

REGULAR COUNCIL MEETING MINUTES

Held on Tuesday, June 20, 2023 at 5:00 PM Closed Session and 6:00PM Open Session Held via WebEx Video, Teleconference and In-person

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

1.	Call Meeting to Order		
	Mayor Beddows called the meeting to order at 5:03 PM.		
2.	Disclosure of Pecuniary Interest & General Nature Thereof		
	Deputy Mayor Leakey declared a Conflict of Interest with respect to Report Council-UTIL-2023-12 – Award of Contract – Lagoon Road and Berm Maintenance, as a relative works for Robert Nash Excavating.		
	 Councillor Kirkby declared a Conflict of Interest with respect to Report Council- UTIL-2023-12, as a friend is employed by Robert Nash Excavating. 		
	 Councillors Kirkby and Harper declared Conflicts of Interest with respect to Section #11 – Correspondence – Rob Bickerton, as their employer is involved with a Fireworks Boat Cruise on Canada Day. 		
3.	Closed Meeting of Council (Beginning at 5:00 PM)		

Motion #23-142 - Closed Session - Additional Item

Moved by: Councillor Harper

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.

CARRIED – UNANIMOUS

Move into Closed Session

Moved by Councillor Harper that the Council of the Council of the Town of Gananoque, in accordance with Section 239.2 of the *Municipal Act,* moves into Closed Session at 5:06 PM for the purpose of discussing two (2) items under A Proposed or Pending Acquisition or Disposition of Land by the Municipality; one (1) item under Personal Matters Concerning an Identifiable Individual, Including Municipal or Board Employees, and; one item under (1) 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**

4. Move Out of Closed Session at 5:53 PM

Council resumed the Open Session at 6:03 PM.

5. Reporting Out of Closed Session – Matters Arising

A Closed Meeting was held. Council discussed two (2) items under A Proposed or Pending Acquisition or Disposition of Land by the Municipality, 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. There was nothing to report out on these items.

Council also discussed one (1) item under Personal Matters Concerning an Identifiable Individual, Including Municipal or Board Employees. The following recommendation was considered.

By-law No. 2023-083 – Business Improvement Area Board of Directors – Remove and Appoint Member(s)

Moved By: Councillor Harper Seconded By: Councillor Brown BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2023-083, BEING A BY-LAW TO APPOINT MEMBERS TO THE DOWNTOWN BUSINESS IMPROVEMENT AREA (BIA) BOARD OF DIRECTORS TO REMOVE RAY STEADMAN AS THE TREASURER AND APPOINT LESLEY POOLE TO THE POSITION OF TREASURER, FOR THE REMAINING TERM OF COUNCIL (2023 TO 2026).

CARRIED – UNANIMOUS

6. **Canadian National Anthem**

The National Anthem was played.

7. Land Acknowledgement Statement

- Mayor Beddows read the Land Acknowledgement Statement
- Public Question / Comment (Only Addressing Motion(s) or Reports on the 8.
 - A Member of the public addressed Reports listed on the Agenda.
- Disclosure of Additional Items None

10. **Delegations**

1000 Islands History Museum - Patricia Fiori and Zane Smith, Civic Collections Coordinators (+Ref. Report Council-CAO-2023-15)

Patricia Fiori and Zane Smith, Civic Collections Coordinators, 1000 Island History Museum, appeared before Council and presented the various proposed amendments to the Civic Collection Policy and made recommendations to add various items to the Town's Civic Collection.

***At this point, Council considered Report Council CAO-2023-15.

Thousand Islands Chamber of Commerce - Ray Steadman, Treasurer -Outstanding Balance on Account

- Ray Steadman, Treasurer and Jan Murray, Executive Director, Thousand Islands Chamber of Commerce, appeared before Council and requested that the outstanding of balance of \$2,399.67, owing to the Town, be forgiven from the Chamber's account.
- Council considered the following recommendation.

