

**REGULAR COUNCIL MEETING MINUTES**  
Held on Tuesday, July 15, 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 5:05 PM)	Penny Kelly, Clerk / CEMC
	Anne-Marie Koiner	Lynsey Zufelt, Deputy Clerk
	Vicky Leakey	Brenda Guy, Manager of Planning and Development
	David Osmond	John Morrison, Treasurer
		David Armstrong, Manager of Public Works
		Jeff Johnston, Manager of Parks and Recreation
		Andrew Dickson, Fire Chief
Regrets:	Matt Harper	
	Patrick Kirkby	

1.	<b>Call Meeting to Order</b>
	Mayor Beddows called the meeting to order at 5:04 PM.
2.	<b>Disclosure of Pecuniary Interest &amp; General Nature Thereof – None</b>
3.	<b>Canadian National Anthem</b>
	• The National Anthem was played.
4.	<b>Land Acknowledgement Statement</b>
	• Mayor Beddows read the Land Acknowledgement Statement.
5.	<b>Public Question / Comment</b> (Only Addressing Motion(s) or Reports on the Agenda)
	• A member of the Public addressed Reports listed on the Agenda.
6.	<b>Disclosure of Additional Items</b>
	1. Canada Day – Councillor Osmond
	2. Mayoral Directive – Councillor Osmond
	3. Insurance Renewal – Special Council Meeting – Mayor Beddows
7.	<b>Public Meeting</b>
	<b>1. Proposed Class III Development Permit (DP2025-09) – 580 Queen Street – Patterson Construction Inc. – Construct a Two (2) Storey Addition with Garage (+Report Council-PD-2025-11)</b> <ul style="list-style-type: none"> <li>• A Public Meeting was held regarding a Proposed Class III Development Permit Application (DP2025-09) received from the Owner: Thomas and Arden Dier / Applicant, Patterson Construction Inc., regarding the property municipally and legally described as 580 Queen Street PLAN 86 BLK V PT LOT 66 PT; LOT 67 PT LOT 68 PT LOT 66; BLK V PLAN 86 TOWN OF GANANOQUE, to construct a two-storey addition with garage onto the existing residential dwelling within the floodplain setback and relief for the front yard setback to 4.4m.</li> <li>• The Chair requested the Manager of Planning and Development present the Application to Council.</li> <li>• Brenda Guy, Manager of Planning and Development provided an overview of Report Council PD-2025-11.</li> </ul>

