commerce, Economic Development Committee, Service Clubs, Institutions, Youth groups, and particularly the businesses.

Some businesses have displays that match the village flowers and others have unique creations.

There are a wide variety of hanging baskets, window boxes, planters and in-ground beds.



The MAD gardeners have a new amazingly long flowerbed beside the Community Hall.

Many residents, both within the village and in the rural areas have attractive floral displays.

The Scouts have planted a pollinator garden at the Library location.

### Recommendations:

Consider a color theme for next year for the village. Twenty years ago, the local CiB committee chose the Purple Wave petunia as the flower of the village and then parlayed this choice into a national CiB win and the title of Canada's prettiest village! Your choice need not be that narrow but it could have dramatic results.

If such information is available, it would be excellent to match the colours of your partner groups such as National Parks. Try to then use this colour scheme throughout the rural area to provide continuity.

Try to increase your use of ornamental grasses. They are relatively low maintenance and move beautifully in the breeze.

Spring flowering bulbs provide an early burst of colour. Daffodils are a good choice if there is an issue of wildlife nibbling on them.

Try to expand upon the pollinator garden with local youth. Perhaps this could include the construction of insect hotels.

National Edition

Édition nationale



# *Village of Merrickville-Wolford*

## *Ontario*

1,501 - 5,000



*Recognition for*  
**Business Community Support and Involvement**

**Bob Lewis**  
National Chair / *Président*

**Raymond Carrière**  
*Président fondateur / Founding President*

Strathcona County, Alberta



Media release

October 5<sup>th</sup>, 2018

FOR IMMEDIATE RELEASE (Merrickville, ON) - The Village of Merrickville-Wolford is pleased to announce the successful recruitment of Jeffrey (Jeff) McNamee as our new Economic Development Officer.

Mr. McNamee will provide a primary point of contact for Merrickville-Wolford businesses, organizations and citizens and will be responsible for the effective planning and implementation of the economic strategy for the community. Reporting directly to the CAO, he will work closely with community leaders, Council, the Industry, Tourism & Economic Development Committee, Chamber of Commerce and other stakeholders to advance the business growth and prosperity of the village and the important rural segment of Merrickville-Wolford.

Funding for the position is being provided by an Ontario Ministry of Agriculture, Food & Rural Affairs (OMAFRA) Rural Economic Development (RED) grant.

Prior to undertaking this role, Mr. McNamee has worked with several municipalities across Canada, including the City of Ottawa, to gather inputs from diverse groups and set priorities for strategic development plans. He has formulated positive relationships with Municipal, Provincial and Federal partners in the planning and implementation of Intelligent Communities strategies, Precision Agriculture and Autonomous Vehicle evolution for urban and agricultural applications.

He also has extensive experience with entrepreneurial companies as a mentor and will be leveraging that experience and his equally extensive network in industry and government to attract a new base of young start-up businesses and other companies to the area.

Mr. McNamee's first priority is to work with all of the sectors of Merrickville-Wolford enterprises and to leverage his experiences working with rural businesses to accelerate their market opportunities and ensure they are provided the infrastructure and resources to support their successful growth.

Having already cultivated a successful international career in business and economic development, Mr. McNamee is excited to collaborate with the community and our neighbours to build on the strengths of the citizens and the marvelous attributes of the region as we grow and prosper.

For more information, please contact:

Dave Nash  
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[mayor@merrickville-wolford.ca](mailto:mayor@merrickville-wolford.ca)

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Established 1793  
Incorporated  
Wolford 1850  
Merrickville 1860  
Amalgamated 1998



Telephone (613) 269-4791  
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## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: October 9, 2018

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

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 receive the Moving Forward with Cannabis Retailing Technical Briefing issued by the Province of Ontario, for information purposes.

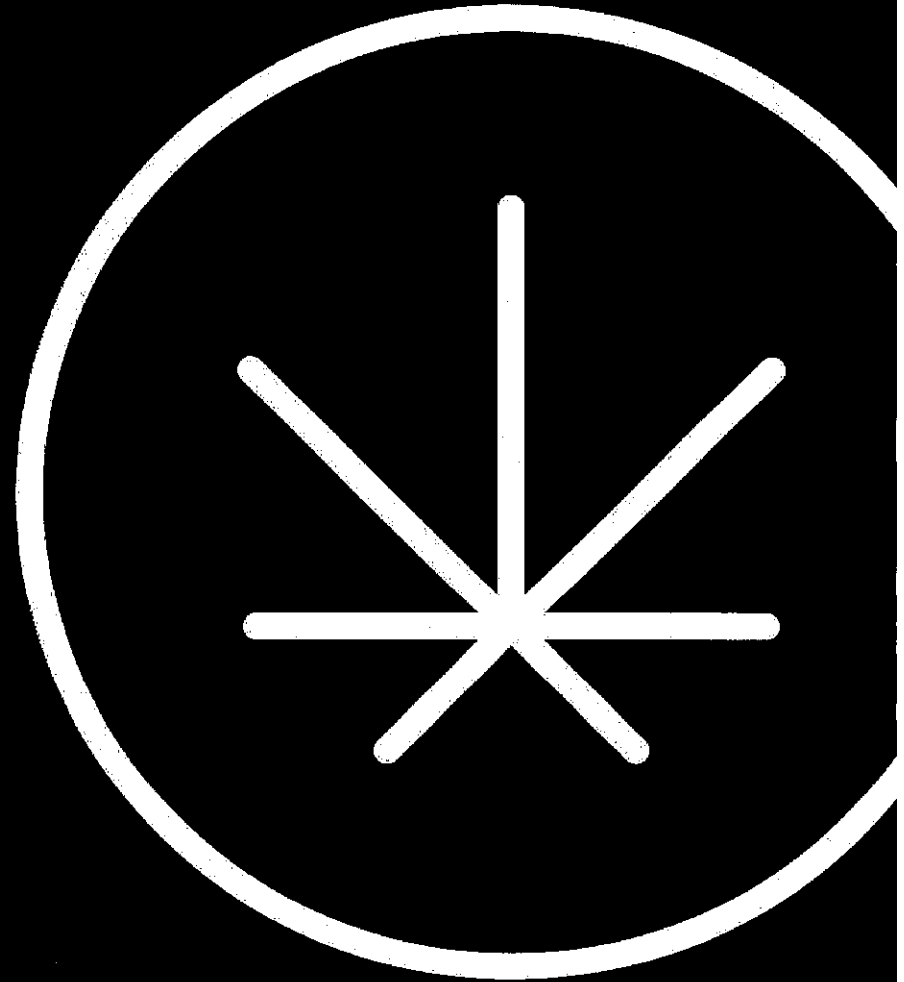
Carried / Defeated

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

# Moving Forward with Cannabis Retailing

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Technical Briefing  
September 27, 2018



