

REGULAR COUNCIL MEETING MINUTES

Held on Tuesday, April 16, 2024, at 6:00 PM
Held via WebEx Video, Teleconference and In-Person

COUNCIL MEMBERS PRESENT		STAFF PRESENT
Mayor:	John Beddows	Melanie Kirkby, CAO / Treasurer
Councillors:	Colin Brown	Penny Kelly, Clerk / CEMC
	Matt Harper	Brenda Guy, Manager of Planning and Development
	Patrick Kirkby	David Armstrong, Manager of Public Works
	Anne-Marie Koiner	
	Vicky Leakey	
	David Osmond	
Regrets:		Jeff Johnston, Manager of Parks and Recreation
		Scott Gee, Police Chief
		Gord Howard, Fire Chief

1.	Call Meeting to Order
	Mayor Beddows called the meeting to order at 5:01 PM.
2.	Disclosure of Pecuniary Interest & General Nature Thereof – None
3.	Closed Meeting of Council (Beginning at 5:00 PM)
	Move into Closed Session
	Moved by Deputy Mayor Leakey that the Council of the Town of Gananoque, in accordance with Section 239.2 of the <i>Municipal Act</i> , moves into Closed Session at 5:02 PM for the purpose of discussing: <ol style="list-style-type: none"> 1. One (1) item under Personal Matters Concerning an Identifiable Individual, Including Municipal or Board Employees; 2. One (1) item under A Proposed or Pending Acquisition or Disposition of Land by the Municipality; 3. One (1) item under A Position, Plan, Procedure, Criteria or Instruction to be Applied to any Negotiations Carried On or to be Carried on by or on Behalf of the Municipality or Local Board, and; 4. One (1) item under Advice that is Subject to Solicitor-client Privilege, including Communications Necessary for that Purpose <p style="text-align: right;">CARRIED – UNANIMOUS</p>
4.	Move Out of Closed Session at 5:51 PM
	Council resumed the Open Session at 6:00 PM
	Reporting Out of Closed Session – Matters Arising
	<ul style="list-style-type: none"> • Mayor Beddows advised that due to time constraints the Closed Session meeting recessed at 5:51 PM and would resume immediately following the Open Session of Council.
5.	Canadian National Anthem
	<ul style="list-style-type: none"> • The National Anthem was sung.
6.	Land Acknowledgement Statement
	<ul style="list-style-type: none"> • Mayor Beddows read the Land Acknowledgement Statement.

Council-CSC-2024-02 – Amend By-law No. 2019-067 – Civil Marriage Solemnization Officiant	
	<p>By-law No. 2024-031 – Amend By-law No. 2019-067 – Civil Marriage Solemnization Officiant</p> <p>Moved by: Deputy Mayor Leakey Seconded by: Councillor Koiner</p> <p>BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2024-031, BEING A BY-LAW TO AMEND BY-LAW NO. 2019-067, AUTHORIZE CIVIL MARRIAGE SOLEMNIZATION SERVICE IN THE TOWN OF GANANOQUE TO REMOVE “SHELLEE FOURNIER, CHIEF ADMINISTRATIVE OFFICER (CAO),” AND; ADD “LYNSEY ZUFELT, DEPUTY CLERK”, AS A DELEGATED CIVIL MARRIAGE OFFICIANT, AS PRESENTED IN COUNCIL REPORT CSC-2024-02.</p> <p style="text-align: right;">CARRIED – UNANIMOUS</p>
<p>***At this point, the Mayor called a recess at 7:09 PM. ***The meeting reconvened at 7:22 PM.</p>	
Council-FIN-2024-10 – Capital Matters Pending	
	<p>Motion #24-042 – Capital Matters Pending</p> <p>Moved by: Deputy Mayor Leakey Seconded by: Councillor Koiner</p> <p>BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES THE CAPITAL MATTERS PENDING UPDATE, AS PRESENTED IN COUNCIL REPORT FIN-2024-10.</p> <p style="text-align: right;">CARRIED – UNANIMOUS</p>
16.	Motions (Council Direction to Staff) – None
17.	Correspondence
	1. Accounts Payable – March 25 to April 8, 2024
	2. Prostate Cancer Foundation Canada – September Prostate Cancer Awareness Month – Request to Light Town Hall in Blue
	<p>Motion #24-043 – Prostate Cancer Foundation Canada – September Prostate Cancer Awareness Month – Request to Light Town Hall in Blue</p> <p>Moved by: Deputy Mayor Leakey Seconded by: Councillor Koiner</p> <p>BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE, DIRECTS STAFF TO LIGHT THE TOWN HALL IN BLUE FOR THE MONTH OF SEPTEMBER TO SHOW ITS SUPPORT OF PROSTATE CANCER AWARENESS MONTH, AS REQUESTED BY THE PROSTATE CANCER FOUNDATION OF CANADA.</p> <p style="text-align: right;">CARRIED – UNANIMOUS</p>
	3. Town of Fort Erie – Ontario Heritage Act Amendment – Request for Support
	<p>Motion #24-044 – Town of Fort Erie – Ontario Heritage Act Amendment – Request for Support</p> <p>Moved by: Deputy Mayor Leakey Seconded by: Councillor Koiner</p> <p>BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE SUPPORTS THE TOWN OF ERIE’S RESOLUTION REGARDING THE ONTARIO HERITAGE ACT AMENDMENT.</p> <p style="text-align: right;">CARRIED – UNANIMOUS</p>
	4. Second (2 nd) Annual Volunteer Fair – April 23, 2024
	5. Solicitor General – Delegation at Rural Ontario Municipal Association (ROMA) Conference – Thank-You
	6. Minister of Infrastructure – Delegation at Rural Ontario Municipal Association (ROMA) Conference – Thank-You
	7. Leeds, Grenville and Lanark District Health Unit – LGL Health Unit Board of Health Votes in Favour of Voluntary Merger
	8. Cataraqui Conservation – News Release – Watershed Conditions Statement – Water Safety for Inland Lakes and Streams



