

## Village of Merrickville-Wolford Regular Council Minutes

Date: June 23, 2025  
Time: 6:00 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  
Darlene Plumley, CAO  
Chad Kean, Manager of Public Works

Others Present Forbes Symon, Senior Planning Consultant, Jp2g Consultants Inc.

### 1. Call to Order

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

### 2. Approval of Agenda

**Moved By** Councillor Ireland

**Seconded By** Councillor Maitland

THAT the Agenda for the Regular Council Meeting held on June 23, 2025 be approved as presented.

**Carried**

### 3. Disclosure of Pecuniary Interest and the General Nature Thereof

None.

### 4. Public Meeting

**Moved By** Councillor Gural

**Seconded By** Councillor Maitland

THAT the Council of the Corporation of the Village of Merrickville-Wolford enter into a Statutory Public Meeting to consider the application to amend Zoning By-law 23-08, as amended, of the Village of Merrickville-Wolford, File Number ZBA-05-2025.

**Carried**

#### **4.1 ZBA-05-2025 (Lackey)**

Mayor Cameron called the Public Meeting to order. He gave an overview of the proposed application and noted that this Public Meeting was to discuss a Zoning By-law amendment under Section 34 of the Planning Act. The Clerk stated that notice of Public Meeting for File ZBA-05-2025 (Lackey) was advertised on the Village website and publicly on June 2nd, 2025, with a Public Meeting sign posted on the property the week of June 2nd. Notices were mailed to properties within 120m of the property on June 2nd. 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-05-2025 (Lackey).

The proposed zoning amendment would serve to amend Zoning By-law 23-08, as amended, by rezoning the subject property to allow a new build of a storage building on the lot without a main structure.

Agency comments were received from Enbridge Gas and no concerns were identified from agencies. No comments or concerns were submitted from the public in writing.

The applicant was provided an opportunity to comment on the application. The applicant was not present.

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

Council Members were provided an opportunity to ask questions or provide comments. There were no questions or comments.

There were no further questions. The Public Meeting for File ZBA-05-2025 was closed.

**Moved By** Councillor Maitland

**Seconded By** Councillor Ireland

THAT the Council of the Corporation of the Village of Merrickville-Wolford close the Public Meeting and resume the Regular Meeting of Council.

**Carried**

**5. Public Question Period to Council**

None.

**6. 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**

**7. Consent Agenda**

**Moved By** Councillor Gural

**Seconded By** Councillor Maitland

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**

**7.1 Adoption of Minutes**

**7.1.1 Special Council Meeting - May 26, 2025**

**7.1.2 Regular Council Meeting - May 26, 2025**

**7.1.3 Committee of the Whole Meeting - June 9, 2025**

**7.2 Committee and Board Minutes**

**7.2.1 Grenville 1 OPP Detachment Board Meeting - March 6, 2025**

**7.2.2 Merrickville Public Library Board Meeting - April 22, 2025**

**7.3 Correspondence**

**7.3.1 EOWC Newsletter - June 2025**

**7.3.2 OCWA Water Quality Report - May 2025**

**7.4 By-laws**

#### **7.4.1 By-law 35-2025 - Establish Committee of Adjustment**

### **7.5 CAO/Administration**

#### **7.5.1 Accessible Public Washroom - Memorandum of Understanding**

## **8. Planning Matters**

### **8.1 Consent Application B-43-25 (Taylor)**

**Moved By** Councillor Gural

**Seconded By** Councillor Ireland

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-43-25 (Taylor);

AND FURTHER THAT Council does hereby support and endorse Consent Application B-43-25 as presented to the United Counties of Leeds and Grenville with the following recommended and standard conditions:

1. That the applicant provide the Village with a digital and paper copy of the registered Reference Plan.
2. That the applicant provide proof of payment of all outstanding taxes and fees owing to the Village, if any.
3. That the applicant provide payment of cash-in-lieu of parkland.
4. That the severed and retained lots be rezoned to permit future residential building lot in accordance with the submitted Mineral Resource Impact Assessment (MRIA) submitted by Milestone Aggregate Consulting Services and dated April 23, 2025.

**Carried**

### **8.2 By-law 36-2025 - Amend Zoning By-law 23-08 (St. Ann Catholic Church)**

**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 36-2025, 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 36-2025.

**Carried**

### **8.3 By-law 33-2025 - Zoning 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 33-2025, being a By-law to Adopt a New Zoning By-law;

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 33-2025.

**Carried**

## **9. Delegations**

None.

## **10. Staff Reports**

### **10.1 Public Works Department**

#### **10.1.1 Departmental Activity Update**

**Moved By** Councillor Gural

**Seconded By** Councillor Maitland

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

**Carried**

#### **10.1.2 Rural Road Scoring Matrix**

**Moved By** Councillor Maitland

**Seconded By** Councillor Ireland

THAT the Council of the Corporation of the Village of Merrickville-Wolford authorizes staff to utilize the presented scoring matrix for calculating a ranking priority of rural roads.

**Carried**

### **10.1.3 Rural Road Construction and Maintenance Schedule**

A friendly amendment was made to the motion to include the wording "within a planned 3-year term" to the third clause.

