

**Downtown Gananoque Business Improvement Area (BIA) Board  
MEETING AGENDA**

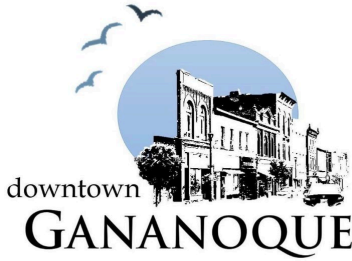
**Held on Wednesday May 10<sup>th</sup> 2023 at 6:30 PM**

In Person and Online via Webex at Town Hall - 30 King Street East, Gananoque

Meeting Link: [Click Here](#)

<b>1.</b>	<b>Call Meeting to Order – Welcome New Members</b>
<b>2.</b>	<b>Approval of Minutes</b> (Adoption) – April 6, 2023
<b>3.</b>	<b>Public Question/Comment</b> (Only Addressing Reports on the Agenda)
<b>4.</b>	<b>Disclosure of Additional Items</b>
<b>5.</b>	<b>Delegations – None</b>
<b>6.</b>	<b>Presentations by Staff (Others)</b>
<b>7.</b>	<b>Unfinished Business</b>
	1. Curbside Recycling
	2. Spring Event
<b>8.</b>	<b>Correspondence</b>
	1. Town News – Council Highlights – May 2, 2023
<b>9.</b>	<b>New Business/ Reports – None</b>
<b>10.</b>	<b>Discussion of Additional Items</b>
<b>11.</b>	<b>Next Regular Meeting</b>
<b>12.</b>	<b>Questions from the Media</b>
<b>13.</b>	<b>Adjournment</b>

The Town invites and encourages people with disabilities to attend and voice their comments in relation to accessibility related reports. For those who are unable to attend, the Town encourages the use of the Customer Feedback Form found on the Accessibility Page on the Town's website.



**Downtown Business Improvement Area (BIA) Board  
UNADOPTED MINUTES**

Held on Thursday, April 6<sup>th</sup> 2023 at 4:45PM Closed Session  
and 5:00PM Open Session

**Held in Person (& Online via WebEx) at Town Hall 30 King Street East**

<b>COMMITTEE MEMBERS PRESENT</b>		<b>STAFF PRESENT</b>
<b>Members:</b>	Randall Smith, Vice-Chair	Shellee Fournier, CAO
	Ray Stedman, Treasurer	Amanda Trafford, Economic Development & Cultural Heritage Coordinator (Online)
	Carolyn Harding	David Armstrong, Manager of Public Works (Online)
	Councillor David Osmond	Lynsey Zufelt, Recording Secretary
<b>Regrets:</b>	Lisa Robichaud, Chair	
	Kathrine Christensen	

<b>1.</b>	<b>Call Meeting to Order</b>
	Vice-Chair, Randall Smith called the meeting to order at 4:53 PM.
<b>2.</b>	<b>Closed Meeting of the BIA Board</b>
	<b>Move into Closed Session</b>
	Moved by Vice-Chair Randall Smith that the Downtown Gananoque BIA Board, in accordance with Section 239.2 of the <i>Municipal Act</i> , moves into Closed Session at 4:53 PM for the purpose of discussing: <ul style="list-style-type: none"> <li>1. One (1) item under Personal Matters Concerning an Identifiable Individual, Including Municipal or Board Employees with respect to additional appointments to the BIA Board.</li> </ul> <p align="right"><b>CARRIED – UNANIMOUS</b></p>
<b>3.</b>	<b>Move Out of Closed Session at 4:57 PM</b>
	<b>The BIA Board Resumed the Open Session at 5:00 PM</b>

4.	<b>Reporting Out of Closed Session – Matters Arising</b>
	<p>A Closed Meeting was held. The BIA Board discussed one (1) item under Personal Matters Concerning an Identifiable Individual, Including Municipal or Board Employees. The following was considered:</p> <p><b>BIA Motion #23-010 – Appointment to the Downtown Gananoque BIA Board</b></p> <p><b>Moved By:</b> Ray Stedman    <b>Seconded By:</b> Carolyn Harding</p> <p>BE IT RESOLVED THAT THE DOWNTOWN GANANOQUE BIA BOARD RECOMMEND THAT COUNCIL APPOINT THE FOLLOWING MEMBER TO THE BIA BOARD:</p> <ol style="list-style-type: none"> <li>1. Lesley Poole, Pistachio Café;</li> <li>2. Ryan Chartrand, Homebody; and</li> <li>3. Shannon Treanor, Lighthouse Provisions</li> </ol> <p style="text-align: right;"><b>CARRIED – UNANIMOUS</b></p>
5.	<b>Public Question/Comment</b> (Only Addressing Reports on the Agenda) – None
6.	<b>Disclosure of Additional Items</b> – None
7.	<b>Delegations</b> – None
8.	<b>Presentations by Staff (Others)</b>
	<p>At this time, Public Works Manager David Armstrong invited the BIA Board to ask questions regarding the Commercial Curbside Recycling Collection Changes, as previously circulated notice to BIA Board Members. It was generally agreed that the Board members would seek out options for recycling pick-up such as: partner with another local commercial entity to access their recycle bin; contact the Town’s recycling contractor for pricing for a bin to be placed in Pine Street parking lot for example; look at various means of collection and disposal at an approved transfer site.</p>
9.	<b>Adoption of Minutes</b>
	<p><b>BIA Motion #23-011 – Approval of Minutes - February 8, 2023</b></p> <p><b>Moved By:</b> Ray Stedman    <b>Seconded By:</b> David Osmond</p> <p>BE IT RESOLVED THAT THE DOWNTOWN GANANOQUE BIA ADOPT THE MINUTES OF THE FEBRUARY 8<sup>TH</sup> 2023 MEETING.</p> <p style="text-align: right;"><b>CARRIED – UNANIMOUS</b></p>
10.	<b>Unfinished Business</b> – None
11.	<b>Correspondence</b>
	<ol style="list-style-type: none"> <li>1. Facebook Post/Article from CTV News Showcasing 1000 Islands Wanderer featuring BIA Business Beggars Banquet Books</li> </ol>
	<ol style="list-style-type: none"> <li>2. Town Council News – March 21, 2023</li> </ol>

