The Corporation of the Town of



REGULAR COUNCIL MEETING MINUTES Held on Tuesday, May 19, 2020 at 1:00 PM Held via WebEx Video and Teleconference

CC	UNCIL M	EMBERS PRESENT	STAFF PRESENT	
Mayor:Ted Lojko (1:14PM)		Ted Lojko (1:14PM)	Shellee Fournier, CAO	
Cou	ncillors:	Dave Anderson	Penny Kelly, Clerk/CEMC	
		Adrian Haird	Brenda Guy, Manager of Planning and Developmen	
		Matt Harper	Melanie Kirkby, Treasurer	
		Mike Kench (connected at 12:08 PM)	Kari Lambe, Manager of Community Services	
		Dennis O'Connor	Paul McMunn, Manager of Public Works	
		David Osmond	Steve Tiernan, Fire Chief	
Reg	rets:			
1.	Call Me	eting to Order		
			e meeting to order at 12:04 PM.	
	Mayo		n the In-Camera meeting in its entirety. uniary interest regarding Motion #20-112, and	
3.	Closed	Meeting of Council	•	
	Motion #20-111 – Closed Session – Additional Item for Discussion			
×	BE IT R EXERC SECTIC AGEND CONCE	ISE ITS RIGHT UNDE ON 17.10, TO ADD AN A WITH RESPECT TO	Seconded by: Councillor Osmond COUNCIL OF THE TOWN OF GANANOQUE R THE PROCEDURE BY-LAW NO. 2016-094, ADDITIONAL ITEM TO THE CLOSED SESSION ONE (1) ITEM UNDER PERSONAL MATTERS BLE INDIVIDUAL, INCLUDING MUNICIPAL OR CARRIED – UNANIMOUS, by those present	
	Move Into Closed Session			
	accord at 12:0 of Mur Perso Board Instruc or on I	dance with Section 239 04 PM for the purpose of nicipality or Local Board nal Matters Concerning Employees and; one (ction to be Applied to an Behalf of the Municipali	at the Council of the Town of Gananoque in 2 of the <i>Municipal Act</i> , moves into Closed Session of discussing one (1) item under Security of Property d, regarding a utility matter; one (1) item under An Identifiable Individual, Including Municipal or 1) item under a Position, Plan, Procedure, Criteria or ny Negotiations Carried On, or to be Carried On, by ty or Local Board, regarding Agreement and Islands Accommodation Partners (TIAP).	
			CARRIED – UNANIMOUS, by those present	
	1000000	ut of Closed Session a	at 1.00 DM	
4.	Move O	at of closed Session a	at 1.09 Fiw	

5.	Matters Arising Out of Closed Session
	• Deputy Mayor Harper reported that Council considered one (1) item under Security of Property of Municipality or Local Board, regarding a utility matter; one (1) item under Personal Matters Concerning An Identifiable Individual, Including Municipal or Board Employees 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, regarding Agreement negotiations with the Thousand Islands Accommodation Partners (TIAP). Council considered the following recommendation.
	Motion #20-112 – Retaining Legal Counsel
	Moved by: Councillor HairdSeconded by: Councillor OsmondBE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUEAUTHORIZES THE CHIEF ADMINISTRATIVE OFFICER (CAO) TO RETAINLEGAL COUNSEL, UP TO \$5,000, AS DIRECTED IN CLOSED SESSION.CARRIED – 4 Ayes, 2 Nays, by those voting.
	this point, Deputy Mayor Harper left the Chair. ayor Lojko took the Chair for the remainder of the meeting.
6.	 Public Question / Comment (Only Addressing Reports on the Agenda) There being none, the Chair moved on to the next item on the Agenda.
7.	Disclosure of Additional Items - None
8.	Presentations / Awards / Deputations – None
9.	Mayor's Declaration – None
10.	Public Meetings – None
11.	Correspondence
	1. Accounts Payable – April 28 to May 12, 2020
	2. Jim Garrah – Pandemic Recovery Task Force
	 This item was discussed, with no further action taken.
	3. Day Care Situation – Councillor Kench
	 Cataraqui Region Conservation Authority (CRCA) Financial Statements – Year Ended December 31, 2019
	5. Canadian Border Services Agency (CBSA) – Temporary Suspension of Service
12.	Unfinished Business
Cour	ncil-CAO-2020-10 – Social Media Policy – Amend Human Resources Policy
	By-law No. 2020-052 – Social Media Policy – Amend Human Resources Policy
	Moved by: Councillor Haird Seconded by: Councillor Osmond BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2020-052, BEING A BY-LAW TO AMEND THE HUMAN RESOURCES POLICY BY-LAW NO. 2014-110, TO ADD A SOCIAL MEDIA POLICY UNDER THE HR-200 SERIES, AS PRESENTED IN COUNCIL REPORT–CAO-2020-10.
10	CARRIED – UNANIMOUS
13.	Consent Agenda
	ed by: Councillor Haird Seconded by: Councillor Osmond resolved that the Motion listed on the Consent Agenda be passed accordingly:
мот	
#20-0	D95 – Approval of Minutes – Tuesday, May 5 th , 2020 BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE HEREBY ADOPTS THE REGULAR MINUTES OF TUESDAY, MAY 5 TH , 2020 MEETING.
	CARRIED – UNANIMOUS
1	