# Enabling Private Retail

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- The government is introducing legislation which, if enacted, would create a tightly regulated licensing model and regulatory framework for private retail of cannabis in Ontario
- The design of the model was informed by engagement with municipalities, Indigenous leadership, and key public safety, industry, and health stakeholders
- In this new model:
  - Private retailers would be licensed by the Alcohol and Gaming Commission of Ontario (AGCO)
  - The Ontario Cannabis Retail Corporation (OCRC) would be the exclusive wholesaler and online retailer of cannabis in the province
  - Municipalities would be able to pass a council resolution by January 22, 2019 to opt-out of retail stores
  - First Nation communities would be able to opt-out of cannabis deliveries and retail stores
- The province will provide \$40 million over two years to help municipalities with the costs of recreational cannabis legalization
- Proposed legislation, if enacted, would support this direction with the intent of enabling the AGCO to begin to accept applications in December 2018





# Provincial Regulator

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- The government is introducing legislation which, if enacted, would enable the implementation of a tightly regulated licensing and regulatory framework for private storefront cannabis retailing in Ontario and establish the AGCO as the provincial regulator for cannabis storefronts
- AGCO currently licenses, regulates and ensures compliance in the alcohol, gaming and horse racing industries in Ontario, and as such offers considerable experience and expertise as a regulator of controlled substances
- If the legislation were passed, AGCO, as the independent provincial regulator, would oversee the private channel and ensure the province's objectives related to cannabis retailing, protecting youth and combatting the illegal market are met
- If the proposed legislation is enacted, AGCO would:
  1. Issue a Retail Operator Licence after investigation (i.e. due diligence) into the business
  2. Issue a Retail Store Authorization to a licensed Retail Operator for the operation of a specified retail store after a local public notice process (administered by the AGCO), and upon confirmation of meeting certain requirements (e.g. safety and security plans in place)
  3. Issue certain individuals a Cannabis Retail Manager Licence
  4. Conduct compliance and audit processes, including store inspection prior to opening



# Licensing Parameters

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## Licensing Eligibility

- The proposed legislation, if enacted, would establish due diligence requirements and specific eligibility criteria for the issuance of licenses and store authorizations, including financial responsibility and conduct based on the principles of integrity and public interest.
- If legislation is passed, persons operating in contravention of provincial and federal Cannabis legislation would not be eligible to operate a cannabis retail store
- The proposed licensing framework would:
  - Not cap the total number of licenses or authorizations
  - Enable ownership concentration limits for private retailers to be established by regulation in advance of December 2018 following appropriate consultation
  - Prohibit the sale or transfer of licences
  - Permit licensed producers to operate a single store at a single production facility in Ontario, per company, including all affiliates
  - Require authorized retailers to display the cannabis retailer seal and create new offences for false representations as an authorized cannabis retailer.

## Store Operating Parameters & Distance Buffers

- Additional store operating parameters (e.g. store format, security requirements, staff training requirements) would be established by regulation or by AGCO Registrar's standards and requirements subject to additional consultation and before the AGCO begins accepting applications in December 2018
- A distance buffer between private cannabis retail stores and schools would be set through regulation in advance of December 2018 following further consultation with municipalities and key stakeholders



# Municipalities

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- It is proposed that local municipalities would be provided with the opportunity to opt-out of cannabis retail stores in their communities by January 22, 2019
  - Municipalities that opt-out of cannabis retail stores could allow them in the future, but municipalities that do not opt-out of stores by January 22nd, cannot opt-out of them at a later date
- In municipalities that have not opted-out of stores, if a request for a store location authorization request is received, the AGCO would initiate a public notice process in which the affected municipality and the public would have an opportunity to identify any comments within a 15-day period
  - AGCO Registrar would consider any comments raised through this process when making its final decision to grant an authorization for that location
  - MAG will continue to consult with municipalities on the implementation of this process
- Municipalities would not be able to designate cannabis retail as a separate land use from retail generally or create a cannabis retail licensing regime within their jurisdiction



# Municipal Funding

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- The province will provide \$40 million over two years to help municipalities with the implementation costs of recreational cannabis legalization, with each municipality receiving at least \$10,000 in total
- As soon as possible this year, the province would make the first payment to all municipalities on a per household basis, with at least \$5,000 provided to each municipality
- The province would then distribute a second payment following the proposed deadline for municipalities to opt-out, which would be January 22, 2019
  - Municipalities that have not opted-out as of that date would receive funding on a per household basis
  - This funding would support initial costs related to hosting retail storefronts
  - Municipalities that have opted-out would receive only a second \$5,000 each
- The province is considering setting aside a certain portion of the municipal funding in each of 2018-19 and 2019-20 for unforeseen circumstances, and priority would be given to municipalities that have not opted-out
- Finally, if Ontario's portion of the federal excise duty on recreational cannabis over the first two years of legalization exceeds \$100 million, the province will provide 50% of the surplus only to municipalities that have not opted-out as of January 22, 2019



# First Nations

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## On Reserve Delivery Prohibition

- Proposed amendments would require that OCRC implement a prohibition of on-reserve delivery when requested by a First Nation community through a band council resolution

## Retail Store Opt-out & Approval

- First Nations would be able to opt out of private cannabis retail stores by way of band council resolution
  - A First Nation community's ability to prohibit stores on reserve would not be time-limited to accommodate for First Nation election cycles and ongoing community engagement
- A band council resolution would be required to approve a store on reserve before the AGCO issues a retail store authorization

## Agreement with Council of the Band

- The Attorney General would be able to enter into agreements with First Nation communities on a wide scope of legislative components (e.g. minimum age, retail, etc.)



