

Regular Council Meeting

April 28, 2025

6:00 pm

Council Chambers

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

https://www.youtube.com/channel/UC_OEkw3yIMarGSHGeNecrQg

Pages

1. **Call to Order**
2. **Approval of Agenda**
3. **Disclosure of Pecuniary Interest and the General Nature Thereof**
4. **Public Question Period to Council**
5. **Motions for Consideration**
6. **Consent Agenda**

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All items listed under the Consent Agenda are considered routine or no longer require further discussion and are enacted in one motion. The exception to this rule is that a Member may request that one or more items be pulled for discussion and voted on separately.

6.1 Adoption of Minutes

THAT all Minutes be approved as presented.

- | | | |
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| 6.1.1 | Regular Council Meeting - March 24, 2025 | 5 |
| 6.1.2 | Committee of the Whole Meeting - April 14, 2025 | 17 |
| 6.1.3 | Special Council Meeting - April 17, 2025 | 33 |

6.2 Public Works

| | | |
|--------------|---|-----------|
| 6.2.1 | Award Brushing Tender | 35 |
| | <p>THAT Council award the Brushing Tender in two parts as:</p> <p>Part 1; Award Pioneer (from Boundary / Bolton to Snowdons Drive East) to Tarstone Contracting; and</p> <p>Part 2; Award Pioneer (from Snowdons Drive East to Snowdons Corners Road and to Land O Nod) to Tackaberry</p> | |
| 6.2.2 | Award Ditching Tender | 39 |
| | THAT Council award the Ditching Tender to Tarstone Canada Ltd. as outlined in the report. | |
| 6.3 | CAO/Administration | |
| 6.3.1 | Grenville 1 OPP Detachment Board - 2025 Draft Budget | 42 |
| | THAT Council approve and endorse the budget allotment as presented from the Merrickville-Wolford Police Services Board account for the Grenville 1 Detachment Board 2025 Budget. | |
| 6.3.2 | Multi-Year Accessibility Plan 2025 -2029 | 46 |
| | THAT Council approve the Multi-Year Accessibility Plan for 2025-2029 as presented. | |
| 6.4 | Action Items | |
| 6.4.1 | Noise By-law Exemption Request - 2025 Merrickville Fair | 58 |
| | THAT Council approve the Noise By-law exemption request as presented for the 2025 Merrickville Fair. | |
| 6.4.2 | Proclamation Request - TNIM 50th Anniversary | 61 |
| | THAT Council approve the proclamation request from TNIM as presented and hereby proclaim November 22, 2025 as "Theatre Night in Merrickville Day" in the Village of Merrickville-Wolford. | |
| 6.5 | Correspondence | |
| | THAT all Correspondence Items be received for information as presented. | |
| 6.5.1 | EOWC April 2025 Newsletter | 65 |

| | | |
|--------|--|-----|
| 6.5.2 | OCWA Water Quality Report - March 2025 | 83 |
| 6.5.3 | Letter from Ministry of Agriculture, Food and Agribusiness - Agricultural System Implementation | 84 |
| 6.6 | Committees and Boards Meeting Minutes | |
| | THAT all Committee and Board Minutes be received for information as presented. | |
| 6.6.1 | Public Library Board Meeting - February 25, 2025 | 87 |
| 6.6.2 | Public Library Board Meeting - March 25, 2025 | 90 |
| 7. | Planning Matters | |
| 7.1 | Consent Application B-17-25 (McGrath) | 94 |
| 7.2 | By-law 25-2025 - Amend Zoning By-law (Watt) | 114 |
| 7.3 | By-law 26-2025 - Amend Zoning By-law (Brayman) | 120 |
| 7.4 | Update Report - Allocation of Uncommitted Reserve Capacity | 128 |
| 7.5 | CoW Recommendation - Allocation of Uncommitted Reserve Capacity | 130 |
| 8. | Deferred Items | |
| 8.1 | Sewage Capacity Allocation Request - 114 Lewis Street West | 133 |
| 9. | Delegations | |
| | None. | |
| 10. | By-laws | |
| | None. | |
| 11. | Staff Reports | |
| 11.1 | Public Works Department | |
| 11.1.1 | Departmental Activity Update | 136 |
| 11.2 | Fire Department/Emergency Management | |

| | | |
|--------|--|-----|
| 11.2.1 | Departmental Activity Update | 138 |
| 11.3 | Finance Department | |
| | None. | |
| 11.4 | Building Department | |
| | None. | |
| 11.5 | CAO/Administration | |
| 11.5.1 | Departmental Activity Update | 141 |
| 11.5.2 | Accessible Washroom in the Village of Merrickville-Wolford | 143 |
| 12. | Action Items | |
| | None. | |
| 13. | Committee Reports | |
| | None. | |
| 14. | Notice of Motions | |
| 15. | Announcements/Statements from Members | |
| 16. | Closed Session | |
| | None. | |
| 17. | Resume Open Session | |
| | Not Required. | |
| 18. | Confirmatory By-law 27-2025 | 170 |
| 19. | Adjournment | |
| | Next meetings of Council: | |
| | Committee of the Whole Meeting - Monday, May 12th at 3:00 p.m. | |
| | Regular Council Meeting - Monday, May 26th at 6:00 p.m. | |

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| 1. | Call to Order |
| | ----- |
| 2. | Approval of Agenda |
| | THAT the Agenda for the Regular Council Meeting held on April 28, 2025 be approved as presented. |
| | ----- |
| 3. | Disclosure of Pecuniary Interest and the General Nature Thereof |
| | ----- |
| 4. | Public Question Period to Council |
| | ----- |
| 5. | Motions for Consideration |
| | THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the Motions for Consideration document as presented. |
| | ----- |
| 6. | Consent Agenda |
| | THAT the Council of the Corporation of the Village of Merrickville-Wolford approve all items listed under the Consent Agenda as presented and recommended. |
| | ----- |
| 7. | Planning Matters |
| 7.1 | Consent Application B-17-25 (McGrath) |
| | THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the Planning report and Municipal Questionnaire from Senior Planner Forbes Symon regarding Consent Application B-17-25 (McGrath); |
| | AND FURTHER THAT Council does hereby support and endorse Consent Application B-17-25 as presented to the United Counties of Leeds and Grenville with the following recommended and standard conditions: |
| | <ol style="list-style-type: none"> 1. That the applicant deposit a copy of the registered reference plan with the Village Clerk. 2. That the applicant pay all outstanding taxes, if any, to the Village. 3. That the applicant submit a zoning by-law amendment to rezone the benefitting lands to the Agriculture (A) zone to recognize the new lot sizes. |
| | ----- |
| 7.2 | By-law 25-2025 – Amend Zoning By-law (Watt) |
| | THAT the Council of the Corporation of the Village of Merrickville-Wolford give First, Second, Third and Final Reading to By-law 25-2025, being a By-law to amend Zoning By-law 23-08; |
| | AND FURTHER THAT authorization be given to the Mayor and Clerk to sign, seal and place in the By-law Book for the Municipality By-law Number 25-2025. |
| | ----- |
| 7.3 | By-law 26-2025 – Amend Zoning By-law (Brayman) |

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|--------|---|
| | <p>THAT the Council of the Corporation of the Village of Merrickville-Wolford give First, Second, Third and Final Reading to By-law 26-2025, being a By-law to amend Zoning By-law 23-08;</p> <p>AND FURTHER THAT authorization be given to the Mayor and Clerk to sign, seal and place in the By-law Book for the Municipality By-law Number 26-2025.</p> |
| | ----- |
| 7.4 | Update Report – Allocation of Uncommitted Reserve Capacity |
| | <p>THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the update report regarding the recommendation action items from Committee of the Whole for the allocation of uncommitted reserve capacity of the sewage treatment plant.</p> |
| | ----- |
| 7.5 | CoW Recommendation – Allocation of Uncommitted Reserve Capacity |
| | <p>THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the Planning Report presented for information at the February 24th Regular Council Meeting regarding the uncommitted reserve capacity possible allocation from the Village's Engineer;</p> <p>AND FURTHER THAT Council receive the recommendation from Committee of the Whole as directed at the April 14th Meeting;</p> <p>AND FURTHER THAT Council proceed with the option of the phased-in approach to allocate 40 connections to McLean's Landing Phase II.</p> |
| | ----- |
| 8. | Deferred Items |
| 8.1 | Sewage Capacity Allocation Request – 114 Lewis Street West |
| | <p>THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the report regarding the deferred item of sewage capacity allocation for 114 Lewis Street West;</p> <p>AND FURTHER THAT Council does hereby support the proposal and allocation in principle, pending the zoning by-law amendment application to change the zoning on the property from R1 to R3.</p> |
| | ----- |
| 9. | Delegations |
| | ----- |
| 10. | By-laws |
| | ----- |
| 11. | Staff Reports |
| 11.1.1 | Public Works Department |
| 11.1.1 | Departmental Activity Update |

| | |
|--------|---|
| | THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the Departmental Activity Update Report from the Public Works Department. |
| | ----- |
| 11.2 | Fire Department/Emergency Management |
| 11.2.1 | Departmental Activity Update |
| | THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the Departmental Activity Update Report from the Fire Department/By-law Enforcement. |
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| 11.3. | Finance Department |
| | ----- |
| 11.4 | Building Department |
| | ----- |
| 11.5 | CAO/Administration |
| 11.5.1 | Departmental Activity Update |
| | THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the Departmental Activity Update Report from the Administration/Finance Departments. |
| | ----- |
| 11.5.2 | Accessible Washroom in the Village of Merrickville-Wolford |
| | <p>THAT the Council of the Corporation of the Village of Merrickville-Wolford receive the recommendation from Committee of the Whole and the report outlining the proposed Memorandum of Understanding with Community Partners with regard to the installation of an Accessible Public Washroom at 112 Wellington St.;</p> <p>AND FURTHER THAT Council approve the installation of the accessible public washroom and Memorandum of Understanding as presented;</p> <p>AND FURTHER THAT Council authorize the CAO to sign the MOU as presented;</p> |

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| | AND FURTHER THAT Council authorize the expenses to be allocated from the Economic Development Initiative account and Accessibility account identified in the 2025 budget. |
| | ----- |
| 12. | Action Items |
| | ----- |
| 13. | Committee Reports |
| | ----- |
| 14. | Notices of Motion |
| | ----- |
| 15. | Announcements/Statements from Members |
| | ----- |
| 16. | Closed Session |
| | ----- |
| 17. | Resume Open Session |
| | ----- |
| 18. | Confirming By-Law 27-2025 |
| | <p>THAT the Council of the Corporation of the Village of Merrickville-Wolford give First, Second, Third and Final Reading to By-law 27-2025 Being a By-law to Confirm the Proceedings of Council for the Regular Meeting of April 28, 2025;</p> <p>AND FURTHER THAT authorization be given to the Mayor and Clerk to sign, seal and place in the By-law Book for the Municipality By-law Number 27-2025.</p> |
| | ----- |
| 19. | Adjournment |
| | THAT the Council of the Corporation of the Village of Merrickville-Wolford adjourn at XX p.m. |

Village of Merrickville-Wolford Regular Council Minutes

Date: March 24, 2025
Time: 6:00 pm
Location: Council Chambers

Members Present Mayor Cameron
Deputy Mayor Barr
Councillor Gural
Councillor Ireland
Councillor Maitland

Staff Present Julia McCaugherty-Jansman, Clerk
Brad Cole, Fire Chief
Darlene Plumley, CAO
Chad Kean, Manager of Public Works

Others Present Mary Kate Laphen, Merrickville Public Library
Mark Lauzon, OCWA
Forbes Symon, Senior Planner
Neil Caldwell, Engineer
Holly Crawford, Arcadis Professional Services Inc.

1. Call to Order

The meeting was called to order at 6:00 p.m.

2. Approval of Agenda

Moved By Deputy Mayor Barr

Seconded By Councillor Maitland

THAT the Agenda for the Regular Council Meeting held on March 24, 2025 be approved as presented.

Carried

3. Disclosure of Pecuniary Interest and the General Nature Thereof

None.

4. Public Question Period to Council

Graeme Bonham-Carter asked why Council declared the Merrickville Estates parkland as surplus land in closed session, when other cases such as the surplus land on Lewis Street were conducted in public.

Robbie Giles inquired that because of this flawed and inconsistent procedure to sell the Merrickville Estates parkland, will Council suspend the By-law vote, Item 10.2 on the Agenda, pending discussion with residents.

Lee Anne Merkley asked why the owners of properties adjacent to the Merrickville Estates parkland weren't notified of the intent to declare surplus and sell.

Mike Bakker asked why the Merrickville Estates community wasn't notified of the intent to declare surplus and sell the parkland.

Rod Fournier asked what gave staff the authority to discuss selling the Merrickville Estates parkland with realtors before Council formally voted the land surplus.

Gwendy Hall asked if Council will remove the Merrickville Estates parkland for sale until there has been a vote to declare it surplus. She inquired that if a contract is signed with the realtor if the listing will be taken down until a vote on the proposed By-law is taken.

Chris Bidmead asked what the Village's legal position is if it receives an offer when the Merrickville Estates parkland has not yet been officially declared surplus. She inquired if, for example, the realtor would have to be paid their fee even if the Village decided not to sell.

Francine Cote asked that if Council believes that the procedure they followed with the Merrickville Estates parkland is acceptable, then what stops staff from putting any public land up for sale without Council's formal assent.

Chuck MacInnis asked if Council would consider holding off on the decision rather than discussing it at this meeting and allowing public discussion on it because unless you have an active discussion where you can disclose your position, then it does not fit under the exemption of closed meetings. He noted this is a caveat of the Ombudsman's Office.

Mario Dion observed that the Municipal Act states that you may conduct a closed session on the sale of land and not shall or must. He noted that when his house was purchased in Merrickville Estates, one of the items of the purchase agreement contract was the lot area identified as parkland. He asked if the legal and moral implications have been considered for selling this land.

The following questions were submitted in writing for the record:

Agenda Item 10.2 includes 1st, 2nd and 3rd reading as well as approval all in one motion. Can this item be withdrawn from the agenda until a formal process for declaring public land surplus and putting it up for sale, that includes mandatory public consultation prior to approval, is put in place?

With respect to the Merrickville Estates parkland, would a Council representative and the CAO agree to meet with the Merrickville Estates Resident's Association to come to agreement on a way forward?

5. Motions for Consideration

Moved By Councillor Ireland

Seconded By Deputy Mayor Barr

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the Motions for Consideration document as presented.

Carried

6. Presentations

6.1 OCWA - Merrickville DWS 2024 Annual Report

Moved By Councillor Gural

Seconded By Councillor Maitland

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the presentation from Mark Lauzon, Senior Operations Manager for OCWA, regarding the Merrickville Drinking Water System 2024 Annual Report;

AND FURTHER THAT Council receive and accept the Drinking Water System 2024 Annual Report as presented;

AND FURTHER THAT Council authorizes the posting of the 2024 Annual Report on the Municipality's website for public access.

Carried

6.2 Merrickville Public Library - 2024 Annual Report

Moved By Councillor Gural

Seconded By Councillor Maitland

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the presentation from Mary Kate Laphen from the Merrickville Public Library, regarding the Public Library 2024 Annual Report;

AND FURTHER THAT Council receive and accept the Merrickville Public Library 2024 Annual Report as presented.

Carried

7. Delegations

None.

8. Consent Agenda

Moved By Deputy Mayor Barr

Seconded By Councillor Ireland

THAT the Council of the Corporation of the Village of Merrickville-Wolford approve all items listed under the Consent Agenda as presented and recommended.

Carried

Moved By Deputy Mayor Barr

Seconded By Councillor Maitland

THAT Council authorize and direct staff to proceed with the development of the proposed Terms of Reference and the Master Plan for the infrastructure deficiencies as outlined in the report.

Carried

Moved By Councillor Ireland

Seconded By Councillor Maitland

THAT Council approve and authorize the proposed CCTV of storm and sewers outlined in the report;

AND FURTHER THAT Council authorize the proposed budgeted amount of \$25,000 be drawn from the “Studies” in the 2025 Capital Water and Wastewater budget to cover the cost of this proposed scope of work.

Carried

8.1 Adoption of Minutes

8.1.1 Regular Council Meeting - February 24, 2025

8.1.2 Committee of the Whole Meeting - March 10, 2025

8.2 Public Works Department

8.2.1 Award Geotechnical RFP

8.2.2 Award Calcium Chloride Tender

8.2.3 Award Re-Gravel Tender

8.2.4 Work Plan for Infrastructure Deficiencies

8.2.5 CCTV Scope of Work Proposal

8.3 Correspondence

8.3.1 OCWA Water Quality Report - February 2025

8.4 Committee & Board Minutes

8.4.1 Merrickville Public Library Board Meeting - January 28, 2025

9. Planning Matters

9.1 Water and Wastewater Infrastructure Master Plan Overview

Moved By Councillor Gural

Seconded By Councillor Maitland

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the Water and Wastewater Infrastructure Master Plan Overview;

AND FURTHER THAT Council authorizes staff to proceed with the Master Plan process as presented in the overview.

Carried

10. By-laws

10.1 By-law 17-2025 - Amend Zoning By-law 23-08 (Rob Thompson Construction Ltd.)

Moved By Councillor Ireland
Seconded By Councillor Gural

THAT the Council of the Corporation of the Village of Merrickville-Wolford give First, Second, Third and Final Reading to By-law 17-2025, being a By-law to Amend Zoning By-law 23-08 for Part of Lot 13, Concession 4, Geographic Township of Wolford;

AND FURTHER THAT authorization be given to the Mayor and Clerk to sign, seal and place in the By-law Book for the Municipality By-law Number 17-2025.

Carried

10.2 By-law 18-2025 - Declare Land Surplus (Collar Hill Road)

Council approved the motion to release discussion from the January 13th and February 10th Closed Sessions in order for Council to have a fulsome discussion about this item in Open Session. This includes the discussion around Council requesting staff to confirm with the Village's Planner about the potential for severing the subject municipal property or if they shall be left as is in order to sell them for the purpose of generating revenue for a recreation reserve.

This also includes Council receiving an appraisal amount on the subject property and the options that Council had regarding the sale of the property. The consensus of Council was to leave the property as is rather than going through the severance process and to move forward with the disposition process with direction to proceed with the intent to put any funds received if sold into a recreation reserve.

Moved By Councillor Gural
Seconded By Councillor Ireland

THAT the Council of the Corporation of the Village of Merrickville-Wolford give First, Second, Third and Final Reading to By-law 18-2025, being a By-law to declare the property legally described as Plan 15M3 BLK 72, PIN 681060073, Collar Hill Road, Village of Merrickville-Wolford as surplus to municipal needs;

AND FURTHER THAT authorization be given to the Mayor and Clerk to sign, seal and place in the By-law Book for the Municipality By-law Number 18-2025.

Tabled

Moved By Deputy Mayor Barr
Seconded By Councillor Ireland

THAT the Council of the Corporation of the Village of Merrickville-Wolford based on the nature of the action taken, deems it appropriate to release discussion contained in the January 13th and February 10th Closed Sessions pertaining to the disposition of municipal property.

Carried

Moved By Councillor Ireland
Seconded By Councillor Maitland

THAT Council defer the proposed by-law and suspend the sale of the identified property for 6 months until such time that the Recreation Committee has been consulted.

Carried

11. Staff Reports

11.1 Public Works Department

11.1.1 Departmental Activity Update

Moved By Councillor Gural
Seconded By Deputy Mayor Barr

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the Departmental Activity Update Report from the Public Works Department.

Carried

11.1.2 Gravel Patch - Operating Budget Item Addition

Moved By Councillor Maitland
Seconded By Deputy Mayor Barr

THAT the Council of the Corporation of the Village of Merrickville-Wolford authorizes staff to utilize \$20,000 from the Working Funds

Reserve for a 'Gravel Patch' line item in the Operating Budget on various municipal roads.

Carried

11.2 Fire Department/Emergency Management

11.2.1 Departmental Activity Update

Moved By Councillor Gural

Seconded By Councillor Ireland

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the Departmental Activity Update Report from the Fire/ By-law Enforcement Department.

Carried

11.3 Finance Department

11.3.1 2024 Council Remuneration and Expenses

Moved By Deputy Mayor Barr

Seconded By Councillor Ireland

THAT the Council of the Corporation of Merrickville-Wolford receive for information the 2024 Statement of Remuneration and Expenses.

Carried

11.3.2 Ontario Regulation 284/09

Moved By Deputy Mayor Barr

Seconded By Councillor Maitland

THAT the Council of the Corporation of the Village of Merrickville-Wolford adopt the report reflecting the 2025 budget as adjusted to reflect the PSAB expenses as required under Ontario Regulation 284/09.

Carried

11.4 Building Department

None.

11.5 CAO/Administration

11.5.1 Departmental Activity Update

Moved By Councillor Gural

Seconded By Councillor Ireland

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the Departmental Activity Update Report from the Administration/Finance Departments.

Carried

11.5.2 Canada Day Committee Appointment Update

Moved By Councillor Maitland

Seconded By Deputy Mayor Barr

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the Canada Day Committee appointment update report.

Carried

11.5.3 Committees of Council – Final Revised Structure Report

Moved By Deputy Mayor Barr

Seconded By Councillor Maitland

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the report regarding the final revised structure of Committees of Council;

AND THAT Council approves the recommendations as included in the report for the structure of Committees and approves and enacts all attached By-laws as presented.

Carried

11.5.4 Community Development Coalition - Approval & Recruitment

A friendly amendment was made to the Terms of Reference to include 2 resident positions on the Coalition, one resident from Merrickville Ward and one resident from Wolford Ward, to make it a composition of 12.

Moved By Deputy Mayor Barr
Seconded By Councillor Maitland

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the draft Community Coalition Terms of Reference, recruitment posting, and ranking and criteria document;

AND FURTHER THAT Council approve the Terms of Reference for the Community Coalition as presented;

AND FURTHER THAT Council direct staff to proceed with the recruitment for the Community Coalition.

Carried

11.5.5 Economic Development Coalition - Recruitment

Moved By Deputy Mayor Barr
Seconded By Councillor Ireland

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the previously approved Economic Development Coalition Terms of Reference, the draft recruitment posting, and draft ranking and criteria document;

AND FURTHER THAT Council direct staff to proceed with the recruitment for the Economic Development Coalition.

Carried

12. Action Items

None.

13. Committee Reports

None.

14. Notice of Motions

None.

15. Announcements/Statements from Members

Deputy Mayor Barr attended the Chamber of Commerce meeting a few weeks ago and the Chamber asked her to specifically thank the Public Works staff. She

noted that the businesses were very appreciative of how the snowbanks were handled throughout the winter and that they wanted staff to be thanked publicly.

16. Closed Session

There was a 5-minute recess prior to starting the Closed Session.

Moved By Councillor Ireland

Seconded By Councillor Gural

THAT the Council of the Corporation of the Village of Merrickville-Wolford move into Closed Session at 8:09 p.m. to discuss matters pertaining to:

- Litigation Matter
- CAO Performance Evaluation Review

Under Section 239(2) of the *Municipal Act*:

1. b) personal matters about an identifiable individual, including municipal or local board employees;
2. e) litigation or potential litigation affecting the municipality or local board;

AND FURTHER THAT the Clerk shall remain in the room for the Closed Session.

Carried

16.1 Litigation Matter

16.2 CAO Performance Evaluation Review

17. Resume Open Session

Moved By Deputy Mayor Barr

Seconded By Councillor Ireland

THAT the Council of the Corporation of the Village of Merrickville-Wolford does hereby resume the open session from Closed Session at 8:43 p.m.;

AND FURTHER THAT Council direct the Mayor and Consultant to proceed as recommended in Closed Session.

Carried

18. Confirmatory By-law 23-2025

Moved By Councillor Gural
Seconded By Councillor Maitland

THAT the Council of the Corporation of the Village of Merrickville-Wolford give First, Second, Third and Final Reading to By-law 23-2025 Being a By-law to Confirm the Proceedings of Council for the Regular Meeting of March 24, 2025;

AND FURTHER THAT authorization be given to the Mayor and Clerk to sign, seal and place in the By-law Book for the Municipality By-law Number 23-2025.

Carried

19. Adjournment

Moved By Councillor Ireland
Seconded By Councillor Gural

THAT the Council of the Corporation of the Village of Merrickville-Wolford adjourn at 8:44 p.m.

Carried

Mayor Michael Cameron

Clerk Julia McCaugherty-Jansman

Village of Merrickville-Wolford Committee of the Whole Minutes

Date: April 14, 2025
Time: 3:00 pm
Location: Council Chambers

Members Present Mayor Cameron
Deputy Mayor Barr
Councillor Gural
Councillor Ireland
Councillor Maitland

Staff Present Kirsten Rahm, Treasurer/Manager, Finance
Julia McCaugherty-Jansman, Clerk
Brad Cole, Fire Chief
Dan Halladay, Chief Building Official
Darlene Plumley, CAO
Chad Kean, Manager of Public Works

Others Present Forbes Symon, Senior Planner
Trevor Johnson, Chamber of Commerce
Mike Neelin, Main Street Restaurant

1. Call to Order

The meeting was called to order at 3:00 p.m.

2. Approval of Agenda

Prior to the Approval of the Agenda, Mayor Cameron presented the Clerk with a Certificate of Commendation for empathy, efficiency and dedication.

Moved By Deputy Mayor Barr

Seconded By Councillor Maitland

THAT the Agenda for the Committee of the Whole Meeting held on April 14, 2025, be approved as presented.

Carried

3. Disclosure of Pecuniary Interest and the General Nature Thereof

None.

4. Motions for Consideration

Moved By Mayor Cameron

Seconded By Deputy Mayor Barr

THAT the Committee of the Whole receive for information the Motions for Consideration document as presented.

Carried

5. Public Meeting

Moved By Mayor Cameron

Seconded By Councillor Maitland

THAT the Committee of the Whole enter into a Public Meeting to consider the applications to amend Zoning By-law 23-08, as amended, of the Village of Merrickville-Wolford, File Numbers ZBA-02-2025 and ZBA-03-2025.

Carried

5.1 ZBA-02-2025 (Watt)

Councillor Ireland as the Chair gave an overview of the proposed applications and noted that this Public Meeting was to discuss two Zoning By-law amendments under Section 34 of the Planning Act.

The Clerk stated that notice of Public Meeting for file ZBA-02-2025 (Watt) was advertised on the Village website and publicly on February 26th, with a Public Meeting sign posted on the property on March 14th. Notices were mailed to properties within 120m on February 27th. All other notification requirements were met. Forbes Symon, Senior Planner, provided a brief overview of the Planning Report and the proposed zoning by-law amendment for file ZBA-02-2025 (Watt).

The proposed zoning amendment would serve to amend By-law 23-08, as amended, by rezoning the property from an Institutional (I) to a Hamlet (H) zoning for the purposes of converting the existing church into a commercial wedding/meeting venue – i.e. events venue.

Agency comments were received from Enbridge Gas and RVCA. No concerns were identified from either agency. No comments were submitted from the public in writing.

The applicant was provided the opportunity to comment on the application. The applicant provided a brief summary of the purpose of the application and the intent of the future uses of the property.

The opportunity was provided for members of the public to comment. No comments from the public were offered.

Committee of the Whole members were provided an opportunity to ask questions or provide comment. Mayor Cameron asked if there were any other buildings on the property and what the use of the tiny-home would be that the applicant discussed. He asked what the plan would be to mitigate cross over events with the subject property and the public park beside it. Forbes Symon noted that there are various factors to work through for the uses of the property and that he would confirm details with the applicant.

There were no further questions. The Public Meeting for the ZBA-02-2025 portion was closed.

5.2 ZBA-03-2025 (Brayman)

The Clerk stated that notice of Public Meeting for file ZBA-03-2025 (Brayman) was advertised on the Village website and publicly on March 5th, with a Public Meeting sign posted on the property on March 17th. Notices were mailed to properties within 120m on March 7th. All other notification requirements were met. Forbes Symon, Senior Planner, provided a brief overview of the Planning Report and the proposed zoning by-law amendment for file ZBA-03-2025 (Brayman). He noted that the amendment will also confirm the established lot lines/building line. Forbes Symon highlighted that this amendment will move the property from the R1 zone to R2 zone in order to be in compliance with the new zoning by-law that is being proposed and to be consistent with the Official Plan.

The proposed zoning amendment would serve to amend By-law 23-08, as amended, by reducing the minimum lot size of the “Residential Type One (R1)” zone from 450 m² (4,844 ft²) to 410 m² (4,413 ft²) and reduce the minimum front yard setback from 6 m (19.7 ft) to 3 m (9.8 ft) to match the existing building line of the street. The proposal would see two single detached dwellings located on the property, serviced by Village water and sewer services.

No agency comments were received at the writing of the report. No comments were submitted from the public in writing.

The applicant was provided the opportunity to comment on the application. The applicant provided a brief summary of the purpose of the application and the intent of the uses of the property. The applicant highlighted their intent to maintain the architectural integrity of the Village and that the build would be three bedroom, two bath standard housing. He noted that it would be higher-end custom builds.

The opportunity was provided for members of the public to comment. No comments from the public were offered.

Committee of the Whole members were provided an opportunity to ask questions or provide comment. Deputy Mayor Barr inquired about the water allocation requirement for the subject property and how this will be allocated if the amendment is approved. Forbes Symon confirmed that the act of rezoning is the act of allocation of one water connection to an infill property. Deputy Mayor Barr asked if the amendment is approved and one or both lots are not built on, if this opens the door for multi-unit dwellings to be placed on either property. Forbes Symon stated that in Ontario today any single-detached, semi-detached, or townhouse units that are on in-town municipal services, are allowed to have two additional residential units as a right without zoning approval. He noted that this provincial law overrides local zoning. He noted that the R-2 zone would allow for apartments on each property but noted that the proponent seems invested in the proposal as presented. He highlighted the potential of apartments being allowed on either property. Mayor Cameron noted appreciation that the applicant has realized the opportunity for development in the Village. He asked if it is slab-on-grade and what materials would be used for the roofs. The applicant confirmed that it will be slab-on-grade and most likely all steel roofing. Mayor Cameron asked what the price points of the development will be. The applicant noted that it will be high-end and unique structures and provided a ball park estimate of around \$800,000 - \$850,000. Mayor Cameron asked if there will be fencing installed as part of the development. The applicant stated that there will most likely be fencing installed.

Committee had no further questions pertaining to the application.

Councillor Ireland closed the Public Meeting in its entirety to consider Files ZBA-02-2025 and ZBA-03-2025.

Moved By Councillor Maitland

Seconded By Deputy Mayor Barr

THAT the Committee of the Whole close the Public Meeting portion of the meeting and enter back into Committee of the Whole.

Carried

6. Public Question Period to Committee

Elizabeth Preston inquired about the plan of subdivision for Orchards of River Bend. She asked if Council can ask Senior Planner Forbes Symon to meet with adjacent neighbours in advance of the report coming to Council to provide factual concerns, research, and analysis from surrounding properties.

7. Consent Agenda

Moved By Deputy Mayor Barr

Seconded By Councillor Maitland

THAT Items 7.3 and 7.4 be accepted for information.

Carried

7.1 Town of Smiths Falls Youth Arena Final Feasibility Study

Deputy Mayor Barr requested that Item 7.1 be voted on separately. She requested that this be provided to the Recreation Committee once it has been formed. She inquired how we could improve participation and access from Merrickville-Wolford in the public engagement for this item and asked what the cost-sharing portion model compares to the current allocation provided to Smiths Falls. She requested that a summary report be brought back to Council on this.

Moved By Mayor Cameron

Seconded By Councillor Maitland

THAT Item 7.1 be accepted for information.

