



REGULAR COUNCIL MEETING MINUTES

Held on Wednesday, June 3, 2026, at 5:00 PM
Held Virtually and In-Person

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

1.	Call Meeting to Order
	Mayor Beddows called the meeting to order at 4:32 PM.
2.	Disclosure of Pecuniary Interest & General Nature Thereof – None
3.	Closed Session (Beginning at 4:30 PM)
	<p>Moved by Councillor Brown that the Council of the Town of Gananoque, in accordance with Section 239.2 of the Municipal Act, moves into Closed Session at 4:33 PM for the purpose of discussing:</p> <ol style="list-style-type: none"> 1. 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 and; 2. One (1) item under Personal Matters Concerning an Identifiable Individual, Including Municipal or Board Employees with respect to the Champions of Gananoque Nominations. <p style="text-align: right;">CARRIED – UNANIMOUS</p>
4.	Move Out of Closed Session at 4:58 PM
5.	Council Resumed the Open Session at 5:06 PM
	<p>Mayor Beddows advised that Closed Meeting was held. Council discussed 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 this item.</p> <p>Council also discussed one (1) item under Personal Matters Concerning an Identifiable Individual, Including Municipal or Board Employees with respect to the Champions of Gananoque Nominations. Council considered the following recommendation.</p>

16.	Motions (Council Direction to Staff)
	<p data-bbox="386 155 1495 225">1. Information Technology (IT) Services – Direction to Staff – Councillor Koiner</p> <p data-bbox="386 268 1533 338">Motion #26-107 – Information Technology (IT) Services – Direction to Staff – Councillor Koiner</p> <p data-bbox="386 344 1406 379">Moved By: Councillor Koiner Seconded By: Mayor Beddows</p> <p data-bbox="386 384 1068 419">WHEREAS WE ARE IN 2026 - A DIGITAL AGE;</p> <p data-bbox="386 432 1528 545">AND WHEREAS INFORMATION TECHNOLOGY (IT) EXPENDITURES (HARDWARE AND SOFTWARE) ARE A SIGNIFICANT PART OF THE YEARLY BUDGET (> \$450,000);</p> <p data-bbox="386 559 1511 672">AND WHEREAS THE INTEGRATION OF IT / DATA / MAPPING / GIS / WORK ORDERS AND THE ADVANCEMENT OF AI IS EMBEDDED IN THE TOWN'S OPERATIONS AND FINANCIAL SYSTEMS;</p> <p data-bbox="386 685 1495 755">AND WHEREAS THE WORK ORDER SYSTEM IS AN INTEGRAL PROCESS SHAPING THE WORK ENVIRONMENT AND EMPLOYEE CULTURE;</p> <p data-bbox="386 768 1487 881">AND WHEREAS THE ASSET MANAGEMENT PLAN IS AN ESSENTIAL ASPECT OF THE MUNICIPAL OPERATIONS AND LONG-TERM PLANNING AFFECTING YEARLY BUDGETS AND DAILY TASKS;</p> <p data-bbox="386 895 1544 1008">AND WHEREAS THESE INTERNAL PROCESSES CONTINUE TO BE DEFINED TO SUPPORT TIMELY DECISION MAKING AND EFFICIENT SERVICE DELIVERY TO THE COMMUNITY.</p> <p data-bbox="386 1021 1528 1244">NOW THEREFORE, BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE DIRECTS STAFF TO BRING BACK A STATUS REPORT IDENTIFYING BY DESCRIBING AND COSTING THE INTERNAL PROCESSES AND SYSTEMS CURRENTLY UTILIZED BY ALL DEPARTMENTS AND THOSE ENVISIONED IN MODERNIZING THE EFFICIENCY OF THE CORPORATION'S SERVICE DELIVERY PROGRAM.</p> <p data-bbox="1170 1284 1552 1319" style="text-align: right;">CARRIED – UNANIMOUS</p>
	2. Direction to Staff – Council Leadership Review Survey – Councillor Osmond
<p data-bbox="261 1413 1312 1483">**Mayor Beddows vacated the chair in order to speak to the proposed recommendation.</p>	
<p data-bbox="261 1489 821 1524">**Deputy Mayor Leaky took the chair.</p>	
<p data-bbox="261 1524 1511 1593">**At this point, Mayor Beddows requested a recorded vote on the recommendation being considered below.</p>	
	<p data-bbox="386 1634 1536 1704">Motion #2026-108 – Direction to Staff – Council Leadership Review Survey – Councillor Osmond</p> <p data-bbox="386 1709 1422 1744">Moved By: Councillor Osmond Seconded By: Councillor Harper</p> <p data-bbox="386 1749 1474 1999">BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE DIRECT STAFF TO PREPARE, DEVELOP AND EXECUTE A 360 COUNCIL LEADERSHIP REVIEW SURVEY FOR STAFF TO COMPLETE EVERY 2 YEARS, STARTING JULY 2026, THAT WILL PROVIDE ALL STAFF AN ANONYMOUS TOOL TO PROVIDE THEIR FEEDBACK ON INDIVIDUAL COUNCIL MEMBERS LEADERSHIP SKILLS AND HOW THEY HAVE PERFORMED TO DATE USING A SCORE AND COMMENTS.</p> <p data-bbox="386 2040 1503 2188">THE SURVEY QUESTIONS SHOULD REFLECT SECTIONS 224 AND 225 OF THE MUNICIPAL ACT, 2001, AND INCLUDE CORE LEADERSHIP COMPETENCIES LIKE RESPECT, COLLABORATION, INTEGRITY, COMMUNICATION, PEOPLE CENTERED AND INNOVATION.</p>

