

**REGULAR COUNCIL MEETING MINUTES**

Held on Tuesday, November 21, 2023, at 5:00 PM Closed

Session and 6:00 PM Open Session

Held via WebEx Video, Teleconference and In-person

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

<b>1.</b>	<b>Call Meeting to Order</b>
	Mayor Beddows called the meeting to order at 5:01 PM.
<b>2.</b>	<b>Disclosure of Pecuniary Interest &amp; General Nature Thereof – None</b>
<b>3.</b>	<b>Closed Meeting of Council (Beginning at 5:00 PM)</b>
	<b>Move into Closed Session</b>
	<p><b>Motion #23-236 – Closed Session – Additional Item</b>  <b>Moved by:</b> Councillor Kirkby                      <b>Seconded by:</b> Deputy Mayor Leakey                      BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE EXERCISES ITS RIGHT UNDER THE PROCEDURE BY-LAW NO. 2016-094, SECTION 17.10, TO ADD AN ADDITIONAL ITEM TO THE CLOSED SESSION AGENDA WITH RESPECT TO 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.</p> <p style="text-align: right;"><b>CARRIED – UNANIMOUS</b></p>
	<p>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 5:03 PM for the purpose of discussing one (1) item under Personal Matters Concerning an Identifiable Individual, Including Municipal or Board Employees, regarding a Human Resources matter, and; 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.</p> <p style="text-align: right;"><b>CARRIED – UNANIMOUS</b></p>
<b>4.</b>	<b>Move Out of Closed Session at 5:58 PM</b>
	<b>Council resumed the Open Session at 6:06 PM.</b>
<b>5.</b>	<b>Reporting Out of Closed Session – Matters Arising</b>
	A Closed Meeting was held. Council discussed 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. There was nothing to report out on this item.

	<p>Council also discussed one (1) item under Personal Matters Concerning an Identifiable Individual, Including Municipal or Board Employees, regarding a Human Resources matter.</p> <p>Council considered the following recommendation.</p>
	<p><b>Motion #23-237 – Resignation of Chief Administrative Officer (CAO)</b>  <b>Moved by:</b> Councillor Osmond                                   <b>Seconded by:</b> Councillor Kirkby  BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE ACCEPTS THE RESIGNATION OF SHELEE FOURNIER, CHIEF ADMINISTRATIVE OFFICER (CAO’S), EFFECTIVE JANUARY 7, 2024.  <b>CARRIED – UNANIMOUS</b></p>
<b>6.</b>	<b>Canadian National Anthem</b>
	<ul style="list-style-type: none"> <li>The National Anthem was led by Miss Sadie Baltz.</li> </ul>
<b>7.</b>	<b>Land Acknowledgement Statement</b>
	<ul style="list-style-type: none"> <li>Mayor Beddows read the Land Acknowledgement Statement.</li> </ul>
<b>8.</b>	<b>Public Question / Comment</b> (Only Addressing Motion(s) or Reports on the Agenda)
	<ul style="list-style-type: none"> <li>A Member of the public addressed a Report listed on the Agenda.</li> </ul>
<b>9.</b>	<b>Disclosure of Additional Items</b> – None
<b>10.</b>	<b>Delegations</b>
	<p><b>1. University Hospitals Kingston Foundation (UHKF) – Abigail Mcllquham, Associate Director, Healthcare Advancement and Tom Zsolnay, CEO – Request for Funding</b></p> <ul style="list-style-type: none"> <li>Abigail Mcllquham and Tom Zsolnay, University Hospitals Kingston Foundation (UHKF) appeared before Council and presented a PowerPoint presentation entitled “Priority Projects Shaping Regional Healthcare”.</li> <li>A request for funding in the amount of \$75,000, in each year for 5 years (2024-2028), was presented for Council’s consideration.</li> <li>Council considered the following.</li> </ul>
	<p><b>Motion #23-238 – University Hospitals Kingston Foundation (UHKF) Request for Funding – Refer to 2024 Budget Deliberations</b>  <b>Moved by:</b> Councillor Koiner                                   <b>Seconded by:</b> Deputy Mayor Leakey  BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE REFERS THE UNIVERSITY HOSPITALS KINGSTON FOUNDATION’S (UHKF) REQUEST FOR FUNDING, IN THE AMOUNT OF \$75,000, IN EACH YEAR FOR 5 YEARS (2024-2028), TO THE 2024 BUDGET DELIBERATIONS.  <b>CARRIED – UNANIMOUS</b></p>
<b>11.</b>	<b>Presentations / Awards / Deputations</b> – None
<b>12.</b>	<b>Mayor’s Declaration</b> – None
<b>13.</b>	<b>Public Meetings</b> – None
<b>14.</b>	<b>Unfinished Business</b>
	<b>Council-CAO-2023-24 – Bringing Commuter Public Transportation to Rural Kingston, Gananoque, South Frontenac and Loyalist – Final Report</b>