Carried

7.2 Correspondence Letter - Municipal Infrastructure Response

Deputy Mayor Barr requested that Item 7.2 be voted on separately. She noted that the process for including correspondence like this on agendas should be reviewed and requested that staff provide alternative methods to residents for circulating correspondence documents.

Item 7.2 was withdrawn due to no mover and seconder.

7.3 RVCA 2025 Municipal Levy

7.4 RVCA Municipal Engagement Session Invitation

7.5 2025 Pitch-In Campaign Poster

Councillor Maitland requested that Item 7.5 be voted on separately. He provided a brief overview of the Pitch-In Campaign for 2025 and noted how residents can pick up bags at the Municipal Office over the coming weeks to participate.

Moved By Councillor Maitland

Seconded By Mayor Cameron

THAT Item 7.5 be accepted for information.

Carried

7.6 MMAH - 2025 Annual Repayment Limit (ARL)

Mayor Cameron requested that Item 7.6 be voted on separately. He requested that staff provide a brief overview of what the repayment limit would be for the municipality.

Moved By Mayor Cameron

Seconded By Councillor Maitland

THAT Item 7.6 be accepted for information.

Carried

8. Delegations

8.1 Mike Neelin and Trevor Johnson - Accessible Public Washroom Cooperative Project

Moved By Deputy Mayor Barr

Seconded By Mayor Cameron

THAT the Committee of the Whole receive for information the delegation from Mike Neelin and Trevor Johnson regarding the accessible public washroom cooperative project.

Carried

9. Planning Matters

9.1 Recommended Changes to Redline Discussion Draft - New Zoning By-law

Moved By Councillor Gural

Seconded By Deputy Mayor Barr

THAT the Committee of the Whole receive for information the Planning report from Forbes Symon, Senior Planner, regarding the recommended changes and public feedback to the draft Zoning By-law;

AND FURTHER THAT Committee provide direction to staff to proceed with scheduling a second Public Meeting to review the revised draft Zoning By-law.

Carried

Moved By Mayor Cameron

Seconded By Deputy Mayor Barr

THAT the motion be amended to provide direction to staff to proceed with scheduling another Public Meeting for review of the revised draft Zoning By-law.

Carried

9.2 Draft Plan of Subdivision Planning Report: Orchards of River Bend

Moved By Deputy Mayor Barr

Seconded By Mayor Cameron

THAT the Committee of the Whole receive for information the Planning report from Forbes Symon, Senior Planner, regarding the Application for Draft Plan of Subdivision known as Orchards of River Bend and its supplementary application documents.

Carried

9.3 Planning Report - Allocation of Uncommitted Reserve Capacity of Sewage Treatment Plant

Councillor Gural requested a recorded vote for the three recommendation motions.

Moved By Deputy Mayor Barr
Seconded By Mayor Cameron

THAT the Committee of the Whole receive for information the Planning Report from Forbes Symon, Senior Planner, regarding the allocation of uncommitted reserve capacity of sewage treatment.

Carried

Moved By Deputy Mayor Barr
Seconded By Councillor Gural

THAT the Committee of the Whole direct staff to bring the Planning report to the April 28th Regular Council Meeting and recommend that Council approve Recommendation 1 as outlined in the report, being that only the allocation options which take into account the servicing of the north side of the river and/or the treatment of septage be supported by Council until such time as the Servicing Master Plan is completed and the preferred servicing method to address growth has been determined and/or until additional capacity is created by addressing stormwater infiltration/treatment plant efficiencies.

For (2): Deputy Mayor Barr, and Councillor Gural

Against (3): Mayor Cameron, Councillor Ireland, and Councillor Maitland

Defeated (2 to 3)

Moved By Councillor Gural
Seconded By Deputy Mayor Barr

THAT the Committee of the Whole direct staff to bring the Planning report to the April 28th Regular Council Meeting and recommend that Council approve Recommendation 2 as outlined in the report, being that consideration of sanitary allocation to all proposed greenfield developments be deferred until such time as the Servicing Master Plan is completed and the preferred servicing method to address growth has been determined and/or until additional capacity is created by addressing stormwater infiltration/treatment plant efficiencies.

For (2): Deputy Mayor Barr, and Councillor Gural

Against (3): Mayor Cameron, Councillor Ireland, and Councillor Maitland

Defeated (2 to 3)

Moved By Deputy Mayor Barr

Seconded By Councillor Gural

THAT the Committee of the Whole direct staff to bring the Planning report to the April 28th Regular Council Meeting and recommend that Council approve Recommendation 3 as outlined in the report, being that Council support the allocation of uncommitted reserve capacity to residential infill and intensification projects within the Village, on a case-by-case basis, up to equivalent of 18 residential units.

For (2): Deputy Mayor Barr, and Councillor Gural

Against (3): Mayor Cameron, Councillor Ireland, and Councillor Maitland

Defeated (2 to 3)

Moved By Mayor Cameron

Seconded By Councillor Maitland

THAT Committee of the Whole direct staff to bring the Planning Report received for information on February 24th to the April 28th Regular Council Meeting and recommend that Council proceed with the option of the phased-in approach to allocate 40 connections to McLean's Landing Phase II;

AND FURTHER THAT staff reports are provided at the April 28th Regular Council Meeting on the consequences of exceeding 80% capacity without a Servicing Master Plan in place, a report from an authority on selecting one developer over others and removing capacity that has been previously allocated based on the inactivity of the proponent, and a report on the impact of the certificate of operation by removing the northside.

For (3): Mayor Cameron, Councillor Ireland, and Councillor Maitland

Against (2): Deputy Mayor Barr, and Councillor Gural

Carried (3 to 2)

10. Staff Reports

10.1 Public Works Department

10.1.1 Award Brushing Tender

Moved By Councillor Maitland

Seconded By Mayor Cameron

THAT the Committee of the Whole receive this report for information;

AND THAT the Committee directs staff to bring the final request to award the Brushing Tender in two parts as:

Part 1; Award Pioneer (from Boundary / Bolton to Snowdons Drive East) to Tarstone Contracting, and

Part 2; Award Pioneer (from Snowdons Drive East to Snowdons Corners Road and to Land O Nod) to Tackaberry

to the April 28th Regular Council Meeting.

Carried

10.1.2 Award Ditching Tender

Moved By Mayor Cameron

Seconded By Councillor Maitland

THAT the Committee of the Whole receive this report for information;

AND THAT the Committee directs staff to bring the final request to award the Ditching Tender to Tarstone Canada Ltd. as outlined in this report, to the April 28th Regular Council Meeting.

Carried

10.1.3 1st Quarter Update for 2025

Moved By Mayor Cameron

Seconded By Councillor Maitland

THAT the Committee of the Whole receive for information the report regarding the 1st Quarterly Report on activities from the Department of Public Works.

Carried

10.1.4 Blue Box Transitioning Update - Non-Eligible Sources

Moved By Mayor Cameron

Seconded By Deputy Mayor Barr

THAT the Committee of the Whole receive this report regarding blue box transitioning for non-eligible sources for information and discussion.

Carried

10.2 Fire Department/Emergency Management

None.

10.3 Finance Department

None.

10.4 Building Department

None.

10.5 CAO/Administration

10.5.1 Accessible Public Washroom in the Village of Merrickville-Wolford

Moved By Mayor Cameron

Seconded By Councillor Maitland

THAT the Committee of the Whole receive the report outlining the proposed Memorandum of Understanding with Community Partners with regard to the installation of an Accessible Public Washroom at 112 Wellington St.;

AND FURTHER THAT Committee direct Staff to proceed with gathering the information necessary to secure the documents required to move forward with the initiative;

AND FURTHER THAT Committee direct staff to bring a confirmatory report to be provided at the April 28, 2025, Regular Council Meeting.

Carried

10.5.2 Grenville 1 OPP Detachment Board – 2025 Draft Budget

Moved By Mayor Cameron

Seconded By Councillor Maitland

THAT the Committee of the Whole receive for information the report regarding the 2025 draft budget for the Grenville 1 OPP Detachment Board;

AND FURTHER THAT Committee direct staff to bring the draft budget to the April 28th Regular Council Meeting for final approval and recommend approval of the draft budget allotment as presented from the Merrickville-Wolford Police Services Board account.

Carried

10.5.3 Work Plan Summary & Project Timeline - Watson & Associates

Moved By Deputy Mayor Barr

Seconded By Mayor Cameron

THAT the Committee of the Whole receive for information the Work Plan Summary & Project Timeline submitted by Watson & Associates for the Water and Wastewater Asset Management Plan and Rate Study, the Development Charges Study, and the Tax-Supported Asset Management Plan.

Carried

10.5.4 Draft Multi-Year Accessibility Plan 2025-2029

Moved By Mayor Cameron

Seconded By Councillor Gural

THAT the Committee of the Whole receive for information the report regarding the Multi-Year Accessibility Plan for 2025-2029 and the draft Multi-Year Plan attached as Schedule "A" to the report;

AND FURTHER THAT Committee direct staff to bring the final draft Multi-Year Accessibility Plan to the April 28th Regular Council Meeting for final approval and recommend that Council support and approve the Plan for 2025-2029.

Carried

10.5.5 Sale and Disposition of Municipal Land and Road Closure Policies - First Draft

Moved By Deputy Mayor Barr

Seconded By Mayor Cameron

THAT the Committee of the Whole receive for information the report and the draft Sale and Disposition of Municipal Land Policy and the draft Road Closure Policy;

AND FURTHER THAT Committee directs staff to proceed with Option B as outlined in the report.

Carried

11. Action Items

11.1 Noise By-law Exemption Request - 2025 Merrickville Fair

Moved By Councillor Maitland

Seconded By Deputy Mayor Barr

THAT the Committee of the Whole receive for information the Noise By-law Exemption Request for the 2025 Merrickville Fair;

AND FURTHER THAT Committee direct staff to bring the Noise By-law Exemption Application Form to the April 28th Regular Council Meeting and recommend that Council approve the noise by-law exemption request as presented for the 2025 Merrickville Fair.

Carried

11.2 Proclamation Request - TNIM 50th Anniversary

Moved By Deputy Mayor Barr

Seconded By Mayor Cameron

THAT the Committee of the Whole receive for information the request from Theatre Night in Merrickville to proclaim November 22nd, 2025 as "Theatre Night in Merrickville Day" in celebration of TNIM's 50th Anniversary;

AND FURTHER THAT Committee direct staff to bring the proclamation to the April 28th Regular Council Meeting and recommend approval of the proclamation request.

Carried

11.3 Integrity Commissioner Services - 2024 Annual Report

Moved By Councillor Maitland

Seconded By Deputy Mayor Barr

THAT the Committee of the Whole receive for information the 2024 Integrity Commissioner Service report submitted by the Village's Integrity Commissioner, Tony Fleming.

Carried

12. Discussion Items

None.

Committee agreed to extend the 3-hour time limit of the meeting to 6:30 p.m. to finish the remaining items on the Agenda.

Moved By Councillor Maitland

Seconded By Mayor Cameron

THAT the meeting be extended a half-hour until 6:30 p.m.

Carried

13. Notices of Motion

None.

14. Announcements/Statements from Members

Mayor Cameron noted findings from the Ombudsman that suggests its not appropriate for a municipality to have the Solicitor and the Integrity Commissioner to be the same person. He requested that this item be brought back to a future Committee of the Whole Meeting for discussion.

15. Closed Session

Prior to the start of the Closed Session, Committee recessed for five minutes from 6:04 p.m. to 6:09 p.m.

Moved By Deputy Mayor Barr
Seconded By Mayor Cameron

THAT the Committee of the Whole move into Closed Session at 6:04 p.m. to discuss matters pertaining to:

15.1 Performance Review

Under Section 239(2) of the *Municipal Act, 2001*:

b) personal matters about an identifiable individual, including municipal or local board employees; and

d) labour relations or employee negotiations

AND FURTHER THAT the CAO, the Clerk and the Public Works Manager shall remain in the room for the Closed Session.

Carried

15.1 Performance Review

16. Resume Open Session

Moved By Mayor Cameron
Seconded By Councillor Maitland

THAT the Committee of the Whole rise and report from Closed Session at 6:32 p.m. and report that no direction was given.

Carried

17. Adjournment

Moved By Mayor Cameron
Seconded By Deputy Mayor Barr

THAT the Committee of the Whole adjourn at 6:32 p.m.

Carried

Councillor Stephen Ireland

Clerk Julia McCaugherty-Jansman

Village of Merrickville-Wolford Special Council Minutes

Date: April 17, 2025
Time: 12:30 pm
Location: Council Chambers

Members Present Mayor Cameron
Deputy Mayor Barr
Councillor Gural
Councillor Maitland

Members Absent Councillor Ireland

Staff Present Julia McCaugherty-Jansman, Clerk
Darlene Plumley, CAO
Chad Kean, Manager of Public Works

Others Present Jon McCurdy, Lead Hand, Public Works

1. Call to Order

The meeting was called to order at 12:30 p.m.

2. Approval of Agenda

Moved By Councillor Maitland

Seconded By Councillor Gural

THAT the Agenda for the Special Council Meeting held on April 17, 2025 be approved as presented.

Carried

3. Disclosure of Pecuniary Interest or the General Nature Thereof

None.

4. Action Items

Council took part in the Public Works Road Tour throughout the Municipality with Staff.

Quorum of Council was lost on the tour at 2:30 p.m. The tour continued for the duration of the scheduled itinerary despite quorum being lost.

5. Confirmatory By-law 24-2025

6. Adjournment

Mayor Michael Cameron

Clerk Julia McCaugherty-Jansman

Village of Merrickville Wolford

317 Brock Street W PO Box 340
Merrickville, ON K0G 1N0
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Re: Award Brushing Tender

The Committee of the Whole of the Corporation of the Village of Merrickville-Wolford, at its meeting on April 14, 2025, passed the following motion regarding the Public Works Report: Award Brushing Tender:

Moved by: Councillor Maitland
Seconded by: Mayor Cameron

THAT the Committee of the Whole receive this report for information;

AND THAT the Committee directs staff to bring the final request to award the Brushing Tender in two parts as:

Part 1; Award Pioneer (from Boundary / Bolton to Snowdons Drive East) to Tarstone Contracting, and

Part 2; Award Pioneer (from Snowdons Drive East to Snowdons Corners Road and to Land O Nod) to Tackaberry

to the April 28th Regular Council Meeting.
Carried.

Report to Committee of the Whole

Date: 4/14/2025
From: Chad Kean, Manager of Public Works
Re: Award Brushing Tender

RECOMMENDATION

THAT the Committee of the Whole receive this report for information;

AND THAT the Committee directs staff to bring the final request to award the Brushing Tender in two parts as:

Part 1; Award Pioneer (from Boundary / Bolton to Snowdons Drive East) to Tarstone Contracting, and

Part 2; Award Pioneer (from Snowdons Drive East to Snowdons Corners Road and to Land O Nod) to Tackaberry

to the April 28th Regular Council Meeting.

BACKGROUND

The PW Department created a tender for ditching requirements for various roads throughout the municipality. The 2025 tender was created with an hourly brushing rate (for various rods) and a km cost for selected roads.

The 2025 tender was created with a selection of roads that require brushing:

- Bolton
- Pioneer
- Corktown
- Various as required

The 2025 budget allocated \$20,000 for brushing operations.

ANALYSIS

The importance of undertaking brushing along the Municipality's roads is vital in order to assist with adequate sightlines, thawing the road surface in the spring, assisting with natural sun melting of snow trace, reducing damage to plow trucks and the travelling public (trailers, large loads).

This therefore decreases maintenance as well as increases the efficiency of the road by avoiding stream erosion on the shoulders and surface of gravel roads, as well as reduces the possibility of washouts.

A tender was created and posted on Biddngo and the Township website on February 26 and closed March 28, 2025.

Following the closing of the tender (PW-2025-05), 2 contractors submitted quotations for the various road segments that were outlined in the tender.

Currently this operation is contracted out, however staff are planning to present further options / discussion points for Council's consideration.

BUDGET/LEGAL IMPLICATIONS

The 2025 Budget allocated \$20,000 toward Ditching Operations throughout the Township.

Of the two bids received, PW Staff recommend awarding the tender as follows:

Pioneer – Boundary / Bolton to Snowdons Drive East

- Award to Tarstone Contracting

Pioneer – Snowdons Drive East to Snowdons Corners Road

- Award to Tackaberry

Pioneer – Snowdons Corners Road to Land O Nod

- Award to Tackaberry

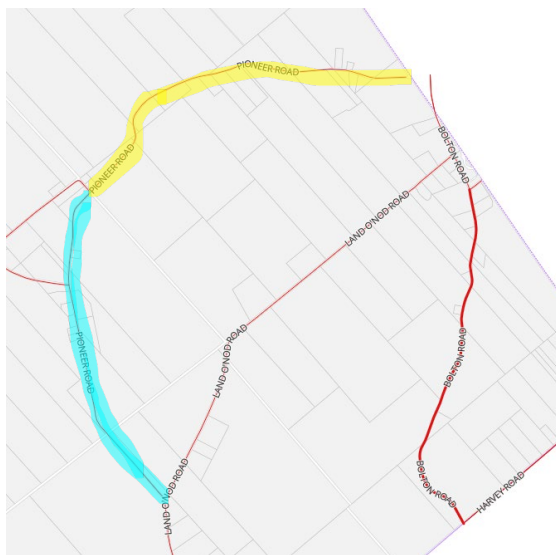
The above brushing scope totals \$19,304 (excluding HST)

Corktown (intermittent – hourly rate)

- Award to Tarstopne if budget permits

Various (hourly rate)

- Award to Tarstone if budget permits



In order to maintain within the budgeted amount for the specific brushing operations, Public Works staff would be responsible for determining the required roads for ditching and to track the ongoing lengths (km) or hourly rate(s) for appropriate reconciliation.

CONCLUSION

It is staff's recommendation to award the brushing in 2 parts as:

Part 1; Award Pioneer (from Boundary / Bolton to Snowdons Drive East) to Tarstone Contracting, and

Part 2; Award Pioneer (from Snowdons Drive East to Snowdons Corners Road and to Land O Nod) to Tackaberry

OTHERS CONSULTED

Public Works Staff

ATTACHMENTS

N/A

Submitted by:

Chad Kean, Manager of Public Works

Approved by:

Darlene Plumley, CAO

Village of Merrickville Wolford

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Re: Award Ditching Tender

The Committee of the Whole of the Corporation of the Village of Merrickville-Wolford, at its meeting on April 14, 2025, passed the following motion regarding the Public Works Report: Award Ditching Tender:

Moved by: Mayor Cameron

Seconded by: Councillor Maitland

THAT the Committee of the Whole receive this report for information;

AND THAT the Committee directs staff to bring the final request to award the Ditching Tender to Tarstone Canada Ltd. as outlined in this report, to the April 28th Regular Council Meeting.

Carried.

Report to Committee of the Whole

Date: 4/14/2025
From: Chad Kean, Manager of Public Works
Re: Award Ditching Tender

RECOMMENDATION

THAT the Committee of the Whole receive this report for information;

AND THAT the Committee directs staff to bring the final request to award the Ditching Tender to Tarstone Canada Ltd. as outlined in this report, to the April 28th Regular Council Meeting.

BACKGROUND

The PW Department created a tender for ditching requirements for various roads throughout the municipality. The 2025 tender was created with an hourly ditching rate, an hourly rock breaking rate, and float charge.

The 2025 budget allocated \$30,000 for ditching operations.

ANALYSIS

The importance to undertake ditching along the Village roads is vital in order to assist with adequate drainage after seasonal rain as well as during the thawing season. This therefore decreases maintenance as well as increases the efficiency of the road by avoiding stream erosion on the shoulders and surface of gravel roads, as well as reduces the possibility of washouts.

A tender was created and posted on Biddngo and the Village website on February 26 and closed March 28, 2025. The intended roads identified in the tender were Pioneer, Bolton, and Armstrong, with 'other roads that may be selected by the Village'.

Currently this operation is contracted out, however staff may present further options / discussion points in the coming months for Council's consideration.

BUDGET/LEGAL IMPLICATIONS

The 2025 Budget allocated \$30,000 toward Ditching Operations throughout the Township.

The tender requested a bid for an hourly rate for ditching, an hourly rate for rock breaking, and a float charge rate.

Of the three received bids, the following is provided for reference:

| | | | |
|---|-----------------|--------|--------------|
| <i>TarStone Contracting</i> (Both Gravel and Hard Surface) | Hourly Ditching | \$ 180 | Float \$ 475 |
| | Hourly Rock | \$ 320 | |
| <i>Tackaberry Construction</i> (Both Gravel and Hard Surface) | Hourly Ditching | \$ 360 | Float \$ 200 |
| | Hourly Rock | \$ 500 | |
| <i>Shade Group</i> (Both Gravel and Hard Surface) | Hourly Ditching | \$ 295 | Float \$ 300 |
| | Hourly Rock | \$ 400 | |

In order to maintain within the budgeted amount for the specific ditching operations, Public Works staff would be responsible for determining the required roads for ditching and to track the ongoing hourly rate(s) for appropriate reconciliation.

CONCLUSION

Option 1 – Recommended.

Award the ditching to Tarstone Contracting Ltd.

Option 2 – Not Recommended.

Council may choose to award the ditching tender to another contractor.

OTHERS CONSULTED

Public Works Staff

ATTACHMENTS

N/A

Submitted by:

Chad Kean, Manager of Public Works

Approved by:

Darlene Plumley, CAO

Village of Merrickville Wolford

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Re: Grenville 1 OPP Detachment Board – 2025 Draft Budget

The Committee of the Whole of the Corporation of the Village of Merrickville-Wolford, at its meeting on April 14, 2025, passed the following motion regarding the Grenville 1 OPP Detachment Board 2025 Draft Budget:

Moved by: Mayor Cameron

Seconded by: Councillor Maitland

THAT the Committee of the Whole receive for information the report regarding the 2025 draft budget for the Grenville 1 OPP Detachment Board;

*AND FURTHER THAT Committee direct staff to bring the draft budget to the April 28th Regular Council Meeting for final approval and recommend approval of the draft budget allotment as presented from the Merrickville-Wolford Police Services Board account.
Carried.*

Report to Committee of the Whole

Date: 4/14/2025
From: Julia McCaugherty-Jansman, Clerk
Re: Grenville 1 OPP Detachment Board – 2025 Draft Budget

RECOMMENDATION

THAT the Committee of the Whole receive for information the report regarding the 2025 draft budget for the Grenville 1 OPP Detachment Board;

AND FURTHER THAT Committee direct staff to bring the draft budget to the April 28th Regular Council Meeting for final approval and recommend approval of the draft budget allotment as presented from the Merrickville-Wolford Police Services Board account.

BACKGROUND

The Grenville 1 OPP Detachment Board (joint Police Services Board between Merrickville-Wolford and North Grenville) received the first draft budget at their meeting on Thursday, March 6th. The agenda for this meeting was posted publicly on both the Merrickville-Wolford and North Grenville websites.

The Board has come to the agreement that the cost-sharing amounts will be 60% North Grenville and 40% Merrickville-Wolford, as North Grenville has more representation on the Board than Merrickville-Wolford with a larger population.

ANALYSIS

The draft 2025 Operating Budget for the Detachment Board has to receive endorsement and approval from both the Merrickville-Wolford Council and North Grenville Council. The total portion of the draft budget that Merrickville-Wolford is responsible for is \$17,200.

The total draft budget, including the total portion that Merrickville-Wolford is responsible for, is included below:

| Item | Cost | Comments |
|------------------|--------------------|---|
| Revenue | | |
| Interest | | |
| Carry Over | | |
| Transfer from NG | \$25,800.00 | 60% expenses |
| Transfer from MW | \$17,200.00 | 40% expenses |
| Total: | \$43,000.00 | |
| Expenses | | |
| Honorarium | \$7,050.00 | 6 Meetings @ \$150/person plus 2 meetings in 2024 |

| | | |
|----------------------------------|--------------------|--|
| Memberships | \$2,265.84 | OAPSB & Zone Membership |
| Insurance | \$5,984.48 | |
| Bank Fees | \$1,200.00 | |
| Bursaries | \$3,800.00 | |
| OAPSB Conference | \$2,000.00 | |
| OAPSB Training/ Zone Meetings | \$900.00 | Meals |
| Travel Expenses | \$550.00 | |
| Donations | \$2,000.00 | Walking School Bus \$2000 |
| Advertising | \$7,150.00 | K9 \$360.47; MADD \$360.47 |
| Campaign Projects | \$5,000.00 | Tote Bag Campaign – Reusable Grocery Bags @ LCBO;s – 10000 units @ \$3.00/each; Floating Key Chain \$2.00/each; Seat Belt Cutter \$4.00/each |
| OPP Wellness | \$500.00 | |
| Misc. | \$2,000.00 | |
| Remember Adam Campaign Expansion | \$2,500.00 | One Additional Sign for MW |
| Total: | \$42,900.32 | |

BUDGET/LEGAL IMPLICATIONS

The allocated funds for Merrickville-Wolford's portion for this 2025 budget is recommended to come out of the previous Police Service Board bank account. The current balance of this account is \$61,543.69. This will leave a remaining balance of \$44,343.69 once this year's budget has been approved.

The 2025 budget amount can be allocated from this account for this calendar year. Once the balance of this account is utilized, Council will need to allocate for this budget within the general Operating Budget.

CONCLUSION

The recommendation is to bring the draft Detachment Board budget to the April 28th Regular Council Meeting, with the recommendation for endorsement and approval to be provided back to the Detachment Board so that they can provide final approval on their 2025 Budget.

ATTACHMENTS

None.

OTHERS CONSULTED

Kirsten Rahm, Treasurer/ Manager of Finance

Submitted by:

Julia McCaugherty-Jansman, Clerk

Approved by:

Darlene Plumley, CAO

Village of Merrickville Wolford

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W: Merrickville-wolford.ca

Re: Draft Multi-Year Accessibility Plan 2025-2029

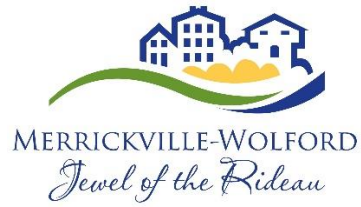
The Committee of the Whole of the Corporation of the Village of Merrickville-Wolford, at its meeting on April 14, 2025, passed the following motion regarding the draft Multi-Year Accessibility Plan for 2025-2029:

Moved by: Mayor Cameron

Seconded by: Councillor Gural

THAT the Committee of the Whole receive for information the report regarding the Multi-Year Accessibility Plan for 2025-2029 and the draft Multi-Year Plan attached as Schedule "A" to the report;

AND FURTHER THAT Committee direct staff to bring the final draft Multi-Year Accessibility Plan to the April 28th Regular Council Meeting for final approval and recommend that Council support and approve the Plan for 2025-2029.
Carried.



The Corporation of the Village of Merrickville-Wolford

Multi-Year Accessibility Plan

2025-2029

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Executive Summary

The Village of Merrickville-Wolford's Multi-Year Accessibility Plan 2025-2029 outlines the initiatives and provides a guideline on how the Municipality is committed to accessibility.

In 2005, the *Accessibility for Ontarians with Disabilities Act* (AODA) was passed to recognize the history of discrimination against persons with disabilities in Ontario and provides for the development, implementation, and enforcement of mandatory standards for accessibility in all areas of daily life. It aims to identify, remove, and prevent barriers for people with disabilities, and applies to all levels of government, nonprofits, and private sector businesses in Ontario that have one or more employees.

The AODA is made up of five standards, as well as some general requirements, which covers Customer Service, Information and Communication, Employment, Transportation and the Design of Public Spaces. These AODA standards are part of the Integrated Accessibility Standards Regulation (IASR).

One of the requirements of the IASR is to develop, implement, and maintain a multi-year accessibility plan to outline strategies to prevent and remove barriers within the Municipality and meet the requirements of the IASR. The Multi-Year Plan is to be updated at least once every five (5) years and be made publicly available on the website. It also includes a statement of commitment, which is also to be made publicly available.

The Multi-Year Plan sets out strategies to identify and remove barriers to accessibility. The 2025-2029 Plan will continue to build on the previous 2022-2025 Plan, which served as a guideline to remove accessibility barriers within the community. The Village of Merrickville-Wolford will continue to remove barriers, improve access, and ensure that accessibility considerations are made in daily operations and future planning.

Statement of Commitment

The Village of Merrickville-Wolford is committed to complying with the *Accessibility for Ontarians with Disabilities Act, 2005* (AODA) and all of its standards under it to work towards creating a barrier-free community. The Municipality strives to provide services and facilities that are accessible, and to continuously improve access to facilities and services for people with disabilities.

The Municipality is committed to working towards creating a barrier-free, accessible environment for all who call Merrickville-Wolford home, or for those who come to visit and experience all this community has to offer. This Multi-Year Plan will provide a road map on how the accessibility standards will continue to be monitored and achieved. The Municipality will actively seek out funding opportunities to apply for in order to improve accessibility within the community, as well as allocate funds through annual budgets to work on identified projects as set out within the Plan. Between 2025-2029, the identified projects are all targeted to be completed, with required budgets being considered on an annual basis.

Past Accessibility-Related Accomplishments

In 2022, the Village of Merrickville-Wolford established its Multi-Year Accessibility Plan, outlining the achievements of the Municipality and the identified goals and priorities for future accessible planning.

Some of the accomplishments since this time include:

- Implementation of ESCRIBE agenda software for the distribution and publishing of Council agenda packages.
- Design and creation of a new municipal website that meets the online accessibility requirements. This was an identified priority within the 2022-2025 Multi-Year Plan that was achieved.
- Installation of accessible door openers at Eastons Corners Centennial Hall main door and bathroom, Council Chambers at the Municipal Office, Merrickville Community Centre main doors and bathroom, and the Merrickville Rink Building.
- Continuation of accessibility training for onboarding of new employees.
- Continuous search for, and applications of, various grant funding opportunities for accessibility-related projects.

Accessibility Moving Forward

1. Customer Service

The Customer Service Standard mandates that service providers must find ways to break down barriers that prevent customers with disabilities from accessing the services that they need. Barriers may be due to physical obstacles, technology, information and communication, an organization's practices or procedures, or attitudes of staff.

The Municipality:

- Implemented a formal Complaint Policy (2024) to strive towards providing more efficient customer service and response to resident concerns.
- Implemented a concern submission form on the new municipal website.
- Continues to review customer feedback when received.
- Ensures that staff provides accessible customer service however possible.
- The recently approved Personnel Policy and Employee Guide includes the form HR-15D, being the "AODA Best Practice and Procedures" which addresses the procedures to follow and consider when serving residents or customers with disabilities.

Goals for 2025-2029:

- Continue to identify and address potential customer service barriers.
- Commit to improving the onboarding and continuous accessibility training for employees to ensure customer service needs are being met by reviewing the onboarding materials within the 2025-2026 timeframe. If updates are required, staff will work to update the materials and make it available.
- 2026 Election considerations:
 - Evaluation of all voting locations and methods to ensure that locations and voting methods are accessible to provide barrier-free forms of access to voters.
 - Ensure that election materials satisfy accessibility requirements.

2. Information and Communication

The Information and Communications Standards lists the rules for organizations to create, provide, and receive information and communications that people with disabilities can access. This standard under the IASR requires that the Municipality communicates and provides information in ways that are accessible to people with disabilities.

