

REGULAR COUNCIL MEETING MINUTES

Held on Tuesday, February 1, 2022 at 5:00PM Closed Session and 6:00PM Open Session Held via WebEx Video and Teleconference

COUNCIL MEMBERS PRESENT		STAFF PRESENT
Mayor:	Ted Lojko	Shellee Fournier, CAO
Councillors:	Dave Anderson	Penny Kelly, Clerk/CEMC
	Adrian Haird	Melanie Kirkby, Treasurer
	Matt Harper	David Armstrong, Manager of Public Works
	Dennis O'Connor	Brenda Guy, Manager of Planning and Development
	David Osmond	Gord Howard, Fire Chief
		Doug Wark, Manager of Community Services
		Scott Gee, Chief of Police
Regrets:	Mike Kench	

1.	Call Meeting to Order		
	Mayor Lojko called the meeting to order at 5:02 PM, with the following Council Members present: Deputy Mayor Anderson, Councillor Harper, Councillor O'Connor and Councillor Osmond.		
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 Councillor O'Connor 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 5:00 PM for the purpose of discussing: One (1) item under Advice that is Subject to Solicitor-client Privilege, including Communications Necessary for that Purpose; Two (2) items under Personal Matters Concerning an Identifiable Individual, Including Municipal or Board Employees; One (1) item under Litigation or Potential Litigation, including Matters Before Administrative Tribunals, Affecting the Municipality or Local Board, 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. 		
	CARRIED – UNANIMOUS, by those present		
4.	Move Out of Closed Session at 6:05 PM		
	Council resumed the Open Session at 6:08 PM		
5.	Matters Arising from Closed Session		
	The Clerk advised that due to time constraints the Closed Session meeting was recessed and would reconvene immediately following the Council meeting.		
6.	Land Acknowledgement Statement		
	Mayor Lojko read the Land Acknowledgement Statement		

- Public Question / Comment (Only Addressing Reports on the Agenda)
 Members of the public spoke to items on the Agenda.
 Disclosure of Additional Items None
 Delegations
 Don Matthews Support Seniors Centre at Kinsmen Building

 Don Matthews appeared before Council and offered a personal opinion regarding a senior centre or community centre and the need for these facilities.
 Mayor Lojko thanked Mr. Matthews for his presentation and stated that Council will consider his comments when reviewing the two staff reports regarding the Lou Jeffries Arena and the Kinsmen Building later on in the Agenda.

 Presentations / Awards / Deputations
 - Tourism Advisory Panel (TAP) Year-End Review Councillor Dennis O'Connor, TAP Chair and John Nagy, TAP Member
 - Councillor O'Connor and John Nagy appeared before Council and provided a Tourism Advisory Panel (TAP) Year-End review and update.
 - 11. Mayor's Declaration None
 - **12. Public Meetings** None
 - 13. | Correspondence
 - 1. Accounts Payable January 6 to January 24, 2022
 - United Counties of Leeds and Grenville Notice of Adoption Official Plan Amendment No. 2 – Section 17 and 21 of the Planning Act
 - 3. Office of the Solicitor General Review of Court Security and Prisoner Transportation (CSPT) Transfer Payment Program
 - 4. Upper Canada District School Board (UCDSB) Implement Stop Sign Cameras
 - 5. Federal and Provincial Ministers of Agriculture Ontario Wildlife Damage Compensation Program (OWDCP)
 - 6. Leeds, Grenville & Lanark District Health Unit Health Unit and Ontario Building Code, Part VIII Update
 - 7. Chris McDonald Gananoque Library Kinsmen Building Request to Council

Moved by: Deputy Mayor Anderson **Seconded by:** Councillor Haird BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE ESTABLISH A WORKING GROUP COMPRISED OF STAFF, COUNCIL, MEMBERS OF THE COMMUNITY TO REVIEW THE NEXT STEPS REGARDING THE FUTURE OF THE KINSMEN BUILDING.

