

Date: March 24, 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.

Debt commitment Main St. Water/Sewer	11 years and 9 months, term expires in August 2031 and renewed for 5 years.	The loan will be paid in full September 2036.	Finance
Water/Wastewater Capacity Master Plan Priorities	Jp2g ongoing	Attached	CAO PW JP2G
Review of Community Grants Policy	ongoing		
Community Coalition  Economic Development Coalition	Terms of Reference Draft posting for members	Attached	CAO
Contacted North Grenville re. bus stop/associated costs	Discussion scheduled for March	Pending	
Municipal By-law Review/Updates	ongoing		Clerk/CAO
Property Standards By-law	deferred		Clerk
Revised Committee Mandates	Staff to evaluate interest of members and track afternoon or evening availability	Attached	Clerk
Mandate/Protocols Canada Day Ad Hoc Committee	Volunteer deadline extended	Update attached	CAO Clerk
Town Hall Meeting Format	Being developed	Spring 2025	CAO
Development Charges Study	In process	Spring/Summer 2025	Treasurer Watson & Associates
Water Rate Study	In process	Late Fall	Treasurer

			Watson & Associates
Financial Strategy Asset Management	In process	Spring 2025	Treasurer Watson & Associates
Financial Software Integration	Ongoing	Spring 2025	Treasurer
Records Retention Program	Ongoing	2025	Clerk CAO
Draft Zoning By-law	Report pending	April 2025 COW	Council Planning