AND FURTHER DIRECT STAFF THAT THE RESULTS OF THE ANONYMOUS STAFF SURVEY WILL BE RELEASED AS A REPORT, ENTERED AS CORRESPONDENCE AT THE MID-POINT OF EACH TERM AND SUMMER OF THE FINAL TERM OF COUNCIL AND SHARED PUBLICLY.

DEFEATED –	RECORDED VOTE:	Aye	Nay
	Brown, Colin		
Harper, Matt		X	
Kirkby, Patrick		X	
Koiner, Anne-Marie			X
Leakey, Vicki			X
Osmond, David		X	
Beddows, John			X
	TOTALS	3	4

3 Ayes, 4 Nays

3. Seek Legal Opinion – Direction to Staff – Deputy Mayor Leakey

Motion #2026-109 – Seek Legal Opinion – Direction to Staff – Deputy Mayor Leakey

Moved By: Deputy Mayor Leakey **Seconded By:** Councillor Harper

WHEREAS, AS REQUIRED UNDER BYLAW 2023-078 – COUNCIL CODE OF CONDUCT, SECTION 8: ALL MEMBERS HAVE A DUTY TO TREAT MEMBERS OF THE PUBLIC, ONE ANOTHER AND STAFF WITH RESPECT AND WITHOUT ABUSE, BULLYING OR INTIMIDATION, AND TO ENSURE THAT THEIR WORK ENVIRONMENT IS FREE FROM DISCRIMINATION AND HARASSMENT. THE ONTARIO HUMAN RIGHTS CODE APPLIES AND, WHERE APPLICABLE, THE TOWN’S WORKPLACE VIOLENCE & WORKPLACE HARASSMENT POLICY.

AND WHEREAS, AS REQUIRED UNDER THE PROVINCIAL OCCUPATIONAL HEALTH AND SAFETY ACT – BILL 168 – WHICH REQUIRES ALL ONTARIO EMPLOYERS, INCLUDING MUNICIPALITIES, TO PROVIDE A SAFE WORKPLACE FREE OF HARASSMENT. SECTION 1.5 WORKPLACE HARASSMENT, THE OHSA DEFINES WORKPLACE HARASSMENT AS ENGAGING IN A COURSE OF VEXATIOUS COMMENT OR CONDUCT AGAINST A WORKER IN A WORKPLACE, INCLUDING VIRTUALLY THROUGH THE USE OF INFORMATION AND COMMUNICATIONS TECHNOLOGY, THAT IS KNOWN OR OUGHT REASONABLY TO BE KNOWN TO BE UNWELCOME.

AND WHEREAS, BYLAW 2014-110 - HUMAN RESOURCES POLICY, SECTION 600-02 WORKPLACE HARASSMENT AND VIOLENCE POLICY STATES: THE EMPLOYER'S ROLES AND RESPONSIBILITIES:

POLICY

THE TOWN OF GANANOQUE IS COMMITTED TO PROVIDING A SAFE AND HEALTHY WORKPLACE. THE TOWN IS COMMITTED TO COMPLY WITH THE OCCUPATIONAL HEALTH AND SAFETY ACT AND ALL OTHER RELEVANT LEGISLATION GOVERNING WORKPLACE VIOLENCE AND HARASSMENT IN ONTARIO.

OBJECTIVE

THE INTENT OF THIS POLICY IS TO ENSURE THE PROVISION OF A HEALTHY AND SAFE WORKPLACE AND TO ENSURE THAT ALL WORKPLACE PARTIES ARE FAMILIAR WITH THE DEFINITIONS OF WORKPLACE VIOLENCE AND HARASSMENT AND THEIR ROLES IN ITS PREVENTION AND IN CORRECTIVE ACTION. THIS POLICY ESTABLISHES THAT WORKERS AND CLIENTS OF THE TOWN OF GANANOQUE WILL BE TREATED WITH RESPECT, FAIRNESS, AND SENSITIVITY.

23.	<p>Next Meeting(s):</p> <ol style="list-style-type: none"> 1. Special Council – Wednesday, June 10, 2026 at 4:00 PM – Strategic Plan Milestones Review 2. Regular Council – Wednesday, June 17, 2026 at 5:00 PM
24.	<p>Adjournment</p>
	<p>Moved By: Mayor Beddows Be it resolved that Council hereby adjourns this regular meeting of Council at 8:28 PM.</p> <p style="text-align: right;">CARRIED – UNANIMOUS</p>
<hr/> <p>John S. Beddows, Mayor</p>	<hr/> <p>Lynsey Zufelt, Deputy Clerk</p>