DEFEATED - 3 Ayes, 3 Nays

- The Chair advised that this item will be furthered discussed under Report Council-CAO-2022-02 400 Stone Street North Future of Building.
- 8. Lynda and Jim Garrah Kinsmen Building Support Gananoque Library Request
 - This item will be discussed under Report Council-CAO-2022-02 400 Stone Street North – Future of Building.
- 9. Chris McDonald Notices of Motion
 - Shellee Fournier advised that Council passed a motion to continue with virtual meetings and has temporarily suspended Committee of the Whole meetings until the province has lifted COVID restrictions.
- 10. Jim Garrah Hazardous Waste
- 11. Cataraqui Region Conservation Authority (CRCA) Municipal Levies 2022

12. Ministry of Municipal Affairs and Housing (MMAH) – Municipal Modernization Program – Approval of Funding and Transfer Payment Agreement

By-law No. 2022-010 – Ministry of Municipal Affairs and Housing (MMAH) –
Intake 3 Municipal Modernization Program – Transfer
Payment Agreement

Moved by: Deputy Mayor Anderson Seconded by: Councillor Haird BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2022-010, BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO SIGN A TRANSFER PAYMENT AGREEMENT WITH THE MINISTRY OF MUNICIPAL AFFAIRS AND HOUSING (MMAH) FOR INTAKE 3 MUNICIPAL MODERNIZATION PROGRAM AND THE RECEIPT OF FUNDING IN THE

AMOUNT OF \$93,363 FOR THE IMPLEMENTATION OF THE TOWN OF GANANOQUE TICKET PROCESS AND MAINTENANCE MANAGEMENT MODERNIZATION PROGRAM.

CARRIED - UNANIMOUS

- 13. Downtown Gananoque Business Improvement Area (BIA) BIA Budget 2022
 - Reference reporting out of Closed Session, Motion #22-019.
- Minutes Police Services Board (PSB) November 24, 2021 and;
 December 21, 2021
- 15. Minutes Heritage Advisory Panel December 14, 2021
- 16. Minutes Tourism Advisory Panel January 6, 2022

14. Unfinished Business

Council-CS-2022-01 – Facilities Building Condition Assessment Reports

Motion #22-007 – Facilities Building Condition Assessment Reports

Moved by: Councillor Harper Seconded by: Mayor Lojko
BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE
RECEIVES THE BUILDINGS CONDITION ASSESSMENT REPORTS FOR
INFORMATION PURPOSES,

AND FURTHER DIRECTS STAFF TO INITIATE ASSET MANAGEMENT PLANNING TO ADDRESS THE CONSULTANT RECOMMENDATIONS PROVIDED IN THE REPORTS, AS PRESENTED IN COUNCIL REPORT CS-2022-01.

CARRIED - UNANIMOUS

Council-CS-2022-02 - Lou Jeffries Community Centre - 2nd Floor - Seniors Centre

- **The Chair advised that if no objections, this report be considered following Report Council-CAO-2022-02 400 Stone Street North Future of Building.
- **Moved by Councillor Osmond and seconded by Councillor Haird that the recommendation in Report Council-CS-2022-02 be amended to remove the words "NON-PRIME TIME".

CARRIED – UNANIMOUS

Motion #22-008 – Lou Jeffries Community Centre – 2nd Floor – Seniors Centre Moved by: Councillor Haird Seconded by: Councillor Osmond BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE AUTHORIZES THE DEDICATED USE OF UP TO FORTY (40) HOURS AT THE LOU JEFFRIES COMMUNITY CENTRE – 2ND FLOOR – TO THE GANANOQUE SENIORS ASSOCIATION IN ACCORDANCE WITH THE GENERAL FEES AND RATES BY-LAW NO. 2016-047, AS AMENDED, AND AS PRESENTED IN COUNCIL REPORT-CS-2022-02.

CARRIED – UNANIMOUS, as amended

Council-CS-2022-03 - Bay Road Closure - Collection of Feedback and Options

Motion #22-009 – Bay Road Closure – Collection of Feedback and Options

Moved by: Deputy Mayor Anderson Seconded by: Councillor Harper
BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE
APPROVES OPTION #3 (EXTEND THE PILOT PROJECT ROAD CLOSURE), AS IT
RELATES TO THE BAY ROAD CLOSURE, AS PRESENTED IN COUNCIL REPORT
CS-2022-03.

CARRIED - UNANIMOUS

15. | Consent Agenda

Moved by: Deputy Mayor Anderson **Seconded by:** Councillor Osmond Be it resolved that the Motion and By-law listed on the Consent Agenda be passed accordingly:

MOTION:

Motion #22-006 – Approval of Minutes – Tuesday, January 11, 2022
BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE HEREBY ADOPTS THE REGULAR MINUTES OF TUESDAY, JANUARY 11, 2022 MEETING.