Council Report – RDS-2024-05

Date: April 16, 2024, **IN CAMERA**

Subject: King Street Pedestrian Bridge – Amend Request for Tender Cost

Author: David Armstrong, Manager of Public Works **OPEN SESSION**

RECOMMENDATION:

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE APPROVES THE GREER GALLOWAY FEE PROPOSAL FOR DESIGN AND DRAFT OF A TENDER FOR REHABILITATION OF THE KING STREET PEDESTRIAN BRIDGE, TO AN UPSET LIMIT OF \$45,705 TO BE DRAWN FROM CAPITAL RESERVES, AS PRESENTED IN COUNCIL REPORT RDS-2024-05.

STRATEGIC PLAN COMMENTS:

Sector 8 – Governance and Administration – Strategic Initiative #4 – Town Council will ensure openness and transparency in its operations.

BACKGROUND:

At the April 2, 2024, Council meeting Motion #24-039 was passed to amend the Tender that was to be issued for the demolition and removal of the King Street Pedestrian Bridge, to include the option to bid on repair of the structure.

Staff were asked to estimate the engineering costs to draft the specifications and tender for the repair scope and the belief was that it would be less than \$25,000.

INFORMATION/DISCUSSION:

Staff reached out to Greer Galloway, the engineering firm that is preparing the tender for demolition, and the fee proposal to revise the scope of design and tender is \$44,915 plus the Town's share of HST, for a total cost of \$45,705.50.

The cost for the original scope of work for the demolition tender, including permits and environmental assessments is \$19,895 plus the Town's share of HST, for a total cost of \$20,245.15.

A Cultural Heritage Assessment will be an additional \$5,000.

As Motion #24-039, allowed an upset limit of \$25,000, staff require authorization for the additional \$20,705 spend and draw from reserves.

APPLICABLE POLICY/LEGISLATION:

By-law No. 2015-070 Procurement

FINANCIAL CONSIDERATIONS/GRANT OPPORTUNITIES:

Cost and draw from Capital Reserves of \$45,705.

CONSULTATIONS:

Jaime Maitland, Structural Project Manager, Greer Galloway Group Inc.

Brittany Rothwell, Project Manager, Greer Galloway Group Inc.

Kevin Hawley, Branch Manager, Greer Galloway Group Inc.

ATTACHMENTS:

Motion #24-039 – King Street Pedestrian Bridge RFP – Include Repair of Bridge

APPROVAL	<p>_____ David Armstrong, Manager of Public Works</p> <p>_____ Melanie Kirkby, CAO / Treasurer</p> <p>Certifies that unless otherwise provided for in this report the funds are contained within the approved Budgets and that the financial transactions are in compliance with Council's own policies and guidelines and the <i>Municipal Act</i> and regulations.</p>
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MOTION / RESOLUTION OF COUNCIL

Date: April 4, 2024	Motion No. 24 – 039
Subject: King Street Pedestrian Bridge Request for Proposal (RFP) – Include Repair of Bridge	
Moved by:	Mayor Beddows
Seconded by:	<i>Deputy Mayor Leakey.</i>
<p>BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE DIRECTS STAFF TO INCLUDE IN THE KING STREET PEDESTRIAN BRIDGE REQUEST FOR PROPOSAL (RFP), THE FOLLOWING “SHOULD BIDDERS CHOOSE TO SUBMIT A COSTING FOR THE REPAIR OF THE BRIDGE, IT SHALL INCLUDE NOT ONLY COSTS OF REPAIR BUT ALSO AN ESTIMATE OF THE USEFUL LIFE OF THE STRUCTURE FOLLOWING THE REPAIR”, OR WORDS TO THAT EFFECT,</p> <p>AND FURTHER THAT COUNCIL APPROVES AN ADDITIONAL SPEND FROM CAPITAL RESERVES, TO AN UPSET LIMIT OF \$25,000, TO FUND THE AMENDMENT TO THE RFP.</p>	

Ayes 5 Nays 1

Carried: ✓

Defeated:

Tabled/Postponed:

John S Beddows

John Beddows, Mayor

MA s. 246 - When a recorded vote is requested, the Clerk will call for each Councillors vote (Aye or Nay), mark the recorded vote as indicated by the member, and announce whether the motion is carried or defeated. The Mayor will then sign the motion.

RECORDED VOTE:	Aye	Nay
Brown, Colin		
Harper, Matt		
Kirkby, Patrick		
Koiner, Anne-Marie		
Leakey, Vicki		
Osmond, David		
Beddows, John		
TOTALS		