








## REGULAR COUNCIL MEETING MINUTES




On September 19, 2017 @ 5:00 PM  
 At Emergency Services Building – 340 Herbert St

Item	Title/Description	
<b>COUNCIL MEMBERS PRESENT</b>		<b>STAFF PRESENT</b>
<b>MAYOR:</b>	Erika Demchuk	Shellee Fournier, CAO
<b>COUNCILLORS:</b>	Joe Jansen	Kelly Shipclark, Clerk
	Brian Brooks	Linda Sicoli, Interim Economic Development Manager
	Anne Warren	Brenda Guy, Manager of Community Development
	Dwayne Fletcher	Paul McMunn, Manager of Public Works
		Terry Gilmer, Manager of Parks & Recreation
		Sherri Ogilvie, Public Utilities Supervisor
<b>REGRETS:</b>	Jan Hayes	Steve Tiernan, Fire Chief
	Jeff Girling	Melanie Kirkby, Treasurer
<b>1</b>	<b>CALL MEETING TO ORDER</b>	
	Mayor Demchuk called the Regular Council meeting to order at 5:00 PM	
<b>2</b>	<b>DISCLOSURE OF PECUNIARY INTEREST &amp; GENERAL NATURE THEREOF</b>	
<b>3</b>	<b>CLOSED MEETING OF COUNCIL</b>	
	<b>RESOLUTION No. 2017-125 Moved by:</b> Councillor Jansen <b>Seconded by:</b> Councillor Fletcher Be it resolved that Council move into closed session for:  <b>Personal matters concerning an identifiable individual, including Municipal or Board employee</b> Committee Appointments  <b>A proposed or pending acquisition or disposition of land by the Municipality</b> 1 Item  <b>Litigation or potential litigations, including matters before administrative tribunals, affecting the municipality or local board.</b> 1 item  <p style="text-align: right;"><b>CARRIED</b></p>	
	<b>RESOLUTION No. 2017-126 Moved by:</b> Councillor Jansen <b>Seconded by:</b> Councillor Fletcher Be it resolved that the Council of the Town of Gananoque hereby move out of closed session.  <p style="text-align: right;"><b>CARRIED</b></p>	
<b>4</b>	<b>MATTERS ARISING FROM CLOSED SESSION</b>	
	A Closed meeting was held tonight. There were 3 items being considered. One item was concerning personal matters concerning an identifiable individual, including Municipal or Board employee. One item was concerning a proposed or pending acquisition or disposition of land by the Municipality and the last item was one item concerning Litigation or potential litigations, including matters before administrative tribunals, affecting the municipality or local board. The following motion is to be considered.	

Item	Title/Description
	<p><b>RESOLUTION No. 2017-127 Moved by:</b> Councillor Jansen <b>Seconded by:</b> Councillor Fletcher</p> <p>Be it resolved that the Council of the Town of Gananoque hereby appoint Carl Woodman to the Trees and Trails Advisory Panels effective immediately; and</p> <p>Further that a By-law be prepared to reflect the amendment to the Committee.</p> <p style="text-align: right;"><b>CARRIED</b></p>
5	<b>PRESENTATIONS/AWARDS/DEPUTATION - NONE</b>
6	<b>MAYOR'S DECLARATIONS - NONE</b>
7	<b>UNFINISHED BUSINESS</b>
	<p><b>Terry Gilmer, Manager of Parks and Recreation</b>  </p> <p><b>RECM-2017-03 - Policy Prohibiting the use of Cellular Devices, Cameras, Video Cameras and Personal Digital Assistants</b></p> <p><b>RESOLUTION No. 2017-128 Moved by:</b> Councillor Fletcher <b>Seconded by:</b> Councillor Jansen</p> <p>Be it resolved that the Council of the Town of Gananoque approve By-Law 2017-076 Being a By-Law to Establish a Policy Prohibiting the Use of Cellular Devices, Cameras, Video Cameras and Personal Digital Assistants from Recreational Facility Bathrooms, Change Rooms and Showers, as per Council report RECM-2017-03;</p> <p>And further that By-law 2017-076 being a By-law to establish a Policy Prohibiting the use of Cellular Devices, Cameras, Video Cameras and Personal Digital Assistants from Recreational Facility Bathrooms, Change Rooms and Showers for the Town of Gananoque be read three times and finally passed this 19<sup>th</sup> day of September, 2017.</p> <p style="text-align: right;"><b>CARRIED</b></p>
	<b>Paul McMunn, Manager of Public Works</b>
	<p><b>RDS-2017-06 - Asphalt, Concrete, Paving and Milling (ACPM) Contract 2017-01 Tender Results</b></p> <p><b>RESOLUTION No. 2017-129 Moved by:</b> Councillor Jansen <b>Seconded by:</b> Councillor Fletcher</p> <p>Be it resolved that the Council of the Town of Gananoque hereby defer the 2017 Milling and Paving portion of work from the annual Asphalt, Concrete, Paving and Milling (ACPM) Program; </p> <p>And further, that Council approve the deferral of a minimum of \$180,000 to the 2018 Asphalt, Concrete, Paving And Milling (ACPM) Program, as presented in Council report RDS-2017-06.</p> <p style="text-align: right;"><b>CARRIED</b></p>
	<b>CONSENT AGENDA</b>
	<p><b>RESOLUTION No. 2017-130 Moved by:</b> Councillor Fletcher <b>Seconded by:</b> Councillor Jansen</p> <p>Be it resolved that the By-laws and Motions listed on the Consent Agenda be passed accordingly:</p>
	<b>BY-LAWS INCLUDED IN THE CONSENT AGENDA</b>
	2017-073 – Council Remuneration and Honorariums (3 Readings) 
	2017-074 – Encroachment Agreement – 40 Booth St (3 Readings) 
	<b>Motions</b>
	<b>Approval of Council Minutes – September 5, 2017</b>
	Be it resolved that the Council of the Town of Gananoque hereby approve the minutes for September 5, 2017.
	<b>Approve Committee of the Whole Report CD-2017-15 - CPPS2017-11 – Anderson (462 Stone Street S)</b>