BY-LAWS:

By-law No. 2022-001 – 2022 Operating and Capital Budget (Third and Final Reading)

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF

GANANOQUE READS FOR A THIRD AND FINAL TIME BY-LAW

NO. 2022-001, BEING A BY-LAW TO ADOPT THE 2022

OPERATING AND CAPITAL BUDGETS.

By-law No. 2022-002 – 2022 Water and Wastewater Operating and Capital Budget and Rates (Third and Final Reading)

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE READS FOR A THIRD AND FINAL TIME BY-LAW NO. 2022-002, BEING A BY-LAW TO ADOPT THE 2022 WATER AND WASTEWATER RATES, OPERATING AND CAPITAL BUDGETS.

By-law No. 2022-005 – Amend By-law No. 2020-092 – Regulate and Govern the Housing of Urban Hens – Removal of Trial Period

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2022-005, BEING A BY-LAW TO AMEND BY-LAW NO. 2020-092, REGULATE AND GOVERN THE HOUSING OF URBAN HENS TO REMOVE THE 18-MONTH TRIAL PERIOD.

By-law No. 2022-006 – Amend By-law No. 2016-047 – General Fees and Rates By-law, Schedule 'A' – Increase Urban Hen Permit Rates

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2022-006, BEING A BY-LAW TO AMEND BY-LAW NO. 2016-047, GENERAL FEES AND RATES, SCHEDULE 'A', TO INCREASE THE URBAN HEN PERMIT ANNUAL RENEWAL LICENCE FEE.

16. Motions (Council Direction to Staff) – None 17. Notice Required Under the Notice By-law – None 18. Committee Updates (Council Reps) Councillors provided their updates. 19. Discussion of Additional Items – None

20. Staff Reports

Council-CAO-2022-02 - 400 Stone Street North - Future of Building

**Moved by Councillor O'Connor and seconded by Councillor Haird to move Option #2 for discussion and consideration. Following discussions, the motion was withdrawn, and the following was considered.

Motion #22-010 – 400 Stone Street North – Future of Building – Establish an Advisory Panel

Moved by: Deputy Mayor Anderson **Seconded by:** Councillor Haird BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE ESTABLISHES AN ADVISORY PANEL COMPRISED OF STAFF, COUNCIL, MEMBERS OF THE COMMUNITY AND OUTSIDE EXPERTS TO DETERMINE THE WAY AHEAD FOR THE KINSMEN BUILDING AND REPORT BACK BY MAY 1ST, 2022, WITH ITS FINDINGS.

CARRIED - UNANIMOUS

Council-CS-2022-04 – Special Events and Facility Booking Policy

By-law No. 2022-007 - Repeal By-law No. 2016-070 - Municipal Facility Use Policy

Moved by: Councillor Osmond **Seconded by:** Councillor Haird BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE, PASS BY-LAW NO. 2022-007, BEING A BY-LAW TO REPEAL BY-LAW NO. 2016-070, A BY-LAW TO ESTABLISH A MUNICIPAL FACILITY USE POLICY, AS PRESENTED IN COUNCIL REPORT CS-2022-04.

CARRIED – UNANIMOUS

By-law No. 2022-008 – Establish a Special Events and Facility Booking Policy Moved by: Councillor Osmond Seconded by: Councillor Haird BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2022-008, BEING A BY-LAW TO ESTABLISH A SPECIAL EVENT AND FACILITY BOOKING POLICY, AS PRESENTED IN COUNCIL REPORT CS-2022-04.

CARRIED - UNANIMOUS

Council-CS-2022-05 – Amend General Fees and Rates By-law – Schedule 'K' – Municipal Marina Services

By-law No. 2022-009 – Amend General Fees and Rates By-law – Schedule 'K' – Municipal Marina Services

Moved by: Deputy Mayor Anderson **Seconded by:** Councillor Haird BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2022-009, BEING A BY-LAW TO AMEND THE GENERAL FEES AND RATES BY-LAW NO. 2016-047, MUNICIPAL MARINA SERVICES, SCHEDULE 'K', BASED ON OPTION #2 (CHANGE POLICY TO CHARGE BY THE DOCK LENGTH PLUS ANY ADDITIONAL BOAT LENGTH WHICH EXTENDS BEYOND THE DOCK SIZE PLUS A RATE INCREASE OF 3%), AS PRESENTED IN COUNCIL REPORT CS-2022-05.

