

## **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	

	Patrick Kirkby		
1.	Call Meeting to Order		
	Mayor Beddows called the meeting to order at 5:04 PM.		
2.	Disclosure of Pecuniary Interest & General Nature Thereof – None		
3.	Canadian National Anthem		
	The National Anthem was played.		
4.	Land Acknowledgement Statement		
	Mayor Beddows read the Land Acknowledgement Statement.		
5.	Public Question / Comment (Only Addressing Motion(s) or Reports on the Agenda)		
	A member of the Public addressed Reports listed on the Agenda.		
6.	Disclosure of Additional Items		
	Canada Day – Councillor Osmond		
	2. Mayoral Directive – Councillor Osmond		
	3. Insurance Renewal – Special Council Meeting – Mayor Beddows		
7.	Public Meeting		
	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)		
	<ul> <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</li> </ul>		

• Brenda Guy, Manager of Planning and Development provided an overview

of Report Council PD-2025-11.

Application to Council.

- The Chair asked the 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.
  - Councillor Brown advised that the Application was received by the Planning Advisory Committee and subsequently passed a Motion to support the request.
- 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.

The Chair asked if any member of the public had any questions or comments. – None

- The Chair asked if the Owner had any additional questions or comments.
  - None

Council considered the following recommendation.

# Motion #25-094 - Class III Development Permit (DP2025-09) - 580 Queen Street (Deir)

Moved By: Councillor Koiner Seconded By: Deputy Mayor Leakey 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:

- PERMIT BE OBTAINED FROM THE CATARAQUI REGION CONSERVATION AUTHORITY UNDER ONTARIO REGULATION 41/24: PROHIBITED ACTIVITIES, EXEMPTIONS AND PERMITS;
- THE GRADING PLAN AS PROVIDED BY FOREFRONT ENGINEERING INC. STAMPED JUNE 15, 2023, BE IMPLEMENTED AND INCLUDED WITH THE BUILDING PERMIT APPLICATION;
- 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;
- OWNER OBTAIN APPROVALS FROM PUBLIC WORKS/UTILITIES DEPARTMENT FOR WATER AND SEWER SERVICES IN ACCORDANCE WITH THE URBAN SERVICE REQUIREMENTS,
- ALL COSTS ASSOCIATED WITH FULFILLING THE CONDITIONS OF THIS DECISION ARE BORNE BY THE OWNER, AND;
- THE OWNER FULFILL ALL CONDITIONS WITHIN ONE YEAR OF THIS APPROVAL OR THE APPLICATION WILL LAPSE.

AS RECOMMENDED BY THE PLANNING ADVISORY COMMITTEE (PAC) AND AS PRESENTED IN COUNCIL REPORT-PD-2025-11.

**CARRIED - UNANIMOUS** 

- 8. **Delegations** None
- 9. Presentations / Awards / Deputations None
- **10.** | Mayor's Declaration None
- 11. Unfinished Business

## Council-CAO-2025-09 - Town Owned Properties

### Motion #25-095 - Town Owned Properties

**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 PROPERTY SCHEDULE IN THE 2025 ASSET MANAGEMENT PLAN AND LONG-TERM FINANCIAL PLAN, AS PRESENTED IN COUNCIL REPORT CAO-2025-09.

**CARRIED - UNANIMOUS** 

### Council-RDS-2025-08 - Water Street Swing Bridge and Roadway

\*\*\*Moved by Councillor Osmond and seconded by Councillor Koiner to the report recommendation to add "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"

CARRIED - 4 Ayes, 1 Nay

### Motion #25-096 - Water Street Swing Bridge and Roadway

Moved By: Councillor Koiner Seconded By: 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;

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.

### CARRIED - UNANIMOUS, as amended

### 12. Consent Agenda

**Moved By:** Councillor Koiner **Seconded By:** Councillor Osmond Be it resolved that the Motion and By-law listed on the Consent Agenda be passed accordingly:

### **MOTION:**

Motion #25-093 – Approval of Minutes – Tuesday, June 17 and Wednesday, June 25, 2025

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.

### **BY-LAW:**

By-law No. 2025-059 – Amend By-law No. 2021-081 – Ice Allocation Policy 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.

**CARRIED - UNANIMOUS** 

### 13. Staff Reports

## Council-CAO-2025-10 - Town Cooling Station

### Motion #25-097 - Town Cooling Station

**Moved By:** Councillor Koiner **Seconded By:** 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.

**CARRIED - UNANIMOUS** 

### 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 LONGTERM 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 (1st) and Second (2nd) Quarterly Report

# Motion #25-100 - Fire Department - 2025 First (1st) and Second (2nd) 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** 

<sup>\*\*\*</sup>At this point, the Chair called a recess.

<sup>\*\*\*</sup>The meeting resumed at 6:41 PM.

