

REGULAR COUNCIL MEETING MINUTES

Held on Tuesday, February 15, 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
	David Osmond	Brenda Guy, Manager of Planning and Development
		Gord Howard, Fire Chief
		Doug Wark, Manager of Community Services
		Scott Gee, Chief of Police
Regrets:	Mike Kench	
	Dennis O'Connor	

1. Call Meeting to Order

Mayor Lojko called the meeting to order at 5:00 PM, with the following Council Members present: Deputy Mayor Anderson, Councillor Haird, Councillor Harper, 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 Harper that the Council of the Town of Gananoque, in accordance with Section 239.2 of the *Municipal Act*, moves into Closed Session at 5:00 PM for the purpose of discussing one item under Litigation or Potential Litigation, including Matters Before Administrative Tribunals, Affecting the Municipality or Local Board, regarding an Ontario Land Tribunal matter, and; items under Personal Matters Concerning an Identifiable Individual, Including Municipal or Board Employees with respect to Committee / Advisory Panel, and Board vacancies.

CARRIED - UNANIMOUS

4. Move Out of Closed Session at 5:22 PM

Council resumed the Open Session at 6:00 PM

5. Matters Arising from Closed Session

A Closed Meeting was held. Council discussed one item under Litigation or Potential Litigation, including Matters Before Administrative Tribunals, Affecting the Municipality or Local Board, regarding an Ontario Land Tribunal matter, and; and items under Personal Matters Concerning an Identifiable Individual, Including Municipal or Board Employees with respect to Committee / Advisory Panel, and Board vacancies. Council considered the following recommendations.

By-law No. 2022-018 – Ontario Land Tribunal (OLT) – Minutes of Settlement – 68 & 70 Hickory Street

Moved by: Councillor Osmond **Seconded by:** Councillor Haird BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2022-018, BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO SIGN THE MINUTES OF SETTLEMENT FOR DP2021-16

AND DP2021-17 (PATTERSON VS. TOWN) WITH THE ONTARIO LAND TRIBUNAL PROVIDED THE APPLICANT IS AGREEABLE TO THE FOLLOWING CONDITIONS:

- 1. THAT THE OWNER COMPLETES THE DEVELOPMENT PERMIT WITHIN ONE YEAR OF APPROVAL OR WITHIN ONE YEAR OF THE DECISION OF THE BOARD,
- 2. THAT PARKING SPACES BE REDUCED TO 2.7M BY 6M TO REDUCE THE COVERAGE OF THE FRONT YARD SETBACK AND MAINTAIN THE 50% TO ALLOW FOR MORE GRASS IN THE SIDE YARDS, AND;
- 3. THAT A GARAGE DOOR WITH A MAN-DOOR BE INCORPORATED INTO THE DESIGN <u>AND REMAIN</u> TO PROVIDE ACCESS TO THE SECONDARY SUITES,

AS PRESENTED IN CLOSED SESSION ON FEBRUARY 15, 2022.

CARRIED - UNANIMOUS

By-law No. 2022-019 – Business Improvement Area (BIA) and Gananoque Public Library Board – Council Representative

Moved by: Councillor Osmond **Seconded by:** Councillor Haird BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2022-019, BEING A BY-LAW TO AMEND BY-LAW NO. 2018-111, AS FOLLOWS:

- 1. REMOVE COUNCILLOR DENNIS O'CONNOR AS THE COUNCIL REPRESENTATIVE TO THE GANANOQUE PUBLIC LIBRARY BOARD, AND; APPOINTS COUNCILLOR ADRIAN HAIRD, AND;
- 2. REMOVE COUNCILLOR DENNIS O'CONNOR AS THE COUNCIL REPRESENTATIVE TO THE DOWNTOWN BUSINESS IMPROVEMENT AREA (BIA), AND; APPOINTS MAYOR TED LOJKO.