Motion #23-145 – Thousand Islands Chamber of Commerce – Ray Steadman, Treasurer – Outstanding Balance on Account

Moved by: Councillor Harper Seconded by: Deputy Mayor Leakey BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE DIRECTS STAFF TO BRING BACK A REPORT FOR COUNCIL'S CONSIDERATION REGARDING THE THOUSAND ISLANDS CHAMBER OF COMMERCE'S REQUEST TO FORGIVE ITS OUTSTANDING BALANCE OF \$2,399.67.

CARRIED - UNANIMOUS

11. Presentations / Awards / Deputations

- 1. Ann Weir, Economic Development Manager, United Counties of Leeds & Grenville Economic Development Overview
 - Ann Weir forwarded her regrets.
 - This presentation has been postponed to Tuesday, July 18, 2023.
- Ministry of Municipal Affairs and Housing (MMAH) Peter Sizov, Senior Municipal Financial Advisor and Sofia Sheikh, Municipal Advisor – 2022 Financial Indicators (+Ref. Report Council-FIN-2023-29)
 - Peter Sizov and Sofia Sheikh appeared before Council and presented a PowerPoint presentation entitled "Financial Indicators – 2022 (2021 Year End).

***At this point, Council considered Report Council-FIN-2023-29.

- ***At this point, Council consider Reports Council-UTIL-2023-12 and Council-RDS-2023-10
 - **12.** | Mayor's Declaration None
 - 13. Public Meeting None
 - 14. Unfinished Business

Council-REC-2023-19 – Amend General Fees & Rates By-law – Schedule 'H' – Add After – Hours Rental Surcharge

Motion #23-147 – Amend General Fees & Rates By-law–Schedule 'H' – After-Hours Rental Surcharge – Postpone

Moved by: Councillor Koiner **Seconded by:** Councillor Brown BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE POSTPONES REPORT COUNCIL-REC-2023-19, AND BRING BACK FOR COUNCIL'S CONSIDERATION DURING THE 2024 BUDGET DELIBERATIONS.

CARRIED - UNANIMOUS

Council-CSC-2023-08 – Naming of Corporate Assets – Town Park Ball Diamond

By-law No. 2023-076 – Naming of Corporate Assets – Town Park Ball Diamond

Moved by: Councillor Harper **Seconded by:** Councillor Brown BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE APPROVES OPTION #1, PASS BY-LAW NO. 2023-076, BEING A BY-LAW TO NAME THE TOWN HALL PARK BALL DIAMOND, AS THE "THE ARLENE CARTWRIGHT BALL DIAMOND", AS PRESENTED IN COUNCIL REPORT CSC-2023-08.

CARRIED – UNANIMOUS

15. Approval of Minutes – June 20, 2023

Motion #23-141 – Approval of Minutes – June 6, 2023

Moved by: Councillor Harper Seconded by: Councillor Brown BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE HEREBY ADOPTS THE REGULAR MINUTES OF TUESDAY, JUNE 6, 2023.

CARRIED – UNANIMOUS

16. By-laws

By-law No. 2023-077 – Amend Procedural By-law No. 2016-094 – Time of Adjournment (First and Second Reading)

Moved by: Councillor Harper Seconded by: Councillor Brown BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE READS FOR A FIRST AND SECOND TIME BY-LAW NO. 2023-077 BEING A BY-LAW TO AMEND THE PROCEDURAL BY-LAW NO. 2016-094, TIME OF ADJOURNMENT, TO REMOVE IN ITS ENTIRETY 10:00 PM, AND INSERT 9:00 PM,

AND FURTHER THAT THE THIRD READING OF THIS BY-LAW BE CONSIDERED ON TUESDAY, JULY 18, 2023.