	<ul style="list-style-type: none"> <li>The Chair asked the Owner if they had anything to add to the Staff overview.</li> <li>None.</li> </ul>
	<ul style="list-style-type: none"> <li>The Chair asked if any member of Council had any questions or comments.</li> <li>Councillor Brown advised that the Application was received by the Planning Advisory Committee and subsequently passed a Motion to support the request.</li> </ul>
	<ul style="list-style-type: none"> <li>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.</li> </ul> <p>The Chair asked if any member of the public had any questions or comments. – None</p>
	<ul style="list-style-type: none"> <li>The Chair asked if the Owner had any additional questions or comments.</li> <li>None</li> </ul>
	<b>Council considered the following recommendation.</b>
	<p><b>Motion #25-094 – Class III Development Permit (DP2025-09) – 580 Queen Street (Deir)</b></p> <p><b>Moved By:</b> Councillor Koiner                      <b>Seconded By:</b> Deputy Mayor Leakey</p> <p>BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE APPROVES APPLICATION DP2025-09 (DEIR) AT 580 QUEEN STREET FOR RELIEF OF THE FRONT YARD SETBACK FROM 6.0M TO 4.4M AND WITHIN THE 15M FLOODPLAIN SETBACK TO PERMIT THE CONSTRUCTION OF A TWO STOREY ADDITION WITH GARAGE AND COVERED PORCH SUBJECT TO THE FOLLOWING CONDITIONS:</p> <ul style="list-style-type: none"> <li>PERMIT BE OBTAINED FROM THE CATARAQUI REGION CONSERVATION AUTHORITY UNDER ONTARIO REGULATION 41/24: <i>PROHIBITED ACTIVITIES, EXEMPTIONS AND PERMITS</i>;</li> <li>THE GRADING PLAN AS PROVIDED BY FOREFRONT ENGINEERING INC. STAMPED JUNE 15, 2023, BE IMPLEMENTED AND INCLUDED WITH THE BUILDING PERMIT APPLICATION;</li> <li>RECOMMENDATIONS FOR EROSION AND SEDIMENT CONTROL, TREE AND VEGETATION REMOVAL, LANDSCAPE AND THE INCORPORATION OF WILDLIFE EXCLUSION FENCING AS OUTLINED IN THE ENVIRONMENTAL IMPACT STUDY DATED FEBRUARY 13, 2025, BE IMPLEMENTED;</li> <li>OWNER OBTAIN APPROVALS FROM PUBLIC WORKS/UTILITIES DEPARTMENT FOR WATER AND SEWER SERVICES IN ACCORDANCE WITH THE URBAN SERVICE REQUIREMENTS,</li> <li>ALL COSTS ASSOCIATED WITH FULFILLING THE CONDITIONS OF THIS DECISION ARE BORNE BY THE OWNER, AND;</li> <li>THE OWNER FULFILL ALL CONDITIONS WITHIN ONE YEAR OF THIS APPROVAL OR THE APPLICATION WILL LAPSE.</li> </ul> <p>AS RECOMMENDED BY THE PLANNING ADVISORY COMMITTEE (PAC) AND AS PRESENTED IN COUNCIL REPORT-PD-2025-11.</p> <p style="text-align: right;"><b>CARRIED – UNANIMOUS</b></p>
8.	<b>Delegations</b> – None
9.	<b>Presentations / Awards / Deputations</b> – None
10.	<b>Mayor’s Declaration</b> – None
11.	<b>Unfinished Business</b>
<b>Council-CAO-2025-09 – Town Owned Properties</b>	
	<p><b>Motion #25-095 – Town Owned Properties</b></p> <p><b>Moved By:</b> Councillor Koiner                      <b>Seconded By:</b> Councillor Osmond</p> <p>BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE DIRECTS STAFF TO REFLECT THE CURRENT LEVELS OF SERVICE FOR THE TOWN</p>

