

Village of Merrickville-Wolford Regular Council Minutes

Date: January 27, 2025
Time: 6:00 pm
Location: Council Chambers

Members Present Deputy Mayor Barr
Councillor Gural
Councillor Ireland
Councillor Maitland

Members Absent Mayor Cameron

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
Mark Lauzon, OCWA

1. Call to Order

The meeting was called to order at 6:02 p.m.

2. Approval of Agenda

Moved By Councillor Maitland

Seconded By Councillor Ireland

THAT the Agenda for the Regular Council Meeting held on January 27, 2025 be approved as presented.

Carried

3. Disclosure of Pecuniary Interest and the General Nature Thereof

None.

4. Public Question Period to Council

The Clerk read out a written comment submitted by Mike and Elizabeth Long regarding salting of the streets and sidewalks.

The Clerk read out written comments submitted by Ann Martin regarding the draft Yards and Property Standards By-laws.

5. Motions for Consideration

Moved By Councillor Gural

Seconded By Councillor Ireland

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

Carried

6. Adoption of Minutes

6.1 Regular Council Meeting - December 9, 2024

Moved By Councillor Ireland

Seconded By Councillor Maitland

THAT the Council of the Corporation of the Village of Merrickville-Wolford approve the minutes of the Regular Council Meeting of December 9, 2024 as presented.

Carried

6.2 Special Council Meeting - December 10, 2024

Moved By Councillor Gural

Seconded By Councillor Maitland

THAT the Council of the Corporation of the Village of Merrickville-Wolford approve the minutes of the Special Council Meeting of December 10, 2024 as presented.

Carried

6.3 Special Council Meeting - December 18, 2024

Moved By Councillor Maitland

Seconded By Councillor Gural

THAT the Council of the Corporation of the Village of Merrickville-Wolford approve the minutes of the Special Council Meeting of December 18, 2024 as presented.

Carried

6.4 Committee of the Whole Meeting - January 13, 2025

Moved By Councillor Ireland

Seconded By Councillor Maitland

THAT the Council of the Corporation of the Village of Merrickville-Wolford approve the minutes of the Committee of the Whole Meeting of January 13, 2025 as presented.

Carried

7. Consent Agenda

Deputy Mayor Barr requested Items 7.3.5 and 7.4.2 be removed from the Consent Agenda to be voted on separately.

Moved By Councillor Gural

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 Councillor Gural

Seconded By Councillor Maitland

THAT the Council of the Corporation of the Village of Merrickville-Wolford give Third and Final Reading to By-law 65-2024, being a By-law Concerning Waste and Debris and the Filling, Draining, Cleaning and Clearing of Grounds and Vacant Lots in the Village of Merrickville-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 65-2024.

Carried

Moved By Councillor Maitland
Seconded By Councillor Gural

THAT Council approve and authorize staff to proceed with coordinating the testing of the existing forcemain from Pump Station 1 to Pump Station 2 with an allocated budgeted amount of \$15,000 to be drawn from the Water Reserve.

