

REGULAR COUNCIL MEETING MINUTES
 Held on Tuesday, March 4, 2025, at 5:00 PM
 Held Virtually and In-Person

COUNCIL MEMBERS PRESENT		STAFF PRESENT
Mayor:	John Beddows	Melanie Kirkby, CAO
Councillors:	Colin Brown (arrived at 5:08 PM)	Penny Kelly, Clerk / CEMC
	Matt Harper	Brenda Guy, Manager of Planning and Development
	Patrick Kirkby	John Morrison, Treasurer
	Anne-Marie Koiner	David Armstrong, Manager of Public Works
	Vicky Leakey	Jeff Johnston, Manager of Parks and Recreation
	David Osmond	Andrew Dickson, Fire Chief
		Lynsey Zufelt, Deputy Clerk

1.	Call Meeting to Order
	Mayor Beddows called the meeting to order at 5:03 PM.
2.	Disclosure of Pecuniary Interest & General Nature Thereof – None
3.	Canadian National Anthem
	<ul style="list-style-type: none"> The National Anthem was played.
4.	Land Acknowledgement Statement
	<ul style="list-style-type: none"> Mayor Beddows read the Land Acknowledgement Statement.
5.	Public Question / Comment (Only Addressing Motion(s) or Reports on the Agenda)
	<ul style="list-style-type: none"> None.
6.	Disclosure of Additional Items
	1. Reduce Council Composition – Councillor Kirkby
7.	Public Meetings
	1. Proposed Class III Development Permit (DP2025-02) – 641 King Street East – Change of Use to Renovate the Interior of the Building for a Convenience Store and Restaurant with Take-Out Window Only (+Report Council-PD-2025-04) <ul style="list-style-type: none"> A Public Meeting was held regarding a Proposed Class III Development Permit Application (DP2025-04) received from the Owners/Applicant, Ashvin and Dharmishtha Patel c/o 2628244 Ontario Ltd., regarding the property municipally and legally described as 641 King Street East, CON 1 PT LOT 16 RP 28R6606; PART 1 TOWN OF GANANOQUE, for a change of use to renovate the interior of the building for a Convenience Store and Restaurant with Take-Out Window only. The Chair requested the Manager of Planning and Development present the Application to Council. <ul style="list-style-type: none"> Brenda Guy, Manager of Planning and Development provided an overview of Council Report PD-2025-04. The Chair asked the Applicant / Owner if they had anything to add to the Staff overview. – None The Chair asked if any member of Council had any questions or comments. – None

	<ul style="list-style-type: none">• The Chair advised that under the Development Permit By-law, comments may be made by the public, however, once a Permit has been approved the only party able to appeal to the Ontario Land Tribunal is the Applicant.<ul style="list-style-type: none">• The Chair asked if any member of the public had any questions or comments. – None
	<ul style="list-style-type: none">• The Chair asked if the Applicant / Owner had any additional questions or comments. – None
	Council considered the following recommendation.
	<p>Motion #25-025 – Class III Development Permit – DP2025-04 – 641 King Street East (2628244 Ontario Inc.)</p> <p>Moved By: Deputy Mayor Leakey Seconded By: Councillor Koiner</p> <p>BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PROVIDES THAT THEY HAVE NO OBJECTION TO DP2025-04, 2628244 ONTARIO INC., AT 641 KING STREET EAST FOR A CHANGE OF USE WITHIN THE EXISTING BUILDING TO ACCOMMODATE A NEW CONVENIENCE STORE, TAKE-OUT RESTAURANT AND TAKE-OUT WINDOW SUBJECT TO THE FOLLOWING CONDITIONS:</p> <ul style="list-style-type: none">• THAT THE OWNER OBTAIN APPROVALS FROM PUBLIC WORKS/UTILITIES DEPARTMENT FOR WATER AND SEWER SERVICES IN ACCORDANCE WITH THE URBAN SERVICE REQUIREMENTS;• THAT THE OWNER IS REQUIRED TO BE IN COMPLIANCE WITH THE BACKFLOW PROGRAM;• THAT THE OWNER ENTER INTO AN AMENDING DEVELOPMENT PERMIT AGREEMENT WITHIN ONE YEAR OF THE NOTICE OF DECISION OR THE APPROVAL MAY LAPSE, AND;• THAT ALL COSTS ASSOCIATED WITH FULFILLING THE CONDITIONS OF THIS DECISION ARE BORNE BY THE OWNER, <p>AS RECOMMENDED BY THE PLANNING ADVISORY COMMITTEE (PAC) AND AS PRESENTED IN COUNCIL REPORT-PD-2024-25.</p> <p style="text-align: right;">CARRIED – UNANIMOUS</p>
	2. Proposed Development Permit By-law Amendment (DP2025-05) – Town-Wide – Additional Residential Units (ARU’s) (+Report Council-PD-2025-02)
	<ul style="list-style-type: none">• A Public Meeting was held regarding amendments to the Development Permit By-law 2010-065 (File No. DP2025-05).• The Chair advised that The Proposed Development Permit By-Law Amendment is to revise the provisions for Additional Residential Units (ARU), currently defined as Secondary Suites (Section 3.40) and other relevant sections of the By-law for additional dwelling units on residential properties. <p>The proposed changes would amend By-law No. 2010-065. The Development Permit system under Section 70.2 of the <i>Planning Act</i> in 2010 provides for how lands may be used. Council and Planning Advisory Committee review each additional residential unit application on a case-by-case basis with consideration of the criteria set out in the <i>Planning Act</i>, Provincial Policy Statements and Regulations, Official Plan and Development Permit By-law.</p> <p>In an effort to be more efficient, transparent and consistent with Provincial legislation, the Town is seeking to update the provisions for Additional Residential Units (ARUs) in dwelling units and detached accessory buildings.</p> <p>The changes include: amendments to the definitions, remove and replace Section 3.40 (Additional Residential Units) and accessory structures provisions in each area.</p>