# Places of Use

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- Smoking of cannabis (medical and recreational) would be prohibited in the same places where the smoking of tobacco is prohibited (e.g. enclosed public places, enclosed workplaces, and other specified places)
  - The vaping of cannabis would be captured by existing provisions in the *Smoke-Free Ontario Act, 2017* (not yet in force) that will regulate the use of an electronic cigarette
- All methods of consuming cannabis (e.g. smoking, vaping, ingestion) would be prohibited in vehicles and boats that are being driven or under a person's care or control, subject to certain exceptions that would be prescribed by regulation (e.g. use of medical cannabis edibles by a passenger who is a medical cannabis user)
- Generally speaking, municipalities could pass by-laws further restricting the use of cannabis
- The government's commitment to review rules regarding vapour products prior to implementation of the Act are also included in the bill
  - Rules for the display and promotion of vapour products would be separate from the display and promotion rules for tobacco products and tobacco product accessories:
    - Any seller of vapour products could display and promote products subject to restrictions outlined in the federal *Tobacco and Vaping Product Act*. There would be no additional provincial restrictions
    - Specialty vape stores would be permitted to let customers sample vapour products within the store, subject to certain conditions



# Ontario Cannabis Retail Corporation

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- On October 17<sup>th</sup>, the OCRC will be the exclusive online retailer for legal cannabis in Ontario
  - Consumers 19 and older will be able to purchase cannabis via OCRC's online retail platform
  - Online sales would be implemented in a socially responsible manner, including secure home delivery with age verification at the customer's door, and no packages left unattended at the door
- The OCRC would also be the exclusive wholesaler to future private retail stores
- Proposed changes to the governance structure of the OCRC would result in the agency's board reporting directly to the Minister of Finance rather than operating as a subsidiary of the LCBO
  - This change would better support the mandate of OCRC as Ontario's online retailer and cannabis wholesaler



# Next Steps

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- If legislation is enacted, regulations would be developed to enable the AGCO to accept applications in December 2018
- Municipalities would have the opportunity to opt out of retail stores by January 22, 2019
- The government will continue to consult on further details to enable private retail stores by April 1, 2019







September 26, 2018

Via email: [mayor@merrickville-wolford.ca](mailto:mayor@merrickville-wolford.ca)

Dear Mayor Nash:

I am delighted to announce that the 2018 CP Holiday Train will be making a stop in Merrickville on Wednesday, November 28, 2018.

Thanks to the generous support of great communities like yours, the Holiday Train raised over \$1.5 million and 300,000 pounds of food in 2017, bringing our total to \$14.5 million and 4.3 million pounds of food raised since 1999 to help those in need.

#### **FOOD BANK/SHELF DONATIONS**

As we promote the Holiday Train event in your community, CP will encourage donations be made to the local food bank of your choice. In the past, your chosen organization was Rideau Community Health Service. If this has changed, please let us know by November 1st. We recommend connecting with your chosen food bank as soon as possible. The most successful Holiday Train events are those where a true partnership exists between the food bank and elected officials.

#### **FOOD BANK/SHELF DONATION**

When promoting the event, CP encourages donations be made to the local food bank of your choice. Please let us know no later than November 1<sup>st</sup> what organization you would like to support, so that we can contact them with information to prepare for the event. We recommend connecting with your chosen food bank as soon as possible. The most successful Holiday Train stops are those where a true partnership is present between the food bank and elected officials.

#### **CP HAS HEART**

CP Has Heart is our community investment program aimed at improving the heart health of men, women, and children in communities across North America. Heart disease can affect anyone regardless of age or gender. Nevertheless, it is manageable, and in some cases preventable, with the right proactive measures.

Prevention is key to eliminating the effects of heart disease. One of the ways CP hopes to help is by highlighting the importance of quality nutrition. We encourage those attending the Holiday Train events to either make a monetary donation or donate “heart healthy” food items. Regardless of circumstance, we believe everyone should have access to healthy, nutritious food.

## **HOSTING A SAFE AND FUN EVENT**

Safety is always CP’s top priority. Our goal is to ensure the annual Holiday Train events remain safe and fun. To this end, we ask your municipality to manage any road or crossing blockages related to this event, including by marking a safe perimeter around the length of the Holiday Train for the duration of the show.

We have found that “Do Not Cross” tape can work well for this purpose, although our preference, if possible, is to erect barricades that clearly outline the area. This creates a safe zone for lowering the stage door, getting people on and off the train, and preventing unsafe access through the train. Additionally, police or security presence at nearby crossings can help ensure safe passage for the train through your community.

Members of the CP Police Service will be on hand to help manage crowds, but we appreciate your support – including the involvement of your local law enforcement officials – in ensuring a safe Holiday Train event in your community.

## **SOCIAL MEDIA**

We use social media to invite community members to the event and encourage food bank donations. Please follow us on Facebook, Twitter, and Instagram and share our message with #CPHolidayTrain and #HealthyDonations.

## **EVENT INFORMATION**

We will be in touch within the next few weeks to discuss additional event information, including the exact stop location, event promotion, riding the train, and confirmation that you will be able to join us on stage at this year’s event to help present a donation to your chosen charitable organization.

Your CP contacts for this year’s Holiday Train are Christine Brown and Brenda Land from our Community Relations team. They can be contacted at [Holiday\\_Train@cpr.ca](mailto:Holiday_Train@cpr.ca).

I look forward to your community’s participation in this year’s CP Holiday Train program.

Sincerely,

Nathan Cato  
Director, Government Affairs  
Canadian Pacific

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: October 9, 2018

Moved by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Seconded by: Barr Ireland MacInnis Snowdon Suthren Weedmark

**Be it hereby resolved that:**

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the Sizzling Summer Camp 2018 End of Summer Report as prepared by Charlotte Hitsman, for information purposes.

Carried / Defeated

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



# **Sizzling Summer Camp**

2018 End of Summer report  
Prepared by Charlotte Hitsman (Camp Director)

Table of Contents

Mission Statement ..... 3

Weekly Programming ..... 3

General Daily Schedule ..... 4

Staff Hiring ..... 4

Volunteers ..... 5

Facilities/Services ..... 5

Registration and Enrolment ..... 7

Program Budget and Expenditures ..... 8

Program Successes ..... 8

Program Incidents ..... 9

Recommendations ..... 10

Summary ..... 12

Inventory ..... 12

## **Mission Statement**

Merrickville – Wolford’s Sizzling Summer Camp aims to provide high quality and affordable care for children ages 4 ½ – 12. The program strives to offer daily activities which are safe, engaging and entertaining.

## **Weekly Programming:**

This year Sizzling Summer Camp ran for 8 weeks, from July 3<sup>rd</sup> to August 24<sup>th</sup>, 2018. The camp started at 8:30 every day from Monday to Friday and ended at 4:30 each day. There was an exception for week 1 and week 6 which were only 4-day weeks due to the holidays.

## **The Weekly Themes:**

**Aloha Summer! Week (July 3<sup>rd</sup> to 6<sup>th</sup>)** - Sizzling Summer Camp wants you to help us welcome summer 2018! It has been a long winter and we are all eager for summer weather and activities! We will be playing lots of fun beach and water games and testing out our skills in limbo! We will be getting artistic with some paper plate parrots and other fun beach crafts. We will have lots of fun in the sun as we visit the Merrickville beach for lots of swimming and activities.

