



REGULAR COUNCIL MEETING MINUTES

Held on Tuesday, October 7, 2025, at 5:00 PM

Held Virtually and In-Person

COUNCIL MEMBERS PRESENT		STAFF PRESENT
Mayor:	John Beddows	Melanie Kirkby, CAO
Councillors:	Colin Brown	Brenda Guy, Manager of Planning and Development
	Matt Harper	John Morrison, Treasurer
	Patrick Kirkby	David Armstrong, Manager of Public Works
	Anne-Marie Koiner	Andrew Dickson, Fire Chief
	Vicki Leakey	Jeff Johnston, Manager of Parks and Recreation
	David Osmond	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
	1. Councillor Brown Declared a Pecuniary Interest regarding Proposed Class III Development Permit – 760 Stone Street North – Council Report PD-2025-16.
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. Inspectorate of Policing – Police Services Board Appointment of Councillor Osmond – Councillor Osmond
7.	Public Meeting

****Councillor Brown declared a Pecuniary Interest and left the room.**

	1. Proposed Class III Development Permit (DP2025-16) – 760 Stone Street North – Extend Temporary Use of an Automotive Sales Establishment (+Report Council-PD-2025-16)
	<ul style="list-style-type: none"> A Public Meeting was held regarding a Proposed Class III Development Permit Application (DP2025-16) by Applicant Ryan Easton, regarding the property municipally and legally described as 760 Stone Street North, PLAN 86 BLK V LOT 29 30 32 AND 34 PT LOTS 28 31 AND 37 RP 28R14928 PARTS 6 TO 9, GANANOQUE, to extend the temporary use of an Automotive Sales Establishment. 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-2025-16. The Chair asked the Applicant if they had anything to add to the Staff overview – None

	<ul style="list-style-type: none"> The Chair asked if any member of Council had any questions or comments. <ul style="list-style-type: none"> Councillor Koiner commented that the report was presented to the Planning Advisory Committee (PAC) where there were questions raised with regards to the accessible parking spot and maple trees still to be planted. The PAC was satisfied that the business could continue for another three years and wished Mr. Easton success.
	<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 #25-132 – Class III Development Permit – DP2025-12 – 760 Stone Street North</p> <p>Moved By: Deputy Mayor Leakey Seconded By: Councillor Koiner</p> <p>BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE APPROVES CLASS III DEVELOPMENT PERMIT APPLICATION DP2025-12 (EASTON) AT 760 STONE STREET NORTH FOR AN EXTENSION OF THE TEMPORARY USE OF AN AUTOMOTIVE SALES ESTABLISHMENT FOR AN ADDITIONAL THREE (3) YEARS TO DECEMBER 2, 2028, PROVIDED:</p> <ul style="list-style-type: none"> - ALL SITE WORKS REMAIN AS PREVIOUSLY APPROVED AND THE RELOCATION OF ACCESSIBLE PARKING SPACE BE IMPLEMENTED, - THE OWNER ENTER INTO AN AMENDMENT TO THE AGREEMENT WITHIN ONE YEAR OF THE NOTICE OF DECISION, AND; - 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-2025-16.</p> <p style="text-align: right;">CARRIED – UNANIMOUS, <i>by those voting</i></p>
	**At this point, Councillor Brown returned to the room.
	**Due to technical issues, the Chair called a recess.
	**The meeting resumed at 5:30 PM.
8.	Delegations
	<p>1. Susanne Richter – Thousand Islands Boat Museum (TIBM) – 2025 Impact Report</p> <ul style="list-style-type: none"> Susanne Richter, Thousand Islands Boat Museum (TIBM) Executive Director, and Abby Dumbrille, Educator, presented a Power Point presentation entitled, “Thousand Islands Boat Museum (TIBM) – 2025 Impact Report”. Council thanked Ms. Richter and Ms. Dumbrille and considered the following.
	<p>Motion #25-133 – Thousand Islands Boat Museum (TIBM) – 2025 Impact Report – Receive for Information</p> <p>Moved By: Deputy Mayor Leakey Seconded By: Councillor Koiner</p> <p>BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES THE THOUSAND ISLANDS BOAT MUSEUM – 2025 IMPACT REPORT FOR INFORMATION.</p> <p style="text-align: right;">CARRIED – UNANIMOUS</p>
9.	Presentations / Awards / Deputations
	<p>1. Affordable Housing Working Group</p> <ul style="list-style-type: none"> Members of the Affordable Housing Working Group presented a Power Point presentation entitled, “2025 Town of Gananoque Housing Strategy”. Council thanked the Members of the Affordable Housing Working Group and considered the following recommendation.

