



VILLAGE OF MERRICKVILLE-WOLFORD

**Agenda for Council
Council Chambers**

Regular Council Meeting 7:00 p.m.

Tuesday April 11, 2023

IMPORTANT NOTICE: This meeting will be held in person and will be open to the public in the Council Chambers. It will also be recorded and livestreamed electronically on the “Village of Merrickville-Wolford” YouTube channel accessible by clicking [here](#).

1. **Call to Order**
2. **Disclosure of Pecuniary Interest and the general nature thereof**
3. **Approval of the Agenda**
4. **Minutes** Approval of Minutes of the regular Council meeting of March 27, 2023
Approval of Minutes of the special Council meeting of March 30, 2023
5. **Public Works** Report PW-03-2023: Replacement of Stolen Backhoe Update
Merrickville-Wolford Pitch-In Campaign Notice
Brush Amnesty Extension
6. **Delegations** Barb Tobin – Beth Donovan Hospice
7. **CAO** Forbes Symon, Jp2g Consultants – Site Plan Control Application Report
Mark Lauzon – OCWA Operational Plan for Merrickville Drinking Water System
OCWA 2022 Annual Reports for Merrickville Drinking Water System
Report CAO-03-2023: Committee & Board Recruitment Process Update
8. **Finance** Report FIN-05-2023: 2023 Community Grant Program
Report FIN-06-2023: 2022 Council & Board Remuneration and Expenses
9. **Correspondence** Merrickville Arts Guild: Request for Directional Signage
10. **Notices of Motion** Mayor Cameron re: Blockhouse Museum
11. **Deferred Items** None
12. **Public Question Period to Council**
13. **Next meeting of Council:** Thursday, April 13, 2023 at 6:00 p.m.
14. **Confirming By-Law:** 22-2023 re: Confirm Proceedings of Council meeting of April 11, 2023
15. **Adjournment**

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: April 11, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

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 April 11, 2023 as:

___ circulated.

___ amended.

Carried / Defeated

Michael Cameron, Mayor

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: April 11, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

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 March 27, 2023, as

_____ circulated.

_____ amended.

Carried / Defeated

Michael Cameron, Mayor

The Corporation of the Village of Merrickville-Wolford

Monday, March 27, 2023, 7:00 p.m.

Chaired by: Mayor Michael Cameron
Members of Council: Councillor Anne Barr
Councillor Margaret Gural
Councillor Stephen Ireland
Councillor Ronnie Maitland

Staff in Attendance: Doug Robertson, CAO/Clerk
Julia McCaugherty-Jansman, Deputy Clerk
Brad Cole, Manager, Operations/ Fire Chief
Kirsten Rahm, Manager, Finance/ Treasurer

Guests: Ethan Driedger, Account Executive, eScribe

IMPORTANT NOTICE: This meeting was held in person and was open to the public in the Council Chambers. It was recorded and livestreamed electronically on the “Village of Merrickville-Wolford” YouTube Channel accessible by clicking [here](#).

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

Approval of Agenda

R-097-23 Moved by Councillor Gural, Seconded by Councillor Ireland

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 March 27, 2023, as circulated.

Carried.

Minutes

R-098-23 Moved by Councillor Maitland, Seconded by Councillor Ireland

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 March 13, 2023, as circulated.

Carried.

R-099-23 Moved by Councillor Gural, Seconded by Councillor Ireland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the Minutes of the special Council meeting of March 22, 2023, as circulated.

Carried.

The Declaration of Office was administered by CAO/Clerk Doug Robertson for: Anne Barr, Councillor – Merrickville Ward.

Finance

R-100-23 Moved by Councillor Barr, Seconded by Councillor Gural

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby direct staff to schedule a special meeting to finalize the review of the 2023 Operating and Capital Budget.

Note: The resolution was amended to include the date of March 30, 2023 at 6:00 p.m. as the next scheduled working budget meeting.

Carried as amended.

CAO

R-101-23 Moved by Councillor Maitland, Seconded by Councillor Gural

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby

receive the eScribe demonstration and proposal from Ethan Driedger, eScribe, for information purposes; and

That Council does hereby direct staff to purchase the eScribe software as outlined in the proposal and authorizes the CAO/Clerk to execute the corresponding agreement subject to satisfactory legal review and any changes required by the Village's lawyer.

Note: *The resolution was amended to direct staff to execute the corresponding agreement for a three (3) year subscription.*

Carried as amended.

R-102-23 Moved by Councillor Maitland, Seconded by Councillor Gural

Be it hereby resolved that:

WHEREAS Section 2.3 (a) of the Procedure By-law 30-17 states: "In the absence of the Mayor, the Deputy Mayor shall preside at meetings.", and Section 2.3 (b) states: "The Clerk shall prepare a resolution for the first regular meeting of Council following a regular election to appoint a Deputy Mayor from the Members of Council, not including the Mayor, who reside/own property in the ward that the Mayor does not reside in, to act in the absence of the Mayor for the duration of the term";

AND WHEREAS at the regular meeting on November 28, 2022, Council approved the appointment of Councillor Mark Oldfield to Deputy Mayor via Resolution R-305-22;

AND WHEREAS Mark Oldfield resigned from his seat on Council on January 25, 2023;

AND WHEREAS the position of Deputy Mayor is currently vacant;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Village of Merrickville-Wolford does hereby appoint Anne Barr as the Deputy Mayor for the remainder of the 2022-2026 term of Council.

Carried.

R-103-23 Moved by Councillor Gural, Seconded by Councillor Ireland

Be it hereby resolved that:

By-law 20-2023, being a by-law to repeal and replace By-law 49-2022, being a by-law to appoint an alternate member to the Council of the United Counties of Leeds and Grenville during the absence of the Mayor, be read a first and second time, and that By-law 20-2023 be read a third and final time and passed.

Carried.

Correspondence

R-104-23 Moved by Councillor Barr, Seconded by Councillor Ireland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from the St. Michael High School Graduation Committee; and

That Council does hereby approve the Village of Merrickville-Wolford graduation bursary in the amount of \$135.00

Carried.

Public Works

R-105-23 Moved by Councillor Maitland, Seconded by Councillor Gural

Be it hereby resolved that:

Council receive report PW-02-2023, being an information report for the replacement of the 2011 John Deere 301 SJ backhoe that was stolen on March 8, 2023; and

That Council direct staff to work with the insurance company to replace the stolen backhoe with the purchase of the 2023 John Deere 301 SL backhoe from Brant Tractor for the sum of \$216,000 plus tax.

Carried.

R-106-23

Moved by Councillor Barr, Seconded by Councillor Ireland

Be it hereby resolved that:

WHEREAS the Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from Danny Crossman, Producer, Kolo Productions Inc., regarding the plans to film scenes for a World War 2 film in Merrickville on the weekend of May 27-28, 2023;

AND WHEREAS the request requires approval to waive the Village of Merrickville-Wolford Noise By-law 23-03 for night filming on May 27 and May 28;

AND WHEREAS the request requires approval to allow for specific road closures as indicated in the provided correspondence to allow for filming scenes;

AND WHEREAS the request requires the approval of restriction of on-street parking between 8:00 p.m. and 8:00 a.m. on May 27 and May 28 at the following locations:

- Main Street W between Mill Street and St. Patrick Street;
- Elgin Street between Main Street E and Wellington Street E; and
- Church Street between Main Street E and Wellington Street E;

NOW THEREFORE BE IT RESOLVED THAT Council hereby approve the Manager, Operations/Fire Chief to work with Kolo Productions Inc. to ensure compliance with all municipal regulations and policies as requested for filming the proposed World War II film in Merrickville on the weekend of May 27-28;

AND BE IT ALSO RESOLVED THAT Council does hereby approve the request to waive the Noise By-law 23-03 for the requested dates of May 27 and 28;

AND BE IT ALSO RESOLVED THAT Council does hereby approve staff to work with Kolo Productions Inc. to get the required information and mapping for the allowance of road closures for the purpose of filming at the specified locations as included in the request;

AND BE IT ALSO RESOLVED THAT Council does hereby approve the restriction of on-street parking between 8:00 p.m. and 8:00 a.m. on May 27 and May 28 at the specified locations as included in the request.

Carried.

Notices of Motion

None.

Deferred Items

None.

Public Question Period to Council

Donna Daw, 406 Brock Street East, asked questions pertaining to the cyber security and protection of data of the eScribe platform.

Confirming By-Law**R-107-23**

Moved by Councillor Maitland, Seconded by Councillor Gural

Be it hereby resolved that:

By-law 19-2023, being a by-law to confirm the proceedings of the regular Council meeting of March 27, 2023, be read a first and second time, and that By-law 19-2023 be read a third and final time and passed.

Carried.

Adjournment

R-108-23

Moved by Councillor Barr, Seconded by Councillor Maitland

Be it hereby resolved that:

This regular meeting of the Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at 8:40 p.m. until the next meeting of Council on Tuesday, April 11, 2023 or until the call of the Mayor subject to need.

Carried.

Michael Cameron, Mayor

Doug Robertson, CAO/Clerk

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: April 11, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby approve the Minutes of the special Council meeting of March 30, 2023, as

_____ circulated.

_____ amended.

Carried / Defeated

Michael Cameron, Mayor

The Corporation of the Village of Merrickville-Wolford

Thursday, March 30, 2023, 6:00 p.m.

Chaired by: Mayor Michael Cameron
Members of Council: Councillor Anne Barr
Councillor Margaret Gural
Councillor Stephen Ireland
Councillor Ronnie Maitland

Staff in Attendance: Doug Robertson, CAO/Clerk
Kirsten Rahm, Treasurer/Manager, Finance
Brad Cole, Manager, Operations/ Fire Chief

IMPORTANT NOTICE: This meeting was a special working meeting of Council and was held in person in Council Chambers and the public was welcome to observe. It was also recorded and livestreamed electronically on the "Village of Merrickville-Wolford" YouTube Channel accessible by clicking [here](#).

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

Approval of Agenda

R-109-23 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 approve the agenda of the special Council meeting of March 30, 2023, as amended.

Carried as amended.

Note: The agenda was amended to include an In-Camera Session directly following the Finance section, and to move the review of the 2023 Budget to follow the Tandem Plow Truck Tender business item.

Finance

R-110-23 Moved by Councillor Maitland, Seconded by Councillor Gural

Be it hereby resolved that:

WHEREAS Council has directed staff to identify potential funding sources which will be attributed to gravel road improvements in Merrickville-Wolford;

AND WHEREAS Council did not direct staff to remove the \$10,000 line item for the Gravel Road Needs Study from the draft Capital Budget provided to Council on March 22, 2023;

AND WHEREAS the ability to conduct the Study is time-dependent;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the Gravel Road Needs Study proposal dated March 24, 2023 from Michael Fadock, Senior Project Manager/Civil Engineer, Jp2g Consultants Inc., for information purposes;

AND BE IT ALSO RESOLVED THAT Council does hereby direct the CAO/Clerk to sign and accept the terms of the proposal and the Conditions of Assignment, and to proceed with the Study as outlined in the proposal.

Carried.

R-111-23 Moved by Deputy Mayor Barr, Seconded by Councillor Gural

Be it hereby resolved that:

WHEREAS Council has directed staff to bring back a proposal to do a Development Charges or Impost By-Law Study;

AND WHEREAS Council did not direct staff to remove the \$30,000 line item for the Development Charges and Impost By-Law Study from the draft Capital Budget provided to Council on March 22, 2023;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the proposal dated March 22, 2023 from Peter Simcisko, Managing Partner of Watson & Associates., for information purposes;

AND BE IT ALSO RESOLVED THAT Council does hereby direct the CAO/Clerk to accept the proposal, and to proceed with conducting the Study as outlined in the proposal.
Carried.

R-112-23 Moved by Councillor Maitland, Seconded by Deputy Mayor Barr

Be it hereby resolved that:

WHEREAS staff issued Request for Tender 2023-01 for the supply of one (1) tandem plow truck budgeted for \$280,000 in 2022;

AND WHEREAS two (2) bids were received, the least expensive being submitted by Cornwall Freightliner at \$359,407.00 plus the Village's share of HST;

AND WHEREAS this bid is over budget by \$85,733;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the tender bids for information purposes;

AND BE IT ALSO RESOLVED THAT Council does hereby direct staff to proceed with the purchase of the vehicle from Cornwall Freightliner and to transfer the funds from the appropriate reserve.

Defeated.

Council reviewed the 2023 Draft Budget.

In-Camera

R-113-23 Moved by Councillor Ireland, Seconded by Deputy Mayor Barr

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford moves to an "In-Camera" at 9:07 p.m. in order to address matters pertaining to:

1. Personal matters about an identifiable individual, including municipal or local board employees; and
2. A trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization.

Carried.

Rise and Report

R-114-23 Moved by Councillor Maitland, Seconded by Councillor Gural

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby rise and report from the "In-Camera" session of the special Council meeting, with staff being given direction at 10:05 p.m.

Carried.

R-115-23 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 direct the Manager, Operations to proceed with hiring the contractor for the road project as a sole source as discussed In-Camera on March 30, 2023.

Carried.

R-116-23 Moved by Councilor Gural, Seconded by Councillor Ireland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby direct the CAO/Clerk to make the organizational changes as discussed In-Camera on March 30, 2023.

Carried.

Confirming By-Law

R-117-23 Moved by Councillor Maitland, Seconded by Councillor Gural

Be it hereby resolved that:

By-law 21-2023, being a by-law to confirm the proceedings of the special Council meeting of March 30, 2023, be read a first and second time, and that By-law 21-2023 be read a third and final time and passed.

Carried.

Adjournment

R-118-23 Moved by Councillor Gural, Seconded by Deputy Mayor Barr

Be it hereby resolved that:

This special meeting of the Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at 10:10 p.m. until the next meeting of Council on Tuesday, April 11, 2023 or until the call of the Mayor subject to need.

Carried.

Michael Cameron, Mayor

Doug Robertson, CAO/Clerk

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: April 11, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

Be it hereby resolved that:

Council receive report PW-03-2023, being an information report to explain a purchasing issue that has been brought to staff's attention and rectified by the supplier; and

That Council approves Report PW-03-2023 and directs staff to purchase the 2023 John Deere 320P for the sum of \$216,000 plus tax from Brant Tractor instead of the 2023 310 SL that is no longer available and to negotiate an appropriate delivery date as necessary; and

That Council approves the rental of a used machine at \$2500/month to be recovered from the municipality's insurer until the delivery date for the new 2023 John Deere 320P.

Carried / Defeated

Michael Cameron, Mayor



Village of Merrickville-Wolford

Report PW-03-2023
Public Works Department
Date to Council: April 11, 2023
Information Report to Council

RE: Replacement of stolen backhoe update

OBJECTIVE: To provide Council with an update report to explain an issue with the process of the purchase of the backhoe and to get direction on a new option given to staff.

RECOMMENDATION:

THAT: Council receive Report PW-03-2023, being an information report to explain a purchasing issue that has been brought to staff's attention and rectified by the supplier; and

THAT: Council approves Report PW-03-2023 and directs staff to purchase the 2023 John Deere 320P for the sum of \$216,000 plus tax from Brant Tractor instead of the 2023 310 SL that is no longer available and to negotiate an appropriate delivery date as necessary; and,

THAT: Council approves the rental of a used machine at \$2500/month to be recovered from the municipality's insurer until the delivery date for the new 2023 John Deere 320P.

BACKGROUND:

On March 27, 2023, Council directed staff to move forward with the purchase of the 2023 John Deere 310SL backhoe from Brant Tractor in Ottawa for the sum of \$216,000 plus taxes to replace the stolen machine. It was brought to staff's attention by the supplier that the machine the Municipality had on hold was sold by another member of their staff without their senior management knowing. The supplier has offered to supply a new upgraded machine to the Municipality to compensate for the loss of the previous one that was supported by Council for the same cost as the previous one offered at \$216,000.

ANALYSIS:

The New machine being offered by Brant is a 320P machine and will feature an upgraded sub frame and stronger hydraulics allowing it to lift more weight and will be a stronger machine than the one previously offered. The new offered machine is the heavy-duty model for 2023.

The 320P model will not be available until August of 2023 and there is a need to rent a machine from Brant for the duration of time between now and delivery of the new one. They have offered to rent a used machine to us for half the cost it would normally be (\$2500) per month until August. Staff have spoken with the insurance company, and they have approved with the purchase of the new model and agreed to cover the cost of the rental unit until the new one arrives if council gives direction to move forward.

It is the recommendation of the insurance company to replace the stolen machine with a brand-new machine as our policy allows for full replacement value with the only change in the policy being the additional coverage of the new machine.

Conclusion

Staff recommend that Council move forward with the purchase of the new John Deere 320P model backhoe from Brant tractor to be delivered in August and to rent the used 315SL machine until delivery of the new one. It is also the recommendation of the Municipal insurance provider to proceed this way.

BUDGET/LEGAL IMPLICATIONS:

The budget implication to the 2023 budget would be the change in the insurance policy of \$561 annually to insure the higher value machine. There will be no impact from the rental as it is part of the insurance policy coverage.

LINKS TO STRATEGIC PLANS:

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

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

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

ATTACHMENTS:

None

Submitted by:



Brad Cole, Manager, Operations

Approved by:



Doug Robertson, CAO/Clerk

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: April 11, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the notice for the 2023 Pitch-In Campaign for information purposes.

Carried / Defeated

Michael Cameron, Mayor



Merrickville-Wolford Pitch-In Campaign April 17- 23, 2023

Let's All Pitch-In and Clean up
the roads, streets, and ditches of
Merrickville-Wolford

YELLOW pitch in garbage bags &
CLEAR recycling bags
from Pitch-In Canada will be
available at the Municipal Office
during regular office hours,
8:30 a.m. to 4:30 p.m.
April 17- 23, 2023



All recyclables go in the clear bags
plastics and glass in one and fibers in another.

Full Pitch-In bags will be accepted at our Landfill on
Wednesday April 19th from 8-5 pm and Saturday April 23,
from 8- 5pm.

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: April 11, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

Be it hereby resolved that:

WHEREAS a severe weather event with extensive freezing rain and rain occurred on Wednesday, April 5th, 2023 resulting in significant downed trees and broken branches within the municipality;

AND WHEREAS brush amnesty days were previously approved by Council for Saturday, April 8th and Saturday, April 15th, allowing residents to deposit one half-ton truck or one 4x8 utility trailer load at no charge;

AND WHEREAS there is expected to be a large need from residents over the coming two weeks to deposit increased amounts of brush;

NOW THEREFORE BE IT RESOLVED THAT Council does hereby direct staff to add an additional brush amnesty day on Saturday, April 22nd, and to double the allowable load capacity deposited by residents on the Brush Amnesty days on April 15th and April 22nd.

Carried / Defeated

Michael Cameron, Mayor

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: April 11, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the delegation of Barb Tobin, Beth Donovan Hospice, regarding the programs that Beth Donovan Hospice offers to the residents of Merrickville-Wolford, for information purposes.

Carried / Defeated

Michael Cameron, Mayor



www.bethdonovanhospice.ca

Your Community Hospice





Welcome to

 BETH DONOVAN
HOSPICE

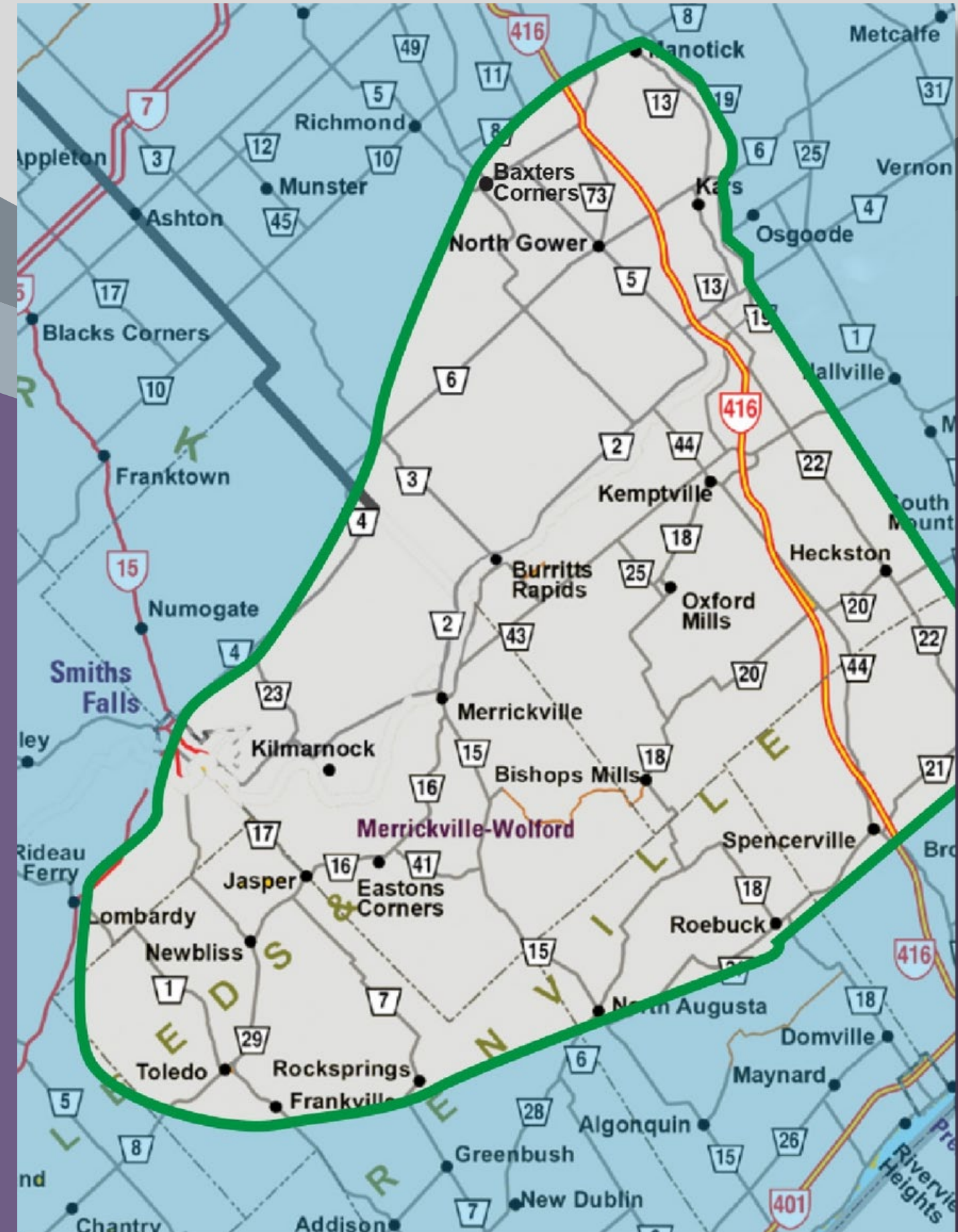
A local, charitable organization serving
Kemptville, Merrickville, North Gower,
Spencerville and beyond.

We provide support and professional care to
individuals and their families as they journey through
the challenges of life-limiting illnesses and end-of-life
transitions and bereavement.

Our Catchment

We have been serving North Grenville,
Merrickville-Wolford and surrounding
rural areas for 30 years!

- Oxford Mills
- Spencerville
- Merrickville
- Kemptville
- North Gower
- Manotick
- Smiths Falls
- Jasper



Our History



1993

The Hospice began at St. Ann Roman Catholic Church in Merrickville



1994

Beth McGrath RN (later Donovan) became the coordinator of volunteers, and implemented the first volunteer training program



1993-1996

Holy Trinity Church in Merrickville provided free office space for the Hospice



1997

the Hospice had its own rented space in Kemptville, with a registered name, seal, and increased provincial funding.



2009

Level one accreditation was achieved.



2015- Today

BDH moved to larger quarters and offers Day Hospice, Home Visiting, Spiritual Care, Equipment Lending, Grief Counselling, Bereavement Groups and more.



Our Mission

Bringing Hope and Healing through
compassionate support and end of life care

Our Vision

Embracing Life





We Serve

All members of the community who have a life-limiting illness and their families and care teams.

Any member of the community who is newly bereaved

A terminal diagnosis is NOT an exclusive criteria to be involved with the hospice.



BETH DONOVAN
HOSPICE

Anyone Can Make a Referral





BETH DONOVAN
HOSPICE

Our
Programs &
Services



In - Home Visiting



In - Home Visiting Can Provide:

- Companionship
- Reading
- Aiding in journaling/memoirs
- Playing games
- Going on walks or outings
- Preparing light meals or snacks.

Trained volunteers match with clients and families to provide emotional support, companionship and some respite to family caregivers.

Day Hospice

Come for a Day Away!

*Objective: Provide support to clients
and respite for caregivers.*

Run by the Hospice Nurse and a team of trained volunteers

Includes:

- Home cooked meals
- Peer support
- A chance to socialize
- Provides a day out in a safe environment
- A variety of activities: yoga, meditation, therapeutic art, massage, music, and field trips

Every Thursday 10 am-3pm
Transportation is available if required.





Equipment Lending

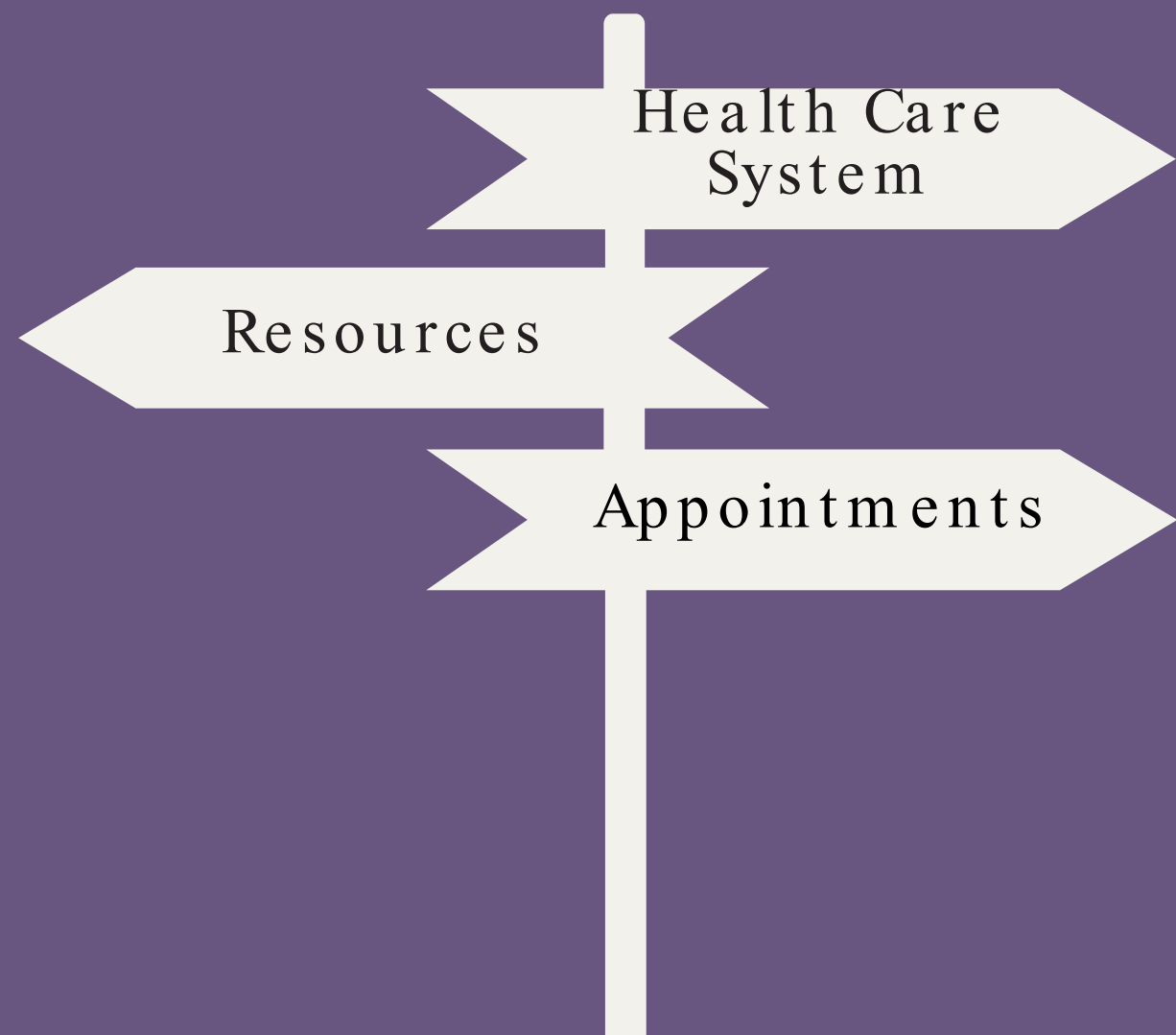


Resource Library



Health Care Navigation & Advocacy

Pain and Symptom Management



Provide teaching
and suggestions
regarding
management of
pain and symptoms

Bereavement Programs



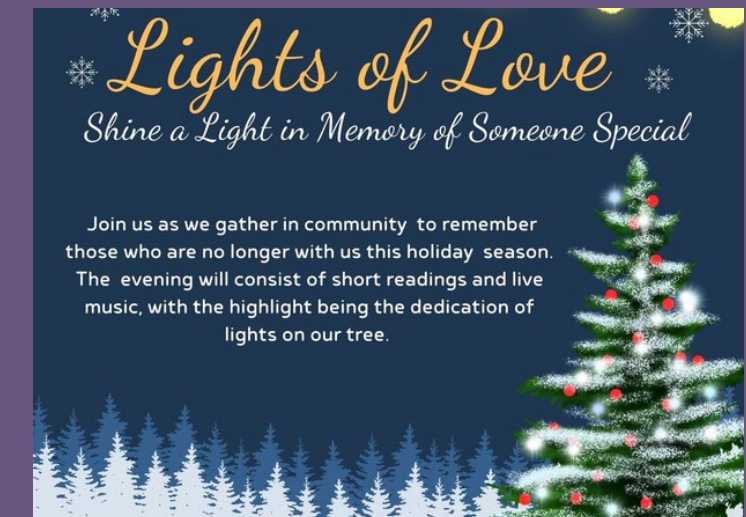
Counselling Services

- Group, individual, couple, and family
- Complicated grief and traumatic loss
- Spiritual care program



Peer Support

- Bereavement Volunteers
- Bereavement coffee



Community Support

- Commemorative Events
- Healing Garden
- Death Cafe



Network of Support

Caregiver Coffee

Support & Share

Therapeutic Art

Guided Journaling

Advance Care Planning

Educational Seminars



All our services are
FREE of CHARGE



Ways You Can Help BDH

Hold a Fundraising Event

Volunteer

Make a Referral

Share on Social Media

Donations of gifts-in-kind

Donations of medical
equipment

Financial Donations are always
appreciated

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: April 11, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive Courtesy Report – Site Plan Control Application (Moderna Homes) from Forbes Symon, Senior Planner for Jp2g Consultants Inc., dated April 6, 2023, for information purposes.