**Mad Scientist Week (July 9<sup>th</sup> to 13<sup>th</sup>)** - Campers become the scientists when they join us for Mad Scientist week! We will be doing lots of fun and exciting experiments, along with learning about how things work. There will be a lot of science-based activities and later in the week we will be taking a trip to the newly renovated Science and Technology museum in Ottawa!

**World Cup Week (July 16<sup>th</sup> to 20<sup>th</sup>)** – The World Cup may be coming to an end, but our sports week is just beginning! Join us as we play and learn about all kinds of sports! Our week will include soccer (of course!), basketball, swimming, and lots more! We will be doing sport related crafts and activities as well. Join us for a week of sporty fun!

**Outdoor Explorers Week (July 23<sup>rd</sup> to 27<sup>th</sup>)** – Sizzling Summer camp takes to the outdoors! We are going to explore all the nature all around us. We will be learning important information about the environment we live in and have some fun with it too! We will be enjoying tours around Merrickville and will be taking a trip to Murphy’s Point Provincial Park later in the week and exploring their Mica mine!

**Artistic Creations Week (July 30<sup>th</sup> to August 3<sup>rd</sup>)** – Calling all artists! This week we will be getting on the creative side and taking part in all types of artistic creations! We will be doing lots of fun art projects, taking part in fun music-themed activities and much more! Join us for a week filled with fun creations and artistic activities!

**Animal Planet Week (August 7<sup>th</sup> to 10<sup>th</sup>)** – This week at Sizzling Summer camp is all about animals! We will be learning all about different animals, playing animal themed games and even animal themed crafts! We will be getting a visit from some exciting guests from Little Ray’s Reptiles later on in the week as well! Join us for a cool-creature-filled week!

**Time Travel Week (August 13<sup>th</sup> to 17<sup>th</sup>)** – Sizzling Summer camp is going back in time! We will be visiting a different time period every day this week. We will be going back to the wild west, learning about cowboys, along with visiting the medieval era, and many other time periods as well. We will be having lots of fun with time travel themed games and activities and will even be visiting Upper Canada Village to really get the feel of going back in time!

**Amazing Race Week (August 20<sup>th</sup> to 24<sup>th</sup>)** – Summer has been racing by this year and Sizzling Summer Camp is joining along. Get ready as we break off into teams to complete challenges, perform tasks and race to the end of summer camp. We will be going all around the world (Merrickville) with this adventure, so be prepared for some exciting challenges! Join as we take off with the amazing race and finish summer camp with a fun week of activities.

**Daily Schedule of Activities:**

This following schedule was the template that was followed throughout the entire summer. It gave us a good routine which made it easier for campers and staff to transition into the next activity.

8:30 – 9:00	Arrival and Free Play
9:00 – 9:30	Attendance, Ice Breakers and Circle Games
9:30 – 10:10	Indoor Running Games/Circle Games
10:10 – 10:30	Snack
10:30 – 12:00	Outdoor Games/Activities
12:00 – 12:30	Lunch
12:30 – 2:00	Beach/Water Play/Running Games
2:00 – 2:15	Snack
2:15 – 4:00	Craft/Games
4:00 – 4:30	Indoor Games/Play Structure

This template was still subject to change as time and resources changed.

**Staff Hiring:**

This summer the staff consisted of the Camp Director, and two Camp Assistants. Charlotte, camp director, was hired on April 22<sup>nd</sup>, 2018, after working as a camp assistant last summer. We had multiple applicants this summer, but due to hiring late the first round of applicants turned down the camp assistant position for other jobs. Interviews took place in the months of May and June, which were done by Charlotte and Mary Kate Laphen in the library. We ended up hiring Cathy MacNilage and Ryan Bonfield. They both had family members work for the camp in the past, so they were great candidates as they knew how the camp was run. They were both incredibly fun for the kids and loved playing the games but also were great counsellors and knew how to take charge when they had to.

All staff members received training on Worker Health and Safety awareness, the Code and AODA, as well as First Aid.

The camp director worked from 8:00-4:45 with a 15-minute break throughout the day, and the two camp assistants worked 8:15-4:45 with a 30-minute lunch break throughout the day. This

was a big difference from last year as we did not have breaks last year. We coordinated it so that one camp assistant would go for lunch at 11:30 and get back for 12:00 and then the second camp assistant would get theirs at 12:00, so we always had two counsellors there during the lunch break cycle.

### **Volunteers:**

We were lucky enough to have two volunteers interested in helping out the summer camp for the entire summer! Freddy Simonyi and Michelle Norlock both volunteered their time for 4 weeks each all summer to help us have an extra person to watch the campers, bring to the bathroom, and play games, as well helping to cover staff lunch breaks. I would recommend trying to get volunteers each summer to help with things around the camp.

The volunteers allowed us to go over our capacity for the busy weeks which allowed us to take more campers because we could up our ratio with an extra counsellor figure. The campers loved having the volunteers there and the volunteers have expressed interest in working for the camp in the upcoming summer seasons.

### **Facilities and Services:**

- **Community Centre:** The location for Sizzling Summer camp.
- **Merrickville Public Library:** The summer camp was able to visit the library every week twice a week. We would go on Tuesday and Friday afternoons where the campers could take out books on Tuesday and read them throughout the week. They could also spend time on computers which was a big hit. The library was also a location the camp used when the community centre was booked. It was booked for July 18<sup>th</sup> and 19<sup>th</sup>, along with the entire week prior to the fair which was week 6 for us. The back room in the library was a helpful destination for us.
- **Merrickville Fire Hall:** During the week of the fair and other days that the community centre was booked we had pick up and drop off at the fire hall, which was easy for parents to find and kept traffic away from the fairgrounds during the fair. The firefighters also gave us a tour of the firehall which the campers enjoyed as they could see inside the firetrucks and learn about fire safety.
- **Science and Technology Museum:** Sizzling Summer Camp visited The Science and Technology museum in Ottawa for the day during our Mad Scientist week. We were able to explore the entire museum which included seeing cool trains, the crazy kitchen along with other interactive and interesting exhibits. The campers loved it! It was rather busy the day we went and having one staff member call in sick left us with two counsellors and one volunteer. We had under 30 campers come to the field trip, so we were able to have it within the ratio of 10 campers: 1 counsellor. The volunteer was incredibly helpful and made the day easier having an extra counsellor figure for the campers.
- **Murphy's Point:** We went back to Murphy's point this summer as it was such a hit last year! We loved to see the Mica Mine and finish by swimming at the beach. The campers



loved to get out and enjoyed swimming for the afternoon, along with playing on a huge play structure!