	<ul style="list-style-type: none"> • The Chair requested the Manager of Planning and Development present the Application to Council. <ul style="list-style-type: none"> • Brenda Guy, Manager of Planning and Development provided an overview of Council Report PD-2025-02.
	<ul style="list-style-type: none"> • The Chair asked if any Member of Council have questions or comments pertaining to the Application. <ul style="list-style-type: none"> • Councillor Brown asked the Manager of Public Works if it would be possible to install a backflow preventer instead of owners installing individual services to a detached building? <ul style="list-style-type: none"> • David Armstrong, Manager of Public Works, advised that he would be required to check with the ORO and bring back a response to Council. • Deputy Mayor Leakey asked what mechanisms are in place to catch STA's who are not compliant? <ul style="list-style-type: none"> • Brenda advised that staff search AirBnB, VRBO and other platforms with respect to STA's in Gananoque. This was a practice used when we first licenced STA's to ensure compliance. • Councillor Koiner advised that the ARU's are now being treated as a Class I instead of a Class II which is cost savings to the applicant. PAC also discussed that the neighbourhood should be aware that an ARU would be in the vicinity and therefore PAC passed Option #3. This initiative brings the Town into compliance with the Provincial Policy Statement and will bring more residential units to the Town. • Councillor Koiner also spoke to the individual services to detached buildings, and appreciates that it is an expensive proposition, however, it allows the Town to capture all additional units. • Mayor Beddows remarked that the proposal states "a maximum of three units per lot", and recognizing that some lots could accommodate more than three is there an option to provide for more units? <ul style="list-style-type: none"> • Brenda advised that there are other mechanisms in place. For example, a Converted Dwelling provides for four units. An increase in density may be considered if the property lends itself to that. There is always the option for an owner to apply for relief under a Development Permit application. It would then be reviewed on a case-by-case basis.
	<ul style="list-style-type: none"> • The Chair advised if a specified person, registered owner of lands within the Town, or public body would otherwise have an ability to appeal the decision of the Town to the Ontario Land Tribunal but the specified person, registered owner or public body does not make oral submissions at a public meeting or make written submissions to the Town of Gananoque before the By-law is passed, the specified person, registered owner or public body is not entitled to appeal the decision. <p>If a specified person, registered owner of lands within the Town or public body does not make oral submissions at a public meeting, or make written submissions to the Town before the By-law is passed, the specified person, registered owner or public body may not be added as a party to the Hearing of an Appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.</p> <ul style="list-style-type: none"> • The Chair asked if any member of the public had any questions or comments. – None