Carried / Defeated

Michael Cameron, Mayor

April 6, 2023

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

Attention: Doug Robertson, CAO/Clerk

Dear Mr. Robertson:

**Re: Courtesy Report – Site Plan Control Application (Moderna Homes)
Lots 1, 2, 7, 8, 9 & 10 And Part Of Lots 3, 4, 5 & 6, All In Block 24, Registered
Plan 6, Village of Merrickville, Village of Merrickville Wolford**

The following report is intended to provide an update to Council on the status of the Lewis Street Townhouse development by Moderna Homes (Appendix A – Location Map). No action is required by Council, as this is exclusively a site plan control issue. Over the past few years Village staff have been working with the developer to realize a 14-unit townhouse development located on the north side of Lewis Street, directly east of Read Street.

The project has been subject to extensive planning and engineering assessment and is in the final stages of review and will likely receive conditional site plan approval in the coming weeks, once the latest revisions have been received and endorsed.

This report is presented to Council as a courtesy understanding that Council no longer has the site plan control approval authority. This is a significant development for the Village and it is appropriate that Council appreciates the nature of the development proposal.

1.0 NATURE OF PROPOSAL

The Village has received a site plan application from Moderna Homes Design Inc to construct a 14 townhouse units on lands at the western end of Lewis Street. The development is proposed to consist of one 6-unit block of townhouses and two 4-unit blocks of townhouses (Appendix B – Site Plan). The development is to proceed with municipal sewer and water services. It is understood that the balance of the lands to the north will be developed at some time in the future.

It is proposed that the individual townhouse units be placed on separate and distinct lots which are proposed to be created through the “Part Lot Control” process which is similar to the consent process but does not involve any public notification.

The subject property is currently zoned “Residential Type Two – Exception 1 (R2-1)” which was established by the site-specific Zoning By-law Amendment #22-10 passed in 2013. The special exception established a 4 m front yard setback. It should be noted that the site plan establishes a 5.5 m front yard setback. The individual lots are designed and intended to comply with the R2-1 zone provisions.

As part of the site plan review process staff have reviewed and assessed the following:



- Stormwater Management Report Proposed 14 Townhouses, prepared for Moderna Homes Design Inc., By Advance Engineering, dated August 16, 2021;
- Site Servicing Report Proposed 14 Townhouses, prepared for Moderna Homes Design Inc., By Advance Engineering, dated August 13, 2021
- New Townhomes Model by Parrae Design Build, prepared for Moderna Homes Design, dated September 29, 2021

In addition, there has been a review of the site plan, site servicing plan, site grading and drainage plan, erosion and sediment control plan, and landscape. It is worth noting that the development will proceed on full services that will be extended along Lewis Street, resulting in significant disruption to the street during the sewer/water construction phase of the project.

The original submission has been critically assessed and comments have been provided to the proponent how has subsequently revised their drawings.

The development is deemed to conform to the Village's Official Plan. The development is in compliance with the R2-1 zone that applies to the lands.

The development was allocated servicing capacity to support the 14 unit townhouse development at the time the zoning was established on the property.

The development is required to be subject of a site plan control agreement, along with the required securities to ensure the public and private aspects of the development are done according to the approved drawings. This agreement will be registered on the title of the lands.

All of which is respectfully submitted.

Sincerely,
Jp2g Consultants Inc.
ENGINEERS ▪ PLANNERS ▪ PROJECT MANAGERS

A handwritten signature in black ink, appearing to read 'F. Symon', with a long, horizontal flourish extending to the right.

Forbes Symon, MCIP, RPP
Senior Planner



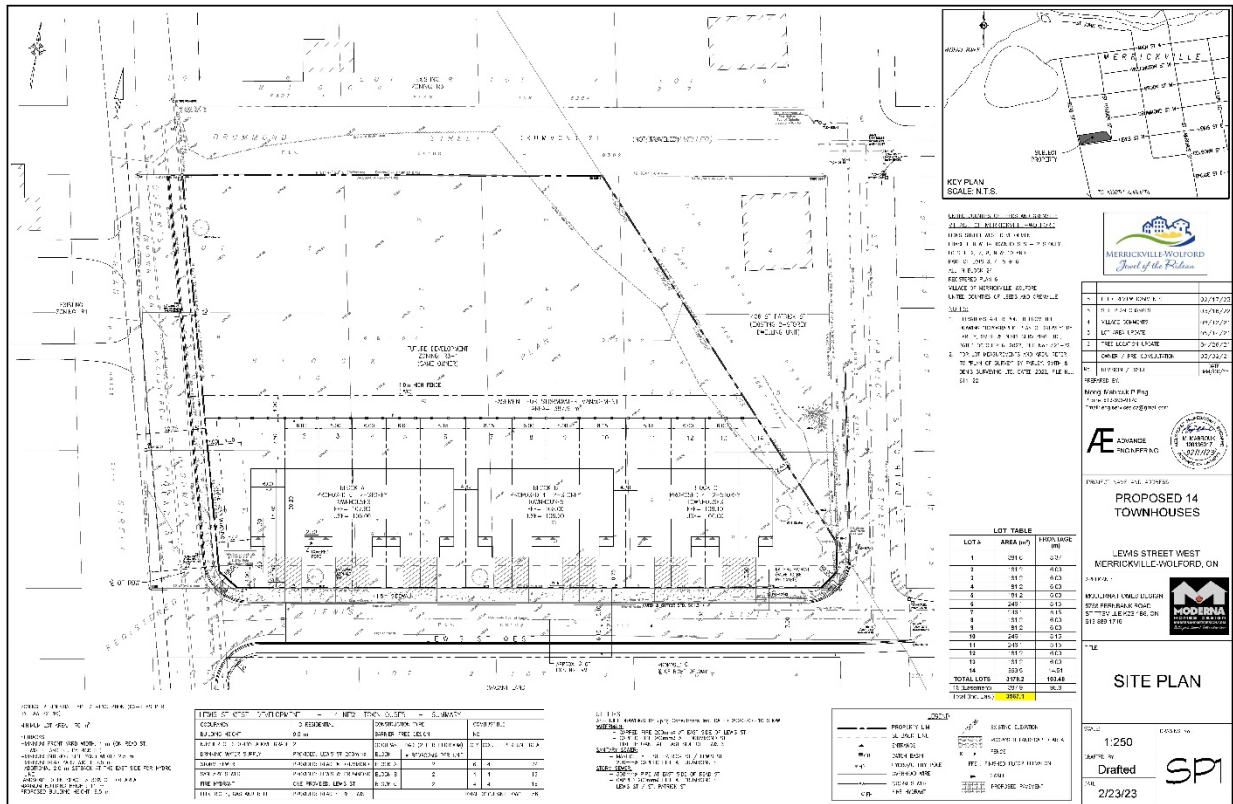
Appendix A – Location Map



Subject Property



Appendix B – Proposed Site Plan



Resolution Number: R - - 23

Date: April 11, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive for information purposes and endorse the Operational Plan presentation for the Merrickville Drinking Water System from Ontario Clean Water Agency (OCWA); and

THAT Council does hereby direct the CAO/Clerk and the Mayor to sign the plan.

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Carried / Defeated

Michael Cameron, Mayor

Resolution Number: R - - 23

Date: April 11, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the Annual Reports for 2022 from Ontario Clean Water Agency (OCWA), for information purposes.

Carried / Defeated

Michael Cameron, Mayor

For Clerk's use only, if required:		
Recorded Vote Requested By:		
Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Merrickville Drinking Water System

Waterworks # 220001227
System Category – Large Municipal Residential

Annual Water Report

Prepared For: Village of Merrickville-Wolford

Reporting Period of January 1st – December 31st 2022

Issued: February 21, 2023

Revision: 0

Operating Authority:



This report has been prepared to satisfy the annual reporting requirements in O.Reg 170/03 Section 11 and Schedule 22

Table of Contents

Annual Water Report	1
Revision History	1
Report Availability	1
Compliance Report Card	1
System Process Description	2
Raw Source	2
Treatment	2
Distribution	2
Summary of Non-Compliance	3
Adverse Water Quality Incidents.....	3
Non-Compliance	3
Non-Compliance Identified in a Ministry Inspection:.....	3
Flows	3
Raw Water Flows	3
Treated Water Flows	6
Regulatory Sample Results Summary	7
Microbiological Testing.....	7
Operational Testing	7
Inorganic Parameters	8
Organic Parameters	9
Additional Legislated Samples	10
Major Maintenance Summary	10
Distribution Maintenance.....	10
WTRS Data and Submission Confirmation	A

Revision History

Date	Revision #	Revision Notes
February 21, 2023	0	Annual report issued

Report Availability

This system does not serve more than 10,000 residence and the annual reports will be available to users at The Village of Merrickville-Wolford Office. Notification will be at the Municipal Office and copies provided free of charge if requested. The Village of Merrickville-Wolford is located at: 317 Brock St. W. PO Box 340, Merrickville, Ontario K0G 1N0.

Compliance Report Card

Compliance Event	# of Events
Ministry of Environment Inspections	<ul style="list-style-type: none"> - 1 Ministry inspection on May 18th, 2022 - Final Inspection Rating: 96.57% - HAA/THM samples were missed in Q3 of 2021
Ministry of Labour Inspections	<ul style="list-style-type: none"> - No Ministry of Labour Inspections in 2022
QEMS External Audit	<ul style="list-style-type: none"> - 1 QMS Audit on November 25th, 2022 - 2 Minor OFI's noted <ul style="list-style-type: none"> o Operational Plan needs to be available on the Municipal Website, as well as reference to OCWA's QEMS Policy o Advising Municipality to make the Annual Report available/easily accessible to the public
AWQI's/BWA	<ul style="list-style-type: none"> - 1 AWQI referenced in Summary of Non-Compliance section - 1 Precautionary BWA referenced in Summary of Non-Compliance Section
Non-Compliance	<ul style="list-style-type: none"> - No Non-Compliances in 2022
Community Complaints	<ul style="list-style-type: none"> - 1 Community complaint due to a service leak
Spills	<ul style="list-style-type: none"> - No spills in 2022
Watermain Breaks	<ul style="list-style-type: none"> - 2 watermain breaks referenced under Distribution Maintenance

System Process Description

Raw Source

Well 1 is located on the north side of Main Street East approximately 60 metres east of St. Lawrence Street. Well 1 consists of a 35 meter deep drilled groundwater production well, equipped with a submersible deep well pump, with a discharge pipe connecting to a well pump header in the main pump house described below, including a vented watertight galvanized steel enclosure over the wellhead.

Well 2 is located on the north side of Main Street East approximately 60 metres east of St. Lawrence Street. Well 2 consists of a 49 meter deep drilled groundwater production well, equipped with a submersible deep well pump, with a discharge pipe connecting to the Clearwell in the main pump house described below, including a vented watertight galvanized steel enclosure over the wellhead.

Well 4 is located on the north side of Main Street East approximately 85 metres east of St. Lawrence Street. Well 4 consists of a 50 meter deep drilled groundwater production well, equipped with a submersible deep well pump, connecting to a pipe discharging to the Clearwell in the main pump house described below, including a vented watertight galvanized steel enclosure over the wellhead.

The Main Pump house is comprised of a building located at the site of Well 1, housing treatment, pumping and control equipment, including a pump header and appurtenances including a flow meter, discharging into a dual celled Clearwell described below; two centrifugal high lift pumps, one duty pump and one standby pump connected to the pumping station discharge main; and one centrifugal fire pump.

The Clearwell consists of two cells located below and extending behind the main pump house. Clearwell Cell Number 1 is un-baffled, and has a storage volume of 590 cubic meters (m³). Clearwell Cell 2 is baffled and has a storage volume of 141 m³.

Treatment

Disinfection is provided using sodium hypochlorite (a liquid form of chlorine) injected into the Clearwell reservoir. One sodium hypochlorite feed system injects sodium hypochlorite solution into the raw water discharge line of Well 1. The second chemical metering system is located in Well House 4 and injects sodium hypochlorite solution into the common raw water discharge line of Wells 2 and 4.

Treatment Chemicals used during the reporting year:

Chemical Name	Use	Supplier
Sodium Hypochlorite	Disinfection	Brenntag

Distribution

The pressure for the distribution system is maintained by the high lift pumps at the main pump house. There is approximately 8 km of water distribution mains with water service connections, hydrants, valves and manual blow-offs.

Summary of Non-Compliance

Adverse Water Quality Incidents

Date	AWQI #	Location	Problem	Details	Legislation	Corrective Action Taken
11/24 /2022	160771	Colborne St W	Loss of pressure	Planned loss of pressure due to new watermain installation	Reg 170	Follow direction of Health Unit. OCWA issued Precautionary Boil Water Advisory. Advisory lifted once acceptable lab results were received on November 28, 2022

Non-Compliance

Legislation	requirement(s) system failed to meet	duration of the failure (i.e. date(s))	Corrective Action	Status
There was no non-compliance issues reported during the reporting period.				

Non-Compliance Identified in a Ministry Inspection:

Legislation	requirement(s) system failed to meet	duration of the failure (i.e. date(s))	Corrective Action	Status
There was no non-compliances in 2022				

Flows

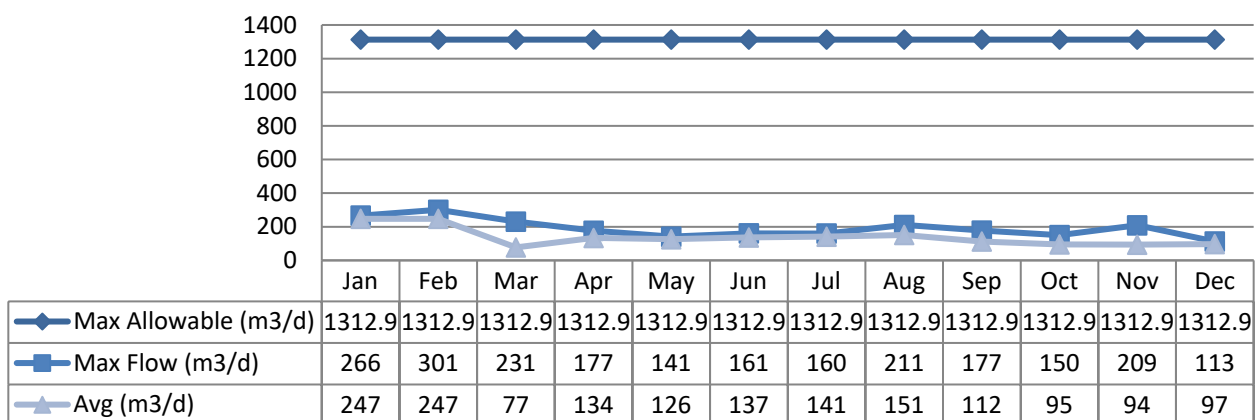
The Merrickville Drinking Water System is operating on average under half the rated capacity.

Raw Water Flows

The Raw Water flows are regulated under the Permit to Take Water. 2022 Raw Flow Data was submitted to the Ministry electronically under permit #4573-73AR7F, and the confirmation is attached in Appendix A.

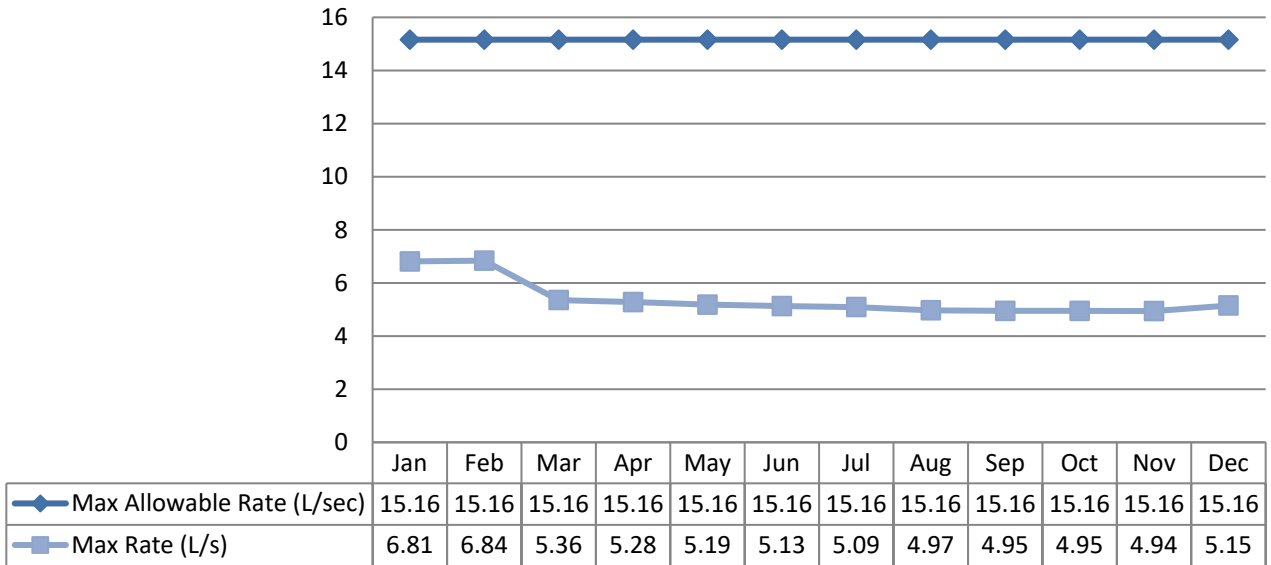
Well # 1 Total Monthly Flows (m3/d)

Max Allowable PTTW



Well #1 Monthly Rated Flows (L/s)

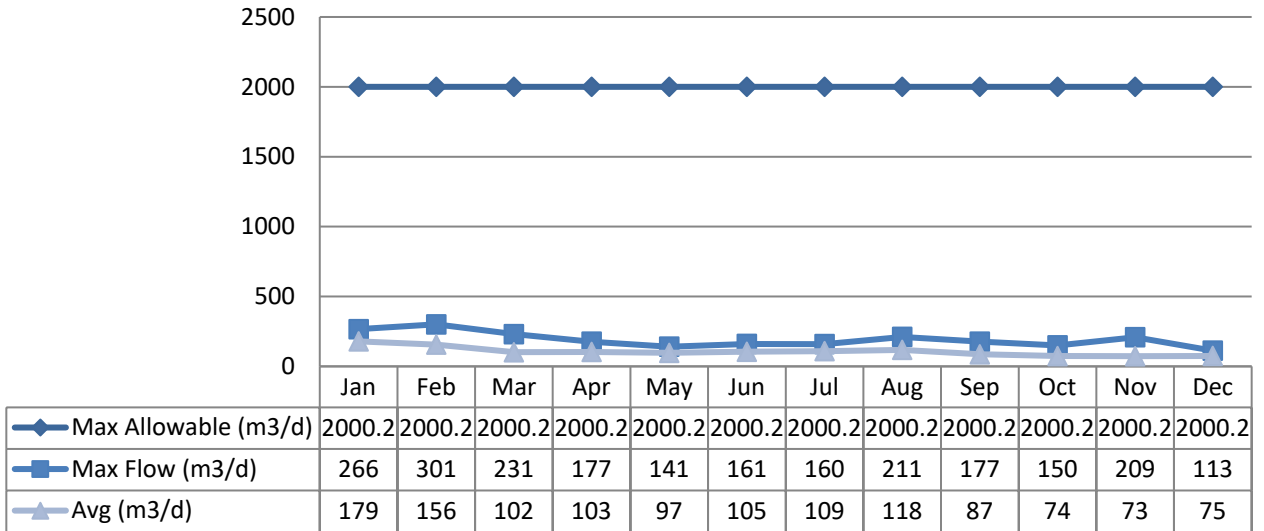
Max allowable rate - PTTW



The pump for Well #1 is rated for 7.9 L/s

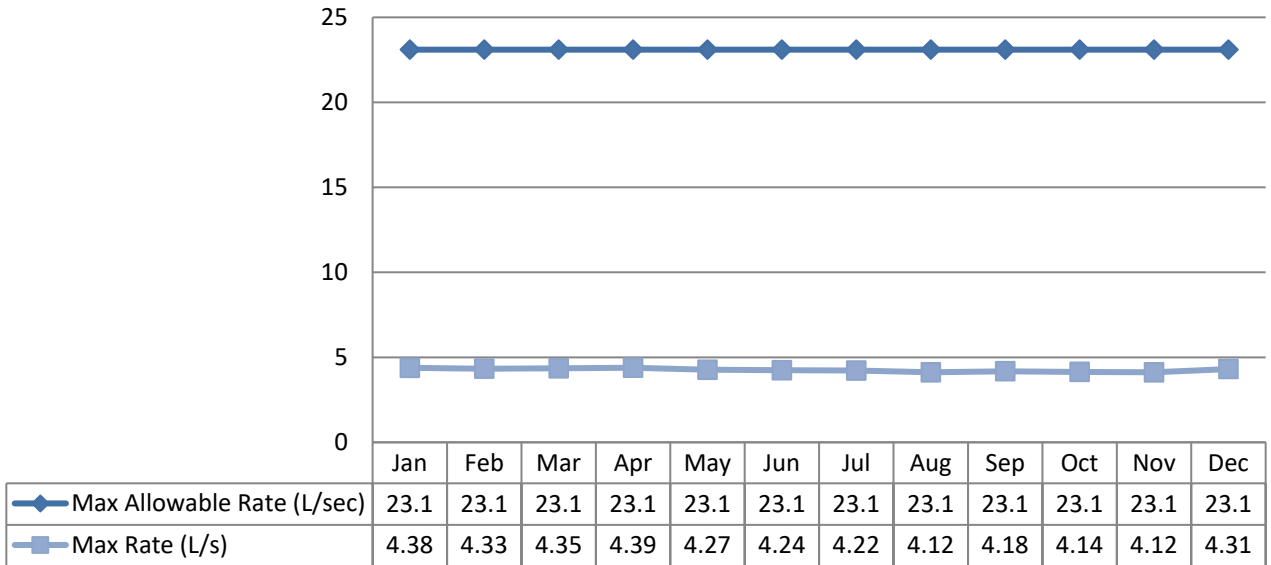
Well # 2 Total Monthly Flows (m3/d)

Max Allowable PTTW



Well #2 Monthly Rated Flows (L/s)

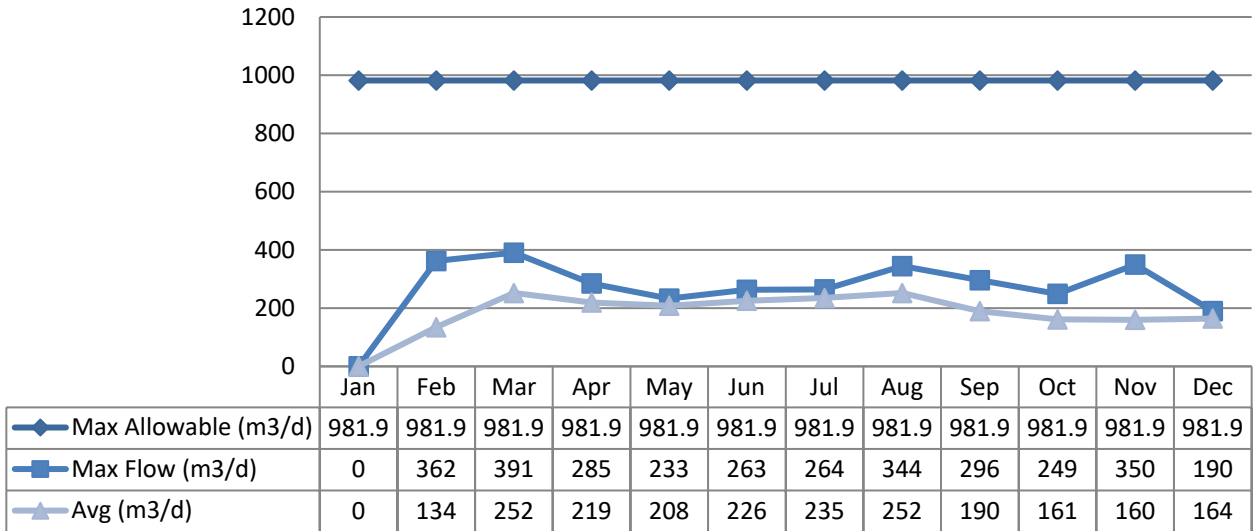
Max allowable rate - PTTW



The pump for Well #2 is rated for 4.7 L/s

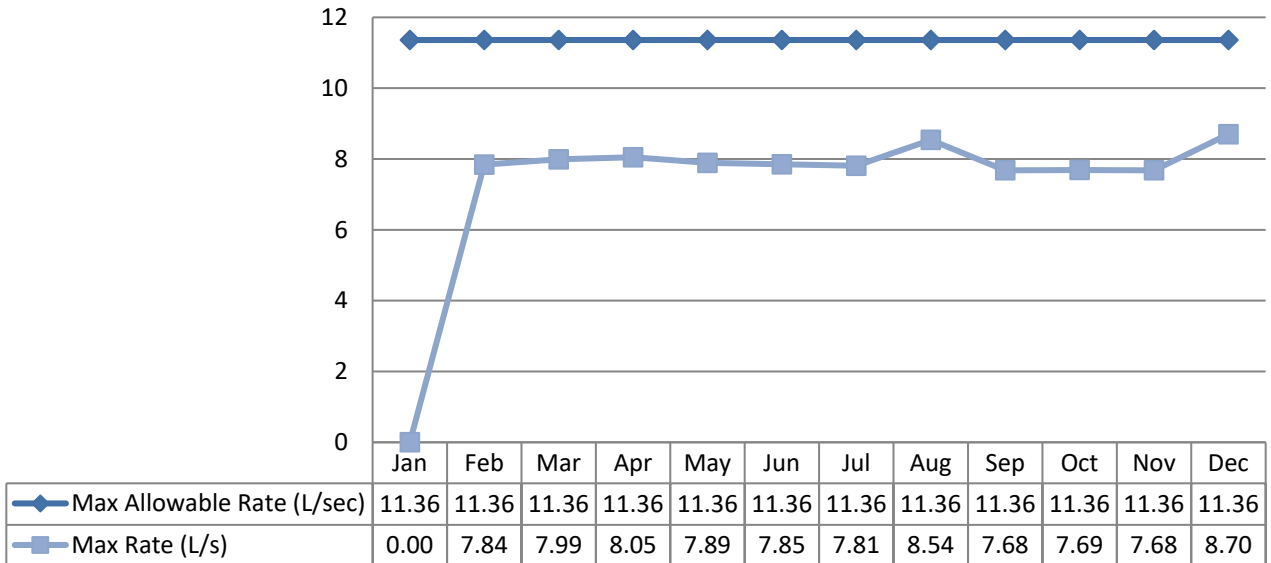
Well #4 Total Monthly Flows (m3/d)

Max Allowable PTTW



Well #4 Monthly Rated Flows (L/s)

Max allowable rate - PTTW



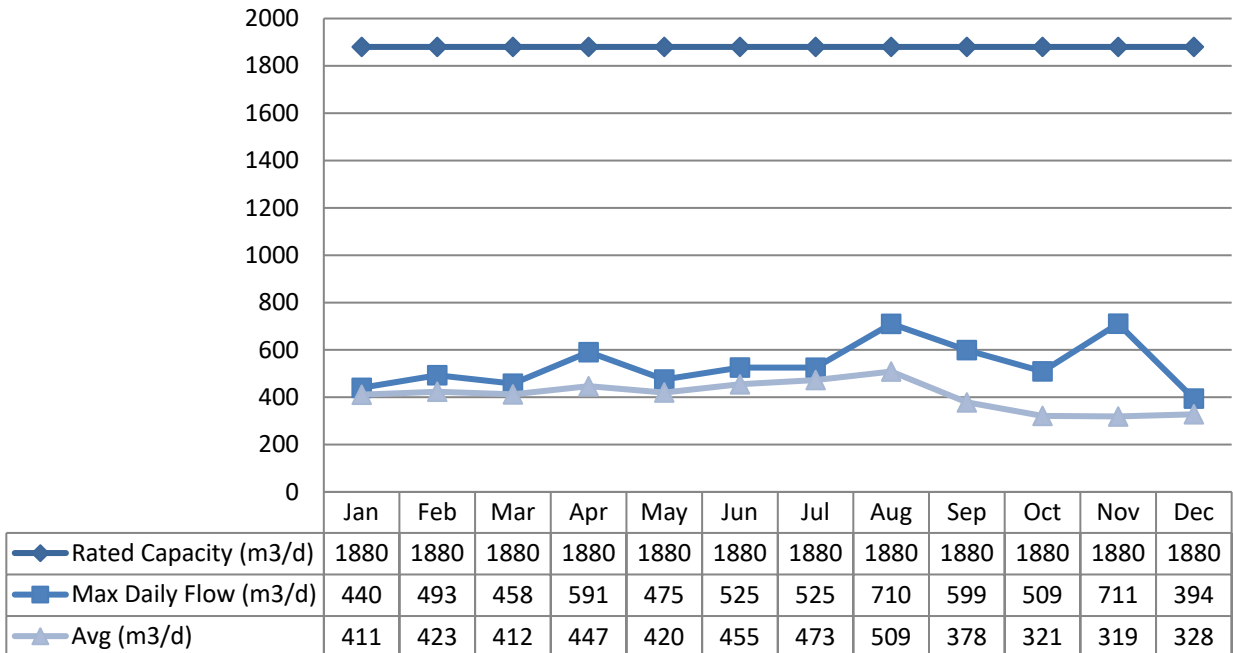
The pump for Well #4 is rated for 9.2 L/s

Treated Water Flows

The Treated Water flows are regulated under the Municipal Licence.

