



**\*CLOSED SESSION Meeting beginning at 5:00 PM\***

**REGULAR COUNCIL MEETING AGENDA**

Held on Tuesday, March 5, 2024 at 6:00 PM

Via Telephone, Video, and In-Person

Teleconference Toll Free Number – 1-833-311-4101

Access Code: 2634 697 4163

Video Conference Link: [Click here](#)

Access Code: 2634 697 4163

1.	<b>Call Meeting to Order</b>
2.	<b>Disclosure of Pecuniary Interest &amp; General Nature Thereof</b>
3.	<b>Closed Meeting of Council (Beginning at 5:00 PM)</b>
	<input checked="" type="checkbox"/> <b>A Proposed or Pending Acquisition or Disposition of Land by the Municipality</b> <ul style="list-style-type: none"> <li>• One (1) Item</li> </ul>
4.	<b>Reporting Out of Closed Session</b>
5.	<b>Canadian National Anthem</b>
6.	<b>Land Acknowledgement Statement</b>
7.	<b>Public Question/Comment</b> (Only Addressing Motion(s) or Reports on the Agenda)
8.	<b>Disclosure Additional Items</b>
9.	<b>Delegations</b> – None
10.	<b>Presentations/Awards/Deputations</b> – None
11.	<b>Mayor’s Declarations</b> – None
12.	<b>Public Meetings</b> – None

The Town invites and encourages people with disabilities to attend and voice their comments in relation to accessibility related reports. For those who are unable to attend, the Town encourages the use of the Customer Feedback Form found on the Accessibility Page on the Town’s website.

<b>13.</b>	<b>Unfinished Business</b>
	<b>David Armstrong, Manager of Public Works</b>
	Council-RDS-2024-01 – Green Concrete
	Council-RDS-2024-02 – Shoreline Erosion Mitigation Project Update
	<b>Brenda Guy, Manager of Planning &amp; Development</b>
	Council-PD-2024-04 – Electric Vehicle (EV) Charging Stations
<b>14.</b>	<b>Consent Agenda</b>
	1. Motion #24-016 – Approval of Minutes – Tuesday, February 20, 2024
	2. By-law No. 2024-017 – 2024 Tax Rates and Ratios (3 <sup>rd</sup> Reading)
<b>15.</b>	<b>Staff Reports</b>
	<b>Gord Howard, Fire Chief</b>
	Council-FIRE-2024-02 – Fire Department – 2023 Fourth (4 <sup>th</sup> ) Quarter Report
	<b>David Armstrong, Manager of Public Works</b>
	Council-UTIL-2024-04 – Water and Wastewater Fourth (4 <sup>th</sup> ) Quarter Report
	<b>Melanie Kirkby, CAO / Treasurer</b>
	Council-FIN-2024-06 – Capital Matters Pending
	Council-FIN-2024-07 – Statement of the Treasurer – 2023 Council Remuneration and Expenses
	<b>Brenda Guy, Manager of Planning &amp; Development</b>
	Council-PD-2024-03 – Waterfront and Marina Parking – Amend Traffic and Parking By-law
<b>16.</b>	<b>Motions</b> (Council Direction to Staff) – None
<b>17.</b>	<b>Correspondence</b>
	1. Accounts Payable – February 13 to 26, 2024
	2. Rob Bickerton – Marina Garbage Shelter
	3. Jim Garrah – Kingston General Hospital Donation
	4. Cataraqui Conservation – Watershed Conditions – Water Safety Updates
	5. United Counties of Leeds & Grenville – Media Release – March 1, 2024
	6. Unadopted Minutes – Trees and Trails Advisory Panel – February 8, 2024
	7. Unadopted Minutes – Heritage Advisory Panel – February 13, 2024

The Town invites and encourages people with disabilities to attend and voice their comments in relation to accessibility related reports. For those who are unable to attend, the Town encourages the use of the Customer Feedback Form found on the Accessibility Page on the Town's website.

<b>18.</b>	<b>Notice Required Under the Notice By-law – None</b>
<b>19.</b>	<b>Committee Updates (Council Reps)</b>
<b>20.</b>	<b>Discussion of Additional Items</b>
<b>21.</b>	<b>Questions from the Media</b>
<b>22.</b>	<b>Confirmation By-law</b>
	By-law No. 2024-019 – Confirm the proceedings of Council for the meeting held on Tuesday, March 5, 2024 (3 Readings)
<b>23.</b>	<b>Next Meeting: Tuesday, March 19, 2024 at 6:00 PM</b>
<b>24.</b>	<b>Adjournment</b>

The Town invites and encourages people with disabilities to attend and voice their comments in relation to accessibility related reports. For those who are unable to attend, the Town encourages the use of the Customer Feedback Form found on the Accessibility Page on the Town’s website.

# **The Corporation of the Town of Gananoque**

## **Land Acknowledgement Statement**

We begin this meeting of Council by acknowledging that we are on traditional territory of the Haudenosaunee (*Hoe-den-oh-show-nee*) and Anishinabe (*A-nish-in-'a-bay*) and First Peoples. We do so respecting both the land and the Indigenous People who continue to walk with us through this world.

We are grateful for the opportunity to gather here.

In recognition of the contributions and importance of all Indigenous Peoples, we strongly support Truth and Reconciliation Calls to Action in our nation and commit to support local endeavors where possible.



**G NANOQUE**  
Council Report – RDS-2024-01

**Date:** March 5, 2024  **IN CAMERA**

**Subject:** Green Concrete

**Author:** David Armstrong, Manager of Public Works  **OPEN SESSION**

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**RECOMMENDATION:**

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES THE GREEN CONCRETE REPORT FOR INFORMATION, AS PRESENTED IN COUNCIL REPORT RDS-2024-01.

**STRATEGIC PLAN COMMENTS:**

Sector 8 – Governance and Administration – Strategic Initiative #4 – Town Council will ensure openness and transparency in its operations.

Sector 2 – Environment and Infrastructure – Strategic Initiative #1 – Recognize the global climate crisis and actively position Gananoque to address this reality.

**BACKGROUND:**

Staff were requested to bring a report to Council on the pros and cons of the use of green concrete on future municipal projects by way of Motion #23-212. The Town was the benefactor of a student completing her Master's Degree in Environmental Practice through Royal Roads University, and she gathered much of the information for this report while our then CAO supervised her research and reporting. Town staff continue to present the most economical and environmentally beneficial plans to Council for their consideration and feedback.

**INFORMATION/DISCUSSION:**

Cement plays a significant role in climate change as a major component of concrete, the world's most frequently used building material. Carbon dioxide (CO<sub>2</sub>) emissions are caused mainly by the chemical and thermal combustion processes used in the manufacture of cement, with approximately 8% of the world's CO<sub>2</sub> emissions created each year from the production of more than 4 billion tonnes of cement.

Cement is anticipated to be essential to the growth of the built environment, particularly in emerging markets, as cement production will rise if "business as usual" continues. For example, with its requirement to build 1.5 million homes, rapid urbanization and economic development in Ontario will increase demand. Housing is one infrastructural requirement of development and urbanization, as is transportation, and water and wastewater infrastructure that provides clean water, safe roads, and sanitation services.

Accordingly, the cement industry is poised for substantial growth at a time when emissions must rapidly decline. There are several technically sound ways to lower the emissions linked to cement manufacture. This is where Gananoque can step in and effect real change with its operations and its development requirements.

Specific solutions are known and applicable to various industries, such as enhancing the energy efficiency of cement factories, substituting fossil fuels with non-emitting alternatives, and sequestering and storing carbon dioxide emissions. The process of making clinker, one of the primary components of cement, is inextricably related to more than 50% of emissions from the cement business. Such emissions cannot be decreased by merely switching fuel sources or improving cement plant efficiency because they are a by-product of a chemical reaction. Clinker replacement is not only a highly practical option, but it can also be implemented at a low cost because it usually doesn't need changing fuel sources or investing in new machinery.

All testing of green cement applications has indicated that it meets all standards as regular concrete and has been in mass production in Ontario for the last 10 years.

Lafarge Canada announced in 2022 that its Bath Cement Plant, located near Kingston, Ontario is fully converting its production of general use cement (GU) to reduced carbon portland limestone cement – branded as OneCem – the company's eco-efficient alternative that uses less clinker. Having this material available so close to Gananoque is a massive benefit to the Town and will allow for an easier transition to requiring these sustainable products and processes.

In summary, the Pros of requiring green concrete are establishing a precedent in our industry and our region, choosing a more globally-responsible material, and setting forward on a path of encouraging a circular built-environment. The Cons of requiring green concrete are increased costs, ensuring local supply that meets the requirement of this standard of material, and additional workload for staff to implement.