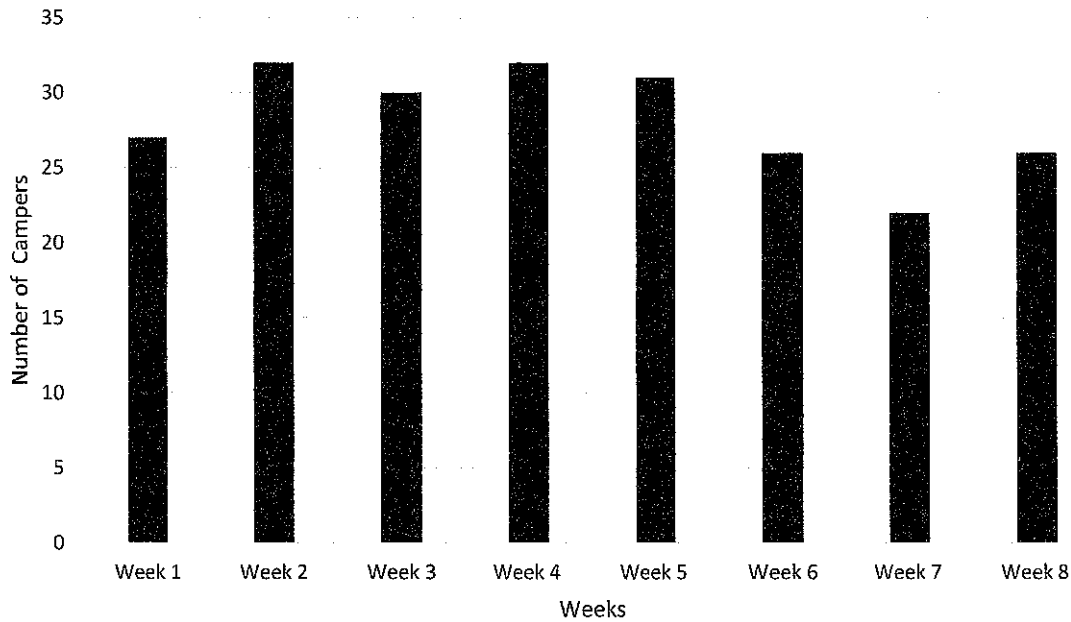
- **Little Ray's Reptiles:** They were able to come to us to put on a show for an hour in the fields on the fairgrounds. The campers absolutely loved seeing all the reptiles and got to touch the majority of them as well! It was very easy to coordinate with Little Ray's Reptiles.
- **Upper Canada Village:** After seeing how fun it was last summer we decided to go back to Upper Canada Village this summer as well. It has so many exhibits which make it easy to spend the whole day there without getting bored, some of the big hits were the miniature train ride and the boat ride. The train ride was an extra \$2 per camper but it was definitely worth it this year as all the campers were asking about it!
- **Mainstreet Restaurant:** On Fridays we would order pizza for \$2 a slice for any camper that brought money in, Mainstreet has partnered with us in the past and knew to cut the pizzas into 10 slices in order to get more slices to make it less expensive.
- **Downtown Ice Cream Shoppe:** During week 7 we went for a trip to the Ice Cream Shoppe in Merrickville where each camper could get one scoop of ice cream of whatever flavor they wanted. This was a really nice way to get out and enjoy a nice treat!
- **Healey Bus lines:** A highly recommended service we used as they had the best pricing and the bus drivers were great! Their dispatcher was very easy to plan with and very accommodating.

**Registration and Enrollment:**

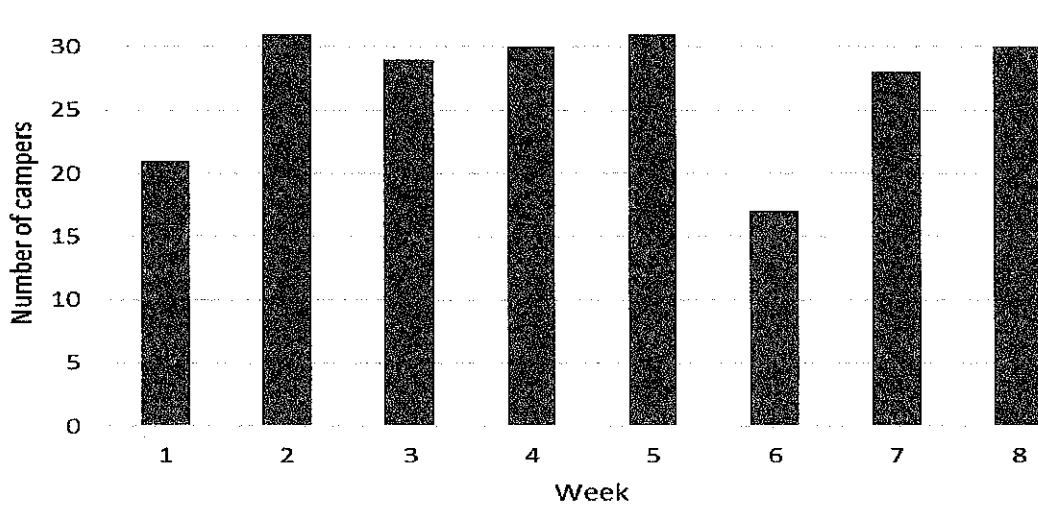
The registration forms were finished by May 30<sup>th</sup> and posted by June 1<sup>st</sup> 2018. The forms were handed out early June to St. Marguerite Bourgeoys, Merrickville Public School, Wolford Public School, along with South Branch Public School and Kemptville Public school.

The graph below shows the enrollment we had for each week this summer in our program.

**2018**



**2017**



The graph shows that we were over capacity for 3 of the weeks, and at capacity for one week. The other weeks were all very close to capacity as well, except for week 7 where it was down to 22 campers that week. This shows that we had very good enrollment, and that it will hopefully continue next year as well. It was said that our goal was about 160 registrants for the program, and we had 223. This is up from last year's number of 217 registrants and definitely surpassed our goal!

It was said last year that their average enrollment was the highest on file since 2009, so this shows that this summer was even higher than that!

### Summer Budget and Expenses:

This summer's budget started off at \$2700. The running budget is as follows.