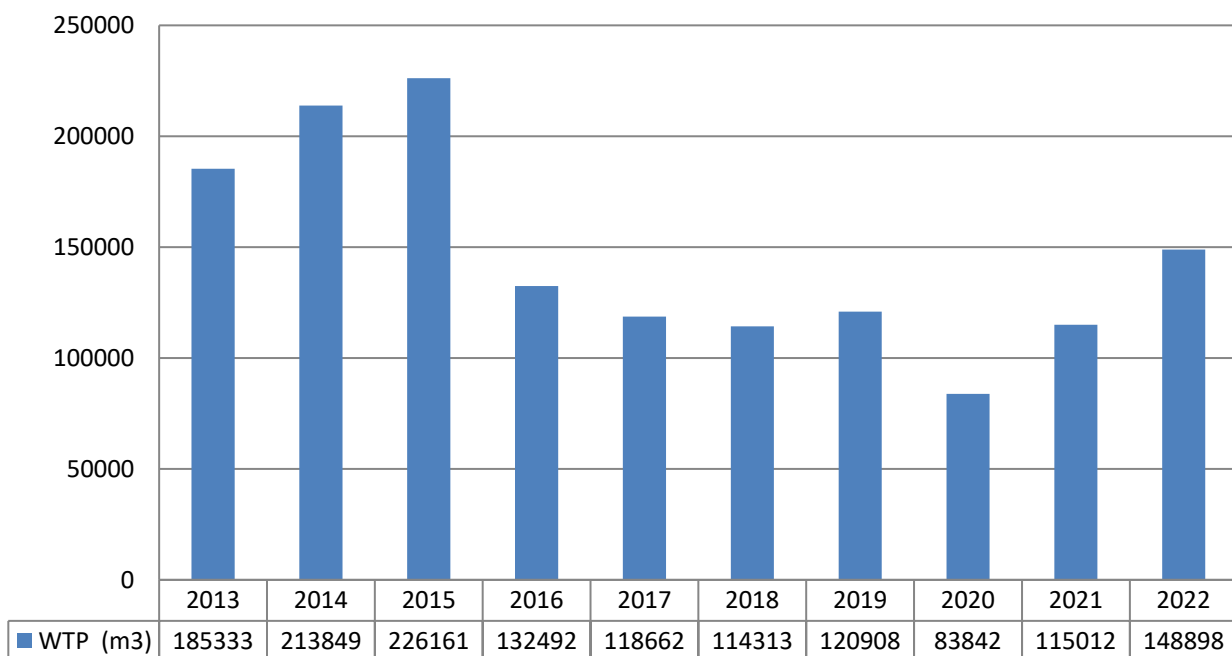
Monthly Rated Flows

Rated Capacity - MDWL



Annual Total Flow Comparison

Total Annual m³



Regulatory Sample Results Summary

Microbiological Testing

	No. of Samples Collected	Range of E.Coli Results		Range of Total Coliform Results		Range of HPC Results	
		Min	Max	Min	Max	Min	Max
Raw Water	158	0	0	0	5		
Treated Water	52	0	0	0	0	10	60
Distribution Water	111	0	0	0	0	2	110

Operational Testing

	No. of Samples Collected	Range of Results	
		Minimum	Maximum
Turbidity, In-House (NTU) – RW 1	12	0.46	0.83
Turbidity, In-House (NTU) – RW 2	12	0.40	0.67
Turbidity, In-House (NTU) – RW 4	12	0.44	0.88
Free Chlorine Residual, On-Line (mg/L) - TW	8760	0.95	1.53
Free Chlorine Residual, In-House (mg/L) - TW	52	1.00	1.35
Free Chlorine Residual, On-Line (mg/L) - DW	8760	0.20	1.44
Free Chlorine Residual, DW Field (mg/L) - DW	114	0.23	1.14

NOTE: spikes recorded by on-line instrumentation were a result of air bubbles and various maintenance/calibration activities. All spikes are reviewed for compliance with O.Reg 170/03

Inorganic Parameters

These parameters are tested as a requirement under 170/03. Sodium and Fluoride are required to be tested every 5 years. Nitrate and Nitrite are tested quarterly and the metals are tested annually as required under 170/03. In the event any of the parameters exceed half of the maximum allowable concentration the parameter is required to be sampled quarterly.

- MAC = Maximum Allowable Concentration as per O.Reg 169/03
- BDL = Below the laboratory detection level

	Sample Date (yyyy/mm/dd)	Sample Result	MAC	No. of Exceedances	
				MAC	1/2 MAC
Treated Water					
Antimony: Sb (ug/L) - TW	2022/01/10	<BDL 0.1	6.0	No	No
Arsenic: As (ug/L) - TW	2022/01/10	0.2	25.0	No	No
Barium: Ba (ug/L) - TW	2022/01/10	109.0	1000.0	No	No
Boron: B (ug/L) - TW	2022/01/10	121.0	5000.0	No	No
Cadmium: Cd (ug/L) - TW	2022/01/10	<BDL 0.02	5.0	No	No
Chromium: Cr (ug/L) - TW	2022/01/10	<BDL 2.0	50.0	No	No
Mercury: Hg (ug/L) - TW	2022/01/10	<BDL 0.02	1.0	No	No
Selenium: Se (ug/L) - TW	2022/01/10	2.0	50.0	No	No
Uranium: U (ug/L) - TW	2022/01/10	1.03	20.0	No	No
Additional Inorganics					
Fluoride (mg/L) - TW	2019/01/07	<BDL 0.1	1.5	No	No
Nitrite (mg/L) - TW	2022/01/04	<BDL 0.1	1.0	No	No
Nitrite (mg/L) - TW	2022/04/04	<BDL 0.1	1.0	No	No
Nitrite (mg/L) - TW	2022/07/04	<BDL 0.1	1.0	No	No
Nitrite (mg/L) – TW	2022/10/03	0.1	1.0	No	No
Nitrite (mg/L) - TW	2022/12/12	<BDL 0.1	1.0	No	No
Nitrate (mg/L) - TW	2022/01/04	<BDL 0.1	10.0	No	No
Nitrate (mg/L) - TW	2022/04/04	0.8	10.0	No	No
Nitrate (mg/L) - TW	2022/07/04	<BDL 0.1	10.0	No	No
Nitrate (mg/L) – TW	2022/10/03	<BDL 0.1	10.0	No	No
Nitrate (mg/L) - TW	2022/12/12	<BDL 0.1	10.0	No	No
Sodium: Na (mg/L) - TW	2021/02/01	36.2	20*	Yes	Yes

*There is no "MAC" for Sodium. The aesthetic objective for sodium in drinking water is 200 mg/L. The local Medical Officer of Health should be notified mg/L when the sodium concentration exceeds 20 mg/L so that this information may be communicated to local physicians for their use with patients on sodium restricted diets.

Schedule 15 Sampling:

The Schedule 15 Sampling is required under O.Reg 170/03. This system is under the plumbing exemption. No plumbing samples were collected. Next lead samples due July 2024.

Distribution System	Number of Sampling Points	Number of Samples	Range of Results		MAC (ug/L)	Number of Exceedances
			Minimum	Maximum		
Alkalinity (mg/L)	4	4	262	273	N/A	N/A
pH	4	4	7.01	7.11	N/A	N/A
Lead (ug/l)	0	0	---	---	10	0

Organic Parameters

These parameters are tested annually as a requirement under O.Reg 170/03. In the event any of the parameters exceed half of the maximum allowable concentration the parameter is required to be sampled quarterly.

	Sample Date (yyyy/mm/dd)	Sample Result	MAC	Number of Exceedances	
				MAC	1/2 MAC
Treated Water					
Alachlor (ug/L) - TW	2022/01/10	<BDL 0.3	5.0	No	No
Atrazine + N-dealkylated metabolites (ug/L) - TW	2022/01/10	<BDL 1.0	20.0	No	No
Azinphos-methyl (ug/L) - TW	2022/01/10	<BDL 0.5	1.0	No	No
Benzene (ug/L) - TW	2022/01/10	<BDL 0.006	0.01	No	Yes
Benzo(a)pyrene (ug/L) - TW	2022/01/10	<BDL 0.5	5.0	No	No
Bromoxynil (ug/L) - TW	2022/01/10	<BDL 3.0	90.0	No	No
Carbaryl (ug/L) - TW	2022/01/10	<BDL 1.0	90.0	No	No
Carbofuran (ug/L) - TW	2022/01/10	<BDL 0.2	2.0	No	No
Carbon Tetrachloride (ug/L) - TW	2022/01/10	<BDL 0.5	90.0	No	No
Chlorpyrifos (ug/L) - TW	2022/01/10	<BDL 1.0	20.0	No	No
Diazinon (ug/L) - TW	2022/01/10	<BDL 1.0	120.0	No	No
Dicamba (ug/L) - TW	2022/01/10	<BDL 0.5	200.0	No	No
1,2-Dichlorobenzene (ug/L) - TW	2022/01/10	<BDL 0.5	5.0	No	No
1,4-Dichlorobenzene (ug/L) - TW	2022/01/10	<BDL 0.5	5.0	No	No
1,2-Dichloroethane (ug/L) - TW	2022/01/10	<BDL 0.5	14.0	No	No
1,1-Dichloroethylene (ug/L) - TW	2022/01/10	<BDL 5.0	50.0	No	No
Dichloromethane (Methylene Chloride) (ug/L) - TW	2022/01/10	<BDL 0.2	900.0	No	No
2,4-Dichlorophenol (ug/L) - TW	2022/01/10	<BDL 1.0	100.0	No	No
2,4-Dichlorophenoxy acetic acid (2,4-D) (ug/L) - TW	2022/01/10	<BDL 0.9	9.0	No	No
Diclofop-methyl (ug/L) - TW	2022/01/10	<BDL 1.0	20.0	No	No
Dimethoate (ug/L) - TW	2022/01/10	<BDL 5.0	70.0	No	No
Diquat (ug/L) - TW	2022/01/10	<BDL 5.0	150.0	No	No
Diuron (ug/L) - TW	2022/01/10	<BDL 25.0	280.0	No	No
Glyphosate (ug/L) - TW	2022/01/10	<BDL 5.0	190.0	No	No
Malathion (ug/L) - TW	2022/01/10	<BDL 3.0	50.0	No	No
2-Methyl-4chlorophenoxyacetic Acid (MCPA)	2022/01/10	<BDL 3.0	80.0	No	No
Metolachlor (ug/L) - TW	2022/01/10	<BDL 0.3	5.0	No	No
Metribuzin (ug/L) - TW	2022/01/10	<BDL 1.0	20.0	No	No
Monochlorobenzene (Chlorobenzene) (ug/L) - TW	2022/01/10	<BDL 0.5	80.0	No	No
Paraquat (ug/L) - TW	2022/01/10	<BDL 1.0	10.0	No	No
PCB (ug/L) - TW	2022/01/10	<BDL 0.05	3.0	No	No
Pentachlorophenol (ug/L) - TW	2022/01/10	<BDL 0.2	60.0	No	No
Phorate (ug/L) - TW	2022/01/10	<BDL 0.3	2.0	No	No
Picloram (ug/L) - TW	2022/01/10	<BDL 5.0	190.0	No	No

	Sample Date (yyyy/mm/dd)	Sample Result	MAC	Number of Exceedances	
				MAC	1/2 MAC
Prometryne (ug/L) - TW	2022/01/10	<BDL 0.1	1.0	No	No
Simazine (ug/L) - TW	2022/01/10	<BDL 0.5	10.0	No	No
Terbufos (ug/L) - TW	2022/01/10	<BDL 0.5	1.0	No	No
Tetrachloroethylene (ug/L) - TW	2022/01/10	<BDL 0.5	10.0	No	No
2,3,4,6-Tetrachlorophenol (ug/L) - TW	2022/01/10	<BDL 0.2	100.0	No	No
Triallate (ug/L) - TW	2022/01/10	<BDL 10.0	230.0	No	No
Trichloroethylene (ug/L) - TW	2022/01/10	<BDL 0.5	5.0	No	No
2,4,6-Trichlorophenol (ug/L) - TW	2022/01/10	<BDL 0.2	5.0	No	No
Trifluralin (ug/L) - TW	2022/01/10	<BDL 10.0	100.0	No	No
Vinyl Chloride (ug/L) - TW	2022/01/10	<BDL 0.5	45.0	No	No

Distribution Water	Sample Year	RAA	MAC	No. of Exceedances	
				MAC	½ MAC
Trihalomethane: Total (ug/L) RAA - DW	2022	17.0	100	No	No
Haloacetic Acids: Total (ug/L) RAA - DW	2022	5.3	80	No	No

RAA= Running Annual Average

MAC = Maximum Allowable Concentration as per O.Reg 169/03

BDL = Below the laboratory detection level

Additional Legislated Samples

There was no additional sampling required.

Major Maintenance Summary

WO #	Description
2636313	- New Well pump/motor/piping for Well 1,2,4
2723011	- New VFD and motor for Fire Pump
2818832	- New turbidity analyzers for raw and treated water
2874411	- SCADA upgrade

Distribution Maintenance

Date	Location Reference	Category	Details	Corrective Repair
02/07/22	206 Broadway	1	6" ductile iron break	Repaired
10/24/22	Hydrant 28/Main St E	N/A	Water main break in hydrant lateral	Moved/replaced 200 block following the water main break in the hydrant lateral. Repaired with stainless band
2022	Hydrant 26	N/A	Struck by transport	Hydrant repaired
2022	113 Sophie Lane	N/A	Service leak	Service leak repaired

Appendix A

WTRS Data and Submission Confirmation

Water Taking Data submitted successfully.

Confirmation:

Thank you for submitting your water taking data online.

Permit Number: 2110-AP9LSG

Permit Holder: THE CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD.

Received on: Jan 23, 2023 11:21 AM

This confirmation indicates that your data has been received by the Ministry, but should not be construed as acceptance of this data if it differs from that specified on the Permit Number, assigned to the Permit Holder stated above.

Merrickville Wastewater System

Waterworks # 110001729

Annual Report

Prepared For: Village of Merrickville-Wolford

Reporting Period of January 1st – December 31st 2022

Issued: February 21, 2023

Revision: 0

Operating Authority:



This report has been prepared to meet the requirements set out in:

Document	Document #	Issue Date	Issue Number
Facility ECA	1121-7YRQLF	January 18, 2010	N/A
ECA for Municipal Sewage Collection System	5838-7YHMN6	January 7, 2010	N/A

Table of Contents

- 1 Revision History**
- 2 Operations and Compliance Reliability Indices**
- 3 Process Description**
- 4 Treatment Flows**
- 5 Raw Sewage Quality**
- 6 Effluent Quality**
- 7 Monitoring Schedule**
- 8 Operating Issues/Problems**
- 9 Maintenance**
- 10 Sludge Generation**
- 11 Summary of Complaints**
- Appendix A - Imported Sewage Sample Results**
- Appendix B - 2023 Calendar**
- Appendix C - Biosolids Quality Report**
- Appendix D - Details of Abnormal Sewage Discharge Events**
- Appendix E - ECA Annual Report Requirements**

1 Revision History

Date	Rev#	Revisions	Revised By
2023-02-21	0	Annual Report Issued	PCT

2 Operations and Compliance Reliability Indices

Compliance Event	Details
Ministry of Environment Inspections	No inspection in 2022
Ministry of Labour Inspections	No inspection in 2022
Non-Compliance	No Non-Compliances in 2022
Community Complaints	No community complaints in 2022
Spills	Spill of Digester Material -Details reference in report
Overflows	No overflows in 2022
Bypass	No bypass' in 2022
Diversion (if applicable)	No diversions in 2022

3 Process Description

The Merrickville Wastewater system utilizes an ISAM treatment system. This system incorporates a surge/anoxic mix tank to optimally control the process and it provides rapid and complete treatment. The surge tank provides flow and nutrient equalization to optimally provide treatment at the full range of flows and loadings.

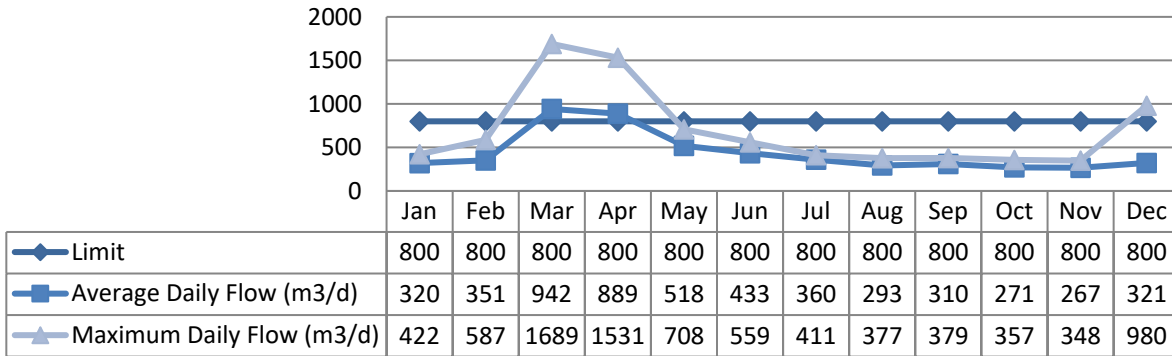
The secondary treatment process employs sequencing batch reactor (SBR) technology consisting of anaerobic tanks, anoxic tanks and a sequencing batch reactor. The SBR incorporates an anaerobic selector chamber which provides consistent phosphorous removal by subjecting the recirculated biomass to anaerobic conditions, forcing the release of phosphorous, but also creates soluble carbon as a food source for phosphorous removal through anaerobic conversion of settleable BOD to soluble carbon. Additionally, anaerobic sludge digestion occurs in the anaerobic selector chamber, reducing waste solids production by up to 65% for the entire secondary process.

Effluent is disinfected using Ultraviolet disinfection. Permanent Diesel generator is on-site to provide back-up power.

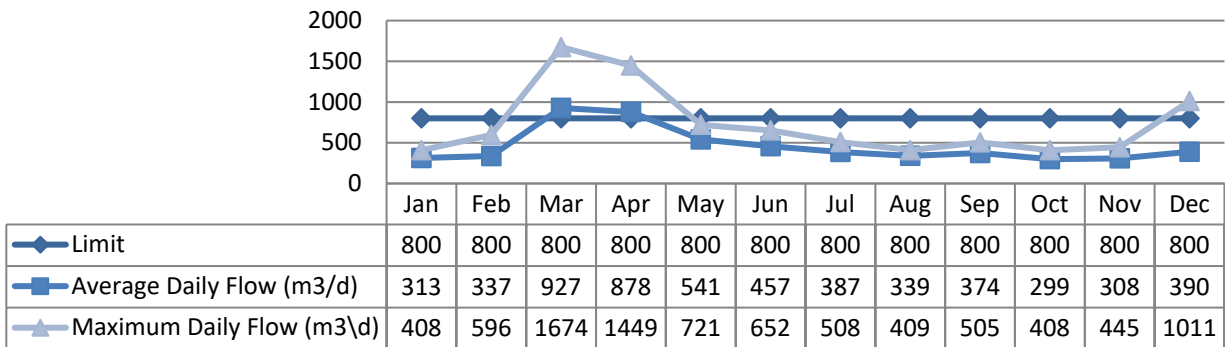
4 Treatment Flows

Annual average flow for 2022 was 440 m³/d which is 55% of the daily flow rated capacity of 800 m³/d. A flow reduction plan was established for 2018.

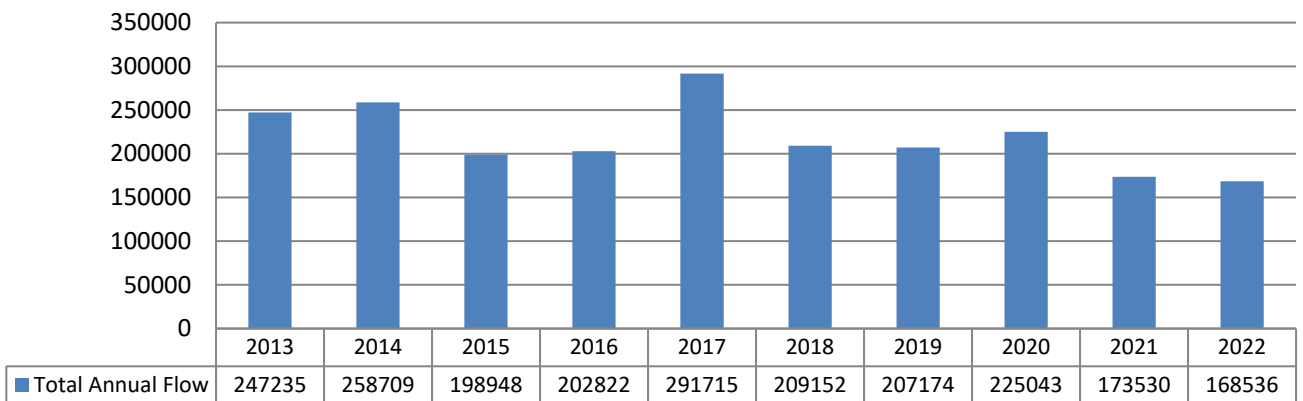
4.1 Raw Flow (m3/d)



4.2 Effluent Flow (m3/d)

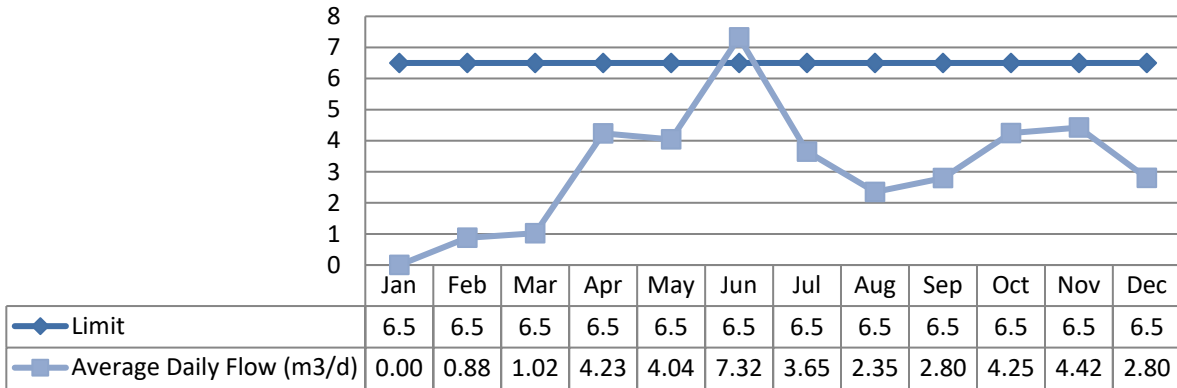


4.2.1 Annual Comparison (m3)



4.4 Imported Sewage

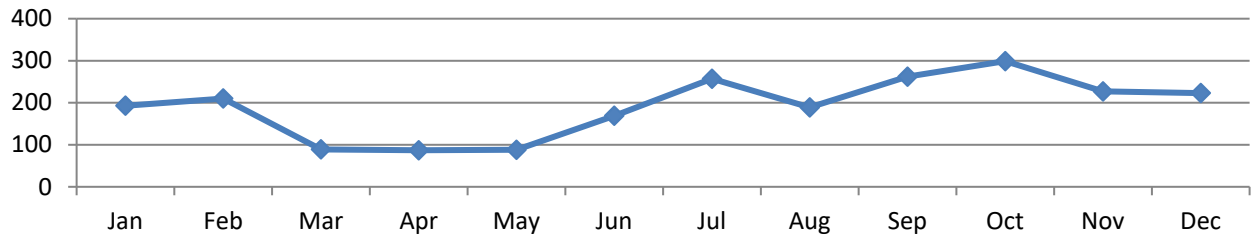
4.4.1 Septage Flow (m3/d)



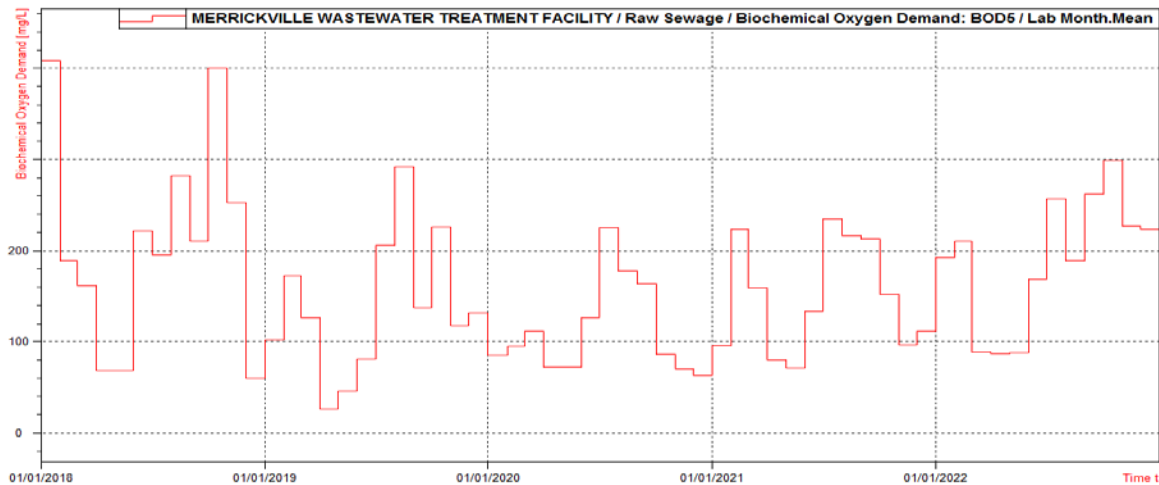
Septage flow was calculated using total m3 for the month divided by days in that month. The operator ensures no more than 6 m3 of septage is process per day. Therefore, with June having a larger amount of received septage, the actual processing of a portion of that septage would have come in July.