The Municipality:

- Strives to ensure that the process of receiving and responding to feedback is accessible. Various forms are offered in online submission forms on the website, in fillable PDF format, or in hard copy format available at the Municipal Office.
- Implemented an e-agenda software system, Escribe, which produces fully accessibility-compliant content including agendas and minutes.
- Livestreams all Council meetings to provide individuals with the opportunity to watch meeting proceedings rather than attend in person.
- Conduct Council meetings in a hybrid format to allow for meeting participants to attend virtually as opposed to in person, if required.
- Livestream recordings of all meetings are made available on the Village of Merrickville-Wolford YouTube Channel.
- Designed and created a new municipal website (2024), which satisfies all accessibility standards and requirements. The website has the Accessibe toolbox implemented on it, which ensures that the site is accessibly compliant. A blue accessibility icon can be found on the left-hand side of the website which can be used to tailor to various features and many of the accessibility features will load automatically under certain circumstances (ie. blind visitor with a screen reader). The accessible plugin constantly monitors the site for accessibility and fixes problems whenever possible. Accessibility audit reports are generated monthly.

- Increased its use of Facebook as a social media platform and a means to access a broader demographic of residents to provide information.

Goals for 2025-2029:

- Continue to update municipal forms to ensure they are accessible for residents to use. Staff will continuously review and update all forms effective immediately for the remainder of 2025 and into 2026.
- Continue to live stream meetings and use the e-agenda software for Council agenda preparation and distribution.
- Continue using social media as a means of providing municipal information and explore alternative platforms that would be beneficial for residents.
- The Accessibility page, including the Statement of Commitment, is included on the website already, but this will be updated with the new Multi-Year Plan after its final approval. Anytime a public document is posted on the website (ie. Asset Management Plan for the Village, Planning documents, etc.), it can be indicated specifically that if an alternative format is required then a staff contact will be provided to accommodate these requests.
- Staff can undertake a plain language review of the Village website. This will take time to research how this is conducted and to complete the review, so the targeted timeline is for 2026-2027.
- Merrickville-Wolford has a population of less than 10,000 people, so therefore in accordance with Section 29(1) of the AODA, it is not mandatory to have a municipal Accessibility Committee. It is important though to receive feedback and support from those with lived experience and getting assistance in achieving implementable goals, so the Municipality will approach the Merrickville Lions Club Accessibility Committee following the approval of this Plan and inquire about partnering on accessibility initiatives, reviews of accessibility goals, and receiving assistance on implementation (such as installation of actuators on doors and confirming that they are installed correctly, for example).

3. Employment

The Employment Standard sets out accessibility requirements that the Municipality must follow to support the recruitment and accommodation of employees. This Standard requires that employers must make their workplace and employment practices accessible to potential or current employees with disabilities.

The Municipality:

- Informs applicants about the availability of accessibility accommodations in the recruitment process and identifies as an equal opportunity employer.
- Provides onboarding training for new employees.
- Supports employees absent from work because of a short or long-term disability.
- Documents individual accommodation plans.

Goals for 2025-2029:

- Continue to review policies to prevent or remove barriers, ensuring that they are compliant with legislation.
- Improve communication with incoming or potential new employees about the accessibility accommodation practices.
- Ensure that documentation of individual employee accommodation plans are filed.
- Improve communication with employees about the accessibility accommodations that available if they are required.
- Effective immediately, mandate that the HR form 15D is included as part of onboarding for new employees in accordance with the Personnel Policy and Employee Guide.
- Before the end of 2025, staff will reach out to surrounding municipalities to find out what onboarding accessibility training they are currently using for their employees. A review can be conducted to determine what can be further implemented for Merrickville-Wolford based on the responses received.

4. Transportation

The Transportation Standard requires transportation service providers to make the features and equipment on routes and vehicles accessible to passengers with disabilities. Most of the requirements of the Transportation Standard relate to the operation of public transportation service systems. The Municipality does not currently own or operate any transportation system.

Goals for 2025-2029:

- Continued maintenance and improvements to sidewalks and crosswalks.
- Ensure that accessibility requirements are adhered to with any rehabilitation of current infrastructure or installation of new infrastructure.
- Explore partnerships with surrounding municipalities for public transportation options.
- Promote any accessible transportation services that may be available for the public within the Municipality or surrounding municipalities.

5. Design of Public Spaces

The Design of Public Spaces Standard outlines the need for newly constructed or redeveloped public spaces to be accessible for people with disabilities. This Standard describes ways to make communal spaces and buildings more accessible.

The Municipality:

- Installed various accessible power door openers at the municipal facilities.
- Schedules regular maintenance on the lift elevator at the Municipal Office to ensure it is in working order.
- Has applied for accessibility grant funding opportunities to improve access to municipal facilities.

Goals for 2025-2029:

- Install an accessibility ramp at the Municipal Landfill Site.
- Commit to identifying options of enhancing the municipal recreation amenities to increase accessibility for more residents. This will include researching amenities that could be implemented in the Municipality. Staff will seek out recreation funding opportunities on an annual basis to identify opportunities that could be applied for. This will be a good opportunity for the Municipality to also seek and maintain partnerships with local groups and businesses to work in a joint effort to update recreation amenities between 2026 and 2029. A staggered plan on this would be continuous updates to Council for public awareness.
- Regular and continued maintenance of lift elevator at the Municipal Office.
- Regular maintenance of accessible power doors at municipal facilities.
- More clearly identifying the accessible parking space and ramp at the Municipal Office can be undertaken by Public Works staff with minimal costs with line painting and symbols.
- Dependent upon budget constraints, staff can include a new actuator for the front door of the Municipal Office on the list of outstanding upgrades to be completed, as well as updates to the reception area. This would need to be approved by Council, and specific details for height, interior work, drawings, etc. would assist with the work.
- Public Works staff will evaluate the work that is suggested for accessible parking spaces and proper curb access in the downtown core. This will have to be part of a long-term goal with an overall Master Plan on how to undertake the required projects, but staff will ensure this is included within considerations. Short-term solutions for accessible parking spaces may be identified in a review of the Village's Parking By-law within the 2025-2026 timeline.

- A pedestrian crosswalk with audible indication of status is more of a significant undertaking. This would be possible subject to budget approval, so this could be a project to undertake with local partnerships or through grant funding opportunities prior to the next review of this Plan before 2029.

Contact Information

Municipality:

The Corporation of the Village of Merrickville-Wolford

Address:

317 Brock Street West
PO Box 340
Merrickville, ON
K0G 1N0

Website:

www.merrickville-wolford.ca

Key Contacts:

Clerk
Phone: 613-269-4791 ext. 257
Email: clerk@merrickville-wolford.ca

Please contact the Clerk to request an alternative format that meets your needs.

Your feedback is welcome. Please let the Municipality know what you think about the 2025-2029 Multi-Year Accessibility Plan by emailing the Clerk.

Village of Merrickville Wolford

317 Brock Street W PO Box 340
Merrickville, ON K0G 1N0
T: 613-269-4791
W: Merrickville-wolford.ca

Re: Noise By-law Exemption Request – 2025 Merrickville Fair

The Committee of the Whole of the Corporation of the Village of Merrickville-Wolford, at its meeting on April 14, 2025, passed the following motion regarding the Noise By-law Exemption Request for the 2025 Merrickville Fair:

Moved by: Councillor Maitland

Seconded by: Deputy Mayor Barr

THAT the Committee of the Whole receive for information the Noise By-law Exemption Request for the 2025 Merrickville Fair;

AND FURTHER THAT Committee direct staff to bring the Noise By-law Exemption Application Form to the April 28th Regular Council Meeting and recommend that Council approve the noise by-law exemption request as presented for the 2025 Merrickville Fair.

Carried.

**Schedule D to By-law 64-2024
Merrickville Fair August 6 – 10, 2025**

EXEMPTION APPLICATION FORM

Application for a temporary exemption permit to the Noise By-law

Applicant's Name: **Samantha Brown**

Applicant's Address: **PO Box 595 Merrickville ON K0G 1N0**

Applicant's Phone Number: [REDACTED]

Applicant's Email: [REDACTED]

Group or Organization: **Merrickville Agricultural Society**

Event Type: **Merrickville Fair**

Date and Time of Event: **August 8: 7am – 1am, August 9: 7am – 1am, August 10: 7am – 9 pm + set up on August 5,6,7 + close down August 11**

*If the event is being held over more than one day, please specify times for each day

Description of Event – Include the source of sound in respect of which the exemption is being requested:

| | |
|--|--|
| 1) Set up/Close down: | |
| | <p>a. large equipment may operate on the fairgrounds in the evening of August 5, 6, 7 and 11 from 7:00 pm – 10:00 pm.</p> <p>b. Vendors may create noises related to loading, packing, handling or delivering materials or products in the evening of August 7 and 11 from 7:00 pm – 10:00 pm.</p> |
| 2) Fair days will have a number of events that may contravene bylaws: | |
| | <p>a. Touch a Truck may involve large vehicles entering and leaving the showgrounds each day Friday August 8 through Sunday August 10 and may involve sirens and truck horns blowing (9 am to 5 pm)</p> <p>b. Music and entertainment will be provided on a sound stage Friday and Saturday evenings (6:00 pm – 1:00 am)</p> <p>c. Cheering on music, entertainment and track events may cause yelling, hooting or similar noises. (9 am to 1 am)</p> <p>d. The Truck pull (Friday August 8) will involve operation of large vehicles, possibly without OEM exhaust or intake muffling, engine revving late in the afternoon and as late as 1:00 am Saturday morning.</p> |

Schedule D to By-law 64-2024
Merrickville Fair August 6 – 10, 2025

- e. The Tractor Pull (Sunday August 10) will involve **operation of large vehicles, possibly without OEM exhaust or intake muffling, engine revving** during the afternoon, ending by 6:00 pm.
- f. **Large vehicles and trailers will be entering and leaving the fairgrounds** to transport livestock involved in the show (7 am to 9 pm).
- g. Exhibitors and vendors may also create **noises related to loading, packing, handling or delivering materials or products** early in the morning prior to start of the show, and at the end of each show day

Please state the particular provision(s) of the By-law from which the exemption is being requested:

Exemption under s.3(j) of By-Law 64-2024 is requested pertaining to the following sections of the Noise By-law:

- s. 4.2, Sch. A (1) Emit, cause or permit emission of **ringing of bells, blowing of horns or sounding of sirens** on any motor vehicle
- s. 4.2, Sch. A (2) Emit, cause or permit **noise from an electronic device**
- s. 4.2, Sch. A (3) Emit, cause or permit noise from any construction equipment, **engine or device without exhaust or intake muffling device**
- s. 4.2, Sch. A (4) Emit, cause or permit noise from a motor vehicle in such a way to **rev the engine**
- s. 4.2, Sch. A (5) Emit, cause or permit noise from a **horn or other warning device**
- s. 4.2, Sch. A (6) Emit, cause or permit **noise from construction equipment** during prohibited time (I assume this also applies to farm equipment/transport trucks)
- s. 4.2, Sch. B (3) Operation of **powered or non-powered tool, equipment or appliance** during prohibited time
- s. 4.2, Sch. B (4) Emit, cause or permit **noise from loading, packing, handling or delivering materials or products** during prohibited time
- s. 4.2, Sch. B (5) Emit, cause or permit operation of an **electronic device intended for the production, reproduction or amplification of sound** during prohibited time
- s. 4.2, Sch. B (6) Emit, cause or permit **operation of any auditory signaling device** during prohibited time
- s. 4.2, Sch. B (7) **Persistent yelling, shouting, or similar noises** made by a person during prohibited time

Village of Merrickville Wolford

317 Brock Street W PO Box 340
Merrickville, ON K0G 1N0
T: 613-269-4791
W: Merrickville-wolford.ca

Re: Proclamation Request – TNIM 50th Anniversary

The Committee of the Whole of the Corporation of the Village of Merrickville-Wolford, at its meeting on April 14, 2025, passed the following motion regarding the Proclamation Request for the 50th Anniversary for TNIM:

Moved by: Deputy Mayor Barr

Seconded by: Mayor Cameron

THAT the Committee of the Whole receive for information the request from Theatre Night in Merrickville to proclaim November 22nd, 2025 as “Theatre Night in Merrickville Day” in celebration of TNIM’s 50th Anniversary;

AND FURTHER THAT Committee direct staff to bring the proclamation to the April 28th Regular Council Meeting and recommend approval of the proclamation request.
Carried.



Theatre Night in Merrickville

P.O. Box 177

Merrickville, ON

K0G 1N0

merrickvilletheatre.org

His Worship, Michael Cameron
Mayor, Merrickville-Wolford
P.O. Box 340
Merrickville, ON K0G1N0

August 12, 2024

Dear Mr. Mayor,

Theatre Night in Merrickville (TNIM) is a small, volunteer-based community theatre. TNIM was informally established in 1975; we registered as a charity in 2000 with a mandate of producing two productions annually, thereby providing cultural entertainment for our rural community. TNIM, a member of the Eastern Ontario Drama League, has received many awards over the years. Our audiences are drawn from local communities around Merrickville as well as from Ottawa and beyond. All in all, audiences and TNIM casts and crews have thoroughly enjoyed ourselves over the years! Laughter and tears have ensued during our many productions of comedy, drama, and mystery to name just a few of the genres we have explored.

2025 represents Theatre Night in Merrickville's fiftieth (50th) anniversary - a milestone of which we are very proud. In addition to our regular program schedule, TNIM will have a year-long program of monthly activities. It is our hope that you would be interested in this milestone with a certificate of acknowledgement; please be assured that we will display it prominently. We also hope that you and the Council would declare November 22nd (the date of our first performance in 1975) 2025, as Theatre Night in Merrickville Day in the Village.

In closing, thank you for your time. I would be delighted to answer any questions you may have. I can be contacted at 1 902-990-0170. We would be honoured to have you and your family attend any TNIM function or performance.

Yours Truly,

Helen Steenburgh
President
Theatre Night in Merrickville



Theatre Night In Merrickville
PO Box 177, Merrickville ON. K0G1N0
www.merrickvilletheatre.org

April 2, 2025

Dear Julia

Would you be so kind as to include this request in the next Council Agenda?

Theatre Night in Merrickville has been having a grand time celebrating our 50th Anniversary so far this year. We are very grateful to the Municipality for the permission we received to hang a banner on the Community Centre exterior. In addition, we were very pleased to have received an "in-kind" Community Grant.

We were wondering if it might be possible to request that the Village acknowledge November 22 as "Theatre Night in Merrickville Day". That is the day exactly 50 years ago, that a hearty group of community-minded individuals put on a show to fund-raise for our local health centre.

We will be hosting an Open House Social at the Legion on Saturday, November 22, and it would be lovely if the Municipality was able to acknowledge this special day.

Thank you for your consideration.

Regards

Vicki Graham
Theatre Night in Merrickville



PROCLAMATION

Theatre Night in Merrickville Day

November 22, 2025

WHEREAS Theatre Night in Merrickville (TNIM) is a small, volunteer-based community theatre that was informally established in 1975; and

WHEREAS TNIM has been providing cultural entertainment every year for the rural community of Merrickville-Wolford and draws audiences from surrounding local communities and beyond; and

WHEREAS TNIM provides workshops and other events encouraging community participation in the Arts, to promote the knowledge and appreciation of the Arts in general; and

WHEREAS the date of the first performance for TNIM was November 22, 1975;

THEREFORE BE IT RESOLVED THAT I, Michael Cameron, Mayor of the Corporation of the Village of Merrickville-Wolford on behalf of Council, do hereby proclaim November 22, 2025 as "Theatre Night in Merrickville Day" in the Village of Merrickville-Wolford to celebrate TNIM and their contributions to the cultural entertainment of our community.

Dated at the Village of Merrickville-Wolford this 28th day of April, 2025.

Mayor Michael Cameron

Newsletter

April 2025

EOWC Advocacy Update

EOWC Mobilizes Support Amid U.S. Tariff Threats

U.S. tariffs on key industries could put billions of dollars in Eastern Ontario exports at risk, impacting jobs and economic stability. The EOWC stands with our Federal and Provincial governments to reinforce economic ties with the U.S. and protect regional industries.

With \$42.5 billion in private sector exports at stake, the region's top industries—including agriculture, manufacturing, and chemical production—face significant uncertainty. Municipalities are calling for stronger partnerships with U.S. counterparts, advocating for policies that eliminate trade barriers, invest in infrastructure, and prioritize Canadian businesses.

The EOWC is committed to creating strong cross-border partnerships and advocating for Eastern Ontario throughout the unwanted trade ware and related threats of tariffs.

We have reached out to the [New York Association of Counties](#), the [Great Lakes St. Lawrence Cities Initiative](#), and the [Great Lakes St. Lawrence Governors & Premiers](#), as well as all of our region's Chambers of Commerce.

\$64.6
BILLION/YEAR

Total exports from Eastern Ontario to other jurisdictions outside the region (public and private) ⁽²⁰²¹⁾

\$132.5
BILLION/YEAR

Annual demand within Eastern Ontario for all goods and services (private) ⁽²⁰²¹⁾

\$42.5
BILLION/YEAR

Total private sector exports from Eastern Ontario to other jurisdictions outside the region (commercial and industrial) ⁽²⁰²¹⁾

Top commercial or industrial export by Eastern Ontario Census Division (2021), by dollar volume (at risk in the face of 25% tariffs)

| Jurisdiction - Census Division | Largest Commercial or Industrial Export Sector (2021) | \$ Exports - Largest Commercial or Industrial Sector (2021) |
|-------------------------------------|--|---|
| Haliburton | Residential building construction | \$63,465,690 |
| Kawartha Lakes | Dairy product manufacturing | \$154,833,089 |
| Northumberland | Basic chemical manufacturing | \$1,740,927,393 |
| Peterborough | Grain and oilseed milling | \$496,953,307 |
| Hastings | Motor vehicle parts manufacturing | \$1,039,614,332 |
| Prince Edward County | Farms | \$271,450,837 |
| Lennox and Addington | Rubber product manufacturing | \$1,027,721,309 |
| Frontenac | Resin, synthetic rubber, artificial and synthetic fibres and filaments manufacturing | \$4,079,336,835 |
| Lanark | Fabric mills | \$194,037,944 |
| Leeds and Grenville | Other electrical equipment and component manufacturing | \$1,076,196,526 |
| Stormont, Dundas and Glengarry | Dairy product manufacturing | \$862,461,728 |
| United Counties of Prescott Russell | Iron and steel mills and ferro-alloy manufacturing | \$1,069,311,571 |
| Renfrew | Scientific research and development services | \$345,258,847 |

Visit our Web Page on Economic Resilience, Trade and Tariffs

Congratulations to the Ontario Government

The EOWC would like to congratulate Premier Doug Ford and the Progressive Conservative Party on their re-election on February 27, 2025. We look forward to continued collaboration as key partners with the provincial government to address the needs of our 103 communities and build our region.

The EOWC remains 'Ready to Work and Ready to Grow'. We remained focused on economic resilience and growth, infrastructure development and maintenance, housing people across the continuum, and supporting increased health care access.

The EOWC sent letters to the Premier, Ministers, and MPPs outlining key areas of focus and 13 top recommendations for the term ahead including the following:

- ➔ Ensure municipalities are part of Ontario's approach to U.S. tariff threats, and eliminate barriers to enable municipalities to buy local and give preference to Canadian companies
- ➔ Increase investments in municipal infrastructure to fill the deficit, prevent critical infrastructure failures, and support new infrastructure that will create jobs and grow the region's economy

→ Support municipalities to build housing for everyone through capital investments and modernize provincial programs to prevent homelessness

→ Continue provincial funding for community paramedicine programs that are proven to succeed

READY TO WORK READY TO GROW

Read the EOWC's 'Ready to Work, Ready to Grow' priorities [here](#)

The EOWC Signs Partnership Agreement with the Great Lakes St. Lawrence Cities Initiative



Left-to-right: GLSTCI Chief Development Officer, Phillip Murphy-Rhéaume; United Counties of Stormont, Dundas, and Glengarry Warden, Martin Lang; County of Hastings Warden, Bob Mullin;

EOWC Vice-Chair, Steve Ferguson; County of Northumberland Warden, Brian Ostrander; Mayor of City of Kawartha Lakes, Doug Elmslie; County of Lennox and Addington Warden, Nathan Townend; County of Lanark Warden, Toby Randell; United Counties of Leeds and Grenville Warden, Corinna Smith-Gatcke; County of Frontenac Warden, Gerry Lichty; United Counties of Prescott and Russell Warden, Yves Laviolette; Mayor of St. Catharines, Mat Siscoe; and EOWC Chair, Bonnie Clark

With the continuation of the (unwanted) trade war between the U.S. and Canada, the EOWC recognized the urgent need for adaptability and resiliency across our region's communities to support our economy.

Aligning with our focus to strengthen regional and cross-border ties, the EOWC and the [Great Lakes and St. Lawrence Cities Initiative](#) signed a Memorandum of Understanding during our March board meeting. This agreement will promote knowledge sharing across the Canadian and Ontario-Québec borders, further strengthening the EOWC's national and international connections. Our members look forward to attending their conference later this May, and to expand work around our mutual advocacy and priorities.

Read the [EOWC's ongoing Tariff Report](#) and [the EOWC's Strategic Plan](#).



A Snap Federal Election: Prepping for the Polls

As Canadians prepare to head to the polls and choose the next government, protecting and strengthening our local communities is more important than ever. A long-term approach that addresses the unique needs of these communities and sets Canada on a path to a stronger future is essential.

The EOWC stands together with our partners at the [Federation of Canadian Municipalities](#) to call for a **National Prosperity Partnership** between Canada's next government and municipal governments across the country. This election is an opportunity to have a national conversation about how Canada funds and enables economic growth.

This partnership will aim to:

- Support local economic growth and resilience
- Invest infrastructure renewal
- Achieve housing affordability
- End homelessness with local solutions
- Keep communities Safe Build Climate resilient communities
- Support Thriving rural, remote and northern communities

Visit FCM's Stronger Together Election Campaign

Concerns re: Alto High Speed Rail Cutting Through Eastern Ontario

While the EOWC supports improved transportation, the proposed route of the Alto High-Speed Rail Network (between Toronto and Quebec City) cuts through the EOWC region without delivering meaningful benefits to our businesses, residents, or the tourism industry.

The EOWC sent a letter to Alto's CEO, urging both Imbleau and the Government of Canada to reconsider the number of stops the high-speed train would have in Eastern Ontario and ensure it does not negatively impact the trail systems that municipalities own and operate.

Read the [EOWC's letter to Martin Imbleau, President and CEO of Alto, here.](#)



EOWC Statement: High-Speed Rail Cutting Through Eastern Ontario

"On behalf of Eastern Ontario's 103 municipalities, the EOWC remains concerned with the Prime Minister's announcement today regarding the high-speed rail network development plan between Toronto and Québec City.

While we support transit expansion in principle, this project will cut through our region's communities without bringing benefits to local business, trail systems, or residents.

The EOWC will continue to advocate for additional train stop(s) in Eastern Ontario as part of the Alto high-speed rail system to boost local economies, improve access to transit for rural communities, and strengthen regional connections, while ensuring that we retain the integrity of our recreational trail network as an economic driver."

- EOWC Chair, Bonnie Clark (Warden of Peterborough County)

EOWC Advocates for Regional Priorities at ROMA 2025 Conference



Left-to-right: MPP for Leeds-Grenville-Thousand Islands, Steve Clark; United Counties of Leeds and Grenville Warden, Corinna Smith-Gatcke; Northumberland County Warden, Brian Ostrander; Minister of Labour, Immigration, Training and Skills Development, David Piccini; Mayor of City of Kawartha Lakes, Doug Elmslie; Deputy Premier and Minister of Health, Sylvia Jones; EOWC Chair, Bonnie Clark; Minister of Colleges and Universities, Research Excellence and Security / MPP for Stormont Dundas and Glengarry, Nolan Quinn; EOWC Vice-Chair, Steve Ferguson; MPP for Haliburton-Kawartha Lakes-Brock, Laurie Scott; County of Haliburton Warden, Dave Burton; County of Lanark Warden, Toby Randell.

The EOWC made significant progress in advocating for regional priorities at the 2025 Rural Ontario Municipal Association (ROMA) Conference, held in Toronto from January 19 to 21.

With over 2,000 municipal leaders in attendance, The EOWC's Chair, Bonnie Clark, and Vice-Chair, Steve Ferguson, led discussions with key provincial officials, emphasizing the need for strong partnerships to address critical infrastructure, housing, health care, and economic challenges.

"The ROMA Conference was a success in strengthening our relationships to better serve Eastern Ontario's 103 communities," said Chair Clark. Vice-Chair Ferguson echoed this sentiment, highlighting the EOWC's strategic approach. "We came prepared with data and clear recommendations. Our small rural municipalities play a crucial role in shaping Ontario's future, and it is vital that our voices are heard."

The EOWC's advocacy at ROMA had such impact that the Minister of Rural Affairs, Lisa Thompson, thanked the EOWC for their committed support of rural priorities and innovation around trade and tariffs. We were also pleased to support the launch of the new [Ontario's Economic Development Strategy](#).

Read the [EOWC's ROMA 2025 briefing package](#).



Lisa Thompson @LisaThompsonPC · Jan 22



Thank you @EOWC_ON and Bonnie Clark for your kind words & endorsement on our government's new important rural strategy!



#ROMA2025 marks a milestone for Ontario's rural communities with the launch of **Enabling Opportunity: Ontario's Rural Economic Development Strategy**. This strategy will support Eastern Ontario's small-urban and rural communities by creating new pathways for growth, supporting local businesses, and enhancing infrastructure, all while preserving our region's unique character. The Eastern Ontario Wardens' Caucus looks forward to continuing our work together with Minister Thompson to empower small rural Ontario to thrive and ensure that our communities are central to the Ontario Government's economic future.

— Bonnie Clark, Chair, Eastern Ontario Wardens' Caucus



The EOWC Attends Ontario Road Builders' Convention



Left to right: EOWC Director of Government Relations and Policy, Meredith Staveley-Watson, and Ontario's Big City Mayors, Executive Director, Michelle Baker

From February 2-4, the EOWC's Director of Government Relations and Policy, Meredith Staveley-Watson, attended the [Ontario Road Builders' Association](#) Convention, themed "Ready to Build Ontario's Future Together" on behalf of the EOWC. 71

As part of the EOWC's top priority—municipal infrastructure—roads and

bridges are essential municipal assets that require ongoing maintenance, repair, and expansion. Supporting the Canadian economy includes making continuous investments in municipal infrastructure while ensuring sustainability and community well-being remain at the forefront.

The importance of public-private sector partnerships was highlighted as critical in addressing the economic and social challenges faced by communities, large and small, across Ontario.

EOWC In The Media

EOWC Warden, Corinna Smith-Gatcke Speaks to U.S. Tariff Pressures on Border Towns

WATCH NOW



Border Towns in a Trade War | The Agenda

Left-to-right: Mayor of Sault Ste. Marie, Matthew Shoemaker; Mayor of City of Windsor, Drew Dilkens; Mayor of City of Niagara Falls Jim Diodati; and United Counties of Leeds and Grenville Warden, Corinna Smith-Gatcke.

On March 13, Corinna Smith-Gatcke, Warden of the United Counties of Leeds and Grenville and member of the EOWC, addressed the challenges that her community is facing due to the U.S. government's tariffs on TVO Today.

Watch the [full interview here](#).

EOWC Chair, Bonnie Clark, and Warden, Corinna Smith-Gatcke

On January 20, in an interview with CTV, Chair Bonnie Clark and Warden of the United Counties of Leeds and Grenville, Corinna Smith-Gatcke, emphasized the urgency of the tariff situation, and how alliances are crucial.

Chair Clark highlighted the situation, stating, "It's up to us to reach out to our neighbours to the south and get their support. These tariffs are a two-way street—they will hurt both Ontario and our trade partners in the U.S.". Smith-Gatcke warned of the devastating impact tariffs could have on local businesses and jobs.

"We are starting those critical conversations to ensure these tariffs don't take effect and damage our economies," Chair Clark said. The EOWC remains committed to protecting jobs, businesses, and cross-border partnerships.

Read the [full interview](#).



The EOWC's Chair and Director of Government Relations and Policy Honoured in AMO's International Women's Day News Release

On March 8, the [Association of Municipalities of Ontario](#) (AMO) celebrated a historic milestone for International Women's Day - women now chair all major municipal associations in Ontario. This achievement highlights their dedication and influence in local government.

Among those recognized were Chair Bonnie Clark and the EOWC's Director of Government Relations and Policy, Meredith Staveley-Watson.

Read the [full list](#).

EOWC's Letter to Alto CEO, Martin Imbeau, Recognized in the Cornwall Standard-Freeholder

On March 24, The Cornwall Standard Freeholder released an article about the EOWC's letter to Alto CEO, Martin Imbeau. In the letter, the EOWC urged Alto and the Government of Canada to reconsider the number of stops the high-speed train will make, emphasizing that additional stops in Eastern Ontario communities would ensure the construction benefits the region economically.

Read [the full article here](#) and read [EOWC's Alto Letter here](#).

CBC Article Highlights How Inaccurate Rental Data is Creating Setbacks for Affordable Housing Efforts

A CBC article published on March 29 highlights the challenges Prince Edward County faces in creating affordable housing due to inaccurate rental data from the Canada Mortgage and Housing Corporation (CMHC). Ken How, a retired teacher leading a project to turn the Pinecrest Public School into affordable housing, has had trouble securing funding because CMHC's rent figures are much lower than actual rents in the area.

How's non-profit, Pinecrest Housing, plans to offer 56 affordable units, but CMHC's inaccurate data makes it hard to get the necessary loan. The county has started collecting its own rental data, which shows rents are higher than CMHC reports. However, CMHC has refused to accept the county's data, making it harder to address the local housing crisis.

Local officials, including County Councillor Phil St-Jean, are calling on CMHC to adjust its funding formulas to include more accurate, locally-sourced rental data to better reflect the housing needs in rural areas like Prince Edward County.

Read the [full article here](#).

Partner Updates



New EORN Board Member Elected

At the EOWC's board meeting on March 27, 2025, an election was held to appoint a new board member to the Eastern Ontario Regional Network.

The EOWC is pleased to congratulate Toby Randell, Warden of the County of Lanark, on his election to the board. We look forward to his valuable contributions and leadership in advancing the interests of Eastern Ontario.

Update on new sites in Service: 75% of the Network Completed

A total of 121 new builds, 63 colocations, and 311 uplifts have been completed, marking the successful completion of all sites.

Help EORN Improve Internet in Eastern Ontario – Take the Speed Test!

The Eastern Ontario Regional network (EORN), in partnership with the Canadian Internet Registration Authority (CIRA) wants to [measure your internet speeds](#).

Our governments want everyone to have good internet connectivity. They have established internet speed targets of 50 Mbps down and 10 Mbps up. The federal and provincial governments have funding programs available to support broadband projects.

Knowing what speeds citizens currently have available can act as baseline data for the region and show the improvements that are to come from broadband expansion projects underway now or are needed in the future. This is why EORN has partnered with CIRA, to collect the most detailed information relating to eastern Ontario's internet speeds.

Take the test here: <https://performance.cira.ca/eorn>

Regional Updates and News

Government of Canada Gouvernement du Canada

Canada 

Prime Minister Mark Carney Calls for a Snap Federal Election

On March 23, Prime Minister Mark Carney asked Governor Mary Simon to dissolve parliament, triggering a federal election for April 28, 2025.

With Election Day coming up, the EOWC will take a close look at each party's platform, looking for ways to connect their priorities with ours. The EOWC hopes to build a strong partnership with the newly elected government moving forward.

Read what the [EOWC's Strategic Priorities are here](#).

Ontario 

Doug Ford Announces New Cabinet

On March 19, Doug Ford unveiled his cabinet of an experienced team deemed to protect Ontario's economy and workers.

Among his cabinet members are Eastern Ontario's David Piccini, MPP

for Northumberland, named Minister of Labour, Immigration, Training, and Skills Development, and Nolan Quinn, MPP for Stormont, Dundas, and Glengarry, named Minister of Colleges, Universities, Research Excellence, and Security.

See the other members of [Ford's new cabinet here](#).