Council considered the following recommendation.	
	<p>By-law No. 2025-025 – Development Permit By-law Amendment (DP2025-05) – Town-Wide – Additional Residential Units (ARU’s) Moved By: Deputy Mayor Leakey Seconded By: Councillor Koiner BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE READS BY-LAW NO. NO. 2025-025, A FIRST AND SECOND TIME ON TUESDAY, MARCH 4, 2025, BEING A BY-LAW TO AMEND THE DEVELOPMENT PERMIT BY-LAW NO. 2010-065 FOR ADDITIONAL RESIDENTIAL UNITS (ARU’S) AND MINOR AMENDMENTS, SUBJECT TO THE OPTIONS RECOMMENDED BY THE PLANNING ADVISORY COMMITTEE, AND AS AMENDED IN COUNCIL REPORT-PD-2025-02,</p> <p>AND FURTHER, THAT BY-LAW NO. 2025-025 BE CONSIDERED AND READ A THIRD TIME FOR FINAL PASSAGE AT A FUTURE MEETING OF COUNCIL, AS PRESENTED IN COUNCIL REPORT-PD-2025-02.</p> <p style="text-align: right;">CARRIED – UNANIMOUS</p>
8.	Delegations – None
9.	Presentations / Awards / Deputations – None
10.	Mayor’s Declaration
	<ul style="list-style-type: none"> Mayor Beddows proclaimed March 26, 2025, to be recognized as National Epilepsy Awareness Day in the Town of Gananoque.
11.	Unfinished Business
Council-FIN-2025-07 – Reconsider Motion #24-178 – University of Kingston Hospitals Foundation – Two (2) Year Funding	
	<p>Motion #25-026 – Reconsider Motion #24-178 – University of Kingston Hospitals Foundation – Two (2) Year Funding Moved By: Deputy Mayor Leakey Seconded By: Councillor Koiner BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE APPROVES OPTION #1 (DIRECTS STAFF TO AMEND BY-LAW NO. 2025-001, TO INCLUDE \$75,000 TO THE UNIVERSITY OF KINGSTON HOSPITALS FOUNDATION (UKHF), TO BE FUNDED FROM AN ADDITIONAL LEVY ABOVE OPERATIONS AND CAPITAL AND POLICY AND FURTHER PRE-APPROVES \$75,000 IN THE 2026 BUDGET TO BE FUNDED AS NOTED IN THE 2025 BUDGET), AS PRESENTED IN REPORT COUNCIL-FIN-2025-07.</p> <p style="text-align: right;">DEFEATED – 2 Ayes, 4 Nays, 1 Abstain</p>
	<p>***Moved by Councillor Brown and seconded by Councillor Osmond to amend Option #3, as presented in Report Council-FIN-2025-07, to add “AND FURTHER THAT COUNCIL PRE-APPROVES A COMMUNITY GRANT IN THE AMOUNT OF \$5,000.”</p> <p style="text-align: right;">CARRIED – 5 Ayes, 2 Nays</p>
	<p>Motion #25-027 – Reconsider Motion #24-178 – University of Kingston Hospitals Foundation – Approve a Community Grant Moved By: Councillor Harper Seconded By: Councillor Osmond BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE APPROVES OPTION #3 (MAINTAIN STATUS QUO. ADVISE THE UNIVERSITY OF KINGSTON HOSPITALS FOUNDATION (UKHF) THAT COUNCIL IS UNABLE TO PROVIDE FUNDING IN THE AMOUNT OF \$75,000 FOR 2025), AS PRESENTED IN REPORT COUNCIL-FIN-2025-07.</p> <p>AND FURTHER THAT COUNCIL PRE-APPROVES A COMMUNITY GRANT IN THE AMOUNT OF \$5,000.</p> <p style="text-align: right;">CARRIED – 5 Ayes, 2 Nays</p>

