

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

November 14, 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 14, 2016.

**Chaired by:** Mayor David Nash

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

**Regrets:** Councillor David Snowdon

**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.

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

**Additions to the Agenda:**

The following items were added to the agenda: Minutes of the Environment Committee of October 27, and of the Recreation Committee of Nov 8, 2016.

J. Regan noted that item 3 on the agenda should read "Approval of the minutes of October 11", instead of the "24<sup>th</sup>".

**Resolutions:**

**R-267-16** Moved by K. Weedmark, Seconded by V. Suthren

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

Carried.

**Approval of the minutes:**

**R-268-16** Moved by A. Barr, Seconded by S. Ireland

**Be it hereby resolved that:** The minutes of the regular council meeting on October 11, and of the special council meeting on November 3, 2016 be adopted as amended.

Carried.

**Delegation:**

**Merrickville District Trails Society:** Tim Allen and Doug Struthers.

Tim Allen gave a brief overview of the Society's undertakings. The Society, having been revived in 2009, presented a trail's master plan to Council, who adopted it in 2014. Tim and Doug highlighted the Society's successes, and noted the collaborative working relationship with municipal staff. The Society was successful in obtaining RVCA buy-in of future trails development along the wetlands. They called on Council to: support the development of the wetland trails, in principle; and to allocate \$1,000 towards the RVCA 2017 application fee. Council agreed to: defer the financial item to budget discussions; and to bring a resolution to the next meeting regarding the requested support.

**R-269-16** Moved by A. Barr, Seconded by C. MacInnis

**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the delegation of Tim Allen and Doug Struthers of the Merrickville District Trails Society.

Carried.

**Ronnie Maitland, Closing of Wolford Public School.**

R. Maitland presented an overview of the Wolford Public School registrations over the years. The School's geographical basin has shrunk over the years. Wolford Public School is highly ranked on province standards. The Board is recommending transferring the majority of the students to CHIMO, resulting in CHIMO exceeding its capacity; the Board's recommendations are based on the facilities maintenance report. While attending ARC meetings, attendees were informed that they would not be allowed to speak. The Wolford Public School Parent Council has experienced difficulties in obtaining information. Communities are built around young families and schools; if the school closes, young families may consider moving closer to their new school. He requested a sign by-law exemption, and a letter of objection to the school closing. A. Barr agreed to draft the letter objecting to the closing, focusing on the economic impact and the FCI information. A. Boffee provided information on the process to request a sign by-law exemption.

Mayor Nash indicated that this matter would be brought back to Council at the next meeting. He agreed to take this matter to the UCLG, the Eastern ON Warden Caucus, and possibly to the Minister.

**R-270-16** Moved by K. Weedmark, Seconded by Vic Suthren

**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby receive the delegation of Ron Maitland regarding the possible closure of the Wolford Public School.

Carried.

**Public Question Period:**

Gord Weber, 136 William Street.

On the proposed open air burn by-law, he asked what is the genesis that is driving the by-law. He noted two incidents that the Fire Chief related to him. Rather than burden residents with laws, he suggested approaching the issue with public education. J. Regan noted that staff are revisiting a number of items of the proposed by-law as a result of public input. A. Boffee remarked that burn barrels are a major concern; staff need a by-law that empowers them to deal with those individuals who burn illegal materials.

Tim Molloy, 105 Water Street.

He asked that the open air bylaw come back to residents as a new document, if enough changes are made. Regarding the new procedures and operations at the Landfill, with debit being the only option, he suggested credit card or invoices; he feared some residents might through their garbage in the ditch.

**Boards and Committees:**

Police Services Board, minutes of August and Sept 2016. None.

Library Board, minutes of Sept 2016. None.

Environment Committee, minutes of September and October 2016. J. Regan noted that styrofoam, polystyrene and grocery bags would be added to the next tendering of the recycling contract.

Recreation Committee, minutes of October and of November 2016. S. Ireland remarked that the November minutes speak to the Merrickville Estates recreation survey where the majority strongly supported an organic approach to Lot 72, instead of buildings. A. Barr noted that a number of items blended very well with the Trails Master plan. It was agreed that the Recreation Committee, the Trail Sub-committee and Public Works would meet to cost some items.

Ad hoc Committee on Public Washrooms. Staff have not received any new sets of minutes. The test hole would take place on November 28 or 29.

Ad hoc Committee on Strategic Plan, minutes of Sept 28, 2016. J. Regan indicated that the committee held 2 focus group meetings. After the Nov 24 joint meeting between Council and the Committee, the Committee would like to go back out to the public, before the Dec joint meeting. A. Barr indicated that there will come a time when Council will need to select a limited number of areas among the entire list; she hoped that, at the new Dec 1 public meeting, Council would make public the areas of interest. The entire exercise would be repeated in 5 years time.