2018 Budget				
Date	In	Out	Balance	Reason
Start (May 31, 2018)			\$2,700	
May 31st		-1423.8	1276.2	Booking for buses - healey bus lines (\$474.60 per trip)
12-Jun		-32.49		Walmart-supplies
		-20.4		Dollarama-supplies
		-16.15		Dollar tree supplies
			1207.16	
14-Jun		-19.67		Walmart supplies
		-1.7		Dollarama supplies
		-4		bulk barn supplies
		-11.32		Dollar tree supplies
			1,170.47	
17-Jul	\$450			Field Trip week 2
17-Jul		\$350		Field trip- cost
			\$1,270.16	Balance included added money from field trip admission
17-Jul		\$12.53		summer camp supplies- Merrickville Food Market
20-Jul		\$10.48		Summer camp supplies- Merrickville Food Market
26-Jul		\$62.50	\$1,184.65	Murphy's Point admission
26-Jul	\$480			Field trip fee \$15 x 32 campers
			\$1,664.65	
02-Aug		\$11.27		Summer camp supplies-Walmart
09-Aug		\$276.85		Little Ray's Reptile presentation
15-Aug		\$77.00		Downtown Ice Cream Shoppe- Merrickville
16-Aug	\$270			Field trip fee \$15 x 18 campers
16-Aug		\$250.01		Field trip admission- Upper Canada Village, Plus miniature train
17-Aug		\$14.71		Summer Camp supplies-Merrickville Food Market
23-Aug		\$24.73		Summer Camp supplies- Independent
24-Aug		\$395.00		Estimated amount for pizza over the summer, all receipts were given to town hall.
			\$885.00	Due to my computer breaking in the middle of the summer I was unable to add them to the running budget.

We ended the summer with \$885.00 left in the budget.

### **Program Successes:**

This summer had plenty of successes thanks to the hard work of the wonderful staff and along with last year's director Amy Forsythe for making the camp's reputation so amazing!

- **Volunteers:** Having volunteers come to help us during the summer was a very successful part of the program! They were incredibly important and having an extra person there means that more campers can sign up, which lead to us having more registrations.
- **Enrollment numbers:** having the majority of the summer at capacity or above capacity was a giant success for the summer camp this year. Even when the enrollment wasn't at capacity, the numbers were not far off. We did not have a single week this summer with under 20 campers registered!
- **The village:** being able to use all of the parks and resources Merrickville has to offer has been a major success for the summer camp. We have been able to go to Merrickville Public school to use their play structure and open space, St. Marguerite Bourgeoys and their school yard has also been incredibly useful to play with, along with the other playgrounds and the fairgrounds. The locks have also been one of our favourite places to go and eat lunch when we need a change of scenery!
- **Camp Staff:** the entire sizzling summer camp staff had no issues throughout the entire summer. All counsellors got along very well and that was a big part of what made the camp so successful. Since we all had fun with the camp, the campers had more fun as well.
- **Communication:** communication was easy because we always had our phones with us in case of an emergency, making sure that if we were not together we could communicate as quickly and efficiently as possible.
- **First aid course:** With all of us taking the first aid course together, to recertify or to certify, we were all on the same page in case of an emergency. Thanks to the course that was done by Mark Urquhart we had a pocket mask in case of an incident in the water, and a new, fully packed up first aid kit that we brought on every field trip and whenever we were away from the community centre.
- **Flexibility:** this was also a big factor because we were always able to adapt to what the campers wanted to do. We did our best to stick to the schedule, but we were always happy to listen to what the campers liked and what they would enjoy more.
- **Library:** thanks to the library and Mary Kate Laphen we were able to enjoy the library to the fullest this summer. It was always a highlight for the kids to be able to read books, play on the computer and have some downtime from running and playing games.
- **Pizza Friday:** it was also a success as it was an easy way to bring lunch to those who paid for pizza. Mainstreet is a local business who made it easy for us to order from them.

They cut the pizza into 10 slices so we could get more pizza slices so we would not have to order more.

- **Watermelon Wednesday:** was success as well as most kids loved watermelon and thoroughly enjoyed getting a piece at second snack on Wednesday afternoons.

### **Program Incidents:**

- **Mess in Community Centre:** it was brought to our attention that there was a mess in the community centre, especially the bathrooms. It was during the fair that the complaint came. After that we stayed to make sure it was clean and that campers were not being silly in the bathroom. There was also paint peeling on one wall in the community centre. It was peeling before summer camp started but there were times when counsellors did not see the campers peel it off more throughout the summer. That was another complaint that came up and we made sure after that to keep an eye out at all times to make sure campers were not peeling it and to make sure we tell all campers not to peel it away.
- **The beach:** this summer the beach was open only for about 2 weeks of the summer. There were high levels of E. coli bacteria which meant it had to be closed due to the danger of that bacteria. This made water play very difficult as the campers got tired of the slip and slides very quickly and loved playing in the sand and water and having free time at the beach.

### **Recommendations:**

This is a list of recommendations to ensure that success is to be had in the years to come.

- **Budget:** After having money left over in the budget, it shows that we could have either gone on another field trip, or had another entertainer come to us. Field trips are a big part of summer camp and everyone loves to go on them so being able to do one more would make summer camp even more enjoyable!
- **Hiring:** we did have some issues finding camp assistants this summer as we started late and most of whom we interviewed had taken other jobs. Next summer I recommend starting sooner to make sure that we are not scrambling to find counsellors.
- **Volunteers:** I highly recommend having a volunteer to help out next summer. While it is not necessary to have to pay an extra person to be there every single day, having a volunteer to help out on field trips/sick days is very helpful! We were lucky enough to have a volunteer there almost every single day this summer and made it more enjoyable for the staff and the campers!
- **Advertisements:** we were able to have an advertisement in the North Grenville Times this year which helped spread our name to more communities than just Merrickville. I highly recommend doing the same again next year. As for handing out forms, I also

recommend handing them out to all schools in the neighbouring areas as well, going as far as Kemptville can help get many more registrants!