CARRIED - UNANIMOUS

By-law No. 2023-078 – Amend Council Code of Conduct Policy By-law No. 2016-096

Moved by: Councillor Harper Seconded by: Deputy Mayor Leakey BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2023-079, BEING A BY-LAW TO AMEND BY-LAW NO. 2016-096, BEING A BY-LAW TO ESTABLISH THE COUNCIL CODE OF CONDUCT POLICY, TO AMEND SECTION 3, DEFINITIONS, SECTION 9, IMPROPER USE OF INFLUENCE, AND; SECTION 13, COMPLIANCE WITH THE CODE OF CONDUCT.

CARRIED - UNANIMOUS

17. Staff Reports

Council-CAO-2023-15 – Artefact Oversight Committee Recommendation (+Delegation)

Motion #23-144 – Amend By-law No. 2016-055 – Town's Civic Collection Management Policy – Postponed

Moved by: Councillor Harper Seconded by: Deputy Mayor Leakey BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2023-079, BEING A BY-LAW TO AMEND BY-LAW NO. 2016-055, TO MAKE THE FOLLOWING AMENDMENTS TO THE TOWN'S CIVIC COLLECTION MANAGEMENT POLICY:

- 1. ADD A NEW POLICY STATEMENT REGARDING INDIGENOUS COLLECTIONS IN SECTION 13.4 "ACQUISITIONS", AND;
- 2. AMEND SECTION 15.0 DIGITIZATION WITH VARIOUS ADDITIONS;

AS PRESENTED IN COUNCIL REPORT CAO-2023-15.

POSTPONED - UNANIMOUS

Motion #23-143 – Artefact Oversight Committee Recommendations – Addition to Town's Civic Collection

Moved by: Councillor Harper Seconded by: Deputy Mayor Leakey BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE APPROVES THE FOLLOWING ADDITIONS TO THE TOWN'S CIVIC COLLECTION:

- 1. ARCHIVAL COLLECTION SOURCE JAMES TAYLOR;
- 2. ARCHIVAL COLLECTION SOURCE JOY O'NEILL;
- 3. WORLD WAR II RED CROSS VOLUNTEERS PHOTOGRAPH SOURCE HELEN LEDUC;
- 4. WORLD WAR I PEACE POSTER; KING ST. GANANOQUE PHOTOGRAPHS CHILD'S TRIKE SOURCE PAUL SCOTT;

- 5. ARCHIVAL COLLECTION LEEDS AND THOUSAND ISLANDS ARCHIVES, AND:
- 6. BLANKET AND BED SPREAD SOURCE MARGARET HAGUE (HAIG)

AS PRESENTED IN COUNCIL REPORT CAO-2023-15.

CARRIED - UNANIMOUS

Council-FIN-2023-26 – Capital Matters Pending

Motion #23-148 - Capital Matters Pending

Moved by: Councillor Harper Seconded by: Deputy Mayor Leakey BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES THE CAPITAL MATTERS PENDING UPDATE, AS PRESENTED IN COUNCIL REPORT FIN-2023-26.

CARRIED - UNANIMOUS

Council-FIN-2023-27 - 2023 First Quarter Financial Results

Motion #23-149 - 2023 First Quarter Financial Results

Moved by: Councillor Harper Seconded by: Deputy Mayor Leakey BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES THE 2023 FIRST QUARTER INCOME STATEMENT, AS PRESENTED IN COUNCIL REPORT FIN-2023-27.

CARRIED - UNANIMOUS

Council-FIN-2023-28 – Public Sector Accounting Board (PSAB) Compliant 2023 Budget

Motion #23-150 – Public Sector Accounting Board (PSAB) Compliant 2023 Budget

Moved by: Councillor Harper Seconded by: Deputy Mayor Leakey BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE APPROVES AND ADOPTS THE 2023 PUBLIC SECTOR ACCOUNTING BOARD (PSAB) COMPLIANT BUDGET, AS PRESENTED IN COUNCIL REPORT FIN-2023-28.