	<p><b>Motion #23-229 – Bringing Commuter Public Transportation to Rural Kingston, Gananoque, South Frontenac and Loyalist – Final Report – Refer to 2024 Budget Deliberations</b></p> <p><b>Moved by:</b> Deputy Mayor Leakey                      <b>Seconded by:</b> Councillor Koiner</p> <p>BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES FOR INFORMATION THE “BRINGING COMMUTER PUBLIC TRANSPORTATION TO RURAL KINGSTON, GANANOQUE, SOUTH FRONTENAC AND LOYALIST FINAL REPORT”, AND FURTHER, REFER \$293,000 TO THE 2024 BUDGET PROCESS FOR CONSIDERATION, AS PRESENTED IN COUNCIL REPORT CAO-2023-24.</p> <p style="text-align: right;"><b>CARRIED – UNANIMOUS</b></p>
<b>Council-CAO-2023-25 – Affordable Housing Expressions of Interest (EOI)</b>	
	<p><b>Motion #23-230 – Affordable Housing Expressions of Interest (EOI)</b></p> <p><b>Moved by:</b> Councillor Osmond                      <b>Seconded by:</b> Deputy Mayor Leakey</p> <p>BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE AUTHORIZES STAFF TO ISSUE THE ATTACHED EXPRESSIONS OF INTEREST (EOI) SEEKING AFFORDABLE HOUSING PROPOSALS ON 375 WILLIAM STREET AND 50 BIRCH STREET, AS PRESENTED IN COUNCIL REPORT CAO-2023-25.</p> <p style="text-align: right;"><b>CARRIED – UNANIMOUS</b></p>
<b>15.</b>	<b>Approval of Minutes – November 7 and 14, 2023</b>
	<p><b>Motion #23-228 – Approval of Minutes – November 7 and 14, 2023</b></p> <p><b>Moved by:</b> Councillor Osmond                      <b>Seconded by:</b> Councillor Kirkby</p> <p>BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE HEREBY ADOPTS THE REGULAR COUNCIL MINUTES OF TUESDAY, NOVEMBER 7, 2023, AND ITS SPECIAL MINUTES OF TUESDAY, NOVEMBER 14, 2023.</p> <p style="text-align: right;"><b>CARRIED – UNANIMOUS</b></p>
<b>16.</b>	<b>Staff Reports</b>
<b>Council-FIRE-2023-07 – Order Replacement Aerial Fire Apparatus</b>	
	<p><b>Motion #23-231 – Order Replacement Aerial Fire Apparatus</b></p> <p><b>Moved by:</b> Councillor Osmond                      <b>Seconded by:</b> Councillor Kirkby</p> <p>BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PRE-APPROVES THE 2024 CAPITAL BUDGET ITEM FOR ONE (1) PIERCE ENFORCER 110 ASCENDANT AERIAL PLATFORM TRUCK AND TO SOLE SOURCE THE VEHICLE FROM COMMERCIAL EMERGENCY EQUIPMENT COMPANY, TO BE FUNDED AS PER OPTION #1 (FULLY FUND THE ENTIRE PURCHASE OF THE APPARATUS IN THE AMOUNT OF \$2,037,138 FROM TOWN RESERVES),</p> <p>AND FURTHER, PASS BY-LAW NO. 2023-110, BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO SIGN A PURCHASE ORDER/AGREEMENT WITH COMMERCIAL EMERGENCY EQUIPMENT CO., AS PRESENTED IN COUNCIL REPORT FIRE-2023-07.</p> <p style="text-align: right;"><b>CARRIED – 6 Ayes, 1 Nay</b></p>
<p>***At this point, the Chair called a recess at 7:58 PM.</p> <p>***The meeting reconvened at 8:08 PM.</p>	

