

REGULAR COUNCIL MEETING MINUTES

Held on Tuesday, September 5, 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
Mayor:	John Beddows	Shellee Fournier, CAO
Councillors:	Matt Harper	Penny Kelly, Clerk/CEMC
	Patrick Kirkby	Melanie Kirkby, Treasurer
	Anne-Marie Koiner	Brenda Guy, Manager of Planning and Development
	Vicky Leakey	Jeff Johnston, Manager of Parks and Recreation
	David Osmond	David Armstrong, Manager of Public Works
Regrets:	Colin Brown	Scott Gee, Police Chief
		Gord Howard, Fire Chief

	Gord Howard, Fire Chier
1.	Call Meeting to Order
••	Mayor Beddows called the meeting to order at 5:01 PM.
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 <i>Municipal Act</i> , moves into Closed Session at 5:02 PM for the purpose of discussing one (1) item under A Personal Matters Concerning an Identifiable Individual, Including Municipal or Board Employees, regarding a Municipal Heritage Advisory Panel vacancy and; one (1) item under A Proposed or Pending Acquisition or Disposition of Land by the Municipality
	CARRIED – UNANIMOUS
4.	Move Out of Closed Session at 5:41 PM
	Council resumed the Open Session at 6:01 PM.
5.	Reporting Out of Closed Session – Matters Arising
	A Closed Meeting was held. Council discussed one (1) item under a Proposed or Pending Acquisition or Disposition of Land by the Municipality. There was nothing to report out on this item.
	Council also discussed one (1) item under Personal Matters Concerning an Identifiable Individual, Including Municipal or Board Employees, with respect to a Municipal Heritage Advisory Panel vacancy. The following recommendation will now be considered.
	Motion #23-185 – Appointment to Municipal Heritage Advisory Panel Moved by: Councillor Harper Seconded by: Councillor Koiner BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE ACCEPTS THE RESIGNATION OF THERESE CONWAY FROM THE MUNICIPAL HERITAGE ADVISORY PANEL,
	AND FURTHER APPOINTS MATHEW THIVIERGE TO THE PANEL FOR THE REMAINING TERM OF COUNCIL.

CARRIED – UNANIMOUS

6.	Canadian National Anthem
	The National Anthem was sung.
7.	Land Acknowledgement Statement
	Mayor Beddows read the Land Acknowledgement Statement.
8.	Public Question / Comment (Only Addressing Motion(s) or Reports on the Agenda)
	A Member of the public addressed Reports listed on the Agenda.
9.	Disclosure of Additional Items – None
10.	Delegations – None
11.	Presentations / Awards / Deputations
	KPMG – Lori Huber, Lead Audit Engagement Partner – Town of Gananoque 2022 Audited Financial Statement (+Ref. Report Council-2023-FIN-40)
	Lori Huber, KPMG Lead Audit Engagement Partner forwarded her

- Lori Huber, KPMG Lead Audit Engagement Partner forwarded her regrets.
- Caitlyn Cox, KPMG Audit Senior Manager, appeared before Council and presented a PowerPoint presentation entitled "Corporation of the Town of Gananoque Audit Findings Report for the Year Ended December 31, 2022".

***At this point, Council considered Report Council 2023-FIN-40.

- **12.** Mayor's Declaration None
- 13. Public Meeting None
- 14. Unfinished Business

Council-RDS-2023-11 - Courtesy Crosswalk at Water Street and Kate Street

***Moved by Councillor Harper and seconded by Councillor Osmond to amend the recommendation in Report Council-RDS-2023-11 to add "AND FURTHER DIRECTS STAFF TO BRING THIS FORWARD FOR CONSIDERATION IN THE 2024 BUDGET DELIBERATIONS, AND A COSTING FOR A TRAFFIC ENGINEER SURVEY"

CARRIED – UNANIMOUS

Motion #23-175 – Courtesy Crosswalk at Water Street and Kate Street

Moved by: Councillor Harper Seconded by: Councillor Koiner

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE

RECEIVE THE COURTESY CROSSWALK AT WATER STREET AND KATE

STREET REPORT FOR INFORMATION, AS PRESENTED IN REPORT COUNCIL

RDS-2023-11;

AND FURTHER DIRECTS STAFF TO BRING THIS FORWARD FOR CONSIDERATION IN THE 2024 BUDGET DELIBERATIONS, AND A COSTING FOR A TRAFFIC ENGINEER SURVEY.

