

KINSMEN BUILDING ADVISORY PANEL MEETING MINUTES

Held on Wednesday, October 5, 2022 at 4:30 PM

at the Lou Jeffries Arena – 600 King Street East

Advisory Panel Members Present	Staff Present
Ted Lojko, Mayor	Shellee Fournier, CAO
David Osmond, Councillor	Penny Kelly, Clerk / CEMC
Jim Garrah	
Chris McDonald	
Sal Snowden	
Marion Sprenger	
Don Matthews	
Regrets:	
Dave Anderson, Deputy Mayor	
Joanne Lancaster	
Sarah Johnson	
Linda McCauley	

1.	Call Meeting to Order				
	Mayor Lojko called the meeting to order at 4:30 PM.				
2.	Disclosure of Pecuniary Interest & General Nature Thereof				
	Sal Snowden disclosed that she has hired Songwood Contracting for renovations to her property.				
3.	Public Question(s)/Comment(s)				
	 Members of the public spoke to the Songwood Contracting Review Assessment Report with respect to the Kinsmen Building. 				
4.	Disclosure of Additional Items – None				
5.	Approval of Minutes – Monday, July 11, 2022				
	Motion #KBAP-2022-11 – Approval of Minutes – July 11, 2022Moved by:Jim GarrahBE IT RESOLVED THAT THE KINSMEN BUILDING ADVISORY PANEL ADOPTSTHE MINUTES OF MONDAY, JULY 11, 2022.CARRIED – UNANIMOUS				

6.	Unfinished Business – Term of Advisory Panel		
	 Term of Advisory Panel Extension Request – Council By-law Shellee Fournier advised that on July 12, 2022, Council passed a By-law extending the Kinsmen Building Advisory Panel's term of office to November 14, 2022. 		
	 2. Outcome of Meeting Held with 3 Organizations that submitted Expression of Interests (EOIs) Shellee advised that a meeting was held with the three (3) organizations that submitted Expression of Interests (MyFM, Seniors Association, and; the Thousand Island Youth Boxing Club) with respect to joint-usage of the building. The organizations agreed that this concept would be manageable. 		
	 3. Hiring of a Licensed Contractor to Peer Review the Building Condition Assessment Shellee advised that on August 9, 2022, Council passed a Motion approving the hiring of a licenced contractor to review the building condition of the Kinsmen Building. Songwood Contracting was retained and the Report will be reviewed/considered under New Business. 		
7.	Correspondence		
	 Regulatory Timelines Associated with O.Reg. 588/17 – Treasurer Shellee provided an overview of the email received from the Ministry of Infrastructure, O.Reg. 588/17, Regulatory Timelines for municipalities to have an approved Asset Management Plan, which includes a strategy to fund the Plan by July 1st 2025. 		
	 2022-23 Inclusive Community Grants Program Shellee advised that the Town has been successful in receiving a grant from the Minister for Seniors and Accessibility in the amount of \$60,000 for accessible upgrades to the Kinsmen Building. 		
8.	New Business		
	 Review of Contractor's Submission – Songwood Contracting Theo Graham, Songwood Contracting Ltd., provided the Advisory Panel with an overview of the Report. Theo noted that significant investment is required to restore it to a functional space. Shellee reviewed the 2022 Operating Expenses for the building and noted that with the building being partially vacant, the Town continues to operate at a loss with respect to the building expenses. Mayor Lojko noted that staff continue to seek granting opportunities for the Kinsmen Building, and; that the future of the building will be subject to the newly elected Council. It was also stated that this will be the final meeting of the Kinsmen Building Advisory Panel. 		

	 Mayor Lojko proposed that the Advisory Panel consider the following recommendation, in part, for Council's consideration: Where applicable, the entities engage an architect to design their various 				
	spaces and provide a costing to renovate the space to meet their needs and that each entity be financially responsible for their own renovation of the space;				
	 Each entity shares equally the operating costs of the facility based on their share of the square footage to be identified as "Base Rent", and; Shares the Capital cost amount identified in the Songwood Contracting Ltd., assessment. 				
	 The Advisory Panel discussed the next steps and the following was considered. 				
***Moved by Councillor Osmond and seconded by Marion Sprenger that Motion-KBAP- 2022-12 be amended to add "AND FURTHER APPROACH THE BOXING CLUB REGARDING AN INTEREST IN PURCHASING THE BUILDING."					
	DEFEATED – 2 Ayes, 5 Nays				
	 Motion-KBAP-2022-12 – Final Recommendation to Council Moved by: Chris McDonald Seconded by: Sal Snowden BE IT RESOLVED THAT THE KINSMEN BUILDING ADVISORY PANEL RECOMMENDS TO THE COUNCIL OF THE TOWN OF GANANOQUE THAT MY FM BROADCASTING CORPORATION, THE SENIOR'S ASSOCIATION, AND THE BOXING CLUB BE CONSIDERED AS CO-TENANTS TO THE KINSMEN BUILDING, CONTINGENT ON THE FOLLOWING CONDITIONS: THAT, WHERE APPLICABLE, THE ENTITIES ENGAGE AN ARCHITECT TO DESIGN THEIR VARIOUS SPACES AND PROVIDE A COSTING TO RENOVATE THE SPACE TO MEET THEIR NEEDS AND THAT EACH ENTITY BE FINANCIALLY RESPONSIBLE FOR THEIR OWN RENOVATION OF THE SPACE; THAT EACH ENTITY SHARE EQUALLY THE OPERATING COSTS OF THE FACILITY BASED ON THEIR SHARE OF THE SQUARE FOOTAGE TO BE IDENTIFIED AS "BASE RENT", AND; THAT EACH ENTITY PROVIDE A CAPITAL CONTRIBUTION TO COVER THEIR SHARE OF THE CAPITAL COST AMOUNT IDENTIFIED IN THE SONGWOOD CONTRACTING ASSESSMENT. 				
	CARRIED – 6 Ayes, 1 Nay				
9.	Discussion of Additional Items – None				
10.	Questions from the Media – None				
11.	Next Meeting – None				
12.	Adjournment				

	Moved by: Chris McDonald Be it resolved that Council hereby adjourns the October 5 th , 2022 meeting at 5:49PM. CARRIED – UNANIMOUS					
			CARRIED - UNANIMOUS			
Ted L	ojko, Chair					
David Osmond, Councillor						
Jim G	arrah					
Chris McDonald			Penny Kelly, Clerk / CEMC			
Sal S	nowden					
Mario	n Sprenger					
Don N	Aatthews					