Item	Title/Description
	<p>Be it resolved, as recommended by the Committee of the Whole, that the Council of the Town of Gananoque approves CPP2017-11 – Anderson at 462 Stone Street South subject to all conditions being met, as presented in Committee of the Whole report CD-2017-15.</p>
	<p><b>Direct Mr. Tulk’s Questions to Staff regarding the Town Hall Addition</b></p> <p>Be it resolved, as recommended by the Committee of the Whole, that the Council of the Town of Gananoque direct Mr. Tulk’s questions to staff.</p>
	<p><b>Receive Accounts Payable from August 12, 2017 to August 29, 2017</b></p> <p>Be it resolved, as recommended by the Committee of the Whole, that the Council of the Town of Gananoque receives the Statement of Accounts Payable for Cheques issued from August 12, 2017 to August 29, 2017 totalling \$486,342.93 as presented.</p>
	<p><b>Approve Committee of the Whole Report CAO-2017-03 - Council Remuneration – Honorariums and Allowances</b></p> <p>Be it resolved, as recommended by the Committee of the Whole, that the Council of the Town of Gananoque hereby approved Option 3 (honorariums be increased to match the average of the survey with no annual increases awarded in years 2020, 2021 and 2022) to be amended with a progressive 4 year graduated increase to parity with regards to Council remuneration for the 2019-2022 term of Council, as presented in Committee of the Whole report CAO-2017-03.</p>
	<p><b>Approve Committee of the Whole Report CAO-2017-04 - 400 Stone Street North (Kinsmen Building)</b></p> <p>Be it resolved, as recommended by the Committee of the Whole, that the Council of the Town of Gananoque hereby direct staff to issue a Request for Proposals to qualified consultants to conduct a highest and best use feasibility study for the former Kinsmen Building (400 Stone Street North),</p> <p>And further, that the cost of the study (approximately \$15k-\$20k) be taken from reserves, as presented in Committee of the Whole report CAO-2017-04.</p>
	<p><b>Receive Committee of the Whole Report FIN-2017-25 – 2016 Management Letter</b></p> <p>Be it resolved, as recommended by the Committee of the Whole, that the Council of the Town of Gananoque hereby receive the 2016 Management Letter, as presented in Committee of the Whole report FIN-2017-25.</p>
	<p><b>Approve Committee of the Whole Report RDS-2017-07 - Bay Road Options</b></p> <p>Be it resolved, as recommended by the Committee of the Whole, that the Council of the Town of Gananoque hereby selects Option C, as presented in Committee of the Whole report RDS-2017-07, Re: Bay Road.</p>
	<p><b>Approve Committee of the Whole Report RDS-2017-08 - 2017 - Asphalt, Concrete, Paving, and Milling (ACPM) - Update</b></p> <p>Be it resolved, as recommended by the Committee of the Whole, that the Council of the Town of Gananoque hereby approve locations for the 2017 asphalt, concrete, paving and milling contracts, as presented in Committee of the Whole report RDS-2017-08.</p>
	<p><b>Approve Committee of the Whole Report RDS-2017-09 - 2017 - Encroachment Agreement - 40 Booth Street (Donovan)</b></p> <p>Be it resolved, as recommended by the Committee of the Whole, that the Council of the Town of Gananoque hereby authorize the Mayor and Clerk to enter into an Encroachment Agreement with Theresa Mary Donovan and Paul Joseph Donovan at 40 Booth Street, as presented in Committee of the Whole report RDS-2017-09.</p>
	<p><b>Approve Committee of the Whole Report CD-2017-14 - PROP2017-05 – HVAC for Library, Visitor Centre and Archives - 10 King Street East</b></p> <p>Be it resolved, as recommended by the Committee of the Whole, that the Council of the Town of Gananoque hereby direct staff to separate tender PROP2017-05 to include the heat and air for the Library portion of the building only, and re-issue the tender, as presented in Committee of Whole report CD-2017-14.</p>
	<p><b>Directs Staff to Develop a Policy Prohibiting Cellular Devices/Cameras at the Lou Jeffries, Gananoque and T.L.T.I. Recreation Centre.</b></p>