**APPLICABLE POLICY/LEGISLATION:**

N/A

**FINANCIAL CONSIDERATIONS/GRANT OPPORTUNITIES:**

N/A

**CONSULTATIONS:**

Brock Webb, Superintendent of Roads; Steve Gould, Manager of Public Works, Township of Central Frontenac; John Newton, Site Superintendent, Thomas Cavanagh Construction Ltd.; Abby Armstrong, Graduate Student, Royal Roads University

**ATTACHMENTS:**

Motion #23-212

<b>APPROVAL</b>	<p>_____</p> <p>David Armstrong, Manager of Public Works</p> <p>_____</p> <p>Melanie Kirkby, CAO / Treasurer</p> <p>Certifies that unless otherwise provided for in this report the funds are contained within the approved Budgets and that the financial transactions are in compliance with Council's own policies and guidelines and the <i>Municipal Act</i> and regulations.</p>
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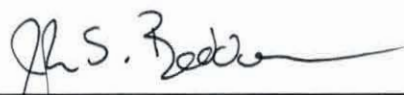
The Corporation of Town of



MOTION / RESOLUTION OF COUNCIL

<b>Date:</b> October 17, 2023	<b>Motion No. 2023 –</b> 212
<b>Subject:</b> Green Concrete – Direction to Staff	
<b>Moved by:</b>	Councillor Osmond
<b>Seconded by:</b>	<i>Vicki Leakey</i>
<p>BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE DIRECTS STAFF TO BRING BACK A REPORT FOR COUNCIL'S CONSIDERATION REGARDING THE PROS AND CONS OF USING "GREEN CONCRETE" FOR FUTURE MUNICIPAL PROJECTS.</p>	

**Carried:**  **Ayes** \_\_\_\_\_ **Nays** \_\_\_\_\_  
**Defeated:**   
**Tabled/Postponed:**

  
 \_\_\_\_\_  
 John S. Beddows, Mayor

MA s. 246 - When a recorded vote is requested, the Clerk will call for each Councillors vote (Aye or Nay), mark the recorded vote as indicated by the member, and announce whether the motion is carried or defeated. The Mayor will then sign the motion.

RECORDED VOTE:	Aye	Nay
Brown, Colin		
Harper, Matt		
Kirkby, Patrick		
Koiner, Anne-Marie		
Leakey, Vicki		
Osmond, David		
Beddows, John		
<b>TOTALS</b>		



# GANANOQUE

Council Report – RDS-2024-02

**Date:** March 5, 2024  **IN CAMERA**

**Subject:** Shoreline Erosion Mitigation Project Update

**Author:** David Armstrong, Manager of Public Works  **OPEN SESSION**

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**RECOMMENDATION:**

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE APPROVES A DRAW FROM CAPITAL RESERVES IN THE AMOUNT OF \$125,000, IN ORDER TO PROCEED WITH ENGINEERING EFFORTS FOR GEOTECHNICAL AND UNDERWATER INVESTIGATIVE WORK PERTAINING TO THE SHORELINE EROSION MITIGATION PROJECT, AS PRESENTED IN COUNCIL REPORT RDS-2024-02.

**STRATEGIC PLAN COMMENTS:**

Sector 8 – Governance and Administration – Strategic Initiative #4 – Town Council will ensure openness and transparency in its operations.

Sector 2 – Environment and Infrastructure – Strategic Initiative #2 – Maintain an ongoing assessment of the Town’s infrastructure to ensure sufficient capacity exists to support future growth.

**BACKGROUND:**

Town staff were requested by way of Council Motion #23-113 to bring forward a costing report for repairs to the publicly owned sea walls and the shoreline erosion for the 2024 Budget Deliberations. There was \$200,000 earmarked in the draft budget but was removed during the budgeting process.

**INFORMATION/DISCUSSION:**

Staff have worked with Jewell Engineering in the past for mitigation and repair work for the sea wall and shoreline. Town staff have met extensively with staff from Jewell Engineering Inc., over the last few months to gain an understanding of where this project currently stands and where it was left with previous Town staff.

There have been several emergency repairs undertaken by Town staff, mainly to remediate sink holes along the sea wall and public grounds along the shoreline and Joel Stone Park. It is currently unknown what physical state the ground is in beneath the walkway and is the main reason why staff are requesting to work with a consulting engineering firm to develop a scope of work and undertake geotechnical and underwater investigative work. The initial part of the plan moving forward is as follows:

- Consultations with Ministry, Engineers and Reporting \$45,000
- Exploratory Geotechnical Testing and Reporting \$40,000
- Underwater Exploratory Investigation and Reporting \$40,000

**TOTAL: \$125,000**



The above works will provide updated information to allow staff to return to Council later in 2024 with more accurate reporting and a plan moving forward to ensure the Town is able to protect this asset.

**APPLICABLE POLICY/LEGISLATION:**

N/A

**FINANCIAL CONSIDERATIONS/GRANT OPPORTUNITIES:**

The \$125,000 costs were not approved in the 2024 Budget, therefore, staff requests an additional draw from Capital Reserves to continue the project.

**CONSULTATIONS:**

Brock Webb, Superintendent of Roads  
Robert Kennedy, Superintendent of Parks and Facilities  
Phil Chitty, Hopkins Chitty Land Surveyors Inc.  
Dan Fencott, Principal / Team Leader, Jewell Engineering Inc.

**ATTACHMENTS:**

Motion #23-113

<b>APPROVAL</b>	<p>_____ David Armstrong, Manager of Public Works</p> <p>_____ Melanie Kirkby, CAO / Treasurer Certifies that unless otherwise provided for in this report the funds are contained within the approved Budgets and that the financial transactions are in compliance with Council's own policies and guidelines and the <i>Municipal Act</i> and regulations.</p>
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**MOTION / RESOLUTION OF COUNCIL**

<b>Date:</b> May 16, 2023		<b>Motion No.</b> 2023 – 113
<b>Subject:</b> Shoreline Erosion and Sea Wall Repairs		
<b>Moved by:</b>	Councillor Harper	
<b>Seconded by:</b>	<i>Vicki Leakey</i>	
<p>BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE DIRECTS STAFF TO BRING BACK A COSTING REPORT FOR THE 2024 BUDGET DELIBERATIONS REGARDING REPAIRS TO THE SEA WALLS AND THE SHORELINE EROSION, <del>TO</del> <del>STARTING</del> <del>NEEDS</del></p> <p><i>Publicly OWNED</i></p>		

Ayes ✓ Nays \_\_\_\_\_

Carried: ✓

Defeated: \_\_\_\_\_

Tabled/Postponed: \_\_\_\_\_

*John S Beddo*  
 \_\_\_\_\_  
 John Beddows, Mayor

MA s. 246 - When a recorded vote is requested, the Clerk will call for each Councillors vote (Aye or Nay), mark the recorded vote as indicated by the member, and announce whether the motion is carried or defeated. The Mayor will then sign the motion.

RECORDED VOTE:	Aye	Nay
Brown, Colin		
Harper, Matt		
Kirkby, Patrick		
Koiner, Anne-Marie		
Leakey, Vicki		
Osmond, David		
Beddows, John		
<b>TOTALS</b>		



## Council Report – PD-2024-04

**Council:** March 5, 2024  **IN CAMERA**  
**Subject:** Electric Vehicle Charging Stations – Development Permit By-law  
**Author:** Brenda Guy, Manager of Planning and Development  **OPEN SESSION**

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### **RECOMMENDATION:**

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES COUNCIL REPORT-PD-2024-04 REGARDING EV CHARGING STATIONS FOR INFORMATION PURPOSES;

AND FURTHER THAT COUNCIL DIRECT STAFF TO INCORPORATE STANDARDS IN THE REVIEW OF THE DEVELOPMENT PERMIT BY-LAW, AS PRESENTED IN REPORT COUNCIL-PD-2024-24.

### **STRATEGIC PLAN COMMENTS:**

Sector #6: Governance – Strategic Initiative #4 - Town Council will ensure openness and transparency in its operations.

### **BACKGROUND:**

At the January 16, 2024 Council passed Motion #24-005, which reads as follows:

**Motion #24-005** - Ensuring Electric Vehicle Charging Station Accessibility

**Moved By:** Mayor Beddows

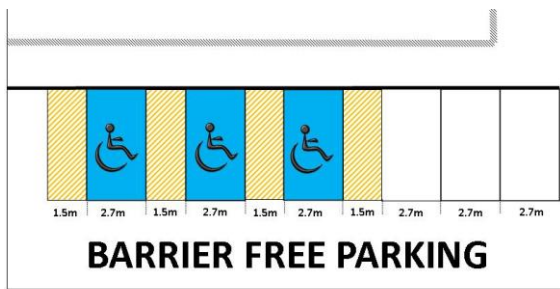
**Seconded By:** Councillor Koiner

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE DIRECTS STAFF TO PREPARE A REPORT ON THE CHANGES NECESSARY TO BY-LAWS AND, IF REQUIRED, THE OFFICIAL PLAN, TO PROVIDE THE TOWN WITH THE AUTHORITY TO RECOMMEND THAT ALL FUTURE PERSONAL ELECTRICAL VEHICLE CHARGING STATIONS BUILT IN GANANOQUE INCLUDE A PERCENTAGE OF ACCESSIBLE UNITS IN ACCORDANCE WITH THE AODA.

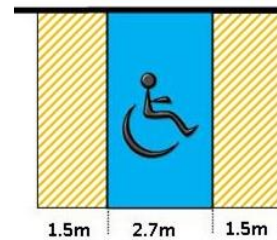
**CARRIED – 6 Ayes, 1 Nay**

### **INFORMATION/DISCUSSION**

As a background, the Development Permit By-law provides for the number of accessible parking spaces that are required on a property when developing or redeveloping of lands. The ratio is 1/20 and parking spaces provide buffers on both sides of the space as illustrated below:



Multiple Spaces



One Space

The buffers provide access to both drivers and passengers into a parking space. Overall Gananoque's requirements for parking spaces are larger than the Accessibility for Ontarians with Disabilities Act regulation 191/11 for Type A and Type B spaces.

The Council motion is seeking consideration of the installation of EV charging stations and meeting the needs and requirements of accessible needs. Currently there is no specific requirements in the Development Permit by-law to address EV Charging Stations as they are located within a lot for a business that meets the accessibility requirements for parking in the overall lot.

Staff participate in the Ontario Network of Accessibility Professionals (ONAP) which is primarily made up of municipalities and public places such as hospitals, universities. It is a resource to seeking information or best practices.

A circular was issued via ONAP on January 22, 2024 asking if anyone had implemented development standards for accessible electric vehicle charging station which was timely with the motion of Council. The ONAP query derived as there is no provincial or federal standards and it is parallel to the Mayor's motion of standards.

