

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

Monday, December 5, 2016

A special meeting of the Council of the Corporation of the Village of Merrickville-Wolford was held at 5:30 p.m. on Monday, December 5, 2016.

Chaired by: Mayor David Nash

Members of Council: Deputy Mayor Anne Barr
Councillor Stephen A. Ireland
Councillor Victor Suthren
Councillor David Snowdon

Regrets:
Councillor Kim Weedmark
Councillor Chuck MacInnis

Staff in Attendance: John Regan, CAO/Clerk
Sheila Kehoe, Manager of Finance – Treasurer
Bob Foster, Fire Department
Dave Powers, Manager, Public Works
Andy Boffee, By-Law Officer
Randy Wilkinson, Chief Building Official
Mary Kate Laphen, Librarian

Members of the public were in attendance.

Press in Attendance: One.

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

Resolutions:

R-302-16 Moved by V. Suthren, Seconded by S. Ireland
Be it hereby resolved that: The agenda of the special council meeting of December 5, 2016 be adopted as circulated.

Carried.

2017 draft budget deliberations

Mayor Nash called on J. Regan to lead the discussion on the 2017 draft budget.

J. Regan called on Council to work through the entire budget, to sort out wants and needs, and to provide direction to staff.

Capital – Fire Department.

B. Foster noted a number of proposed changes to interior and exterior walls, and of upgrades to offices in the older part of the building. An opportunity presented itself this year to install a dry fire hydrant at the intersection of County Roads 41 and 15; he expressed gratitude to John Willoughby. Emergency power hook-up conversion for Community Centres, Library, and Municipal Offices were undertaken so that the buildings can be ready to be used in case of emergencies. He will review options for the exterior wall.

Capital – Landfill.

D. Powers mentioned that: paving will be required to tidy up the main entrance at the exit road and recycling bins now at the front of the property; replace cleats on the Bomag compactor wheels; purchase a used garbage-compactor; new wells to respond to M.O.E. request to increase water monitoring; and, tender results of water monitoring contract has resulted in a budget decrease. He will provide information on replacing the Bomag compactor, instead of investing in the current machine.

Capital – Recreation.

D. Powers focused on: replacing the siding on the Merrickville Community Centre; upgrading garbage and recycling bins in the downtown core; replacing some public benches. J. Regan noted that the Village should examine opportunities to leverage municipal expenses, as per Deputy Mayor Barr' suggestion of the Chamber of Commerce's interest in streetscape and benches. S. Kehoe remarked that she had not come across any funding programs for renovations to the Community Centre. It was agreed to explore siding options, particularly as to the original nature of the building (armory), and to streetscape, proceeding ahead in 2018 based on a consultant's recommendations.

On the public washrooms, J. Regan reported that the current draft proposal was a \$145,000 new building, with the Lions Club investing \$100,000 and the Village covering the balance of \$45,000, in addition to \$20,000 operation cost. Deputy Mayor Barr suggested increasing the cleaning estimate.

Capital – Administration.

J. Regan noted: purchasing VOIP, replacing our 30-year old telephone system, including securing the services of an I.T. consultant; buying a more robust main server; paving the gravel parking areas near the Merrickville rink; main office renovations; and replacing the north side roof of the municipal building. It was agreed to price paving the road to the Library and the parking lot.

Capital – Public Works.

D. Powers mentioned: extend utility services from Drummond St W to St John St, so as to close the loop, contingent on receiving government funding; Putnam Rd upgrades, completing the work done in 2016; winter sand storage building at the former utility plant; prevention maintenance on a number

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

Monday, December 5, 2016

A special meeting of the Council of the Corporation of the Village of Merrickville-Wolford was held at 5:30 p.m. on Monday, December 5, 2016.

Chaired by: Mayor David Nash

Members of Council: Deputy Mayor Anne Barr
Councillor Stephen A. Ireland
Councillor Victor Suthren
Councillor David Snowdon

Regrets: Councillor Kim Weedmark
Councillor Chuck MacInnis

Staff in Attendance: John Regan, CAO/Clerk
Sheila Kehoe, Manager of Finance – Treasurer
Bob Foster, Fire Department
Dave Powers, Manager, Public Works
Andy Boffee, By-Law Officer
Randy Wilkinson, Chief Building Official
Mary Kate Laphen, Librarian

Members of the public were in attendance.

Press in Attendance: One.

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

Resolutions:

R-302-16 Moved by V. Suthren, Seconded by S. Ireland

Be it hereby resolved that: The agenda of the special council meeting of December 5, 2016 be adopted as circulated.

Carried.

2017 draft budget deliberations

Mayor Nash called on J. Regan to lead the discussion on the 2017 draft budget.

J. Regan called on Council to work through the entire budget, to sort out wants and needs, and to provide direction to staff.

Capital – Fire Department.

B. Foster noted a number of proposed changes to interior and exterior walls, and of upgrades to offices in the older part of the building. An opportunity presented itself this year to install a dry fire hydrant at the intersection of County Roads 41 and 15; he expressed gratitude to John Willoughby. Emergency power hook-up conversion for Community Centres, Library, and Municipal Offices were undertaken so that the buildings can be ready to be used in case of emergencies. He will review options for the exterior wall.