CARRIED - UNANIMOUS

By-law No. 2022-020 – Amend By-law No. 2019-064 – Business Improvement Area (BIA) Board of Directors

Moved by: Councillor Osmond **Seconded by:** Councillor Haird BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2022-020, BEING A BY-LAW TO AMEND BY-LAW NO. 2019-064 TO:

- 1. REMOVE IN ITS ENTIRETY THE RECITAL THAT READS AS FOLLOWS: "AND WHEREAS THE COUNCIL SHALL EXERCISE THEIR RIGHT UNDER BY-LAW NO. 1978-033, ITEM 4, TO APPOINT FIVE MEMBERS AND ONE OF WHOM SHALL BE A MEMBER OF COUNCIL;":
- 2. ADD THE FOLLOWING RECITAL THAT READS: "AND WHEREAS THE BUSINESS IMPROVEMENT AREA (BIA) BOARD OF DIRECTORS SHALL HAVE UP TO A MAXIMUM OF TEN (10) MEMBERS, AND ONE OF WHOM SHALL BE A MEMBER OF COUNCIL;", AND;
- 3. REMOVE THE CURRENT BUSINESS IMPROVEMENT AREA (BIA) BOARD OF DIRECTORS, AND REPLACE WITH THE FOLLOWING:
 - 1. VERONICA FITZGERALD;
 - 2. SARAH PRESTON;
 - 3. SHAWNA SINGERS;
 - 4. KATHRINE CHRISTENSEN;
 - 5. LISA ROBICHAUD;
 - 6. DARREN TOWRIESS, AND;
 - 7. RAY STEDMAN.

CARRIED - UNANIMOUS

Motion #22-027 - Tourism Advisory Panel (TAP) - Council Representative Moved by: Councillor Osmond Seconded by: Councillor Haird BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE REMOVES COUNCILLOR DENNIS O'CONNOR AS THE COUNCIL REPRESENTATIVE ON THE TOURISM ADVISORY PANEL (TAP), AND APPOINTS COUNCILLOR DAVID OSMOND, FOR THE REMAINING TERM OF COUNCIL. CARRIED - UNANIMOUS 6. Land Acknowledgement Statement Mayor Lojko read the Land Acknowledgement Statement 7. Public Question / Comment (Only Addressing Reports on the Agenda) – None 8. Disclosure of Additional Items - None 9. **Delegations** - None 10. Presentations / Awards / Deputations - None 11. Mayor's Declaration 1. Mayor Lojko declared February 21, 2022 as Elizabeth Barnett Day in the Town of Gananoque. 12. Public Meetings - None 13. Correspondence 1. Accounts Payable – January 25 to February 9, 2022 2. Ministry of Municipal Affairs and Housing (MMAH) – Steps to Cautiously and Gradually Ease Public Health Measures While Protecting Hospital and Health Care Capacity 3. City of Brantford – Addressing the Revolving Door of Justice – Accountability for Sureties and Swift Justice - Request for Support Motion #22-028 - City of Brantford - Addressing the Revolving Door of Justice -Accountability for Sureties and Swift Justice – Request for Support Moved by: Deputy Mayor Anderson Seconded by: Councillor Haird BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE SUPPORTS THE CITY OF BRANTFORD'S RESOLUTION ADDRESSING THE REVOLVING DOOR OF JUSTICE - ACCOUNTABILITY FOR SURETIES AND SWIFT JUSTICE. **CARRIED – UNANIMOUS** Minutes – Tourism Advisory Panel (TAP) – February 3, 2022 14. **Unfinished Business** Council-CSC-2022-01 – Kinsmen Building Advisory Panel and Terms of Reference By-law No. 2022-013 – Kinsmen Building Advisory Panel and Terms of Reference

Moved by: Councillor Haird **Seconded by:** Deputy Mayor Anderson BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2022-013, BEING A BY-LAW TO ESTABLISH A KINSMEN BUILDING ADVISORY PANEL AND ADOPT ITS TERMS OF REFERENCE, AS PRESENTED IN COUNCIL REPORT CSC-2022-01.