Based on the response from ONAP, larger cities such as Ajax and Ottawa have implemented standards as part of their site plan review (Development Permit). Ottawa is in the process of updating and expanding their requirements. Upon review of both cities; one encourages a dedicated barrier-free space while the other does not stipulate what the requirement is. There may be other municipalities that have incorporated provisions, staff are reporting on the responses received.

Based on the response, Staff would propose areas for consideration may include the following:

- Minimum of one space be designed with a larger space for access as per the Town's barrier free spaces
- Vertical height clearance of 2.1m
- Parking ground surface must be firm, stable and slip resistant
- Adequate lighting and easily read signage
- EV chargers shall be located adjacent to and within the projected width of the vehicle being serviced
- Charger operable parts shall be located between 0.4m and 1.22m from the floor

- Charging equipment should be operable with one hand, less than 5 lbs.

Of interest, one ONAP member also noted that EV charging using a wireless mat is a new technology that is not yet available but expected which may be beneficial upon completion of testing.

Staff reached out to the TESLA representative from the Canadian Tire location as it contains the highest number of EV charging stations in Gananoque. It is a forefront discussion in the industry that is currently providing updated technology in the USA and it is expected to be in Canada within the next 6 months to a year. Jovan Filipovic of Tesla indicated that they have implemented what they are referring to as a dual-purpose spaces which equates to larger parking space size (which is similar to Gananoque's by-laws) as well as equipment in terms of the handles, cable to the vehicles. One of Tesla's considerations is a longer cable which needs to remain cool to the vehicles. They are referencing the spaces as dual-purpose to not prohibit one from using a space if it vacant but to request patrons to use other available spaces first if accessibility is not a need.

While the EV charging stations are existing in Gananoque, TESLA indicated that they expect to exchange the new technology at their locations including Gananoque. It is yet to be determined how given the current space sizes and the impact that it has on the overall parking for the Canadian Tire location. Staff considers this to be a positive step and are expected to be a part of this conversation.

Staff are in favour of standards being applied for EV Charging Stations. Incorporation of standards would be an amendment to the Development Permit By-law. An amendment is a public meeting process and unlike specific site locations it is appealable to the Ontario Land Tribunal as it affects the Town as a whole.

To be determined or further discussion:

- Multiple EV charging stations on an undeveloped lot is a clean slate and doable
- Multiple EV charging stations incorporated into an existing commercial parking lot may affect the overall parking count for the existing business given accessible parking spaces are determined.
- Multiple EV charging stations generally seeking locations at commercial area where patrons have the ability to shop, eat while their vehicle is being charged.
- Would a minimum number of EV charging stations trigger the requirement of an accessible space.
- Reasonable standards such as ground surface, lighting, height clearances

Given the review of the Development Permit By-law is part of the 2024 Budget, staff would request to defer defining the standards until such time. It is expected that this will start in the fall of this year with preliminary internal reviews. The flagging of this in the Development Permit review will allow the above listed items to be flushed out.

It is noted that Staff are not aware of any additional EV Charging Stations (multiples) being incorporated in the Town.

**APPLICABLE POLICY/LEGISLATION:**  
Development Permit By-law No. 2010-065

**FINANCIAL CONSIDERATIONS:**  
n/a

**CONSULTATIONS:**  
ONAP, TESLA

**ATTACHMENTS:**  
n/a

<b>APPROVAL</b>	<p>_____</p> <p>Brenda Guy, Manager of Planning and Development</p> <p>_____</p> <p>Melanie Kirkby, CAO / Treasurer</p> <p>Certifies that unless otherwise provided for in this report the funds are contained within the approved Budgets and that the financial transactions are in compliance with Council's own policies and guidelines and the <i>Municipal Act</i> and regulations.</p>
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The Corporation of the Town of  
  
Consent Agenda Items

<b>Moved by:</b>
<b>Seconded by:</b>
Be it resolved that the Motion and By-law listed on the Consent Agenda be passed accordingly:
<b>MOTION:</b>
<b>#24-014 – Approval of Minutes – Tuesday, February 20, 2024</b> BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE HEREBY ADOPTS THE REGULAR COUNCIL MINUTES OF TUESDAY, FEBRUARY 20, 2024.
<b>BY-LAWS:</b>
<b>By-law No. 2024-017 – 2024 Tax Rates and Ratios (3<sup>rd</sup> Reading)</b> BEING A BY-LAW TO ADOPT THE 2024 TAX RATES AND RATIOS.

As presented at the regular Council Meeting held this 5<sup>th</sup> day of March 2024.

Approved: March 5, 2024

\_\_\_\_\_  
John S. Beddows, Mayor

Unanimous  Carried

Ayes \_\_\_\_\_ Nays \_\_\_\_\_

**REGULAR COUNCIL MEETING MINUTES**

Held on Tuesday, February 20, 2024, at 6:00 PM  
 Held via WebEx Video, Teleconference and In-Person

COUNCIL MEMBERS PRESENT		STAFF PRESENT
<b>Mayor:</b>	John Beddows	Melanie Kirkby, CAO / Treasurer
<b>Councillors:</b>	Colin Brown	Penny Kelly, Clerk / CEMC
	Patrick Kirkby	Brenda Guy, Manager of Planning and Development
	Anne-Marie Koiner	David Armstrong, Manager of Public Works
	Vicky Leakey	Jeff Johnston, Manager of Parks and Recreation
	David Osmond	
<b>Regrets:</b>	Matt Harper	Scott Gee, Police Chief
		Gord Howard, Fire Chief

<b>1.</b>	<b>Call Meeting to Order</b>
	Mayor Beddows called the meeting to order at 5:04 PM.
<b>2.</b>	<b>Disclosure of Pecuniary Interest &amp; General Nature Thereof – None</b>
<b>3.</b>	<b>Closed Meeting of Council (Beginning at 5:00 PM)</b>
	<b>Move into Closed Session</b>
	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 5:05 PM for the purpose of discussing two (2) items under Personal Matters Concerning an Identifiable Individual, Including Municipal or Board Employees regarding the Downtown Business Improvement Area (BIA) Board of Directors, and; a Human Resources Matter.  <b>CARRIED – UNANIMOUS</b>
<b>4.</b>	<b>Move Out of Closed Session at 5:25 PM</b>
	<b>Council resumed the Open Session at 6:02 PM</b>
	<b>Reporting Out of Closed Session – Matters Arising</b>
	A Closed Meeting was held. Council discussed two (2) items under Personal Matters Concerning an Identifiable Individual, Including Municipal or Board Employees regarding the Downtown Business Improvement Area (BIA) Board of Directors, and; a Human Resources Matter. There was nothing to report out on the HR Matter.  Council considered the following with respect to the BIA Board of Directors.
	<b>By-law No. 2024-018 – Amend By-law No. 2023-016 – BIA Board of Directors</b> <b>Moved by:</b> Deputy Mayor Leakey <b>Seconded by:</b> Councillor Koiner BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2024-018, BEING A BY-LAW TO AMEND BY-LAW NO. 2023-016, BEING A BY-LAW TO APPOINT MEMBERS TO THE DOWNTOWN BUSINESS IMPROVEMENT AREA (BIA) BOARD OF DIRECTORS FOR THE TERM OF COUNCIL (2023 TO 2026), TO REMOVE SHANNON TREANOR AND KATHRINE CHRISTENSEN AS MEMBERS OF THE BIA BOARD OF DIRECTORS.  <b>CARRIED – UNANIMOUS</b>



5.	<b>Canadian National Anthem</b>
	<ul style="list-style-type: none"> <li>The National Anthem was sung.</li> </ul>
6.	<b>Land Acknowledgement Statement</b>
	<ul style="list-style-type: none"> <li>Mayor Beddows read the Land Acknowledgement Statement.</li> </ul>
7.	<b>Public Question / Comment</b> (Only Addressing Motion(s) or Reports on the Agenda)
	<ul style="list-style-type: none"> <li>A Member of the public addressed Reports listed on the Agenda.</li> </ul>
8.	<b>Disclosure of Additional Items</b> – None
9.	<b>Delegations</b> – None
10.	<b>Presentations / Awards / Deputations</b> – None
11.	<b>Mayor’s Declaration</b> – None
12.	<b>Public Meetings</b> – None
13.	<b>Unfinished Business</b> – None
14.	<b>Motion #24-014 – Approval of Minutes – February 6 and 12, 2024</b>
	<p><b>Motion #24-014 – Approval of Minutes – Tuesday, February 6 and 12, 2024</b>  <b>Moved By:</b> Deputy Mayor Leakey                      <b>Seconded By:</b> Councillor Koiner  BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE HEREBY ADOPTS THE REGULAR COUNCIL MINUTES OF TUESDAY, FEBRUARY 6, 2024, AND ITS SPECIAL MINUTES OF MONDAY, FEBRUARY 12, 2024.</p> <p style="text-align: right;"><b>CARRIED – UNANIMOUS</b></p>
15.	<b>Staff Reports</b>
	<b>Council-REC-2024-04 – Lease Agreement – 125 Water Street – 1000 Islands History Museum</b>
	<p>***Moved by Councillor Kirkby and seconded by Councillor Osmond to amend the recommendation in Report Council-REC-2024-04 to remove “<b>TEN (10) YEAR TERM</b>” and replace with “<b>SEVEN (7) YEAR TERM</b>”.</p> <p style="text-align: right;"><b>DEFEATED – 2 Ayes, 4 Nays</b></p>
	<p><b>By-law No. 2024-016 – Lease Agreement – 125 Water Street – 1000 Islands History Museum</b>  <b>Moved By:</b> Deputy Mayor Leakey                      <b>Seconded By:</b> Councillor Koiner  BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2024-016, BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO SIGN A LEASE AGREEMENT WITH THE 1000 ISLANDS HISTORY MUSEUM LOCATED AT 125 WATER STREET FOR A TEN (10) YEAR TERM, AS PRESENTED IN COUNCIL REPORT REC-2024-04.</p> <p style="text-align: right;"><b>CARRIED – UNANIMOUS</b></p>
	<b>Council-FIN-2024-05 – 2024 Tax Rates and Ratios</b>
	<p><b>Motion #24-015 – 2024 Tax Rates and Ratios – A New to Class Multi-Residential Tax Rate – Refer to 2025 Budget Deliberations</b>  <b>Moved by:</b> Mayor Beddows                      <b>Seconded by:</b> Councillor Brown  BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE POSTPONES THE RECOMMENDATION IN COUNCIL REPORT COUNCIL REPORT FIN-2024-05, WITH RESPECT TO “A NEW TO CLASS MULTI-RESIDENTIAL TAX RATE” AT THE RESIDENTIAL TAX RATE TO BE APPLIED FOR THE FIRST TWO (2) YEARS OF TAXATION, TO THE 2025 BUDGET DELIBERATIONS.</p> <p style="text-align: right;"><b>CARRIED – UNANIMOUS</b></p>