16. C • 17. C • 18. D 19. St Counc * re R	Iotice Required Under the Notice By-law – None Committee Updates (Council Reps) Councillors provided their updates. COVID-19 Update – Mayor Lojko Mayor Lojko provided an overview of the implementation of various procedures enacted by the Municipal Emergency Control Group (MECG) and Province. Disclosure of Additional Items – None taff Report cil-RDS-2020-02 – Pine Street Reconstruction – Award of Tender Moved by Councillor Haird and Seconded by Councillor Osmond to amend the
• 17. C • 18. D 19. S1 Counc * R	Councillors provided their updates. COVID-19 Update – Mayor Lojko Mayor Lojko provided an overview of the implementation of various procedures enacted by the Municipal Emergency Control Group (MECG) and Province. Disclosure of Additional Items – None taff Report cil-RDS-2020-02 – Pine Street Reconstruction – Award of Tender
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18. D 19. S1 Counc *I re R	Mayor Lojko provided an overview of the implementation of various procedures enacted by the Municipal Emergency Control Group (MECG) and Province. Disclosure of Additional Items – None taff Report EiI-RDS-2020-02 – Pine Street Reconstruction – Award of Tender
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I9. St Counc *I	taff Report :il-RDS-2020-02 – Pine Street Reconstruction – Award of Tender
Counc *I re R	il-RDS-2020-02 – Pine Street Reconstruction – Award of Tender
*ľ re R	
re R	Moved by Councillor Haird and Seconded by Councillor Osmond to amend the
	ecommendation in Council Report RDS-2020-02, to add the words "SUBJECT TO RECEIVING AN ENVIRONMENTAL COMPLIANCE APPROVAL (ECA) FROM THE MINISTRY OF THE ENVIRONMENT CONSERVATION AND PARKS MECP)" following the words "(PLUS HST)" CARRIED – UNANIMOL
	CARRIED - UNANIMOU
B	By-law No. 2020-058 – Pine Street Reconstruction – Award of Tender – Amended
BI C T (F A C	Seconded by: Councillor Haird E IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2020-058, BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO SIGN AN AGREEMENT WITH K. MULROONEY TRUCKING LTD. FO THE RECONSTRUCTION OF PINE STREET IN THE AMOUNT OF \$1,490,087.00 PLUS HST), SUBJECT TO RECEIVING AN ENVIRONMENTAL COMPLIANCE APPROVAL (ECA) FROM THE MINISTRY OF THE ENVIRONMENT CONSERVATION AND PARKS (MECP), AS PRESENTED IN COUNCIL REPORT RDS-2020-02.
	CARRIED – UNANIMOUS, as amende
	il-RDS-2020-03 – Encroachment Agreement – 2 Brock Street
Ву	y-law No. 2020-059 – Encroachment Agreement – 2 Brock Street
BE BY CL AN	oved by: Councillor Haird Seconded by: Councillor Osmond E IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS Y-LAW NO. 2020-059, BEING A BY-LAW TO AUTHORIZE THE MAYOR AND LERK TO SIGN AN ENCROACHMENT AGREEMENT WITH PETER BURGESS ND BOBBI-LEE BURGESS AT 2 BROCK STREET, AS PRESENTED IN OUNCIL REPORT RDS-2020-03. CARRIED – 5 Ayes, 2 Nay
Counci	il-UTIL-2020-05 – Water Treatment Plant (WTP) Flat Roof Replacement –
	Award of Tender
By	/-law No. 2020-060 – Water Treatment Plant (WTP) Flat Roof Replacement – Award of Tender
BE BY CL ON TH AM	oved by:Councillor HairdSeconded by:Councillor OsmondE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASSY-LAW NO. 2020-060, BEING A BY-LAW TO AUTHORIZE THE MAYOR ANDLERK TO SIGN AN AGREEMENT WITH PERTH ROOFING O/B 2701738NTARIO INC., FOR THE REPLACEMENT OF THE FLAT ROOF PORTION OFHE ROOF LOCATED AT THE WATER TREATMENT PLANT (WTP) IN THEMOUNT OF \$101,515.48 (PLUS HST), AS APPROVED IN 2020 CAPITALJDGET, AND AS PRESENTED IN COUNCIL REPORT UTIL-2020-05.
1	CARRIED – UNANIMOU