12.	By-laws
1.	By-law No. 2025-001 – Town 2025 Operating and Ten (10) Year Capital Plan Budgets (2025-2034)
	<p>By-law No. 2025-001 – Town 2025 Operating and Ten (10) Year Capital Plan Budgets (2025-2034) – Third (3rd) Reading</p> <p>Moved By: Deputy Mayor Leakey Seconded By: Councillor Koiner</p> <p>BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE READS BY-LAW NO. 2025-001, BEING A BY-LAW TO ADOPT THE TOWN 2025 OPERATING AND 2025-2034 CAPITAL BUDGETS, A THIRD AND FINAL TIME ON TUESDAY, MARCH 4, 2025.</p> <p style="text-align: right;">CARRIED – UNANIMOUS</p>
2.	By-law No. 2025-015 – Establish a New General Fees & Rates By-law
	<p>By-law No. 2025-015 – Establish a New General Fees & Rates By-law – Third (3rd) Reading</p> <p>Moved By: Deputy Mayor Leakey Seconded By: Councillor Koiner</p> <p>BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE READS BY-LAW NO. 2025-015, BEING A BY-LAW TO ESTABLISH A NEW GENERAL FEES AND RATES BY-LAW FOR VARIOUS SERVICES PROVIDED BY THE MUNICIPALITY A THIRD AND FINAL TIME ON TUESDAY, MARCH 4, 2025, AS PRESENTED IN COUNCIL REPORT CSC-2025-02, DATED FEBRUARY 18, 2025;</p> <p>AND FURTHER THAT THIS BY-LAW SHALL COME INTO FULL FORCE AND EFFECT ON APRIL 1, 2025.</p> <p style="text-align: right;">CARRIED – UNANIMOUS</p>
3.	By-law No. 2025-016 – Repeal By-law No. 2016-047 – General Fees & Rates By-law
	<p>By-law No. 2025-016 – Repeal By-law No. 2016-047 – General Fees & Rates By-law</p> <p>Moved By: Deputy Mayor Leakey Seconded By: Councillor Koiner</p> <p>BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE, PASS BY-LAW NO. 2025-016, BEING A BY-LAW TO REPEAL IN ITS ENTIRETY BY-LAW NO. 2016-047, AS AMENDED, BEING A BY-LAW TO ESTABLISH RATES AND FEES FOR VARIOUS SERVICES PROVIDED BY THE MUNICIPALITY, EFFECTIVE APRIL 1, 2025, AS PRESENTED IN COUNCIL REPORT CSC-2025-02, DATED FEBRUARY 18, 2025.</p> <p style="text-align: right;">CARRIED – UNANIMOUS</p>
13.	Consent Agenda
	<p>Moved By: Deputy Mayor Leakey Seconded By: Councillor Koiner</p> <p>Be it resolved that the Motion and By-laws listed on the Consent Agenda be passed accordingly:</p>
	<p>Motion #25-024 – Approval of Minutes – Tuesday, February 18, 2025</p> <p>BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE HEREBY ADOPTS THE REGULAR COUNCIL MINUTES OF TUESDAY, FEBRUARY 18, 2025.</p>
	<p>By-law No. 2025-002 – 2025 Water / Wastewater Operating and Ten (10) Year Capital Plan (2025-2034) – (3rd Reading)</p> <p>BEING A BY-LAW TO ADOPT THE 2025 WATER AND WASTEWATER RATES, OPERATING AND CAPITAL BUDGETS.</p>

	<p>By-law No. 2025-018 – 2025 Downtown Business Improvement Area (BIA) Budgets (3rd Reading) BEING A BY-LAW TO ADOPT THE BUSINESS IMPROVEMENT AREA (BIA) 2025 OPERATING AND CAPITAL BUDGETS.</p>
	<p>By-law No. 2025-020 – Municipal Marina–Electrical Infrastructure 300 and 500 Series Dock BEING A BY-LAW AUTHORIZING THE MAYOR AND CLERK TO SIGN AN AGREEMENT WITH LASALLE ELECTRIC TO COMPLETE THE RENOVATION AND IMPROVEMENTS OF THE ELECTRICAL INFRASTRUCTURE FOR THE 300 AND 500 SERIES OF DOCKS AND COMPLETE THE ELECTRICAL WORK TO TIE IN THE NEW ELECTRICAL TRANSFORMER SUPPLIED BY EASTERN ONTARIO POWER TO THE MARINA ELECTRICAL INFRASTRUCTURE FEEDING THE MAIN BUILDING AND THE DOCKS), AS PRESENTED IN COUNCIL REPORT REC-2025-04.</p>
	CARRIED – UNANIMOUS
	<p>***At this point, the Chair called a recess. ***The meeting resumed at 6:51 PM.</p>
14.	Staff Reports
	Council-FIRE-2025-01 – Fire Protection Grant – Transfer Payment Agreement (TPA)
	<p>By-law No. 2025-022 – Fire Protection Grant – Transfer Payment Agreement (TPA) Moved By: Deputy Mayor Leakey Seconded By: Councillor Koiner BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2025-022, BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO SIGN THE ONTARIO TRANSFER PAYMENT AGREEMENT (TPA) WITH HIS MAJESTY THE KING IN RIGHT OF ONTARIO AS REPRESENTED BY THE SOLICITOR GENERAL REGARDING A FUNDING GRANT IN THE AMOUNT OF \$8,240.35, TOWARDS THE PURCHASE OF A BUNKER GEAR DRYER, AS PRESENTED IN COUNCIL REPORT FIRE-2025-01.</p>
	CARRIED – UNANIMOUS
	<p>Motion #25-028 – Fire Protection Grant – Draw from Fire Reserve Moved By: Deputy Mayor Leakey Seconded By: Councillor Koiner BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE AUTHORIZES A DRAW OF \$3,620 FROM THE FIRE RESERVE TOWARDS THE COST OF ONE (1) BUNKER GEAR DRYER, AS PRESENTED IN COUNCIL REPORT FIRE-2025-01.</p>
	CARRIED – UNANIMOUS
	Council-PD-2025-03 – Amend Traffic and Parking By-law – Street Name Change – Conner Drive to Jean Drive
	<p>Motion #25-029– Street Name Change Approval – Conner Drive to Jean Drive Moved By: Deputy Mayor Leakey Seconded By: Councillor Koiner BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE APPROVES THE STREET NAME CHANGE OF “CONNER DRIVE” TO “JEAN DRIVE” EFFECTIVE OCTOBER 1, 2025, AS PRESENTED IN COUNCIL REPORT PD-2025-03.</p>
	CARRIED – UNANIMOUS
	<p>By-law No. 2025-023 – Amend Traffic and Parking By-law Schedule XIX – Street Name Change – Conner Drive to Jean Drive Moved By: Deputy Mayor Leakey Seconded By: Councillor Koiner BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2025-023, BEING A BY-LAW TO AMEND THE TRAFFIC AND PARKING BY-LAW NO. 2015-070, TO AMEND “SCHEDULE XIX – TOWN</p>