- **Camp staff and Public works:** While we had no issues moving out of the community centre this year, it is still recommended that the camp staff know of bookings in the community centre as soon as possible. We want to make sure it is thoroughly cleaned beforehand so knowing when to be out of the community centre earlier is ideal!
- **Planning time:** As director this year I felt that I had enough time to plan everything and get supplies with the amount of time. I had a 12-week contract and I was able to plan my time on when to work to make sure I had time at the end of the summer to work and get the report and clean up finished. I worked just over three weeks at the beginning of summer to plan and get supplies, so I could still have time left in the contract to work at the end of the summer for the report. I felt as though the 12-week contract was adequate for planning time and all other necessities to get done in that time period.
- **Hats/t-shirts:** I think it would be a good idea to get either matching hats or t-shirts for the campers. We could get around 30 at the beginning of the summer, and use them on field trips/outings as a way to see the entire group in a big crowd. We saw a lot of this from other summer camps at the same field trips as us and we would be able to reuse them each year as they would only be used for when we are away from the community centre and the fairgrounds. It is suggested that we earmark some of the surplus 2018 budget to be used for this purpose next summer.
- **Facebook group/website:** Nowadays since so many people and parents are using social media and the internet I think it would be a good idea to use a website or a Facebook group to keep the parents updated on the weeks or activities or share important news and updates. We would get the consent of the parent before putting their children on any website. The director could spend 10 minutes in the morning before the kids come to camp to give any updates every day or even every week, if enough parents are interested.
- **Feedback survey:** Something that would be a good idea to have is a feedback survey at the end of each week or at the end of the summer to see how the camp went or if they have any recommendations for us to make it more fun or appealing to their children or others as well! This could be done at the beginning of the summer by the director once planning is all finished and could be on online survey or a paper survey handed out to parents.

### **Summary:**

Sizzling Summer Camp 2018 was a giant success this summer and I think we succeeded our goals of keeping everyone safe, happy and entertained throughout the entire summer! The price of summer camp was affordable and was accommodating for parents who work as well. We heard from plenty of parents that they were very thankful for all the hard work we put into the

camp and how much fun their kids/kid had! Many parents told us that they already plan on bringing their kids back to our summer camp next year and that their kids had enjoyed themselves so much! Our program and hard-working staff made this summer as great as it was! The staff was amazing, without the help of the assistants it would not have run as smoothly as it did!

I was incredibly happy and pleased to have been able to work at the summer camp as camp director this summer and believe it was a huge success throughout the entire 8 weeks.

## **Inventory:**

- Blindfolds
- Bandanas
- Iron
- Paper flags
- String
- Mini containers
- Diamond shaped crystals
- White glue
- Blank bookmarks
- Wire
- Googly eyes
- Colourful popsicle sticks
- Muffin liners
- Taggers (yellow and red)
- Canadian flags
- Clothes pins
- Ice tray
- Coffee liners
- Foam bowls
- Clear containers
- Crayons
- Foam sheets
- Cotton balls
- Bead melting trays
- Styrofoam balls
- Tape
- String
- Headbands
- Canvas
- Corkboard
- Stickers
- Construction paper
- Tooth picks
- Jumbo diamonds
- Measuring cups
- Glue guns
- Balloons
- Exacto knives
- Paint
- Hula hoops (2)
- Yarn
- Rice crispies
- Paper plates/cups
- Pom-poms (assorted colours)
- Feathers (assorted colours)
- Vanillas extract
- Baking powder
- Foam sheets
- Flour
- Tin cans
- Borax
- Cornstarch
- Food colouring
- Tissue paper
- Glitter glue
- Ping pong balls
- Glitter
- Straws
- Name tags
- Painted brown Bristol board
- Aluminum foil
- Puzzles



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## VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 18

Date: October 9, 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 approve October 13<sup>th</sup> and October 20<sup>th</sup> as brush amnesty days at the landfill to allow each property a maximum of one half ton truck or 4x8 utility trailer free of charge.

Carried / Defeated

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

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Date: October 9, 2018

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**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

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 receive the Project Update regarding the Drummond, Lewis and St. Patrick Street Rehabilitation, for information purposes.

Carried / Defeated

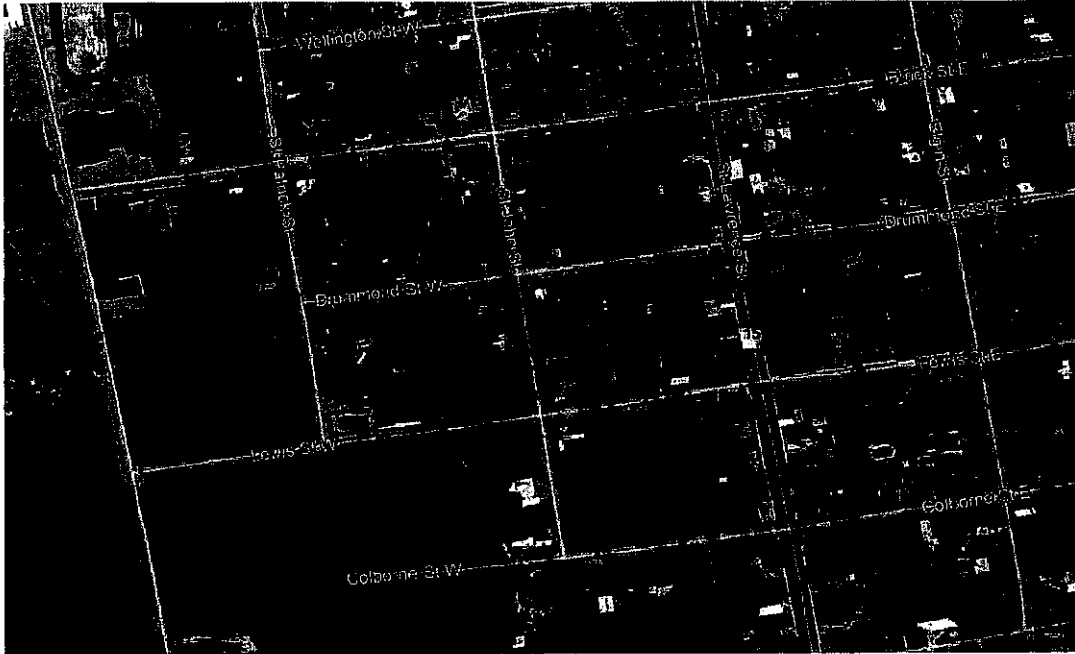
\_\_\_\_\_  
David Nash, Mayor

## THE VILLAGE OF MERRICKVILLE- WOLFORD

### Project Update: Reconstruction of Drummond Street West, Lewis Street West, and St. Patrick Street

The limits of Rehabilitation work include (see map below);

- Drummond Street West from St. Lawrence Street (County Road #15) to St. Patrick Street;
- Lewis Street West from St. Lawrence Street to Read Street;
- St. Patrick Street from Brock Street to Lewis Street;



*Current Status:* The consultant has completed topographical survey and a geotechnical investigation to confirm soil type and rock depth. Existing condition plans have been developed for the surface features and for the underground services. Recommended improvements are being developed for the underground services based on condition and/or capacity deficiencies, and for servicing extensions to areas within the project limits that are not currently serviced.

*Next Steps:* Costs for recommended improvements to the underground services will be developed along with costs for road reinstatement and road improvements (curb and gutter).