CARRIED - UNANIMOUS

By-law No. 2022-011 – Amend General Fees and Rates By-law – Schedule 'K' – Add Resident Rate

Moved by: Deputy Mayor Anderson **Seconded by**: Councillor Osmond BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2022-011, BEING A BY-LAW TO AMEND THE GENERAL FEES AND RATES BY-LAW NO. 2016-047, MUNICIPAL MARINA SERVICES, SCHEDULE 'K', TO INTRODUCE A RESIDENT RATE (PRIMARY RESIDENCE) AT 0% OVER THE 2021 RATE.

CARRIED - 5 Ayes, 1 Nay

Motion #22-017 – Seasonal Slip Holder Agreement – Payment Installments
Moved by: Councillor Osmond Seconded by: Councillor Haird
BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE
DIRECTS STAFF TO AMEND THE SEASONAL SLIP HOLDER AGREEMENT TO
ENACT THE FOLLOWING PAYMENT SCHEDULE FOR 2022:

- 1. MARCH 1ST 50%
- 2. APRIL 15TH 50% (REMAINING BALANCE)

CARRIED - UNANIMOUS

**The Chair called at five (5) minute recess at 8:35 PM.

Council-PD-2022-01 – Recommendation from Planning Advisory Committee – 341 Garden Street

Motion #22-011 – Recommendation from Planning Advisory Committee – 341 Garden Street

Moved by: Councillor Osmond **Seconded by:** Mayor Lojko BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE APPROVE OPTION #2 (DIRECTS STAFF TO BRING BACK A REPORT REGARDING INDIVIDUAL WATER METERS VERSUS BULK METERING UNDER THE WATER WORKS BY-LAW NO. 2008-20), AS PRESENTED IN COUNCIL-PD-2022-01.

CARRIED - UNANIMOUS

Council-POL-2022-01 - Gananoque Police Service - 4-Year Strategic Plan

Motion #22-012 – Gananoque Police Service – 4-Year Strategic Plan

Moved by: Deputy Mayor Anderson Seconded by: Councillor Haird

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE

RECEIVES THE GANANOQUE POLICE SERVICES BOARD FOUR (4) YEAR

STRATEGIC PLAN, AS PRESENTED IN COUNCIL REPORT POL-2022-01.

CARRIED - UNANIMOUS

Council-POL-2022-02 – Gananoque Police Services Board (PSB) – Board Positions 2022

Motion #22-013 - Gananoque Police Services Board (PSB) - Board Positions 2022

Moved by: Mayor Lojko **Seconded by**: Deputy Mayor Anderson BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES THE GANANOQUE POLICE SERVICES BOARD, BOARD POSITIONS 2022, FOR INFORMATION, AS PRESENTED IN COUNCIL REPORT POL-2022-02.

CARRIED - UNANIMOUS

Council-FIRE-2022-01 - Fire Department - Fourth (4th) Quarter Report

Motion #22-014 – Fire Department – Fourth (4th) Quarter Report

Moved by: Deputy Mayor Anderson

Seconded by: Councillor Harper

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE

RECEIVES THE FOURTH QUARTER FIRE DEPARTMENT REPORT FOR

INFORMATION PURPOSES, AS PRESENTED IN THE COUNCIL REPORT FIRE2022-01.

CARRIED - UNANIMOUS

Council-UTIL-2022-01 - Water and Wastewater - Fourth (4th) Quarter Report

Motion #22-015 – Water and Wastewater – Fourth (4th) Quarter Report

Moved by: Councillor Harper Seconded by: Councillor Haird

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE

RECEIVES THE WATER AND WASTEWATER FOURTH (4th) QUARTER REPORT

FOR INFORMATION, AS PRESENTED IN COUNCIL REPORT UTIL-2022-01.

CARRIED - UNANIMOUS

^{**}The meeting resumed at 8:43 PM.