	<p><b>By-law No. 2024-017 – 2024 Tax Rates and Ratios</b>  <b>Moved by:</b> Deputy Mayor Leakey                      <b>Seconded by:</b> Councillor Koiner  BE IT RESOLVED THE COUNCIL OF THE TOWN OF GANANOQUE READS BY-LAW NO. 2024-017, A FIRST AND SECOND TIME ON TUESDAY, FEBRUARY 20, 2024, BEING A BY-LAW TO APPROVE THE 2024 TAX RATES AND RATIOS, AS AMENDED TO REMOVE “A NEW TO CLASS MULTI-RESIDENTIAL TAX RATE” FROM SCHEDULE “A”, AS PRESENTED IN REPORT COUNCIL-FIN-2024-05,</p> <p>AND FURTHER, THAT BY-LAW NO. 2024-017, BE CONSIDERED AND READ A THIRD TIME FOR FINAL PASSAGE ON TUESDAY, MARCH 5, 2024.</p> <p style="text-align: right;"><b>CARRIED – UNANIMOUS</b></p>
16.	<b>Motions</b> (Council Direction to Staff) – None
17.	<b>Correspondence</b>
	1. Accounts Payable – January 29 to February 12, 2024
	2. Gananoque Police Service – Polar Plunge 2024
	3. Leeds, Grenville and Lanark District Health Unit – Sexual Health Awareness Week – February 12 to 16, 2024
	4. Unadopted Tourism Advisory Panel Minutes – January 25, 2024
	5. Unadopted Minutes – Downtown Business Improvement Area (BIA) – February 1. 2024
18.	<b>Notice Required Under the Notice By-law</b> – None
19.	<b>Committee Updates (Council Reps)</b>
	• Members of Council provided their updates.
20.	<b>Discussion of Additional Items</b> – None
21.	<b>Questions from the Media</b> – None
22.	<b>Confirmation By-law</b>
	<p><b>By-law No. 2024-015 – Confirming By-law – February 20, 2024</b>  <b>Moved By:</b> Deputy Mayor Leakey                      <b>Seconded By:</b> Councillor Koiner  BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2024-015, BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL AT ITS REGULAR MEETING HELD ON TUESDAY, FEBRUARY 20<sup>TH</sup>, 2024, BE READ THREE TIMES AND FINALLY PASSED THIS 20<sup>TH</sup> DAY OF FEBRUARY 2024.</p> <p style="text-align: right;"><b>CARRIED – UNANIMOUS</b></p>
23.	<b>Next Meeting(s):</b> Tuesday, March 5, 2024, at 6:00 PM
24.	<b>Adjournment</b>
	<p><b>Moved By:</b> Deputy Mayor Leakey  Be it resolved that Council hereby adjourns this regular meeting of Council at 7:06 PM.</p> <p style="text-align: right;"><b>CARRIED – UNANIMOUS</b></p>
<hr/> <div style="display: flex; justify-content: space-between;"> <span>John S. Beddows, Mayor</span> <span>Penny Kelly, Clerk / CEMC</span> </div>	

THE CORPORATION OF THE TOWN OF GANANOQUE

BY-LAW NO. 2024-017

---

BEING A BY-LAW TO SET THE:

- 1) 2024 TAX RATES; AND;
  - 2) 2024 TAX RATIOS
- 

**WHEREAS** the Council of The Town of Gananoque has prepared a budget including estimates of all sums it requires during the year 2024 for the purposes of the Town pursuant to Section 290 of the *Municipal Act*, 2001, S.O. 2001, c. 25 as amended;

**AND WHEREAS** the Town of Gananoque 2024 Capital and Operating Budgets requirements were adopted by By-law No. 2024-001 providing that the following amounts be raised through taxation:

General Municipal Levy	\$7,387,185
Police Services Levy	<u>\$3,178,015</u>
Total Municipal Levy	\$10,565,200

**AND WHEREAS** the 2023 Returned Assessment Roll for The Town of Gananoque, for taxation in 2024, the amount of taxable assessment thereon is \$616,646,700;

**AND WHEREAS** it is necessary for the Council of The Town of Gananoque, pursuant to the *Municipal Act*, 2001, S.O. 2001, c. 25, as amended, Section 308 (4), and Regulations thereto, to establish the tax ratios for The Town of Gananoque;

**AND WHEREAS** the tax ratios determine the relative amount of taxation to be borne by each Property Class;

**AND WHEREAS** the Property Classes have been prescribed by the Minister of Finance under the *Assessment Act* R.S.O. 1990, as amended, Section 7, and Regulations related thereto;

**AND WHEREAS** pursuant to Section 313 (1) of the *Municipal Act*, 2001, S.O. 2001, c. 25, as amended, the Council of The Town of Gananoque may establish tax reductions for prescribed property subclasses for The Town of Gananoque;

**AND WHEREAS** in accordance with Section 329.1 of the *Municipal Act*, 2001, S.O. 2001, c. 25 as amended, Council has certain options with respect to the calculations of the amount of taxes for municipal and school purposes payable in respect of property in the Commercial, Industrial, or Multi-Residential Property Tax Classes for 2023 or a subsequent taxation year;

**AND WHEREAS** Section 8.0.2 (1) of O.Reg 73/03, as amended by Ontario Regulation 102/16, allows a municipality to exit certain classes from the tax capping program if no capped properties in the class are beyond 50% of Current Value Assessment (CVA) level taxes;

**AND WHEREAS** the Council has reviewed the provision of the *Municipal Act* and hereby deems it necessary and appropriate to adopt optional tools for the purpose of administering limits for the Commercial, Industrial and Multi-Residential Property Tax Classes;

**AND WHEREAS** it is necessary for the Council of The Town of Gananoque pursuant to the *Municipal Act*, as amended, Section 312 and Regulations related thereto, to establish the Tax Rates for Town of Gananoque;

**AND WHEREAS** Sections 307 and 208 of the said Act require tax rates to be established in the same proportion to tax ratio;

**AND WHEREAS** the Council of the Town of Gananoque reviewed Report Council-FIN-2024-05, and concurs with the staff recommendation;

**AND WHEREAS** the Council of The Corporation of the Town of Gananoque deems it appropriate to pass such a By-law to approve the 2024 Tax Rates and Ratios.

**NOW THEREFORE** the Council of the Corporation of the Town of Gananoque hereby enact as follows:

That the sum of \$7,387,185 shall be raised, for general municipal purposes, in the year 2024 by taxation on the whole of taxable assessment by means of a tax rate imposed on the respective assessments in accordance with the statutes in that behalf, and as set forth in Schedule 'A', which is attached hereto and is declared to be included and form part of this By-law.

1. That the sum of \$3,178,015 shall be raised, for general Police Services purposes, including emergency services building costs, in the year 2024 by taxation on the whole of taxable assessment by means of a tax rate imposed on the respective assessments in accordance with the statutes in that behalf, and as set forth in Schedule 'A' which is attached hereto and declared to be included and form part of this By-law.
2. Further that the Police Services levy be indicated on the 2024 final tax bill separate from the general municipal levy.
3. That the 2024 tax ratio for property in:
  - A) The residential property class is 1.0000;
  - B) The multi-residential property class is 1.8475;
  - C) The commercial property class is 1.8475;
  - D) The industrial property class is 1.89400;
  - E) The pipeline property class is 1.5789;
  - F) The farmland property class is 0.2500, and;
  - G) The managed forest property class is 0.2500.
  - H) The new to class multi-residential property class is 1.0000 for a period of 2 years
4. That for the purposes of this By-law the Commercial Property Class includes all Commercial, and Shopping Centre Property Tax Classes as per Ontario Regulation 282/98.
5. That the Town of Gananoque has completed four (4) year phase out of the Tax Capping Program, which commenced in 2017 for the Commercial Class and that the Industrial and Multi-Residential Classes continue to be excluded from the capping program.
6. A minimum Current Value Assessment (CVA) tax of 100% of Current Value Assessment for, newly constructed properties, and new-to-the-class property is hereby created.
7. The Town of Gananoque, calculate, bill and collect the education levy using education tax rates as set by the Province of Ontario.
8. The said taxes imposed by the By-law together with any Local Improvement amounts and special charges and rents and rates payable, and reduced by the amount of the interim levy of taxes authorized by By-law No. 2024-003 of the Town of Gananoque passed on the 16<sup>th</sup> day of January, 2024, shall be payable in two (2) installments as follows:


**August 30, 2024**

**October 31, 2024.**

9. In the event of non-payment of these installments of taxes by the due dates, a penalty of 1.25% shall be added on the first day of each calendar month thereafter in which default continues but not after the 31<sup>st</sup> day of December, 2024.
10. All taxes unpaid and overdue as of December 31, 2024, shall be entered into the tax arrears ledger and the Treasurer shall add to the amount of all such unpaid taxes, interest at the rate of 1.25% on the first day of each calendar month thereafter in which default continues.
11. The Tax Administrator shall not accept payment for the current year taxes until all arrears, including penalty and interest, of former years applicable to such property have been paid in full.
12. A statement of the time and manner of payment and different rates imposed shall be printed on or be forwarded with the tax bills.
13. The Tax Administrator, not later than twenty-one (21) days prior to the date that the first installment is due, shall mail the tax notice or cause it to be mailed to the last known address or the residence, or the place of business, for all persons in respect to which taxes are payable.
14. That the following payment alternatives be provided to the property owners of The Town of Gananoque:
  - A) Preauthorized Payment Plans;
  - B) Telephone Payments through most financial institutions;
  - C) On-line internet banking Payments;
  - D) ATM Payments at most financial institutions in Canada;
  - E) Debit Card payments;
  - F) Cheque payments at the Municipal Office
  - G) By drop box at the Municipal Office, located at 30 King Street East, Gananoque, Ontario.
15. Except as provided in the By-law, all rates imposed for the year 2024 are deemed to have been imposed and to be due on and from the 1<sup>st</sup> day of January, 2024.
16. If any Section or portion of this By-law or of Schedule 'A' is found by a court of competent jurisdiction to be invalid, it is the intent of the Council of the Town of Gananoque that all remaining sections and portions of the By-law and Schedule 'A' continue in force and effect.
17. That the effective date of this By-law shall be the date of final passage thereof.

Read a first and second time this 20<sup>th</sup> day of February, 2024.

  
 \_\_\_\_\_  
 John Beddows, Mayor

  
 \_\_\_\_\_  
 Penny Kelly, Clerk

(Seal)

Read a third time and finally passed this 5<sup>th</sup> day of March, 2024.

\_\_\_\_\_  
 John Beddows, Mayor

\_\_\_\_\_  
 Penny Kelly, Clerk

(Seal)

Town of Gananoque  
2024 Tax Rates

By-law No. 2024-01 Schedule 'A'



TAX CLASS

TAX CLASS		RATIO	MUNICIPAL TAX RATE	POLICE SERVICES TAX RATE	TOTAL MUNICIPAL TAX RATE	EDUCATION TAX RATE	TOTAL TAX RATE
Residential	RT	1	0.01064826	0.00427123	0.01491949	0.00153000	0.01644949
Multi-Residential	MT	1.8475	0.01967266	0.00789110	0.02756375	0.00153000	0.02909375
Farmlands	FT	0.2500	0.00266206	0.00106781	0.00372987	0.00038250	0.00411237
Commercial - Occupied	CT	1.8475	0.01967266	0.00789110	0.02756375	0.00880000	0.03636375
Commercial - Excess Land	CU	1.2933	0.01377086	0.00552377	0.01929463	0.00880000	0.02809463
Commercial - Vacant Land	CX	1.2933	0.01377086	0.00552377	0.01929463	0.00880000	0.02809463
Commercial (New Constr) - Occupied	XT	1.8475	0.01967266	0.00789110	0.02756375	0.00880000	0.03636375
Commercial (New Constr) - Excess Land	XU	1.2933	0.01377086	0.00552377	0.01929463	0.00880000	0.02809463
Commercial (New Constr) - Vacant Land	XX	1.2933	0.01377086	0.00552377	0.01929463	0.00880000	0.02809463
Industrial - Occupied	IT	1.8940	0.02016780	0.00808971	0.02825751	0.00880000	0.03705751
Industrial - Excess Land	IU	1.2311	0.01310907	0.00525831	0.01836738	0.00880000	0.02716738
Industrial - Vacant Land	IX	1.2311	0.01310907	0.00525831	0.01836738	0.00880000	0.02716738
Pipeline	PT	1.5789	0.01681253	0.00674385	0.02355638	0.00880000	0.03235638
Shopping Centre	ST	1.8475	0.01967266	0.00789110	0.02756375	0.00880000	0.03636375
Shopping Centre ( New Const)	ZT	1.8475	0.01967266	0.00789110	0.02756375	0.00880000	0.03636375
Managed Forests	TT	0.2500	0.00266206	0.00106781	0.00372987	0.00038250	0.00411237
Residential - PIL General	RG	1	0.01064826	0.00427123	0.01491949	0.00000000	0.01491949
Residential - PIL Full	RP	1	0.01064826	0.00427123	0.01491949	0.00153000	0.01644949
Commercial PIL - Full	CF	1.8475	0.01967266	0.00789110	0.02756375	0.00880000	0.03636375
Commercial PIL - General	CG	1.8475	0.01967266	0.00789110	0.02756375	0.00000000	0.02756375



**G NANOQUE**  
Council Report – FIRE-2024-02

**Date:** March 5, 2024

**IN CAMERA**

**Subject:** Fire Department – 2023 Fourth (4th) Quarter Report

**Author:** Gord Howard, Fire Chief

**OPEN SESSION**

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**RECOMMENDATION:**

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES THE 2023 FOURTH QUARTER FIRE DEPARTMENT REPORT FOR INFORMATION PURPOSES, AS PRESENTED IN THE COUNCIL REPORT FIRE-2024-02.

**STRATEGIC PLAN COMMENTS:**

Sector #5 – Community Protection – Strategic Initiative #3 – Make the Health and Safety of all staff and citizens a key priority.

**BACKGROUND:**

This report covers the 4<sup>th</sup> quarter in 2023. It compares month by month, quarter, and year-to-date statistics to the previous year.

**INFORMATION/DISCUSSION:**

FIRE DEPARTMENT ACTIVITIES – October 2023 to end of December 2023

In a nearby neighborhood, the Gananoque Fire Department staged our apparatus during Halloween to distribute candies and share public safety messages. Proudly, Gananoque firefighters joined the community's Remembrance Day ceremony at the town's cenotaph. Furthermore, they actively participated in the Santa Claus parade, contributing to the collection of \$427 for the kid's toy drive.

During early October, the team was involved in Fire Prevention Week, marking it with our annual "door to door" smoke alarm campaign. Firefighters reached out to numerous residents, providing guidance on the appropriate installation and positioning of smoke alarms.

Unfortunately, November saw several significant incidents for the Gananoque Fire department, including a fire that resulted in severe injuries and another tragic incident that led to a fatality.

Throughout the quarter, consistent training for both veteran firefighters and new recruits remained a focal point.

Additionally, the department maintained a stringent focus on fire code inspections and enforcement, particularly targeting larger commercial establishments and areas with heightened risks.

**APPLICABLE POLICY/LEGISLATION:**

None

**FINANCIAL CONSIDERATIONS:**

None

**CONSULTATIONS:**

None

**ATTACHMENTS:**

	October	November	December	4th Quarter		YTD	
				2023	2022	2023	2022
TOTAL RUNS	14	18	19	51	46	229	222
FIRE	0	2	1	3	5	17	22
MEDICAL	3	4	5	12	6	53	53
MOTOR VEHICLE COLLISIONS	0	0	0	0	2	7	8
ALARMS	9	8	8	25	15	83	76
OTHER CALLS (Gas Leaks, Hydro Wires, Spills, Burn Complaint, Public Hazard)	2	3	5	10	11	43	39
MUTUAL AID GIVEN (Structure Fire, MVC, etc.)	0	1	0	1	7	26	24
ESTIMATED DOLLAR LOSS	\$0	\$200,000	\$0	\$200,000	\$10,500	\$300,000	\$1,170,500
ESTIMATED DOLLAR SAVE	\$0	\$800,000	\$0	\$800,000	\$1,200,000	\$4,025,000	\$5,358,000
INSPECTIONS / # OF UNITS	3 / 3	7 / 46	4 / 69	14 / 118	10 / 44	71 / 572	53 / 587
RE-INSPECTIONS	3	2	0	5	9	33	23
OTHER ACTIVITIES (Public Education, School Visits, Station Tours, Community Activities)	34	1	3	38	15	148	44

<b>APPROVAL</b>	<p>_____</p> <p>Gord Howard, Fire Chief</p> <p>_____</p> <p>Melanie Kirkby, CAO / Treasurer</p> <p>Certifies that unless otherwise provided for in this report the funds are contained within the approved Budgets and that the financial transactions are in compliance with Council's own policies and guidelines and the <i>Municipal Act</i> and regulations.</p>
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**Date:** March 5, 2024  **IN CAMERA**  
**Subject:** Water and Wastewater Fourth (4<sup>th</sup>) Quarter Report  
**Author:** David Armstrong, Manager of Public Works  **OPEN SESSION**

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**RECOMMENDATION:**

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES THE WATER AND WASTEWATER FOURTH (4<sup>th</sup>) QUARTER REPORT FOR INFORMATION, AS PRESENTED IN COUNCIL REPORT UTIL-2024-04.

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**STRATEGIC PLAN COMMENTS:**

Sector 2 – Infrastructure/Environment – Strategic Initiative #2 – Maintain an ongoing assessment of the Town’s infrastructure to ensure sufficient capacity exists to support future growth.

Sector 6 – Governance – Strategic Initiative #4 – Town Council will ensure openness and transparency in its operation.

**BACKGROUND:**

This report covers the months of October, November, and December 2023. The intent of this report is to keep Council and the public current with performance and major operational aspects of the water and wastewater systems, including any notable highlights, Ministry of Environment, Conservation and Parks (MECP) Inspections, and Adverse Conditions.