**Moved By** Councillor Gural

**Seconded By** Councillor Ireland

THAT the Council of the Corporation of the Village of Merrickville-Wolford, direct Staff to proceed with the development of a Road Construction and Maintenance Schedule which would see completion of the identified projects with the intent to commence construction in 2026;

AND FURTHER THAT the projects would be based on criteria identified in the Scoring Matrix provided by Staff in conjunction with the Gravel Road Needs Study and the Asset Management Plan;

AND FURTHER THAT Staff be directed to engage a consultant or third-party services to organize and undertake a geotechnical study to specify the scope of work required and create tenders for the projects within a planned 3-year term. The intent being to release the tender documents and secure bids in the fall of 2025 or early 2026. With the understanding that funds for this service will be drawn from the Capital Infrastructure Reserve;

AND FURTHER THAT upon receipt of the bids, Council be provided with threshold amounts, using \$10,000,000 (ten million dollars) as a benchmark, for the purpose of determining a financial strategy that takes into account the impact to the ratepayer, the term of the loan, annual principal and interest payments and the tax rate that would be required to support the long-term initiative;

AND FURTHER THAT a similar process be used when developing the Master Infrastructure Plan proposed for the hard surface roads within the Village of Merrickville.

**Carried**

#### **10.1.4 Motion - Addressing Rural Road Infrastructure**

The motion for Item 10.1.4, being the motion to address rural road infrastructure as brought forward by Councillor Ireland as a notice of motion, was withdrawn by Councillor Ireland due to the approval and passing of Item 10.1.3 on the Agenda.

### **10.2 Fire Department/Emergency Management**

#### **10.2.1 Departmental Activity Update**

**Moved By** Councillor Maitland

**Seconded By** Councillor Gural

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.

**Carried**

#### **10.2.2 Leeds and Grenville Paramedic Unit**

A friendly amendment was made to the motion to include the following wording to the last clause: "as outlined in Option 2 of the report as presented, with the funds coming from the Working Funds Reserve."

**Moved By** Councillor Maitland

**Seconded By** Councillor Gural

THAT the Council of the Corporation of the Village of Merrickville-Wolford receives for information the report outlining the request from Leeds and Grenville Paramedic Service to house a first response paramedic vehicle in the Merrickville Fire Department fire station;

AND FURTHER THAT Council approves the request and authorizes the Mayor and CAO to sign the lease agreement as presented;

AND FURTHER THAT Council directs staff to move forward with the proposed renovations to house the fire apparatus by the fall of

2025 as outlined in Option 2 of the report as presented, with the funds coming from the Working Funds Reserve.

**Carried**

### **10.3 Finance Department**

#### **10.3.1 Capital Infrastructure Borrowing Options**

**Moved By** Councillor Maitland

**Seconded By** Councillor Gural

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the finance report on the cost of borrowing for capital infrastructure.

**Carried**

#### **10.3.2 2nd Quarter Financial Report**

**Moved By** Councillor Ireland

**Seconded By** Councillor Maitland

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive the 2025 2<sup>nd</sup> Quarter report for information purposes.

**Carried**

### **10.4 Building Department**

None.

### **10.5 CAO/Administration**

#### **10.5.1 Departmental Activity Update - CAO**

**Moved By** Councillor Gural

**Seconded By** Councillor Maitland

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the Departmental Activity Report concerning Finance and Administration.

**Carried**



### **10.5.2 Departmental Activity Update - Clerk**

**Moved By** Councillor Maitland

**Seconded By** Councillor Gural

THAT the Council of the Corporation of the Village of Merrickville-Wolford receive for information the Departmental Activity Update for the Clerk Department for June 2025 as presented.

**Carried**

### **10.5.3 Blockhouse Museum Municipal Services Board – Staff Appointment**

**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 staff appointment change to the Blockhouse Museum Municipal Services Board;

AND THAT Council repeal Resolution R-337-23;

AND THAT Council appoint Village employee Shelley Mackenzie to the Blockhouse Museum Municipal Services Board.

**Carried**

## **11. Committee & Board Reports**

### **11.1 Blockhouse Museum Operational Update**

**Moved By** Deputy Mayor Barr

**Seconded By** Councillor Gural

THAT the Council of the Corporation of the Village of Merrickville-Wolford be apprised of preparations and 2025 operational goals for the Blockhouse Museum.

**Carried**

## **12. Action Items**

### **12.1 Committee Appointments - Community Development Coalition**

**Moved By** Councillor Gural  
**Seconded By** Deputy Mayor Barr

THAT the Council of the Corporation of the Village of Merrickville-Wolford hereby appoints the following individuals to the Community Development Coalition:

1. Mark Scullino
2. Joshua Terpstra
3. Mary Kate Laphen
4. Terry Gilhen
5. Lynn Barr-Telford
6. Cathy Fraser
7. Cheryl Anderson

**Carried**

**13. Notice of Motions**

None.

**14. Announcements/Statements from Members**

None.

**15. Closed Session**

None.

**16. Resume Open Session**

None.

**17. Confirmatory By-law 37-2025**

**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 37-2025 Being a By-law to Confirm the Proceedings of Council for the Regular Meeting of June 23, 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 37-2025.

**Carried**

**18. Adjournment**

**Moved By** Councillor Gural

**Seconded By** Councillor Maitland

THAT the Council of the Corporation of the Village of Merrickville-Wolford  
adjourn at 7:10 p.m.

**Carried**

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Mayor Michael Cameron

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Clerk Julia McCaugherty-Jansman