

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

November 28, 2016

A regular meeting of the Council of the Corporation of the Village of Merrickville-Wolford was held at 7:00 pm on Monday, November 28, 2016.

**Chaired by:** Mayor David Nash

**Members of Council:** Deputy Mayor Anne Barr  
Councillor Stephen A. Ireland  
Councillor Chuck MacInnis  
Councillor David Snowdon  
Councillor Kim Weedmark

**Regrets:** Councillor Victor Suthren

**Staff in Attendance:** John Regan, CAO/Clerk  
Sheila Kehoe, Manager of Finance – Treasurer  
Randy Wilkinson, Chief Building Official  
Andy Boffee, Public Works Foreman  
Frederick Martin, Administrative Assistant

Members of the public were in attendance.

**Press in Attendance:** One.

Mayor Nash presented a Certificate of volunteer appreciation to Ken Janes, thanking him for his years of service.

**Disclosure of Pecuniary Interest and the general nature thereof:**

K. Weedmark declared a pecuniary interest regarding By-Law 34-16 and the memo from R. Wilkinson, Drainage Superintendent, re: Garland municipal drain contract.

**Additions to the Agenda:**

Mayor Nash moved agenda items number 9, 10 and 14 between items 4 and 5.

The following items were added to the agenda: Minutes of the Environment Committee of November 17, and of the Parking Ad hoc Committee of Oct 19, 2016.

**Resolutions:**

**R-289-16** Moved by K. Weedmark, Seconded by C. MacInnis

**Be it hereby resolved that:** The agenda of the regular council meeting of November 28, 2016 be adopted as amended.

Carried.

**Approval of the minutes:**

**R-290-16** Moved by A. Barr, Seconded by S. Ireland

**Be it hereby resolved that:** The minutes of the regular council meeting on November 14, 2016 be adopted as circulated / amended.

Carried.

**Delegation:**

Peter Campbell, Smiths Falls Flying Club.

P. Campbell presented an overview of the Smiths Falls Flying Club. The Club, having been around for over 50 years, undertakes many activities, geared at making the airport a bigger part of the community. With over 100 airplanes registered at the airport, the economic impact has been calculated at being several million dollars to the community. Numerous local companies use the airport. Many municipalities are looking at Canada 150 celebrations; he hoped for collaborative opportunities.

**R-291-16** Moved by K. Weedmark, Seconded by A. Barr

**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the delegation of Peter Campbell of the Smiths Falls Flying Club.

Carried.

Karl Feige, President, Merrickville and District Chamber of Commerce.

K. Feige requested that the Chamber take on again a number of streetscape activities: banners, flowers, benches, some signage (including entrance signs). He noted that everything is up for discussion and clarification. Recently, the Chamber focused on increasing coordination with community events. Chamber members are very driven to improve and maintain the village's image. The Chamber has a larger degree of flexibility to respond creatively to new opportunities.

Mayor Nash and C. MacInnis supported the idea because it involves citizens, may relieve staff workload, and hopefully would strengthen the Chamber. A. Barr noted that other organizations have a stake in streetscape. Any future M.O.U. would provide details and scope, including transparency of decisions, and a process to reach out to other members of the community.

J. Regan remarked that the Chamber may have the flexibility to respond quickly to situations but cautioned Council on risk management - liability, and on losing control of entrance signs.

It was agreed for J. Regan, CAO/Clerk, to meet with the Chamber and to report back to Council with recommendations.

**R-292-16** Moved by S. Ireland, Seconded by D. Snowdon

**Be it hereby resolved that:** The Council of the Corporation of the Village of

Merrickville-Wolford does hereby receive the delegation of Karl Feige of Merrickville and District Chamber of Commerce regarding Streetscape.

Carried.

**Finance:**

**Insurance renewal:** On her report, Treasurer Kehoe noted a meeting with Finnigan Insurance where J. Regan was present. The insurance renewal includes a minimal increase, with enhancement by providing accident insurance to Council committee volunteers, and by 24/7 insurance coverage to Council members.

Ensued a general discussion on what constitute a volunteer covered under the proposed Council committees insurance, as there are more than one flavour of volunteers.

**R-293-16** Moved by C. MacInnis, Seconded by D. Snowdon  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby:

- receive the report from Sheila Kehoe, Manager of Finance - Treasurer, dated November 22, 2016, report number F.I.N.-01-2016; and,
- approve the renewal of the 2017 insurance policy with Frank Cowan Company for the fiscal year 2017 in the amount of \$136,139 with the additional coverage of 24/7 Council Accident Coverage and Volunteer Accident Coverage.

Carried.

Quarterly report, July to Sept 2016. D. Snowdon suggested bringing forward the challenges to keep Council informed. Mayor Nash thanked S. Kehoe for her proactive approach. S. Kehoe expanded on the self-assessment tool of an asset management plan offered online by the OMFOA, where she hoped to use it on a 6-month free basis to improve our asset management plan.