<b>Council-REC-2023-24 – Amend General Fees &amp; Rates By-law – Schedule “H” – Advertising – Rec. Centre</b>	
	<p><b>By-law No. 2023-111 – Amend General Fees &amp; Rates By-law – Schedule “H” – Advertising – Rec. Centre</b>  <b>Moved by:</b> Councillor Osmond                      <b>Seconded by:</b> Deputy Mayor Leakey  BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2023-111, BEING A BY-LAW TO AMEND BY-LAW NO. 2016-047 GENERAL FEES AND RATES, SCHEDULE ‘H’, REGARDING ADVERTISING AT THE LOU JEFFRIES ARENA, AS PRESENTED IN COUNCIL REPORT REC-2023-24.</p> <p style="text-align: right;"><b>CARRIED – UNANIMOUS</b></p>
<b>Council-REC-2023-25 – Town Owned Property Lease Agreement Rates</b>	
	<p><b>Motion #23-232 – Town Owned Property Lease Agreement Rates</b>  <b>Moved by:</b> Councillor Osmond                      <b>Seconded by:</b> Councillor Koiner  BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE POSTPONES COUNCIL REPORT REC-2023-25 REGARDING TOWN OWNED PROPERTY LEASE AGREEMENT RATES.</p> <p style="text-align: right;"><b>CARRIED – UNANIMOUS</b></p>
<b>***At this point, Council considered items listed under Motions (Council Direction to Staff).</b>	
<b>Council-FIN-2023-48 – Capital Matters Pending</b>	
	<p><b>Motion #23-233 – Capital Matters Pending</b>  <b>Moved by:</b> Deputy Mayor Leakey                      <b>Seconded by:</b> Councillor Kirkby  BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES THE CAPITAL MATTERS PENDING UPDATE, AS PRESENTED IN COUNCIL REPORT FIN-2023-48.</p> <p style="text-align: right;"><b>CARRIED – UNANIMOUS</b></p>
<b>17.</b>	<b>Motions (Council Direction to Staff)</b>
<b>1. Elimination of Council Grants – Mayor Beddows</b>	
	<p><b>Motion #23-234 – Elimination of Council Grants</b>  <b>Moved By:</b> Mayor Beddows                      <b>Seconded By:</b> Deputy Mayor Leakey  BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE CANCELS POLICY NO. ADM17-2015, THEREBY ELIMINATING COUNCIL GRANTS AND DIRECTS ALL APPLICANTS TO THE COMMUNITY GRANTS PROGRAM AND/OR THE MUNICIPAL ACCOMMODATION TAX (MAT) FUNDING PROGRAM.</p> <p style="text-align: right;"><b>POSTPONE – 6 Ayes, 1 Nay</b></p>
<b>2. Amend By-law No. 2019-086 – Community Grants Program Policy – Mayor Beddows</b>	
	<p><b>Motion #23-235 – Amend By-law No. 2019-086 – Community Grants Program Policy</b>  <b>Moved By:</b> Mayor Beddows                      <b>Seconded By:</b> Deputy Mayor Leakey  BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS A BY-LAW, BEING A BY-LAW TO AMEND BY-LAW NO. 2019-086, BEING A BY-LAW TO ESTABLISH A COMMUNITY GRANTS PROGRAM POLICY, BY AMENDING SCHEDULE ‘A’, AS FOLLOWS:</p> <p style="padding-left: 40px;">A. AT PARAGRAPH 3, AUTHORITY, AMENDING THE PARAGRAPH TO READ:  “THE TREASURER OF THE TOWN OF GANANOQUE HAS DELEGATED AUTHORITY TO IMPLEMENT, EXECUTE, MONITOR, AND ADMINISTER THIS POLICY AND TO REVIEW AND APPROVE GRANT APPLICATIONS. THE TREASURER OF THE TOWN OF GANANOQUE IS DIRECTED TO REPORT TO COUNCIL QUARTERLY ON THE STATUS OF THE COMMUNITY GRANT PROGRAM.”</p>

- B. CHANGE THE AMOUNT ALLOCATED UNDER PARAGRAPH 4 POLICY, SUB-PARAGRAPH TOTAL ANNUAL BUDGET FROM “\$60 000” TO READ “5% OF CASINO REVENUES, AS FUNDS ARE AVAILABLE”.
- C. DELETING THE FOLLOWING SENTENCES FROM THE PARAGRAPH TITLED “FREQUENCY OF APPLICATION”:  
 “APPLICATIONS MAY BE CONSIDERED FOR UP TO TWO CONSECUTIVE YEARS AND IF THEY MEET THE CRITERION, WILL BE FUNDED ON A DECREASING SCALE, GENERALLY 50% OF THE PREVIOUS YEAR’S ALLOCATION.” AND “AN APPLICATION WILL NOT BE CONSIDERED FOR THOSE INDIVIDUALS OR ORGANIZATIONS WHO HAVE RECEIVED FUNDING THREE (3) TIMES IN ANY FIVE (5) YEAR PERIOD.”
- D. ADDING A REQUIREMENT FOR APPLICANTS TO LIST ALL OTHER GRANT APPLICATIONS REQUESTED FROM ANY SOURCE IN SUPPORT OF THE EVENT CITED ON THE COMMUNITY GRANT APPLICATION.
- E. THE TREASURER IS DIRECTED TO REVIEW GRANT CRITERIA AND, AS WARRANTED FROM TIME TO TIME, RECOMMEND AMENDMENT OF GRANT CRITERIA BY COUNCIL TO ENSURE IMPLEMENTATION OF THE INTENT OF THE POLICY.