Ontario Government Increases Support for Farmers

The Ontario government is increasing annual funding for its Risk Management Program from \$150 million to \$250 million to enhance its support to the farmers of Ontario. This investment will help Eastern Ontario's 13,861 agri-food operations, including over 5,000 primary agriculture businesses, navigate market uncertainties and remain competitive.

The funding boost supports local farmers producing cattle, hogs, grains, and horticultural products while protecting 383,000 jobs across Ontario's agri-food supply chain. By enhancing financial security, this initiative ensures the region's agricultural resilience for generations to come.

Learn more about [this initiative here](#).

Ontario Investing in the Success of Rural Communities

The Ontario government has unveiled new measures to support rural communities at the 2025 Rural Ontario Municipal Association (ROMA) conference, including a new Rural Economic Development Strategy and significant infrastructure investments.

These initiatives include the launch of a new Rural Economic Development Strategy by Minister of Rural Affairs Lisa Thompson, featuring \$10 million in annual funding for the Rural Ontario Development Program to drive economic growth, workforce development, and business expansion in rural communities.

Read [Ontario's Rural Economic Development Strategy here](#).

Ontario's Municipal Disaster Recovery Assistance Activated

Following the snow and ice storm that impacted the province from March 28-30, the Ontario government has activated the Municipal Disaster Recovery Assistance (MDRA) program.

The MDRA program helps municipalities cover unexpected costs after a natural disaster, such as a flood or tornado. The program covers:

- Capital Costs: Repairing public infrastructure or property
- Operating Costs: Expenses to protect public health, safety, or essential services

To be eligible, municipalities must:

- Experience a sudden, severe natural disaster
- Have costs beyond their normal budget due to the disaster
- Pass a resolution by the local council

- Submit an initial claim

Municipalities can get the necessary forms and instructions by contacting their local Municipal Services Office.

Find more information about [MDRA](#).

Ontario Acts to Safeguard Workers and Businesses Amid Economic Challenges

Ontario is taking decisive action to protect workers and businesses, providing \$11 billion in relief to strengthen the province's economy. To help businesses weather economic challenges and U.S. tariffs, the government is deferring select provincially administered taxes for six months from April 1, 2025, to October 1, 2025, giving businesses and job creators approximately \$9 billion in cash flow support to approximately 80,000 businesses.

Additionally, a \$2 billion rebate through the Workplace Safety and Insurance Board will further assist safe employers in keeping workers employed. Ontario is also focusing on removing internal trade barriers, expediting development approvals, and diversifying trade partners to build a more resilient economy.

Read more about [Ontario's efforts to protect workers amid economic uncertainty](#).

Upcoming Events



Community Futures Week

FUNDING THE FUTURE. SUPPORTING ENTREPRENEURIAL DREAMS.

Community Features Week

Community Futures Week, happening from April 7-13, 2025, is a special event organized by Community Futures Western Ontario (CFWO) and Community Futures Eastern Ontario (CFEO), with support from their member organizations. This week is all about supporting entrepreneurship, boosting small businesses, and driving economic growth across Southern Ontario.

The week will feature a combination of in-person and virtual activities, including free webinars on important topics such as:

- Preventing Small Business Fraud
- Succession Planning: Buying or Selling a Business
- Future-Proofing Your Marketing Strategy for Small Businesses and Non-profits in 2025

Participants will also hear inspiring stories from local business owners about the valuable support they've received from Community Futures offices and partners throughout the region

[Sign up for Community Features Week](#)



P3s for Municipalities: 6-Part Webinar Series

The EOWC is excited to build its partnership with the [Canadian Council for Public-Private Partnerships](#) (CCPPP). CCPPP is offering the free P3s for municipalities webinar series available for municipal and Indigenous employees and elected officials across Canada.

Designed for those new to or seeking a refresher on P3 infrastructure delivery, the series covers fundamentals, opportunities, challenges, and tools for successful P3 procurement.

CCPPP is also introducing the Council's new municipal P3 recommendations and insights from the updated [Public-Private Partnerships: A Guide for Municipalities](#).

Upcoming webinars: April 8, May 6, June 3, and September 16. Webinars will continue to be available on the CCPPP site.

[Sign up for the webinars](#)



EOWC Queen's Park Day

The EOWC is looking forward to meeting with the Ontario Government at Queen's Park on May 13, 2025 to discuss mutual goals, partnerships and growing the region of Eastern Ontario.

[View the EOWC's 2024-2027 Strategic Plan](#)

OMAA 2025 Spring Workshop

The 2025 Spring Workshop will be held from May 14-16, 2025, at the JW Marriott The Rosseau Muskoka Resort & Spa.

This year's theme, Midterm Check-In: Pause, Reflect, Propel, offers a program filled with educational sessions, quick hits, social events, and sponsored sessions—all designed to equip CAOs and Aspiring CAOs with the tools to enhance their effectiveness.

[Find more information about the OMAA Workshop](#)



**GREAT LAKES AND
ST. LAWRENCE**
CITIES INITIATIVE

GLSLCI 2025 Annual Conference

From May 14-16, 2025, the Great Lakes and St. Lawrence Cities Initiative will host its Annual Conference, The Future of Fresh Water: Leading the Way in an Era of Scarcity, in Milwaukee, Wisconsin. Access to clean water is one of the biggest challenges of the 21st century.

As demand rises, public budgets shrink, and threats like pollution and flooding persist, our water supply and quality—and the communities that depend on them—are increasingly at risk. This conference will highlight the critical role local governments, industries, and innovators in the Great Lakes and St. Lawrence Region play in addressing both regional and global water issues.

[Find more information and register for GLSLCI's conference](#)

EOWC Attending the Annual FCM Conference

On May 29 and June 1, 2025, the EOWC and our municipal members will be attending the Federation of Canadian Municipalities' 2025 Conference and Trade Show in the City of Ottawa.

[Find more information and register for FCM's conference](#)



EOWC Attending the Annual CAMA Conference

The 51st Annual CAMA Conference and Annual General Meeting will be held in Mont Tremblant, Québec, from May 26, 2025, to May 28, 2025, at the Fairmont Mont Tremblant.

[Find more information about CAMA's conference](#)



AMO Municipal Trade and Tariff Forum

On June 6, 2025, AMO will host a forum to bring together members, stakeholders, and partners to assess the impacts of tariff and trade disruptions on Ontario Municipalities and the business sector. The forum will focus on identifying strategies to address and mitigate these challenges, fostering new alliances and relationships to support effective economic advocacy.

Key topics will include:

- What the trade war means for municipalities
- Building Ontario in uncertain times
- Changing approach to procurement
- seizing opportunities to strengthen Ontario

[Find more information and register for the forum](#)

AMO Rural Healthy Democracy Forum

On June 11, 2025, AMO will host its Rural Healthy Democracy Forum. AMO's Healthy Democracy Project is an initiative aimed at improving local democracy through respectful and diverse civic engagement. It's all about collaboration and working together to strengthen democracy in Ontario.

This full-day event will bring together municipal leaders, experts, and academics to discuss the state of democracy in rural Ontario.

[Find more information and register for the forum](#)



ROMA's Teeny Tiny Summit

On June 17th, 2025, the Ontario Ministry of Rural Affairs and the Rural Ontario Municipal Association (ROMA) will host the Teeny Tiny Summit.

This summit focuses on the challenges and opportunities faced by Ontario's smallest rural communities. With practical tools, examples, and insights from community leaders, the Summit offers valuable economic development strategies tailored for small towns.

[Find more information about ROMA's summit](#)

**Connect With Us on LinkedIn, Facebook
and X**



About the EOWC

The EOWC is a regional non-profit organization representing 13 upper and single-tier municipalities across Eastern Ontario. The EOWC supports and

advocates on behalf of 103 municipalities and nearly 800,000 residents. The EOWC covers an area of approximately 50,000 square kilometers from Northumberland County to the Québec border.

The EOWC has gained support and momentum by speaking with a united voice to champion regional municipal priorities and work with government, business leaders, the media, and the public.

Visit the EOWC's website at eowc.org.

Connect with the EOWC

2025 Chair, Warden of Peterborough County, Bonnie Clark

2025 Vice-Chair, Mayor of Prince Edward County, Steve Ferguson

Director of Government Relations and Policy, Meredith Staveley-Watson

info@eowc.org



Meredith Staveley-Watson, Director of Government Relations and Policy | 235 Pinnacle Street | Belleville, ON K8N 3A9 CA

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To: Darlene Plumbley, Chad Kean, Kirsten Rahm

From: Kurtis Winkenweder, Ontario Clean Water Agency

Subject: Water Quality – Test Results for Town of Merrickville-Wolford

No adverse water quality test results were reported in March 2025 for treated & distribution water samples taken at:

- Merrickville Well House #1.
- Merrickville Waste Water Treatment Plant, 108 Collar Hill Road.
- 317 Brock Street, W
- 124 Greenville Way
- 223 Lewis St. W
- 306 Drummond St E
- Merrickville Public Library
- Easton's Corners Community Center

Copies of all test results are available upon request from OCWA.

353 m3 of water was used for Operations and Maintenance
The Treated water flows for the month were 10894 Cubic Meters.

Date: April 15, 2025

Signature:



Mark Lauzon
Senior Operations Manager
Ontario Clean Water Agency

**Policy Division
Food Safety and Environmental Policy Branch**

April 15, 2025

To: All municipalities in Ontario (Planning Department and/or Clerk's Office)

Re: Agricultural System Implementation

Dear municipal partners,

The [Provincial Planning Statement](#) (PPS, 2024) came into effect on October 20, 2024. To help foster a thriving agri-food sector, the PPS (2024) requires an Agricultural System approach province-wide, which strives to protect the agricultural land base and strengthen the viability of the agri-food network. Implementing an Agricultural System approach can help support agri-food businesses, farm operations, related employment and economic opportunities, and protect Ontario's highest quality farmland.

The PPS, 2024 Agricultural System approach includes two components: 1. the identification of the agricultural land base; and 2. the consideration of the agri-food network – which may include infrastructure, services and assets that the agri-food sector relies on.

To support municipalities in their implementation of an Agricultural System approach, the Ministry of Agriculture, Food and Agribusiness (OMAFRA) has the following resources:

1: Agricultural Land Base Resources

To implement the agricultural land base, municipalities are required to identify and designate prime agricultural areas and consider if there are rural lands that could also be identified as part of an agricultural land base. Inclusion of rural lands within the agricultural land base is left to municipal discretion.

To support this work, OMAFA has data and information available upon request that can help municipalities identify where prime agricultural areas and rural lands are present. While there is no requirement to utilize this data and information in identifying municipal designations, it can help to provide a basis that municipalities can then refine based on

local information, such as municipally-designated prime agricultural areas and settlement area boundaries.

The existing [OMAFA Implementation Procedures for the Agricultural System \(2020\)](#) continue to provide helpful guidance with respect to what/how municipalities can address Agricultural System policies in their respective official plans. It is important to note that given section 5.3 of the Greenbelt Plan, 2017 has not been modified, the 2018 provincial agricultural land base mapping and implementation procedures remains in effect for the Protected Countryside of the Greenbelt. OMAFA staff are developing updated Implementation Procedures for the Agricultural System to align with the PPS (2024) and will provide notice once these updates have been finalized.

2: Agri-food Network Resources

The second component of the Agricultural System is the agri-food network. It complements and supports the agricultural land base. The agri-food network includes the regional infrastructure and transportation networks, agricultural operations, services, and other agri-food assets that are needed to sustain and enhance agriculture and the prosperity and viability of the broader agri-food sector.

The OMAFA [Agricultural System Portal](#) maps elements of the agri-food network, however, unlike prime agricultural areas, the agri-food network is not a land use designation within an official plan. Rather, awareness of, and support for the agri-food network is documented in an official plan for economic development purposes and can be achieved in several ways. This could include reference to local elements identified in asset mapping reports, or an inventory of components of the agri-food network in an official plan appendix. Other supportive approaches include policy cross-references to mapping and data tools, including OMAFA's Agricultural System Portal, the development of Agricultural Advisory Committees, supportive economic development policies for the agri-food network, and cross-references to Economic Development staff/programs.

Moving Forward

OMAFA staff will continue to work with municipalities to support implementation of the PPS 2024 Agricultural System policies. As such, we are pleased to share that as part of broader modernization efforts, the Ministry is embracing an 'evergreen' approach for maintaining and enhancing Ontario's digital soil mapping data.

As an example, improved topography/slope information available through new technology will be incorporated in a forthcoming digital update of the existing Canada Land Inventory (CLI) mapping for agricultural soil. As it becomes available, this new information is being applied to CLI ratings across Ontario. OMAFA is committed to making ongoing improvements to ensure CLI data is as accurate as possible. The work currently underway is anticipated to be completed in 2026/27. Until any future release of updated data, municipalities can continue using existing agricultural capability mapping (i.e., CLI ratings).

When you embark on implementing an Agricultural System approach or updating/refining existing official plan mapping, please contact OMAFA staff to discuss the data that may be available to support your project. You can locate OMAFA land use planning staff on [OMAFA's website](#). Below you will find a summary list of the additional resources related to Agricultural System planning and implementation.

Please share this correspondence with the appropriate planning and economic development department staff in your municipality.

Sincerely,



Andrea Martin
Director
Food Safety and Environmental Policy Branch

Resources

[Provincial Planning Statement, 2024](#)

[Implementation Procedures of the Agricultural System](#)

[A Place to Grow: Growth Plan for the Greater Golden Horseshoe, 2019](#)

[Agricultural Systems Portal](#)

[OMAFA Agricultural land use planning staff](#)

[Economic tools](#)

[Canada Land Inventory information for Agricultural Land Use Planning in Ontario](#)

[Soil Capability for Agriculture in Ontario](#)

[CONNECT ON](#)

MERRICKVILLE PUBLIC LIBRARY

Board Meeting Minutes

Merrickville Public Library Board's meeting was held on February 25, 2025 at 6:30 pm on Zoom.

Present: M-W: Kait Brady, Cindi Delcorde, Amelia Wilding, Margaret Gural (Council Rep),

Montague: Olivia Enns (via Zoom)

and Mary Kate Laphen (CEO)

Regrets: Jane Coghlan,

Other:

1. Meeting called to order at 6:32 pm.

2. **Declaration of Pecuniary Interest:** None.

3. **Adoption of Agenda:** Amendments: Items added #11b) Montague Update - Budget and #11e) Information Item.

Motion to adopt the agenda as amended: Moved by Olivia; seconded by Cindi. **ADOPTED.**

4. **Approval of Minutes:**

- Jan 28/25 special meeting. Moved by Margaret; seconded by Cindi. **APPROVED**

5. **Delegations from Public:** None.

6. **Correspondence:** None.

7. **Friends of the Library Report:** The group has sponsored a new vacuum for the Library. They have a meeting planned to prepare for their upcoming fundraisers in May.

8. **Report from Council:**

- Nothing to report

9. **Librarian's Report:** see Notes below.

10. **Strategic Planning:**

- Update re: Survey. The survey has been mailed out with the Merrickville-Wolford tax bills. The link to the online survey has been included in Montague's municipal newsletter. The survey will be included in the March *Phoenix*. The link to the online survey is live, and on our website. Mary Kate will promote on social media & email for the beginning of March.
- The Board is requested to talk up the survey and encourage people to fill it in, and to have informal discussions with community members to solicit feedback.
- In April, we will address turning our responses and other community needs assessment data into a report. Cindi will spearhead this. To be discussed further next meeting.

11. **Other Business:**

a) **Facilities:**

i. **State of the Building:** Mary Kate met with the Head of Public Works and Lead Hand to give an overview of the state of the building, including what work has been done and things that need attention.

ii. **Insurance:** We received an update on the insurance coverage for the building from the municipal provider. Note: the policy does not provide cybersecurity coverage for the library.

b) **Montague Update - Budget:** We received notice that our requested budget increase from Montague was not approved by Council. Their funding to us remains the same as last year; however, their funding to Smiths Falls Library was cut by 50% for 2025.

c) **Annual Report 2024:** Reviewed the Draft report, including the 2024 financials.

Motion: to approve the Annual Report. Moved by: Olivia, seconded by: Cindi. **APPROVED.**

Mary Kate will proceed with having it printed & added to the library website and will schedule a date to present the Report to Merrickville-Wolford and Montague Councils.

d) **Projects / Partnerships Update:**

i. **Local Houses Project:** update from Cindi. This project has gone to the Historical Society and they support pursuing this project. MDHS will be setting up the steering committee in the near future, to work out details and next steps.

ii. **Rideau Eco-Literacy Centre:** this project received funding for a program director, who is currently working on programming for March Break and for the spring & summer that will be delivered in the libraries (we are one of 6 libraries involved in this project with the Rideau Roundtable).

iii. **Remedial Reading:** this project is a Lions Club initiative (they are taking the lead and providing funding). It is moving forward, and the pilot is planned to take place at the Library this July.

e) **Information Item: CBC article/Fifth Estate episode:** Discussion of recent media coverage of an

Alberta community where the library is facing censorship pressures, specifically re: LGBTQ+ materials. This is an area of concern that is receiving much attention in the library community and is being brought to the attention of library boards.

12. Questions from the Public: None.

14. Next meeting: Tues, March 25, 2025 at 6:30 pm at the Library.

15. Adjournment: Moved by: Margaret, seconded by: Amelia. Meeting **ADJOURNED** at 7:39 pm.

Librarian _____

Chairperson _____

Librarian's Report:

| January | Jan 2025 | Dec 2024 | Jan 2024 | Jan 2023 | January 2022 |
|---|---|--|---|--|--|
| Patrons | 1016 (incl. mtgs) &139 OverDrive users: | 722 (incl. mtgs) &131 OverDrive users: | 1168 (incl. mtgs) +125 OverDrive users: | 956 (incl. mtgs) +9 (Zoom) +107 OverDrive users: | 590 + 101 OverDrive users (unique) |
| (Kids/Youth) | 262 (77k / 185y) | 183 (56k / 127y) | 310 (96k / 214y) | 240 (76k / 164y) | 69 (22 k / 47 y) |
| (Progs) | 149- at lib (7 A prgs, 12 J prgs) 36 – out of lib (3 prgs) Class Visits: 291 (1 CVs @ lib 15 CVs to schools) | 108- at lib (5 A prgs, 6 J prgs) 61 – out of lib (3 prgs) Class Visits: 218 (0 CVs @ lib 11 CVs to schools) | 216- at lib (23 prgs) 23 – out of lib (5 prgs) Class Visits: 21 (1 CV @ lib) | 130- at lib (21 prgs) 13 – out of lib (2 prgs) Class Visits: 72 (4 CVs @ lib) | 0 – in liby (0 prgs) 17 - Zoom programs (4 prgs) 20 – Vax QR codes |
| Mtg Rm users | 41 – in lib (6 mtg) 0 – Zoom (0 mtg) | 20 – in lib (4 mtg) 0 – Zoom (0 mtg) | 32 – in lib (7 mtg) | 42 – in lib (8 mtg) 9 – Zoom (1 mtg) | 0 – in liby (0 mtg) 46 – Zoom (7 mtg) |
| Circulation | TOTAL: 2828 Lib: 1619 (A-956, J/T – 663) OverDrive: 989 (circ) Kanopy 220 (plays) | TOTAL: 2047 Lib: 1049 (A-635, J/T – 398) OverDrive: 841 (circ) Kanopy 157 (plays) | TOTAL: 3009 Lib: 1954 (A-1097, J/T – 857) OverDrive: 835 (circ) Kanopy 220 (plays) | TOTAL: 2702 Lib: 1682 (A-966, J/T – 716) OverDrive: 902 (circ) Kanopy 118 (plays) | Total: 2286 Lib: 1444 (A-943, J/T-501) OverDrive: 672 (circ) Kanopy 170 (plays) |
| Computer / Internet use (+wireless): | 213 (101 / 103 wifi/ 9 tablet) | 165 (75 / 88 wifi/ 2 tablet) | 211 (87/ 109 wifi/ 15 tablet) | 121 (42 /69 wif / 10 ipad) | 74 33 / 41 wifi) |
| ILL borrowed/lent: | 86 in / 95 out | 9 in / 19 out | 82 in / 79 out | 50 in / 48 out | 52 in / 44 out |

Overview: January was up substantially from December, but visits and circulation were down from last January, partly because we had more adult programs then. However, ILLs were very busy after the strike, and there have been a lot of librarian visits to schools.

Placement Student: A student in the Library Tech program (Confederation College) has asked about doing her field placement here in the spring. We are discussing, but it looks promising.

Programs & Services:

Adult Programs:

Fitness for Your Aging Brain (2 groups) started a new session at the end of Jan (until end of March).

Other Adult programs in Jan & Feb: **Guided Meditation** (run by Health Centre), **Book Club**, and **Off the Shelf** (only in Feb)

Children's Programs:

StoryTime & Saturday Play Days: StoryTime attendance is continuing strong. The Saturday PlayDays continue popular overall, but it's a bit up and down.

Teen Chill & Chat: This got off to a great start in Feb and they want to do it every other week. Three teens are running it with my support.

Upcoming Programs:

March Break: I haven't had a lot of time to work on March Break this year, but we will have activities every afternoon. I am working on the publicity and finalizing the planning.

Mini Music Makers: Anya Perry (local musician/music teacher) will be doing another music program for preschoolers & primary students in March.

EarlyON baby program: Staff from the Early Years Centre will do a baby program in March. If response is good, it may turn into regular visits.

Playgroup: is running weekly again and is off to a good start, but will be on hiatus in March while the Community Centre undergoes renovations. I am making regular story visits.

Daycare: I continue to do story visits once a month to 2 of the groups.

Class Visits: Merrickville School: I am now visiting 3 primary classes every other week (including Christmas visits), and doing monthly visits to classes at Montague School. One class from Ste Marguerite has started visits to the Library.

Museum Passes: Demand has been pretty steady and is usually higher during March Break.

Internet/Computers: Computer use is fairly steady; everything is working properly. Currently all the equipment seems to be in good shape.

InterLibrary Loans: ILLs are busy! We seem to be lending a lot – I don't know if that is because of the new system or just coincidence.

Meeting Room: There have been a lot of bookings for meetings in Feb. The room is also being used by several library programs (Book Club, Brain Fitness, Chill & Chat, Meditation, etc).

Collection: The new kids books from the Scholastic sale are being added to the shelves. The order for Spr-Sum bestsellers will be going in soon (deferred because of the Annual Report & March Break planning).

Volunteers: All is good on this front The volunteers do shelving, processing new books, packaging ILLs, genealogy scanning, etc.

Facilities: Nothing to report (thank goodness ☺).

Publicity/Outreach: Publicizing the new teen program, Seed Library, and March Break as well as the survey and community partner questions.

Partnerships/Outreach: In addition to those mentioned in Item 11d), other partner programs are starting up for 2025. The Seed Library and Eco-Champions (I am on the steering committee for both) have taken a lot of time lately to get them going for 2025.

- **Snowflake Festival (Family Day):** We were open during the Snowflake Festival with children's toys and activities. This year we had very few visitors – it was very cold and windy off the river (despite the beautiful sunshine), so only a few people came down to this end of the field.
- **Seed Library:** is now open and has been significantly more active than this time last year. We are also working on the plans for Seedy Saturday (April 12).
- **Eco-Champions:** has started up again. I have updated the website, and the steering committee is working on planning, publicizing (Phoenix) and reaching out to the schools.

Professional Development, Meetings, etc: I don't have anything scheduled at the moment, but there is likely to be some things coming up in the spring.

Donations: Our very generous donor has given us a lump sum for 2025 (rather than a series of smaller donations). As per Board direction, I will contact the bank about putting this donation into a short term investment until we complete our strategic planning.

Grants, etc: We have received our 2024 reimbursement for internet and ILL postage costs. In March I will submit the data for the provincial Annual Survey (required to receive the Provincial Library Operating Grant).

Plans for the month: March Break programs!, presenting the Annual Report to Councils, completing the Annual Survey, ordering Spring/Summer bestsellers, planning etc for Seedy Saturday and publicizing other programs, following up re: the survey and partner questions, continuing with visits to classes, etc -- plus the usual library business.

MERRICKVILLE PUBLIC LIBRARY

Board Meeting Minutes

Merrickville Public Library Board's meeting was held on March 25, 2025 at 6:30 pm at the Library.

Present: M-W: Kait Brady, Jane Coghlan, Cindi Delcorde, Amelia Wilding, Margaret Gural (Council Rep),

Montague: Olivia Enns

and Mary Kate Laphen (CEO)

Regrets:

Other: Cheryl Geeson, Friends of the Library

1. Meeting called to order at 6:36 pm.

2. **Declaration of Pecuniary Interest:** None.

3. **Adoption of Agenda:** Moved by Margaret; seconded by Olivia. **ADOPTED.**

4. **Approval of Minutes:**

- Feb 25/25 meeting. Moved by Jane; seconded by Cindi. **APPROVED**

5. **Delegations from Public:** None.

6. **Correspondence:** None.

7. **Friends of the Library Report:** Cheryl Geeson (President) reported that the Friends are working on their upcoming fundraisers in May (Yard Sale and Plant Sale), as well as welcoming a new secretary, updating their membership list and providing more social engagement to encourage membership. Mary Kate will send a link to Library's 2024 Annual Report to be distributed to the Friends.

8. **Report from Council:** Nothing to report, other than noting the presentation of the Library's Annual Report at the last Council meeting.

9. **Librarian's Report:** see Notes below.

10. **Strategic Planning:**

- Update re: Survey. The deadline is March 28. Will do a last push for responses and ask the municipal offices to include on their websites/social media. Mary Kate will download reports once the survey is closed, and go ahead with the gift certificate draw.
- Focus Groups/Key Informant interviews: Review of suggested questions for these. Board and Mary Kate will proceed with these interviews in April (preferably before the April board meeting).
- Timeline: Review of draft timeline to complete the strategic plan.

11. **Other Business:**

a) **Updates**

i. **Annual Report 2024:** Mary Kate has presented this to both Merrickville-Wolford and Montague Councils. Both presentations went well. The report is posted on our website.

ii. **Facilities:** The new deck stain near the library entrance has not weathered the winter well. There is stain remaining from last fall. Mary Kate will discuss with Public Works.

b) **Financial:**

i. **Update re: Montague funding:** Mary Kate and Olivia reported some additional information re: Montague's reduction in funding for Smiths Falls Library, and discussed possibilities going forward. During her Annual Report presentation, Mary Kate let Montague Council know that the Board is open to discussing a better-defined funding formula.

ii. **Update: donation management (Resolution 2025-MAR-01):** Mary Kate presented information from both the RBC and the Ottawa Community Foundation re: short-term investment possibilities for a large donation received in 2025, while the Board completes the strategic plan.

Resolution 2025-MAR-01 (see file): that the donation be transferred to the Merrickville-Wolford Public Library Fund with the Ottawa Community Foundation. Moved by: Amelia, seconded by: Olivia. **APPROVED.**

c) **Projects / Partnerships Update:**

i. **Local Houses Project:** Reviewed the Project definition provided by Cindi to the Board and the Historical Society (MDHS). MDHS has endorsed the project. Next steps will be to create a steering committee, review what materials, equipment, manpower are available and what else is needed.

Motion to endorse and proceed with the project as defined in the presented document:
Moved by: Jane, seconded by: Margaret.

ii. **Rideau Eco-Literacy Centre:** upcoming workshop in April. Monthly workshops are planned for spring.

- iii. **Remedial Reading:** the Lions Club has approved funding for this. Much of the planning has been done, and this continues to move forward. The pilot will take place at the Library in July
- iv. **Eco-Champions Contest:** this is gearing up (deadline is May 24). Mary Kate continues to be involved with the steering committee.

12. Questions from the Public: None.

13. Next meeting: Tues, April 22, 2025 at **7:00 pm** at the Library. ***Special Time

14. Adjournment: Moved by: Margaret, seconded by: Jane. Meeting **ADJOURNED** at 8:06 pm.

Librarian _____

Chairperson _____

Librarian's Report:

| February | Feb 2025 | Jan 2025 | Feb 2024 | Feb 2023 | Feb 2022 |
|---|--|---|---|---|--|
| Patrons | 1042 (incl. mtgs) &135 OverDrive users: | 1016 (incl. mtgs) &139 OverDrive users: | 1441 (incl. mtgs) +118 OverDrive users: | 915 (incl. mtgs) [includes 206 from Snowflake Festival] 106 OverDrive users: | 590 101 OverDrive users (unique) |
| (Kids/Youth) | 279 (85k / 194y) | 262 (77k / 185y) | 412 (134k / 278y) | 269 (101k / 168y) | 69 (22 k /47 y) |
| (Progs) | 218- at lib (11 A prgs, 14 J prgs + 25 Snowflake Festival) 50 – out of lib (6 prgs) Seed Library: 13 users (135 pks) Class Visits: 15 (1 CVs @ lib) 225 (12 CVs to schools) | 149- at lib (7 A prgs, 12 J prgs) 36 – out of lib (3 prgs) Class Visits: 291 (1 CVs @ lib 15 CVs to schools) | 265- at lib (34 prgs) + 84 (Snowflake Fest) 45 – out of lib (5 prgs) Class Visits: 69 (3 CVs @ lib) | 105- at lib (16 prgs) + 206 (Snowflake Fest) 58 – out of lib (5 prgs) Class Visits: 24 (2 CVs @ lib) 43 (2 CVs to School) | 0 – in liby (0 progs) 17 - Zoom programs (4 progs) 20 – Vax QR codes |
| Mtg Rm users | 63 – in lib (11 mtg) 6 – Zoom (1 mtg) | 41 – in lib (6 mtg) 0 – Zoom (0 mtg) | 104 – in lib (16 mtg) | 96 – in lib (13 mtg) 21 – Zoom (3 mtgs) | 0 – in liby (0 mtg) 46 – Zoom (7 mtg) |
| Circulation | TOTAL: 2450 Lib: 1387 (A-733, J/T – 538) OverDrive: 855 (circ) Kanopy 208 (plays) | TOTAL: 2828 Lib: 1619 (A-956, J/T – 663) OverDrive: 989 (circ) Kanopy 220 (plays) | TOTAL: 2807 Lib: 1912 (A-985, J/T – 927) OverDrive: 794 (circ) Kanopy 101 (plays) | TOTAL: 2636 Lib: 1593 (A-943, J/T – 647) OverDrive: 899 (circ) Kanopy 144 (plays) | Total: 2286 Lib: 1444 (A-943, J/T- 501) OverDrive: 672 Kanopy 170 (plays) |
| Computer / Internet use (+wireless): | 225 (116 / 100 wifi/ 9 tablet) | 213 (101 / 103 wifi/ 9 tablet) | 289 (87 / 191 wifi/ 11 tab) | 153 (59 / 90 wif / 4 ipad) | 74 33 / 41 wifi) |
| ILL borrowed/lent: | 63 in / 58 out | 86 in / 95 out | 68 in / 55 out | 50 in / 41 out | 52 in / 44 out |

Overview: February was down a lot from last year, but 2024 was unusually high (more programs, class visits and a lot more people for the Snowflake Festival). Circulation is also down. Visits are up from January, but not circulation. Overall it has been a slower winter.

Placement Student: This is moving ahead, but she will be doing her placement here in the summer, not spring.

Programs & Services:

Adult Programs:

Fitness for Your Aging Brain (2 groups) this is wrapping up at the end of March. It has gone well, but won't consider running again until the fall – people are not reliably available in spring & summer.

Other Adult programs are continuing into spring: **Guided Meditation** (run by Health Centre), **Book Club**, and **Off the Shelf**

Children's Programs:

StoryTime & Saturday Play Days: StoryTime attendance was continuing strong, but has been lower the last couple of weeks. The Saturday PlayDays continue popular overall, but it's a bit up and down.