Tabled

7.1 Correspondence

7.1.1 OCWA Water Quality Report - November 2024

7.1.2 OCWA Water Quality Report - December 2024

7.1.3 Ontario News - Operation Deterrence

7.1.4 Ontario News - Fortress Can-Am

7.1.5 Letter from Ministry of Rural Affairs - 2024 Year-End

7.1.6 Revised OPP 2025 Billing Statement

7.1.7 Emergency Management Modernization Act Correspondence

7.1.8 Municipal Accountability Act Correspondence

7.1.9 2024 Municipal Financial Indicator Threshold Profile

7.2 Committee and Board Minutes

7.2.1 HPAC Meeting Minutes - April 23, 2024

7.2.2 HPAC Meeting Minutes - May 8, 2024

7.2.3 HPAC Meeting Minutes - May 29, 2024

7.2.4 HPAC Meeting Minutes - September 24, 2024

7.2.5 HPAC Meeting Minutes - October 8, 2024

7.2.6 CWEAC Meeting Minutes - October 1, 2024

7.3 By-laws

**7.3.1 By-law 01-2025 - Authorize Winter Maintenance Agreement -
Township of Augusta**

**7.3.2 By-law 02-2025 - Authorize Lease Agreement - Merrickville
Public Library**

7.3.3 By-law 08-2025 - Adopt a Body-Worn Camera Policy

7.3.4 By-law 64-2024 - Noise By-law

7.3.5 By-law 65-2024 - Yards By-law

7.3.6 By-law 66-2024 - Chip Truck By-law

7.4 Public Works

7.4.1 Transmission Repair of JCB Backhoe

7.4.2 Existing Sanitary Forcemain Test Costs

7.5 CAO/Administration

7.5.1 Economic Development Coalition Terms of Reference

8. Planning Matters

8.1 Consent Application B-128-24 (Moderna Homes)

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 and Municipal Questionnaire from Senior Planner Forbes Symon regarding Consent Application B-128-24 (Moderna Homes);

AND FURTHER THAT Council does hereby support and endorse Consent Application B-128-24 as presented to the United Counties of Leeds and Grenville with the following recommended conditions:

1. That the applicant enters into an agreement for site plan control with the Village, to be registered on title, to ensure orderly future development of the severed and retained parcels.
2. That the applicant provides the Village with a digital and paper copy of the registered Reference Plan.
3. That the applicant provides proof of payment of all outstanding taxes and fees owing to the Village, if any.
4. That the applicant provides payment of cash-in-lieu of parkland.

Carried

9. Delegations

None.

10. Presentations

10.1 OCWA - Drinking Water Quality Management Standard & the Municipal License

Moved By Councillor Ireland

Seconded By Councillor Maitland

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the presentation from OCWA regarding the Drinking Water Quality Management Standard and the Municipal License.

Carried

11. By-laws

11.1 By-law 09-2025 - Dog By-law

Moved By Councillor Gural

Seconded By Councillor Maitland

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the report regarding the revised draft Dog By-law 09-2025;

AND FURTHER THAT Council give First, Second, Third and Final Reading to By-law 09-2025, being a By-law for the Licencing, Regulating and the Keeping of Dogs Within the Village of Merrickville-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 09-2025;

AND FURTHER THAT Council approve the amended Schedule "C" to the Village's Fees and Charges By-law 44-2022 to reflect the amended fees for dog licensing.

Carried

11.2 Property Standards By-law 63-2024

Moved By Councillor Ireland

Seconded By Councillor Maitland

THAT the Property Standards By-law be deferred to the Committee of the Whole for further review and consideration with comparative municipal by-laws.

Carried

Moved By Councillor Gural

Seconded By Councillor Ireland

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the report regarding the options of the proposed Property Standards By-law 63-2024;

AND FURTHER THAT Council does hereby approve Property Standards By-law Option _____ as presented;

AND FURTHER THAT Council give First, Second, Third and Final Reading to By-law 63-2024, being a By-law to Prescribe Standards for Maintenance and Occupancy of Property within the Village of Merrickville-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 63-2024.

Tabled

11.3 By-law 10-2025 – Establish an Administrative Monetary Penalty System (AMPS)

The Property Standards By-law was removed from the list of Designated By-laws under the AMPS By-law due to the deferral of the Property Standards By-law.

Moved By Councillor Gural

Seconded By Councillor Maitland

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the report regarding the final draft by-law to establish an Administrative Monetary Penalty System;

AND FURTHER THAT Council give First, Second, Third and Final Reading to By-law 10-2025, being a By-law to establish an Administrative Monetary Penalty System for the Village of Merrickville-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 10-2025.

Carried

12. Staff Reports

12.1 Departmental Activity Updates

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 Reports as presented.

Carried

12.2 Public Works Department

12.3 Fire Department/Emergency Management

12.4 Finance Department

12.4.1 By-law 03-2025 - Interim Tax Levy

Moved By Councillor Maitland

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 03-2025, being a By-law to impose an interim tax levy for the year 2025 on properties within all tax classes in the Village of Merrickville-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 03-2025.

Carried

12.4.2 By-law 04-2025 - 2025 Water & Wastewater Rates

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 04-2025, being a By-law to amend By-law 24-03, the By-law to enact rules and regulations for the installation, repair, maintenance and access to water meters, sewer services and related appurtenances; the billing and collection of water charges for water and sewer usage; and the penalties for offences;

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 04-2025.