Item	Title/Description
	<p>WHEREAS, technological advancements have created cellular devices, personal digital assistants, etc. to carry new functions, such as cameras, that allow users to photograph others while appearing to dial a number;</p> <p>AND WHEREAS, these devices are very popular and widespread;</p> <p>AND WHEREAS, the potential exists for deviant behaviour of camera-phone users photographing others undressing and showering in change rooms;</p> <p>AND WHEREAS, taking and posting photos on the Internet is a violation of personal privacy;</p> <p>AND WHEREAS, concerns have been raised by the Gananoque Hockey Association(s) as well as parents;</p> <p>NOW THEREFORE, as recommended by the Committee of the Whole, Be it resolved that the Council of the Town of Gananoque hereby direct staff to develop a policy prohibiting cellular devices, cameras, video cameras and personal digital assistants (PDAs) from the change rooms located at the Lou Jeffries, Gananoque and T.L.T.I. Recreation Centre.</p>
	<p><b>Save and Except</b></p>
	<p>By-law 2017-073 - Council Remuneration and Honorariums</p>
	<p>Report CAO-2017-03 - Council Remuneration – Honorariums and Allowances</p>
	<p style="text-align: right;"><b>CARRIED</b></p>
	<p><b>RESOLUTION No. 2017-131 Moved by:</b> Councillor Brooks <b>Seconded by:</b> Councillor Jansen</p> <p>Be it resolved, as recommended by the Committee of the Whole, that Council of the Town of Gananoque hereby approve Option 3 (honorariums be increased to match the average of the survey with no annual increases awarded in years 2020, 2021 and 2022) to be amended with a progressive 4 year graduated increase to parity with regards to Council remuneration for the 2019-2022 term of Council, as presented in Committee of the Whole report CAO-2017-03.</p> <p>And further that By-law 2017-073 being a By-law to establish remuneration and expenses for the members of Council and Local Boards for the Corporation of the Town of Gananoque be read three times and finally passed this 19<sup>th</sup> day of September, 2017.</p> <p style="text-align: right;"><b>CARRIED</b></p>
9	<p><b>MOTIONS</b> (Council Direction to Staff) - <b>NONE</b></p>
10	<p><b>NOTICE REQUIRED UNDER THE NOTICE BY-LAW</b> - <b>NONE</b></p>
11	<p><b>COMMITTEE UPDATES (COUNCIL REPS)</b> - <b>NONE</b></p>
12	<p><b>MISCELLANEOUS BUSINESS</b></p>
	<p><b>Brenda Guy, Community Development Manager</b></p>
	<p><b>CD-2017-13 - Purchase &amp; Sale Agreement – Island Harbour Club – Acknowledgement &amp; Direction</b>  </p> <p><b>RESOLUTION No. 2017-132 Moved by:</b> Councillor Warren <b>Seconded by:</b> Councillor Jansen</p> <p>Be it resolved that the Council of the Town of Gananoque authorize the Mayor and Clerk to execute the Acknowledgement and Direction for the postponement of interest with Island Harbour Club Inc. for 175 St. Lawrence Street, as presented in Council report – CD-2017-13;</p> <p>And further that By-law 2017-075 being a By-law to execute the Acknowledgement and Direction for the postponement of interest with Island Harbour Club Inc. for 175 St. Lawrence Street be read three times and finally passed this 19<sup>th</sup> day of September, 2017.</p> <p style="text-align: right;"><b>CARRIED</b></p>

Item	Title/Description
13	CONFIRMATION BY-LAW
<p><b>RESOLUTION No. 2017-133 Moved by:</b> Councillor Jansen <b>Seconded by:</b> Councillor Warren</p> <p>Be it resolved that By-law 2017-077 being a By-law to confirm the proceedings of Council at its meeting held on September 19, 2017 be read three times and finally passed this 19<sup>th</sup> day of September, 2017. </p> <p style="text-align: right;"><b>CARRIED</b></p>	
14	ADJOURNMENT
<p><b>Moved by:</b> Councillor Fletcher</p> <p>Be it resolved that Council adjourn this regular meeting of Council at 6:18 PM.</p> <p style="text-align: right;"><b>CARRIED</b></p>	
	
Mayor, Erika Demchuk	Clerk, Kelly Shipclark