**INFORMATION / DISCUSSION:**

This report is submitted quarterly and represents the Fourth (4<sup>th</sup>) quarter of 2023. Throughout this quarter there were no adverse water quality incidents and one bypass/overflow event. A few items of mention are as follows:

1. Staff responded to an emergency watermain repair on November 24<sup>th</sup> near the Shoppers Drug Mart on King Street East.
2. Contractor was on site at the Lagoon to complete the diversion plate installation, putting Cell 1 back in service following the Berm Reconstruction project.
3. Staff responded to an inquiry of a sanitary sewer backup on Elmwood Drive on October 21<sup>st</sup>. Large debris was recovered from the nearest maintenance hole.
4. Annual generator inspections and annual pump inspections were completed.

**APPLICABLE POLICY/LEGISLATION:**

Quality Management System Communications Procedure #1006  
Safe Drinking Water Act, 2002

**FINANCIAL CONSIDERATIONS/GRANT OPPORTUNITIES:**

N/A

**CONSULTATIONS:**

Christine Brennan, Utilities Compliance Coordinator  
Don Richards – Superintendent of Water & Wastewater  
Public Works – Utilities Division Operators  
Members of Municipal Enforcement Sewer Use Group (MESUG)

**ATTACHMENTS:**

Attachment 1 – 2023 4<sup>th</sup> Quarter Water Report  
Attachment 2 – 2023 4<sup>th</sup> Quarter Wastewater Report

<b>APPROVAL</b>	<p>_____</p> <p>David Armstrong, Manager of Public Works</p> <p>_____</p> <p>Melanie Kirkby, CAO / Acting Treasurer</p> <p>Certifies that unless otherwise provided for in this report the funds are contained within the approved Budgets and that the financial transactions are in compliance with Council's own policies and guidelines and the <i>Municipal Act</i> and regulations.</p>
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## **Quarterly Reports**

### **Water**

#### **4th Quarter**

A handwritten signature in black ink, appearing to read "D. Armstrong". The signature is written in a cursive style with a long horizontal stroke extending to the right.

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David Armstrong  
Manager of Public Works



**James W. King Drinking Water System  
220001254**

This report covers the fourth (4<sup>th</sup>) quarter of 2023 (October, November and December). The intent of the report is to keep the Committee, Council, and the public current with the performance and major operational aspects of the Water Treatment Plant and the Water Distribution System, including any notable highlights, MECP inspections and adverse conditions. Gananoque continues to follow the Water Treatment Plant's Municipal Drinking Water Licence and Drinking Water Works Permit, in addition to the Ontario Safe Drinking Water Act and Regulations.

**Adverse Water Quality Incidents / Non-Compliance**

No adverse water quality incidents occurred during the 4<sup>th</sup> quarter.

**Regulatory Sampling**

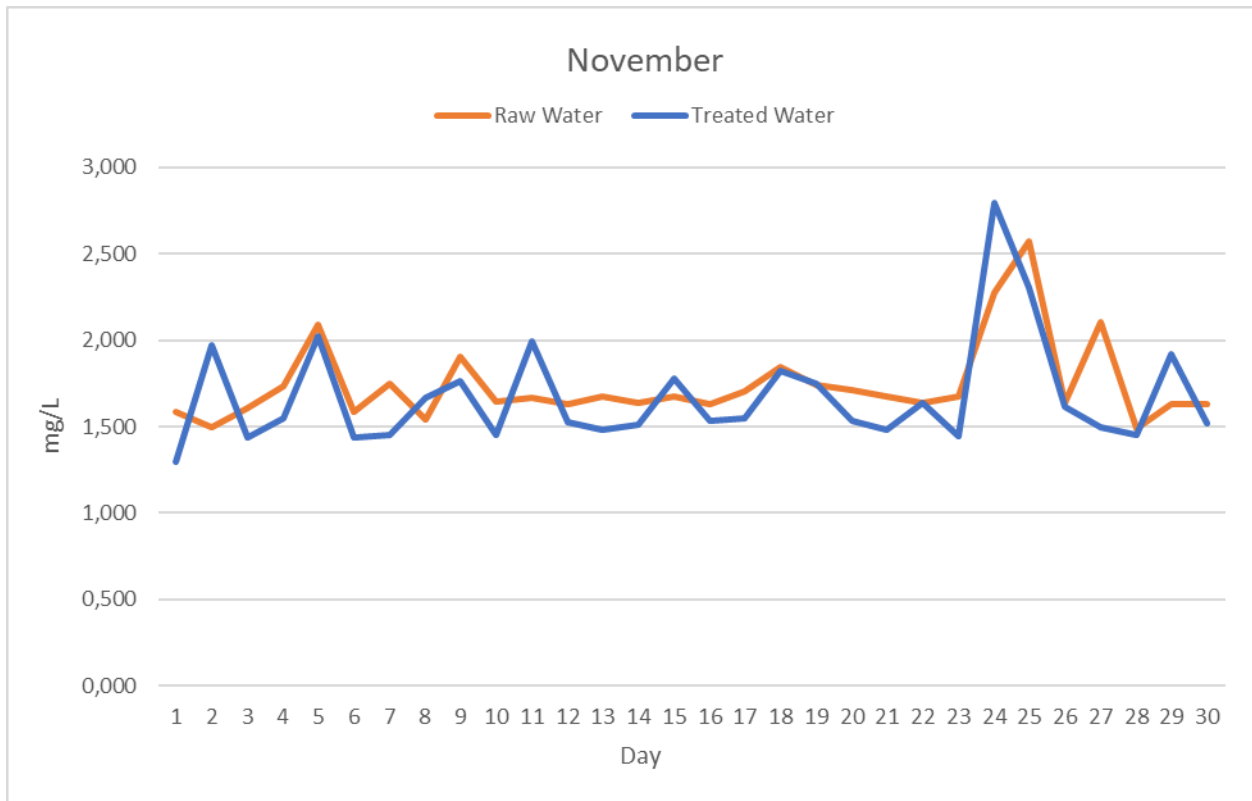
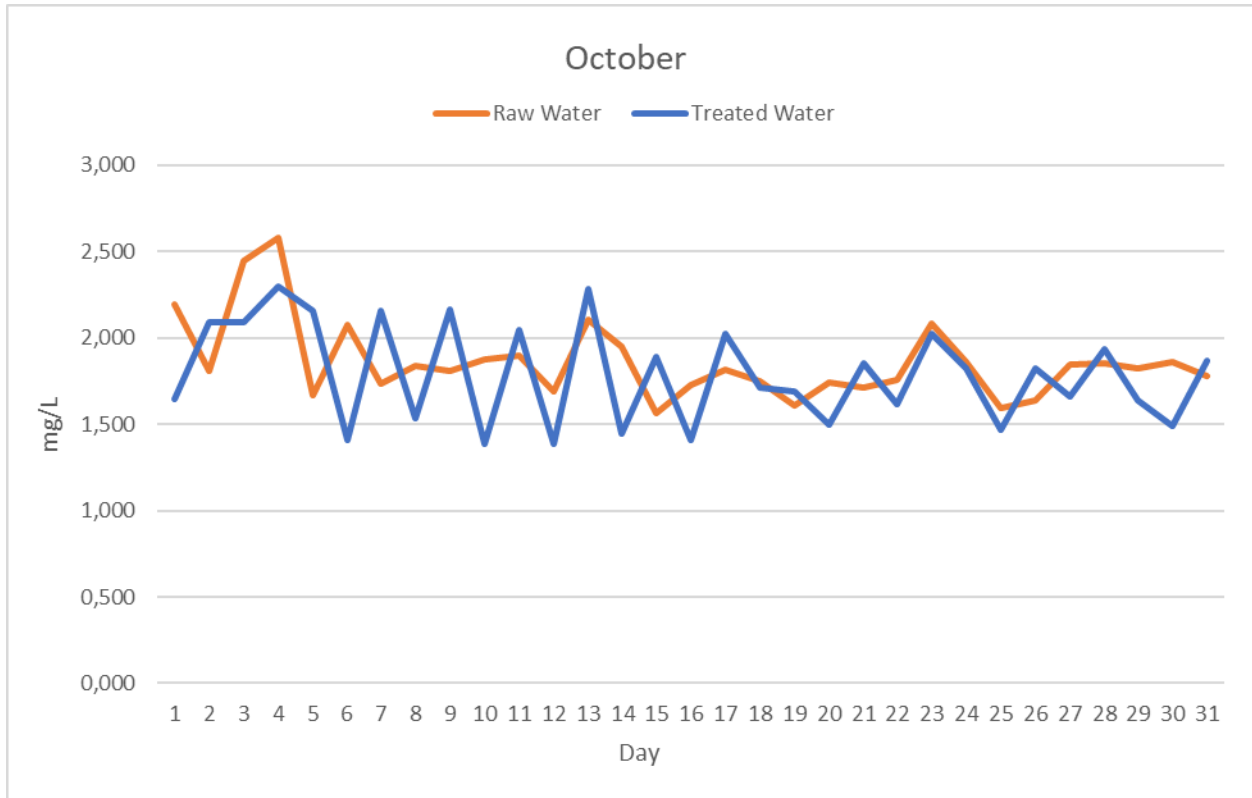
Annual	Completed January 10 <sup>th</sup> , 2023
Lead	December 15 <sup>th</sup> 2022– April 15 <sup>th</sup> 2023 June 15 <sup>th</sup> 2023 – October 15 <sup>th</sup> 2023
Treated/Raw	Microcystin Sampling Weekly (June 1 <sup>st</sup> to October 31 <sup>st</sup> )