CARRIED – UNANIMOUS

Motion #22-021 – Kinsmen Building Advisory Panel and Terms of Reference – Direction to Staff

Moved by: Deputy Mayor Anderson Seconded by: Councillor Haird BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE AUTHORIZES THE CLERK TO PLACE AN AD ON THE TOWN'S WEBSITE AND SOCIAL MEDIA PLATFORMS SEEKING INTERESTED APPLICANTS TO SIT ON THE KINSMEN BUILDING ADVISORY PANEL, WITH A SUBMISSION DEADLINE OF FEBRUARY 23, 2022, AS PRESENTED IN COUNCIL REPORT CSC-2022-01.

CARRIED - UNANIMOUS

Council-FIN-2022-03 – Business Improvement Area (BIA) – Draft 2022 Operating and Capital Budget

By-law No. 2022-014 – Business Improvement Area (BIA) – Draft 2022 Operating and Capital Budget

Moved by: Councillor Haird Seconded by: Deputy Mayor Anderson BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE READS BY-LAW NO. 2022-014, A FIRST AND SECOND TIME ON FEBRUARY 15, 2022, BEING A BY-LAW TO ADOPT THE BUSINESS IMPROVEMENT AREA (BIA) 2022 OPERATING AND CAPITAL BUDGETS,

AND FURTHER, THAT BY-LAW NO. 2022-014, BE CONSIDERED FOR A THIRD READING ON MARCH 1, 2022, AS PRESENTED IN REPORT COUNCIL-FIN -2022-03.

CARRIED - UNANIMOUS

15. Approval of Minutes – Tuesday, February 1, 2022

Motion #22-020 – Approval of Minutes – Tuesday, February 1, 2022

Moved by: Deputy Mayor Anderson Seconded by: Councillor Haird

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE

HEREBY ADOPTS THE REGULAR MINUTES OF TUESDAY, FEBRUARY 1, 2022

MEETING.

CARRIED - UNANIMOUS

- **16. Motions** (Council Direction to Staff) None
- 17. Notice Required Under the Notice By-law
 - 1. Mayor Lojko informed that Council will hold three (3) Public Meetings on Tuesday, March 1, 2022 with respect to Class III Development Permit applications, and; advised that a Public Open House regarding the Town's Official Plan will be held on Tuesday, March 8, 2022.
- **18. Committee Updates** (Council Reps)
 - Councillors provided their updates.
- 19. Discussion of Additional Items None
- 20. Staff Reports

Council-FIN-2022-04 – 2022 Community Grants

Motion #22-022 – 2022 Community Grants – Gananoque District Humane Society

Moved by: Deputy Mayor Anderson **Seconded by**: Councillor Haird BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE APPROVES A 2022 COMMUNITY GRANT TO THE GANANOQUE DISTRICT HUMANE SOCIETY, IN THE AMOUNT OF \$1,000, AS PRESENTED IN COUNCIL REPORT FIN-2022-04.

CARRIED - UNANIMOUS

Motion #22-023 – 2022 Community Grants – Gananoque Artisans by the Bay Moved by: Councillor Haird Seconded by: Councillor Osmond BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE APPROVES A 2022 COMMUNITY GRANT TO GANANOQUE'S ARTISANS BY THE BAY, IN THE AMOUNT OF \$5,000, AS PRESENTED IN COUNCIL REPORT FIN-2022-04.

CARRIED – UNANIMOUS

Motion #22-024 – 2022 Community Grants – Gananoque Figure Skating Club Moved by: Deputy Mayor Anderson Seconded by: Councillor Haird BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE APPROVES A 2022 COMMUNITY GRANT TO THE GANANOQUE FIGURE SKATING CLUB, IN THE AMOUNT OF \$4,500, AS PRESENTED IN COUNCIL REPORT FIN-2022-04.

CARRIED - UNANIMOUS

Council-FIN-2022-05 – Asset Management Plan – Award of Contract – KPMG

By-law No. 2022-015 – Asset Management Plan – Award of Contract – KPMG
Moved by: Deputy Mayor Anderson Seconded by: Councillor Haird
BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS
BY-LAW NO. 2022-015, BEING A BY-LAW TO AUTHORIZE THE MAYOR AND
CLERK TO SIGN AN AGREEMENT WITH KPMG FOR THE 2022 ASSET
MANAGEMENT PLAN PROJECT, AS PRESENTED IN COUNCIL REPORT FIN2022-05.