Teen Chill & Chat: This is continuing to do well, but has been moved around a bit. This met twice in Feb, 3 times in March, and 2 sessions are planned for April. Three teens are running it with my support. There has been ongoing expenses for supplies and snacks (snacks are really important for teen programs), but this is being covered by the Friends of the Library.

March Break: This went quite well, especially the Builder's Workshop, Artists' Studio, and the Eco-Literacy photography program.

Mini Music Makers: Anya Perry (local musician/music teacher) this went well, although attendance was moderate. Anya is interested in doing another for preschoolers.

Upcoming Programs:

EarlyON baby program: This is scheduled for tomorrow (Mar 26). I am hoping to parlay it into regular or semi-regular baby programming.

Eco-Literacy Centre Workshop: This month's workshop will be on April 11 (a PA Day) and will focus on food webs and poetry (April is Poetry month).

Seedy Saturday: This will be April 12, outside if possible. It's a bit earlier this year to avoid Easter. We have speakers and displays lined up, including Diana Beresford-Kroeger, and are working on publicity. Some of our committee are unavailable this year, but we have some others to help. We think it will go well, if the weather cooperates.

Repair Café: I am talking with Sustainable MW about reviving this idea (it was a pandemic casualty). They are investigating how this is done elsewhere. We are looking at a bike tune-up, etc session in late Apr/early May.

Other: I need to follow-up on the Chair Yoga idea, and the possibility of another smartphone course.

Visits:

Playgroup: is on hiatus in March while the Community Centre undergoes renovations. I will do regular story visits once it's back in business.

Daycare: I continue to do story visits once a month to the toddlers and preschoolers. These are big groups.

Class Visits: I am continuing visits to 3 primary classes every other week to Merrickville School and monthly visits to classes at Montague School. One class from Ste Marguerite is coming to the Library, but it's a bit irregular.

Museum Passes: Demand was high during March Break, but we were pretty successful in keeping the passes moving. It's tapering off now, but still fairly steady.

Internet/Computers: Computer use has picked up. Currently everything seems to be working well.

InterLibrary Loans: ILLs have settled down from their January high and were at more usual levels for Feb & Mar.

Meeting Room: There has been steady use in Feb and Mar, from meetings as well as several library programs. There have been a lot of bookings for meetings in Feb. A new Photography Group is trying to start up monthly meetings, and there is a card game group that is starting up (they are meeting upstairs). In addition to the Chamber, Fair Board, Lions Club, TNIM, and the Knitting Club, the Soccer Club and the Scout leaders have had meetings here in Feb/Mar.

Collection: I've ordered Spr-Sum bestsellers. The Spring Scholastic sale is coming up in April.

Volunteers: All is good on this front. The volunteers do shelving, processing new books, packaging ILLs, genealogy scanning, etc.

Facilities: Nothing to report except the problem with the deck stain, and we are fixing the fairy door (door was broken).

Publicity/Outreach: Have been publicizing March Break, the survey, and am working on Seedy Saturday and other programs.

Partnerships/Outreach: See Item 11c. I've had a lot of meetings and emails related to all of these, so

they've been taking up quite a bit of my time.

- **Seed Library:** This continues to be much busier than last year, but we haven't had as many donated seeds. We may have to purchase some popular ones that are running out already.
- **Eco-Champions:** has started up again. I have updated the website, and the steering committee is working on planning, publicizing (Phoenix) and reaching out to the schools.

Professional Development, Meetings, etc: The small libraries conference (Little Branches, Rural Roots) is coming up on May 8-9 in Perth, and I am planning to attend (currently working on arranging for Linda to cover for me). This conference is every other year and it's geared to small libraries, so it has some very useful sessions. I am also planning to attend some upcoming webinars on seniors programming, cybersecurity, etc, mostly through OLS, as well as virtual Library CEO meetings (population-based). Most of the webinars are free, but I will be able to get the costs for the others (including the conference) covered.

Donations: We've had several donations of books and DVDs and offers of more (many people are decluttering/downsizing).

Grants, etc: I've been working on the data for the Annual Survey (required for our provincial operating grant). I will be submitting the data by the end of this week.

Plans for the month: Seedy Saturday!; next strategic planning steps: compiling survey, etc data and following up with focus groups; the Scholastic sale; training/meetings (see above); continuing with visits to classes, etc; finding time for the literacy kits, more work on programming, if possible -- plus the usual library business.



UNITED COUNTIES OF LEEDS AND GRENVILLE

Consent Granting Authority

25 Central Avenue West, Suite 100
Brockville, Ontario
K6V 4N6

Tel: (613) 342-3840, ext. 2414
Fax: (613) 342-2101
Krista Weidenaar, Secretary-Treasurer
krista.weidenaar@uclg.on.ca

NOTICE TO MUNICIPALITY OF APPLICATION FOR CONSENT **B-17-25**

For the severance of land in Lot(s) **26**

Concession **A**

Registered Plan No. _____

Municipality **Merrickville-Wolford**

for the purpose of **addition to an abutting lot**

Copies of the subject application and sketch are attached hereto, together with your review fee of **\$943.00**. The Committee would appreciate the completion and return of the questionnaire on/or before **April 10, 2025**. If additional information or material is required, please contact the Consent Granting Authority Office at 25 Central Avenue West, Brockville, Ontario.

If you wish to be notified of the decision of the Leeds and Grenville Consent Granting Authority in respect to the proposed consent, you must make a written request to the committee at **25 Central Avenue West, Suite 100, Brockville, ON, K6V 4N6**.

Only the applicant, the Minister, a specified person (i.e. utilities) or any public body (i.e. Municipality) may appeal a consent application to the Ontario Land Tribunal.

The subject land is not the subject of any other known application under the Planning Act for a minor variance or for an amendment to an Official Plan, a zoning by-law or a Minister's Order.

This notice was emailed on **March 4, 2025**



APPLICATION FOR CONSENT

Under Section 53 of the Planning Act

UNITED COUNTIES OF LEEDS AND GRENVILLE

PLEASE NOTE: FEES ARE NON-REFUNDABLE ONCE APPLICATION HAS BEEN CIRCULATED

TO BE COMPLETED BY LOCAL MUNICIPALITY

The applicant has undertaken **Severance Pre-Consultation**. The signature below does not imply Municipal support for the application.

Date: 23/10/2024

[Signature] Folkes Symon
Signature of Municipal Official

TO BE COMPLETED BY UCLG PLANNING DEPARTMENT

FILE NO. B- 17-25

Date Received:

Date Revised: February 11, 2025

Date Deemed Complete: February 28, 2025

TO BE COMPLETED BY LOCAL MUNICIPALITY - (describe studies required)

The Municipal Pre-Consultation Review has determined that the following studies and/or reports will be required and are to be submitted with your application:

- | | | |
|--|---|--|
| <input type="checkbox"/> Aggregate Impact Study | <input type="checkbox"/> Hydrogeological Study | <input checked="" type="checkbox"/> MDS Calculations |
| <input type="checkbox"/> Archaeological Study | <input type="checkbox"/> Noise and/or Vibration Study | <input type="checkbox"/> Environmental Impact Study |
| <input type="checkbox"/> Professional Planning Rationale | <input type="checkbox"/> Other (Specify): | |

The Municipal Pre-Consultation Review has determined that the following studies and/or reports will be conditions of provisional consent:

1. APPLICATION INFORMATION

Name of Registered Owner(s) as shown on Deed:

Herbert Earle McGrath

Telephone Number:

Home:

Cell:

er:

E-mail:

Mailing Address: 761 Rosebridge Road.

City/Province: Oshawa Ont

Postal Code: K0G 1G0

2. AUTHORIZED AGENT

Name of the person who is to be contacted about the application, if different than owner. This may be a person or firm acting on behalf of the owner. An owner's authorization is required. Complete Section 17 of this application if the applicant is not the owner.

Name(s): Vicki Ogilvie Mailing Address: 689 Kilmarnoch Rd.
City/Province: Gasper Ont. Postal Code: K0G 1G0
Phone: [REDACTED] E-mail: ogilvieauto@outlook.com

3. LOCATION OF THE SUBJECT LANDS (Complete ALL applicable lines)

| | |
|--|---|
| Municipality: <u>Merrickville-Wolford</u> | Registered Plan Number: _____ |
| Former Municipality: <u>Wolford</u> | Registered Plan Lot Number(s): _____ |
| Lot Number(s): <u>26</u> | Are there any right-of-way easements or restrictive covenants affecting the severed or retained land? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Concession Number(s): <u>A</u> | If YES , provide location on sketch and describe below. |
| Reference (Survey) Plan Number: _____ | |
| Part Number(s): _____ | |
| Assessment Roll #: <u>0114-711-030-05700</u> | |
| Name of Street/Road: <u>Kilmarnoch Road</u> | |
| Civic Address Number: <u>761</u> | |

4. PURPOSE OF APPLICATION

| | | |
|--|--|---|
| Transfer: | <input type="checkbox"/> Creation of a New Lot | <input checked="" type="checkbox"/> Addition to a Lot |
| Other: | <input type="checkbox"/> Right-of-Way (ROW) | <input type="checkbox"/> Easement |
| | <input type="checkbox"/> Correction of Title | <input type="checkbox"/> Charge |
| | <input type="checkbox"/> Lease | |
| Other Purpose (please specify): _____ | | |
| Name(s) of person(s), to which land or interest in land is to be transferred, leased or charged – this section must be completed for an Addition to a Lot, ROW, Easement or Other: | | |
| FULL NAME(S): <u>2594719 Ontario Inc.</u> | | |
| If this a lot addition, ROW, or Easement, identify the lands to which the severed lands will be added. | | |
| Name of Street/Road: <u>Kilmarnoch Rd.</u> Civic Address Number: <u>708</u> | | |
| Assessment Roll #: <u>07-14-711-030-06300</u> | | |

5. **DESCRIPTION OF SUBJECT LAND** (All measurements are to be provided in **METRIC ONLY** and must be shown on a sketch)

| DESCRIPTION OF LAND INTENDED TO BE SEVERED: | DESCRIPTION OF LAND INTENDED TO BE RETAINED: |
|--|--|
| Road Frontage (metres): <u>16m</u> VO | Road Frontage (metres): <u>7.55m</u> |
| Water Frontage (metres): <u>136m</u> VO | Water Frontage (metres): <u>897m</u> |
| Depth (metres): <u>27m</u> VO | Depth (metres): <u>228m</u> |
| Area (hectares): <u>0.89</u> VO | Area (hectares): <u>304 72</u> VO |
| Existing Use(s): <u>Vacant</u> | Existing use(s): <u>Farm land</u> |
| Proposed Use(s): <u>Vacant</u> | Proposed Use(s): <u>Farm land</u> |
| Describe Existing Building(s) or Structure(s): <u>Residential / storage buildings</u> | Describe Existing Building(s) or Structure(s): <u>none</u> |
| Describe Proposed Building(s) or Structure(s): <u>none</u> | Describe Proposed Building(s) or Structure(s): <u>none</u> |

6. **EXPLANATION FOR SEVERANCE:**

An explanation as to the reason and purpose for this severance **MUST** be provided or the application will be deemed incomplete.

A modest increase to lot to enlarge existing residential property to allow for replacement septic system.

7. **WHAT TYPE OF WATER SUPPLY IS PROPOSED? (Check Appropriate)**

| | Severed Lands | Retained Lands |
|--|---------------|----------------|
| Municipally owned and operated water supply | <u>n/a</u> | <u>n/a</u> |
| Well (dug or drilled) | | |
| Lake or other water body | | |
| Other (please specify) (i.e. Communal well): _____ | | |

8. WHAT TYPE OF SEWAGE DISPOSAL IS PROPOSED? (Check Appropriate)

| | Severed Lands | Retained Lands |
|--|---------------|----------------|
| Municipally owned and operated sanitary sewers | nta | nta |
| Septic tank | | |
| Other (please specify): (i.e. Communal septic system) _____ | | |

9. TYPE OF ACCESS? (Check Appropriate)

| | Severed Lands | Retained Lands |
|---|---------------|----------------|
| Provincial Highway | | |
| County Road | | |
| Municipal Road, maintained all year | ✓ | ✓ |
| Municipal Road, seasonally maintained | | |
| Right-of-way owned by: _____ | | |
| Water access (specify docking and parking facilities and distance of these facilities from the subject land to the nearest public road) | | |

10. OTHER SERVICES

| | Severed Lands | Retained Lands |
|--------------------|---------------|----------------|
| Electricity | nta | nta |
| School Bussing | | |
| Garbage Collection | | |

11. LAND USE (Planning Documents)

| | |
|---|--------------------------------------|
| a) What is the existing UCLG Official Plan Designation on the subject lands? _____ | <u>Agricultural Area, Floodplain</u> |
| b) What is the existing Municipal Official Plan Designation on the subject lands? _____ | <u>Agricultural</u> |
| c) What is the existing zoning on the subject lands? _____ | <u>Agricultural</u> |

12. LAND USE

Are there any barns/buildings located within **1500 metres** of the subject property which currently house, or are capable of housing livestock now or historically? ☒ Yes ☐ No

If yes, you MUST complete "Minimum Distance Separation (MDS)" calculations for each applicable barn (attach all information to application).

Also, please indicate their approximate location and distance to the subject lands (severed and retained) on the accompanying sketch.

You **MUST** answer YES or NO to the following:

| USE OR FEATURE | Yes | No |
|--|-------------------------------------|-------------------------------------|
| Is there a landfill site (waste site) within 500 metres of severed or retained land? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Is there a sewage treatment plant or waste stabilization plant within 500 metres of the severed or retained land? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Is there a provincially significant wetland (Class 1, 2 or 3 wetland) on the severed or retained lands or within 120 metres? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Is any portion of the land to be severed or retained located within a Flood Plain? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Is any portion of the land to be severed or retained within 500 metres of a rehabilitated mine/pit/quarry site? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Is there a non-operating mine/pit/quarry site within 1 kilometre of the severed or retained land? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Is there an active mine/pit/quarry site within 1 kilometre of the severed or retained land? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Is there an industrial or commercial land use located within 500 metres of the severed or retained land? (If yes, specify the use) <u>auto repair garage</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Is there an active railway line within 500 metres of the severed or retained land? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Is there a municipal or federal airport within 500 metres of the severed or retained land? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Is there any utility corridor(s) (i.e. high voltage power lines, pipe lines or communication lines) located on, or within 500 metres of the severed or retained lands? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

13. HISTORY OF SUBJECT LAND

Has the subject land ever been the subject of an application for approval of consent or a plan of subdivision under the Planning Act?

☐ Yes

☒ No

☐ Unknown

If yes and if known, provide the application file number and the decision made on the application, the dates of transfers, the names of the transferees and the land use:

Has any land been severed from the parcel originally acquired by the owner of the subject land?

☒ Yes

☐ No

If yes, provide for each parcel severed, the date of transfer, the name of the transferee, and the land use.

*B-11-22 granted to Ogilvie Auto. For addition to property.
Pt Lot 26, Conc. A. Wilford, being Part 1 on Plan 15K-12249.
Oct 2023.*

14. CURRENT APPLICATIONS ON SUBJECT LAND

Is the subject land currently the subject of a proposed UCLG and/or Municipal Official Plan Amendment(s)?

☐ Yes

☒ No

☐ Unknown

If yes, and if known, specify the appropriate file number, and status of application(s).

Is the subject land the subject of an application for a zoning by-law amendment, Minister's zoning order, minor variance, another consent application, or approval of a plan of subdivision?

☐ Yes

☒ No

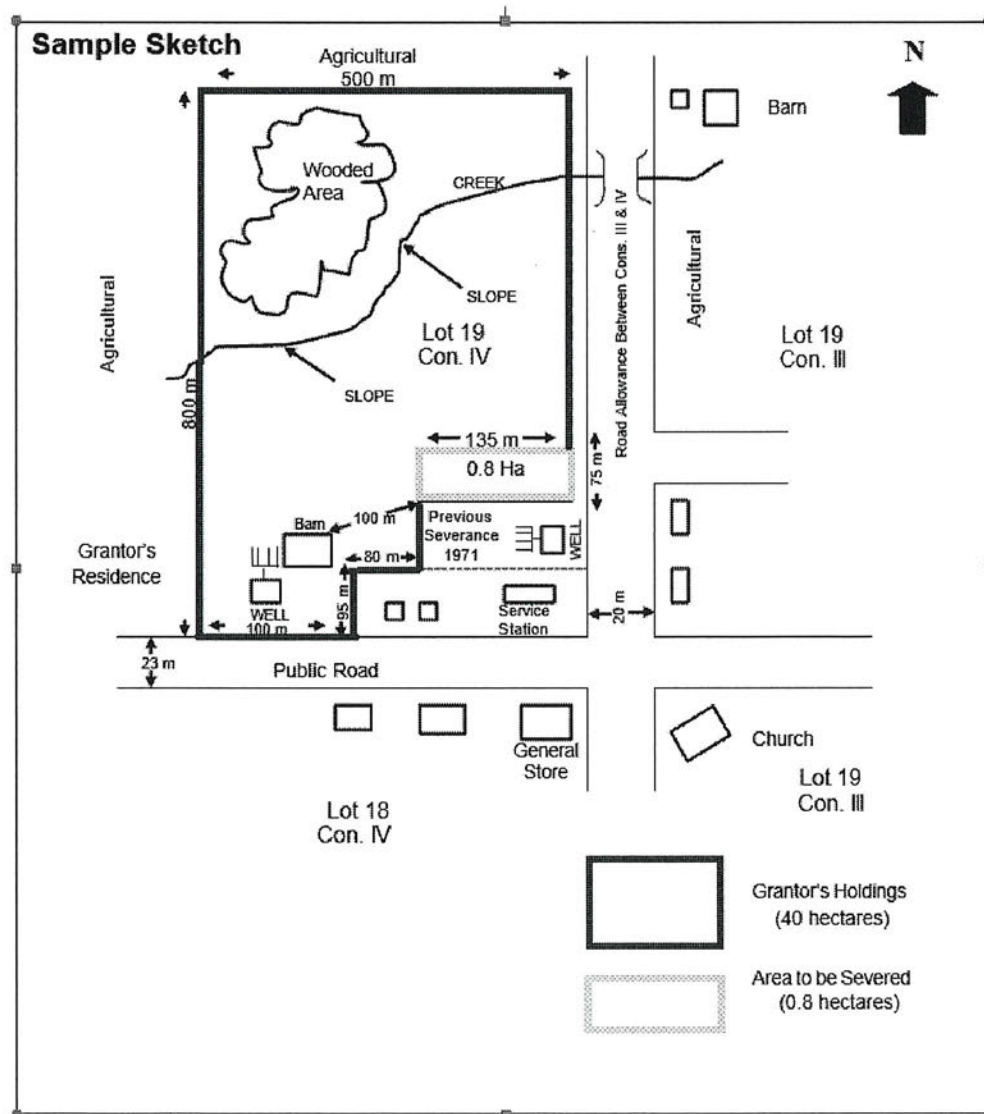
☐ Unknown

If yes, and if known, specify the appropriate file number, and status of application(s).

15. OTHER INFORMATION

Is there any other information that you think may be useful to the Consent Granting Authority or other agencies in reviewing this application? If so, explain below or attach a separate page.

- ☐ Existing use(s) on adjacent lands, (residential, agricultural, commercial, vacant, etc.)
- ☐ Location, width, and name of any roads abutting the subject land, indicating whether it is an unopened, public, private, or right-of-way.
- ☐ If access to the land is by water only, the location of the parking or boat docking facilities to be used.
- ☐ The location and nature of any easement that effects the subject lands.
- ☐ If MDS is required, please indicate their approximate location and distance to the subject lands (severed and retained) on the accompanying sketch.
- ☐ If there are buildings located on the lands, they MUST be shown on the sketch and include the distances from any lot lines. Also include location of the septic and well and distances from lot lines.
- ☐ All measurements on the application and sketch are to be in METRIC.
- ☐ Note that 'frontage' refers to road frontage or the front of a lot addition. "Frontage" does not refer to water frontage.



At time of circulation, The Consent Granting Authority will assign a File Number for complete applications and this number should be used in all communications.

FOLLOWING PRE-CONSULTATION WITH YOUR LOCAL MUNICIPALITY, PLEASE SCHEDULE AN APPOINTMENT WITH A COMPLETED APPLICATION AND ALL REQUIRED INFORMATION WITH THE:

SECRETARY-TREASURER, CONSENT GRANTING AUTHORITY
25 CENTRAL AVENUE WEST, SUITE 100; BROCKVILLE, ONTARIO, K6V 4N6

TELEPHONE NO: 613-342-3840 – EXT. 2414
FAX NO: 613-342-2101



LOT 25
15R8624
KILMARNOCK ROAD (TRAVELLED ROAD)
0296
15R8431

68100
existing buildings

Portline Auto

LOT 25

297m

68101

897m
irregular

228m

350m

Burn

755m

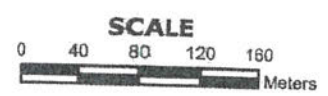
ROSE'S BRIDGE ROAD (TRAVELLED ROAD)

LOT 26
land to be severed
retained lands

Adjoining Lot

ServiceOntario

PRINTED ON 04 SEP, 2024 AT 16:25:40
FOR OWNER



PROPERTY INDEX MAP
GRENVILLE(No. 15)

| LEGEND | |
|----------------------------------|-------|
| FREEHOLD PROPERTY | |
| LEASEHOLD PROPERTY | |
| LIMITED INTEREST PROPERTY | |
| CONDOMINIUM PROPERTY | |
| RETIRED PIN (MAP UPDATE PENDING) | |
| PROPERTY NUMBER | 0449 |
| BLOCK NUMBER | 08050 |
| GEOGRAPHIC FABRIC | |
| EASEMENT | ---- |

THIS IS NOT A PLAN OF SURVEY

NOTES

REVIEW THE TITLE RECORDS FOR COMPLETE
PROPERTY INFORMATION AS THIS MAP MAY
NOT REFLECT RECENT REGISTRATIONS

THIS MAP WAS COMPILED FROM PLANS AND
DOCUMENTS RECORDED IN THE LAND
REGISTRATION SYSTEM AND HAS BEEN PREPARED
FOR PROPERTY INDEXING PURPOSES ONLY

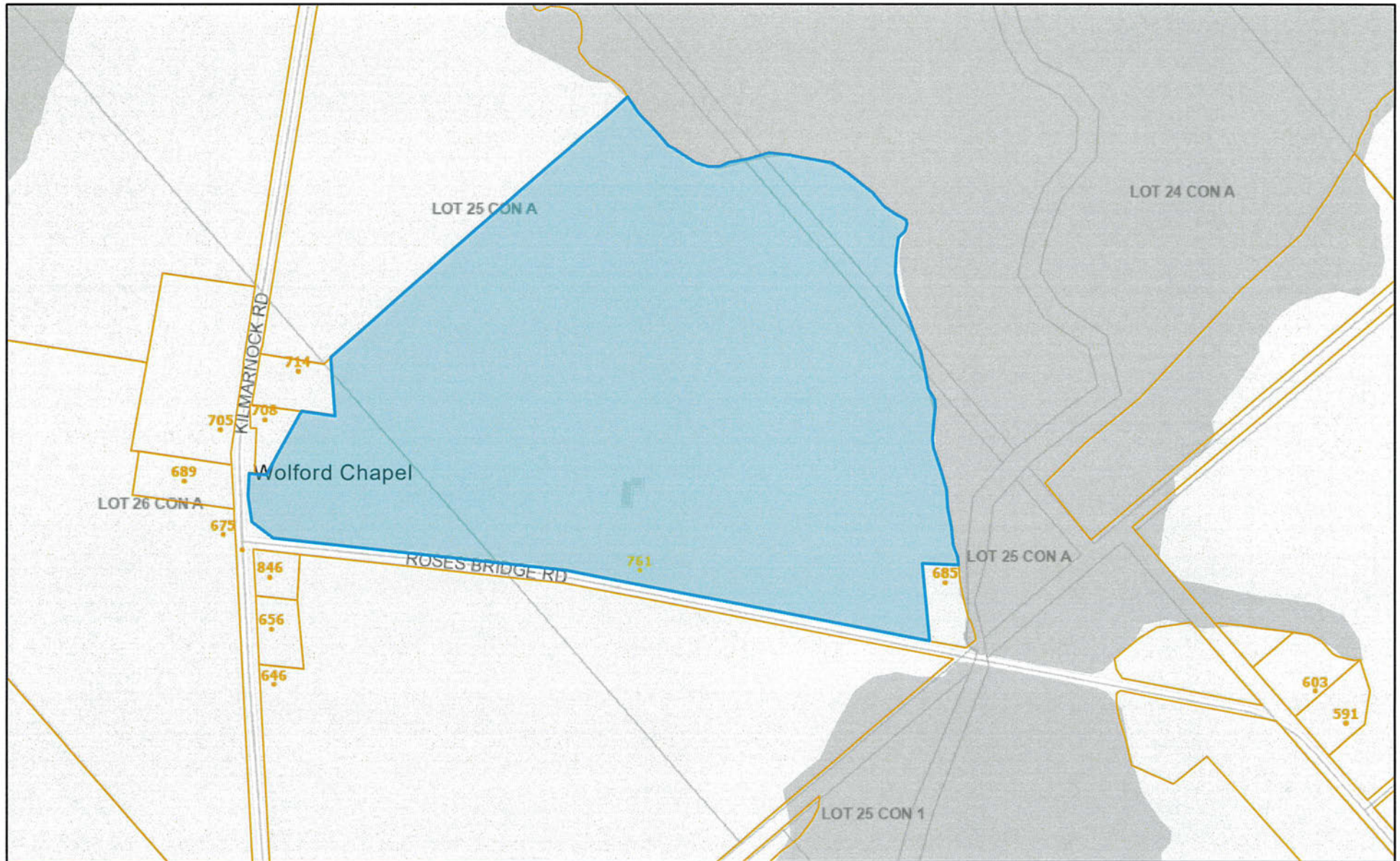
FOR DIMENSIONS OF PROPERTIES BOUNDARIES SEE
RECORDED PLANS AND DOCUMENTS

ONLY MAJOR EASEMENTS ARE SHOWN

REFERENCE PLANS UNDERLYING MORE RECENT
REFERENCE PLANS ARE NOT ILLUSTRATED

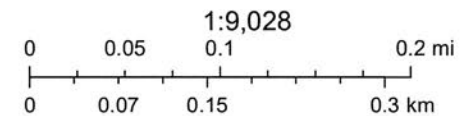


B-17-25 McGrath Severance



3/3/2025, 12:07:59 PM

Subject Lands
 Parcel
 Road Network
 Municipal Road



Natural Resources and Forestry, United Counties of Leeds and Grenville,
Ontario Ministry of Natural Resources and Forestry - Provincial Mapping Unit,

Leeds Grenville GIS

Municipal Consent Application Form

Please complete and send to the Secretary-Treasurer (via email) within 30-days of receipt of an application to Krista.Weidenaar@uclg.on.ca

| | |
|---------------|---------------------------------|
| File: | B-17-25 |
| Municipality: | Village of Merrickville-Wolford |
| Owner: | McGrath |
| Location: | 761 Roses Bridge Road |

| Municipal Responses | Yes or No? | |
|--|--|--|
| What is the local Official Plan designation of the land? <u>Agriculture, Special Heritage Policy Area 1</u> | | |
| Does the application conform to the local Official Plan? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| If not, please give relevant sections of the plan. | | |
| What is the land currently zoned in the Zoning By-Law? <u>Agriculture-6 (A-6)</u> | | |
| Does the application comply with the municipal Zoning By-Law? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| If not, please give relevant sections of the By-Law. <u>does not meet minimum lot sizes</u> | | |
| Are there any other relevant documents or other Municipal By-Laws which would affect the proposed consent? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Are there any additional applications on the subject lands (minor variance, Official Plan Amendment Zoning By-Law amendment, etc.)? If yes, what type? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Additional Information | | |
| Please check which of these municipal services are available for the subject lands? | | |
| Water <input type="checkbox"/> | Sanitary Sewers <input type="checkbox"/> | Access to a public and maintained road <input checked="" type="checkbox"/> |
| Electricity <input checked="" type="checkbox"/> | Garbage Collection <input checked="" type="checkbox"/> | Name of public road <u>Rose Bridge Road</u> |

Municipal Consent Application Form

| Recommendations | Yes or No? |
|--|--|
| Does the Planning Committee, or Council, recommend approval be given to this application, and why? Please see Planning Report | <input checked="" type="checkbox"/> <input type="checkbox"/> |
| | |
| Are there any issues the approval authority should be made aware of for the application lands (Site conditions, development history/activity, flooding, water quality and quantity concerns, etc.)? | <input type="checkbox"/> <input checked="" type="checkbox"/> |
| | |
| If provisional approval is granted, what Conditions would the municipality wish to see attached? (Please attach Council's resolution, a Planning Report, list of conditions, or check below). | |
| | |
| | |
| | |
| Does the municipality require their own copy of the reference plan for the subject lands? | <input checked="" type="checkbox"/> <input type="checkbox"/> |
| Does the municipality require that the balance of any outstanding taxes, including penalties and interest, be paid to the municipality? | <input checked="" type="checkbox"/> <input type="checkbox"/> |
| Does the municipality require an Environmental Impact Study or other supporting studies? If yes, please describe. | <input type="checkbox"/> <input checked="" type="checkbox"/> |
| Does the municipality require a road widening? | <input type="checkbox"/> <input checked="" type="checkbox"/> |
| Does the Planning Committee or Council wish to recommend that up to 5% of the land if residential, or 2% for commercial or industrial, be set aside as parkland dedication? Or does Council wish to accept cash to the value of 2% or 5% of the land? If Yes, please describe below. | |
| lot addition - no CILP | <input type="checkbox"/> <input checked="" type="checkbox"/> |
| | |
| <div style="display: flex; justify-content: space-between;"> <div> Date: <u>24-03-2025</u> </div> <div> Signed: <u>Forbes Symon</u> </div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div> Position: <u>Senior Planner</u> </div> <div> Municipality of <u>Merrickville-Wolford</u> </div> </div> | |



MDS I

General information

| | | |
|--|--|---|
| Application date Sep 10, 2024 | Municipal file number Ogilvie Lot Addition | Proposed application Building permit for the construction of a dwelling (farm or non-farm) |
| Applicant contact information Michael Ogilvie 689 Kilmarnock Rd Jasper, ON K0G 1G0 613-283-7444 ogilvieauto@outlook.com | Location of subject lands United Counties of Leeds and Grenville Village of Merrickville-Wolford WOLFORD Concession A, Lot 24 Roll number: 071471103005700 | |

Calculations

McGrath Horse Barn

| | | |
|--|--|-----------------------------------|
| Farm contact information Earle McGrath 761 Rose Bridge Rd Jasper, ON K0G1G0 | Location of existing livestock facility or anaerobic digester United Counties of Leeds and Grenville Village of Merrickville-Wolford WOLFORD Concession A, Lot 24 Roll number: 071471103005700 | Total lot size 93.11 ac |
|--|--|-----------------------------------|

Livestock/manure summary

| Manure Form | Type of livestock/manure | Existing maximum number | Existing maximum number (NU) | Estimated livestock barn area |
|-------------|---|-------------------------|------------------------------|-------------------------------|
| Solid | Horses, Large-framed, mature; > 680 kg (including unweaned offspring) | 4 | 5.7 NU | 1300 ft² |

Setback summary

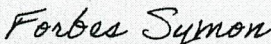
| | | | | |
|----------------------------|---|---------------------------------|-------|--|
| Existing manure storage | L1. Solid, outside, no cover, 18-30% DM, with uncovered liquid runoff storage | | | |
| Design capacity | 5.7 NU | | | |
| Potential design capacity | 11.4 NU | | | |
| Factor A (odour potential) | 0.7 | Factor B (design capacity) | 171.4 | |
| Factor D (manure type) | 0.7 | Factor E (encroaching land use) | 1.1 | |

| | |
|--|-----------------|
| Building base distance 'F' (A x B x D x E) (minimum distance from livestock barn) | 93 m (305 ft) |
| Actual distance from livestock barn | 348 m (1142 ft) |
| Storage base distance 'S' (minimum distance from manure storage) | 116 m (381 ft) |
| Actual distance from manure storage | 348 m (1142 ft) |

Preparer signoff & disclaimer

Preparer contact information

Forbes Symon
Jp2g Consultants Inc
565 Glen Tay Rd
Perth, ON
K7H 3C6
613-281-9894
forbess@jp2g.com

Signature of preparer

Forbes Symon , Senior Planner

10-09-2024

Date (mmm-dd-yyyy)

Note to the user

The Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) has developed this software program for distribution and use with the Minimum Distance Separation (MDS) Formulae as a public service to assist farmers, consultants, and the general public. This version of the software distributed by OMAFRA will be considered to be the official version for purposes of calculating MDS. OMAFRA is not responsible for errors due to inaccurate or incorrect data or information; mistakes in calculation; errors arising out of modification of the software, or errors arising out of incorrect inputting of data. All data and calculations should be verified before acting on them.