5 Raw Sewage Quality

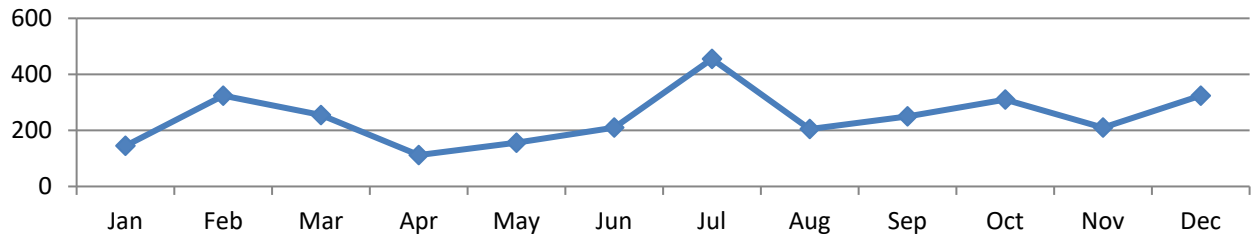
5.1 BOD5 (mg/L)



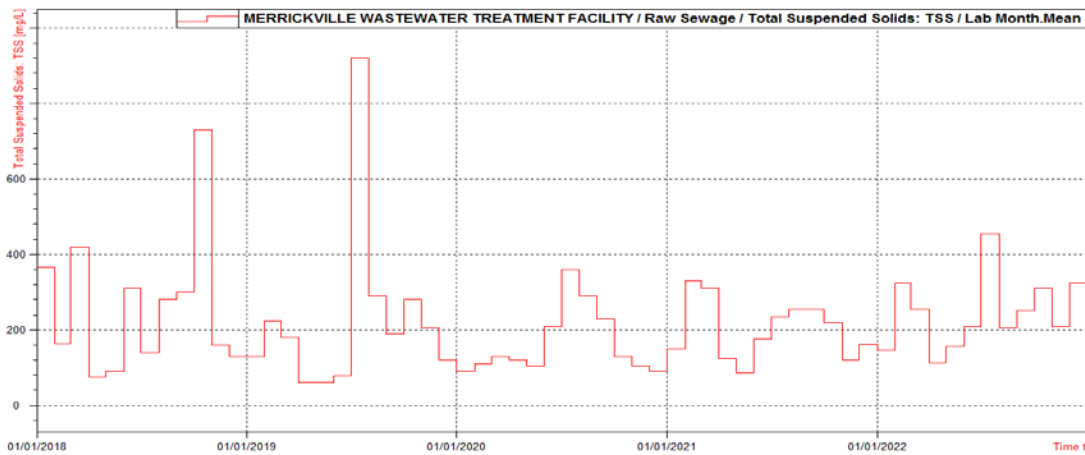
5.1.1 5-year BOD5 Trend



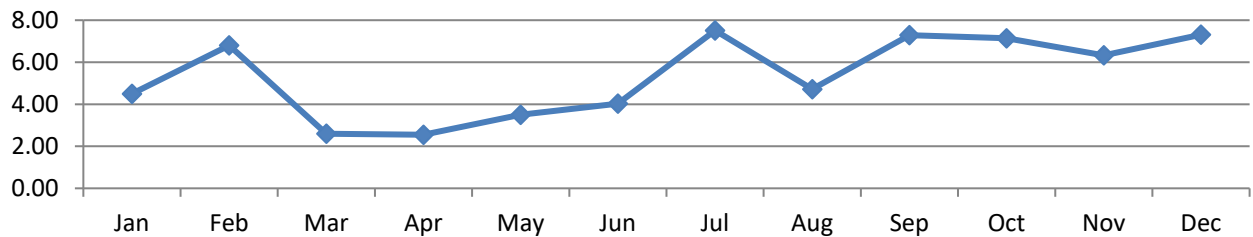
5.2 Total Suspended Solids (mg/L)



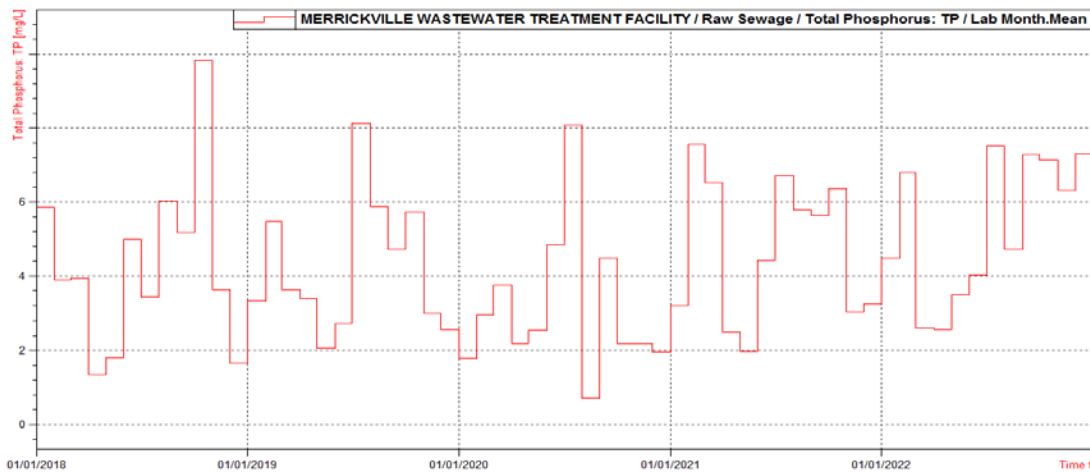
5.2.1 5-year Total Suspended Solids Trend



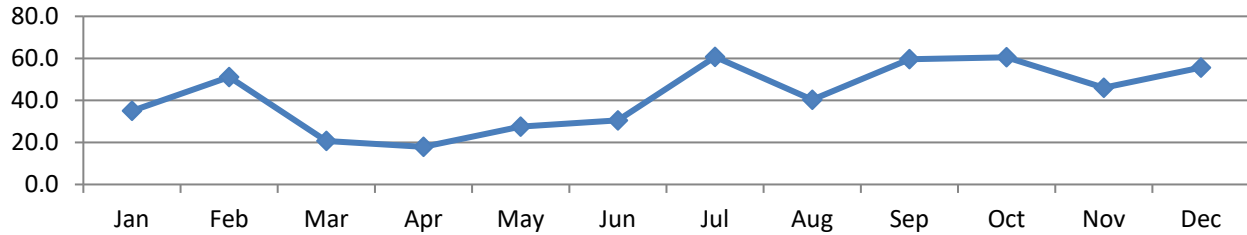
5.3 Total Phosphorus (mg/L)



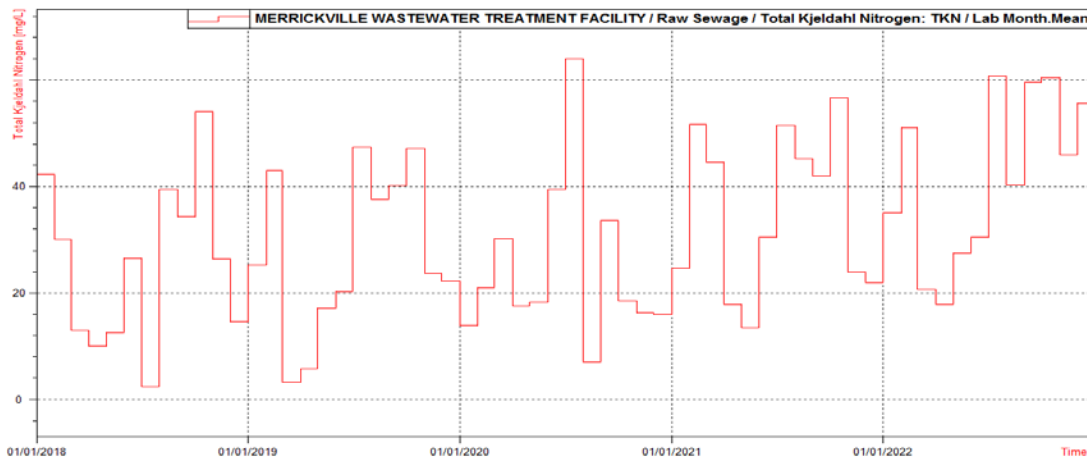
5.3.1 5-year Total Phosphorus Trend



5.4 Total Kjeldahl Nitrogen (mg/L)



5.4.1 5-year Total Kjeldahl Nitrogen Trend



5.5 Imported Waste Quality

No seepage sampling requirements, as per the ECA.

6 Effluent Quality

The monthly average concentrations of carbonaceous biochemical oxygen demand (CBOD5), total suspended solids (TSS), total phosphorus (TP) and total ammonia nitrogen (TAN) remained below the effluent limits outlined in the facility’s Certificate of Approval during 2022. The geometric mean density of E. coli in the effluent also remained below the ECA limit and objective in 2022. In addition the effluent pH remained within the limits and objectives throughout the year.

Effluent results from the WWTP for 2022 are tabulated below. Additional data can be found in the Performance Assessment Reports attached in Appendix A.

6.1 Effluent Quality Assurance and Control Measures Taken

This system is part of OCWA’s Seaway Valley Cluster. The cluster is supported by the Eastern Regional Hub, and corporate resources. Operational Services are delivered by OCWA staff that live and work in the community. The systems are operated to meet compliance with applicable regulations. The system has comprehensive manuals detailing operations, maintenance, instrumentation, and emergency procedures. All procedures are treated as active documents and are updated as required. These documents are also part of OCWA’s Quality & Environmental Management System.

The process is reviewed and maintained by certified operators. These operator’s complete in-house rounds and testing to monitor the process. All Sampling and analysis follow approved methods and protocols for sampling, analysis and recording as specified in the Ministry’s Procedure F-10-1, “Procedures for Sampling and Analysis Requirements for Municipal and Private Sewage Treatment Works”, the Ministry’s publication, “Protocol for the Sampling and Analysis of Industrial/Municipal Wastewater” and the publication, “Standard Methods for the Examination of Water and Wastewater”.

All final effluent samples collected during the reporting period to meet legislated sampling requirements are submitted to Caduceon Kingston for analysis, with the exception of pH and temperature. Caduceon Kingston has been deemed accredited by the Canadian Association for Laboratory Accreditation (CALA), meeting strict provincial guidelines including an extensive quality assurance/quality control program. By choosing this laboratory, the Ontario Clean Water Agency is ensuring appropriate control measures are undertaken during sample analysis. The pH and temperature parameters are analyzed in the field at the time of sample collection by certified operators, to ensure accuracy and precision of the results obtained.

OCWA uses several computer systems which include:

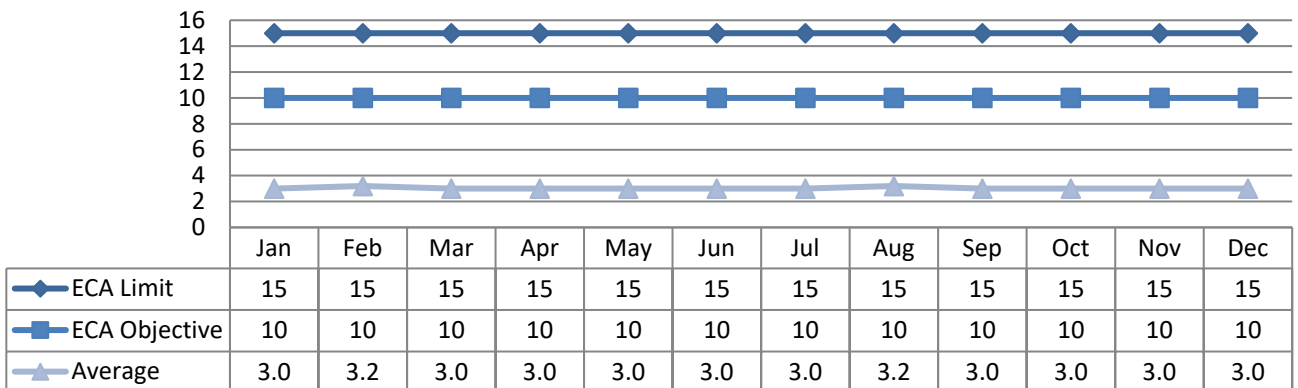
- Process Data Management (PDM)
 - This database program consolidates all operational data from a variety of sources including field data, online instrumentation, and electronic receipt of lab test results for reporting, tracking and analysis.
- Maximo – OCWA’s Work Management System (WMS)
 - This program is used to track and schedule maintenance activities for all equipment in the system. It is also used to assign tasks for specific operational tasks.
- Wonderware (OUTPOST5)/SCADA
 - Wide-area SCADA system allows for process optimization and data logging, process trending, remote alarming.

The operations team also has access to a network of operational compliance and process specialists to assist for emerging process issues. This aids in establishing additional control measures to ensure a quality effluent product.

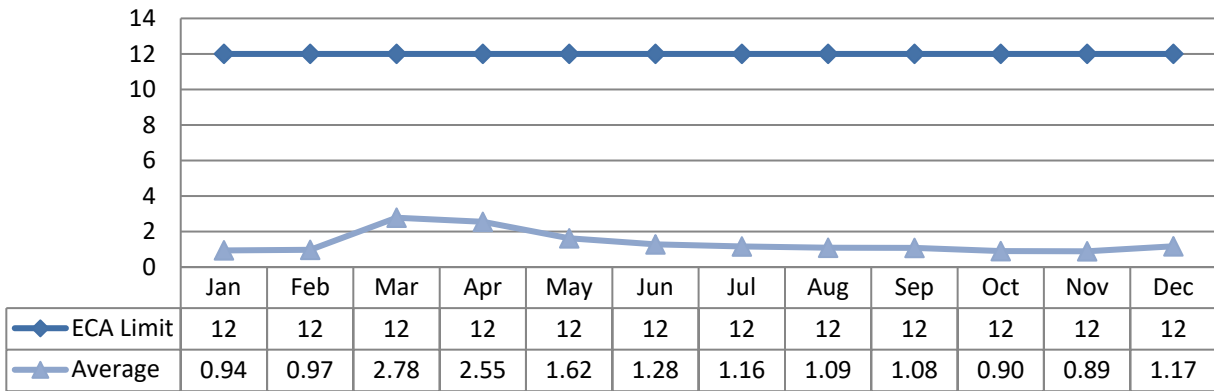
Detailed individual sample results for both raw sewage and final effluent can be requested from the operating authority.

6.2 CBOD5 (mg/L)

The compliance limit and objective for this parameter was met in 2022.

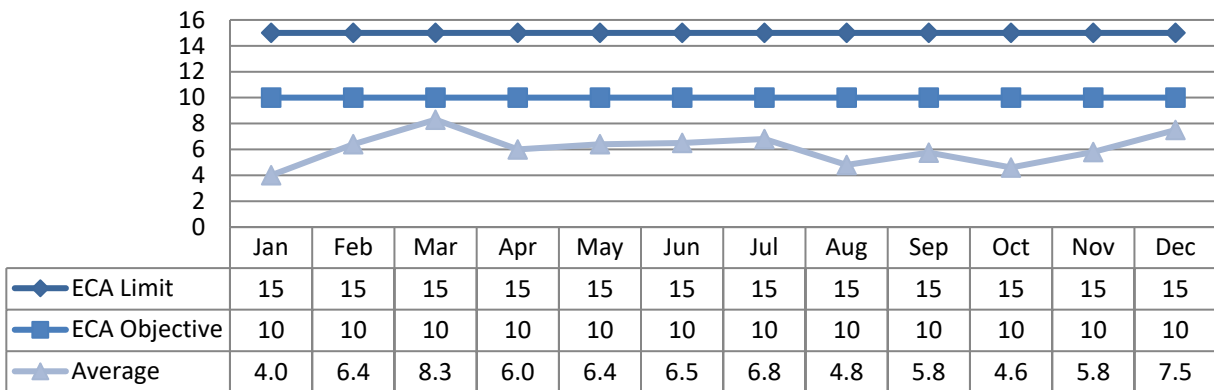


6.2.1 Loading (kg/d)

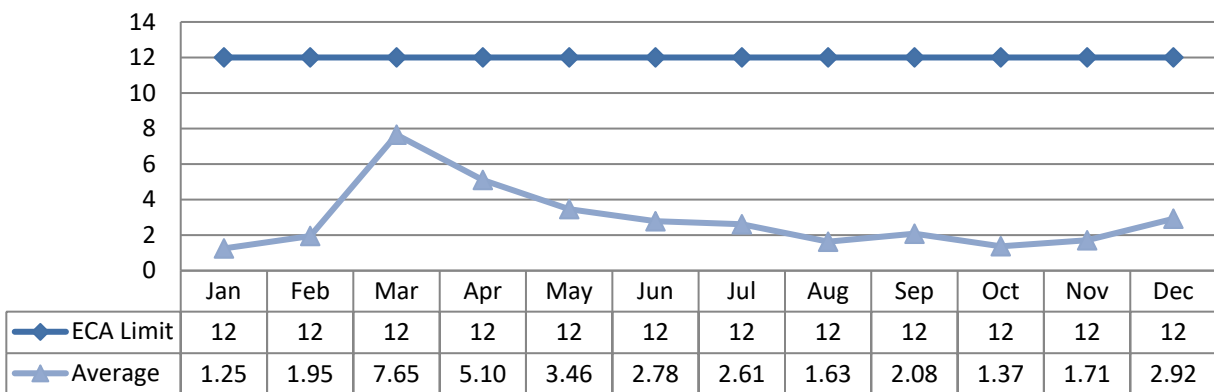


6.3 Total Suspended Solids (mg/L)

The compliance limit and objective for this parameter was met in 2022.

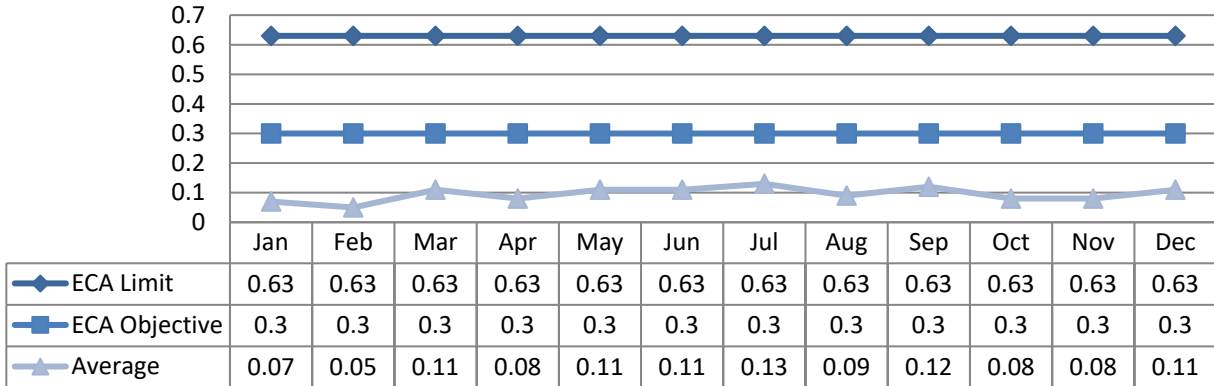


6.3.1 Loading (kg/d)

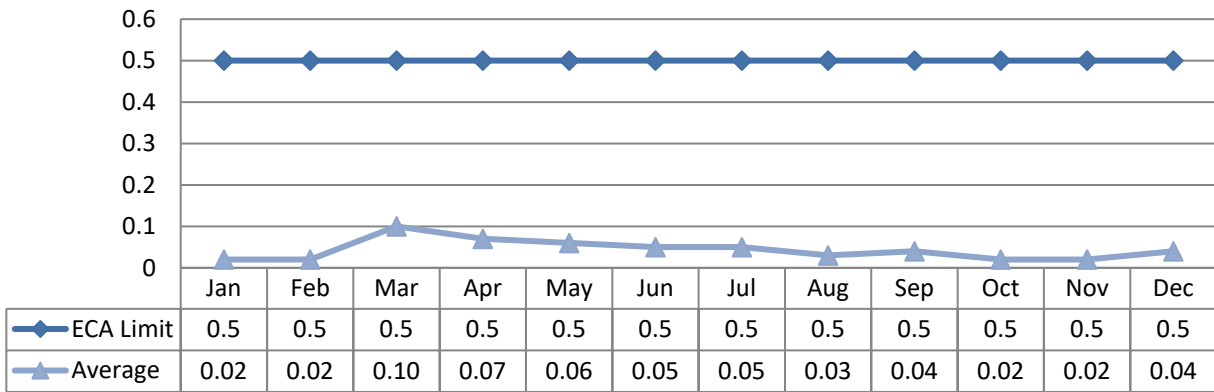


6.4 Total Phosphorus (mg/L)

The compliance limit and objective for this parameter was met in 2022.

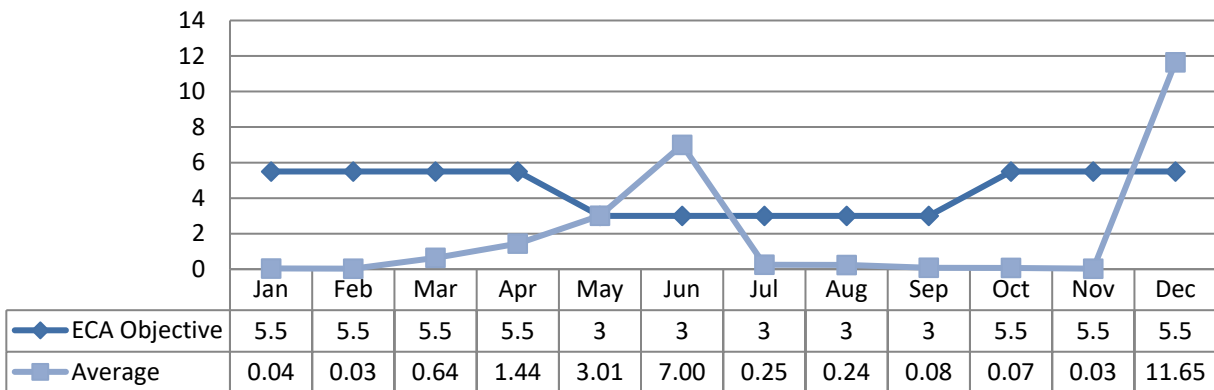


6.4.1 Loading (kg/d)

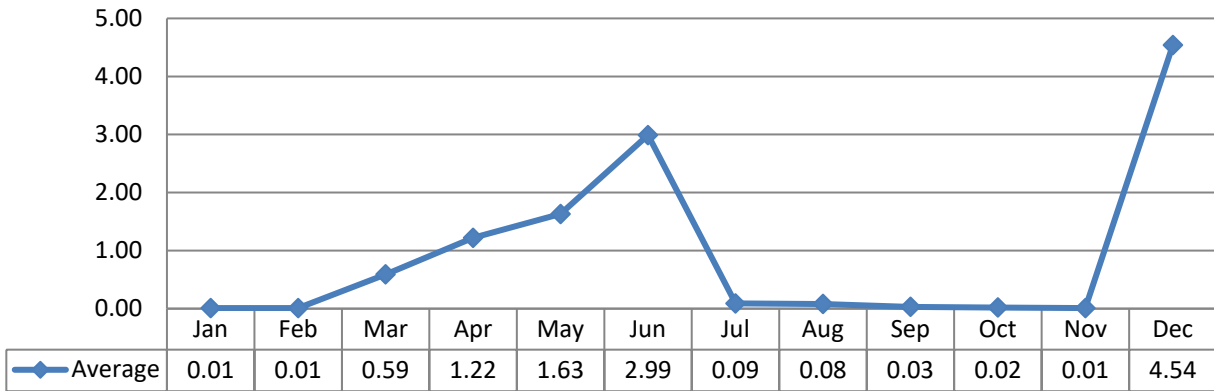


6.5 Total Ammonia Nitrogen (mg/L)

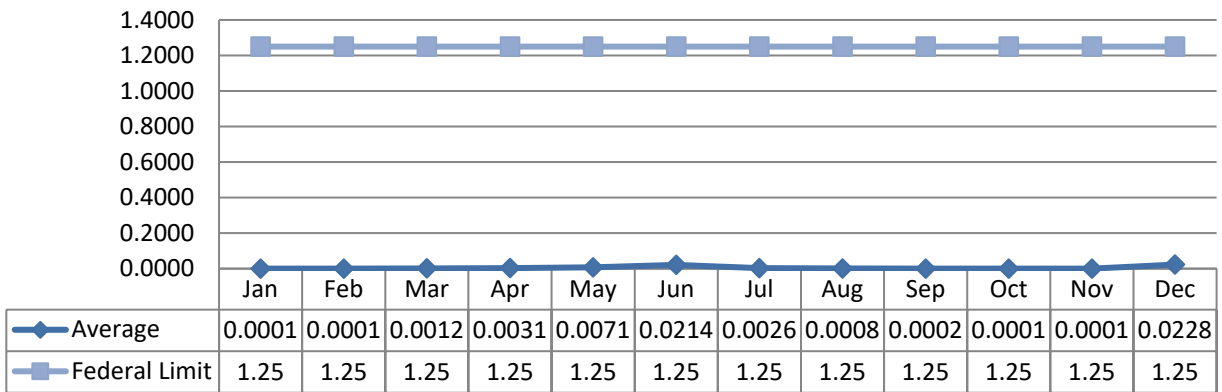
The compliance limit for this parameter was met in 2022, see Acute Lethality results below.



6.5.1 Loading (kg/d)

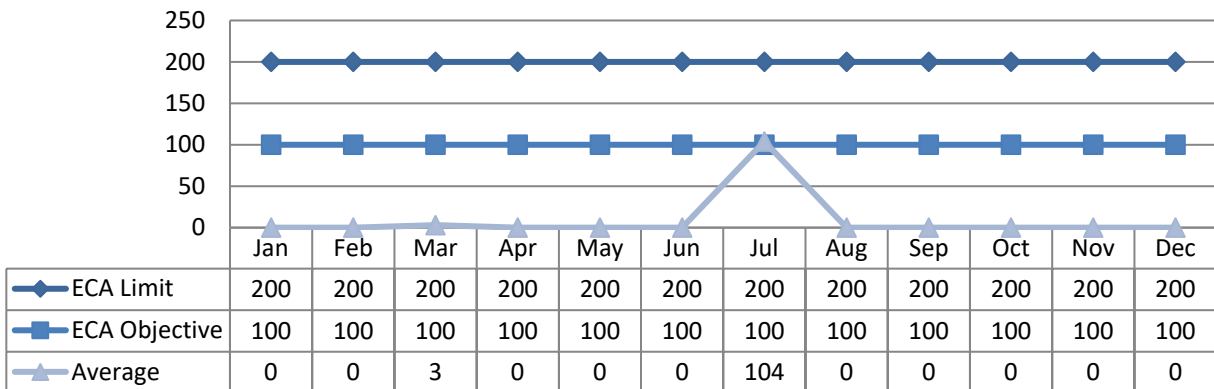


6.6 Un-Ionized Ammonia/Nitrogen/TKN (mg/L)



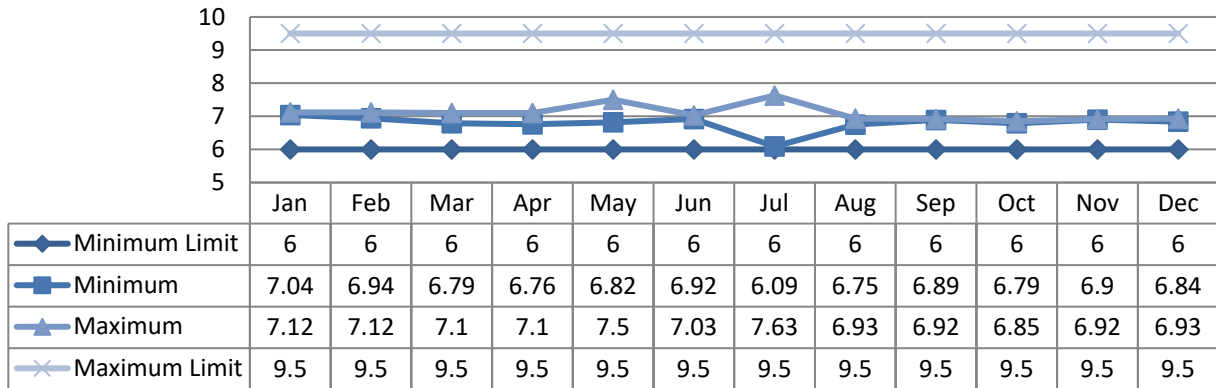
6.7 E-coli (cfu/100mL)

The compliance limit was met in 2022.