CARRIED - UNANIMOUS

Council-FIN-2023-29 – Ministry of Municipal Affairs and Housing (MMAH) – Financial Indicator Review (FIR)

Motion #23-146 – Ministry of Municipal Affairs and Housing (MMAH) – Financial Indicator Review (FIR)

Moved by: Councillor Harper Seconded by: Deputy Mayor Leakey BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES FOR INFORMATION THE MINISTRY OF MUNICIPAL AFFAIRS AND HOUSING (MMAH) FINANCIAL INDICATOR REVIEW (FIR), AS PRESENTED IN COUNCIL REPORT FIN-2023-29.

CARRIED - UNANIMOUS

Council-RDS-2023-10 – Award of Contract – Arthur Street Phase I Reconstruction Tender

By-law No. 2023-080 – Award of Contract – Arthur Street Phase I

Reconstruction Tender – Corcoran Excavating Limited
Moved by: Councillor Harper Seconded by: Councillor Brown
BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS
BY-LAW 2023-080, BEING A BY-LAW TO AUTHORIZE THE MAYOR AND THE
CLERK TO SIGN AN AGREEMENT WITH LEN CORCORAN EXCAVATING LTD.,
FOR THE PROCUREMENT OF SERVICES TO COMPLETE THE
RECONSTRUCTION OF PHASE I OF ARTHUR STREET BETWEEN STONE
STREET AND CHARLES STREET, TO AN UPSET LIMIT OF \$2,579,698.80

(PLUS THE TOWN'S PORTION OF THE HST @ \$45,402.70 TOTALLING \$2,625,101.50), AS PRESCRIBED IN RFT RDS-2023-03, AND AS PRESENTED IN COUNCIL REPORT RDS-2023-10.

CARRIED – UNANIMOUS

By-law No. 2023-081 – Award of Contract – Arthur Street Phase I Reconstruction Tender – Morrison Hershfield Ltd.

Moved by: Councillor Harper

BE IT RESOLVED THAT COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW 2023-081, BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO SIGN AN AGREEMENT WITH MORRISON HERSHFIELD LTD. FOR THE PROCUREMENT OF INSPECTION AND CONTRACT ADMINISTRATION SERVICES FOR THE RECONSTRUCTION FOR PHASE I OF ARTHUR STREET BETWEEN STONE STREET AND CHARLES STREET, TO AN UPSET LIMIT OF \$74,240.00 (EXCLUDING HST), AS PRESCRIBED IN RFP RDS-2022-08 AND PRESENTED IN COUNCIL REPORT RDS-2023-10.

CARRIED - UNANIMOUS

Council-UTIL-2023-12 - Award of Contract - Lagoon Road and Berm Maintenance

***Deputy Mayor Leakey and Councillor Kirkby declared a Conflict of Interest and left the room.

***Jamie Baker from EVB Engineering attended virtually and provided Council with an overview of the Lagoon Road and Berm Maintenance project.

By-law No. 2023-082 – Award of Contract – Lagoon Road and Berm Maintenance – Robert Nash Excavating

Moved by: Councillor Harper

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS
BY-LAW NO. 2023-082, BEING A BY-LAW TO AUTHORIZE THE MAYOR AND
CLERK TO SIGN AN AGREEMENT WITH ROBERT NASH EXCAVATING, FOR
THE PROCUREMENT OF SERVICES TO REPAIR THE BERM AND ROADWAY
AT THE LAGOON, TO AN UPSET LIMIT OF \$897,992.01 (PLUS THE TOWN'S
PORTION OF THE HST @ \$15,804.66 TOTALLING \$913,796.67), AS
PRESCRIBED IN TENDER UTIL-2022-16, AND AS PRESENTED IN COUNCIL
REPORT UTIL-2023-12.