Carried

12.4.3 By-law 05-2025 - Adopt 2025 Operating, Capital and Water & Wastewater Budgets

Moved By Councillor Ireland
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 05-2025, being a By-law to Adopt the 2025 Operating, Capital & Waster and Wastewater Budgets;

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 05-2025.

Carried

12.4.4 By-law 06-2025 - 2025 Tax Rates

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 06-2025, being a By-law to levy and assess on the rateable property in the Village of Merrickville-Wolford a sufficient sum of money to meet all valid debts of the said Corporation within the year 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 06-2025.

Carried

12.4.5 By-law 07-2025 - Borrowing By-law

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 07-2025, being a By-law to authorize the Municipality to borrow up to \$2,000,000 during the January 1, 2025 to September 30, 2025 period and up to \$1,000,000 during the October 1, 2025 to December 31, 2025 period in order to finance the Village's current Operating Expenditures on an interim basis;

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 07-2025.

Carried

12.5 Building Department

12.6 CAO/Administration

12.6.1 Canada Day Committee Terms of Reference

Moved By Councillor Gural

Seconded By Councillor Maitland

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the final revised Terms of Reference for a Canada Day Committee;

AND FURTHER THAT Council approves the Canada Day Committee Terms of Reference as presented;

AND FURTHER THAT Council direct staff to proceed with volunteer recruitment to bring back to Council for appointments to the Committee for Canada Day 2025.

Carried

12.6.2 Consent Agenda Process

Moved By Councillor Maitland
Seconded By Councillor Ireland

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the report regarding the new Consent Agenda process.

Carried

13. Action Items

13.1 TNIM Request Letter - 50th Anniversary Banner

Moved By Councillor Gural
Seconded By Councillor Ireland

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the request letter from Vicki Graham, TNIM Member, regarding the 50th anniversary banner;

AND FURTHER THAT Council approves the request as presented and waives all relevant sections of the Village's Sign By-law 24-10 and authorizes TNIM to hang the proposed banner on the Community Centre municipal building.

Carried

13.2 Cunningham Swan Integrity Commissioner Report on Code of Conduct - Final Report 30075-45

Moved By Councillor Gural
Seconded By Councillor Maitland

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the Final Report Number 30075-45 from Tony Fleming, Integrity Commissioner, regarding a Code of Conduct complaint against Mayor Cameron;

AND FURTHER THAT based on the findings of the report, Council provide direction to staff on what would be considered a reprimand;

AND FURTHER THAT Council issue the following reprimand:

1. Acknowledge that the changes to the process of moving from Open to In-Camera is a direct action of Council to clarify the limit of responsibilities of the Mayor during recesses.
2. Issue a reminder to the Mayor, and all of Council, of our duty to follow our own policies, specifically under Section 5.1 d) of the Council Code of Conduct Schedule A - General Standards of Conduct: [Members shall at all times]: "Treat members of the public, staff, and each other in a respectful manner, without abuse, bullying, harassment, or discrimination."

Carried

14. Committee Reports

15. Notice of Motions

None.

16. Announcements/Statements from Members

Deputy Mayor Barr gave a brief overview of her experience at the Rural Ontario Municipal Association (ROMA) conference.

17. Closed Session

Moved By Councillor Gural

Seconded By Councillor Maitland

THAT the Council of the Corporation of the Village of Merrickville-Wolford move into Closed Session at 7:54 p.m. to discuss matters pertaining to:

17.1 Employment Agreement Directives

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

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

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

Carried

17.1 Employment Agreement Directives

18. Resume Open Session

Moved By Councillor Ireland

Seconded By Councillor Maitland

THAT the Council of the Corporation of the Village of Merrickville-Wolford does hereby resume the Open Session from Closed Session at 8:12 p.m.

Carried

19. Confirmatory By-law 11-2025

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 11-2025 Being a By-law to Confirm the Proceedings of Council for the Regular Meeting of January 27, 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 11-2025.

Carried

20. Adjournment

Moved By Councillor Ireland

Seconded By Councillor Maitland

THAT the Council of the Corporation of the Village of Merrickville-Wolford adjourn at 8:14 p.m.

Carried

Deputy Mayor Anne Barr

Clerk Julia McCaugherty-Jansman