6.8 pH

pH is to remain in the range of 6-9.5. Each instance the pH is outside of that range is reported as a non-compliance.



6.9 Acute Lethality

There were two (2) samples collected in 2022 and tested for acute lethality (Rainbow Trout and Daphnia Magna). This sampling is required both provincially and federally. Results are displayed as % mortality. An adverse result is a > 50% mortality rate.

The compliance limit for this parameter was met in 2022.

Date	Rainbow Trout	Daphnia Magna
03/15/2022	0%	0%
09/07/2022	0%	0%

7 Monitoring Schedule

The 2023 Calendar can be viewed in Appendix B.

7.1 Deviations

Date	Details	Cause of Deviation
There were no deviations to the sample schedule or any missed samples in 2022.		

8 Operating Issues/Problems

There are no other operating issues/problems outside the objective exceedances mentioned below.

8.1 Effluent Quality Non-Compliance Summary

Date	Exceedance of	Objective	Value	Corrective Action
June 2022	TAN ECA Objective	3	7	Caused when cleaning/draining train #1, which overloaded tank #2 with solids. In future tank cleanings the process will be done differently to avoid overloading trains.
July 2022	E.coli ECA Objective	100	104	Caused when cleaning/draining train #1, which overloaded tank #2 with solids. In future tank cleanings the process will be done differently to avoid overloading trains.
December 2022	TAN ECA Objective	5.5	11.65	ISAM pump failure caused sludge blanket to increase. Temporary pump installed to move solids into digester. DO sensors failed, portable unit measuring daily.

8.2 Summary of Abnormal Sewage Discharge Events

Abnormal Discharge Events include Bypass', Overflows, Diversions and Spills of Sewage. Summary Details are included in Appendix D.

8.3 Spills (Other than Sewage)

Date	Location	Details	Volume (m3)	Start Date and Time	End Date and Time
March 7, 2022	Merrickville STP	Digester material was discharged onto the ground. It is estimated that 4 m3 of material was recovered. A mechanical failure of a check valve caused the digester tank to overflow. SAC #7140-CEDK63	6	08:30	09:00

9 Maintenance

Routine planned maintenance activities are scheduled in WMS and include:

- Inspect, adjust and calibrate process control equipment to ensure proper operation of water distribution systems, pumps, chemical feeders, and all other equipment installed at the facilities.
- Carry out a routine maintenance program including greasing and oiling as specified in the lubrication schedule.
- Perform day-to-day maintenance duties to equipment including checking machinery and electrical equipment when required.
- Maintain an equipment inventory
- Maintain accurate records of work conducted, activities, and achievements.

Planned maintenance activities are communicated to the person responsible for completing the task through the issuance of WMS work orders. Work orders are automatically generated on a schedule as determined based on manufacturer's recommendations and site specific operational and maintenance needs and are assigned directly to the appropriate operations personnel. This schedule is set up by the designated WMS Primary. Work orders are completed and electronically entered into WMS by the

person responsible for completing the task.

Unplanned maintenance is conducted as required.

9.1 Normal Maintenance and Repairs

Work Order	Details
2638165	UV maintenance
2638675	Process Pump #3 repairs
2638864	Rebuild digester pump
2774192	H&S Fall Arrest Equipment

9.2 Emergency Maintenance and Repairs

Work Order	Details
2636453	Surge protector module for generator building
3107699	Generator coolant leak repair
2774194	Effluent valve and actuator repair

9.3 Flow Meter Calibrations and Maintenance

Location	Date of Calibration	Additional Maintenance
FIT-701 Sludge	May 17, 2022	N/A
FIT-402 Final Effluent	May 17, 2022	N/A
FIT-501 Septage/Supernatant	May 17, 2022	N/A
FIT-305 Raw Sewage	May 17, 2022	N/A

9.4 Authorized Alterations in Collection System

Work Order	Details	Significant Drinking Water Threat (Y/N)
No alterations made in collection system in 2022		

9.5 Notice of Modifications

Date	Process	Modification	Status
No modifications made in 2022			

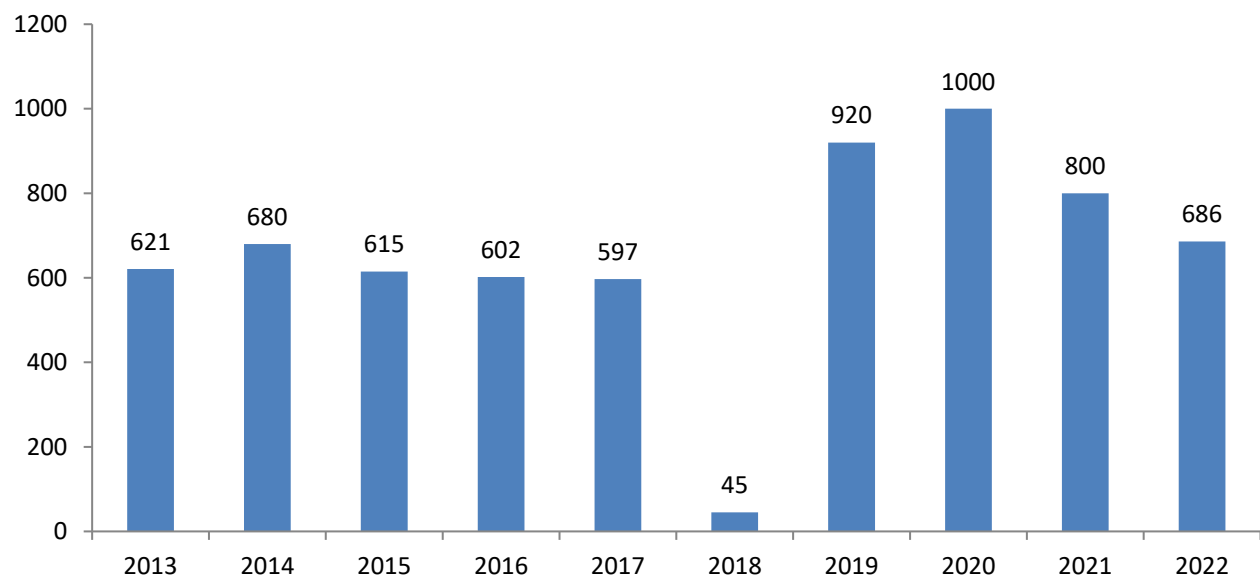
10 Sludge Generation

10.1 Sludge Disposal Summary

Date	Disposal Location	Approval Number	Total Volume (m3)
May 2022	Beckwith, Concession: 10, Lot 20	ECA #6069-5BXNTB	686

In 2022, a total of 686m³ of liquid bio-solids was hauled offsite by GFL and utilized as soil conditioner. It was spread in May (NASM Submission ID #24013). It is anticipated that approximately the same volume of sludge will be generated in 2022.

10.2 Annual Comparison (m³/year)



It is anticipated that sludge volumes will remain similar to the 2022 volumes. Note in 2018, there was limited hauling due to wet weather.

11 Summary of Complaints

Location	Date	Nature of Complaint	Actions Taken
There were no complaints to report in 2022			

Appendix A

Appendix A - Imported Sewage Sample Results

The ECA indicates no sampling of septage is necessary.

Appendix B

Appendix B - 2023 Calendar

Merrickville Wastewater Treatment Plant - 2023

	Monthly Raw Sewage Composite	Weekly Effluent			Monthly Digested Sludge	Acute Lethality
January						---
February						
March						---
April						---
May						---
June						---
July						---
August						
September						---
October						---
November						---
December						---

Weekly Effluent Monitoring									
Composite Samples					Grab Samples				

Monthly Raw Sewage Monitoring Composite Samples: BOD, SS, TP, TKN

Monthly Digested Sludge: *E. coli*, % Moisture, Alkalinity as CaCO₃, N-NH₃ (Ammonia), N-NH₃ (unionized), NO₂ (nitrite), NO₃ (nitrate), pH, TKN, Phosphorus, Total Volatile Solids, Volatile Acids as Acetic Acid, Potassium, Aluminum, Arsenic, Cadmium, Mercury, Molybdenum, Nickel, Total Solids, Chromium, Cobalt, Copper, Lead, Selenium, Zinc

Weekly Effluent Composite Samples: BOD, SS, TP, Ammonia, Calculated Unionized Ammonia

Weekly Effluent Grab Samples: *E. coli*, pH, Temperature

Appendix C

Appendix C - Biosolids Quality Report

2022 - MERRICKVILLE STP MONTHLY AEROBIC BIOSOLIDS CONCENTRATION RATIO

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Ammonia	263	260	179	277	181	153	312	390	440	307	543	556
Nitrate	1.0	1.0	2.5	1.9	1.0	1.3	1.0	1.0	1.0	1.0	1.0	1.3
Ammonia + Nitrate	264	261	182	279	182	154	313	391	441	308	544	557
Total Phosphorus	819	1660	71	215	1060	32	560	333	667	428	783	1210
Total Solids	52600	63300	4050	48300	65700	49300	60600	57800	66800	43200	46000	54900
Aluminum	1900	2630	76.30	1700	1960.0	1210.0	1100	965	1000	1790	1300	476
Arsenic	0.20	0.20	0.10	0.20	0.20	0.20	0.10	0.10	0.10	0.20	0.20	0.10
Cadmium	0.11	0.09	0.03	0.09	0.08	0.07	0.06	0.05	0.05	0.09	0.07	0.05
Chromium	1.27	1.69	0.05	1.32	1.31	1.18	1.00	0.97	0.78	1.72	1.43	0.79
Cobalt	0.52	0.57	0.03	0.54	0.46	0.44	0.50	0.43	0.25	0.62	0.71	0.42
Copper	40.30	58.30	1.94	41.00	41.20	35.90	30.50	26.80	24.00	47.90	40.90	21.10
Lead	1.60	2.10	0.10	1.60	1.80	1.60	1.20	1.10	1.40	2.10	1.70	1.00
Mercury	0.02	0.04	0.002	0.04	0.03	0.02	0.02	0.01	0.01	0.01	0.02	0.01
Molybdenum	0.81	1.07	0.05	0.83	0.86	0.76	0.65	0.60	0.50	1.08	0.90	0.51
Nickel	1.56	2.47	0.16	1.54	1.71	1.56	1.26	1.32	1.09	3.63	1.83	1.15
Selenium	0.40	0.60	0.10	0.30	0.40	0.30	0.30	0.20	0.20	0.40	0.40	0.20
Zinc	67.00	84.40	3.05	66.00	65.30	55.80	48.90	43.90	37.50	77.30	68.00	47.00

Metals ratio = mg metals/kg solids

	Metal/Solids Ratio (Sludge)												Limit
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	
Arsenic	3.80	3.16	24.69	4.14	3.04	4.06	1.65	1.73	1.50	4.63	4.35	1.82	170
Cadmium	2.09	1.42	7.41	1.86	1.22	1.42	0.99	0.87	0.75	2.08	1.52	0.91	34
Chromium	24.1	26.7	12.3	27.3	19.9	23.9	16.5	16.8	11.7	39.8	31.1	14.4	2800
Cobalt	9.89	9.00	7.41	11.18	7.00	8.92	8.25	7.44	3.74	14.35	15.43	7.65	340
Copper	766	921	479	849	627	728	503	464	359	1109	889	384	1700
Lead	30.4	33.2	24.7	33.1	27.4	32.5	19.8	19.0	21.0	48.6	37.0	18.2	1100
Mercury	0.38	0.55	0.49	0.72	0.40	0.41	0.35	0.19	0.21	0.25	0.35	0.20	11
Molybdenum	15.40	16.90	12.35	17.18	13.09	15.42	10.73	10.38	7.49	25.00	19.57	9.29	94
Nickel	29.7	39.0	39.5	31.9	26.0	31.6	20.8	22.8	16.3	84.0	39.8	20.9	420
Selenium	7.60	9.48	24.69	6.21	6.09	6.09	4.95	3.46	2.99	9.26	8.70	3.64	34
Zinc	1274	1333	753	1366	994	1132	807	760	561	1789	1478	856	4200
Sludge is Acceptable	TRUE	TRUE	TRUE	TRUE	TRUE	TRUE	TRUE	TRUE	TRUE	TRUE	TRUE	TRUE	TRUE

SOME ANALYSIS RESULTS EXPRESSED AS "<" (LESS THAN);HOWEVER, IN ORDER TO COMPLETE THE CALCULATION, ONLY THE NUMERIC VALUE WAS USED; THEREFORE THE AVG. CONC. IS GREATER THAN ACTUAL.

Appendix D

Appendix D - Details of Abnormal Sewage Discharge Events

Facility Bypass

Date	Location	Details	Volume (m3)	Start Time	End Time	Duration (h)	Discharge Receiver	Disinfection Provided
There were no bypass' to report in 2022								

Facility Overflow

Date	Location	Details	Volume (m3)	Start Time	End Time	Duration (h)	Discharge Receiver	Disinfection Provided
There were no overflows to report in 2022								

Collection Overflow

There are no authorized overflow locations in this system under Table B4 and B5 of the CLI-ECA Draft.

Spills of Sewage

Date	Location	Details	Volume (m3)	Start Time	End Time	Duration (h)	Discharge Receiver	Disinfection Provided
There were no spills of sewage in 2022. The spill of digester material in March 2022 is detailed in Section 8.3 of this report								

Collection System Monitoring Data

Event Date	Event Location	Volume (m3)	Parameter	mg/L	Source Loading	Any Adverse Impacts & Corrective Actions
There were no collection system overflows/bypass'/spills in 2022						

Appendix E

Appendix E - ECA Annual Report Requirements

Facility ECA # 1121-7YRQLF Section 10(6)	Section in Report
(a) A summary and interpretation of all monitoring data and a comparison to the effluent limits outlined in Condition 7, including an overview of the success and adequacy of the Works ;	Section 6 – Effluent Quality
(b) A description of any operating problems encountered and corrective actions taken;	Section 8 – Operating Issues
(c) A summary of all maintenance carried out on any major structure, equipment, apparatus, mechanism or thing forming part of the Works ;	Section 9 - Maintenance
(d) A summary of any effluent quality assurance or control measures undertaken in the reporting period;	Section 6 – Effluent Quality
(e) A summary of the calibration and maintenance carried out on all effluent monitoring equipment; and	Section 9.3 – Flow meter calibrations
(f) A description of efforts made and results achieved in meeting the Effluent Objectives of Condition 6.	Section 6 – Effluent Quality
(g) A tabulation of the volume of sludge generated in the reporting period, an outline of anticipated volumes to be generated in the next reporting period and a summary of the locations to where the sludge was disposed;	Section 10 – Sludge Generation
(h) A summary of any complaints received during the reporting period and any steps taken to address the complaints;	Section 11 - Complaints
(i) A summary of all By-pass , spill or abnormal discharge events; and	Section 8 and Appendix D
(j) Any other information the District Manager requires from time to time.	N/A
Collection ECA # N/A	
N/A	N/A

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: April 11, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report CAO-03-2023, being a report to update the Committee recruitment process for the 2022-2026 term of Council, for information purposes.

Carried / Defeated

Michael Cameron, Mayor



Village of Merrickville - Wolford

Report CAO-03-2023
Report to Council
Date of Meeting: April 11, 2023

RE: Legislated and Non-Legislated Committee Recruitment Process Update

OBJECTIVE: To update Council on the recruitment process for legislated and non-legislated committees and boards for the 2022-2026 term of Council.

RECOMMENDATION:

THAT: The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report CAO-03-2023, being a report to update the Committee recruitment process for the 2022-2026 term of Council, for information purposes.

BACKGROUND:

At the special meeting of Council on December 20, 2022, Council received Report CAO-09-2022, being a report to provide options regarding the structure of Council's non-legislated advisory committees for the 2022-2026 term of Council. The report outlined proposed options for the structure of non-legislated committees for Council to consider and decide as to which option best suited their priorities and goals, as well as the best reflection of the needs and interests of the community. Council approved via Resolution R-319-22 Option "A" as provided in the report. This option included the formation of the following advisory committees:

- Heritage & Planning Advisory Committee (HPAC);
- Community Wellness & Environmental Advisory Committee (CWEAC); and
- Possible Ad Hoc Committees throughout Council's term, such as Agricultural Advisory Committee(s) or a Finance Committee.

Council directed staff to bring back draft Terms of Reference for each of these committees, to outline their missions and objectives. At the special meeting on January 30, 2023, Council received and approved the proposed Terms of References for both CWEAC and HPAC, subject to any changes from a legal review by the Village lawyer.

ANALYSIS:

With the approval of the Terms of References for the non-legislated committees, staff then produced a call out for volunteers and opened the application submission timeline for residents to put their name forward to volunteer on committees. As suggested by Council, staff included a 'Call for Volunteers' sheet (attached as Schedule 'A') within the tax bills that were mailed out on Thursday, February 2, 2023. This call sheet was also posted on the bulletin board at the Municipal Office on the same day.

The 'Volunteer for Boards & Committees' webpage on the Village website was updated and included all information for residents to have access to on how to apply for committees and boards. The Terms of References for the non-legislated committees were included as links, as well as the Terms of References and/or relevant information for the legislated committees, which includes the Committee of Adjustment, Property Standards Committee, Merrickville Public Library Board, and the Police Services Board. The webpage was continuously updated as documents were finalized. The application form was made available on the website, and it was also available in hard copies at the Municipal Office. The deadline for application submissions was set for Friday, March 31, 2023 at 12:00 p.m.

On March 3, 2023, a Public Notice was posted on the Village website, which linked directly to the 'Volunteer for Boards and Committees' webpage as a reminder to residents of the deadline of March 31st. An ad was placed in the Smiths Falls Record News and Kemptonville Advance for a two-week period for publication on March 16 and March 23, which reflected the call for volunteers for boards and committees for the Village, with the inclusion of the application deadline. On March 8, 2023, a Call for Volunteers notice was posted on the Village of Merrickville-Wolford Facebook page as a social media reminder to residents about the opportunity to apply to volunteer.

As of the deadline on March 31st at 12:00 p.m., staff received the following number of applications for each committee and board:

- Committee of Adjustment: 3 applications
- Community Wellness & Environmental Advisory Committee: 5 applications
- Heritage & Planning Advisory Committee: 9 applications
- Police Services Board: 2 applications
- Property Standards Committee: 3 applications
- Merrickville Public Library Board: 7 applications

Staff will provide Council with all of the application submissions in a separate package prior to the regular Council meeting on April 24th, 2023 in order for Council members to review the information and relevant experience provided by the applicants for consideration. In the April 24th meeting, Council will be asked to select and appoint the members to the various committees and boards.

BUDGET/LEGAL IMPLICATIONS:

None.

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

CONCLUSION:

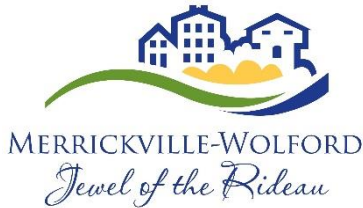
Staff will provide Council with all of the application submissions in a separate package prior to the regular Council meeting on April 24th, 2023 in order for Council members to review the information and relevant experience provided by the applicants for consideration. In the April 24th meeting, Council will be asked to select and appoint the members to the various committees and boards.

ATTACHMENTS:

None.

Submitted by:

Doug Robertson
CAO/Clerk



Request for Volunteers

Council Advisory Committees & Boards

Shortly after being elected, each new Village of Merrickville-Wolford Council forms a series of volunteer advisory committees and boards to support Council's decision-making and effective governance of the municipality. Some of the committees and boards are regulated by Provincial legislation and others are not.

Upon establishing Terms of Reference and mandates for each board and committee, Council invites interested community volunteers to be appointed to advise and/or support Council during their term in office. Each board and committee member is required to comply with the Village's Procedure By-law and other related policies and legislation.

Council has currently established the following committees and boards:

- Committee of Adjustment
- Property Standards Committee
- Merrickville Public Library Board
- Police Services Board (pending Ministry of Solicitor General structure review)
- Community Wellness & Environmental Advisory Committee
- Heritage & Planning Advisory Committee
- Anticipatory Pool of Volunteers – Possible Ad Hoc Agricultural Advisory Committee(s)

If you are interested in serving the community on one of Council's volunteer boards or advisory committees, your service to the community would be greatly appreciated!

The downloadable application form, Terms of Reference documents and other supporting information are all expected to be posted at www.merrickville-wolford.ca/office-and-council/volunteer-for-boards-and-committees by approximately February 17, 2023.

Deadline for applications: March 31, 2023 at 12:00 p.m.

Further information may also be acquired by email to CAO/Clerk Doug Robertson at cao@merrickville-wolford.ca or by phone at (613) 269-4791.

Personal information is collected under the Municipal Freedom of Information and Protection of Privacy Act and will be used solely for the purposes expressed above.

Please be advised that, by submitting your application, you agree that your name and all documents provided to the Village will be made public. All documents provided will appear on Council's Open agenda for consideration and become part of the public record.

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: April 11, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report FIN-05-2023, being a report regarding the 2023 Community Grant Program, for information purposes; and

That Council allocates the funds from the Community Grant Line Item of \$10,000 to be distributed as follows:

- | | | |
|--|----------|-------------|
| 1. 1 st Merrickville Scouts | Cash: \$ | In-Kind: \$ |
| 2. Christmas in Merrickville | Cash: \$ | In-Kind: \$ |
| 3. Merrickville Heritage Classic | Cash: \$ | In-Kind: \$ |
| 4. Senior Exercise Group | Cash: \$ | In-Kind: \$ |
| 5. United Way Leeds Grenville | Cash: \$ | In-Kind: \$ |
| 6. Merrickville Day Nursery | Cash: \$ | In-Kind: \$ |
| 7. Merrickville Soccer Club | Cash: \$ | In-Kind: \$ |
| 8. Merrickville Public School | Cash: \$ | In-Kind: \$ |
| 9. Merrickville Agricultural Society | Cash: \$ | In-Kind: \$ |
| 10. Merrickville Organization for Culture & the Arts | Cash: \$ | In-Kind: \$ |
| 11. Merrickville Artists' Guild | Cash: \$ | In-Kind: \$ |
| 12. Chamber of Commerce | Cash: \$ | In-Kind: \$ |
| 13. Theatre Night in Merrickville | Cash: \$ | In-Kind: \$ |
| 14. Merrickville Trails Society | Cash: \$ | In-Kind: \$ |

Carried / Defeated

Michael Cameron, Mayor



Village of Merrickville-Wolford

Report FIN-05-2023
Finance Department

Date of Council Meeting: April 11, 2023
Information Report to Council

RE: 2023 Community Grant Program

OBJECTIVE: To provide Council with information on the 2023 grant applications, and to seek Council direction regarding allocation of 2023 Community Grants.

RECOMMENDATION:

_____ THAT: The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive report FIN-05-2023, being a report regarding the 2023 Community Grant Program, for information purposes; and

_____ THAT: Council allocates the funds from the Community Grant Line Item of \$10,000 to be distributed as follows:

1. 1 st Merrickville Scouts	Cash: \$	In-Kind: \$
2. Christmas in Merrickville	Cash: \$	In-Kind: \$
3. Merrickville Heritage Classic	Cash: \$	In-Kind: \$
4. Senior Exercise Group	Cash: \$	In-Kind: \$
5. United Way Leeds Grenville	Cash: \$	In-Kind: \$
6. Merrickville Day Nursery	Cash: \$	In-Kind: \$
7. Merrickville Soccer Club	Cash: \$	In-Kind: \$
8. Merrickville Public School	Cash: \$	In-Kind: \$
9. Merrickville Agricultural Society	Cash: \$	In-Kind: \$
10. Merrickville Organization for Culture & the Arts	Cash: \$	In-Kind: \$
11. Merrickville Artists' Guild	Cash: \$	In-Kind: \$
12. Chamber of Commerce	Cash: \$	In-Kind: \$
13. Theatre Night in Merrickville	Cash: \$	In-Kind: \$
14. Merrickville Trails Society	Cash: \$	In-Kind: \$

BACKGROUND:

On April 23, 2019, Council passed By-law 23-2019, being a by-law to adopt a Community Grant Program Policy in order to set rules and eligibility requirements for applicants and to guide the decision-making process with respect to the allocation of the community grants each year. The Village of Merrickville-Wolford Community Grants

Program provides limited financial support to community groups and organizations for projects or events that benefit and contribute toward the quality of life of local residents.

ANALYSIS

The Village of Merrickville-Wolford Community Grants Program Policy sets out clear eligibility criteria, incorporates in-kind requests such as fee waivers and sets out evaluation standards. The policy includes the grant application form and a final report requirement for successful applicants.

Some key elements of the policy are highlighted below, for Council's ease of reference:

- Approval of Community Grant applications and allocation of funds rests with Council.
- Grant funding or assistance is not guaranteed and Council may reduce funding requests to support a wider range of projects.
- Eligible applicants must be based in Merrickville-Wolford and/or serve the residents of Merrickville-Wolford.
- Organizations that make a profit are not eligible to apply.
- The program is not intended to provide funds for "flow through funding" (where recipients redistribute funds to other organizations or groups), nor for donations to charitable causes.
- Community grants are intended to be supplementary to an organization's main funding sources and are not meant to be the primary source of funding.
- It is not the intent of this program to provide sustainable funding or to create long-term financial dependency.
- Grant funding must be used for the purpose stated in the grant application.
- If requested, a final report must be submitted within 60 days of the event and must be submitted prior to a new application for funding.

A summary table of the 2023 Community Grant Requests is provided for Council's consideration (Attachment A). The Village of Merrickville-Wolford received 15 grant applications for 2023, which are outlined in Attachment A. The total value of the grant applications received including fee waivers is \$25,739.50. The 2023 proposed draft budget allocation is \$10,000 for community grants.

While fee waivers are not an expense to the municipality, they do represent lost revenue which is normally used to maintain our facilities. Approval of fee waivers impacts the organization's net total budget by either increasing the corporations annual deficit or by decreasing the annual surplus at year end. This, in turn, represents a cost to taxpayers and the loss of revenue can negatively impact the Village's ability to maintain its facilities.

Staff recommend denying the Merrickville Day Nursery School request as staff do not have the capacity to provide the service, it is not in keeping with the community grant policy, and would cause increased liability for the municipality.

BUDGET/LEGAL IMPLICATIONS:

The 2023 draft budget allocation for community grants is \$10,000.

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:

Building a progressive, growing economy

Supporting local groups and events that draw tourism to the Village is a way to attract businesses to the area and create a supportive business-friendly environment that retains, grows, and diversifies our economy.

CONCLUSION:

Staff are asking Council to provide direction on the allocation of the 2023 community grant funding.