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April 10, 2025

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

Attention: Darlene Plumley, CAO/Clerk

Dear Ms. Plumley:

**Re: Planning Report – Consent Application B-17-25 (McGrath)
Part Lot 26, Con. A, Wolford, Village of Merrickville-Wolford
761 Roses Bridge Road**

I have now had an opportunity to review Consent Application B-17-25 as it relates to the Village of Merrickville Wolford Official Plan and Zoning By-law and the United Counties of Leeds and Grenville Official Plan and provide the following comments.

The subject property is described as Part Lot 26, Concession A, in the geographic Village of Wolford, now in village of Merrickville Wolford, municipally known as 761 Roses Bridge Road. The lands are designated "Agriculture" in the Merrickville Wolford Official Plan and zoned "Agriculture – Exception 6 (A-6)" in the Merrickville Wolford Zoning By-law 23-08. The property is also impacted by the "Special Heritage Policy Area 1". The subject property totals approximately 32 ha (80.5 ac) in size and is currently used for agricultural purposes (Attachment 1).

The proposal involves a lot addition to an abutting residential property located west of the subject lands at 708 Kilmarnock Road. The existing residential lot is approximately 2,938 m² (0.72 acre) in size. The proposal is to sever roughly 0.089 ha (0.219 acres) of land from the subject property located at 761 Roses Bridge Road and add it to the existing residential lot (Attachment 2).

The surrounding land uses consist primarily of a mix of commercial, institutional (Wolford Chapel), rural residential, and agricultural land uses. The subject property is approximately 3 km north of the Hamlet of Jasper.

Local Official Plan Policies

Section 6.3.3, Agriculture, sets out the policies for development in the area of the subject property. The policies state that development must comply with the Minimum Distance Separation (MDS) and generally have agricultural holdings of 40 ha (98.8 ac).

Section 9.3.2.1 contains specific policies related to consents in the Agricultural designation. Specifically, subsection (4) reads "a farmer may be permitted a severance to make minor boundary adjustments between farms provided that the net effect is the retention of two viable farm parcels and no new lots are created."

There are no identified significant natural heritage features associated with the property. The lands are impacted by Special Heritage Policy Area 1. The Special Heritage Policy Area 1 read as follows:

- “1. The natural heritage of the Rideau Canal is to be protected by restricting all development in accordance with the Waterfront Development policies of Section 4.3.
2. Where development is to occur within view of a lock station, the design should be compatible with the architectural style of the lock station buildings. In this regard, the relevant Design Guidelines for Special Heritage Policy Area 2 are to be followed.
3. In all other instances, owners are encouraged to follow the relevant Design Guidelines for Special Heritage Policy Area 2.”

It is worth noting that the Special Heritage Policy Area 2 provides direction on new residential development and is silent on existing development.

It is the opinion that the proposed lot addition, which will not involve the creation of a new lot or any new development, will not have a negative impact on surrounding agricultural lands, and complies with the above Local Official Plan policies.

United Counties Official Plan Policies

The Official Plan for the United Counties of Leeds and Grenville, Schedule B, recognizes the agricultural designation of the area in which the subject property is located. Accordingly, the severance policies are quite restrictive.

Section 3.2.5 ‘Agricultural Area Lot Creation and Adjustment’ states that “lot adjustments in the Agricultural Area may be permitted for legal or technical reasons. Lot line adjustments will be interpreted to prohibit the creation of new residential or non-farm parcels.”

Section 7.6.3.2 contains the United Counties consent policies and specifically states that the local Official Plans will contain consent policies directing development. The proposed consent appears to conform to the Official Plan for the United Counties of Leeds and Grenville.

Local Zoning By-law Regulations

The lands proposing to be severed from the agricultural parcel are zoned “Agricultural - Exception 6 (A-6)”. The site-specific A-6 zoning permits the subject lands to be used in accordance with the “Agriculture (A)” zone provisions contained within the Zoning By-Law, despite having a lessor lot area than the minimum 40 ha (98.8 ac) required (i.e. 32 ha (80.5ac)).

The benefitting lot appears to be zoned “Agricultural (A)”.

As noted, the Agricultural - Exception 6 (A-6) zone requires a minimum lot area of 40 ha (98.8 ac) and a minimum lot frontage of 40 m (131.2 ft). A rezoning of the benefitting lands will be required to ensure the entirety of the lot and lot addition is appropriately zoned to a site specific “Agriculture (A)” zone to recognize the new lot size.

Village Comments

The consent application has been circulated internally to Village staff. There were no other comments or concerns expressed by the CBO or the Fire Chief.

Summary & Recommendations

The proposal is to sever roughly 0.089 ha (0.219 acres) of land from an existing agricultural holding and add the severed lands to an existing 0.29 ha (0.72 acre) residential property. The lands are located within an agricultural area of the Village and as such consideration must be given to the impact on agricultural activities in the area.



Generally, MDS does not apply to existing situations such as exists with the commercial use of 708 Kilmarnock Road. Nonetheless, the applicant has submitted MDS calculations which confirm that the lands to be added to the existing commercial property is 348 m from the nearest livestock facility, which is located on the retained lands (761 Roses Bridge Road). Therefore, MDS requirements have been satisfied.

Both the Village and Counties Official Plan generally discourage consents within the Agricultural areas. There are limited opportunities for lot line adjustments, provided the agricultural parcel remains viable and there are no new lots created. The proposal involves a lot line adjustment and proposes to remove approximately 0.089 ha (0.219 acres) of land from agricultural production. This is a modest lot line adjustment and is not seen as decreasing the viability of the existing agricultural holding which is currently less than the 40 ha minimum farm size. There is no new lot created as a result of this application. It is concluded that the proposed lot addition maintains the intent and purpose of the Official Plan.

The Village Official Plan identifies Special Heritage Policy Area 1 (SHPA1) considerations for the subject lands. There is no new lot proposed through this lot addition and as a result, SHPA1 are not applicable. It is also worth noting that the property is approximately 500 m from the Rideau Canal.

In order to facilitate this consent application, it will be necessary for the applicant to submit a zoning by-law amendment for two specific changes:

1. Rezone the benefitting lands and the severed lands to be added to the existing residential property to "Agriculture (A)" to recognize the new lots sizes.

The recommendation of this report is to support the proposed consent application with the standard conditions of:

1. That the applicant deposit a copy of the registered reference plan with the Village Clerk.
2. That the applicant pay all outstanding taxes, if any, to the Village.
2. That the applicant submit a zoning by-law amendment to rezone the benefitting lands to the Agriculture (A) zone to recognize the new lot sizes.

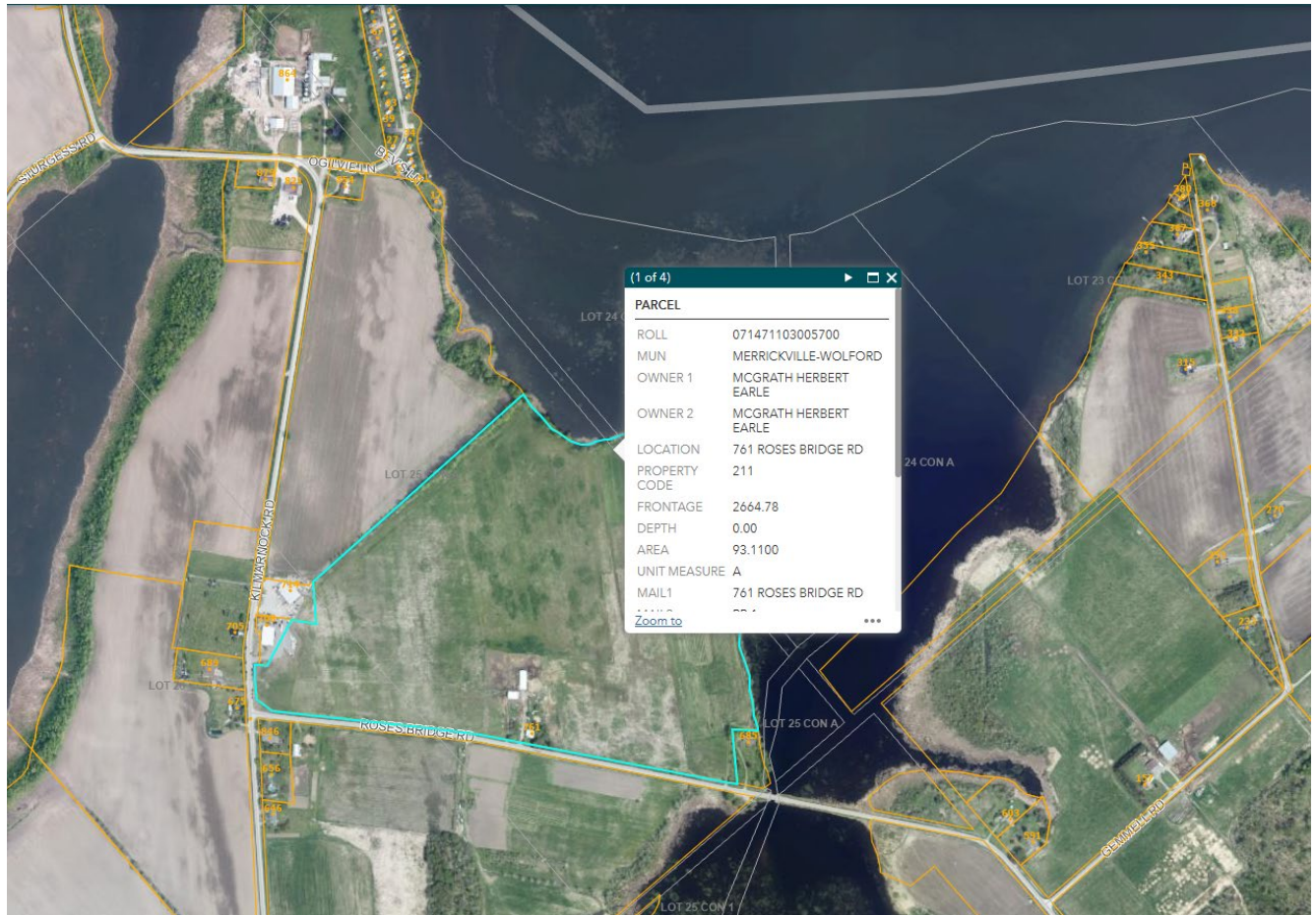
(Note: Cash in lieu of Parkland is not applicable with lot additions.)

All of which is respectfully submitted.

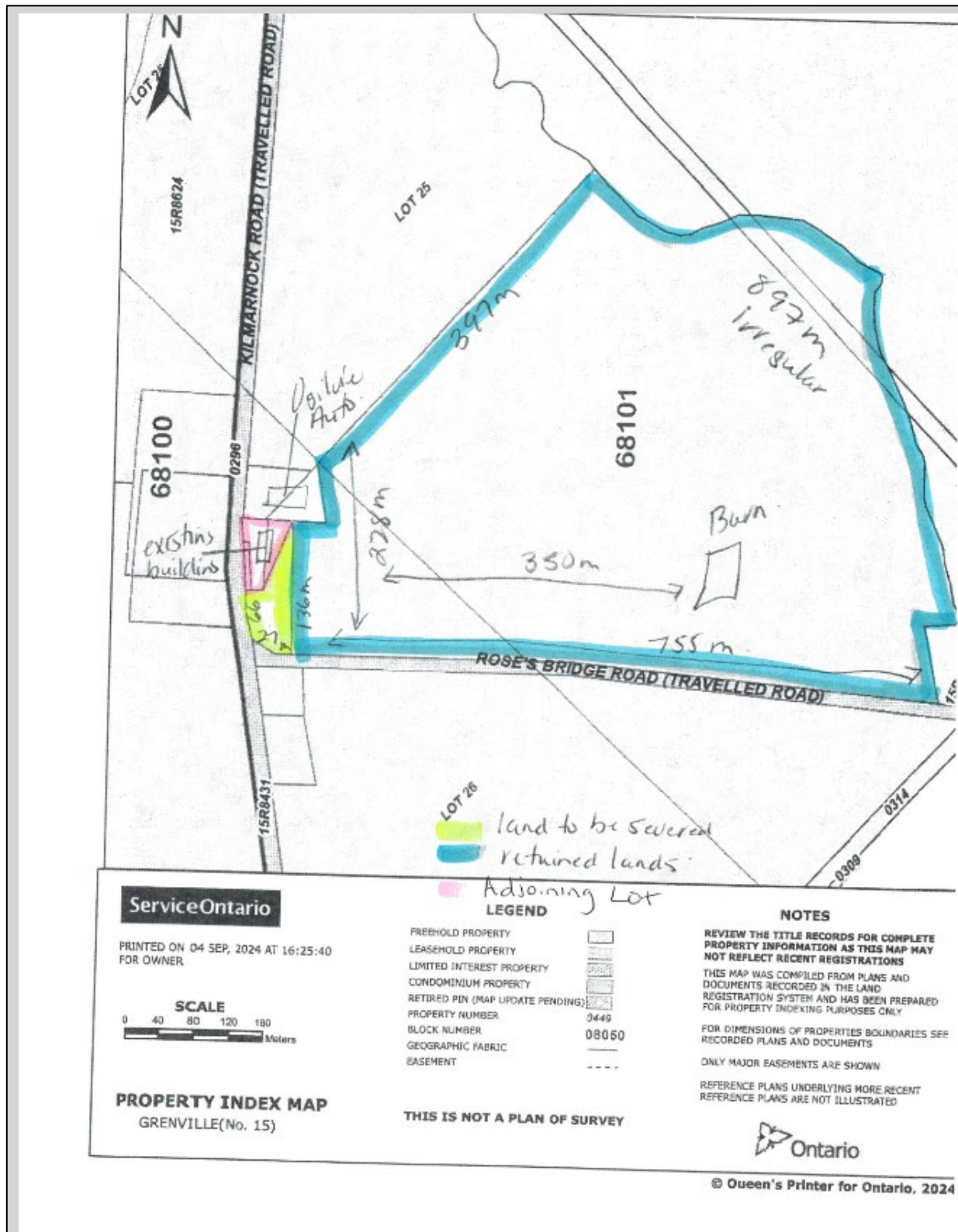
Sincerely,
Jp2g Consultants Inc.
ENGINEERS ▪ PLANNERS ▪ PROJECT MANAGERS

A handwritten signature in black ink, appearing to read 'F. Symon'.

Forbes Symon, MCIP, RPP
Senior Planner
Attachment #1 – Location Map



Attachment #2 - & Proposed Consent



April 2, 2025

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

Attention: Darlene Plumley, CAO

Dear Ms. Plumley:

**Re: Planning Report – Zoning By-law Amendment Application ZBA-02-2025 (Watt)
Part of Lot 24, Concession 2, 33 Henry Street, Hamlet of Eastons Corners,
Village of Merrickville-Wolford (former United Church)**

I have now had an opportunity to review the ZBA Application ZBA-02-2025 as it relates to the Village of Merrickville Wolford Official Plan (2021), The Village of Merrickville Wolford Zoning By-law 23-08 and the United Counties of Leeds and Grenville Official Plan and provide the following comments.

The zoning by-law amendment application proposes to rezone the subject property from “Institutional (I)” to “Hamlet (H)” for the purpose of converting the existing church into a commercial wedding venue (i.e. events venue permitted under H zone).

The subject lands are located in the east-central portion of the Hamlet of Eastons Corners, fronting on Henry Street. The lands are known locally as the 33 Henry Street – the “United Church”, and are described as Part of Lot 24, Concession 2, Geographic Township of Wolford, now the Village of Merrickville-Wolford. The subject property is approximately 4348 m² (1.07 ac) of land with a frontage of 79 .2 m (260 ft) on Henry St. The land is occupied by the former United Church.

The surrounding land uses consist of a Village park/recreation field to the north and residential development to the east, west and south of the subject lands. Two sides of the subject property abut the Village Park.

The proposed development involves the conversion of the existing church into a wedding venue, very consistent with the traditional uses of the property. Historically the property and existing building held regular religious services, weddings, funerals and other religious and community events. The conversion does not propose any new development on the property, save except for the construction of a well and septic system to service the facility (church is currently not serviced). It is anticipated that the change of use will trigger the need for site plan control.

The lands are currently zoned “Institutional (I)” which permits uses such as church, community centre, schools, assembly hall and institutions. It is recognized that the “assembly hall” use would permit the proposed “event venue” however, given the commercial nature of the proposed use, it was requested that the “Hamlet (H)” apply to the property. The Hamlet zone currently applies to the majority of the Hamlet. The Hamlet zone references the standards of the “General Commercial (C1)” zoning standards for commercial permitted land uses. The C1 zone standards establish a 2000 m² (0.5 ac) minimum lot size and an 18 m (59 foot) minimum lot frontage. Assembly hall is included in the list of permitted commercial uses of the C1 zone.



Provincial Policy Statement, 2024

The proposed development is recognized as being located in a “settlement area” as defined by the PPS. The PPS recognizes that settlement areas vary significantly in terms of size, density, population, economic activity, diversity and intensity of land uses, service levels, and types of infrastructure available.

The PPS directs that settlement areas should be the focus of growth and development, and their vitality and regeneration shall be promoted. Appropriate development standards should be promoted which facilitate intensification, redevelopment, or compact form, while avoiding or mitigating risks to public health and safety.

The proposed use of the land is consistent with the direction found in the PPS.

Local Official Plan Policies

The proposed development does well to represent and meet the objectives of the Village’s Official Plan regarding development within Hamlets. Hamlets are identified in the Official Plan as forming part of the urban land use designation within the OP. Hamlet lands are anticipated to be developed on private services with an internal road system and avoiding direct access onto a County Road. The Official Plan policies do reference the Special Heritage Policy Area 2 as applying to future development and specifically references the need for street trees, building designs reflective of pre-World War II architectural style and promoting two storey buildings over bungalows.

The proposed change of use of the former United Church will not result in any new development on the property. There will be a need for a new well and septic system to be constructed to support the proposed use of the former church. In general, the proposed development conforms to the policies of the Official Plan.

Merrickville-Wolford Zoning By-law 23-08

The subject property is zoned ‘Institutional (I)’ zone which was appropriate for the former use of the building as a United Church. The proposed commercial wedding venue use of the property would be supported by the more general “Hamlet (H)” zone which references the “General Commercial (C1)” zone. All provisions of the Hamlet zone will apply to the use of the property.

Public and Agency Comments

Agency comments were received from Enbridge Gas and Rideau Valley Conservation Authority (RVCA) at the writing of this report. There were no objections to the proposed application as presented.

No public comments have been received at the writing of this report.

Concluding Comments

It is concluded that the proposed Zoning By-law Amendment complies with the policies of the Official Plan for the Village of Merrickville Wolford and is consistent with the policies of the Provincial Policy Statement (PPS). The proposed development will contribute to renewal of a long established building within the Eastons Corners community. The proposed use of the property would be subject to site plan control.

Recommendation

It submitted as my professional recommendation that the Council for the Village of Merrickville-Wolford **APPROVE** the requested Zoning By-law Amendment application as submitted.



All of which is respectfully submitted.

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

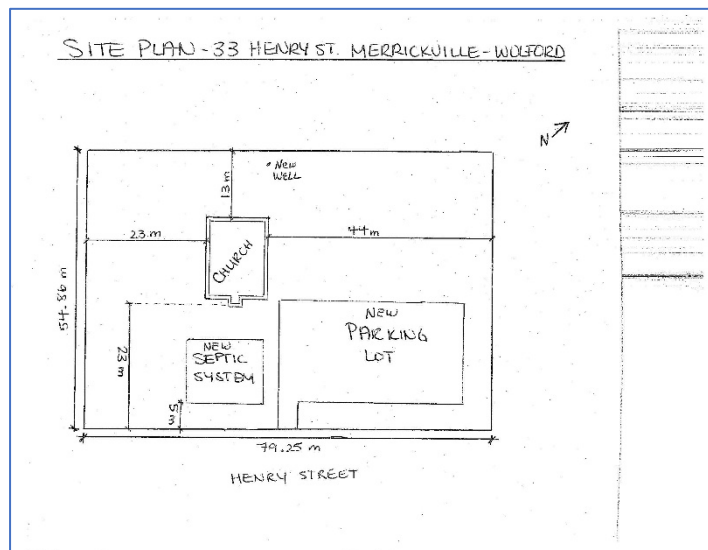
A handwritten signature in black ink, appearing to read 'F. Symon', with a long, sweeping horizontal line underneath.

Forbes Symon, MCIP, RPP
Senior Planner

Attachment 1: Lands To Be Rezoned



Subject lands to ZBA-02-2025



CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD
BY-LAW No. 25-2025
Being a By-law to amend Zoning By-law No. 23-08, as amended.

**33 Henry Street, Pt Lot 24, Con 2, Hamlet of Eastons Corners, Village
of Merrickville-Wolford**

PURSUANT TO SECTION 34 OF THE PLANNING ACT, 1990, THE VILLAGE OF MERRICKVILLE-WOLFORD HEREBY ENACTS AS FOLLOWS:

1. THAT By-law Number 23-08 be and the same is hereby amended as follows:
 - (a) Schedule "B" to By-law 23-08 is amended by rezoning those lands described as being part of 33 Henry Street, Pt Lot 24, Con 2, Hamlet of Eastons Corners, Village of Merrickville-Wolford, from "Institutional (I)" to "Hamlet (H)" as shown on Schedule "A" attached hereto.
2. THAT save as aforesaid all other provisions of By-law 23-08, as amended, shall be complied with.
3. This By-law shall come into force and take effect on the day of final passing thereof.

This By-law given its FIRST and SECOND reading this 28th day of April 2025.

This By-law read a THIRD time and finally passed this 28th day of April 2025.

MAYOR

CORPORATE
SEAL OF
MUNICIPALITY

CLERK

SCHEDULE A TO BY-LAW 25-2025



Lands to be rezoned from
"Institutional (I)" to "Hamlet (H)"

April 2, 2025

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

Attention: Darlene Plumley, CAO

Dear Ms. Plumley:

Re: Planning Report – Zoning By-law Amendment Application ZBA-03-2025 (Brayman) 418 St John St, Part of Lot 78, Plan 6, Village of Merrickville, Village of Merrickville-Wolford

I have now had an opportunity to review the ZBA Application ZBA-03-2025 as it relates to the Village of Merrickville Wolford Official Plan (2021), The Village of Merrickville Wolford Zoning By-law 23-08 and the United Counties of Leeds and Grenville Official Plan and provide the following comments.

The zoning by-law amendment application proposes to rezone the subject property from “Residential Type One (R1)” to “Residential Type Two (R2)” with a minimum lot area reduced from 450 m² (4844 ft²) to 415 m² (4,500 ft²) in order to facilitate the severance of the property into two residential building lots. Each of the proposed lots are intended to be occupied by a single detached dwellings with a 3 m front yard setback, consistent with the established building line of the street. The development will be on full municipal services. Although the property is being requested to go into the R2 zone, the proposed development of the properties is single detached residential dwellings supported by the R1 zone (Attached Elevation Drawings).

The attached site plan and building elevation demonstrate the nature of the project and the size of the proposed lots. It is noted that both of the proposed lots will comply with the minimum frontage of the R1/R2zone. The westerly lot is proposed with a lot area of 418 m² (4,499 ft²), while the easterly, corner lot is slightly bigger at 433 m² (4,660).

The subject lands are located in the west-central portion of the Village, at the northwest corner of Lewis Street West and St John Street. The property has 23.1 m (75.8 ft) of frontage on St John St, 36.7 m (120 ft) of frontage on Lewis St W and a lot area of 847.8 mw (9,125.6 ft²). The property is currently vacant. The proposed two new single detached dwellings would front on Lewis Street.

The surrounding land uses consist primarily of low-density residential development, along with a nursery school two doors to the west. The proposed lot size and development is very consistent with lot sizes for many corner properties in the Village, including directly across Lewis St W to the south (206 and 212 Lewis St W), as well as at the corner of Drummond St W and St. John St (117, 118, 123, 124 Drummond St W), and the corner of Brook St E and Elgin St (118 & 124 Brook St E).

The lands are currently zoned “Residential Type One (R1)” which permits single detached residential development on the property.



Provincial Policy Statement, 2024

The proposed development is within a “settlement area” as defined by the PPS. Settlement areas vary significantly in terms of size, density, population, economic activity, diversity and intensity of land uses, service levels, and types of infrastructure available.

The PPS directs that settlement areas should be the focus of growth and development, and their vitality and regeneration shall be promoted. Appropriate development standards should be promoted which facilitate intensification, redevelopment, or compact form, while avoiding or mitigating risks to public health and safety.

The proposed use of the land is consistent with the direction found in the PPS.

Local Official Plan Policies

The proposed development does well to represent and meet the objectives of the Village’s Official Plan regarding development within the Merrickville Village settlement area. Settlement Areas are identified in the Official Plan as forming part of the urban land use designation within the OP and intended to support a wide range of residential types and tenures.

Section 6.2.2, Residential, of the Official Plan identifies a full range of dwelling types as being permitted within the Village of Merrickville.

In general, the proposed development conforms to the policies of the Official Plan.

Merrickville-Wolford Zoning By-law 23-08

The subject property is zoned ‘Residential Type 1 (R1)’ zone, consistent with much of the surrounding residential properties. The proposed ‘Residential Type 2 (R2)’ provides a broader range of low-density residential development forms, including the proposed single detached dwellings proposed for the property.

The proposal is requesting that the minimum lot size of the R2 zone be reduced from 450 m²(4,844 ft²) to 415 m² (4,467 ft²). This minimum lot size is slightly less than the proposed 418 m² smallest lot but is intended to provide some flexibility in the final surveyed lots. In addition, the amendment will recognize an existing building line with a front yard setback of 3 m.

Public and Agency Comments

No agency comments have been received at the writing of this report.

No public comments have been received at the writing of this report.

Concluding Comments

It is concluded that the proposed Zoning By-law Amendment complies with the policies of the Official Plan for the Village of Merrickville Wolford and is consistent with the policies of the Provincial Policy Statement (PPS). The proposed development will contribute to an appropriate residential infill development on an existing vacant residential lot.

Recommendation

It submitted as my professional recommendation that the Council for the Village of Merrickville-Wolford **APPROVE** the requested Zoning By-law Amendment application as submitted.



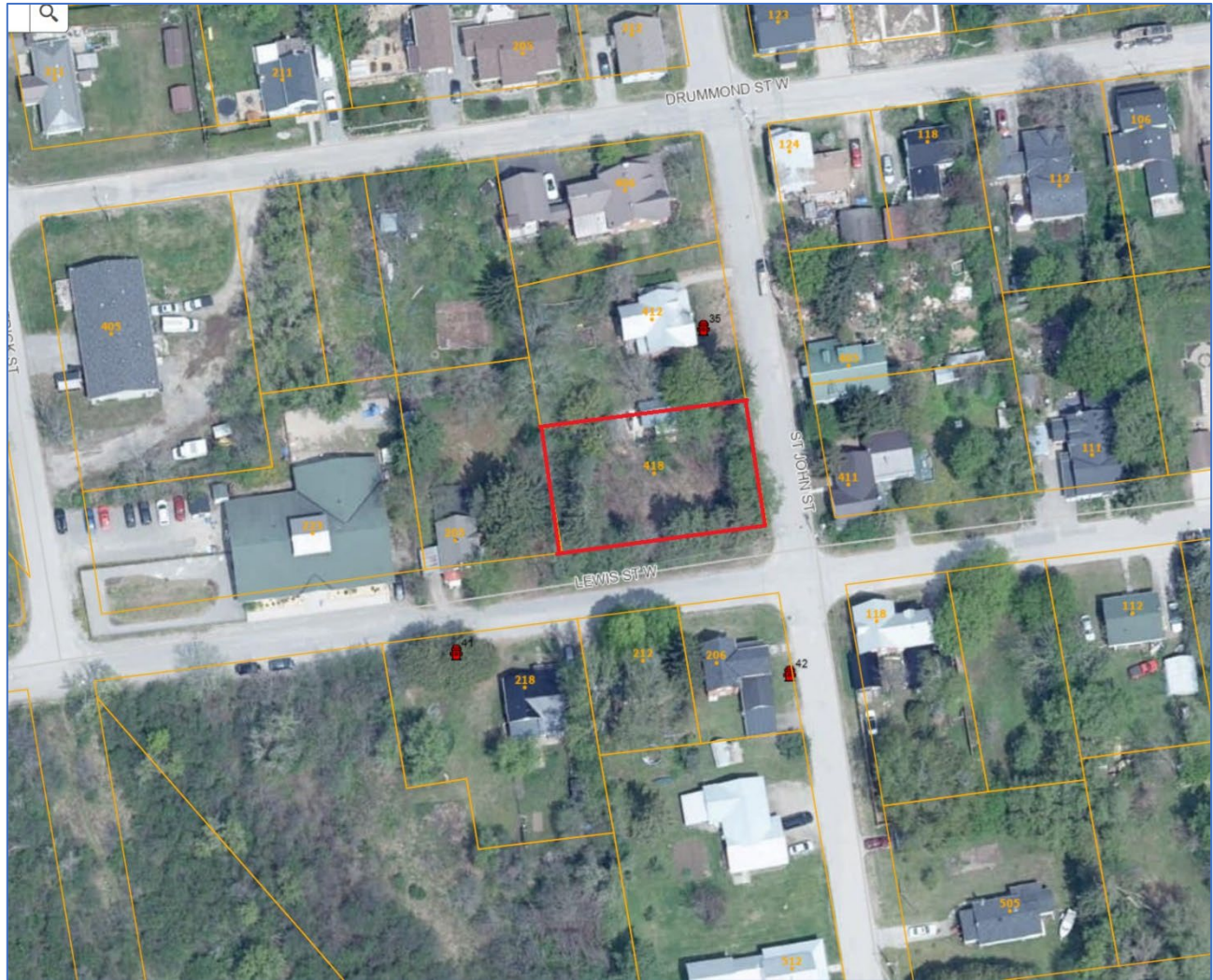
All of which is respectfully submitted.

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

A handwritten signature in black ink, appearing to read 'F. Symon', with a long, sweeping horizontal line extending from the end of the signature.