A public information session will be held (tentatively scheduled for late November 2018) to provide information on the recommended improvements and to obtain feedback prior to the development of the detailed design construction documents.

*Timing of work:* Design will be completed over the next three months with tendering for construction in February of 2019. Construction will begin in May of 2019 and be completed in and around November 2019. The project has received provincial (and federal) funding. The funding is contingent on completing the work by December 2019.

If you have any comments or concerns that you wish to bring forward please contact Barbra Kimmerle, P.Eng, Jp2g Consultants Inc. Project Manager at 613-828-7800 ext. 232, or email [merrickville@jp2g.com](mailto:merrickville@jp2g.com).

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Suthren	Y	N
Weedmark	Y	N
Nash	Y	N

Resolution Number: R - - 18

Date: October 9, 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 closure of the office on December 24<sup>th</sup>, 27<sup>th</sup>, and 28<sup>th</sup>, and 31<sup>st</sup>, 2018 in addition to the statutory days with the office reopening on Wednesday, January 2, 2019.

Carried / Defeated

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

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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 recognize the Fall Pitch-In event from October 13<sup>th</sup> to October 20<sup>th</sup>, 2018 sponsored by the Environmental Advisory Committee; and

That Council authorize issuing Pitch-In bags from the municipal office; and

That Pitch-In bags will be accepted at no charge at the landfill site from October 13<sup>th</sup> to October 28<sup>th</sup>.

Carried / Defeated

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

### **Notice of Motion re: Baseball Diamond**

Please accept this as a notice of motion to proceed with the expansion of the Merrickville Baseball Diamond infield this fall.

As per the presentation to Council on 10 September 2018 by Mike Seeley of the Seaway Surge Baseball Club, the Club would like to bring a Peewee level team to Merrickville as its home Diamond. To do that the infield needs a further expansion of 10 feet.

This expansion is not part of the 2018 Budget. However there is, according to the attached report, \$26,075.00 sitting in a recreation reserve fund that will more than adequately cover the cost of this expansion.

The previous expansion allowing the league to start using our ball diamond came from community spirited local contractors donating booth labour and materials.

The arrival of the Seaway Surge Club brought financial benefit to the municipality through more visitors purchasing of gas, restaurant meals and shopping.

Allowing the expansion of the Ball Diamond to accommodate the Peewee level team will only increase the financial benefit.

#### ***Baseball Diamond Expansion***

Expanding the baseball diamond was not part of the 2018 budget. The recreation budget does not forecast a surplus. There is \$26,075 in a recreation reserve, but these funds were set aside in 2017 by Council resolution to reimburse municipal residents for surcharges imposed by the Town of Smiths Falls. In addition to not having available funds to pursue this project, reconstructing a baseball diamond requires expertise and other resources that the Village does not have internally.

Alternatively, Mike Seeley of the Seaway Surge Baseball Club, proposed using volunteers to conduct the work and provided the CAO/Clerk with a verbal quote of \$625 on September 12, 2018 for the cost of an unspecified type of "stone". However, no costs or plans for delivery, design or construction were provided. Staff is concerned about the liability associated with volunteers conducting the work given the technical nature of the project and recommend a proper procurement process be undertaken in accordance with the Procurement Policy to protect the municipality from liability, which would require the services of a properly trained, equipped and insured contractor to undertake the work. Should Council wish to proceed, staff recommend this be considered during the 2019 budget process.

<b>DEPARTMENT</b>		<b>ACTION</b>	<b>STATUS</b>	<b>DUE DATE</b>
<b>BUILDING</b>	<b>A.</b>	Report & By-Law re: water/wastewater	Report coming to Council	Oct-17
<b>FINANCE</b>	<b>B.</b>	Review Asset Management Plan	CAO, Treasurer, Public Works, Fire Dept. and OCWA working together	Fall 2017
	<b>C.</b>	Risk Management and invitation to Cowan for presentation		Winter 2017
<b>BY-LAW ENFORCEMENT</b>	<b>D.</b>	Report & By-law re: signage	Report coming to Council	Sept 25th
	<b>E.</b>	Report re: complaint driven vs. proactive enforcement	Report coming to Council	Oct 10th
<b>DEPUTY CLERK</b>				
	<b>F.</b>	Amend procedural by-law	By-Law coming to Council	Oct 10th
	<b>G.</b>	Report re: Heritage Committee	Gathering Information	Oct 10th
<b>PUBLIC WORKS</b>	<b>H.</b>	Risk Assessment with OCWA		Oct 10th

	<b>I.</b>	<b>Report re: Community Centre</b>		<b>Oct 23rd</b>
<b>FIRE</b>	<b>J.</b>	<b>Map of Dry Hydrants</b>	<b>Report coming to Council</b>	<b>Oct 10th</b>



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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 suspend Section 9 of By-law 30-2017 in order to extend the term of all Advisory Committees for three months past the end of the term of Council.

Carried / Defeated

---

David Nash, Mayor

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## VILLAGE OF MERRICKVILLE-WOLFORD

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Snowdon	Y	N
Suthren	Y	N
Weedmark	Y	N
Nash	Y	N

Resolution Number: R - - 18

Date: October 9, 2018

Moved by: Barr Ireland MacInnis Snowdon Suthren Weedmark

Seconded by: Barr Ireland MacInnis Snowdon Suthren Weedmark

**Be it hereby resolved that:** By-law 52-2018, being a by-law to confirm the proceedings of the Council meeting of October 9, 2018, be read a first and second time, and that By-law 52-2018 be read a third and final time and passed.

Carried / Defeated

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

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

**BY-LAW 52-2018**

**BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD AT ITS MEETING HELD ON OCTOBER 9, 2018**

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

AND WHEREAS it is deemed expedient that the proceedings of the Council of the Corporation of the Village of Merrickville-Wolford (hereinafter referred to as "Council") at its meeting held on October 9, 2018 be confirmed and adopted by by-law;

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

1. The proceedings and actions of Council at its meeting held on October 9, 2018 and each recommendation, report, and motion considered by Council at the said meeting, and other actions passed and taken by Council at the said meeting are hereby adopted, ratified and confirmed.
2. The Mayor or his or her designate and the proper officials of the Village of Merrickville-Wolford are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required and, except where otherwise provided, the Mayor and Clerk are hereby directed to execute all documents necessary in that regard, and the Clerk is hereby authorized and directed to affix the Corporate Seal of the Municipality to all such documents.

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

Read a first, second and third time and passed on the 9th day of October, 2018.

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

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

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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 Tuesday, November 13, 2018 at 7:00 p.m., or until the call of the Mayor subject to need.

Carried / Defeated

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