ATTACHMENTS:

Attachment "A": 2023 Community Grant Requests Summary Table
Attachment "B": 2023 Community Grant Applications

Submitted by:



Kirsten Rahm,
Manager of Finance - Treasurer

Approved by:



Doug Robertson, CAO/Clerk

Attachment A - 2023 Community Grant Applications

2023 Grant Recipient	Eligible to apply for 2023 Grant	Cash grant requested	Value of Fee Waivers requested	Date of Event	Request
1st Merrickville Scouts	Yes	N/A	\$510	multiple	Request is for fee waiver for user fees, for approximately 34 weeks, 2 sessions per week, estimating 15 participants (\$1 per participant). This is a repeat request.
Christmas In Merrickville	Yes	N/A	\$400	December 1 & 2 2023	Community centre rental fee waiver. This is a repeat request.
Merrickville Heritage Classic	Yes	N/A	\$400	April 28-29 2023	Community centre rental fee waiver. This is a repeat request.
Senior Exercise Group (CPHC)	Yes	N/A	\$3,060	September 2023 - June 2024	Community centre user fee waiver for 2 classes a week for approximately 34 weeks for approximately 45 participants per session (\$1 drop in fee per session). This is a repeat request.
United Way of Leeds and Grenville	Yes	N/A	\$53.50	February 11 2023	Fee waiver for information session on the United Way Impact Project.
Merrickville Day Nursery School	Yes	N/A	unable to determine	Spring and Summer 2023	The Day Nursery School has requested that staff fix their wooden garden box, remove and replace plants and shrubs, mulch and maintain their garden during the spring and summer, all of which are private property. For liability reasons, staff cannot conduct repairs & maintenance work on private property and the request is not in keeping with the intent of the community grant program.
Merrickville Soccer Club	Yes, however application was received after deadline	N/A	\$700	Spring and Summer 2023	They have requested a fee waiver for use of 2 soccer fields in Merrickville, and the community centre for an end of season BBQ. This is a repeat request.
Merrickville Public School	Yes	N/A	\$400	December 19 and 20 2023	Community centre rental fee waiver. This is a repeat request.

Merrickville Agricultural Society	Yes	\$ 6,500	\$125	August 7 - 13 2023	Funding for Merrickville Fair and sign fee waivers. This is a repeat request.
Merrickville Organization for Culture & the Arts (MOCA)	Yes	\$ 6,500	\$300	July 29 & 30 2023	Request for funds to hold a two day Festival of the Arts in Merrickville-Wolford; fee waiver request for signage. This is a repeat request.
Merrickville Artists' Guild (MAG)	Yes	\$ 2,500	N/A	N/A	Request for funds to produce a 2023 MAG booklet of artists. This is a repeat request.
Merrickville-Wolford Chamber of Commerce	Yes	\$ 1,000	N/A	N/A	Request for funds to refresh the 4 entrance signs to the Village. This organization has made requests in previous years for other projects and, as such, is deemed to be a repeat request
Merrickville-Wolford Chamber of Commerce	Yes	\$ 1,000	N/A	N/A	Request for funds to purchase vintage style bicycle racks. This organization has made requests in previous years for other projects and, as such, is deemed to be a repeat request
Theatre Night in Merrickville	Yes	\$ 1,500	N/A	N/A	To purchase LED lighting. This organization has made requests in previous years for other projects and, as such, is deemed to be a repeat request
Merrickville District Trails Society	Yes	\$ 791	N/A	N/A	To print trails brochures. This organization has made requests in previous years for other projects and, as such, is deemed to be a repeat request

Total amount of eligible cash grants requested:	\$ 19,791	
Total value of eligible In Kind requests:	\$ 5,949	In Kind requests are lost revenue
Grand total	<u>\$ 25,739.50</u>	
2023 Draft Budget for community grants:	\$ 10,000	
Funding shortfall	\$ (15,739.50)	

Appendix B – Application

COMMUNITY GRANTS PROGRAM APPLICATION



Please complete this form, enclose all required information and return to:

Kirsten Rahm, Manager of Finance/Treasurer, Village of Merrickville-Wolford

317 Brock St W, PO Box 340, Merrickville, ON K0G 1N0

Email: finance@merrickville-wolford.ca

NAME OF ORGANIZATION OR GROUP: Merrickville Agricultural Society	
MAILING ADDRESS: [REDACTED]	
PHONE NUMBER: [REDACTED]	
CONTACT PERSON: Gary Brown	PHONE NUMBER: [REDACTED]
EMAIL ADDRESS: [REDACTED]	
TYPE OF REQUEST	
<input checked="" type="checkbox"/> CASH GRANT	Amount requested: \$6500
<input checked="" type="checkbox"/> IN-KIND WAIVE FEES (provide details below)	
<input checked="" type="checkbox"/> IN-KIND OTHER (provide details below)	

* April 18 2023
- pancake breakfast
- no application rec'd.

Apr 1 2023 - Spring fling
Aug 7-13 2023 - fair
Nov 18 2023 - fall craft show

DESCRIBE YOUR REQUEST FOR IN-KIND SERVICES:

Each year we have the fair grounds for 1 week to setup and run the fair. We also get 2 free days for 2 events - typically Spring Fling and Christmas Craft Show.

We would like be able to put up our 5 large signs advertising the fair 1 month ahead of the fair. We would like noise bylaw waived for the Friday and Saturday of Fair weekend.

We would like the ground mowed late the week before the fair. We always are supported very well by Public works and would like to again count on them for the one time items we seem to need help with ever year. We would like an additional use of the community centre for our Pancake break fast this year (Mid March).

DESCRIBE THE PURPOSE OF YOUR PROPOSED PROJECT/EVENT, INDICATING WHAT THE MUNICIPAL FUNDING WILL BE USED FOR, IF APPROVED (attach detailed budget):

We would apply our funding to the Kids Zone of the Merrickville Agricultural Fair. Our goal in the Kids Zone is to provide fun and agricultural education. Our core programs will be around Animal Agriculture, Crops, and Historic elements of Agriculture. We are budgeting and planning for petting zoo, Sheep shearing, Beef Farming, Dairy farming and common crops ground by farmers. We are hoping to offer a historic agricultural farm store display displaying the roots of Ag Retail. We will again be producing our Farm Supper we started last year where we will focus on A real Candian Farm Supper. We plan to have some family and kid friendly entertainment on the Friday Farm Supper Evening. All geared towards families.

WHAT ARE THE GOALS AND OBJECTIVES OF THE EVENT?:

The Agricultural Society's Fair is focus on livestock husbandry skills in Equine, Dairy, Beef and Sheep. We also feature crop in the hall with our 4H crops club. 4H is a centre of the Sheep, Dairy and Beef Shows with exhibitors from Grenville as well as neighbouring clubs. We also run a traditional Home Craft in the hall with judging, ribbons and prizes. Our event is focused on all that is Agriculture and Rural with a strong element of history.

WHO IS YOUR TARGET GROUP?:

Our entire community. Most in our community know or grew up with some family members involved in Agriculture. We hope we can help reconect everyone to our Agricultural roots.

HOW WILL YOUR PROJECT BENEFIT MERRICKVILLE-WOLFORD RESIDENTS?:

We hope that our event will reconnect all residents with our Ag roots. We hope that our evolution from a fair with midways and bands to our vision of a celebration of of our Agricultural Heritage and a key part of our Merrickville-Wolford community and economy. We are very focused on the family experience and having fun and community.

PROVIDE A LIST OF OTHER FUNDING SOURCES FOR YOUR ORGANIZATION OR GROUP:

Our fundraising Activities will be:

- 1) Pie Day - online pie auction
- 2) Pancake Break Fast
- 3) Spring Fling
- 4) Fair
- 5) Christmas Craft Fair

DESCRIBE YOUR ORGANIZATION OR GROUP'S FUNDRAISING EFFORTS:

We run 5-6 fundraising events each year. Our focus is to provide some Ag Awareness and good value for those supporting our events. Our goal is to try and provide a fun, good value family event. We will be looking for Sponsorship for specific components of the Fair from local businesses. We recognize those sponsor on our Facebook Page, Website and on Fair weekend on our Sponsor boards.

DESCRIBE EVIDENCE OF COMMUNITY SUPPORT (INCLUDING VOLUNTEERS):

We have been steadily gaining more and more volunteers for our events over time. Our challenge has been drawing in new to our community volunteers but we feel we are making progress. We have had a number of new volunteers offering to help this winter. One of our best new additions was the Family Farm Supper and it took a lot of volunteers to help and it started the ball rolling. We feel we are making significant progress.

ENCLOSE THE FOLLOWING INFORMATION:

- Budget for Project/Event
- Financial Statements
- Confirmation of Not-for-Profit or Charitable status (if applicable)

ATTACH ANY ADDITIONAL INFORMATION WHICH YOU FEEL MAY ASSIST COUNCIL IN EVALUATING YOUR APPLICATION (PLEASE LIMIT VOLUME OF INFORMATION):

I/We have read the eligibility criteria and confirm that the organization or group will comply with all requirements.

I/We understand if the Village of Merrickville-Wolford approves funding, the Village of Merrickville-Wolford makes no commitment to provide ongoing financial support to the organization or group.

I/We understand that should the project or event not proceed and occur, or should any grant money received from the Municipality not conform with this policy and/or application, that the money will be refunded to the municipality as stipulated in the Village of Merrickville-Wolford Community Grants Policy.

Gary Brown

Applicant Name (Please print)

Gary Brown

Signature

Jan 31 2023

Date

**Appendix B – Application
COMMUNITY GRANTS PROGRAM APPLICATION**

**Please complete this form, enclose all required information
and return to:**

*Kirsten Rahm, Manager of Finance/Treasurer, Village of
Merrickville-Wolford 317 Brock St W, PO Box 340, Merrickville,
ON K0G 1N0
Email: finance@merrickville-wolford.ca*

NAME OF ORGANIZATION OR GROUP: MOCA	
Merrickville Organization for Culture & the Arts	
MAILING ADDRESS: [REDACTED]	
PHONE NUMBER: [REDACTED]	
CONTACT PERSON: Nick Previsich	PHONE NUMBER: [REDACTED]
EMAIL ADDRESS: [REDACTED]	
TYPE OF REQUEST CASH GRANT XXXX	
IN-KIND WAIVE FEES (provide details below) XXXX	
IN-KIND OTHER (provide details below)	
Amount requested: <u>\$6000.00</u>	
[REDACTED]	

DESCRIBE YOUR REQUEST FOR IN-KIND SERVICES:

This will be the 3rd year that we plan on holding the Merrickville-Wolford Festival of the Arts. We would appreciate the waiving of all fees associated with signage advertising the event and directional signs showing the location of the Festival in the Blockhouse Park. Large banner signs will be placed on the four entrance signs owned by the Chamber of Commerce. In addition, A-Frame signs and lawn signs will be placed at and near the Blockhouse Park showing locations for toilets, parking, events, etc. Canopy tents will be used to house MAG artists and sound equipment for performances at the Lions Pavilion. We can provide a more detailed application as per Bylaw #24-2010, Section 3 if needed prior to the event taking place.

We will also consult Public Works on the canopy tent layout in Blockhouse Park with respect to distancing and will have fire extinguishers on site. As in previous years, we will consult Public Health authorities on the need for masking and hand sanitization.

DESCRIBE THE PURPOSE OF YOUR PROPOSED PROJECT/EVENT, INDICATING WHAT THE MUNICIPAL FUNDING WILL BE USED FOR, IF APPROVED (attach detailed budget):

The purpose of the event is to hold the 3rd iteration of the 2 day Festival of the Arts in Merrickville-Wolford. This event is rapidly gaining momentum and is being perceived as a Merrickville staple and a yearly event to look forward to.

The requested funds of \$6000 will be used for the rental of tents, tables, display grids, printing of signs, props, advertising, portable toilets if needed, musician fees, electronic equipment and possibly overnight security. We will be seeking additional financial support described below. If these additional funds are not forthcoming, we will scale back the events to work within our budget. Our goal is to break even on expenses and revenues.

WHAT ARE THE GOALS AND OBJECTIVES OF THE EVENT?:

The Merrickville Organization for Culture & the Arts (MOCA) is an incorporated (2018), non-profit organization dedicated to the promotion and development of local arts and culture in its many forms (Incorporation business #: 740031117RC0001).

The goal of this event is to hold the 3rd Merrickville Festival of the Arts. The 1st Festival held in 2021 provided a creative and experiential event that people responded to very enthusiastically. The 2022 event expanded further with poetry, theatre and a community painting mural for children. The 2023 Festival will add more musicians as well as consider dance performances. We also hope to involve a First Nations dance or music component. The 2022 event attracted a number of visitor that impacted local businesses favourably through increased sales. We will be appealing to corporate and local business owners for financial support.

We will be consulting with Public Health authorities to ensure that we are compliant and are prepared to monitor crowds, provide masks and sanitizing stations. The proposed dates for the Festival will be July 29th and 30th, 2023 and an application for use of the Blockhouse Park has been provided to Parks Canada. We will be inviting various arts groups such as MAG to participate in the Festival. Confirmation has been received from Theatre Night in Merrickville as a participant. We are also exploring the possible participation of a number of local and nearby musicians. This will be an enhancement over the 2022 event. There will be no charge for admission to the generic Festival activities - it will be open to residents and visitors alike.

WHO IS YOUR TARGET GROUP?:

Target groups include local residents living in Merrickville-Wolford, day visitors to the Village, tourists who are aware of the beauty and proximity to the Rideau Canal system and people who will be informed (through extensive advertising) and are lovers of the arts. Le Boat clients and other boat visitors will be informed of the opportunity to experience the Festival.

HOW WILL YOUR PROJECT BENEFIT MERRICKVILLE-WOLFORD RESIDENTS?:

This project will provide residents, visitors and tourists to Merrickville-Wolford with a unique opportunity to view and possibly purchase unique artworks, watch theatrical performances and listen to beautiful music. Local merchants will benefit by an increase in people visiting shops. Most importantly, this Festival will provide an enjoyable family oriented experience in a beautiful and peaceful location.

PROVIDE A LIST OF OTHER FUNDING SOURCES FOR YOUR ORGANIZATION OR GROUP:

MOCA will be seeking financial or in-kind assistance from:

- Chamber of Commerce**
- Lions Club**
- Merrickville Artists' Guild**
- Provincial tourism grants if eligible**
- Corporate donors**

DESCRIBE YOUR ORGANIZATION OR GROUP'S FUNDRAISING EFFORTS:

MOCA has very modest funding that has been slowly augmented through various musical events and fund raising activities such as the local Chefs night at the Main Street Restaurant and from the Lions Club.

DESCRIBE EVIDENCE OF COMMUNITY SUPPORT (INCLUDING VOLUNTEERS):

MOCA has been instrumental in bringing the very popular Blues Fest - Small Halls Concerts to Merrickville. To date there have been five concerts held at the United Church facility with app. 200 people attending each concert. MOCA volunteers helped set up the event, prepare a meal for the musicians and crew and assisted with clean-up. Local businesses benefitted from people who travelled from Ottawa and other nearby communities to attend the concert.

MOCA was also a significant contributor to the fundraising efforts by Rideau Bridge to Canada to support the first Syrian family by organizing a horseshoe tournament. It also contributed \$1000 from operating/savings to support the second Syrian family that arrived in 2021.

ENCLOSE THE FOLLOWING INFORMATION:

- Budget for Project/Event

MOCA Budget for 2022 Merrickville Festival of the Arts

Draft 2022 Festival of the Arts Budget

1. Insurance: \$900
2. Canopy Tent purchases:
 - Children's Art Tent, supplies & instructors - \$250.00
 - Writers and Poets' Tents - \$250.00
 - MAG Tents - artists to supply their own canopy tents
3. Table/chair rentals: Discuss with Anglican Church
4. Electronic Equipment Rental: \$1000
 - microphones
 - speakers
 - soundboard
 - extension cords
 - lighting
5. Property rentals fees:
 - Linda Fry (Main Street) - \$125
 - Parks Canada Permits - \$250

**Appendix B – Application
COMMUNITY GRANTS PROGRAM APPLICATION**

**Please complete this form, enclose all required information
and return to:**

*Kirsten Rahm, Manager of Finance/Treasurer, Village of
Merrickville-Wolford 317 Brock St W, PO Box 340, Merrickville,
ON K0G 1N0
Email: finance@merrickville-wolford.ca*

NAME OF ORGANIZATION OR GROUP: MAG Merrickville Arts Guild	
MAILING ADDRESS: [REDACTED]	
PHONE NUMBER:	
CONTACT PERSON: Mike Venables - Treasurer	PHONE NUMBER: [REDACTED]
EMAIL ADDRESS: treasurer@mag-artists.ca	
TYPE OF REQUEST CASH GRANT XXXX IN-KIND WAIVE FEES (provide details below) XXXX IN-KIND OTHER (provide details below)	
Amount requested: <u>\$2500.00</u>	
[REDACTED]	

DESCRIBE YOUR REQUEST FOR IN-KIND SERVICES:

We are not requesting any in-kind services for this initiative

DESCRIBE THE PURPOSE OF YOUR PROPOSED PROJECT/EVENT, INDICATING WHAT THE MUNICIPAL FUNDING WILL BE USED FOR, IF APPROVED (attach detailed budget):

The Merrickville Arts Guild (MAG) has been in existence since 1984 as a non-profit organization and has contributed immensely to the artistic culture of Merrickville-Wolford. In fact, some people have moved to Merrickville-Wolford in part due to the reputation created by MAG over the years that we are a true arts & crafts community that appreciates and promotes the visual arts.

The funding will be used to produce the 2023 MAG Booklet of Artists and will be spent primarily on printing, photography, design and layout and distribution. Additional funding will be sought from MAG artists themselves as well as advertisers in the Booklet.

BUDGET:

Design and Layout including photographs -	\$1800.00
Printing and distribution -	\$4150.00
Promotion via print and social media -	\$650.00
Total:	\$6600.00

WHAT ARE THE GOALS AND OBJECTIVES OF THE EVENT?:

This is not an "event", it is the development of an important product to promote local artists. This will be the 3rd year that MAG has produced a high quality, extremely professional product. Each year 5000 copies are printed and distributed to local businesses for redistribution to visitors. Funds permitting, we may be able to afford to mail a copy to each household in Merrickville-Wolford. The overall objective is to get visitors and art collectors to view the Booklet and contact the artist to view their work and possibly sell a piece of art.

WHO IS YOUR TARGET GROUP?:

There are three primary audiences:

- local residents who appreciate the work of local artists
- day visitors and tourists to the area who are interested in viewing art
- art collectors who contact the artists and arrange a visit to their studios

HOW WILL YOUR PROJECT BENEFIT MERRICKVILLE-WOLFORD RESIDENTS?:

Art is an important contribution to the mental health and wellbeing of residents who have been adversely affected by the restrictions adopted to help prevent the spread of COVID-19. Experiencing the wonderful creative efforts of talented artists give people hope and may also spark their own attempts at creative expression.

PROVIDE A LIST OF OTHER FUNDING SOURCES FOR YOUR

MAG raises funds primarily through annual fees charged to all member artists and for special events such as art shows. It also relies on donations from residents who appreciate the arts. Annual fees are the only operating funds we generate - all other projects such as shows, exhibitions, Conversations, Emerging Artists funds for young adults, etc. are conducted on a break-even principal.

DESCRIBE YOUR ORGANIZATION OR GROUP'S FUNDRAISING EFFORTS:

MAG has from time to time been able to raise funds through the auction of specific types of art, the holding of a murder mystery and a small payment at the door for non-members attending the very popular "Conversations" held at the Merrickville Legion. MAG has carefully over many years managed to set aside app. \$7400 from membership fees - all other projects such as the Emerging Artists Fund are committed resources and are not used for general expenses. MAG will also need to use these resources to pay for corporate insurance and Directors' insurance for the first time.

DESCRIBE EVIDENCE OF COMMUNITY SUPPORT (INCLUDING VOLUNTEERS):

MAG has approximately 70 members (both artists and non artists), many of who are actively engaged in volunteer activities in the community. The Executive Committee members have sat on the Board of the Chamber of Commerce and have participated in the past on Advisory Committees to Council. In addition, resources are often shared among other non-profit organizations and MAG has collaborated with other groups on the use of signage, A Frames, grids, etc.

ENCLOSE THE FOLLOWING INFORMATION:

- Budget for Project is shown above
- Financial statement for 2022 is attached
- **ATTACH ANY ADDITIONAL INFORMATION WHICH YOU FEEL MAY ASSIST COUNCIL IN EVALUATING YOUR APPLICATION (PLEASE LIMIT VOLUME OF INFORMATION):**

I/We have read the eligibility criteria and confirm that the organization or group will comply with all requirements.

We understand if the Village of Merrickville-Wolford approves funding, the Village of Merrickville-Wolford makes no commitment to provide ongoing financial support to the organization or group.

We understand that should the project or event not proceed and occur, or should any grant money received from the Municipality not conform with this policy and/or application, that the money will be refunded to the municipality as stipulated in the Village of Merrickville-Wolford Community Grants Policy.

Mike Venables - Treasurer _____ Applicant Name (Please print)



January 23, 2023

Signature

Date

RECEIVED
JAN 25 2020

Appendix B – Application

COMMUNITY GRANTS PROGRAM APPLICATION



Please complete this form, enclose all required information and return to:

Kirsten Rahm, Manager of Finance/Treasurer, Village of Merrickville-Wolford

317 Brock St W, PO Box 340, Merrickville, ON K0G 1N0

Email: finance@merrickville-wolford.ca

NAME OF ORGANIZATION OR GROUP: Merrickville-Wolford & District Chamber of Commerce	
MAILING ADDRESS: [REDACTED]	
PHONE NUMBER: [REDACTED]	
CONTACT PERSON: Robyn Eagle	PHONE NUMBER: [REDACTED]
EMAIL ADDRESS: president@merrickvillechamber.ca	
TYPE OF REQUEST	
<input checked="" type="checkbox"/> CASH GRANT	Amount requested: <u>1000.00</u>
<input type="checkbox"/> IN-KIND WAIVE FEES (provide details below)	
<input type="checkbox"/> IN-KIND OTHER (provide details below)	

DESCRIBE YOUR REQUEST FOR IN-KIND SERVICES:

DESCRIBE THE PURPOSE OF YOUR PROPOSED PROJECT/EVENT, INDICATING WHAT THE MUNICIPAL FUNDING WILL BE USED FOR, IF APPROVED (attach detailed budget):
The 4 entrance signs to the Village are owned by the Municipality, but content is the responsibility of the Chamber. This project will refresh these four entrance signs coming into the Village. To include replacement of the seasonal images with a static one, the addition of signage directing traffic to the heritage business district and production of consistent event signage.

WHAT ARE THE GOALS AND OBJECTIVES OF THE EVENT?:
To refresh entrance signs with consistent branding, and provide wayfinding for traffic along Heritage Drive/HWY 43 into the Village's business core.

WHO IS YOUR TARGET GROUP?:
Visitors, residents, business community, tourists

HOW WILL YOUR PROJECT BENEFIT MERRICKVILLE-WOLFORD RESIDENTS?:
It will serve to project an image of the community that is in keeping with our Victorian theme. The structures and content are in need of refreshing and the residents will see that the Municipality is focused on ensuring the image of the area is in the forefront of mind and budget. The structures also serve to inform the residents and visitors of upcoming events.

PROVIDE A LIST OF OTHER FUNDING SOURCES FOR YOUR ORGANIZATION OR GROUP:
Membership dues that are directed to promoting and supporting the business members.

DESCRIBE YOUR ORGANIZATION OR GROUP'S FUNDRAISING EFFORTS:
The Chamber is a not-for-profit volunteer organization that supports member businesses with information, training/networking and marketing. In 2022, The Chamber created a logo that has been printed onto tote bags, which will be sold throughout the Village. Funds raised from the sale of these bags will be directed to the Chamber's Streetscaping Working Group to support the seasonal beautification of the Village. The logo will also be used to promote other merchandise in the 2023 season.

DESCRIBE EVIDENCE OF COMMUNITY SUPPORT (INCLUDING VOLUNTEERS):
The Chamber takes the lead in promoting the annual Village wide garage sale through paid posts on our social media. The Chamber also has a subworking group that focuses on streetscaping and beautification of the Village core. The Chamber is active in promoting community events throughout the year. The Chamber helped to coordinate the 2022 Municipal Meet-the Candidates events. The Chamber coordinates the Snowflake Festival in February, which is a thank you specifically focused on residents for supporting local.

ENCLOSE THE FOLLOWING INFORMATION:

- Budget for Project/Event
- Financial Statements
- Confirmation of Not-for-Profit or Charitable status (if applicable)

ATTACH ANY ADDITIONAL INFORMATION WHICH YOU FEEL MAY ASSIST COUNCIL IN EVALUATING YOUR APPLICATION (PLEASE LIMIT VOLUME OF INFORMATION):

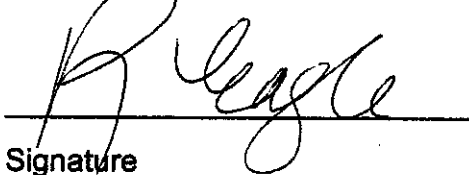
!We have read the eligibility criteria and confirm that the organization or group will comply with all requirements.

!We understand if the Village of Merrickville-Wolford approves funding, the Village of Merrickville-Wolford makes no commitment to provide ongoing financial support to the organization or group.

!We understand that should the project or event not proceed and occur, or should any grant money received from the Municipality not conform with this policy and/or application, that the money will be refunded to the municipality as stipulated in the Village of Merrickville-Wolford Community Grants Policy.

Robyn Eagle

Applicant Name (Please print)



Signature



Date

RECEIVED

JAN 25 2003

Appendix B – Application

COMMUNITY GRANTS PROGRAM APPLICATION



Please complete this form, enclose all required information and return to:

Kirsten Rahm, Manager of Finance/Treasurer, Village of Merrickville-Wolford

317 Brock St W, PO Box 340, Merrickville, ON K0G 1N0

Email: finance@merrickville-wolford.ca

NAME OF ORGANIZATION OR GROUP: Merrickville-Wolford & District Chamber of Commerce	
MAILING ADDRESS: [REDACTED]	
PHONE NUMBER: [REDACTED]	
CONTACT PERSON: Robyn Eagle	PHONE NUMBER: [REDACTED]
EMAIL ADDRESS: president@merrickvillechamber.ca	
TYPE OF REQUEST	
<input checked="" type="checkbox"/> CASH GRANT	Amount requested: <u>\$1000.00</u>
<input type="checkbox"/> IN-KIND WAIVE FEES (provide details below)	
<input type="checkbox"/> IN-KIND OTHER (provide details below)	

DESCRIBE YOUR REQUEST FOR IN-KIND SERVICES:

DESCRIBE THE PURPOSE OF YOUR PROPOSED PROJECT/EVENT, INDICATING WHAT THE MUNICIPAL FUNDING WILL BE USED FOR, IF APPROVED (attach detailed budget):

This project involves the acquisition of vintage styled bike racks to be installed in the Spring of 2023 in the Village and Wolford ward. Locations proposed are Brock Street West, Main Street West and potentially near the Depot in the Village and by the newly constructed Gazebo in Wolford. Currently, there are no bike racks in the area. This project is in keeping with operationalizing objectives of the United Counties of Leeds-Grenville Regional Tourism Strategy to provide amenities to our area. We would also be able to apply for certification with Ontario by Bike as a Bike Friendly Business Area. Bike racks provide a secure location for residents to park their bikes, which would encourage more locals to cycle rather than drive their cars.

WHAT ARE THE GOALS AND OBJECTIVES OF THE EVENT?:

1. to become certified as a Bike Friendly Business Area with Ontario by Bike. For cyclists, the Ontario By Bike™ Network offers a variety of information on cycling in Ontario, inspiring visitors and residents to explore more by bike. Being certified as a part of this established business network would promote cycle tourism in our area.

Each season, Merrickville sees increasing numbers of cyclists pass through, enhancing their riding experience by stopping to rest, shop and eat.

2. by providing locals with a secure area to keep their bikes, this would encourage more to bike rather than drive cars, freeing up parking spaces and reduce the number of vehicles in the area.

WHO IS YOUR TARGET GROUP?:

residents, visitors, tourist

HOW WILL YOUR PROJECT BENEFIT MERRICKVILLE-WOLFORD RESIDENTS?:

Currently, there are no bike racks in the Village or Wolford area. Availability of bike racks would encourage residents to cycle rather than drive, knowing their bikes are secured. This would also enhance the appeal for cyclists to stay and explore more of their community. Certification with Ontario By Bike also offers residents with a wide variety of information on cycling in Ontario, including finding great places to cycle and useful links to maps highlighting stops at certified bike friendly locations.

PROVIDE A LIST OF OTHER FUNDING SOURCES FOR YOUR ORGANIZATION OR GROUP:

DESCRIBE YOUR ORGANIZATION OR GROUP'S FUNDRAISING EFFORTS:

In 2022, the Chamber created a logo that has been printed onto reusable tote bags, which will be sold throughout the Village and area. Funds raised from the sale of these bags will be directed to the Chamber's Streetscaping Working Group to support the seasonal beautification projects. This logo will also be used to promote other merchandise in 2023.