A Barr remarked that the Strategic Planning Committee used the OMAFRA module analyst software program to assist in developing reports.

Clerks note: K Weedmark excused himself from the table at 8:05 p.m.

**Protection to Persons/Property:**

Garland municipal drain contract: R. Wilkinson presented his report, commented on By-law 34-16, and spoke to the role of the provincial drainage superintendent. R. Wilkinson was not in a position to say if this culvert was original to the 1981 construction. Other culverts might require replacement. Corrosion was noticeable on the current culvert. Insertions and extensions were considered but not deemed the best longevity option. He noted equal performance of both construction options in the RFQ. It is his understanding that culvert maintenance is noted on property title. He indicated that the cost apportionment to property owners was first determined by the original engineer's report, and is a tried and true formula in the *Drainage Act*.

S. Ireland requested that future staff reports include an option of maintaining the status quo.

Barr suggested communicating to all residents so that the idea is put out there and people know what's coming.

J. Regan noted that the municipality is governed under the Drainage Act, with requirements to maintain it and to pass on the costs to those property owners who benefit from it. Council has the option to hire an engineer to undertake a review of the apportionment but the cost would be covered by the impacted properties. Those owners will be notified, and they have the right to appeal to a provincial body.

D. Snowdon remarked that, when the culvert was first put in, the property owners agreed to cover the cost of maintenance; therefore, paying to replace the culvert is nothing new.

Clerk's note: J. Regan circulated a revised Schedule "A" to By-Law 34-16.

**R-294-16** Moved by A. Barr, Seconded by D. Snowdon

**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby:

- Receive the report from Randy Wilkinson, Drainage Superintendent, dated November 23rd, 2016, report number C.B.O.-01-2016;
- Award the contract to G. Tackaberry and Sons Construction Limited, Kempthville Division, to replace the triple culvert, known locally as Garland Municipal Drain, for the price of \$23,407.95, including taxes; and,
- Upon the 3rd and final readings of By-Law 34-16, direct staff to facilitate the required repairs to the Garland Municipal Drain.

Carried.

**R-295-16**

Moved by D. Snowdon, Seconded by C. MacInnis

**Be it hereby resolved that:** By-Law 34-16, being a By-Law to undertake repairs to a drainage works, known locally as Garland Municipal Drain, be read a first and second time.

Carried.

Clerk's note: K. Weedmark returned to the table at 8:30p.m.

Heritage tax relief re: 236-242 St Lawrence St/W: R. Wilkinson presented his report. He commended A. Barr on her guidance through this exercise.

**R-296-16** Moved by D. Snowdon, Seconded by A. Barr

**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby:

- receive the report from Randy Wilkinson, Chief Building Official, dated November 15, 2016; and,
- approve the request for Heritage Tax Relief under By-Law 06-09 for the property located at 236-242 St Lawrence Street / 105 Brock Street West, for the maximum amount of \$703.

Carried.

**Clerks' Note:** R. Wilkinson excused himself from the meeting at 9:00 p.m.

**Public Question Period:** None.

**Boards and Committees:**

Library Board, minutes of October 2016. None.

Planning Committee, letter of resignation from Ken Janes.

Ad hoc Committee on Public Washrooms, minutes of November 2016. C. Macinnis advised that meetings are on hold until the availability of the test holes results and a report on an understanding with the Lions Club.

Clerk's note: Mayor Nash noted copies of the Council information package at the back of the room.

Ad hoc Committee on Parking, minutes of October 19 and final report. C. Macinnis called on Mike Neelin, Chair, to present report to council. He thanked the committee members: Connie Adams, Mike Neelin, Mike Zaversenuke, and A. Boffee. He pointed out the significant contribution of staff. M. Neelin noted that the committee researched many options; in its conclusions, the Committee included those options on which not to proceed. Upon reviewing the two petitions that we submitted to Council some months ago, two general notions were featured: safety and security; and increase capacity. As a tourism destination, and its impact on commercial interest, the Committee is pleased with the recommendations. C. Macinnis indicated that the cost of fire lane signs would be similar to the new parking signs; if Council adopts the report, this would empower staff to prepare a bylaw to amend the Parking By-Law.

D. Snowdon suggested contacting Parks Canada to see if they would expand their parking lot. This would be a staff responsibility.

Mayor Nash observed a small typo in report on page 7, section4, 2<sup>nd</sup> last paragraph, that should read "...by removing the angle parking, however..."

Macinnis noted that the recommendations were structured so that some are easy to implement with little to no cost while others required further examination and costing, and may be implemented over a long time period of time.

J. Regan remarked that some items could be address during the 2017 budget process. Council may still pick and choose recommendations. If adopted by Council, staff will be in a position to develop work plans to present to Council. Ultimately, Council will always have the final say on which report item to support during any and all budget process.