**POSTPONE – 6 Ayes, 1 Nay**

**\*\*\*It was generally agreed that Motion #23-234, entitled “Elimination of Council Grants”, and: #23-235, entitled “Amend By-law No. 2019-086 – Community Grant Program Policy” be referred to the 2024 Budget Deliberations.**

**3. Tourism Advisory Panel 2024 Municipal Accommodation Tax (Mat) Action Plan and 2024 Budget Allocation – Mayor Beddows**

**\*\*\*Councillor Harper, Chair of the Tourism Advisory Panel (TAP) informed Council that during the meeting of TAP, held on Monday, November 20, 2023, the Panel passed an Action Plan and its 2024 Budget allocation of funds.**

**\*\*\*Noting the information presented by Councillor Harper, Mayor Beddows withdrew the “Tourism Advisory Panel 2024 Municipal Accommodation Tax (Mat) Action Plan and 2024 Budget Allocation” Motion as presented on the Agenda.**

**\*\*\*Mayor Beddows moved to extend the meeting curfew.**

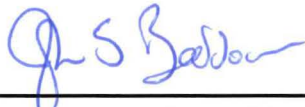

**Motion #23-239 – Extend Meeting Curfew**

**Moved By:** Mayor Beddows   **Seconded by:** Deputy Mayor Leakey  
 BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE EXTENDS THE 9:00 PM CURFEW FOR THE COUNCIL MEETING HELD ON NOVEMBER 21, 2023, TO 9:15 PM.

**CARRIED – UNANIMOUS**

**18. Correspondence**

- 1. Accounts Payable – October 29 to November 12, 2023
- 2. Town of Orangeville – Gender Based Violence and Intimate Partner Violence – Request for Support
- 3. Fidelity – Construction Start Notification – Thousand Islands Parkway located 900m East of County Road 2
- 4. United Counties of Leeds & Grenville – Homelessness in Leeds and Grenville, Vol. 4 – November 2023
- 5. United Way Leeds & Grenville – Press Release – United Way Names Executive Director
- 6. St. Lawrence Parks Commission – Thousand Islands Parkway Culvert Work
- 7. Unadopted Minutes – Downtown Business Improvement Area (BIA) – September 20, 2023
- 8. Unadopted Minutes – Tourism Advisory Panel (TAP) – October 23, 2023

<b>19.</b>	<b>Notice Required Under the Notice By-law</b>
	<ul style="list-style-type: none"> <li>Mayor Beddows advised that a Public meeting is scheduled to be held at the regular Council meeting of Tuesday, December 5, 2023 at 6:00 PM regarding a Class III Development Permit Application (DP2023-15) regarding 337 King Street East.</li> </ul>
<b>20.</b>	<b>Committee Updates (Council Reps)</b>
	<ul style="list-style-type: none"> <li>Due to time constraints, this item will be discussed during the next regular Council meeting.</li> </ul>
<b>21.</b>	<b>Discussion of Additional Items – None</b>
<b>22.</b>	<b>Questions from the Media – None</b>
<b>23.</b>	<b>Confirmation By-law</b>
	<p><b>By-law No. 2023-109 – Confirming By-law – November 21, 2023</b>  <b>Moved By:</b> Deputy Mayor Leakey                      <b>Seconded By:</b> Councillor Kirkby  BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2023-109, BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL AT ITS REGULAR MEETING HELD ON TUESDAY, NOVEMBER 21<sup>ST</sup>, 2023, BE READ THREE TIMES AND FINALLY PASSED THIS 21<sup>ST</sup> DAY OF NOVEMBER 2023.</p> <p style="text-align: right;"><b>CARRIED – UNANIMOUS</b></p>
<b>24.</b>	<b>Next Meeting(s) – Tuesday, December 5, 2023 @ 6:00 PM</b>
<b>25.</b>	<b>Adjournment</b>
	<p><b>Moved By:</b> Deputy Mayor Leakey  Be it resolved that Council hereby adjourns this regular meeting of Council at 9:07 PM.</p> <p style="text-align: right;"><b>CARRIED – UNANIMOUS</b></p>
<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">   <hr style="width: 100%;"/> <p>John S. Beddows, Mayor</p> </div> <div style="text-align: center;">   <hr style="width: 100%;"/> <p>Penny Kelly, Clerk / CEMC</p> </div> </div>	