DESCRIBE EVIDENCE OF COMMUNITY SUPPORT (INCLUDING VOLUNTEERS):

The Chamber is a not for profit volunteer organization that supports member businesses with information, training, networking and marketing. The Chamber takes the lead in promoting the annual Merrickville Garage Sale through paid posts on our social media platforms. The Chamber created the Streetscaping Subworking Group to focus on streetscaping and beautification of the Village Core. This group applied for and was successful in obtaining grants to promote a Shop Local Campaign and to acquire Victorian styled lamps, the latter in collaboration with the Municipality. The Chamber collaborated with Sustainable Merrickville-Wolford to host two meet the candidates meetings for the 2022 Municipal Elections. The Chamber takes the lead to coordinate the Snowflake Festival in February, which is a free thank you event for residents for shopping and supporting local.

ENCLOSE THE FOLLOWING INFORMATION:

- Budget for Project/Event
- Financial Statements
- Confirmation of Not-for-Profit or Charitable status (if applicable)

ATTACH ANY ADDITIONAL INFORMATION WHICH YOU FEEL MAY ASSIST COUNCIL IN EVALUATING YOUR APPLICATION (PLEASE LIMIT VOLUME OF INFORMATION):

!/We have read the eligibility criteria and confirm that the organization or group will comply with all requirements.

!We understand if the Village of Merrickville-Wolford approves funding, the Village of Merrickville-Wolford makes no commitment to provide ongoing financial support to the organization or group.

!We understand that should the project or event not proceed and occur, or should any grant money received from the Municipality not conform with this policy and/or application, that the money will be refunded to the municipality as stipulated in the Village of Merrickville-Wolford Community Grants Policy.

Robyn Eagle

Applicant Name (Please print)

R Eagle

Signature

24⁵ Jan 23

Date

Appendix B – Application

COMMUNITY GRANTS PROGRAM APPLICATION



Please complete this form, enclose all required information and return to:

Kirsten Rahm, Manager of Finance/Treasurer, Village of Merrickville-Wolford

317 Brock St W, PO Box 340, Merrickville, ON K0G 1N0

Email: finance@merrickville-wolford.ca

NAME OF ORGANIZATION OR GROUP: Theatre Night In Merrickville (TNIM)	
MAILING ADDRESS: [REDACTED]	
PHONE NUMBER:	
CONTACT PERSON: Vicki Graham	PHONE NUMBER: [REDACTED]
EMAIL ADDRESS: [REDACTED]	
TYPE OF REQUEST	
<input checked="" type="checkbox"/> CASH GRANT	Amount requested: \$1500.00
<input type="checkbox"/> IN-KIND WAIVE FEES (provide details below)	
<input type="checkbox"/> IN-KIND OTHER (provide details below)	

DESCRIBE YOUR REQUEST FOR IN-KIND SERVICES:

TNIM requests that the Merrickville-Wolford Building Inspector advise us of the current weight restriction associated with the existing lighting bars, located on the community centre ceiling.

DESCRIBE THE PURPOSE OF YOUR PROPOSED PROJECT/EVENT, INDICATING WHAT THE MUNICIPAL FUNDING WILL BE USED FOR, IF APPROVED (attach detailed budget):

The purpose of this project is to source funds from various groups to purchase LED lights.

WHAT ARE THE GOALS AND OBJECTIVES OF THE EVENT?:

We wish to commence replacement of our antiquated, second-hand incandescent lights with new LED lighting. Lighting is a fundamental requirement of every theatrical production. The current lighting equipment is approximately 20 years old; bulbs and repairs are costly and frequent.

WHO IS YOUR TARGET GROUP?:

Residents of Merrickville, Perth, Smiths Falls, Kemptville and Ottawa who come twice a year to attend our performances.

HOW WILL YOUR PROJECT BENEFIT MERRICKVILLE-WOLFORD RESIDENTS?:

It is expected that the use of LED technology will provide the opportunity to offer more sophisticated lighting effects, thereby increasing the client audience experience. LED Lighting is safer, more environmentally friendly by drawing less power which also reduces costs.

PROVIDE A LIST OF OTHER FUNDING SOURCES FOR YOUR ORGANIZATION OR GROUP:

As we are a charitable organization, we will be approaching TNIM members and local businesses for funding. Additionally, we will be holding fund raising activities.

We will be approaching The Lions Club for their support.

We are investigating provincial and federal grant opportunities.

The remaining balance of the project will be covered by TNIM investments.

DESCRIBE YOUR ORGANIZATION OR GROUP'S FUNDRAISING EFFORTS:

This is a long term project with a target date of November 2023. We created a fund-raising committee in the summer of 2022 and hired (October 2022 to January 2023) an LED lighting consultant. We now have a budget for an LED "starter-kit" which will be used in conjunction with our existing lighting,

Now, with a budget in hand, we will be able to approach the above noted funding groups.

DESCRIBE EVIDENCE OF COMMUNITY SUPPORT (INCLUDING VOLUNTEERS):

Theatre Night in Merrickville (TNIM) is a charitable organization, completely driven by volunteers in all aspects, inclusive of actors, directing, production, properties, set-up and take-down of sets, and front-of-house. We have been honoured with community support for almost 50 years as we deliver award-winning theatre to Merrickville and the surrounding communities.

ENCLOSE THE FOLLOWING INFORMATION:

- Budget for Project/Event
- Financial Statements
- Confirmation of Not-for-Profit or Charitable status (if applicable)

ATTACH ANY ADDITIONAL INFORMATION WHICH YOU FEEL MAY ASSIST COUNCIL IN EVALUATING YOUR APPLICATION (PLEASE LIMIT VOLUME OF INFORMATION):

!We have read the eligibility criteria and confirm that the organization or group will comply with all requirements.

!We understand if the Village of Merrickville-Wolford approves funding, the Village of Merrickville-Wolford makes no commitment to provide ongoing financial support to the organization or group.

!We understand that should the project or event not proceed and occur, or should any grant money received from the Municipality not conform with this policy and/or application, that the money will be refunded to the municipality as stipulated in the Village of Merrickville-Wolford Community Grants Policy.

Vicki Graham

Applicant Name (Please print)

January 30, 2023

Signature

Date

Appendix B – Application

COMMUNITY GRANTS PROGRAM APPLICATION



Please complete this form, enclose all required information and return to:

Kirsten Rahm, Manager of Finance/Treasurer, Village of Merrickville-Wolford

317 Brock St W, PO Box 340, Merrickville, ON K0G 1N0

Email: finance@merrickville-wolford.ca

NAME OF ORGANIZATION OR GROUP: Merrickville District Trails Society (MDTS)	
MAILING ADDRESS: c/o Village of Merrickville -Wolford	
PHONE NUMBER:	
CONTACT PERSON: Tim Allen	PHONE NUMBER: [REDACTED]
EMAIL ADDRESS: [REDACTED]	
TYPE OF REQUEST	
<input checked="" type="checkbox"/> CASH GRANT	Amount requested: \$791.00
<input type="checkbox"/> IN-KIND WAIVE FEES (provide details below)	
<input type="checkbox"/> IN-KIND OTHER (provide details below)	

DESCRIBE YOUR REQUEST FOR IN-KIND SERVICES:

DESCRIBE THE PURPOSE OF YOUR PROPOSED PROJECT/EVENT, INDICATING WHAT THE MUNICIPAL FUNDING WILL BE USED FOR, IF APPROVED (attach detailed budget):

The requested grant is to cover the cost of printing of a new version of the general Trails brochure, First designed and printed in 2015, it was reprinted after minor revisions in 2019. It has now been completely revised and updated, to include new trails and more detailed information on previously existing trails, as well as a new strategy to help the new walker choose the trails that suit best.

Quote from Coba is 70c per copy for 1000 copies, printed in colour and folded
Cost of printing \$700.00 plus \$91.00 HST = \$791.00

WHAT ARE THE GOALS AND OBJECTIVES OF THE EVENT?:

To promote regular walking on both urban and country trails in and around Merrickville-Wolford, by providing detailed information on what trails are locally available, and how best to access them, and to take advantage of the features offered,

WHO IS YOUR TARGET GROUP?:

The public, of all ages, both residents and visitors. Trails are designed to be accessible where possible (wheelchairs, strollers, limited mobility)

HOW WILL YOUR PROJECT BENEFIT MERRICKVILLE-WOLFORD RESIDENTS?:

Regular walking benefits the psychosocial and physical well-being of both individuals and the community. The brochure, as an attractive source of information, is one way of stimulating interest in walking, and of facilitating "getting out and actually doing it", especially in groups. From a tourism point-of-view, the brochure promotes a community asset that may contribute positively to the visitor experience, and could easily be used to plan a weeks stay in Merrickville, with daily walks in and around the Village.

PROVIDE A LIST OF OTHER FUNDING SOURCES FOR YOUR ORGANIZATION OR GROUP:

Our only regular source of funding in recent years has been \$1000.00 annually from the M-W municipal budget

Other recent funding

1. 2022 Grant from Merrickville-Wolford Community Fund
2. ongoing :Public donations to the MDTs fund, through the Ottawa Community Foundation
- 3, 2021 Community grant from Village of Merrickville-Wolford
3. Prior to 2020; Grants from other community organisations for specific projects

DESCRIBE YOUR ORGANIZATION OR GROUP'S FUNDRAISING EFFORTS:

No regular general fund raising at this time, though we will solicit donations around our in-person events once they start up again (suspended during Covid)

We apply for grants as required and as they are available each year.

Any major project would involve specific project based funding, to be obtained as part of project planning

DESCRIBE EVIDENCE OF COMMUNITY SUPPORT (INCLUDING VOLUNTEERS):

We estimate that 50-100 walkers use the inner trails (Riverwalk and Fairgrounds, Woodland Toboggan Hill Loops) on a daily basis
We have an email list of approximately 125 friends of the Trails, who receive regular communications (about 6 times per year), and who have indicated an interest in staying on the list.

We receive regular input by email from users, both directly and to the Library, to signal their appreciation of the trails, particularly the Story Trail

Users communicate with us re problems on the Trails; e.g Bears on the trails; vehicular traffic on trails; missing garbage pails. We pass these on th Public Works,who intervene as rapidly as possible.

There is a group of about 25 persons who regularly contribute to volunteer work parties (trail clearing, stone dust spreading , sign and bench placement).every year.

We have an executive with 10 active members, meeting every 1-2 months to plan activities and projects.

Funding and in-kind support over the years from community groups (the volunteers, the Health Centre, the Lions, the Classic Heritage run,) as well,as from the municipality

ENCLOSE THE FOLLOWING INFORMATION:

- Budget for Project/Event
- Financial Statements
- Confirmation of Not-for-Profit or Charitable status (if applicable)

ATTACH ANY ADDITIONAL INFORMATION WHICH YOU FEEL MAY ASSIST COUNCIL IN EVALUATING YOUR APPLICATION (PLEASE LIMIT VOLUME OF INFORMATION):

I/We have read the eligibility criteria and confirm that the organization or group will comply with all requirements.

I/We understand if the Village of Merrickville-Wolford approves funding, the Village of Merrickville-Wolford makes no commitment to provide ongoing financial support to the organization or group.

I/We understand that should the project or event not proceed and occur, or should any grant money received from the Municipality not conform with this policy and/or application, that the money will be refunded to the municipality as stipulated in the Village of Merrickville-Wolford Community Grants Policy.

Tim Allen

Applicant Name (Please print)

31 January 2023

Signature

Date

Appendix B – Application

COMMUNITY GRANTS PROGRAM APPLICATION



Please complete this form, enclose all required information and return to:

Kirsten Rahm, Manager of Finance/Treasurer, Village of Merrickville-Wolford

317 Brock St W, PO Box 340, Merrickville, ON K0G 1N0

Email: finance@merrickville-wolford.ca

NAME OF ORGANIZATION OR GROUP: Christmas In Merrickville	
MAILING ADDRESS: [REDACTED]	
PHONE NUMBER: [REDACTED]	
CONTACT PERSON: Carlos Card	PHONE NUMBER: [REDACTED]
EMAIL ADDRESS: [REDACTED]	
TYPE OF REQUEST	
<input type="checkbox"/> CASH GRANT	Amount requested: _____
<input checked="" type="checkbox"/> IN-KIND WAIVE FEES (provide details below)	
<input checked="" type="checkbox"/> IN-KIND OTHER (provide details below)	

Sat Dec 2 2023
Fri Dec 1 2023
- Set up 3:30-9 pm

DESCRIBE YOUR REQUEST FOR IN-KIND SERVICES:
Use of Community Centre and barricades on 02 December 2023

DESCRIBE THE PURPOSE OF YOUR PROPOSED PROJECT/EVENT, INDICATING WHAT THE MUNICIPAL FUNDING WILL BE USED FOR, IF APPROVED (attach detailed budget):
Community Centre is used for the Cookie Walk and Weigh (fund raising event for the Merrickville Day Nursery School) and for the Christmas in Merrickville Makers Market in the event of inclement weather.
Barricades are used to close St. Lawrence Street between Main Street and Lewis Street for the day.

WHAT ARE THE GOALS AND OBJECTIVES OF THE EVENT?:
Christmas in Merrickville is an annual community event that has been ongoing for over 30 years. The event offers multiple holiday related activities from 8am to 9pm on the first Saturday in December. The event is also the largest retail shopping day for the local retail businesses.

WHO IS YOUR TARGET GROUP?:
Shoppers and families from the local and surrounding communities. The event typically attracts up to 5000 visitors on average.

HOW WILL YOUR PROJECT BENEFIT MERRICKVILLE-WOLFORD RESIDENTS?:
Several community organizations (Lion's Club, Merrickville Legion, Food Bank and Day Care) utilize this event to conduct significant fund raising efforts to support a wide range of community based activities. Further, the event provides multiple family oriented activities, including the Santa Claus Parade, enjoyed by the local community.

PROVIDE A LIST OF OTHER FUNDING SOURCES FOR YOUR ORGANIZATION OR GROUP:
The event enjoys the support of numerous local businesses who provide both financial and in kind donations. The major sponsors for last year's Christmas in Merrickville included Merrickville Food Mart, The Mainstreet Family Restaurant, The Baldachin Inn, Chaiya Home and Garden Decor, the Merry Christmas Shoppe, Coba Print Studio, RL Collectibles RBC, Giant Tiger-Smiths Falls, Lockwood Brothers, Tackaberry Construction, Parkview Homes.

DESCRIBE YOUR ORGANIZATION OR GROUP'S FUNDRAISING EFFORTS:
See Above list of Sponsors.

DESCRIBE EVIDENCE OF COMMUNITY SUPPORT (INCLUDING VOLUNTEERS):
Volunteers are contributed by the Merrickville Preparatory School, The Lions Club, Kemptville Catholic School and multiple local businesses.

Local Sponsors included Merrickville Food Town, Mainstreet Family Restaurant, The Baldachin Inn, RBC.

ENCLOSE THE FOLLOWING INFORMATION:

- Budget for Project/Event
- Financial Statements
- Confirmation of Not-for-Profit or Charitable status (if applicable)

ATTACH ANY ADDITIONAL INFORMATION WHICH YOU FEEL MAY ASSIST COUNCIL IN EVALUATING YOUR APPLICATION (PLEASE LIMIT VOLUME OF INFORMATION):


I/We have read the eligibility criteria and confirm that the organization or group will comply with all requirements.

I/We understand if the Village of Merrickville-Wolford approves funding, the Village of Merrickville-Wolford makes no commitment to provide ongoing financial support to the organization or group.

I/We understand that should the project or event not proceed and occur, or should any grant money received from the Municipality not conform with this policy and/or application, that the money will be refunded to the municipality as stipulated in the Village of Merrickville-Wolford Community Grants Policy.

Carlos Card

Applicant Name (Please print)



Signature

17 May 2023

Date

Appendix B – Application

COMMUNITY GRANTS PROGRAM APPLICATION



Please complete this form, enclose all required information and return to:

Kirsten Rahm, Manager of Finance/Treasurer, Village of Merrickville-Wolford

317 Brock St W, PO Box 340, Merrickville, ON K0G 1N0

Email: finance@merrickville-wolford.ca

NAME OF ORGANIZATION OR GROUP: <i>1st Merrickville Scout Group</i>	
MAILING ADDRESS: [REDACTED]	
PHONE NUMBER: [REDACTED]	
CONTACT PERSON: <i>Sheila Cornelisse</i>	PHONE NUMBER: [REDACTED]
EMAIL ADDRESS: [REDACTED]	
TYPE OF REQUEST	
<input type="checkbox"/> CASH GRANT	Amount requested: _____
<input checked="" type="checkbox"/> IN-KIND WAIVE FEES (provide details below)	
<input type="checkbox"/> IN-KIND OTHER (provide details below)	

DESCRIBE YOUR REQUEST FOR IN-KIND SERVICES:

This request is for the waiving of the rental fees for the use of the Community Centre for weekly Beaver/Cub Scout meetings.

DESCRIBE THE PURPOSE OF YOUR PROPOSED PROJECT/EVENT, INDICATING WHAT THE MUNICIPAL FUNDING WILL BE USED FOR, IF APPROVED (attach detailed budget):

Waiving of fees will allow us to focus our limited income on programs and activities for the youth and provide the required training for our Scouters to ensure the safety of the youth in our charge.

WHAT ARE THE GOALS AND OBJECTIVES OF THE EVENT?:

The objective of our Scouting program is to provide a safe space for youth to develop outdoor and leadership skills in the community and ultimately in provincial, national and international settings.

WHO IS YOUR TARGET GROUP?:

Youth (of all genders and ethnicities) from the ages of 5 and up.

HOW WILL YOUR PROJECT BENEFIT MERRICKVILLE-WOLFORD RESIDENTS?:

Scouting provides a safe, fun activity for Merrickville youth. We promote good citizenship and build friendships.

PROVIDE A LIST OF OTHER FUNDING SOURCES FOR YOUR ORGANIZATION OR GROUP:

- Annual donation from the Merrickville Legion
- income from rental of canoes
- \$15 per child registered from Scouts Canada
- Apple Day (brings in \$500 to \$700)
- online popcorn & coffee sales (Scouts Canada fundraiser)
- support from Merrickville Lions Club

DESCRIBE YOUR ORGANIZATION OR GROUP'S FUNDRAISING EFFORTS:

- Apple Day in September or October
- Rental of canoes
- Scouts Canada Popcorn and Coffee sales (online) brought in under \$100 last year.

DESCRIBE EVIDENCE OF COMMUNITY SUPPORT (INCLUDING VOLUNTEERS):

- provided access to our storage locker for Lions Club Food Drive.
- our volunteers have been part of the program from 1 to 20 years. These volunteers are from the community and are (or started as) parents of the participating youth.
- we have in the past visited Hilltop Manor, and hope to again.

ENCLOSE THE FOLLOWING INFORMATION:

- Budget for Project/Event
- Financial Statements
- Confirmation of Not-for-Profit or Charitable status (if applicable)

ATTACH ANY ADDITIONAL INFORMATION WHICH YOU FEEL MAY ASSIST COUNCIL IN EVALUATING YOUR APPLICATION (PLEASE LIMIT VOLUME OF INFORMATION):


I/We have read the eligibility criteria and confirm that the organization or group will comply with all requirements.

I/We understand if the Village of Merrickville-Wolford approves funding, the Village of Merrickville-Wolford makes no commitment to provide ongoing financial support to the organization or group.

I/We understand that should the project or event not proceed and occur, or should any grant money received from the Municipality not conform with this policy and/or application, that the money will be refunded to the municipality as stipulated in the Village of Merrickville-Wolford Community Grants Policy.

Sheila Cornelisse

Applicant Name (Please print)



Signature

26 January 2023

Date

Appendix B – Application

COMMUNITY GRANTS PROGRAM APPLICATION



Please complete this form, enclose all required information and return to:

Kirsten Rahm, Manager of Finance/Treasurer, Village of Merrickville-Wolford

317 Brock St W, PO Box 340, Merrickville, ON K0G 1N0

Email: finance@merrickville-wolford.ca

NAME OF ORGANIZATION OR GROUP: <i>Senior Support Services - CPHC</i>	
MAILING ADDRESS: <i>2235 Parkedale Ave, Brockville, Ont K6V6B2</i>	
PHONE NUMBER: <i>1-800-465-7646 ext: 2303</i>	
CONTACT PERSON: <i>Kim Ducharme</i>	PHONE NUMBER: <i>613-392-3693 x 2303</i>
EMAIL ADDRESS: <i>Kducharme@cphcare.ca</i>	
TYPE OF REQUEST	
<input type="checkbox"/> CASH GRANT	Amount requested: _____
<input checked="" type="checkbox"/> IN-KIND WAIVE FEES (provide details below)	
<input type="checkbox"/> IN-KIND OTHER (provide details below)	

*Sep 2022 - June 2023
Tues & Thurs @ CC
10am - 11am*

DESCRIBE YOUR REQUEST FOR IN-KIND SERVICES:

Use of the community centre, to offer Senior residents of the community, free exercise classes.

DESCRIBE THE PURPOSE OF YOUR PROPOSED PROJECT/EVENT, INDICATING WHAT THE MUNICIPAL FUNDING WILL BE USED FOR, IF APPROVED (attach detailed budget):

Use of Community Centre
for 2 days a week @ 1.5 hr
from September to end of June

WHAT ARE THE GOALS AND OBJECTIVES OF THE EVENT?:

To keep Seniors active + healthy

WHO IS YOUR TARGET GROUP?:

Seniors

HOW WILL YOUR PROJECT BENEFIT MERRICKVILLE-WOLFORD RESIDENTS?:

The classes are offered free to seniors of the community - Provides a social place to get exercise. Keeping Seniors healthy and an active member of your community.

PROVIDE A LIST OF OTHER FUNDING SOURCES FOR YOUR ORGANIZATION OR GROUP:

Ontario Health.

DESCRIBE YOUR ORGANIZATION OR GROUP'S FUNDRAISING EFFORTS:

We leave a donation jar out for the residents to contribute to, to offset some cost, the hall inances, ie, heat, lights

DESCRIBE EVIDENCE OF COMMUNITY SUPPORT (INCLUDING VOLUNTEERS):

Volunteers - most reside in Merrickville/Waldford offering free classes.

ENCLOSE THE FOLLOWING INFORMATION:

- Budget for Project/Event
- Financial Statements
- Confirmation of Not-for-Profit or Charitable status (if applicable)

We have been offering these classes for many years.

ATTACH ANY ADDITIONAL INFORMATION WHICH YOU FEEL MAY ASSIST COUNCIL IN EVALUATING YOUR APPLICATION (PLEASE LIMIT VOLUME OF INFORMATION):

!We have read the eligibility criteria and confirm that the organization or group will comply with all requirements.

I/We understand if the Village of Merrickville-Wolford approves funding, the Village of Merrickville-Wolford makes no commitment to provide ongoing financial support to the organization or group.

I/We understand that should the project or event not proceed and occur, or should any grant money received from the Municipality not conform with this policy and/or application, that the money will be refunded to the municipality as stipulated in the Village of Merrickville-Wolford Community Grants Policy.

Kim Ducharme - Supervisor for Exercise & Fall prevention programs

Applicant Name (Please print)



Signature

1/16th/2023

Date

Appendix B – Application

COMMUNITY GRANTS PROGRAM APPLICATION



Please complete this form, enclose all required information and return to:

Kirsten Rahm, Manager of Finance/Treasurer, Village of Merrickville-Wolford

317 Brock St W, PO Box 340, Merrickville, ON K0G 1N0

Email: finance@merrickville-wolford.ca

NAME OF ORGANIZATION OR GROUP: Run Merrickville	
MAILING ADDRESS: [REDACTED]	
PHONE NUMBER: [REDACTED]	
CONTACT PERSON: Cindy Chandler, Co-Race Director, Run Merrickville	PHONE NUMBER: [REDACTED]
EMAIL ADDRESS: [REDACTED]	
TYPE OF REQUEST	
<input type="checkbox"/> CASH GRANT	Amount requested: _____
<input checked="" type="checkbox"/> IN-KIND WAIVE FEES (provide details below)	
<input checked="" type="checkbox"/> IN-KIND OTHER (provide details below)	

DESCRIBE YOUR REQUEST FOR IN-KIND SERVICES:

ATTACHED

DESCRIBE THE PURPOSE OF YOUR PROPOSED PROJECT/EVENT, INDICATING WHAT THE MUNICIPAL FUNDING WILL BE USED FOR, IF APPROVED (attach detailed budget):

ATTACHED

WHAT ARE THE GOALS AND OBJECTIVES OF THE EVENT?:

ATTACHED

WHO IS YOUR TARGET GROUP?:

ATTACHED

HOW WILL YOUR PROJECT BENEFIT MERRICKVILLE-WOLFORD RESIDENTS?:

ATTACHED

PROVIDE A LIST OF OTHER FUNDING SOURCES FOR YOUR ORGANIZATION OR GROUP:

ATTACHED

DESCRIBE YOUR ORGANIZATION OR GROUP'S FUNDRAISING EFFORTS:

ATTACHED

DESCRIBE EVIDENCE OF COMMUNITY SUPPORT (INCLUDING VOLUNTEERS):

ATTACHED

ENCLOSE THE FOLLOWING INFORMATION:

- Budget for Project/Event
- Financial Statements
- Confirmation of Not-for-Profit or Charitable status (if applicable)

ATTACH ANY ADDITIONAL INFORMATION WHICH YOU FEEL MAY ASSIST COUNCIL IN EVALUATING YOUR APPLICATION (PLEASE LIMIT VOLUME OF INFORMATION):

I/We have read the eligibility criteria and confirm that the organization or group will comply with all requirements.

!We understand if the Village of Merrickville-Wolford approves funding, the Village of Merrickville-Wolford makes no commitment to provide ongoing financial support to the organization or group.

!We understand that should the project or event not proceed and occur, or should any grant money received from the Municipality not conform with this policy and/or application, that the money will be refunded to the municipality as stipulated in the Village of Merrickville-Wolford Community Grants Policy.

Cindy Chandler
Co-Face Director
Run Merrickville

Applicant Name (Please print)

C. Chandler

Signature

2022/11/21

Date

Attachments

1) Describe your Request for in-kind services

Run Merrickville is asking to use the municipalities traffic barriers and traffic safety cones for no fee. We make this request to enhance the safety and security of participants, volunteers, Traffic Control Officers, and motorists. Volunteers under the guidance of our Safety and Traffic lead will place the barriers and cones at or near specific locations early that morning in preparation to move into place for the start of the race. The road race is Saturday April 29, 2023 starting at 8am. Equipment is returned by noon that day.

We are asking to use the municipal community centre facilities for no fee or reduced fee to allow organizers a place from which to co-ordinate the event and have a warm, dry venue for participants and volunteers prior to and following the Run in the event of inclement weather. As we expect over 200 participants the Community Centre is the only facility in Merrickville to accommodate the number of participants picking up their race registration package on Friday April 28, 2023, between 4 and 8pm. The day of the road race Saturday April 29, 2023 between 6am and 2pm, the community centre is used as the main central command post for race administration including but not limited to communications, timing and results recording, post food and beverage storage and shelter for volunteers and participants.

2) Describe your proposed project/event, indicating what the municipal funding will be used for, if approved

Run Merrickville is a local unincorporated not-for-profit group that has been organizing and hosting an annual recreational running and walking event in Merrickville-Wolford since 2016. This event is certified by Athletics Canada and sanctioned by Athletics Ontario

After 3 years of operating under COVID-19 Pandemic rules, Run Merrickville is planning to reinstate the in-person event, the Merrickville Heritage Classic, for April 29th, 2023.

This will be the eighth annual Run Merrickville event.

The in-kind services for the use of the municipalities traffic barriers and traffic safety cones will be used to enhance the safety and security of participants, volunteers, Traffic Control Officers, and motorists during the race. All three runs (2k, 5k, 10k) start and end at the Community Centre. Two volunteers will follow the runners through each route. When the volunteer pacers pass by road closures, barricades will be taken down and streets opened to traffic again. It is expected that by 11am streets will be open to traffic. Run Merrickville has a comprehensive Safety and Security Operations Plan that has been vetted with the Merrickville Fire Department, Public Works, and OPP staff.