Agricultural Advisory Committee. S. Ireland hoped that Council would activate this Committee because there is enough interest in agricultural issues to warrant its creation. A. Barr noted that, during the previous term of Council, the Committee was created but never held a meeting. K. Weedmark and S. Ireland offered to sit on the committee.

**Mayor – verbal update.**

Mayor Nash and J. Regan met: the Legion, the Lions club, and a senior's group. Council agreed to his request to write a letter to Enbridge to request extending the current gas line to the north side. The holiday train has become so successful that safety is now an issue; the OPP will become involved in providing safety. He attended the meetings and rally regarding the Wolford Public School. He will replace A. Barr as the Council contact on the local Communities in Bloom group. The UCLG has created its own planning advisory committee because UCLG is now responsible for overseeing amendments to our Zoning By-Law and Official Plan. K. Weedmark suggested that Council think about a nominee to sit on the UCLG PAC; he would bring this matter to our PAC.

Mayor Nash reviewed an email he received from a resident. Upon further discussion, it was agreed for the Mayor and J. Regan to offer to meet with the writer to address their concerns.

Mayor Nash and J. Regan attended a meeting with Smiths Falls regarding recreation cost-sharing. Further information is required before bringing this item to Council.

**Finance:**

On her report on the Year-to-date re: 2016 capital budget, Treasurer Kehoe noted a few updates to her report in that a number of items were now completed. Of interest, the HVAC work to the Fire Department section of the building will be carried over to the 2017 budget. S. Ireland requested a new forecast section. An RFP is being drafted to undertake a study on our development charges.

**R-271-16** Moved by K. Weedmark, Seconded by C. MacInnis

**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 October 11th, 2016 regarding the 2016 capital budget, year-to-date.

Carried.

**Protection to Persons/Property:**

R. Wilkinson presented his report re: Public Washrooms – 112 Wellington St W. He had attended an on-site meeting with J. Regan, C. MacInnis and the members of the Washroom Committee. The building would be compliant with the Zoning; he noted some potential nuisance factors and a few By-Law restrictions. Property survey pins could not be located; he suggested hiring a surveyor. Mayor Nash noted that undertaking locates would hopefully provide valuable information as to whether or not a test hole was feasible. R. Wilkinson indicated that test holes and sub-soil investigations would provide valuable information, where findings would be submitted to proper qualified professionals for their review. J. Regan reminded Council that this project is still under the auspices of the Lions Club. A. Boffee reported that locate requests were submitted last week.

**R-276-16**

Moved by K. Weedmark, Seconded by C. MacInnis  
**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 October 24th, 2016.

Carried.

**Clerks' Note:** R. Wilkinson excused himself from the meeting at 9:20 p.m.

**Public Works:**

A. Boffee, Public Works Foreman, presented his report re: Boundary signs, noting that our current outer boundary signs are in breach of our sign by-law. In 2017, staff have proposed new signs for Jasper and Eastons Corners.

**R-277-16**

Moved by V. Suthren, 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 Andy Boffee, Public Works Foreman, dated October 27th, 2016;
- Accept the quote from Classic Graphics for the Municipal Boundary signs; and,
- Direct staff to proceed with drawing #6.

Carried.

**Clerks' Note:** A. Boffee excused himself from the meeting at 9:30 p.m.

**CAO -- updates.**

J. Regan, CAO/Clerk, presented a new staff report format that would be introduced in the new year. Christmas office hours: Staff have been working above and beyond the call of duty during staff shortages throughout the year. As long as the workload warrants the time off, Council would be prepared to decide each year on Christmas office hours.

**R-278-16**

Moved by K. Weedmark, Seconded by S. Ireland  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby:

- Receive the report from John Regan, CAO/Clerk, regarding the Christmas office closure; and,
- Approve the holiday closure for the 2016 holiday season, in that the office be closed, in addition to the statutory days, December 28, 29 and 30<sup>th</sup> with the office re-opening on Tuesday, January 3rd, 2017.

Carried.

**R-279-16**

Moved by K. Weedmark, Seconded by S. Ireland  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby direct staff to prepare a By-Law to amend the Personnel Policy, in order to re-instate the previous section 19.1 a), in that Council would decide each year the Christmas office hours.

Carried.

Ratify direction to staff of Oct 11, 2016: J. Regan reported that he received 18 applications of which he will interview 5.

**R-280-16**

Moved by V. Suthren, Seconded by A. Barr  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby ratify the direction to staff after the In-Camera Session of October 11, 2016, to proceed with staffing the new position of Deputy Clerk.

Carried.

Reallocation of funds re: office renovations: J. Regan noted that very little would be spent on drawings and designs.