Forbes Symon, MCIP, RPP
Senior Planner

Attachment 1: Lands To Be Rezoned



Subject lands to ZBA-03-2025



CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD
BY-LAW No. 26-2025
Being a By-law to amend Zoning By-law No. 23-08, as amended.
418 St John Street, Pt of Lot 78, Plan 6, Village of Merrickville,
Village of Merrickville-Wolford

PURSUANT TO SECTION 34 OF THE PLANNING ACT, 1990, THE VILLAGE OF MERRICKVILLE-WOLFORD HEREBY ENACTS AS FOLLOWS:

1. THAT By-law Number 23-08 be and the same is hereby amended as follows:
 - (a) Schedule "B" to By-law 23-08 is amended by rezoning those lands described as being part of 418 St John Street, Pt Lot 78, Plan 6, Village of Merrickville, Village of Merrickville-Wolford, from "Residential Type One (R1)" to "Residential Type Two – exception 5 (R2-5)" as shown on Schedule "A" attached hereto.
 - (b) Notwithstanding their "Residential Type Two (R2)" zoning designation, those lands identified as "Residential Type Two – exception 5 (R2-5) on Schedule "A" to this By-Law, may be used in accordance with the "Residential Type Two (R2)" zone provisions contained within this By-Law, excepting however that:

"5.2.3 (4) R2-5 418 St John St

The minimum lot size shall be 415 m2 (4,467 ft2)

The minimum front yard setback shall be 3 m (9.8 ft)."

2. THAT save as aforesaid all other provisions of By-law 23-08, as amended, shall be complied with.
3. This By-law shall come into force and take effect on the day of final passing thereof.

This By-law given its FIRST and SECOND reading this 28th day of April 2025.

This By-law read a THIRD time and finally passed this 28th day of April 2025.

MAYOR

CORPORATE
SEAL OF
MUNICIPALITY

CLERK

SCHEDULE A TO BY-LAW 26-2025



Lands to be rezoned from
"Residential Type One (R1)" to
"Residential Type Two - Exception 5
(R2-5)"

Report to Council

Date: 4/28/2025
From: Julia McCaugherty-Jansman, Clerk
Re: Update Report - Allocation of Uncommitted Reserve Capacity

RECOMMENDATION

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the update report regarding the recommendation action items from Committee of the Whole for the allocation of uncommitted reserve capacity of the sewage treatment plant.

BACKGROUND

At the April 14th Committee of the Whole Meeting, the following motion was passed:

Moved by: Mayor Cameron

Seconded by: Councillor Maitland

THAT Committee of the Whole direct staff to bring the Planning Report received for information on February 24th to the April 28th Regular Council Meeting and recommend that Council proceed with the option of the phased-in approach to allocate 40 connections to McLean's Landing Phase II;

AND FURTHER THAT staff reports are provided at the April 28th Regular Council Meeting on the consequences of exceeding 80% capacity without a Servicing Master Plan in place, a report from an authority on selecting one developer over others and removing capacity that has been previously allocated based on the inactivity of the proponent, and a report on the impact of the certificate of operation by removing the northside.

Carried (3-2 Recorded Vote)

Recorded Vote:

Councillor Maitland – Yes

Mayor Cameron – Yes

Councillor Ireland – Yes

Councillor Gural – No

Deputy Mayor Barr – No

ANALYSIS

The Village's Engineer has reached out to the Ministry of Environment, Conservation and Parks (MECP), stating that the Village requests MECP confirmation that the north side residential units can be excluded from being considered as committed capacity under the '*D-5-1 Calculating and Reporting Uncommitted Reserve*' for the Village's sewage treatment plant. Along with this, MECP was also provided with the funding application documents that were submitted as part of the plant replacement application under the Build Canada Fund in 2009, which included the north side in the calculations for the plant capacity as a subsequent phase of work. There was no funding applied for or received for the connection of the north side residents. Staff are waiting to receive a response to this from MECP.

Staff have provided the motion to the Village's Solicitor as well regarding a legal opinion on selecting one developer over others and removing capacity that has been previously allocated based on the inactivity of the proponent, as directed by Committee of the Whole. Staff are waiting to receive a response back from the Solicitor on this.

BUDGET/LEGAL IMPLICATIONS

None.

CONCLUSION

The purpose of this report is to provide an update on the action items that were requested by Committee of the Whole on April 14th. Once finalized responses and opinions are received, staff will bring the information back to Committee of the Whole or Council.

ATTACHMENTS

None.

Submitted by:

Julia McCaugherty-Jansman, Clerk

Approved by:

Darlene Plumley, CAO

Village of Merrickville Wolford

317 Brock Street W PO Box 340
Merrickville, ON K0G 1N0
T: 613-269-4791
W: Merrickville-wolford.ca

Re: Allocation of Uncommitted Reserve Capacity of Sewage Treatment Plant

The Committee of the Whole of the Corporation of the Village of Merrickville-Wolford, at its meeting on April 14, 2025, passed the following motion regarding the allocation of uncommitted reserve capacity of sewage treatment plant:

Moved by: Mayor Cameron

Seconded by: Councillor Maitland

THAT Committee of the Whole direct staff to bring the Planning Report received for information on February 24th to the April 28th Regular Council Meeting and recommend that Council proceed with the option of the phased-in approach to allocate 40 connections to McLean's Landing Phase II;

AND FURTHER THAT staff reports are provided at the April 28th Regular Council Meeting on the consequences of exceeding 80% capacity without a Servicing Master Plan in place, a report from an authority on selecting one developer over others and removing capacity that has been previously allocated based on the inactivity of the proponent, and a report on the impact of the certificate of operation by removing the northside.

Carried (3-2 Recorded Vote)

Recorded Vote:

Councillor Maitland – Yes

Mayor Cameron – Yes

Councillor Ireland – Yes

Councillor Gural – No

Deputy Mayor Barr – No

From: [Darlene Plumley](#)
To: [Julia McCaugherty-Jansman](#)
Subject: FW: uncommitted reserve capacity possible allocation R1
Date: Wednesday, February 19, 2025 2:36:34 PM
Attachments: [jp2gmailloqowhite_9be1b0eb-d544-4690-a5ef-768b4fe8f902.png](#)

From: Neil Caldwell <neil.caldwell@jp2g.com>
Sent: Wednesday, February 19, 2025 2:34 PM
To: Darlene Plumley <cao@merrickville-wolford.ca>
Cc: Forbes Symon <forbes.symon@jp2g.com>
Subject: uncommitted reserve capacity possible allocation R1

Good Afternoon Darlene,

Further to our discussion last week regarding the use of uncommitted reserve capacity for McLean's Landing Phase 2, we provide the following information for consideration.

- The current calculation for uncommitted reserve capacity (including the north side residents) is **41.81 m³**.
- The current draft plan for McLean's Landing Phase 2 includes 76 units comprised of 4 semi-detached, 67 townhouse units, and 1 single family.
- The calculated average daily flow for these units is **72.07 m³**. (See below)
- Allocating per a Phase A of 36 townhouse units and 4 semi-detached units would result in an average daily flow of **37.8 m³**. (See below) **This would allocate all the current uncommitted reserve capacity within a reasonable tolerance for changes to average daily flow at the sewage plant.**

If council decides to allocate capacity to McLean's Landing Phase 2 then we would recommend proceeding in a phased approach. Draft plan approval of a Phase A would provide the developer with the opportunity to move forward with development while the Village assesses the options to provide service to the north side of the Rideau and to other vacant lots. This will also allow time to gauge the impact of sewage flow from the units that are currently under construction, on the average daily flow at the sewage plant.

Please note that we continue to recommend that the Village move forward with an infrastructure master plan to determine how to service the current and 20-year population projection before re-allocating capacity, and to comply with the Municipal Class Environmental Assessment process.

We would also recommend that Council consider implementing a scoring system for development applications to aid in determining future capacity allocations.

| | | | | | | | | | |
|------------------------|-------------------------------|-------|--|------------|---------------------|-----------|------|-----|------------|
| | McLeans Landing Phase 2 | | | | | flow rate | | | |
| type | quantity | units | | population | total population | 350L/d | | | |
| townhouse | 15 | 67 | | 2.7 | 180.9 | 63.315 | | | |
| semi-detached | 4 | 8 | | 2.7 | 21.6 | 7.56 | | | |
| single | 1 | 1 | | 3.4 | 3.4 | 1.19 | | | |
| | | | | | | 72.065 | m3/d | | |
| Phase A (potential) | | | | | | | | | |
| | | | | | | | | 350 | L/d/person |
| type | quantity | units | | population | total population | 350L/d | | | |

| | | | | | | | | | |
|---------------|---|----|--|-----|------|-------|------|--|--|
| townhouse | 8 | 36 | | 2.7 | 97.2 | 34.02 | | | |
| semi-detached | 2 | 4 | | 2.7 | 10.8 | 3.78 | | | |
| single | 0 | 0 | | 3.4 | 0 | 0 | | | |
| | | | | | | 37.8 | m3/d | | |
| | | | | | | | | | |

Neil



Neil Caldwell P.Eng., PMP | Consulting Engineer
Corporate Services | Chief Executive Officer
Jp2g Consultants Inc.

1150 Morrison Drive, Suite 410, Ottawa | K2H 8S9, Ontario, Canada
e: neil.caldwell@jp2g.com | **w:** www.jp2g.com
m: 613-282-0283 | **p:** 613-828-7800

[CONFIDENTIALITY NOTICE](#)

Report to Council

Date: 4/28/2025
From: Julia McCaugherty-Jansman, Clerk
Re: Sewage Capacity Allocation Request – 114 Lewis Street West

RECOMMENDATION

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the report regarding the deferred item of sewage capacity allocation for 114 Lewis Street West;

AND FURTHER THAT Council does hereby support the proposal and allocation in principle, pending the zoning by-law amendment application to change the zoning on the property from R1 to R3.

BACKGROUND

At the September 9th, 2024 Regular Council Meeting, the Planning Report regarding the capacity allocation for the development proposal on 114 Lewis Street West was considered. The report is attached to this report as Schedule “A” for reference.

The following motions were the result of Council’s consideration on this matter:

Moved by Deputy Mayor Barr
Seconded by Councillor Gural

THAT the sewage capacity allocation request for 114 Lewis Street West development proposal be deferred until the final sewage capacity report from Jp2g Consultants comes to Council for consideration.

Carried.

Moved by Councillor Ireland
Seconded by Councillor Gural

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the Planning report from Senior Planner Forbes Symon regarding the sewage capacity allocation for the 114 Lewis Street West Development Proposal;

AND FURTHER THAT Council does hereby support the proposal and allocation in principle, pending the zoning by-law amendment application to change the zoning on the property from R1 to R3.

Tabled.

ANALYSIS

This recommendation motion has been in a state of deferral since September 9th, 2024 and still requires a final decision of Council to be made on it.

BUDGET/LEGAL IMPLICATIONS

None.

CONCLUSION

With movement now being made on decisions for capacity allocation, staff are requesting that a decision of Council be made on this recommendation report in order to inform the applicant on how to proceed with the development proposal.

ATTACHMENTS

Schedule “A” – Planning Report from September 9th Regular Council Meeting – 114 Lewis Street West Development Proposal

Submitted by:

Julia McCaugherty-Jansman, Clerk

Approved by:

Darlene Plumley, CAO

Jp2g No. 19-5031B

August 29, 2024

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

Attention: Darlene Plumley, CAO

Re: Sewage Capacity Allocation: 114 Lewis Street West Development Proposal

Dear Darlene:

We have calculated the average daily sewage flow for a proposed 6-plex at 114 Lewis St West, based on the current apartment unit split between one and two bedroom units (confirmed by applicant) and compared the results against the 2023 calculated flows.

| | Apartment Unit Type | | Commercial | Design Population (persons) |
|-------------------|--|--|------------|--------------------------------|
| | 1 Bedroom / Bachelor Apartment Units (1.4 persons per unit) Units | 2 Bedroom / Bachelor Apartment Units (2.1 persons per unit) 4 Units | (0 units) | |
| 114 Lewis St West | 2.8 | 8.4 | 0 | 11.2 |
| | Total Design Population | | | 11.2 |

The above allowances of 1.4 persons per 1-bedroom and 2.1 per 2-bedroom apartment, and 75L/d/person per City of Ottawa Sewer Design Guidelines.

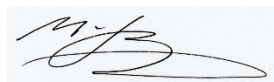
The average daily sewage flow is calculated as follows: for residential – 11.2 persons x 350 L/p/d x 1 m³/1000L = 3.92 m³/d. Total flow is 3.92 m³/d.

This vacant lot would have been allocated as 1 connection under the Village's historic committed capacity (for vacant infill lots and approved developments). The current 2023 calculated per connection flow is 1.34m³/day. Therefore, the additional requested capacity is 2.58m³/day.

The net difference of 2.58m³/d represents approximately 2 additional connections, for a total of 3 connections, which could be accommodated within the system design should Council wish to allocate additional sewer resources to this project. This is based on the per connection flow rate of 1.34 m³/connection/day calculated using the updated 5-year average daily flow between 2019 and 2023 of 531.4 m³/d.

Sincerely,

Jp2g Consultants Inc.
ENGINEERS • PLANNERS • PROJECT MANAGERS



Senior Planner

Cc Neil Caldwell, P.Eng. PMP, CEO

Report to Council

Date: 4/28/2025
From: Chad Kean, Manager of Public Works
Re: Departmental Activity Update

RECOMMENDATION

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the Departmental Activity Update as presented.

| Topic | Activity | Status | Involved |
|---|--|---------------------------------|--------------------|
| Public Works Operations | | | |
| Brushing and Ditching Tenders Awarded | Tenders posted on public platforms | Awarded as recommended | PW |
| GPS | Installation in PW Fleet, shape file integration, training | On-going in April | PW |
| New Plow Unit | Final Assembly and delivery expected end of April | April 2025 | PW |
| Fleet Maintenance | Various repairs and maintenance | On-going | PW |
| Sign Review | Fabrication and Delivery of New Street Signs | On-going throughout the Village | PW |
| | | | |
| Municipal Consents | Review and site and respond to designer / contractor | On-going as received | PW |
| Geotechnical Investigation | Geo / boreholes | On-going | PW |
| Review Construction Project for Wellington | Review and data collection | On-going | PW |
| Review Terms of Reference with consultant | Review ToR | On-going | PW |
| Public Works Road Tour with Council Members | Road Tour | April 17 | PW CAO Staff |
| Facilities | | | |

| | | | |
|--|--|---|-----------|
| Continued Cleaning | All facilities following events | On-Going | PW |
| Merrickville Community Centre | Design details of renovation project | On-going | PW |
| Staff | | | |
| Full Time Operator / Grader | PW Operator / Grader Operator | Reviewing applicants | PW |
| Summer Student | Posted, closed, and selected | 1 new student to start beginning of May | PW |
| Water and Sewer | | | |
| Capital and Maintenance Work at the Water and Wastewater plant | Review proposed work and costs | On-Going | PW |
| CCTV of Sanitary and Storm | Commenced April 22 | On-Going and information being compiled | PW |
| Master Plan for Infrastructure Work | Working with consultants for MP and Work Schedules | On-Going | PW |
| Portable AODA Public Washroom | Meetings on site and research costs for install and cleaning | On-Going | PW CAO |

Submitted by:

Chad Kean, Manager of Public Works

Approved by:

Darlene Plumley, CAO

Date: April 28, 2025
 From: Fire Chief/By-law Enforcement Officer Cole
 Re: Activity Update

Recommendation:

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the Departmental Activity Update as presented.

| Activity | Action Taken | Status |
|--|---|-----------------------------------|
| Fire | | |
| Fire Officer Development | Scheduled | June 2025 |
| Firefighter Instructor Course | 2 members | ongoing |
| Fire Fighter 2 training | Seven members to write certification exam | April 26, 2025 |
| Fire Fighter 1 certifications | 2 members | April 2025 |
| 35 fire calls to date | Jan – 1 alarm 1 gas leak 3 medical 2 MVA 2 fire drills Feb – 7 alarm 2 medical 2 MVA 1 rescue 1 public hazard(gas leak) 1 train blocking tracks Mar – 2 alarm 4 medical 1 MVA 1 fire drill 2 public service 1 structure Apr - MVA | |
| 250 Burn permits issued to date | | ongoing |
| Fire Games 2025 | Association attended games meeting in Almonte | Final stages of implementation |
| Fire Games fundraiser March 22 At Community Center | Successful event | Approximately 175 people attended |

| | | |
|--|--|---|
| Hazardous Materials Certifications | 2 members training | To be complete in June |
| M&L Supply compressor testing | Annual machine testing | complete |
| M&L Supply performed FIT testing | All members equipment tested | complete |
| Fire Drill at Roses Bridge LTC | | complete |
| Preparing for 2026 training deadline | All members | ongoing |
| \$400 grant from Ministry of the Solicitor General -Fire Protection (additional funding) | Cancer prevention measures | Purchased PPE for all members |
| Implemented SOG for procedures with Aerial ladder training | Distributed to members | Complete |
| Chief attended Q2 Chief Officer | | complete |
| Fire fighter Food Drive- County wide | Campaign complete | \$5600 in cash donations Over 3000 lbs of food |
| | | |
| Chief & CAO met with EMS | To determine if housing an ambulance would be viable | ongoing |
| Created a Firefighter newsletter for members | To improve communication | monthly |
| Attended Roses Bridge and Hilltop Manor to ensure sprinkler system compliance | Working with owners and staff | ongoing |
| Fire Fighter Recruitment Program | Organize open house for applicants | 5 applications received to date |
| Maintaining website and Facebook with relevant safety posts | Daily information | ongoing |
| Participated in walk though with 4S Consulting to determine platform for Health & Safety | Planning stages | ongoing |
| Prepared & Submitted Fire Prevention & Public Education Grant | \$1000 for public education | complete |
| Prepared & Submitted Application to become Canadian Red Cross Training Partner | Application submitted | Awaiting approval |
| Emergency Management Committee | Action Items | Complete from Q1 |

| | | |
|---|---|---|
| Completed Records Mgmt with Consultant | Fire records organized | Complete |
| Met with PSTrax for fleet inventory control | To gather information | ongoing |
| High volume received and bedded | | complete |
| | | |
| By-law | | |
| ARIS – MTO Agreement for issuing parking fines | Require AMPS bylaw for parking | ongoing |
| Working with Clerk on parking bylaw | Require new wording | ongoing |
| 2 Open Investigations | ongoing | By-law and fire |
| Issued 2 Non-Compliance letters | ongoing | By-law |
| Created new By-Law Enforcement tab on Website | Launched | ongoing |
| Maintaining Website and Facebook with safety messages | Daily | ongoing |
| By-Law Officer met with Sargent from the OPP | To discuss joint efforts | ongoing |
| Completed Records Mgmt with Consultant | ByLaw records organized | Complete |
| Parking infractions to date | February – 7 tickets issued March – 10 tickets issued April – 1 ticket issued | February – 7 tickets paid March – 7 tickets paid April – not yet paid |

Date: April 28, 2025
 From: CAO Plumley
 Re: Administration and Finance Activity Update

Recommendation:

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the Departmental Activity Update as presented.

| | | | |
|--|---|--|-------------------------------------|
| | | | |
| Annual Repayment Limit Cost of Borrowing | Explanatory Document | May 12, 2025 | Finance |
| Year End Audit | April 22 - 25 | Report Summer 2025 | Finance |
| Water/Wastewater Master Plan | Jp2g | May 2025 | CAO PW JP2G |
| Review of Community Grants Policy | ongoing | | CAO |
| Community Coalition | Limited Interest expressed | | CAO |
| Economic Development Coalition | | | |
| Contacted North Grenville re. bus stop/associated costs | Brief discussion April 9, Hillary Geneau | Further follow up required | CAO |
| Disposition of Property By-law and Policy | Under review | May 12, 2025 | Clerk |
| Municipal By-law Review/Updates | ongoing | | Clerk/CAO |
| Property Standards By-law | deferred | | Clerk |
| Revised Committee Mandates | ongoing | Staff to evaluate interest of members and track afternoon or evening availability | Clerk |
| Canada Day Ad Hoc Committee | Worksheet | attached | CAO/Clerk |
| Town Hall Meeting Format | Being developed | 2025 | CAO |
| Development Charges Study | Draft document to be presented | May 12, 2025 | Treasurer Watson & Associates |
| Water Rate Study | Draft document to be presented | May 12, 2025 | Treasurer Watson & Associates |

| | | | |
|--|--|---|-------------------------------|
| Financial Strategy Asset Management | Draft document presented | June 9, 2025 | Treasurer Watson & Associates |
| Financial Software Integration | Ongoing | Spring 2025 | Treasurer |
| Records Retention Program | Ongoing | 2025 | All staff |
| Draft Zoning By-law | Public Meeting revised final draft final version | May 26, 2025 5:00 pm June 9, CoW June 23, Council | Council Planning |
| Smiths Falls Youth Arena Facility Study Proposal | Pending summary draft from Smiths Falls | Will be circulated upon receipt | CAO |
| Accessible Washroom | Requested follow up | attached | CAO/PWM |
| Strategic Planning Phase Two | Ongoing discussion N.G. Bellchamber | Proposed meeting upon receipt of financial strategy document from Watson and Associates | CAO |

Village of Merrickville Wolford

317 Brock Street W PO Box 340
Merrickville, ON K0G 1N0
T: 613-269-4791
W: Merrickville-wolford.ca

Re: Accessible Washroom in the Village of Merrickville-Wolford

The Committee of the Whole of the Corporation of the Village of Merrickville-Wolford, at its meeting on April 14, 2025, passed the following motion regarding the proposed accessible washroom in the Village of Merrickville-Wolford:

Moved by: Mayor Cameron

Seconded by: Councillor Maitland

THAT the Committee of the Whole receive the report outlining the proposed Memorandum of Understanding with Community Partners with regard to the installation of an Accessible Public Washroom at 112 Wellington St.;

AND FURTHER THAT Committee direct Staff to proceed with gathering the information necessary to secure the documents required to move forward with the initiative;

AND FURTHER THAT Committee direct staff to bring a confirmatory report to be provided at the April 28, 2025, Regular Council Meeting.

Carried.

Report to Committee of the Whole

Date: 4/14/2025

From: Darlene Plumley, CAO

Re: Accessible Public Washroom in the Village of Merrickville-Wolford

RECOMMENDATION

THAT the Committee of the Whole receive the report outlining the proposed Memorandum of Understanding with Community Partners with regard to the installation of an Accessible Public Washroom at 112 Wellington St.;

AND FURTHER THAT Committee direct Staff proceed with gathering the information necessary to secure the documents required to move forward with the initiative;

AND FURTHER THAT Committee direct staff to bring a confirmatory report to be provided at the April 28, 2025, Regular Council Meeting.

BACKGROUND

The need for an Accessible Public Washroom in close proximity to the downtown core has long since been on the mind of both residents and business owners for the reasons listed below.

- The Village of Merrickville-Wolford is “The Jewel of the Rideau” and a destination for many tourists.
- Community Events for local residents would be better served by the accessible public washroom.
- To enhance our reputation by ensuring a welcoming environment, having a compliant accessible structure is extremely important.
- To meet the needs and requirements outlined by the Accessibility for Ontarians with Disabilities Act “AODA” whose primary goal is to ensure that people with disabilities are given equal opportunities to participate in everyday life.

Support for this initiative is identified in the documents identified below.

Merrickville-Wolford Priority Setting Exercise 2024.

Business Retention and Expansion Report completed in October of 2019.

Merrickville-Wolford Strategic Plan 2017 – 2025.

ANALYSIS

| Village of Merrickville-Wolford Municipal Accessible Washroom Facility | | | | |
|---|---|---|--|--|
| Issue | Action | Option | Result | Community Impact |
| Estimated Cost of Unit \$55,000 Contributors: Fund raising event Main St. Family Restaurant Matched by Chamber of Commerce | RFQ process | Public Works | Memorandum of Understanding M-W Chamber of Commerce Main St. Family Restaurant <i>Village of M-W</i> | Donation - Further Community fundraising, subject to an approved MOU" |
| Available Municipal Property | 112 Wellington St. | Determine placement on site. Seeking assistance from CBO | Allocation of an accessible parking space as near to the site as possible | Ensure appearance is in keeping with the ambiance of the downtown core |
| Cost for hook up and ongoing Provision of Water and Sewer | Economic Initiative Budget Request estimate for OCWA | Track usage Hydro Water Sewer Finance Dept. Porta-Potty on Wellington St. no longer required. (\$2,500) | Costs associated with water/sewer would be tracked annually and offset through a contribution from the economic development component of the Municipal Budget. | The impact of any additional water and sewer usage will not result in an increase in the bimonthly water/sewer billing to residents. |
| Ongoing maintenance | Schedule municipal staff for weekday cleaning | Propose for 2026 - a part time employee as a " <i>Weekend Community</i> | 2025 may be determined through a scheduled weekend | The value of a clean, accessible washroom is a direct |

| | | | | |
|------------------------|--|---|---|--|
| | 2025 dependent on assistance, possibly utilize Summer students from Block House. | <i>Ambassador</i> to monitor and maintain. | shared responsibility of stakeholders. | benefit to the stakeholders who have shown support for the project. |
| Loss of Parking Spaces | To accommodate the unit, it is estimated that two spaces will be lost | The porta-potty unit across the St. will no longer be required. | There will now be a designated accessible parking spot. | A review of how to best accommodate parking for businesses may be a topic for the Economic Development Coalition to discuss. |

BUDGET/LEGAL IMPLICATIONS

The 2025 Municipal Budget included a line item for Economic Development Initiatives in the amount of \$15,000. Although the cost for hook up and initial meter set up has not yet been received, it is anticipated to fall well within that threshold.

The purchase of the Unit would be accommodated by Community Partners through the terms outlined in the Memorandum of Understanding.

ATTACHMENTS

1. Memorandum of Understanding
2. Estimate received
3. Photos Exterior & Interior
4. ADOA Compliance layout
5. Photo Current facility/Photo Proposed location
6. Initial request for OCWA estimate
7. Community Support Summary received by email.

Submitted by:

Darlene Plumley, CAO

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding ("MOU") is made and entered into as of the date of the last signature below, by and between:

Party 1: Mainstreet Family Restaurant and the Merrickville-Wolford and District Chamber of Commerce (hereinafter referred to as "Party one"); and

Party 2: The Municipality of Merrickville-Wolford (hereinafter referred to as "Party two").

WHEREAS:

1. Party one has raised funds to contribute towards the purchase of a modular accessible washroom for public use to be located in the downtown core area of Merrickville-Wolford.
2. Party two, as the governing municipal authority, has the capacity to acquire, install, and maintain said washroom for the benefit of the public.
3. Party one is committed to securing the remaining balance of funds required to complete the purchase of the modular accessible washroom, contingent upon Party two's commitment to proceed with the project.

NOW, THEREFORE, the parties agree as follows:

1. **Commitment from the Municipality:** Party two agrees to formally commit to acquiring, installing, and maintaining the modular accessible washroom for public use.
2. **Funding Contribution:** Party one will contribute the funds, in excess of \$22,000, already raised towards the purchase of the washroom.
3. **Additional Fundraising:** Upon receiving a commitment from Party 2 to move forward with the project, Party one will seek to obtain funds up to the amount of \$60,000, an amount based on budgetary quotes received thus far, deemed sufficient for the purchase of a single occupant accessible washroom.
4. **Installation and Maintenance:** Party two shall oversee the acquisition, installation, and ongoing maintenance of the washroom to ensure its accessibility and functionality for public use.
5. **Collaboration and Communication:** Both parties agree to collaborate and communicate regularly to ensure the successful completion and implementation of the project.

TERM & TERMINATION:

This MOU shall become effective upon execution by both parties and shall remain in effect until the washroom is acquired, installed, and operational, unless terminated earlier by mutual agreement in writing.

GENERAL PROVISIONS:

- This MOU is a statement of mutual intentions and does not create any legally binding obligations between the parties.
- Any modifications to this MOU must be made in writing and signed by both parties.
- This MOU shall be governed by the laws of the Province of Ontario.

IN WITNESS WHEREOF, the undersigned have executed this Memorandum of Understanding as of the dates indicated below.

Mainstreet Family Restaurant

By: _____

Name: _____

Title: _____

Date: _____

Merrickville-Wolford and District Chamber of Commerce

By: _____

Name: _____

Title: _____

Date: _____

Municipality of Merrickville-Wolford

By: _____

Name: _____

Title: _____

Date: _____

The Trailer Factory
727196685
www.thetrailerfactory.ca
sales@thetrailerfactory.ca
519-228-8348

69613 Airport Line
Huron Park, Ontario N0M 1Y0
Canada



TRAILER FACTORY - ADA SKID
0340
Canada
andy@orrcompanyinc.com

| | |
|--------------|---------------|
| Quote Number | QU1371 |
| Quote Date | 01-Jan-2024 |
| Total | 55,144.00 CAD |

| Item | Description | Unit Cost | Quantity | Line Total |
|------|-------------|-----------|----------|------------|
|------|-------------|-----------|----------|------------|

| Item | Description | Unit Cost | Quantity | Line Total |
|----------------------|--|---------------|----------|---------------|
| | <ul style="list-style-type: none"> • EXTERIOR: • ALUMINUM 8 ft 3 inch by 10 ft ft by 84" (interior height) • Dimensions may vary slightly • Floorplan drawings will be provided • 1x1.5 tube walls and cross members • 1x1 arched roof bows • All will be welded to the lower frame • 1 room plus mechanical room • One piece rubber membrane ceiling over ½" plywood on the curved roof trusses • 34" x 79" aluminum entry door with lockset – 1 of • INWARD swinging with aluminum frame • Door lever hand set – brushed aluminum • Heavy duty door closer • Drip rail installed above door • One additional door in the Service Room • 2 of 6" x 40" Aluminum tinted windows with screen • .030 seamless aluminum exterior cladding – Colour is WHITE • Screw-less install for smooth look • Water-tight exterior • 1 of exterior LED porch lights • 20 AMP, 240V Twist lock – inlet power • Powers heaters, water heater and lights • Service closet will have a light and 1000W heater | | | |
| ACCESSIBLE SKID UNIT | <ul style="list-style-type: none"> • With thermostat • Heaters in main room will be 1 of 1000W wall mounted with trim rings • With thermostat • 2.5 Gallon electric 1440W water heater • Lower skid/frame was spray foamed • INTERIOR: • PVC GREY TREADPLATE style pattern flooring installed on top of aluminum plate floor • Porcelain AODA wall mounted sink • AODA levered faucet • Soap dispenser - wall mounted • Interior wall treatment is Fiberglass Reinforced panels – white • 1.5" insulation – R7.5 • Interior lighting is LED dome lights– 4 of • Mirror, wall mounted (tilted) – 1 of • Stainless steel or brushed aluminum paper towel holder and toilet paper holder • 1 of MANSFIELD ADA toilet - 1 HP macerator • Commercial toilet • Coat hooks included in each unit • AODA grab bars, hand holds etc as required | 36,500.00 CAD | 1 | 36,500.00 CAD |

| Item | Description | Unit Cost | Quantity | Line Total |
|----------------|--|--------------|----------|--------------|
| AODA kit | <ul style="list-style-type: none"> HU-LP-8-PUSH-39 - HUNTER LOW PROFILE OPERATOR – “Automatic Door Opener” WEC10K2 - CAMDEN EMERGENCY CALL KIT - “Emergency Call Button with Exterior Light and Siren” CD-WC13AXSM - CAMDEN BARRIER FREE WASHROOM KIT – “Illuminated Push Button Control Kit – Exterior: ‘Push to Open’ - Interior: ‘Push to Open/Push to Lock’ | 5,500.00 CAD | 1 | 5,500.00 CAD |
| Accessories | <ul style="list-style-type: none"> Customer will install all accessories themselves (toilet paper holder, soap dispenser and paper towel dispenser) | 0 CAD | 1 | 0 CAD |
| RAMP | <ul style="list-style-type: none"> AODA ramp attachment Aluminum built Clip in hand rails 6 ft in length (threshold height in unit is 6”) Grip step material installed on top panel | 4,950.00 CAD | 1 | 4,950.00 CAD |
| AIRCONDITIONER | <ul style="list-style-type: none"> Install a Dometic 11,000 BTU airconditioner roof top mounted | 1,850.00 CAD | 1 | 1,850.00 CAD |
| Certification | <ul style="list-style-type: none"> Unit will come with ESA approval and SN tag UNIT weight will be provided prior to completion - estimate 2900 pounds | 0 CAD | 1 | 0 CAD |

Quote Terms:

50% Deposit required, remaining payable upon delivery. Deposits are non-refundable on any cancellations. This constitutes a contract that the order has been placed.