CARRIED - UNANIMOUS, as amended

Council-RDS-2023-12 – Blue Box Transition Update – Opt-Out of Standard Contract

***Moved by Councillor Koiner and seconded by Deputy Mayor Leakey to add the acronym "CMO" in front of the words "STANDARD CONTRACT".

CARRIED - UNANIMOUS

Motion #23-176 – Blue Box Transition Update – Opt-Out of Standard Contract

Moved by: Councillor Harper

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE

DIRECT STAFF TO OPT-OUT OF THE CMO STANDARD CONTRACT FOR

PROVIDING INTERIM RECYCLING COLLECTION SERVICES DURING THE

TRANSITION PERIOD, AS PRESENTED IN COUNCIL REPORT RDS-2023-12.

CARRIED - UNANIMOUS, as amended

Council-RDS-2023-13 - Water Street Swing Bridge Costing Update

Motion #23-177 - Water Street Swing Bridge Costing Update

Moved by: Councillor Osmond

Seconded by: Councillor Kirkby
BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE
DIRECTS STAFF TO PROCEED AS OUTLINED IN OPTION #4 (TENDER THE
FULL SCOPE OF THE PROJECT WITH AN ANTICIPATED BUDGET DEVIATION
TO AN UPSET LIMIT OF \$141,000, TO BE FUNDED FROM CAPITAL
RESERVES) WITH RESPECT TO THE STRUCTURAL REPAIRS OF THE
WATER STREET SWING BRIDGE, AS PRESENTED IN REPORT COUNCIL
RDS-2023-13.

CARRIED - UNANIMOUS

15. Approval of Minutes – August 15, 2023

Motion #23-174 – Approval of Minutes – August 15, 2023

Moved by: Councillor Harper **Seconded by:** Councillor Koiner BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE HEREBY ADOPTS THE REGULAR MINUTES OF TUESDAY, AUGUST 15, 2023.

CARRIED - UNANIMOUS

16. By-law No. 2023-095 – Cataraqui Region Conservation Authority (CRCA) Cost-Apportioning Agreement

Moved by: Councillor Harper Seconded by: Councillor Koiner BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2023-095, BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO SIGN A FIVE (5) YEAR COST-APPORTIONING AGREEMENT WITH CATARAQUI REGION CONSERVATION AUTHORITY (CRCA) FOR LOCALLY SUPPORTED SERVICES UNDER THE CONSERVATION AUTHORITIES ACT.

CARRIED - UNANIMOUS

17. | Staff Reports

Council-FIN-2023-38 – 2023 Community Grant Request – Girls Inc. – Gananoque Summer Program

Motion #23-178 – 2023 Community Grant Request – Girls Inc. – Gananoque Summer Program

Moved by: Councillor Harper Seconded by: Councillor Koiner BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE APPROVES A COMMUNITY GRANT IN THE AMOUNT OF \$2,033.00 TOWARD THE COST OF THE 2023 GIRLS INC. GANANOQUE SUMMER PROGRAM, AS PRESENTED IN COUNCIL REPORT FIN-2023-38.

CARRIED – 5 Ayes, 1 Nay

Council-FIN-2023-39 - 2022 Year-End Financial Results

Motion #23-179- 2022 Year End Financial Results

Moved by: Councillor Harper **Seconded by:** Councillor Koiner BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES FOR INFORMATION THE 2022 YEAR END FINANCIAL RESULTS, AS PRESENTED IN COUNCIL REPORT FIN-2023-39.

CARRIED - UNANIMOUS

Council-FIN-2023-40 – 2022 KPMG Audit Findings Report (+Ref. Presentation)

Motion #23-180 – 2022 KPMG Audit Findings Report

Moved by: Councillor Harper Seconded by: Councillor Koiner BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES THE 2022 DRAFT FINANCIAL STATEMENTS AND AUDIT FINDINGS REPORT AS PRESENTED BY KPMG ON SEPTEMBER 5, 2023, AND; AS PRESENTED IN REPORT COUNCIL FIN-2023-40.

CARRIED – UNANIMOUS

Council-REC-2023-21 - 2023 Le FestivILES Report

Motion #23-181 - 2023 Le FestivILES Report

Moved by: Councillor Harper Seconded by: Councillor Koiner BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES FOR INFORMATION THE 2023 LE FESTIVILES REPORT, AS PRESENTED IN COUNCIL REPORT REC-2023-21.