Capital – Landfill.

D. Powers mentioned that: paving will be required to tidy up the main entrance at the exit road and recycling bins now at the front of the property; replace cleats on the Bomag compactor wheels; purchase a used garbage-compactor; new wells to respond to M.O.E. request to increase water monitoring; and, tender results of water monitoring contract has resulted in a budget decrease. He will provide information on replacing the Bomag compactor, instead of investing in the current machine.

Capital – Recreation.

D. Powers focused on: replacing the siding on the Merrickville Community Centre; upgrading garbage and recycling bins in the downtown core; replacing some public benches. J. Regan noted that the Village should examine opportunities to leverage municipal expenses, as per Deputy Mayor Barr' suggestion of the Chamber of Commerce's interest in streetscape and benches. S. Kehoe remarked that she had not come across any funding programs for renovations to the Community Centre. It was agreed to explore siding options, particularly as to the original nature of the building (armory), and to streetscape, proceeding ahead in 2018 based on a consultant's recommendations.

On the public washrooms, J. Regan reported that the current draft proposal was a \$145,000 new building, with the Lions Club investing \$100,000 and the Village covering the balance of \$45,000, in addition to \$20,000 operation cost. Deputy Mayor Barr suggested increasing the cleaning estimate.

Capital – Administration.

J. Regan noted: purchasing VOIP, replacing our 30-year old telephone system, including securing the services of an I. T. consultant; buying a more robust main server; paving the gravel parking areas near the Merrickville rink; main office renovations; and replacing the north side roof of the municipal building. It was agreed to price paving the road to the Library and the parking lot.

Capital – Public Works.

D. Powers mentioned: extend utility services from Drummond St W to St John St, so as to close the loop, contingent on receiving government funding; Putnam Rd upgrades, completing the work done in 2016; winter sand storage building at the former utility plant; prevention maintenance on a number

of streets and roads; replace the Kabota and purchase new Public Works loader; landscaping around the base and retaining wall of the bulletin board at the Post Office; purchase a speed radar; engineering services for mapping location of underground services; and, improve security systems at both the Wolford and Merrickville garages.

Ensued a conversation on maintaining and replacing a variety of equipment. It was noted that, over the years, Council had agreed to replace some of older equipment.

D. Powers will report back on: whether or not there is a charge for property owners wishing to connect to the utility extension; road maintenance long-range plan; and joint purchasing with the County.

J. Regan will report back on: whether or not the I.T. consultant has the knowledge to look into facilities security systems; and, an electric car charging station.

Clerk's note: D. Powers excused himself from the meeting; Council took a 10-minute recess.

Library

M. K. Laphen noted that the budget showed a small increase from last year. It was agreed that the I.T. consultant would be approached to offer his services to the Library.

Clerk's note: M. K. Laphen excused herself from the meeting.

Building Department

R. Wilkinson reviewed permits issued in 2016, and the proposed fees review study. He projected the possibility of building permit increase in activity for 2017. Council members expressed their appreciation for his work.

Fire Department

B. Foster reviewed a number of expenses for 2017, noting that natural gas conversion resulted in significant cost savings in 2016. He indicated that the Fire Department follows best practices in managing suit rotation. Currently, the number of volunteer stands at 28. He welcomed the support provided by Public Works staff during the day. S. Kehoe clarified debentures for the acquisition of new equipment, and agreed to obtain further information on work done on fire hydrant management.

Clerk's note: B. Foster excused himself from the meeting.

By-Law enforcement

A. Boffee noted a decrease in winter parking violations. The budget included training and membership. The mileage decreased in 2016 as he was able to use a municipal vehicle more often. R. Wilkinson noted that Fence Viewers would be responsible for determining which property owner is responsible for maintaining a fence, but not for establishing property lines. It was agreed to adjust the mileage for 2017 to reflect a 2015 comparable, and for staff to re-examine the allocation of time between departments.

Clerk's note: R. Wilkinson and A. Boffee excused themselves from the meeting.

Conclusion

J. Regan noted that the December 12 Council meeting will focus primarily on the draft 2017 budget. It was agreed to start at 5:30 p.m., with the Department Heads being present.

S. Kehoe mentioned that MPAC had not sent out the final tax roll.

S. Ireland remarked that farm property assessments are projected to increase significantly over the next 4 years.

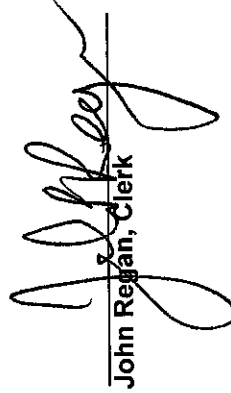
R-303-16 Moved by A. Barr, Seconded by K. Weedmark

Be it hereby resolved that: This special meeting of the Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at 9:30 p.m. until the regular meeting of council on Monday, December 12, 2016 at 5:30 p.m., or until the call of the Mayor subject to need.

Carried.



David Nash, Mayor



John Regan, Clerk