	<p>AND WHEREAS THE STRATEGIC PLAN IS THE FOUNDATIONAL DOCUMENT WHICH DEFINES STRATEGIC OBJECTIVES, SUPPORTING EFFORTS AND LONG-TERM GOALS FOR MUNICIPAL SPENDING, MUNICIPAL INVESTMENT AND PRIORITY OF WORK FOR THE TOWN OF GANANOQUE AND ITS EMPLOYEES.</p> <p>NOW THEREFORE, BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE INITIATES THE REVIEW OF THE TOWN'S STRATEGIC PLAN AND DIRECTS STAFF TO BRING FORWARD A PLAN OF WORK FOR COUNCIL'S CONSIDERATION.</p> <p style="text-align: right;">CARRIED – 6 Ayes, 1 Nay, as amended</p>
	<p>***At this point, Deputy Mayor Leakey vacated the Chair.</p> <p>***Mayor Beddows resumed the Chair.</p>
16.	Correspondence
	<p>1. B'Nai Brith National Organization of Canada – Protecting Canadian Values Ban the Nazi Swastika in Canada</p> <p>Motion #25-032 – B'Nai Brith National Organization of Canada – Protecting Canadian Values Ban the Nazi Swastika in Canada Moved by: Councillor Harper Seconded by: Councillor Osmond BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE DIRECTS THE MAYOR TO SEND CORRESPONDENCE SUPPORTING THE B'NAI BRITH NATIONAL ORGANIZATION OF CANADA – PROTECTING CANADIAN VALUES BAN THE NAZI SWASTIKA IN CANADA.</p> <p style="text-align: right;">CARRIED – 6 Ayes, 1 Abstain</p>
	<p>2. Gananoque Public Library Board – Youth Hub Motion #2025-08 (Response to Council Motion #24-141, attached)</p>
17.	Notice Required Under the Notice By-law – None
18.	Committee Updates (Council Reps)
	<ul style="list-style-type: none"> • Council Members provided their updates.
19.	Discussion of Additional Items
	1. Reduce Council Composition – Councillor Kirkby
	<p>Motion #25-033 – Reduce Council Composition – Direction to Staff Moved by: Councillor Kirkby Seconded by: Councillor Osmond BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE DIRECTS STAFF TO BRING BACK A COUNCIL REPORT NO LATER THAN MAY 2025, REGARDING THE REDUCTION OF THE COUNCIL COMPOSITION FROM SEVEN (7) MEMBERS OF COUNCIL TO FIVE (5).</p> <p style="text-align: right;">CARRIED – UNANIMOUS</p>
20.	Questions from the Media – None
21.	Closed Session
	<p>Moved by Deputy Mayor Leakey 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 8:05 PM for the purpose of discussing one (1) item under Litigation or Potential Litigation, including Matters Before Administrative Tribunals, Affecting the Municipality or Local Board; 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; one (1) item under Personal Matters Concerning an Identifiable Individual, Including Municipal or Board Employees; one (1) item under Labour Relations or Employee Negotiations, and; one (1) item under The Purpose of Educating or Training the Members regarding the Code of Conduct.</p> <p style="text-align: right;">CARRIED – UNANIMOUS</p>
22.	Move Out of Closed Session at 9:25 PM.
	Council resumed the Open Session at 9:25 PM