Council-LIB-2022-01 - Gananoque Public Library Quarterly Report - December 2021 Motion #22-016 - Gananoque Public Library Quarterly Report - December 2021 Moved by: Councillor Haird Seconded by: Councillor Osmond BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES THE GANANOQUE PUBLIC LIBRARY QUARTERLY REPORT. AS PRESENTED IN COUNCIL REPORT LIB-2022-01. **CARRIED - UNANIMOUS** 21. Questions from the Media - None 22. Motion to Reconvene - Move to Closed Session Moved by Deputy Mayor Anderson that the Council of the Town of Gananoque reconvenes its Closed Session meeting in accordance with Section 239.2 of the Municipal Act, and moves back into Closed Session at 9:07 PM. **CARRIED - UNANIMOUS** 23. Move Out of Closed Session at 9:29 PM Return to Open Session of Council at 9:30 PM, with the following members of Council were present: Mayor Lojko, Deputy Mayor Anderson, Councillor Haird, Councillor Harper and Councillor Osmond. 24. **Matters Arising Out of Closed Session** 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, and; one (1) item under Personal Matters Concerning an Identifiable Individual, Including Municipal or Board Employees. There was nothing to report out on these items. Council also discussed one (1) item under Litigation or Potential Litigation. including Matters Before Administrative Tribunals, Affecting the Municipality or Local Board. Mayor Lojko advised that staff been provided direction to negotiate Minutes of Settlement with respect to 70 Hickory Street. • Council further discussed one (1) item under Personal Matters Concerning an Identifiable Individual, Including Municipal or Board Employees, and; one (1) item under Advice that is Subject to Solicitor-client Privilege, including Communications Necessary for that Purpose. Council will now consider the recommendations below. Motion #22-018 – Appointment to the Tourism Advisory Panel (TAP) Seconded by: Councillor Osmond Moved by: Councillor Harper BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE REMOVES LORI HIGGS. AS A HOTEL/MOTEL REPRESENTATIVE ON THE TOURISM ADVISORY PANEL (TAP), DUE TO HER RESIGNATION; AND FURTHER THAT TRUSHA TANNA BE HEREBY APPOINTED AS THE REPRESENTATIVE FOR THE ABOVE NOTED ACCOMMODATION SECTOR FOR THE REMAINING TERM OF COUNCIL. **CARRIED - UNANIMOUS**, by those present Motion #22-019 - Business Improvement Area (BIA) - 2022 BIA Operating and **Capital Budget and Board Composition** Moved by: Councillor Osmond Seconded by: Mayor Lojko BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE ENACTS ITS AUTHORITY UNDER THE MUNICIPAL ACT, SECTION 216, AND O.REG 582/06, TO EXERCISE ITS POWER TO ASSUME THE POWER FROM THE

BUSINESS IMPROVEMENT AREA (BIA) BOARD IN ORDER TO ESTABLISH THE

2022 BUSINESS IMPROVEMENT AREA (BIA) OPERATING AND CAPITAL

BUDGET;

AND FURTHER DIRECTS STAFF TO BRING BACK A COUNCIL REPORT FOR COUNCIL'S CONSIDERATION TO ADOPT THE 2022 BIA OPERATING AND CAPITAL BUDGET TO REFLECT THE ADOPTED 2021 BUDGET AMOUNT PLUS 2% CONSUMER PRICE INDEX (CPI), AND TO REALIGN VARIOUS BUDGET LINE ITEMS TO MEET ANNUAL REQUIREMENTS.			
	PRESENTED WITH A BY-LAW TO REMOVE IT NEW MEMBERS AT FEBRUARY 15 TH , 2022		
CARRIED - UNANIMOUS, by those presen			
Confirmation By-law			
By-law No. 2022-004 – Confirming By-law – February 1, 2022 (3 Readings) Moved by: Councillor Osmond Seconded by: Deputy Mayor Anderson BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2022-004, BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL AT ITS REGULAR MEETING HELD ON TUESDAY, FEBRUARY 1 ST , 2022, BE READ THREE TIMES AND FINALLY PASSED THIS 1 ST DAY OF FEBRUARY 2022. CARRIED – UNANIMOUS, by those present			
Next Meeting – Tuesday, February 15, 2022			
Adjournment			
Moved by: Councillor Harper Be it resolved that Council hereby adjourns this regular meeting of Council at 9:39 PM. CARRIED – UNANIMOUS, by those present			
ojko, Mayor	Penny Kelly, Clerk / CEMC		
	COUNCIL'S CONSIDERATION TO A CAPITAL BUDGET TO REFLECT TH 2% CONSUMER PRICE INDEX (CPI ITEMS TO MEET ANNUAL REQUIRI AND FURTHER THAT COUNCIL BE CURRENT MEMBERS AND APPOIN MEETING. Confirmation By-law By-law No. 2022-004 – Confirming I Moved by: Councillor Osmond BE IT RESOLVED THAT THE COUN BY-LAW NO. 2022-004, BEING A BY COUNCIL AT ITS REGULAR MEETII 2022, BE READ THREE TIMES AND FEBRUARY 2022. Next Meeting – Tuesday, February 1 Adjournment Moved by: Councillor Harper Be it resolved that Council hereby adj		