## 14. Motions (Council Direction to Staff) 1. 2025-2035 Joint Services Committee (JSC) Housing and Homelessness Plan - Mayor Beddows \*\*\*At this point, Mayor Beddows vacated the Chair to speak to the recommendation. \*\*\*Deputy Mayor Leakey took the Chair. \*\*\*Following the Mayor's statement, Mayor Beddows resumed the Chair. Motion #25-101 - 2025-2035 Joint Services Committee (JSC) Housing and **Homelessness Plan** Moved By: Mayor Beddows Seconded By: Deputy Mayor Leakey BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE AUTHORIZES MAYOR BEDDOWS TO ENDORSE THE JOINT SERVICES COMMITTEE (JSC) 2025-2035 HOUSING AND HOMELESSNESS PLAN. **CARRIED - UNANIMOUS** 15. Correspondence 1. Dave Watts – Problems on North Street 2. Cataraqui Conservation - 2026 Fee Schedule - Draft for Public Review 3. Ministry of Emergency Preparedness and Response – 2024 Compliance Report 4. Louis W. Bray Construction – Start of Construction and Schedule – Highway 401 at Country Road 32 Underpass 5. Independent Electricity System Operator (IESO) – Update from IESO on LT2 **Procurement Process** 6. Association of Municipalities Ontario (AMO) – 2024 Annual Report 7. Ministry of Energy and Mines – Energy for Generations: Ontario's Integrated Plan to Build the Strongest Economy in the G7 16. **Notice Required Under the Notice By-law** Mayor Beddows provided Notice that a Public Meeting is scheduled for Tuesday, August 12, 2025 at 5:00 PM to consider a Class III Development Permit Application (DP2025-10) - 116-118 King Street East, to permit one (1) Short-Term Accommodation rental in the upper story of the commercial building. 17. **Committee Updates (Council Reps)** Members of Council provided their updates. 18. **Discussion of Additional Items** 1. Canada Day - Councillor Osmond • Councillor Osmond congratulated Staff for organizing a successful Canada Day celebration which was well attended. 2. Mayoral Directive - Councillor Osmond • Councillor Osmond requested clarification from Mayor Beddows on the Mayoral Directive Decision Number: 2025-001. Mayor Beddows explained that under Strong Mayor Powers, a Directive to Staff is required to move forward with the 2026 Operating and Capital Budgets preparation. 3. Insurance Renewal - Special Council Meeting - Mayor Beddows Motion #25-102 - Special Council Meeting - Thursday, July 17, 2025 **Moved By:** Mayor Beddows Seconded By: Councillor Osmond BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE HOLDS A SPECIAL COUNCIL MEETING ON THURSDAY, JULY 17, 2025 AT 10:30 AM, TO CONSIDER A TIME SENSITIVE INSURANCE MATTER. **CARRIED - UNANIMOUS**

### 19. Closed Session

Moved by Councillor Koiner that the Council of the Town of Gananoque, in accordance with Section 239.2 of the *Municipal Act*, moves into Closed Session at 7:36 PM for the purpose of discussing four (4) items 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.

**CARRIED - UNANIMOUS** 

### 20. Move Out of Closed Session at 7:35 PM.

Council resumed the Open Session meeting at 8:50 PM, with the following Members of Council present: Mayor Beddows, Deputy Mayor Leakey, Councillor Koiner, and; Councillor Osmond.

### 21. Reporting Out of Closed Session

- A Closed Meeting was held. Council discussed four (4) items 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.
- The following was considered.

### Motion #25-103 - Bus Service in Gananoque

**Moved By:** Councillor Koiner **Seconded By:** Councillor Osmond BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE HOLDS DIRECTS STAFF TO BRING BACK A REPORT FOR COUNCIL'S CONSIDERATION REGARDING THE FEASIBILITY OF PROVIDING A BUS SERVICE / STOP IN THE TOWN OF GANANOQUE, AS PRESENTED IN CLOSED SESSION.

**CARRIED - UNANIMOUS** 

## Motion #25-104 – 400 Stone Street North – Opportunity for Additional Day Care Spaces

Moved By: Councillor Koiner Seconded By: Councillor Osmond BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE DIRECTS STAFF TO PROCEED WITH OPTION #1, (AGREE, IN PRINCIPLE, TO ACCEPT UP TO 49 CANADA-WIDE EARLY LEARNING AND CHILD CARE (CWELCC) SPACES AND; INFORMS THE UNITED COUNTIES OF LEEDS AND GRENVILLE (UCLG) AND YMCA STAFF ACCORDINGLY, AND FURTHER THAT COUNCIL PASS A BY-LAW TO EXTEND THE CONTRACT WITH BELL & ASSOCIATES FOR ARCHITECTURAL DRAWINGS) REGARDING ADDITIONAL DAYCARE SPACES, LOCATED AT 400 STONE STREET NORTH, WITH A REQUIRED OPENING DATE OF DECEMBER 31, 2026, AS PRESENTED IN CLOSED SESSION.

**CARRIED - UNANIMOUS** 

# By-law No. 2025-063 – Thousand Islands Youth Boxing Club – Termination of Lease Agreement

**Moved By:** Councillor Koiner **Seconded By:** Councillor Osmond BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS A BY-LAW NO 2025-063, BEING A BY-LAW TO AMEND BY-LAW NO. 2024-058, A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO SIGN A LEASE AGREEMENT WITH THE THOUSAND ISLANDS YOUTH BOXING CLUB, FOR A PORTION OF 400 STONE STREET NORTH FOR THREE (3) YEARS, AS FOLLOWS:

- THAT THE RENTAL RATE FOR THE PERIOD OF JULY 1 TO OCTOBER 31, 2025 BE WAIVED, AND;
- 2. THAT THE LEASE AGREEMENT IS HEREBY TERMINATED AS OF OCTOBER 31, 2025.

AS PRESENTED IN AS PRESENTED IN CLOSED SESSION.

**CARRIED - UNANIMOUS** 

### **22.** Questions from the Media – None

23.	Confirmation By-law		
	By-law No. 2025-058 – Confirming By-law – July 15, 2025  Moved By: Councillor Koiner Seconded By: 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.		
		CARRIED - UNANIMOUS	
24.	Next Meeting(s): Tuesday, August 12, 2025 at 5:00 PM		
25.	Adjournment		
	Moved By: Councillor Koiner Be it resolved that Council hereby adjourns this regular meeting of Council at 8:56 PM.  CARRIED – UNANIMOL		
Johi	n S. Beddows, Mayor	Penny Kelly, Clerk	