Credit card transactions subject to 2% surcharge

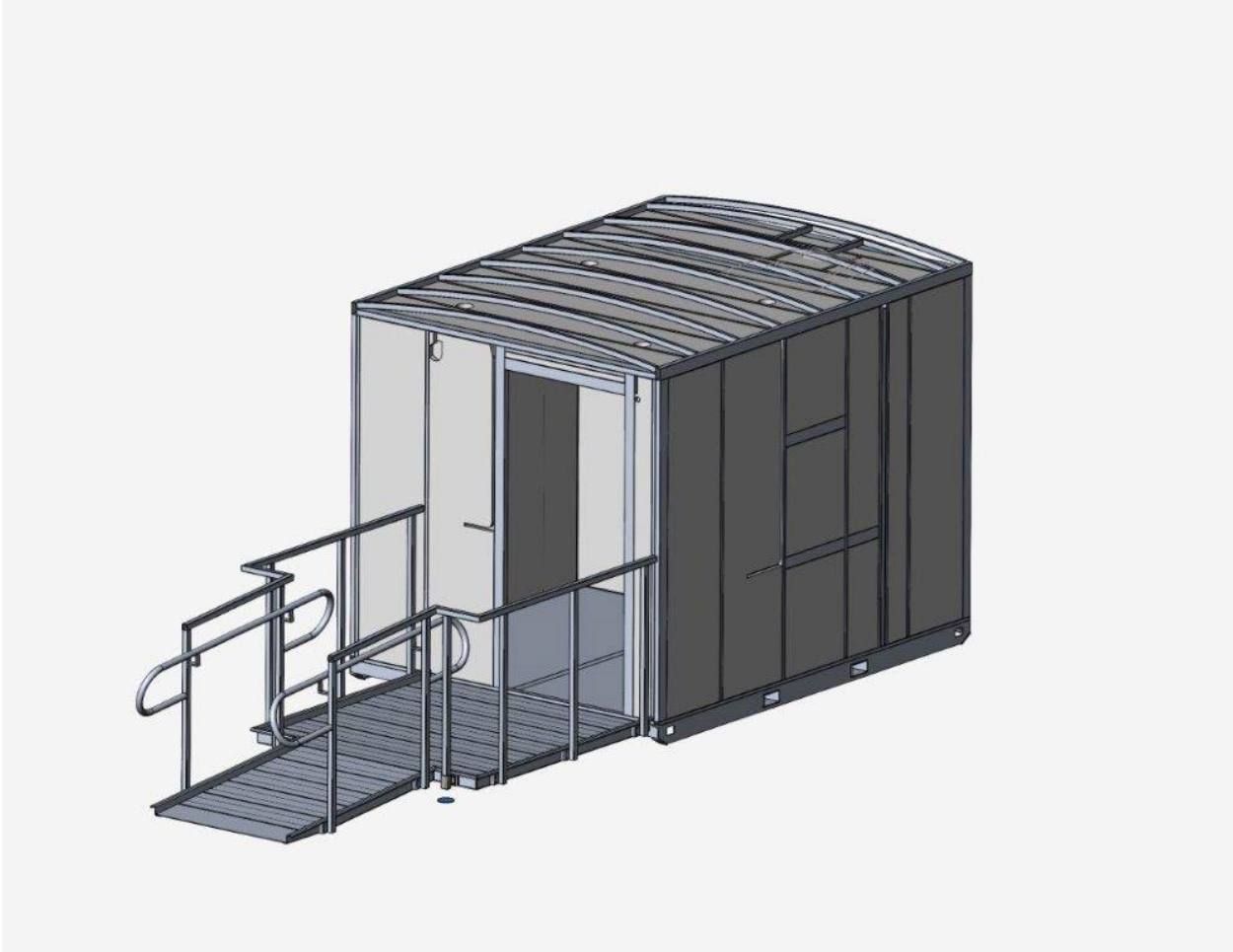
Re-torque wheels to 100 ft/lbs at 100km

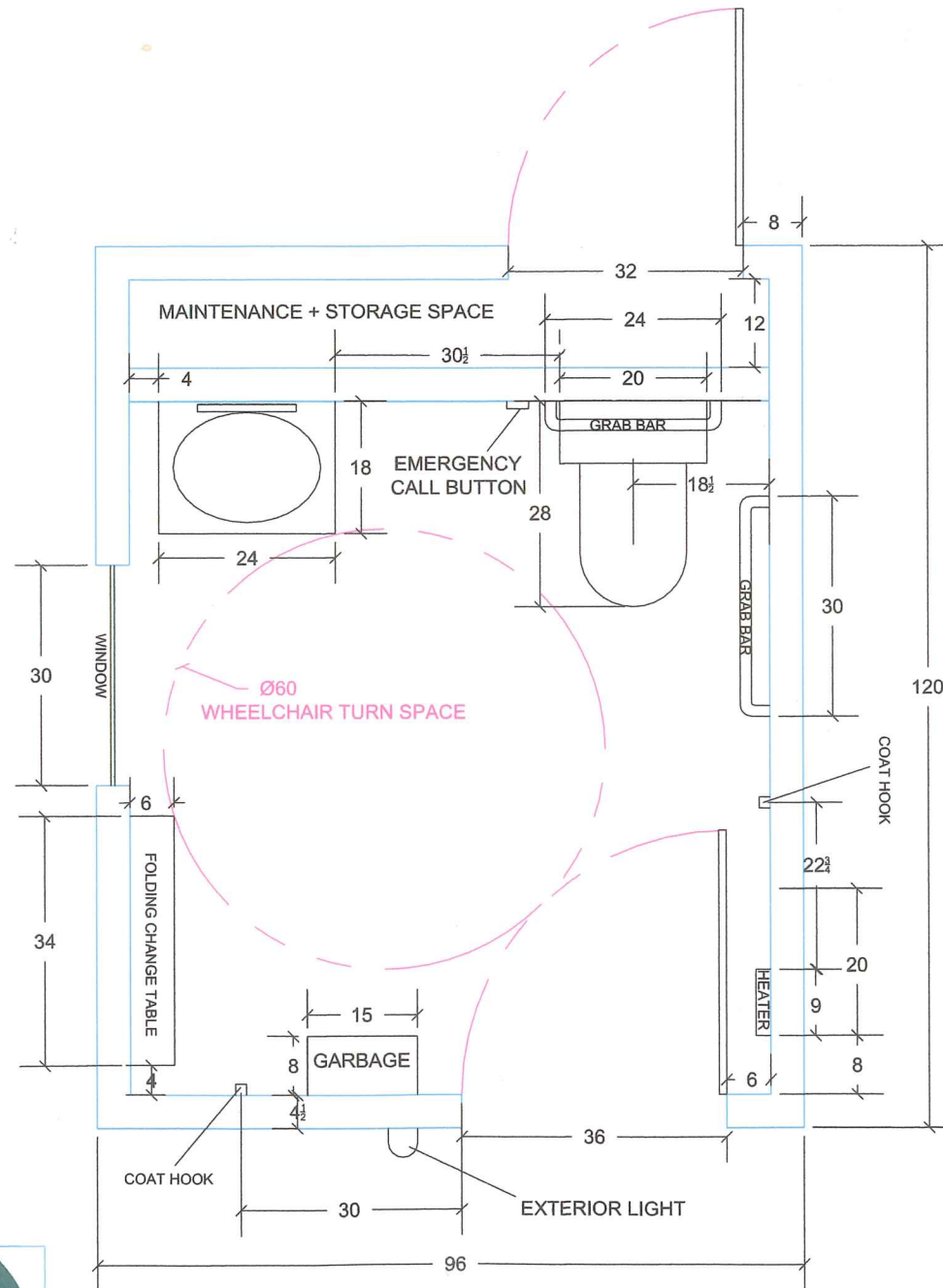
Thank you for your business

| | |
|--------------|---------------|
| Net | 48,800.00 CAD |
| Subtotal | 48,800.00 CAD |
| HST 13% | 6,344.00 CAD |
| Total | 55,144.00 CAD |
| Paid to Date | 0.00 CAD |









AODA WASHROOM

TOP VIEW

355

REV

2

JUL/15/21

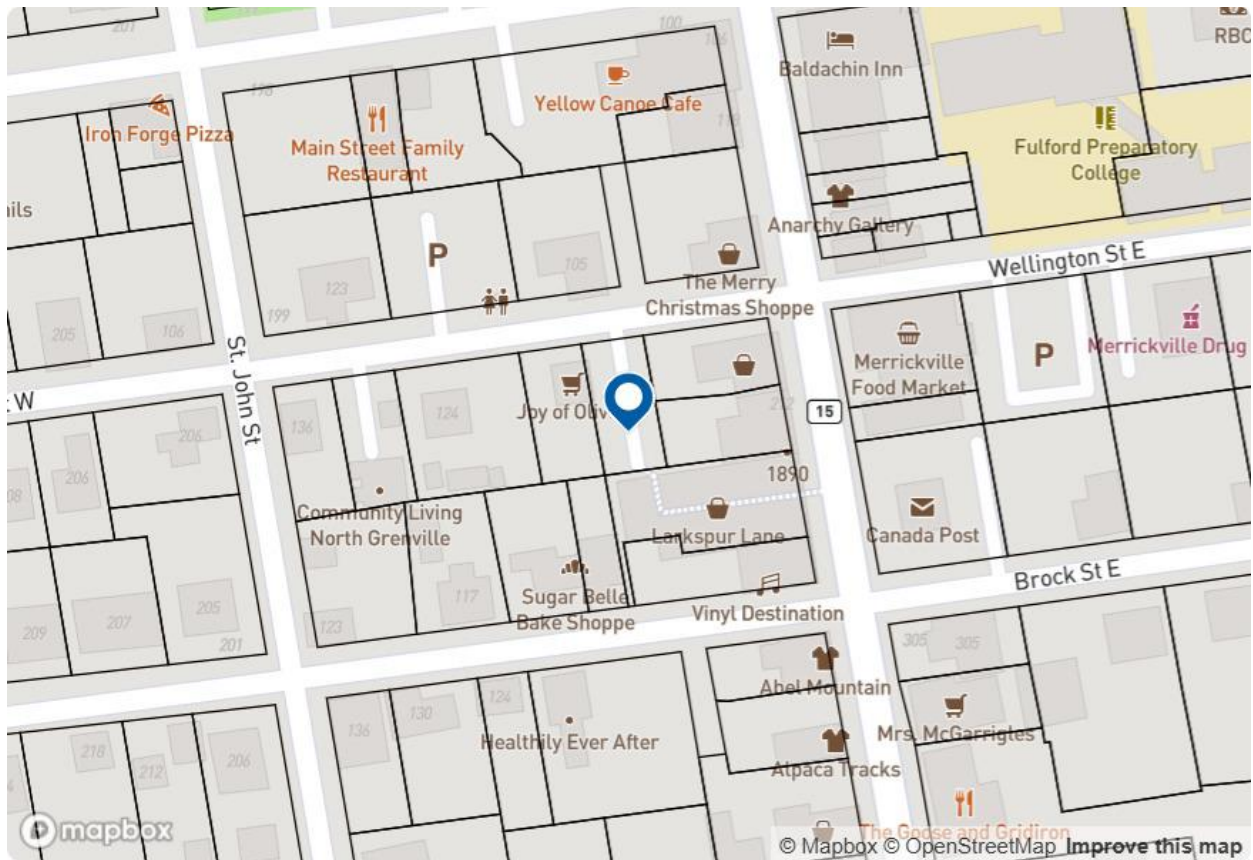
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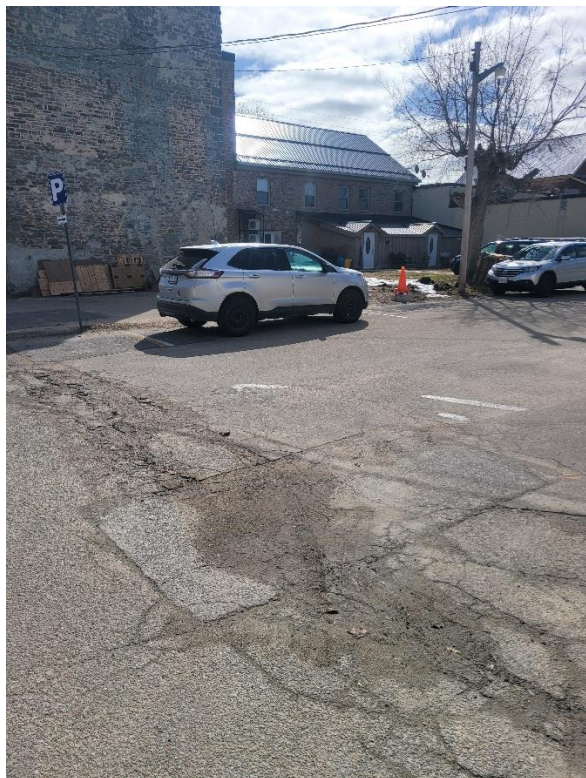
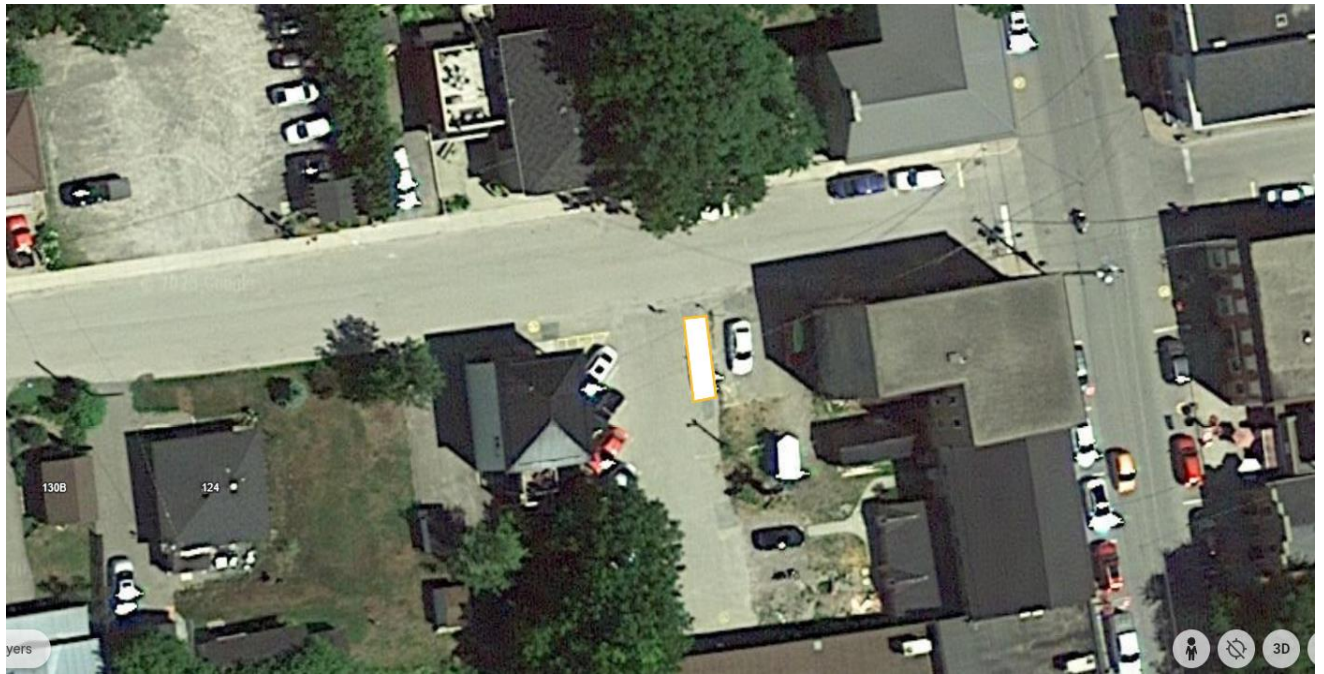
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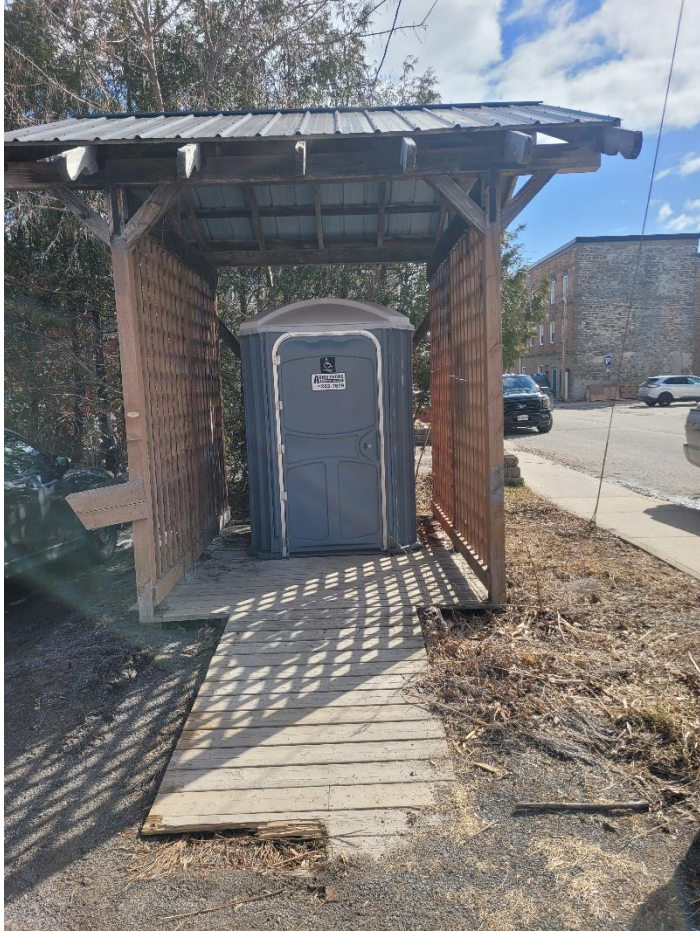
CUT

DONE









Darlene Plumley

From: Mark Lauzon <MLauzon@ocwa.com>
Sent: Thursday, April 3, 2025 9:51 AM
To: Darlene Plumley
Subject: RE: portable washroom

Hi Darlene

We can request a quote from a contractor, but the contractor would require a site plan and what type of water main and sewer pipe we are possibly hooking into. The distance from the water service would be the most important factor. The size of the trench and bringing the parking lot back to a paved surface would constitute the majority of the funds. Engineers have a formula for replacing watermain/ services. I believe it is around \$350-\$450 per foot or \$1000 per meter. Neil may have a quicker answer. If you can forward the site plan, we will reach out to contractors for a more accurate quote.

If you have any questions, feel free to contact me.

Mark Lauzon

Senior Operations Manager
Seaway Valley Cluster
675 Corrine St.
PO Box. 2075
Prescott On.
Cell: 613-223-8678
mlauzon@ocwa.com

From: Darlene Plumley <cao@merrickville-wolford.ca>
Sent: April-02-25 3:58 PM
To: Mark Lauzon <MLauzon@ocwa.com>
Subject: FW: portable washroom

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Mark, the village is considering installing one of these units in a parking lot, what would it cost to have it hooked into the system?

Darlene

From: Darlene Plumley
Sent: Monday, March 31, 2025 2:18 PM
To: Chad Kean - Public Works Department <publicworks@Merrickville-wolford.ca>
Subject: FW: portable washroom

| | In Support | Requested Clarification |
|----|-------------------------------|--------------------------------|
| 1 | Sarah Telford | Robbie Giles |
| 2 | Mike Velables | Robert Foster |
| 3 | Terry Gilhen | |
| 4 | Gary Decatur | |
| 5 | Sandy and Denis Ochoski | |
| 6 | Graeme Bonham-Carter | |
| 7 | Mathew Daniel | |
| 8 | Paul Cormier | |
| 9 | Mandy Gille | |
| 10 | Chris Chinkiwsky | |
| 11 | Mark Scullino | |
| 12 | Denis Faulkner | |
| 13 | Tammy and Alessandro Giuliani | |
| 14 | Terry Bartlett | |
| 15 | Patrick Dawson | |
| 16 | Janet Lamoureux | |
| 17 | Catherine and Jeff Swan | |
| 18 | Carol Mahoney | |
| 19 | Gary Viola | |
| 20 | Pam Marriott | |
| 21 | Jim Luty | |
| 22 | Robyn Eagle | |
| 23 | Wendy Weglo | |
| 24 | Yves Grandmaitre | |
| 25 | Suzanne and Peter Murphy | |
| 26 | Terri Graham | |
| 27 | Vicki Graham | |
| 28 | Charles Merredew | |
| 29 | Paul Marriott | |
| 30 | Michele Philip | |
| 31 | Suzanne Friedrich | |
| 32 | Lynn Barr-Tedford | |
| 33 | Jill Finbow | |
| | | |

We believe Merrickville is a tourist destination and is stronger financially and better overall when we embrace initiatives that support tourism.

I think a public washroom would be a boon for our village. Last year's garage day we let a stranger into our house to use the washroom, on Main St. E. She was older and clearly needed to use one quickly. If we had public washrooms people would stay and visit Merrickville longer and that means there would be a stronger chance of them visiting and purchasing from more of our local businesses.

The Village of Merrickville lacks a suitable accessible public washroom for visitors and tourists. Currently, all we have to offer is a plastic porta potty located behind the vet, in the parking lot.

After six years of offering our washroom to visitors to the village, Stella Luna Gelato had to enforce a "customers only" washroom policy last summer, as the cost of water, paper towel and soap was more than our budget could handle given the number of people entering for the sole purpose of needing to use the washroom. The village map loosely indicates a public washroom at the Blockhouse, however, the manner in which the map indicates its location seems to generate some confusion - as a result, we get a steady stream of visitors walking around the back of the property and through the shop looking for the public washroom. We occasionally find people relieving themselves behind our shed.

It's my understanding that after a fundraiser held at Mainstreet Family Restaurant, over \$21K in funds were raised thanks to the generous businesses and residents of our Municipality and beyond. The unit being considered is compact, has all the amenities, energy efficient with water saving features. Monies saved from the removal of the rental porta potty would be used towards operational costs for the new washroom.

A public washroom **is a necessity** for economic development and to support our residents and business community.

We look forward to the Village's cooperation.

I am writing to express my support for the installation of an accessible washroom in the village of Merrickville.

If we, as a village, are to entertain (feed and provide beverages for) visitors and residents alike it is only reasonable that we also provide washroom facilities for their use. Portable washrooms are insufficient in terms of accessibility and comfort/safety during the winter season and during heat waves.

This much-needed basic amenity will provide positive benefit to the village and its many visitors and residents.

I've lived in Merrickville-Wolford for 10 years and I've seen this issue come and go with various proposals but no resolution. In my opinion it's essential to have a public washroom available in the village. I don't visit the village often myself, but on a number of occasions when I have, I've been approached by a visitor to the village asking for such facilities. It's embarrassing to have to tell them there's a porta potty behind the vet, especially when these visitors are bringing much needed dollars to our merchants. So yes, I fully support the idea of a proper, permanent washroom facility. I understand that there are initial and on-going expenses to consider; however, I believe this is a no-brainer and that the benefits to the community outweigh the costs.

My name is Lynn Barr-Telford. I have lived in Merrickville-Wolford for about 50 years and the village is our family home. I have always enjoyed being a part of the community. My daughter, Sarah, requires the use of a wheelchair. With this, we experience challenges with accessibility on a daily basis. The village of Merrickville-Wolford presents a number of challenges that limit our ability to fully engage in our community including, for example, a lack of accessible parking spaces; inaccessible buildings, stores and restaurants; and the lack of a fully accessible public washroom.

I applaud and support the current efforts to provide an accessible public washroom in the downtown core as a move forward towards a more accessible Merrickville-Wolford. Features like an actuator on the door and a threshold-less entry would allow people with mobility disabilities to be more independent while exploring the downtown area. This washroom would be an asset to the community. A strong community is one with thriving businesses, community groups, and opportunities for all to engage in our beautiful village.

Our community has a long way to go when it comes to accessibility. But each effort we make takes us in a direction towards a more inclusive experience for visitors, residents and for contractors who work within the village. Thank you for your support of this initiative.

I fully support the proposal to build a public washroom in the village.

Long overdue and badly needed.

It is clear from the fundraising success for this proposal that there is a great deal of support from the community.

This is to support the municipality in providing a public restroom in the downtown area of Merrickville. Though we reside in an adjoining township, we often “market” Merrickville to whomever comes to visit our farm. We also collect our mail at the Merrickville Post Office and make use of the Drug Mart, the grocery store, Mrs. McGarrigle’s and several other of the great businesses downtown. We believe that the availability of a public washroom in the downtown will pay for itself in tourist and visitor appreciation dollars. You only have to drive down our road to Merrickville during tourist season to understand why it is important for visitors to have the proper amenities, so that they will stay in town longer and invest more in the local economy.

I wish to add my support for a public, accessible washroom as proposed by the Chamber of Commerce. To me, it is a constant source of embarrassment to send visitors to the non-accessible port-a-potty as it does not reflect well on the village.

I fully support the proposal for a new public washroom to replace the current port-a-potty. With a high volume of tourists coming to our beautiful village every year, another option that is disability accessible presents an all welcoming destination.

Before addressing the latest “accessible bathroom initiative”

I wish I knew/I need to know?

- What is driving the latest request?
- Where are the records of the past 10 years of discussions and decisions related to this topic?
- What comparator municipalities have we contacted to explore their solutions?
- Have we reached out to AMO, ROMA or FCM to seek possible solutions?
- Given the inaccessibility of Merrickville shops and sidewalks – who and how many people are we trying to serve?
- Is there an intent by the Municipality and the Chamber to plan for Seniors and those with disabilities who visit and live here?
- Is the placement of public washrooms part of an infrastructure plan?
- Are the washrooms at the Community Centre, Rink, Depot, and Porta potty beside our Veterinarian Services not sufficient? If they are inadequate – Why?
- What is meant by accessible in the latest initiative? (close to Main and St. Lawrence? OR accessible to those with a wide range of disabilities?)
- Is signage and promotion of the location of existing facilities sufficient? If not – who is responsible?
- Is maintenance and ongoing supervision adequate? If not – why not?
- Are hours of availability adequate? If not – why not?

Once these questions and others have been openly discussed and considered, possible alternatives to the existing facility offerings can be examined.

Will the municipality be paying the sewer and water costs for a public washroom and will it be at commercial or residential rates.

In the past some councils have considered sewer and water to be an in-kind service the municipality can give away.

I would like to see this project equipped with its own water meter so that the expenses can be borne by the project and its sponsors rather than by the families that pay for the sewage treatment plant.

To whom it may concern,

My name is Sarah Telford. I was born and raised in Merrickville - it is my home. Unfortunately, due to complications with childhood cancer treatment, I now require use of a wheelchair. As a person with lived experience, I have put my condition to use by advocating for accessibility. I am a member of the accessibility committee at the Children's Hospital of Eastern Ontario, am chair of the Merrickville Lions Club Accessibility Committee as well as have spoken at conferences and meeting about accessibility. I have seen many projects through that have benefitted their communities by providing access to those with mobility impairments.

Given my disability, I have not been able to fully interact with my community. Unfortunately, as a historic village, there are challenges in addressing accessibility needs. However, there are also opportunities to do so and now more than ever it is important to shop and support local businesses. One of the opportunities is to have a fully accessible bathroom in the downtown area.

I am writing this letter to show my support for the proposed project for an accessible washroom in the downtown core. This is a positive move forward towards greater accessibility for visitors, residents and contractors/workers within the village.

Thank you for supporting this initiative as we work to improve accessibility in our village.

Thank you,
Sarah Telford

| Accessible Washroom Wellington St. <u>Estimated</u> expenses | | |
|--|----------|----------|
| Cost of Hookup (initial one-time cost) | TBD | |
| <i>Water/Sewer consumption annual operation</i> | \$3,000 | |
| Cleaning expense/supplies/labour 2025 potential annual cost (P.W. employee/A&B Cleaning) | \$10,000 | |
| Hydro hookup (one-time cost) | \$5,000 | |
| <i>Heat and hydro annual operation</i> | \$3,000 | |
| Building Permit | - | |
| Delivery of Unit | \$1,500 | |
| | | |
| Funding Availability 2025 Budget line item | | |
| Accessibility (\$5,000 operating/\$10,000 capital) | | \$15,000 |
| Economic Development (capital) | | \$10,000 |

| | | |
|--|----------|--|
| Existing cost allocations in the 2025 Budget | | |
| Current downtown toilet rental budget (*would not be required) | *\$2,500 | |
| Merrickville washroom utilities (rink) | \$6,600 | |
| | | |
| | | |

Detailed Scope of Work:

1. **1. Permitting and Approvals:**

- Obtaining necessary permits and approvals from the municipality for the installation.
- Coordinating with the municipality's engineering department for review of plans and specifications. Engineer Costs for Plan and Drawings.
- Town to Provide Costs

2. **2. Site Preparation:**

- Marking the location of the water and sewer services.
- Locates Performed by OCWA & ONE-CALL.
- Ensuring the site is clear of any obstacles or obstructions.
- Protecting existing utilities during excavation, like gas, electrical, and telephone lines.
- Contractor to Provide Costs.

3. **3. Excavation and Trenching:**

- Excavating trenches to the specified depth and width for the water and sewer pipes.
- Backfilling the trenches with appropriate materials and compacting them according to the municipality's standards.
- Ensuring adequate cover for the pipes to prevent damage from traffic or other activities.
- Contractor to Provide Costs.

4. **4. Pipe Installation:**

- Installing the water service pipe, including the main line from the street to the property and the service line to the meter.
- Installing the sanitary sewer pipe, connecting it to the existing municipal sewer line.
- Ensuring pipes are properly bedded and protected from damage.
- Using approved materials and following manufacturer's instructions.
- Contractor to Provide Costs.

5. **5. Connections to Existing Infrastructure:**

- Connecting the new water and sewer services to the existing municipal infrastructure.
- Making all necessary connections watertight and ensuring proper sealing.

- Contractor to Provide Costs
- Cost to hire Plumber to complete Hook ups in Trailer.

6. **6. Testing and Inspections:**

- Testing the water and sewer lines for leaks and ensuring they meet the municipality's standards.
- Scheduling and passing required inspections from the municipality's inspectors.
- Town to Provide Costs

7. **7. Meter Installation:**

- Installing the water meter in a location that is easily accessible and protected from freezing.
- Coordinating with the utility company for meter reading and activation.
- Town to Provide Costs. Meter and Plumber Install price.

8. **8. Site Restoration:**

- Backfilling and compacting the trenches.
- Replacing any disturbed landscaping or paving and sidewalks.
- Ensuring the site is left clean and tidy.
- Contractor to Provide Costs.

9. **9. Account Setup:**

- Setting up a new water and sewer account with the municipality.
- Providing the necessary information for billing and service.
- Town to Provide Costs.

Additional Considerations:

- **Design Requirements:**

Adhering to the municipality's design guidelines and standards for water and sewer services.

THE CORPORATION OF THE VILLAGE OF MERRICKVILLE-WOLFORD

BY-LAW 27-2025

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 28, 2025

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 28, 2025 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 28, 2025 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 28th day of April 2025.

Michael Cameron, Mayor

Julia McCaugherty-Jansman, Clerk