**R-297-16** Moved by D. Snowdon, Seconded by A. Barr  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive and adopt the final report from Ad hoc Committee on Parking, received on November 22nd, 2016.

Carried

Clerk's note: A. Boffee excused himself at 9:50 p.m.

Environment Committee, minutes of November 2016. Mayor Nash noted that North Grenville sold their wood chips through a private company. D. Snowdon remarked that staff attending meetings is dependant on work schedule availability. C. Macinnis recognized the contributions staff make to committee deliberations. Instead of banning styrofoam and other similar products, the Committee recommended to expand the recyclable list in our next round of recycling tender.

**Mayor – verbal update.**

Mayor Nash noted that he attended: leadership lunch on Nov 14, provided by the County; Merrickville Bridge to Canada dinner on Nov 15; A.R.C. meeting in Perth on Nov 16; PSB meeting on Nov 17; the strategic planning session in Wolford on Nov 18 and also the Economic Development Summit in Kemptville; and the TNIM play. On Nov 21, he sat on a panel in Stittsville to discuss economic development. He met MetroLand Media on Nov 23. He participated in the: joint Council – Strategic Plan Ad hoc Committee meeting on Nov 24; the North Grenville Rural Summit on Nov 26; and the CP Holiday Train.

Mayor Nash commented on his correspondence to UCDSB re: Wolford Public School.

**CAO – updates.**

J. Regan, CAO/Clerk, remarked that he attended many of the events noted in the Mayor's verbal report.

Resolution re: Trails Society.

**R-298-16** Moved by D. Snowdon, Seconded by C. Macinnis  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby support in principle the efforts of the Merrickville District Trails Society to develop trails along the wetlands, as presented to Council on November 14, 2016.

Carried.

Action items.

Item e: Council may have to do three full readings if there are significant changes. For the next meeting, Council will receive a staff report on the survey results. The Agriculture Advisory Committee would like to review the survey results and the Open Burn By-Law.

Item h: Staff included information in the 2017 budget discussions.

**Public Works:** None.

**Environment:** None.

**General:**

**Correspondence:** TNIM re: Storage, and Disposal of assets. Staff will be going through the storage area at the Merrickville Community Centre which, over the years, has been used by TNIM, Youth Group, Scouts, Fair Board. J. Regan will mention this in the next article of the Phoenix. One of two outdoor white box cars is used for costumes; if successful in getting government funding, the content would be moved to the renovated 2<sup>nd</sup> floor community centre. The other box car is for risers. It was agreed for staff to meet with TNIM to consider options, and for this item to be added to the last January Council meeting.

**Notice of motion:** Mayor Nash will bring a motion to the next Council meeting for the creation of a permanent Canada Day committee.

**Public/Media Question Period:** None.

**Announcement to/from Council.**

K. Weedmark requested an update on the Wolford School. Mayor Nash noted that the local school group made its presentation to the Board. He will contact the Board for their property assessment report and background information.

D. Snowdon apologized for his absence over the past few meetings.

A. Barr is very involved with the Strategic Plan Committee. On the Wolford School, she attended a meeting in Perth, where one of the speakers focused on the importance of showcasing rural schools instead of pitting schools and municipalities against each other. If Council is committed to the future of that school, we may have to put money to create partnerships with the school and the Board.

**Clerks' Note:** S. Kehoe and the press excused themselves from the meeting at 10:21 a.m.

**In-Camera:**

**R-299-16** Moved by D. Snowdon, Seconded by K. Weedmark

**Be it hereby resolved that:** this Council moves to "In Camera" at 10:23 p.m. in order to address a matter pertaining to: personal matters about an identifiable individual, including municipal or local board employees; and, litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board.  
Carried.

**R-300-16**

Moved by S. Ireland, Seconded by K. Weedmark

**Be it hereby resolved that:** the "In Camera" session rise and report, with staff being given direction, and the regular council session resume at 10:58 p.m.  
Carried.

**R-301-16**

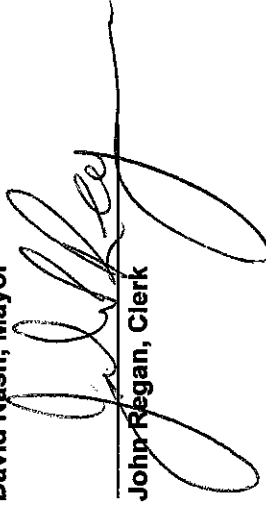
Moved by D. Snowdon, Seconded by A. Barr

**Be it hereby resolved that:** This regular meeting of the Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at 10:59 pm until the regular meeting of council on Monday, December 12, 2016 at 7:00 pm, or until the call of the Mayor subject to need.

Carried.



David Nash, Mayor



John Regan, Clerk