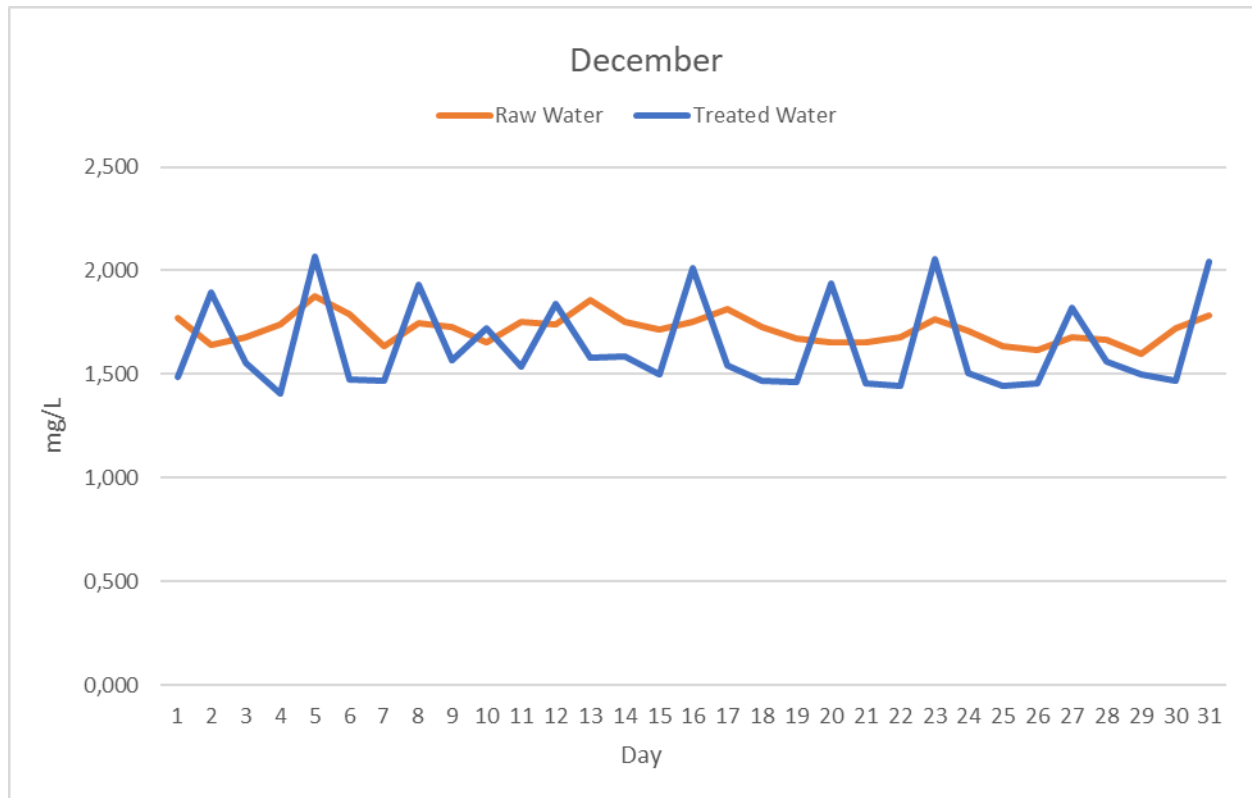
Month	Number of Distribution Samples	E. Coli Results	Total Coliform Results	Free Chlorine Residuals			Total Chlorine Residuals		
				Min	Max	Ave	Min	Max	Ave
<b>October</b>	20	0	0	0.48	3.00	1.58	0.67	3.27	1.83
<b>November</b>	16	0	0	0.70	2.86	1.70	0.94	3.32	2.00
<b>December</b>	16	0	0	0.80	2.94	1.86	0.98	3.17	2.14

**Water Treatment Plant Flows**

Rated Capacity: 10,220 m<sup>3</sup>/day

Month	Max Raw Daily Flow	Average Raw Daily Flow	Max Treated Daily Flow	Average Treated Daily Flow
<b>October</b>	2,583 m <sup>3</sup> /day	1,860 m <sup>3</sup> /day	2,301 m <sup>3</sup> /day	1,791 m <sup>3</sup> /day
<b>November</b>	2,571 m <sup>3</sup> /day	1,739 m <sup>3</sup> /day	2,797 m <sup>3</sup> /day	1,673 m <sup>3</sup> /day
<b>December</b>	1,874 m <sup>3</sup> /day	1,715 m <sup>3</sup> /day	2,067 m <sup>3</sup> /day	1,638 m <sup>3</sup> /day





### **Operational Water Treatment Plant Highlights**

#### Treatment Plant:

- October 18, 2023 – Tandet onsite to complete the routine generator service.
- October 24, 2023 – Evoqua onsite to complete the annual chlorinator servicing.
- November 2, 2023 – NDT onsite to complete lifting device and harness inspections.
- November 30, 2023 – Jet Electric onsite to install the rebuilt raw water sampling pump.

### **Operational Distribution System Highlights**

#### General:

- Seasonal water service shutoffs complete.
- November 3, 2023 – Offord Plumbing onsite to blow out the service lines at the Marina docks using an air compressor.

#### Watermain Breaks:

- November 24, 2023 – The Public Utilities Operators responded to a watermain break in the Shoppers Drug Mart driveway. Nash Excavating and Team Solutions were contracted to dig and hydro-vac around the area of the break. Once the break was exposed the Operators put a clamp on the watermain to repair the break and the hole was backfilled. A hydrant on Pine Street East was used to flush the water through the location of the break.

#### Hydrants:

- Hydrant repairs and inspections completed throughout the quarter.
- Fall hydrant flushing completed.

Services:

- Curb stop repairs continued throughout the quarter.

Water Tower

- October 6, 2023 – Water Tower pressure transmitter was flushed.
- December 12, 2023 – Bell installed an internet service to the Water Tower as a back up in the event the future fibre connection loses service.

Valves:

- Various valve box repairs.

Water Meters:

- Monthly meter reads complete.
- Various water meter investigations and replacements complete.

Flush Stations:

- Inspected flush stations monthly.

Prepared By:

*Christine Brennan*

Christine Brennan  
Utilities Compliance Coordinator



## **Quarterly Reports**

### **Wastewater**

4th Quarter

A handwritten signature in black ink, appearing to read "D. Armstrong". The signature is written in a cursive style with a horizontal line extending to the right.

David Armstrong  
Manager of Public Works





**Gananoque Sewage  
Lagoon  
ECA – 0999-7X8QL3**

This report covers the fourth (4<sup>th</sup>) quarter of 2023 (October, November and December). The intent of the report is to keep the Committee, Council, and the public current with the performance and major operational aspects of the Gananoque Sewage Lagoon and the Wastewater Collection System, including any notable highlights, MECP inspections, bypasses and overflow events.

**Bypass/Overflow Event**

- No bypass or overflow event occurred in the 4<sup>th</sup> quarter.