Co	uncil-UTIL-2020-06 – Water Treatment Plant (WTP) Generator – Budget Deviation
	Motion #20-096 – Water Treatment Plant (WTP) Generator – Budget Deviation
	Moved by: Councillor Haird Seconded by: Councillor Osmond BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE APPROVES AS A BUDGET DEVIATION BY INTENT, FOR WORKS RELATED TO STANDBY GENERATOR POWER AT THE WATER TREATMENT PLANT (WTP), AS ORIGINALLY APPROVED IN 2020 CAPITAL BUDGET, AND AS PRESENTED IN COUNCIL REPORT UTIL-2020-06. CARRIED – UNANIMOU
Со	uncil-FIN-2020-15 – Accounts Receivable Uncollectable Amounts
	Motion #20-097 – Accounts Receivable Uncollectable Amounts – Hall Rental Fee – Sam Apostolou
	Moved by: Councillor Haird Seconded by: Councillor Osmond BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE DIRECTS STAFF TO WRITE OFF \$129.95 OF UNCOLLECTABLE HALL RENTAL FEES FOR SAM APOSTOLOU, AS PRESENTED IN COUNCIL REPORT FIN- 2020-15.
	CARRIED – UNANIMOU
	Motion #20-098 – Accounts Receivable Uncollectable Amounts – Fire Fees – Certas Home and Auto Insurance
	Moved by: Councillor Haird Seconded by: Councillor Osmond BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE DIRECTS STAFF TO WRITE OFF \$2,969.34 OF UNCOLLECTABLE FIRE FEES FROM CERTAS HOME AND AUTO INSURANCE, AS PRESENTED IN COUNCIL REPORT FIN-2020-15. CARRIED – UNANIMOU
	Motion #20-099 – Accounts Receivable Uncollectable Amounts – Ice Rental Fees – John Feddema – Postpone
	Moved by: Councillor Kench BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE DIRECTS STAFF TO WRITE OFF \$467.82 OF UNCOLLECTABLE ICE RENTAL FEES FOR JOHN FEDDEMA, AS PRESENTED IN COUNCIL REPORT FIN -2020-15.
	POSTPONED – UNANIMOU Motion #20-100 – Accounts Receivable Uncollectable Amounts – Ice Rental
	Fees – Jacob McCulloch
	Moved by: Councillor Haird Seconded by: Councillor Osmond BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE DIRECTS STAFF TO WRITE OFF \$1,421.49 OF UNCOLLECTABLE ICE RENTAL FEES FOR JACOB MCCULLOCH, AS PRESENTED IN COUNCIL REPORT FIN- 2020-15.
	CARRIED – UNANIMOU
	Motion #20-101 – Accounts Receivable Uncollectable Amounts – Ice Rental Fees – Ron Reid
	Moved by: Councillor Haird Seconded by: Councillor Osmond BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE DIRECTS STAFF TO WRITE OFF \$310.00 OF UNCOLLECTABLE ICE RENTAL FEES FOR RON REID, AS PRESENTED IN COUNCIL REPORT FIN-2020-15. CARRIED – UNANIMOU
	Motion #20-102 – Accounts Receivable Uncollectable Amounts – Hall Rental Fees – Alison Turner
	Moved by:Councillor HairdSeconded by:Councillor OsmondBE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUEDIRECTS STAFF TO WRITE OFF \$45.20 OF UNCOLLECTABLE HALL RENTAL
	FEES FOR ALISON TURNER, AS PRESENTED IN COUNCIL REPORT FIN . -2020-15.