	<p>OWNED PROPERTY SCHEDULE IN THE 2025 ASSET MANAGEMENT PLAN AND LONG-TERM FINANCIAL PLAN, AS PRESENTED IN COUNCIL REPORT CAO-2025-09.</p> <p style="text-align: right;"><b>CARRIED – UNANIMOUS</b></p>
<b>Council-RDS-2025-08 – Water Street Swing Bridge and Roadway</b>	
	<p>***Moved by Councillor Osmond and seconded by Councillor Koiner to the report recommendation to add “<b>AND FURTHER DIRECTS STAFF TO BRING BACK A BY-LAW AMENDING THE TRAFFIC AND PARKING BY-LAW TO REDUCE THE SPEED LIMIT ON THE WATER STREET SWING BRIDGE AND ITS APPROACHES FROM 50 KMS TO 25 KMS</b>”</p> <p style="text-align: right;"><b>CARRIED – 4 Ayes, 1 Nay</b></p>
	<p><b>Motion #25-096 – Water Street Swing Bridge and Roadway</b> <b>Moved By:</b> Councillor Koiner                      <b>Seconded By:</b> Councillor Osmond BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE DIRECTS STAFF TO CONTRACT A CONSULTING ENGINEER TO COMPLETE A STRUCTURAL AND MECHANICAL ANALYSIS OF THE WATER STREET SWING BRIDGE, AS PRESENTED IN COUNCIL REPORT RDS-2025-08;</p> <p>AND FURTHER DIRECTS STAFF TO BRING BACK A BY-LAW AMENDING THE TRAFFIC AND PARKING BY-LAW TO REDUCE THE SPEED LIMIT ON THE WATER STREET SWING BRIDGE AND ITS APPROACHES FROM 50 KMS TO 25 KMS.</p> <p style="text-align: right;"><b>CARRIED – UNANIMOUS, as amended</b></p>
<b>12.</b>	<b>Consent Agenda</b>
	<p><b>Moved By:</b> Councillor Koiner                      <b>Seconded By:</b> Councillor Osmond Be it resolved that the Motion and By-law listed on the Consent Agenda be passed accordingly:</p> <p><b>MOTION:</b></p> <p><b>Motion #25-093 – Approval of Minutes – Tuesday, June 17 and Wednesday, June 25, 2025</b> BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE HEREBY ADOPTS THE REGULAR COUNCIL MINUTES OF TUESDAY, JUNE 17, 2025, AND ITS SPECIAL MINUTES OF TUESDAY, JUNE 25, 2025.</p> <p><b>BY-LAW:</b></p> <p><b>By-law No. 2025-059 – Amend By-law No. 2021-081 – Ice Allocation Policy</b> BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2025-059, BEING A BY-LAW TO AMEND BY-LAW NO. 2021-081, THE ICE ALLOCATION POLICY FOR THE LOU JEFFRIES ARENA.</p> <p style="text-align: right;"><b>CARRIED – UNANIMOUS</b></p>
<b>13.</b>	<b>Staff Reports</b>
<b>Council-CAO-2025-10 – Town Cooling Station</b>	
	<p><b>Motion #25-097 – Town Cooling Station</b> <b>Moved By:</b> Councillor Koiner                      <b>Seconded By:</b> Councillor Osmond BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE DIRECTS STAFF TO PROCEED WITH OPTION # 1, (MAINTAIN STATUS QUO. CONTINUE TO PROMOTE THE LIBRARY AS A COOLING CENTER DURING NORMAL OPERATING HOURS), AS PRESENTED IN COUNCIL REPORT CAO-2025-10.</p> <p style="text-align: right;"><b>CARRIED – UNANIMOUS</b></p>

**Council-CAO-2025-11 – Finance Working Group (FWG) Levels of Service Discussion**

**Motion #25-098 – Finance Working Group (FWG) Levels of Service Discussion**

**Moved By: Councillor Koiner**

**Seconded By:** Councillor Osmond

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE  
DIRECTS STAFF TO REFLECT THE CURRENT LEVELS OF SERVICE FOR THE  
TOWN OWNED ASSETS IN THE 2025 ASSET MANAGEMENT PLAN AND LONG-  
TERM FINANCIAL PLAN, AS PRESENTED IN COUNCIL REPORT CAO-2025-11.

**CARRIED – UNANIMOUS**

## Council-FIN-2025-16 – 2025 Long Term Debt Schedule

## Motion #25-099– Long Term Debt Schedule

**Moved By:** Councillor Koiner

**Seconded By:** Councillor Osmond

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES FOR INFORMATION THE 2025 LONG TERM DEBT SCHEDULE, AS PRESENTED IN COUNCIL REPORT FIN-2025-16.

**CARRIED – UNANIMOUS**

**Council-FIRE-2025-05 – Fire Department – 2025 First (1<sup>st</sup>) and Second (2<sup>nd</sup>) Quarterly Report**

**Motion #25-100 – Fire Department – 2025 First (1<sup>st</sup>) and Second (2<sup>nd</sup>) Quarterly Report**

**Moved By:** Councillor Koiner

**Seconded By:** Councillor Osmond

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES THE 2025 FIRST AND SECOND QUARTER FIRE DEPARTMENT REPORT FOR INFORMATION PURPOSES, AS PRESENTED IN THE COUNCIL REPORT FIRE-2025-05.