CARRIED - UNANIMOUS

Council-UTIL-2023-13 – Water and Wastewater 2nd Quarter Reports

Motion #23-182 – Water and Wastewater 2nd Quarter Reports

Moved by: Councillor Harper Seconded by: Councillor Koiner

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE

RECEIVES THE WATER AND WASTEWATER SECOND (2nd) QUARTER

REPORT FOR INFORMATION, AS PRESENTED IN COUNCIL REPORT UTIL2023-13.

CARRIED - UNANIMOUS

***At this point, the Chair called a recess at 7:55 PM.

***The meeting resumed at 8:06 PM.

Council-LIB-2023-03 - Gananoque Public Library Quarterly Report

Motion #23-183 – Gananoque Public Library Quarterly Report

Moved by: Councillor Harper Seconded by: Councillor Koiner

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE

RECEIVES THE GANANOQUE PUBLIC LIBRARY QUARTERLY REPORT, AS

PRESENTED IN REPORT COUNCIL LIB-2023-03.

CARRIED – UNANIMOUS

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

1. Motion – Tourism Related Costing – Direction to Staff – Deputy Mayor Leakey

Motion #23-184 – Tourism Related Costing – Direction to Staff
Moved By: Deputy Mayor Leakey

Seconded By: Councillor Koiner
BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE
DIRECTS STAFF TO REVIEW AND REPORT TO COUNCIL ALL COSTS THAT
ARE TOURIST RELATED AND PAID OUT OF PROPERTY TAX REVENUE,
INCLUDING THOSE APPROVED VIA COMMUNITY GRANTS AND COUNCIL
GRANTS. AS IT IS ANTICIPATED THE 2024 BUDGET WILL HOLD MANY
INCREASES IN COSTS BEYOND COUNCIL CONTROL, THIS REPORT WILL
BRING BACK TO COUNCIL COST AREAS SUCH AS THE VISITOR CENTRE

AND PERHAPS CONSIDERATION FOR A PART TIME EMPLOYEE AS AN EVENT CO ORDINATOR AS WELL AS OTHER TOURIST RELATED COSTS THAT CAN UTILIZE THE MUNICIPAL ACCOMMODATION TAX (MAT) REVENUE, RATHER THAN CONTINUING TO ADD TO THE TAX PAYER'S BURDEN.

AND FURTHER STAFF PROVIDE SOME DIRECTION WHERE COMMUNITY GRANTS AND TOURISM ADVISORY PANEL (TAP) FUNDS ARE USED FOR EVENTS TO ATTRACT TOURISM TO TOWN VS EVENTS LARGELY FOR THE BENEFIT OF RESIDENTS LIVING IN THE TOWN.

CARRIED - UNANIMOUS

19. Correspondence

- 1. Accounts Payable August 5 to 25, 2023
- 2. Ministry of Municipal Affairs and Housing (MMAH) Building Faster Fund

	3. United Counties of Leeds & Grenville – Media Release – G. Tackaberry & Family Home – 30% Completion Mark
	Douglas Wood – Legion Riders Memorial Park – Recognized by Department of National Defense
	5. Deputy Premier & Minister of Health – Thank You
20.	Notice Required Under the Notice By-law - None
21.	Committee Updates (Council Reps)
	Members of Council provided their updates
22.	Discussion of Additional Items – None
23.	Questions from the Media – None
24.	Confirmation By-law
	By-law No. 2023-094 – Confirming By-law – September 5, 2023 Moved By: Councillor Harper Seconded By: Councillor Koiner BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS
	Moved By: Councillor Harper Seconded By: Councillor Koiner
25.	Moved By: Councillor Harper Seconded By: Councillor Koiner BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2023-094, BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL AT ITS REGULAR MEETING HELD ON TUESDAY, SEPTEMBER 5 TH , 2023, BE READ THREE TIMES AND FINALLY PASSED THIS 5 ^H DAY OF SEPTEMBER 2023.
25. 26.	Moved By: Councillor Harper BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2023-094, BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL AT ITS REGULAR MEETING HELD ON TUESDAY, SEPTEMBER 5 TH , 2023, BE READ THREE TIMES AND FINALLY PASSED THIS 5 ^H DAY OF SEPTEMBER 2023. CARRIED – UNANIMOUS
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