**R-281-16**

Moved by K. Weedmark, Seconded by C. MacInnis  
**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby authorize the reallocation of funds within the 2016 Capital Budget from Soccer field upgrades to Municipal Office renovation, for the purpose of:

- making office space improvements;
- creating a new office for the Deputy Clerk; and,
- obtaining drawings and designs.

Carried.

Action items:

Item A: Council agreed to remove this item.

Item B: J. Regan to discuss this item with D. Snowdon.

Item D: At the Dec 12 meeting.

Item E: Pending outcome of Strategic Plan. C. MacInnis also noted that it could become a multi-use facility.

Item F: Moved to April 2017, and should read "strategy" instead of "policy".

Item H: J. Regan anticipated more by-laws to be uploaded. S. Ireland hoped that by-laws of significant importance would also be uploaded.

Item I: for a community of our size, it would not be feasible.

Item J: J. Regan remarked that we have an outdated telephone system; he hoped to hire a company to study our VOIP and I.T. needs in 2017.

Merrickville Estates curbside pick-up. J. Regan noted that 10 out of 18 responders did not want it. Police sharing services. J. Regan reported on his meeting in Smiths Falls today; the report for 5 communities was not favourable however there would be an opportunity for Smiths Falls to look at sharing services with Montague and/or Merrickville-Wolford.

**Environment:** None.

**General:**

Correspondence:

Min of Indigenous Relations re: Algonquin Land Claim (info only).

O.P.P. re: Arbitration award (info only).

U.C.L.G. re: Severance application. To refer to PAC.

**By-Laws:**

K. Weedmark noted that some brush could be use as chip on trails. J. Regan indicated that M.O.E. regulations prevent wood chip from leaving the Landfill. S. Ireland suggested that staff look into relocating the wood chipper so as to make the wood chip available to use on trails, and for other municipal needs. It was agreed to add this topic to the Action List.

**R-282-16** Moved by S. Ireland, Seconded by C. MacInnis

**Be it hereby resolved that:** By-Law 30-16, being a By-Law to amend By-Laws 28-01 and 07-04, re: landfill user fees; be read a first and second time, and that By-Law 30-16 be read a third and final time and passed.

Carried.

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

#### **ANNOUNCEMENT TO/FROM COUNCIL.**

A. Barr asked Council members to read through the draft sign bylaw document. RVCA is looking at a 3.7 cent levy increase; they are also looking at increasing their fees so as to maybe reduce the levy. Merrickville Celebrates Women asked her to sit on their committee. The Chamber of Commerce is looking at the Depot for opportunities; the Chamber has doubtful revenue streams to contribute to the Public Washrooms.

C. MacInnis has met with Run Merrickville, event to be held on April 29, 2017.

S. Ireland expressed concern about MPAC farm values which are increasing significantly. He hoped to bring this matter to the Agriculture Committee.

On a question from K. Weedmark, J. Regan indicated that the Fire Department would be testing the new fire hydrant on County Rd 17.

**Clerks' Note:** S. Kehoe and press excused themselves from the meeting at 10:20 a.m.

**In-Camera:**

**R-283-16** Moved by A. Barr, Seconded by K. Weedmark

**Be it hereby resolved that:** this Council moves to "In Camera" at 10:20 p.m. in order to address a matter pertaining to personal matters about an identifiable individual, including municipal or local board employees.

Carried.

**R-284-16**

Moved by V. Suthren, Seconded by A. Barr

**Be it hereby resolved that:** the "In Camera" session rise and report, with staff being given direction, and the regular council session resume at 10:35 p.m.

Carried.

**R-285-16**

Moved by K. Weedmark, Seconded by S. Ireland

**Be it hereby resolved that:** The Council of the Corporation of the Village of Merrickville-Wolford does hereby appoint the following members to the Merrickville-Wolford Agricultural Advisory Committee for the term 2014-2018: Ron Maitland, Ian Harvey and Gary Brown.

Carried.

**R-286-16**

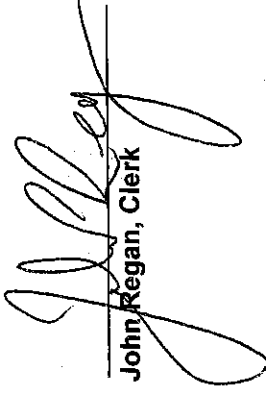
Moved by C. MacInnis, Seconded by A. Barr

**Be it hereby resolved that:** This regular meeting of the Council of the Corporation of the Village of Merrickville-Wolford does now adjourn at 10:38 pm until the regular meeting of council on Monday, November 28, 2016 at 7:00 pm, or until the call of the Mayor subject to need.

Carried.



David Nash, Mayor



John Regan, Clerk