Council-FIN-2025-25 – Procurement Policy	
	<p>By-law No. 2025-088 – Procurement Policy – Repeal By-law No. 2015-087 Moved By: Deputy Mayor Leakey Seconded By: Councillor Koiner BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2025-088, BEING A BY-LAW TO REPEAL BY-LAW NO. 2015-087, BEING A BY-LAW TO OUTLINE REQUIREMENTS FOR THE PROCUREMENT OF GOODS AND SERVICES FOR THE CORPORATION OF THE TOWN OF GANANOQUE, AS PRESENTED IN COUNCIL REPORT-FIN-2025-25. CARRIED – 6 Ayes, 1 Nay</p>
	<p>By-Law No. 2025-089 – Procurement Policy Moved By: Deputy Mayor Leakey Seconded By: Councillor Koiner BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2025-089, BEING A BY-LAW TO ESTABLISH A NEW PROCUREMENT POLICY, AS PRESENTED IN COUNCIL REPORT-FIN-2025-25. CARRIED – 6 Ayes, 1 Nay</p>
Council-FIN-2025-26 – Debt Management Policy	
	<p>By-Law No. 2025-090 – Debt Management Policy Moved By: Deputy Mayor Leakey Seconded By: Councillor Koiner BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2025-090, BEING A BY-LAW TO ESTABLISH A DEBT MANAGEMENT POLICY, AS PRESENTED IN COUNCIL REPORT FIN-2025-26. CARRIED – 6 Ayes, 1 Nay</p>
Council-FIN-2025-27 – Reserve and Reserve Fund Policy	
	<p>By-law No. 2025-091 – Reserve and Reserve Fund Policy – Repeal By-law No. 2016-097 Moved By: Deputy Mayor Leakey Seconded By: Councillor Koiner BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2025-091, BEING A BY-LAW TO REPEAL BY-LAW NO. 2016-097, BEING A BY-LAW TO ESTABLISH A RESERVE POLICY, AS PRESENTED IN COUNCIL REPORT-FIN-2025-27. CARRIED – UNANIMOUS</p>
	<p>By-law No. 2025-092 – Reserve and Reserve Fund Policy Moved By: Deputy Mayor Leakey Seconded By: Councillor Koiner BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2025-092, BEING A BY-LAW TO ESTABLISH A RESERVE AND RESERVE FUND POLICY, AS PRESENTED IN COUNCIL REPORT-FIN-2025-27. CARRIED – UNANIMOUS</p>
Council-REC-2025-16 – Award of Contract – Marina 300 and Shoreline Dock Electrical Upgrades	
	<p>By-law No. 2025-093 – Award of Contract – Marina 300 and Shoreline Dock Electrical Upgrades Moved By: Deputy Mayor Leakey Seconded By: Councillor Koiner BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2025-093, BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO SIGN AN AGREEMENT WITH LASALLE ELECTRICAL CONTRACTING INC., FOR THE PROCUREMENT OF SERVICES TO COMPLETE THE REJUVENATION OF THE ELECTRICAL INFRASTRUCTURE ON THE GANANOQUE MUNICIPAL MARINA 300 SERIES AND SHORELINE SERIES OF DOCKS IN CONJUNCTION WITH THE MARINA DOCK CAPITAL RENOVATIONS, AS PRESCRIBED IN RFQ REC-2025-05 AND AS PRESENTED IN COUNCIL REPORT REC-2025-16. CARRIED – UNANIMOUS</p>