	Motion #20-103 – Accounts Receivable Uncollectable Amounts – Ice Rental Fees – Larry Patterson
_	Moved by: Councillor Haird Seconded by: Councillor Osmon BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE DIRECTS STAFF TO REFUND \$384.00 OF ICE RENTAL FEES TO LARRY PATTERSON, AS PRESENTED IN COUNCIL REPORT FIN-2020-15. CARRIED – UNANIMO
Cou	uncil-FIN-2020-16 – Capital Matters Pending
	Motion #20-104 – Capital Matters Pending
	Moved by: Councillor Haird Seconded by: Councillor Osmon BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES THE CAPITAL MATTERS PENDING UPDATE, AS PRESENTED IN COUNCIL REPORT FIN-2020-16. CARRIED – UNANIMO
Соц	uncil-FIN-2020-17 – Pandemic Financial Relief Extension Report
	Motion #20-105 – Pandemic Financial Relief Extension Report
	Moved by : Councillor Haird Seconded by : Councillor Osmono BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PROVIDES RELIEF DURING THE COVID-19 PANDEMIC AS FOLLOWS:
	1. THAT THE 2020 DUMP DAY TIPPING FEES BE WAIVED, WITH A LIMIT C ONE (1) TRUCK OR TRAILER LOAD PER HOUSEHOLD;
	2. THAT THE JUNE 2020 PENALTY AND INTEREST ON PAST DUE TAXES NOT BE APPLIED;
	3. THAT ONE (1) BAG OF CURBSIDE WASTE BE ACCEPTED WITHOUT A E TAG PER HOUSEHOLD FOR THE MONTH OF JUNE 2020;
	4. THAT PARKING FEES BE WAIVED UNTIL JUNE 30, 2020;
æ	5. THAT MARINA SLIP PAYMENTS BE PRORATED FOR THE REMAINDER THE YEAR, AND;
	6. THAT THE TOWN TENANT'S JUNE 2020 RENT BE DEFERRED UNTIL JU 2020.
	AS PRESENTED IN COUNCIL REPORT FIN-2020-17.
	CARRIED – UNANIMO
Cou	Incil-FIN-2020-18 – Tax Arrears – 400 Stone Street North
	Motion #20-106 – Tax Arrears – 400 Stone Street North
	Moved by: Councillor Haird Seconded by: Councillor Osmono BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE DIRECTS STAFF TO PAY THE \$48,324.97 OF UNCOLLECTABLE PROPERTY TAXES FOR ROLL #0814 000 015 50100 (400 STONE STREET NORTH) TO BI FUNDED FROM THE TOWN'S CAPITAL RESERVE, AS PRESENTED IN COUNCIL REPORT FIN-2020-18.
Cou	Incil-PD-2020-07 – Refund 2020 Mobile Canteen License Fees
	Motion #20-107 – Refund 2020 Mobile Canteen License Fees
	Moved by:Councillor HairdSeconded by:Councillor OsmondBE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUEAPPROVES THE REFUND OF 2020 MOBILE CANTEEN LICENSE FEES (LESSTHE DEPOSIT) FOR CANTEEN OPERATORS WHO CHOOSE NOT TO OPEN

	DUE TO THE COVID-19 PANDEMIC, AS PRESENTED IN COUNCIL REPOR -PD-2020-07.	XI
	CARRIED – UNAN	IMOUS
Co	ouncil-CS-2020-09 – Budget Deviation – Municipal Marina	
	Motion #20-108 – Budget Deviation – Municipal Marina	
	Moved by: Councillor Haird Seconded by: Councillor Osm BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE APPROVE THE CAPITAL BUDGET DEVIATION OF \$42,440.63, FOR THE GANANOQUE MUNICIPAL MARINA DOCK MAINTENANCE TO BE FUNDE FROM THE MARINA RESERVE, AS PRESENTED IN COUNCIL REPORT C 2020-09.	D
	CARRIED – UNAN	IMOUS
Co	ouncil-CS-2020-10 – Visitor Centre Waiving of Fees in 2020	
	Motion #20-109 – Visitor Centre Waiving of Fees in 2020	
	Moved by: Councillor Haird Seconded by: Councillor Osm BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE TEMPORARILY SETS ASIDE THE GENERAL FEES AND RATES BY-LAW N 2016-047, SCHEDULE 'N', TO ALLOW FOR THE WAIVING OF FEES FOR VISITOR CENTRE FOR 2020, AS PRESENTED IN COUNCIL REPORT CS-2020-10.	NO.
Col	CARRIED – UNAN ouncil-CAO-2020-11 – Transit Feasibility Study	INIOUS
CO	Motion #20-110 – Transit Feasibility Study	
	BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES THE TRANSIT FEASIBILITY STUDY FOR INFORMATION PURP AND REFERS THE ITEM TO THE 2021 BUDGET PROCESS FOR CONSIDERATION, AS PRESENTED IN COUNCIL REPORT–CAO-2020-11. CARRIED – UNAN	POSES
		IMOUS
20.	Questions from the Media	IMOUS
20.		
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