CARRIED – UNANIMOUS, by those voting

***Deputy Mayor Leakey and Councillor Kirkby returned to the room.

18. | **Motions** (Council Direction to Staff)

1. Asset Management Plan - Direction to Staff - Mayor Beddows

Motion #23-151 – Asset Management Plan – Direction to Staff
Moved By: Mayor Beddows

Seconded By: Councillor Harper
AS RECOMMENDED BY THE FINANCE WORKING GROUP, BE IT RESOLVED
THAT THE COUNCIL OF THE TOWN OF GANANOQUE DIRECTS STAFF TO
BRING BACK A REPORT ON THE RECOMMENDED APPROACH TO BEST
IMPLEMENT AND MAINTAIN THE TOWN'S ASSET MANAGEMENT PLAN AS
REQUIRED BY PROVINCIAL LEGISLATION.

CARRIED - UNANIMOUS

- 19. Correspondence
 - 1. Accounts Payable May 30 to June 12, 2023

2. Drinking Water Source Protection – Approval of Municipal Appointment to Cataraqui Source Protection Committee

Motion #23-152 – Drinking Water Source Protection – Approval of Municipal Appointment to Cataraqui Source Protection Committee

Moved By: Councillor Koiner Seconded By: Councillor Harper BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE SUPPORTS THE CATARAQUI SOURCE PROTECTION AREA (AREA AT LARGE) MUNICIPAL APPOINTMENT OF KRISTIE KELLY TO SERVE AS THE MUNICIPAL REPRESENTATIVE TO THE SOURCE PROTECTION COMMITTEE, AS REQUESTED BY THE DRINKING WATER SOURCE PROTECTION CORRESPONDENCE DATED JUNE 6, 2023.

CARRIED – UNANIMOUS

3. Rob Bickerton – Setting Off of Fireworks

***Councillors Harper and Kirkby declared a Conflict of Interest and left the room.

Motion #23-153 – Setting Off of Fireworks – Direction to Staff
Moved By: Councillor Koiner Seconded By: Deputy Mayor Leakey
BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE
DIRECTS STAFF TO PROVIDE A REPORT ON ALTERNATIVES TO
FIREWORKS DISPLAYS AT TOWN EVENTS. RECOGNIZING THAT NOISE
NEGATIVELY AFFECTS WILDLIFE, DOMESTIC ANIMALS, HUMANS AND THE
ENVIRONMENT.

CARRIED - UNANIMOUS, by those voting.

- 4. AORS Public Works Leadership Development Program David Armstrong
- 5. Unadopted Minutes Business Improvement Area (BIA) June 8, 2023
- 20. Notice Required Under the Notice By-law
 - Notice of Public Meeting Class III Development Permit DP2022-08 460 Second Street / Unopened Road Allowance – Tuesday, July 18, 2023 @ 6:00 PM
 - Mayor Beddows advised that a Public Meeting will be held at the next regular Council meeting on Tuesday, July 18, 2023 with respect to a Class III Development Permit Application regarding 460 Second Street / Unopened Road Allowance.
 - 2. By-law No. 2023-077 Amend Procedural By-law No. 2016-094 Time of Adjournment (Third Reading) Tuesday, July 18, 2023
 - Mayor Beddows advised that that Council will read for a third time By-law No. 2023-077 on July 18, 2023, being a By-law to amend the Procedural By-law, regarding the Time of Adjournment.
- 21. Committee Updates (Council Reps)
 - Members of Council provided their updates.
- 22. Discussion of Additional Items
- 23. Questions from the Media None
- 24. Confirmation By-law

By-law No. 2023-075 – Confirming By-law – June 20, 2023

Moved By: Councillor Harper Seconded By: Deputy Mayor Leakey
BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS
BY-LAW NO. 2023-075, BEING A BY-LAW TO CONFIRM THE PROCEEDINGS
OF COUNCIL AT ITS REGULAR MEETING HELD ON TUESDAY, JUNE 20TH,
2023, BE READ THREE TIMES AND FINALLY PASSED THIS 20TH DAY OF
JUNE 2023.

CARRIED - UNANIMOUS

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	26.			
		Moved By: Councillor Harper Be it resolved that Council hereby adjourns this regular meeting of Council 8:38 PM. CARRIED – UNA		
John S. Beddows, Mayor			Penny Kelly, Clerk / CEMC	