	<p>Motion #2025-136 – Marina 300 and Shoreline Dock Electrical Upgrades – Budget Deviation</p> <p>Moved By: Deputy Mayor Leakey Seconded By: Councillor Koiner</p> <p>BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE APPROVES A BUDGET DEVIATION TO AN UPSET LIMIT OF \$107,350.00, FOR THE MARINA 300 SERIES AND SHORELINE DOCK ELECTRICAL UPGRADES TO BE FUNDED FROM THE MARINA RESERVES, AS PRESENTED IN COUNCIL REPORT REC-2025-16.</p> <p style="text-align: right;">CARRIED – UNANIMOUS</p>
	<p>Council-RDS-2025-12 – Award of Contract – Charles Street North Stormwater Repair</p>
	<p>By-law No. 2025-094 – Award of Contract – Charles Street North Stormwater Repair</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. 2025-094, BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO SIGN AN AGREEMENT WITH ENVIRONMENTALL CONTRACTING SERVICES LTD., FOR THE RECONSTRUCTION OF THE CHARLES STREET NORTH STORMWATER SYSTEM, TO AN UPSET LIMIT OF \$110,415.39 (EXCLUSIVE OF TOWN SHARE OF HST), AS PRESCRIBED IN THE TENDER SUBMISSION DATED SEPTEMBER 19, 2025, AND AS PRESENTED IN COUNCIL REPORT RDS-2025-12.</p> <p style="text-align: right;">CARRIED – UNANIMOUS</p>
14.	Motions (Council Direction to Staff) – None
15.	Correspondence
	<p>1. 2026 ROMA Conference – Early Bird Registration Deadline – October 31, 2025 – Seeking Council Interest to Attend</p>
	<p>Motion #2025-137 – Rural Ontario Municipal Association (ROMA) – 2026 Annual Conference – Early Bird deadline to Register – October 31, 2025</p> <p>Moved By: Councillor Koiner Seconded By: Mayor Beddows</p> <p>BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE AUTHORIZES THE FOLLOWING MEMBERS OF COUNCIL TO REGISTER FOR THE RURAL ONTARIO MUNICIPAL ASSOCIATION (ROMA) 2026 ANNUAL CONFERENCE BEING HELD IN THE CITY OF TORONTO FROM JANUARY 18 TO 20, 2026:</p> <p>1. MAYOR BEDDOWS, AND;</p> <p>2. ONE (1) MEMBER OF COUNCIL (TBD),</p> <p>AND FURTHER, THAT AN UPSET LIMIT AMOUNT OF \$3,200.00 BE PRE-APPROVED IN THE 2026 COUNCIL CONFERENCE BUDGET, FOR REGISTRATION, ACCOMMODATIONS AND MILEAGE.</p> <p style="text-align: right;">CARRIED – UNANIMOUS</p>
	<p>2. Drinking Water Source Protection – Invitation for Expression of Interest – Municipal Representative (Eastern Area) – Cataraqui Source Protection Committee</p>
	<p>Motion #2025-138 – Drinking Water Source Protection – Municipal Representative (Eastern Area) – Mr. Steve Allen</p> <p>Moved By: Councillor Koiner Seconded By: Mayor Beddows</p> <p>BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE ENDORSE MUNICIPAL CANDIDATE STEVE ALLEN AS THE DRINKING WATER SOURCE PROTECTION AREA REPRESENTATIVE FOR A THREE (3) YEAR TERM.</p> <p style="text-align: right;">CARRIED – UNANIMOUS</p>
	<p>3. Media Release – Introducing Southeast Public Health</p>
	<p>4. AECOM – Notice of Public Information – HWY 401 Planning Study</p>

	<p>5. Ruth Strunz – Gananoque River Species at Risk</p> <ul style="list-style-type: none"> • The Chair requested Mr. David Armstrong, Manager of Public Works, to speak to the correspondence. Mr. Armstrong advised that the Town and its contractor remain committed to upholding all environmental obligations and protecting local wildlife. • Mayor Beddows thanked Ms. Strunz for her correspondence and for attending Council to observe the matter being addressed.
16.	Notice Required Under the Notice By-law – None
17.	Committee Updates (Council Reps)
	<ul style="list-style-type: none"> • The Chair advised that due to time constraint, Committee Updates would be postponed.
18.	Discussion of Additional Items
	<p>1. Inspectorate of Policing – Police Services Board Appointment of Councillor Osmond – Councillor Osmond</p> <ul style="list-style-type: none"> • Councillor Osmond shared a letter from the Inspectorate of Policing questioning the legality of his appointment to the Police Services Board and requested Mayor Beddows to consider temporarily stepping down; the Mayor will respond in writing by Friday, October 10, 2025.
19.	Questions from the Media – None
20.	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 8:27 PM for the purpose of discussing 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 one (1) item under Personal Matters Concerning an Identifiable Individual, Including Municipal or Board Employees.</p> <p style="text-align: right;">CARRIED – UNANIMOUS</p>
21.	Move Out of Closed Session at 8:53 PM.
	Council resumed the Open Session at 8:55 PM
22.	Reporting Out of Closed Session
	<ul style="list-style-type: none"> • A 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, and one (1) item under Personal Matters Concerning an Identifiable Individual, Including Municipal or Board Employees. • The following recommendation was considered: <p>Motion #25-139 – East End Pumping Station Project Update Moved By: Deputy Mayor Leakey Seconded By: Councillor Harper BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE APPROVES OPTION #1, PRE-APPROVE AN ADDITIONAL CONTINGENCY OF \$1,366,701.60 FOR THE EAST END PUMPING STATION PROJECT AND DIRECTS STAFF TO REPORT TO COUNCIL AS SOON AS PRACTICAL FOLLOWING THE INVOICING OF EVERY 25% OF THIS CONTINGENCY AMOUNT, AS PRESENTED IN CLOSED SESSION ON TUESDAY, OCTOBER 7, 2025.</p> <p style="text-align: right;">CARRIED – UNANIMOUS</p>