Merrickville Heritage Classic Road Race course has been certified by Athletics Canada with the expectation the event is held in a fair, safe, and reasonable manner. The event being sanctioned by Athletics Ontario requires Run Merrickville to demonstrate professionalism of the race and Athletics Ontario will provide comprehensive/liability insurance for the volunteers and participants (Municipality is named as co-insured) and enhanced event promotion through Athletic Ontario website and social media. The in-kind services for the use of the municipalities

traffic barriers and traffic safety cones along with the Merrickville Community Centre will ensure the safety and well being of the volunteers and participants and execution of a professional event. On average the live events saw 45% of participants from the Merrickville-Wolford and Leeds Grenville area while attracting 55% participation from areas such as Ottawa/Gatineau area, Ottawa Valley and a smattering of far away locations such as Montreal.

3) What are the goals and objectives of this event

The goals and objectives of this event are to encourage people of all ages and fitness levels to get outside and participate in activities such as recreational running or walking.

This flows directly from our Mission Statement which is:

"The mission of the Merrickville Heritage Classic is to encourage people to get outside and be active through recreational running or walking. We advocate and promote a healthy lifestyle through a fun and safe activity"

Not only for the runners, but research also suggests community races organized and managed by community volunteers benefit from:

- Improved connections to others/feeling like they were a part of a community (83 per cent)
- Meeting new people (85 per cent)
- Time spent with friends (45 per cent)
- Improvements in mental health (54 per cent)
- Improvements in physical health (29 per cent)

Source: Want to be healthier? Volunteer at a race - Canadian Running Magazine

4) Who is your target group

Our target group, as mentioned above, is people of all ages and fitness levels who wish to participate in an organized recreational running/walking event.

On average we have 243 participants registered each year for the race with between 45-51% local residents participating and 49-55% of participants visiting Merrickville. Age groups were split 52% adults, 33% seniors, 15% youth with the oldest participant aged 77 years old and youngest 6 years old. One local Merrickville resident in the 2019 race completed the 10k Jewel of the Rideau Run in her wheelchair spurred on by local cheering crowds. It wasn't easy but what an accomplishment!

5) How will your project benefit Merrickville residents

Our event benefits residents of Merrickville-Wolford by providing an affordable, fun, and safe recreational activity for all ages and fitness levels. It is a springtime attraction for the municipality, households, and businesses. Some examples are:

- Residents have gotten together outside of their homes with coffee in hand to cheer on the runners
- It is an opportunity for residents to get involved in a local activity supporting their neighbourhood through volunteering and participating in the event

- Showcases the Municipalities local landmarks and history as runners wind through the downtown core and out to the countryside.
- Local businesses have supported the event by having an early opening that day for pre and post services to the participants

6) Provide a list of other funding sources for your organization or group

Run Merrickville has two main sources to generate revenues to fund the road race. Of the total revenues, participant registration accounts for 65% and 35% through an annual Trivia Night fundraiser in February. Our forecasted revenues for 2023 are \$11,450 with an opening bank balance of \$5,096.27. Each year we attempt to retain approximately \$5000 revenue after expenses to cover the start up costs for the following year. A positive response to this application will go a long way in maintaining the continued success of this event.

In-kind donations from local businesses to name a few aids us in providing food and beverages for the participants and volunteers:

Food Market
 Violets on Main Street
 Healthily Ever After
 The Village Bean
 The Goose & Grid Iron

7) Describe your organization or groups fundraising efforts

Run Merrickville hosts an annual Trivia Night in the Merrickville Community centre. This fundraiser is held in February and is the sole source of funding, outside of the registration fees for the event. On average it generates approximately \$2,085 net income after fundraising expenses towards the road race. It is called the night of 10's which means \$10 registration fee/person, teams of 6-10 enter for awards with 10 rounds of trivia questions to be answered.

In-kind donations from local businesses go a long way in supporting a professional event such as participant and volunteer coffee, healthy food, and beverages etc.

8) Describe evidence of community support (including volunteers)

Run Merrickville and the Merrickville Heritage Classic attracts a great deal of community support.

We have been officially supported by the previous Merrickville-Wolford Councils each year and are seeking the support of the newly elected council. A request to present to the new council at the next council meeting has been submitted.

Rideau Community Health Services have sponsored a team of staff members to participate in the event and we are asking them to re-confirm that level of support post COVID-19.

As mentioned, the Merrickville-Wolford business community traditionally supports our event through donations and advertising.

Over 100 residents volunteer their time and skills attending to the tasks necessary for conducting this successful event.

We attract more than 200 runners along with their families to the village, many of whom remain to use the restaurants and shopping facilities.

A great number of municipal residents, from children to grandparents participate in this event as well. Here are a few of our social media reviews:

"Fabulous course, well organized, amazing volunteers and fabulour local touches..."

"I volunteered this morning and despite the weather it was fun to see the runners enjoyoing the event. Huge kudos to the run coordinators for a superbly well organized event."

"This is the best organized small-town race with beautiful medallions, food...A great mix of historic village and rural countryside."

Appendix B – Application

COMMUNITY GRANTS PROGRAM APPLICATION



Please complete this form, enclose all required information and return to:

Kirsten Rahm, Manager of Finance/Treasurer, Village of Merrickville-Wolford

317 Brock St W, PO Box 340, Merrickville, ON K0G 1N0

Email: finance@merrickville-wolford.ca

NAME OF ORGANIZATION OR GROUP: Merrickville Day Nursery School	
MAILING ADDRESS: 223 Lewis Street West, Merrickville-Wolford, ON K0G1N0	
PHONE NUMBER: [REDACTED]	
CONTACT PERSON: Carly Mossip-Cameron	PHONE NUMBER: [REDACTED]
EMAIL ADDRESS: [REDACTED] supervisor@mdns.ca	
TYPE OF REQUEST	
<input type="checkbox"/> CASH GRANT	Amount requested: _____
<input type="checkbox"/> IN-KIND WAIVE FEES (provide details below)	
<input checked="" type="checkbox"/> IN-KIND OTHER (provide details below)	

DESCRIBE YOUR REQUEST FOR IN-KIND SERVICES:

Merrickville Day Nursery School is a hub in our community. It provides a service to families in our community, such that they can own businesses, reside, and work in our community.

Our not-for-profit organization is requesting assistance rejuvenating the flower beds at the front of our centre. The wooden edging of our flower beds needs to be replaced. The shrubs and other plants need to be removed, replaced, and new mulch added. We would also request that our flower beds be maintained for the duration of the spring/summer months of 2023 by the municipality.

DESCRIBE THE PURPOSE OF YOUR PROPOSED PROJECT/EVENT, INDICATING WHAT THE MUNICIPAL FUNDING WILL BE USED FOR, IF APPROVED (attach detailed budget):

We are not requesting direct funding, but rather, revitalization and maintenance of our flower beds from the municipality.

The green spaces and flowers throughout the village that are maintained by the municipality are beautiful and we would love to be included in their annual project.

WHAT ARE THE GOALS AND OBJECTIVES OF THE EVENT?:

Over the last year, we have replaced the roof at our centre and have made repairs to our fences. Having the flower beds repaired, revitalized, and maintained at the front of our centre will add curb appeal to our facility. It will also make the facility more appealing and welcoming to families as they visit our centre and to residents that pass by our centre.

WHO IS YOUR TARGET GROUP?:

Families who use our daycare services, the children who attend our centre, and residents of the village who pass by will benefit from this makeover.

HOW WILL YOUR PROJECT BENEFIT MERRICKVILLE-WOLFORD RESIDENTS?:

Families using our centre will benefit from this makeover. The educators at our centre could use this project as a teachable moment - having children watch the transformation take place, visit the gardens, and identify different flowers. They would also be able to watch for butterflies, birds, and wildlife that may visit the gardens once they are improved. Having these flower beds maintained would also be more appealing to residents of the village passing by.

PROVIDE A LIST OF OTHER FUNDING SOURCES FOR YOUR ORGANIZATION OR GROUP:

Our daycare generates funding from the United Counties of Leeds and Grenville, revenue from daycare services provided, as well as several fundraising efforts throughout the year.

As with many professions, there is a shortage of employees globally. At Merrickville Day Nursery School, we are also experiencing this shortage. Our Early Childhood Educators are unable to maintain the gardens and green space at our centre, as we need the staff members in our classrooms. This is one of the biggest reasons why we

DESCRIBE YOUR ORGANIZATION OR GROUP'S FUNDRAISING EFFORTS:

Our Board of Directors has several fundraising events throughout the year. Over the last two years, we have had a rain barrel fundraiser, two holiday wreath and planter events, a silent auction, and participated in the Cookie Walk and Weigh at Christmas in Merrickville. The intention of our application for this grant is not only to help us develop our gardens but also in maintaining them throughout the spring and summer months.

DESCRIBE EVIDENCE OF COMMUNITY SUPPORT (INCLUDING VOLUNTEERS):

Our Board of Directors is composed of volunteers from our community. We have participated in the Christmas in Merrickville event. We have also participated in the Christmas Hamper Program with the Lions Club of Merrickville, collecting non-perishable food items for community members. Our silent auction fundraiser provides us with opportunities to showcase many of our local businesses. Our centre also participates in the Library Program from the Merrickville Public Library. Our centre provides daycare services for residents of the village. We contract local businesses to provide services for our centre and are always trying to make community connections

ENCLOSE THE FOLLOWING INFORMATION:

- Budget for Project/Event
- Financial Statements
- Confirmation of Not-for-Profit or Charitable status (if applicable)

ATTACH ANY ADDITIONAL INFORMATION WHICH YOU FEEL MAY ASSIST COUNCIL IN EVALUATING YOUR APPLICATION (PLEASE LIMIT VOLUME OF INFORMATION):

I/We have read the eligibility criteria and confirm that the organization or group will comply with all requirements.

I/We understand if the Village of Merrickville-Wolford approves funding, the Village of Merrickville-Wolford makes no commitment to provide ongoing financial support to the organization or group.

I/We understand that should the project or event not proceed and occur, or should any grant money received from the Municipality not conform with this policy and/or application, that the money will be refunded to the municipality as stipulated in the Village of Merrickville-Wolford Community Grants Policy.

Carly Mossip-Cameron

Applicant Name (Please print)

Carly Mossip-Cameron

Signature

January 18, 2023

Date

Appendix B – Application

COMMUNITY GRANTS PROGRAM APPLICATION



Please complete this form, enclose all required information and return to:

Kirsten Rahm, Manager of Finance/Treasurer, Village of Merrickville-Wolford

317 Brock St W, PO Box 340, Merrickville, ON K0G 1N0

Email: finance@merrickville-wolford.ca

NAME OF ORGANIZATION OR GROUP: United Way Leeds & Grenville	
MAILING ADDRESS: 42 George St. Brockville, ON K6V 5V7	
PHONE NUMBER: 6133428889	
CONTACT PERSON: Jane Hess	PHONE NUMBER: [REDACTED]
EMAIL ADDRESS: impact@uwlg.org	
TYPE OF REQUEST	
<input type="checkbox"/> CASH GRANT	Amount requested: <u>\$53.50</u>
<input checked="" type="checkbox"/> IN-KIND WAIVE FEES (provide details below)	
<input type="checkbox"/> IN-KIND OTHER (provide details below)	

Sat Feb 11 2023
9am - 12:30pm

DESCRIBE YOUR REQUEST FOR IN-KIND SERVICES:

Use of the Easton's Corners Centennial Hall to host a Community Conversation with residents of Merrickville-Wolford to increase awareness and engagement of the United Way Leeds & Grenville Community Impact project with community citizens, partners, municipal and business leaders.

United Way Leeds & Grenville will provide refreshments for event and will provide each participate with an incentive for participating.

We would appreciate table and chairs to be set up prior to event.

DESCRIBE THE PURPOSE OF YOUR PROPOSED PROJECT/EVENT, INDICATING WHAT THE MUNICIPAL FUNDING WILL BE USED FOR, IF APPROVED (attach detailed budget):

United Way of Leeds and Grenville is embarking on a journey of becoming laser-focused on where we can have the biggest positive impact on our community and those in most need.

The Community Impact Project is the next step in the evolution of the Community Impact Agenda for the United Way of Leeds and Grenville

The project will use the Collective Impact Framework as a way to tackle complex problems by leveraging likely and unlikely partnerships to change the conditions in our community.

WHAT ARE THE GOALS AND OBJECTIVES OF THE EVENT?:

How:

Host a series of facilitated community conversations in all 13 municipalities

Why:

Short Term- To validate what we heard from the community surveys;

Is this what you hear locally?

Long Term- Communicate local data; compare census data to local data

Target investments in communities to achieve success

WHO IS YOUR TARGET GROUP?:

community citizens, partners, municipal and business leaders from Merrickville-Wolford

HOW WILL YOUR PROJECT BENEFIT MERRICKVILLE-WOLFORD RESIDENTS?:

Conversations to increase awareness and engagement of the Community Impact project with community citizens, community partners, municipal and business leaders to help identify the areas of most concern in your municipality and Leeds & Grenville and to help develop the common agenda and the target for United Way Leeds & Grenville Funding.

PROVIDE A LIST OF OTHER FUNDING SOURCES FOR YOUR ORGANIZATION OR GROUP:
United Way Leeds & Grenville (UWLG) has supported the community since 1957 raising in excess of \$27 million. We maintain a strong focus on community impact ensuring the dollars entrusted to us go to the most vulnerable in Leeds & Grenville.

United Way Leeds & Grenville will provide an insurance waiver.

DESCRIBE YOUR ORGANIZATION OR GROUP'S FUNDRAISING EFFORTS:
see above

<https://www.uwlg.org/take-action>

DESCRIBE EVIDENCE OF COMMUNITY SUPPORT (INCLUDING VOLUNTEERS):
I met with Mayor Cameron and Deputy Mayor Oldfield on Jan.12/23 and they are in full support of the project and see potential benefits for Merrickville-Wolford.

ENCLOSE THE FOLLOWING INFORMATION:

- Budget for Project/Event
- Financial Statements
- Confirmation of Not-for-Profit or Charitable status (if applicable)

ATTACH ANY ADDITIONAL INFORMATION WHICH YOU FEEL MAY ASSIST COUNCIL IN EVALUATING YOUR APPLICATION (PLEASE LIMIT VOLUME OF INFORMATION):

I/We have read the eligibility criteria and confirm that the organization or group will comply with all requirements.

I/We understand if the Village of Merrickville-Wolford approves funding, the Village of Merrickville-Wolford makes no commitment to provide ongoing financial support to the organization or group.

I/We understand that should the project or event not proceed and occur, or should any grant money received from the Municipality not conform with this policy and/or application, that the money will be refunded to the municipality as stipulated in the Village of Merrickville-Wolford Community Grants Policy.

Trish Buote - Executive Director

Applicant Name (Please print)



Signature

Jan. 17/23

Date

Appendix B – Application

COMMUNITY GRANTS PROGRAM APPLICATION



Please complete this form, enclose all required information and return to:

Kirsten Rahm, Manager of Finance/Treasurer, Village of Merrickville-Wolford

317 Brock St W, PO Box 340, Merrickville, ON K0G 1N0

Email: finance@merrickville-wolford.ca

NAME OF ORGANIZATION OR GROUP: <i>Merrickville Public School Parent Advisory Council</i>	
MAILING ADDRESS: [REDACTED]	
PHONE NUMBER: <i>1-613-269-4951</i> <i>Merrickville, ON K0G 1N0</i>	
CONTACT PERSON: <i>Veronique Daniel</i>	PHONE NUMBER: [REDACTED]
EMAIL ADDRESS: [REDACTED]	
TYPE OF REQUEST	
<input type="checkbox"/> CASH GRANT	Amount requested: _____
<input checked="" type="checkbox"/> IN-KIND WAIVE FEES (provide details below)	
<input type="checkbox"/> IN-KIND OTHER (provide details below)	

*Dec 19 → late afternoon - set up
Dec 20 → lunch
Dec 21 → snow day (alt)*

DESCRIBE YOUR REQUEST FOR IN-KIND SERVICES:

We are requesting the use of the community centre to be donated on Wednesday, December 20, 2023, with a snow date on Thursday, December 21, 2023, for the Holiday Luncheon.

If it is also possible, early set up on December 19th, 2023, in the late afternoon or early evening.

DESCRIBE THE PURPOSE OF YOUR PROPOSED PROJECT/EVENT, INDICATING WHAT THE MUNICIPAL FUNDING WILL BE USED FOR, IF APPROVED (attach detailed budget):

The purpose is to bring our school, families, and community representatives together for a holiday celebration.

WHAT ARE THE GOALS AND OBJECTIVES OF THE EVENT?:

To host an event that helps unify our community and school.

WHO IS YOUR TARGET GROUP?:

Our target groups are the school staff, students, families, community representatives and members.

HOW WILL YOUR PROJECT BENEFIT MERRICKVILLE-WOLFORD RESIDENTS?:

It creates awareness and the possibility to connect and interact in a positive environment. We also donate our extra food to local groups.

PROVIDE A LIST OF OTHER FUNDING SOURCES FOR YOUR ORGANIZATION OR GROUP:

Some of our fundraising sources include the municipal office, firehall, legion, lions club, local businesses, restaurants, families and friends of Merrickville Public School.

DESCRIBE YOUR ORGANIZATION OR GROUP'S FUNDRAISING EFFORTS:

We fundraise with multiple events held at our school, and programs we offer to our students. We also hold food hamper drives and humanitarian aid fundraisers for local and distant causes.

DESCRIBE EVIDENCE OF COMMUNITY SUPPORT (INCLUDING VOLUNTEERS):

Our community supports us by providing financial assistance in the purchasing of food items and preparing food items for donation. Our volunteers prepare and serve the meal to our school staff, students and community representatives.

ENCLOSE THE FOLLOWING INFORMATION:

- Budget for Project/Event
- Financial Statements
- Confirmation of Not-for-Profit or Charitable status (if applicable)

ATTACH ANY ADDITIONAL INFORMATION WHICH YOU FEEL MAY ASSIST COUNCIL IN EVALUATING YOUR APPLICATION (PLEASE LIMIT VOLUME OF INFORMATION):

I/We have read the eligibility criteria and confirm that the organization or group will comply with all requirements.

I/We understand if the Village of Merrickville-Wolford approves funding, the Village of Merrickville-Wolford makes no commitment to provide ongoing financial support to the organization or group.

I/We understand that should the project or event not proceed and occur, or should any grant money received from the Municipality not conform with this policy and/or application, that the money will be refunded to the municipality as stipulated in the Village of Merrickville-Wolford Community Grants Policy.

Veronique Daniel

Applicant Name (Please print)

Veronique Daniel

Signature

01/31/2023

Date

Appendix B – Application

COMMUNITY GRANTS PROGRAM APPLICATION



Please complete this form, enclose all required information and return to:

Kirsten Rahm, Manager of Finance/Treasurer, Village of Merrickville-Wolford

317 Brock St W, PO Box 340, Merrickville, ON K0G 1N0

Email: finance@merrickville-wolford.ca

NAME OF ORGANIZATION OR GROUP:	
MAILING ADDRESS:	
PHONE NUMBER:	
CONTACT PERSON:	PHONE NUMBER:
EMAIL ADDRESS:	
TYPE OF REQUEST	
<input type="checkbox"/>	CASH GRANT Amount requested: _____
<input type="checkbox"/>	IN-KIND WAIVE FEES (provide details below)
<input type="checkbox"/>	IN-KIND OTHER (provide details below)

DESCRIBE YOUR REQUEST FOR IN-KIND SERVICES:

DESCRIBE THE PURPOSE OF YOUR PROPOSED PROJECT/EVENT, INDICATING WHAT THE MUNICIPAL FUNDING WILL BE USED FOR, IF APPROVED (attach detailed budget):

WHAT ARE THE GOALS AND OBJECTIVES OF THE EVENT?:

WHO IS YOUR TARGET GROUP?:

HOW WILL YOUR PROJECT BENEFIT MERRICKVILLE-WOLFORD RESIDENTS?:

PROVIDE A LIST OF OTHER FUNDING SOURCES FOR YOUR ORGANIZATION OR GROUP:

DESCRIBE YOUR ORGANIZATION OR GROUP'S FUNDRAISING EFFORTS:

DESCRIBE EVIDENCE OF COMMUNITY SUPPORT (INCLUDING VOLUNTEERS):

ENCLOSE THE FOLLOWING INFORMATION:

- Budget for Project/Event
- Financial Statements
- Confirmation of Not-for-Profit or Charitable status (if applicable)

ATTACH ANY ADDITIONAL INFORMATION WHICH YOU FEEL MAY ASSIST COUNCIL IN EVALUATING YOUR APPLICATION (PLEASE LIMIT VOLUME OF INFORMATION):

!We have read the eligibility criteria and confirm that the organization or group will comply with all requirements.

!We understand if the Village of Merrickville-Wolford approves funding, the Village of Merrickville-Wolford makes no commitment to provide ongoing financial support to the organization or group.

!We understand that should the project or event not proceed and occur, or should any grant money received from the Municipality not conform with this policy and/or application, that the money will be refunded to the municipality as stipulated in the Village of Merrickville-Wolford Community Grants Policy.

Applicant Name (Please print)

Signature

Date

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: April 11, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the 2022 Statement of Remuneration and Expenses for information purposes.

Carried / Defeated

Michael Cameron, Mayor



MERRICKVILLE-WOLFORD
Jewel of the Rideau

Village of Merrickville - Wolford

Report FIN-06-2023
Finance Department
Information Report to Council
Date of Council Meeting: April 11, 2023

RE: 2022 Council & Board Remuneration and Expenses

OBJECTIVE:

That Council receive the 2022 Statement of Remuneration and Expenses.

RECOMMENDATION:

THAT: Council receive the 2022 Statement of Remuneration and Expenses for information purposes.

BACKGROUND:

Section 284 of the Municipal Act, 2001, as amended, requires that the Treasurer provide Council with a statement of remuneration and expenses for payments made in the previous year, to each member of Council and to persons appointed by the municipality to serve as a member of any local board.

ANALYSIS:

In accordance with the Act, the honorariums, expenses and benefits for Mayor and Council were authorized under By-Law 19-2022 (Municipal Budget). The benefits include mandatory statutory payroll deductions of Employer Health Tax and Canada Pension Plan.

The expenses include reimbursement of expenses for municipal business, such as mileage, meetings and conferences, cell phones and attendance at community events. The Mayor's conference expenses are reimbursed by the United Counties of Leeds and Grenville.

BUDGET/LEGAL IMPLICATIONS:

All expenses were within budget.

LINKS TO STRATEGIC PLANS:

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

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

Ensuring efficient, effective services and civic engagement.

CONCLUSION:

For information purposes.

ATTACHMENTS:

Attachment A - Statement of 2022 Remuneration and Expenses

Submitted by:



Kirsten Rahm,
Manager of Finance - Treasurer

Approved by:



Doug Robertson, CAO/Clerk

Attachment A - 2022 Statement on Council Remuneration and Expenses

January - Mid November

Name	Honorarium	Benefits	Mileage & Travel	Cell Phone	Conferences & Meetings & Events	Total
Mayor						
Doug Struthers	\$ 12,115.31	\$ 236.25	\$ 245.20	\$ 500.00	\$ 15.00	\$ 13,111.76
Deputy Mayor						
Mike Cameron	\$ 9,230.57	\$ 550.28				\$ 9,780.85
Councillors						
Steve Ireland	\$ 9,230.57	\$ 529.55				\$ 9,760.12
Bob Foster	\$ 9,230.57	\$ 523.24				\$ 9,753.81
Tim Molloy	\$ 9,230.57	\$ 180.00				\$ 9,410.57
Totals	\$ 49,037.59	\$ 2,019.30	\$ 245.20	\$ 500.00	\$ 15.00	\$ 51,817.09

Mid November - December

Name	Honorarium	Benefits	Mileage & Travel	Cell Phone	Conferences & Meetings & Events	Total
Mayor						
Mike Cameron	\$ 1,730.76	\$ 89.04		\$ 86.50		\$ 1,906.30
Deputy Mayor						
Mark Oldfield	\$ 1,318.65	\$ 25.71				\$ 1,344.36
Councillors						
Ronald Maitland	\$ 1,318.65	\$ 25.71				\$ 1,344.36
Steve Ireland	\$ 1,318.65	\$ 77.94				\$ 1,396.59
Margaret Gural	\$ 1,318.65	\$ 25.71				\$ 1,344.36
Totals	\$ 7,005.36	\$ 244.12	\$ -	\$ 86.50	\$ -	\$ 7,335.98

Please Note:

- Mayors, in their capacity as a member of the County Council, are reported separately by the United Counties of Leeds and Grenville.

- Travel, conferences and accomodations for Mayors are paid for by the United Counties of Leeds and Grenville.

Conservation Authorities & Local Boards

Name	Remuneration	Mileage & Travel	Conferences	Totals
Mayor Doug Struthers, Municipal Representative to Police Services Board	\$ 130.00			\$ 130.00
Bob Foster, Municipal Representative to Rideau Valley Conservation Authority	\$ 560.00	\$ 45.00	\$ -	\$ 605.00

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: April 11, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

Be it hereby resolved that:

The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive correspondence from Nick Previsich, President, Merrickville Arts Guild, dated March 28, 2023 regarding a signage by-law exemption request; and

THAT Council does hereby exempt the Merrickville Arts Guild from Sign By-law 24-2010 for the purpose of placing A-Frame directional signs at the specified locations as included in the request letter to promote the MAG Spring Fling Show and Sale on April 15 and 16, 2023.

Carried / Defeated

Michael Cameron, Mayor

FROM:

Nick Previsich
President, Merrickville Arts Guild

Dear Merrickville-Wolford Council Members

I am writing to request permission to place directional signage advertising the MAG Spring Fling Show and Sale to be held at the Merrickville Community Centre on April 15-16, 2023. A Frame signs will be place at key intersections around the Village with arrows point the way to the Community Centre. These include:

1. intersection of Main Street and St. Lawrence Street
2. intersection of Read Road and Hwy 16
3. intersection of St. Lawrence Street and Harry McLean Drive/Hwy 15
4. intersection of Main Street and Collar Hill Road
5. intersection of Lewis Street and St. Lawrence Street

In addition, funds permitting, we may be able to print and install large banner signs on the four Chamber of Commerce stands at the entrances to the Village.

As a non-profit organization dedicated to promoting the arts locally and for visitors, we hope you will agree to our request.

Thank you very much for your support.

Nick Previsich
March 28, 2023

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: April 11, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

Notice of Motion: Blockhouse Museum

Be it hereby resolved that:

WHEREAS the Merrickville and District Historical Society and its volunteers have run the Museum at the Blockhouse and provided support in training and supervision of summer students;

AND WHEREAS the Merrickville and District Historical Society has been requesting more support from the Municipality in the area of training and supervision, as it is no longer able to do so;

AND WHEREAS if that support is not provided the Merrickville and District Historical Society will not be able to open the doors for this coming tourist season and need to consider closing the Museum permanently;

AND WHEREAS this would be a tremendous loss as the Museum hosts up to 10,000 visitors per season and is a large draw in tourism dollars which support local businesses;

AND WHEREAS the Blockhouse is listed as a National Historic site and should be celebrated and showcased;

NOW THEREFORE BE IT RESOLVED THAT Council direct staff to work with and provide the extra support that the Merrickville and District Historical Society is requesting to ensure that the Blockhouse Museum remain operational and provide that support until a more structured model can be put in place.

Carried / Defeated

Michael Cameron, Mayor

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: April 11, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

Be it hereby resolved that:

By-law 22-2023, being a by-law to confirm the proceedings of the Council meeting of April 11, 2023, be read a first and second time, and that By-law 22-2023 be read a third and final time and passed.

Carried / Defeated

Michael Cameron, Mayor

THE CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD

BY-LAW 22-2023

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 APRIL 11, 2023

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

AND WHEREAS it is deemed prudent that the proceedings of the Council of the Corporation of the Village of Merrickville-Wolford (hereinafter referred to as "Council") at its meeting held on April 11, 2023 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 April 11, 2023 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 11th day of April 2023.

Michael Cameron, Mayor

Doug Robertson, CAO/Clerk

For Clerk's use only, if required:

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Resolution Number: R - - 23

Date: April 11, 2023

Moved by: Barr Gural Ireland Maitland

Seconded by: Barr Gural Ireland Maitland

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 meeting of Council on Thursday, April 13, 2023 or until the call of the Mayor subject to need.

Carried / Defeated

Michael Cameron, Mayor