CARRIED – UNANIMOUS

Council-PD-2022-02 – Modernization Digital Software – Award of Contract (RFP -PD-2021-02)

By-law No. 2022-016 – Modernization Digital Software – Award of Contract (RFP -PD-2021-02)

Moved by: Councillor Osmond **Seconded by:** Deputy Mayor Anderson BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2022-016, BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO SIGN AN AGREEMENT WITH CLOUDPERMIT TO PROVIDE BUILDING AND PLANNING SOFTWARE, AS PRESENTED IN COUNCIL-PD-2022-02.

CARRIED - UNANIMOUS

Council-PD-2022-03 – Quit Claim Deed – 50-62 Water Street

By-law No. 2022-017 – Quit Claim Deed – 50-62 Water Street

Moved by: Councillor Haird

Seconded by: Councillor Osmond

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS

BY-LAW NO. 2022-017, BEING A BY-LAW TO AUTHORIZE THE MAYOR AND

CLERK TO SIGN THE QUIT CLAIM DEED FOR THE PROPERTY KNOWN AS 50-62 WATER STREET PROVIDED;

- 1. THE OWNERS ENTER INTO A WATERLOT LEASE AGREEMENT FOR THE AREA OF PART 2, AND;
- 2. ALL COSTS ASSOCIATED WITH THIS QUIT CLAIM INCLUDING ANY LEGAL AND A NEW WATERLOT LEASE ARE BORNE BY THE OWNERS OF 50-62 WATER STREET,

AS PRESENTED IN REPORT COUNCIL PD-2022-03.

CARRIED – UNANIMOUS

Council-CS-2022-06 – Accounts Receivable Uncollectable Arena Advertising Motion #22-025 - Accounts Receivable Uncollectable Arena Advertising Moved by: Deputy Mayor Anderson Seconded by: Councillor Osmond BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE APPROVES OPTION #2 (WRITE OFF THE OUTSTANDING ACCOUNTS ONLY AS UNCOLLECTABLE REVENUE), AS IT RELATES TO ADVERTISING REVENUE FOR THE LOU JEFFRIES ARENA, AS PRESENTED IN COUNCIL REPORT CS-2022-06. **CARRIED – UNANIMOUS** Council-UTIL-2022-02 – Ministry of the Environment, Conservation and Parks (MECP) Annual Inspection Report and Water and Wastewater Annual Reports Motion #22-026 – Ministry of the Environment, Conservation and Parks (MECP) Annual Inspection Report and Water and Wastewater Annual Moved by: Councillor Haird **Seconded by**: Councillor Harper BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES THE 2021 MINISTRY OF THE ENVIRONMENT, CONSERVATION AND PARKS (MECP) ANNUAL INSPECTION REPORT, AS WELL AS THE 2021 ANNUAL WATER QUALITY REPORT AND THE 2021 ANNUAL WASTEWATER PERFORMANCE REPORT, AS PRESENTED IN COUNCIL REPORT UTIL-2022-02. CARRIED – UNANIMOUS Questions from the Media - None 21. 22. Confirmation By-law By-law No. 2022-012 - Confirming By-law - February 15, 2022 (3 Readings) Moved by: Councillor Haird Seconded by: Councillor Harper BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2022-012 BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL AT ITS REGULAR MEETING HELD ON TUESDAY, FEBRUARY 15TH, 2022, BE READ THREE TIMES AND FINALLY PASSED THIS 15TH DAY OF FEBRUARY 2022. **CARRIED - UNANIMOUS**

23. Next Meeting – Tuesday, March 1, 2022

24. Adjournment

Moved by: Councillor Harper Be it resolved that Council hereby adjourns this regular meeting of Council at 7:04 PM.

CARRIED - UNANIMOUS

Ted Lojko, Mayor

Penny Kelly, Clerk CEMC