12.	<b>New Business/Reports</b>
	<p><b>BIA Motion #23-012 – Set Regular Meeting Schedule</b>  <b>Moved By:</b> David Osmond      <b>Seconded By:</b> Ray Stedman</p> <p>BE IT RESOLVED THAT THE DOWNTOWN GANANOQUE BIA BOARD SET THE REGULAR MEETING SCHEDULE ALTERNATING AS THE SECOND WEDNESDAY AND SECOND THURSDAY OF EACH MONTH, STARTING WITH WEDNESDAY MAY 10, 2023 AT 6:30PM.</p> <p style="text-align: right;"><b>CARRIED – UNANIMOUS</b></p>
	<p><b>BIA Motion #23-013 – Spring 2023 Event</b>  <b>Moved By:</b> Carolyn Harding      <b>Seconded By:</b> Ray Stedman</p> <p>BE IT RESOLVED THAT THE DOWNTOWN GANANOQUE BIA BOARD DIRECT STAFF TO ASSIST WITH THE COORDINATION AND ADVERTISING OF A SPRING BIA EVENT TAKING PLACE ON THE MAY LONG WEEKEND.</p> <p style="text-align: right;"><b>CARRIED – UNANIMOUS</b></p>
13.	<b>Next Regular Meeting</b> – Wednesday, May 10, 2023 at 6:30 PM
14.	<b>Questions from the Media</b> – None
15.	<b>Adjournment</b>
	<p><b>BIA Motion #2023-014 – Adjournment</b>  <b>Moved By:</b> Ray Stedman</p> <p>BE IT RESOLVED THAT THE DOWNTOWN GANANOQUE BIA BOARD ADJOURN THE APRIL 6<sup>TH</sup>, 2023 MEETING AT 6:37 PM.</p> <p style="text-align: right;"><b>CARRIED – UNANIMOUS</b></p>
<hr/> Randall Smith, Vice-Chair	<hr/> Lynsey Zufelt, Recording Secretary

# TOWN OF GANANOQUE NEWS

## COUNCIL MAY 2, 2023

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### Update from Town Council

- Mayor Beddows led attendees in a Moment of Silence in recognition of the passing of Gord Brown (past MP and former Town of Gananoque Councillor) who passed away 5 years ago on May 2, 2018.
- Katrina Furlanetto, General Manager, Cataraqui Region Conservation Authority (CRCA) appeared before Council as a delegation to request that Council continue its support for Category 3 Services under the Conservation Authorities Act. Council requested that a staff report be brought back for consideration.
- Chantelle Dubord and other members appeared before Council on behalf of the Thousand Islands Youth Boxing Club (TIYBC) regarding the Club's upcoming lease renewal at 400 Stone Street North.
- A motion to demolish the building at 400 Stone Street North in 2024 and to retain the waterfront property as public space was defeated. A motion to retain the building and rent it for a non-municipal use was carried.
- Councillor Brown put forward a Motion to offer the Boxing Club a five (5) year lease renewal for 3,600 sq. ft. at 400 Stone Street North under the condition that the rental rates progressively increase to cost recovery rates. The lease would include a three-month exit clause, if the Club was not successful in their Trillium Grant application in the amount of at least \$150,000. The details of the existing lease agreement would remain the same (property taxes, grass mowing, utilities included. Snow removal not included.) This was passed by Council unanimously.
- Council received the Fire Department's 1st Quarter Report for information.
- Council passed a By-law authorizing an agreement with Manulife Insurance and Manulife Financial for the provision of Doctor's health benefit insurance policy at a cost of \$30,319.68 for 2023. Council further re-affirmed their commitment to provide health benefits to the active Doctors of Stone's Mill for a period commensurate to the Lease Agreement. An additional Agreement was authorized to provide the renewal of the Town's 2023 Employee Health Benefit Insurance Policy.
- The Gananoque Fire Department Community Safety Officer position was advanced to permanent full-time status.
- Council appointed Tony Fleming of Cunningham Swan as the Town's Integrity Commissioner for a three year term with an option to renew for an additional two years.
- The Traffic & Parking By-law was amended regarding prohibiting overnight parking provisions in various Municipal Parks and Municipal Parking Lots.
- Council directed staff to illuminate the Town Hall in Green on May 6th and 7th to celebrate the coronation of His Majesty King Charles III Sovereign of Canada.

### Next Council Meeting

**Tuesday, May 16, 2023**

Council and Committee Meetings will take place in person and virtually.

THE CORPORATION OF THE TOWN OF



Canadian Gateway to the 1000 Islands