**CARRIED – UNANIMOUS**

**Council-RDS-2025-09 – Sale of Surplus Loader to Township of Elizabethtown-Kitley**

**By-law No. 2025-061 – Sale of Surplus Loader to Township of Elizabethtown-Kitley**

**Moved By:** Councillor Koiner

**Seconded By:** Councillor Osmond

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2025-061, BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO ENTER INTO AN AGREEMENT TO SELL THE PUBLIC WORKS' SURPLUS LOADER TO THE TOWNSHIP OF ELIZABETHTOWN-KITLEY, AS PRESENTED IN COUNCIL REPORT RDS-2025-09.

**CARRIED – UNANIMOUS**

**Council-UTIL-2025-09 – Water Tower Lease Extension Agreement**

**By-law No. 2025-060 – Water Tower Lease Extension Agreement – Eastern Ontario Power**

**Moved By:** Councillor Koiner

**Seconded By:** Councillor Osmond

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2025-060, BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO SIGN A LEASE EXTENSION AGREEMENT WITH EASTERN ONTARIO POWER (EOP) FOR FIVE (5) YEARS, AS PER THE TERMS OF THE ORIGINAL AGREEMENT AUTHORIZED UNDER BY-LAW NO. 2022-085, AND AS PRESENTED IN REPORT COUNCIL-UTIL-2025-08.

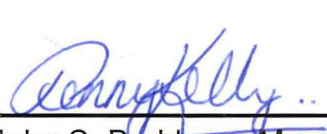
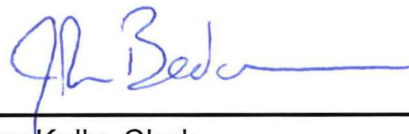
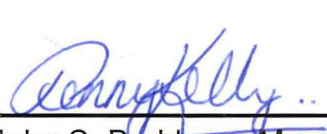
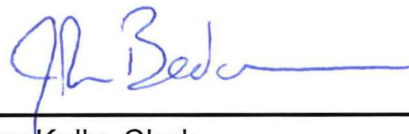
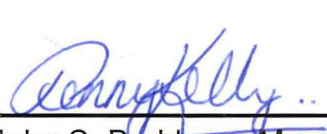
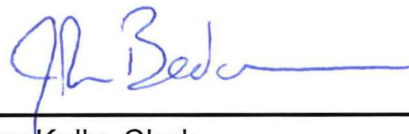
**CARRIED – UNANIMOUS**

**\*\*\* At this point, the Chair called a recess.**

\*\*\*The meeting resumed at 6:41 PM.





23.	<b>Confirmation By-law</b>		
	<p><b>By-law No. 2025-058 – Confirming By-law – July 15, 2025</b> <b>Moved By:</b> Councillor Koiner                      <b>Seconded By:</b> Councillor Osmond BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2025-058, BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL AT ITS REGULAR MEETING HELD ON TUESDAY, JULY 15, BE READ THREE TIMES AND FINALLY PASSED THIS 15<sup>TH</sup> DAY OF JULY 2025.</p> <p style="text-align: right;"><b>CARRIED – UNANIMOUS</b></p>		
24.	<b>Next Meeting(s):</b> Tuesday, August 12, 2025 at 5:00 PM		
25.	<b>Adjournment</b>		
	<p><b>Moved By:</b> Councillor Koiner Be it resolved that Council hereby adjourns this regular meeting of Council at 8:56 PM.</p> <p style="text-align: right;"><b>CARRIED – UNANIMOUS</b></p>		
<table><tr><td> _____ John S. Beddows, Mayor PENNY KELLY, CLERK.</td><td> _____ Penny Kelly, Clerk John S. Beddows, Mayor</td></tr></table>		 _____ John S. Beddows, Mayor PENNY KELLY, CLERK.	 _____ Penny Kelly, Clerk John S. Beddows, Mayor
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