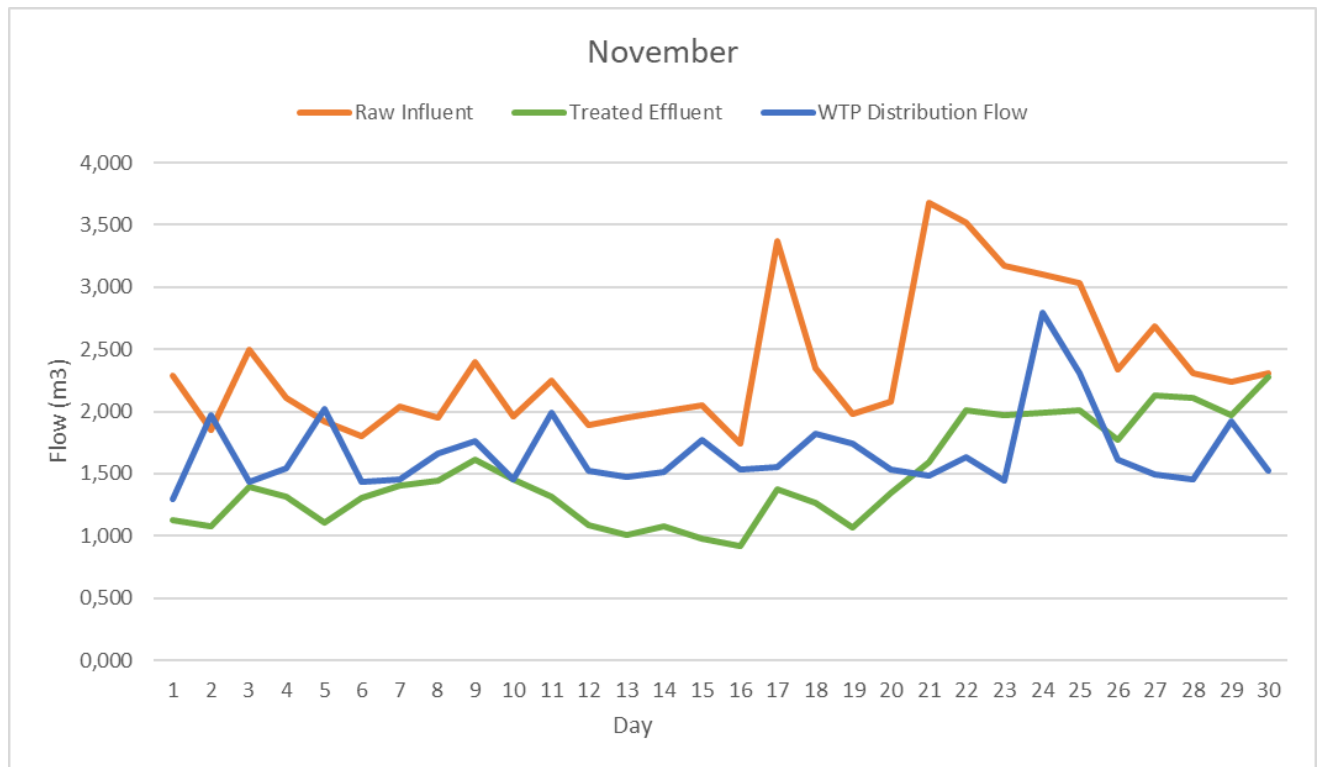
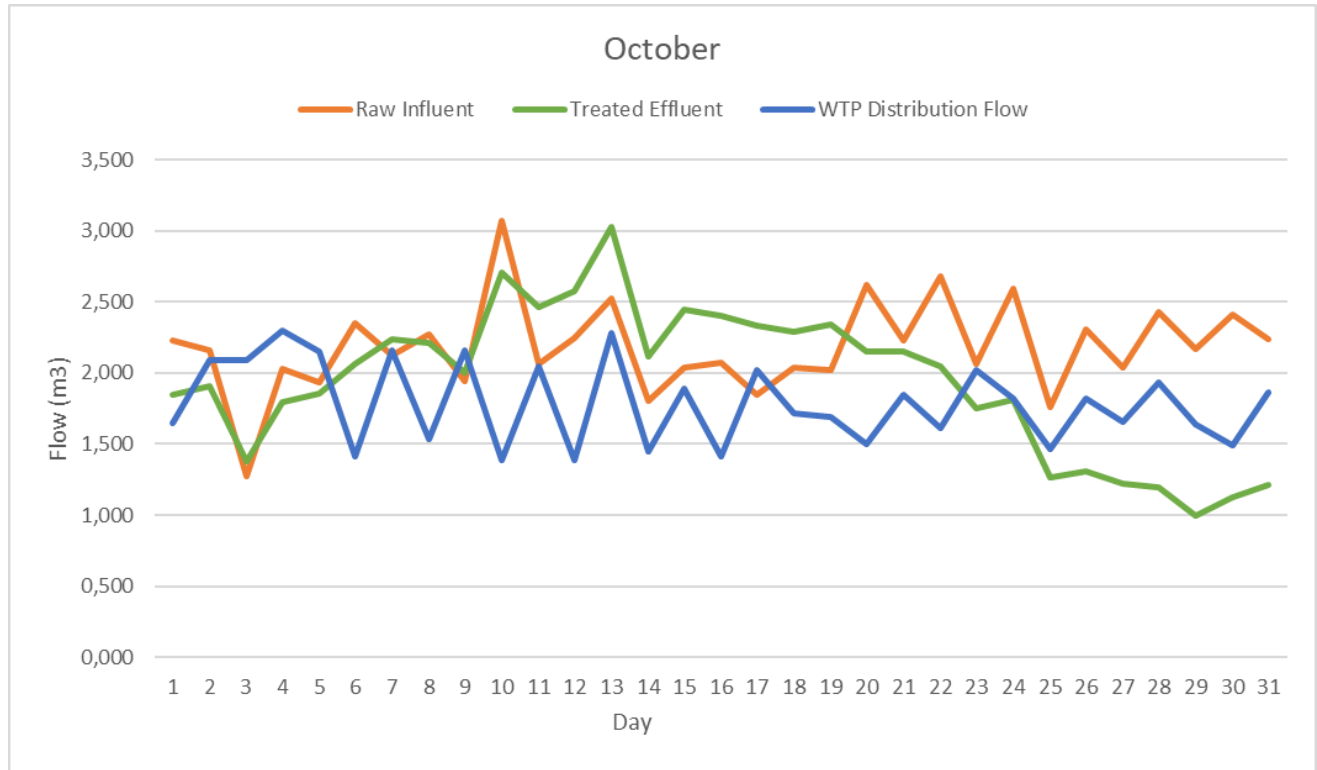
**Regulatory Sampling**

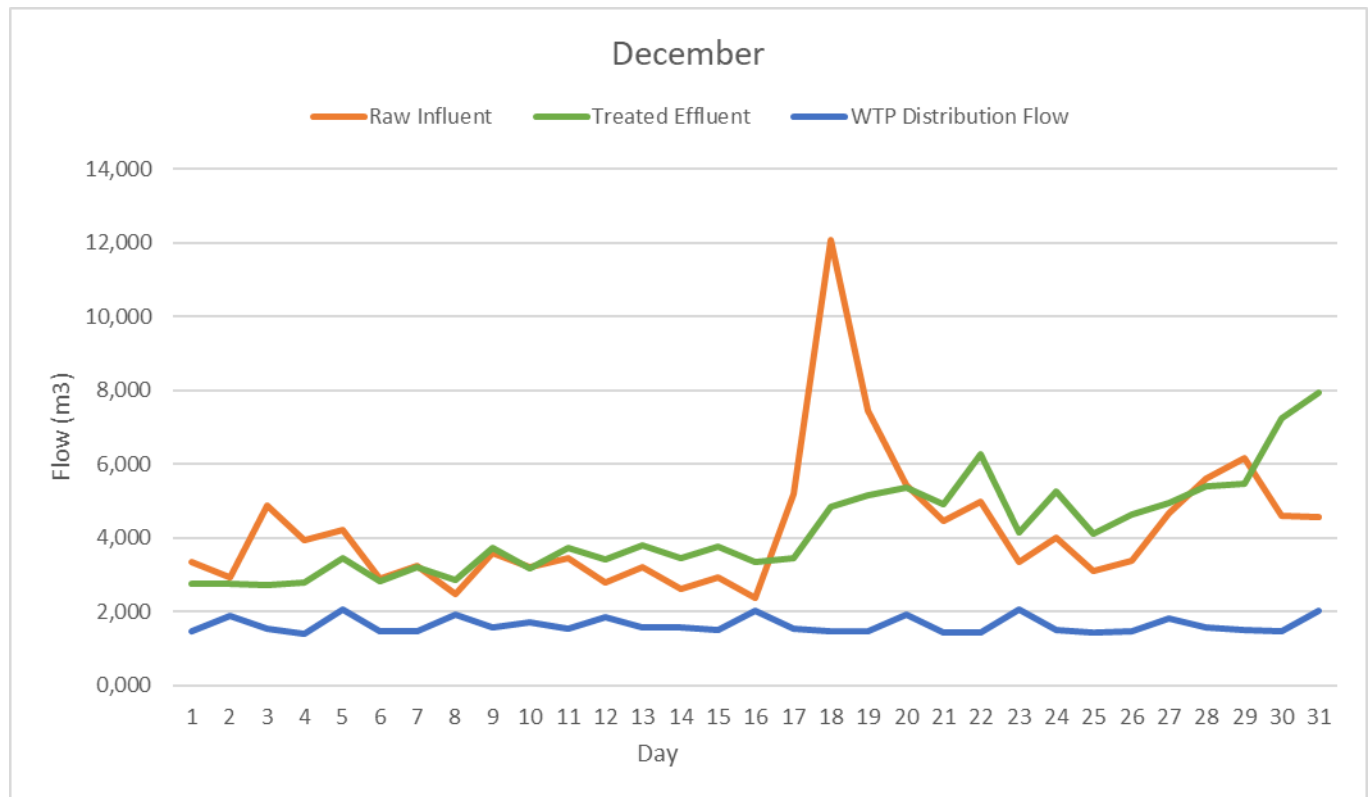
<b>Treated Sewage Effluent Results</b>				
<b>Month</b>	<b>Parameter</b>	<b>Minimum</b>	<b>Maximum</b>	<b>Average</b>
<b>October</b>	E. Coli (cfu/100ml)	80	1720	474.84
	CBOD5 (mg/L)	4	14	7.2
	Total Suspended Solids (mg/L)	32	80	20.46
	Total Phosphorus (mg/L)	0.51	2.52	0.98
	pH	6.6	7.7	7.1
<b>November</b>	E. Coli	10	380	49.65
	CBOD5	4	10	6.75
	Total Suspended Solids	26	40	33
	Total Phosphorus	0.46	0.59	0.54
	pH	6.5	7.8	6.9
<b>December</b>	E. Coli	140	400	214.77
	CBOD5	5	9	6
	Total Suspended Solids	22	34	27
	Total Phosphorus	0.36	0.51	0.42
	pH	6.7	7.4	7.0

**Wastewater Treatment Flows**

<b>Month</b>	<b>Max Daily Incoming Flow</b>	<b>Average Daily Incoming Flow</b>	<b>Max Daily Effluent Flow</b>	<b>Average Daily Effluent Flow</b>
<b>October</b>	3,068 m <sup>3</sup> /day	2,180 m <sup>3</sup> /day	3,028 m <sup>3</sup> /day	1,944 m <sup>3</sup> /day
<b>November</b>	3,680 m <sup>3</sup> /day	2,362 m <sup>3</sup> /day	2,283 m <sup>3</sup> /day	1,484 m <sup>3</sup> /day
<b>December</b>	12,079 m <sup>3</sup> /day	4,234 m <sup>3</sup> /day	7,953 m <sup>3</sup> /day	4,228 m <sup>3</sup> /day

**Wastewater Treated Effluent Flow and Raw Incoming Flow Compared to the Water Treatment Plant Distribution Flow (m3):**





\* Spikes on the *Raw Influent Flow* line on the above graphs were due to heavy precipitation.

## Lagoon

- Lagoon inspections completed a minimum of 3 times per week.
- ActiZyme applied to Cell 1 weekly.
- October 18, 2023 – Dundee Marine onsite to complete the diversion plate installation to put Cell 1 back in service following the berm reconstruction.

## Operational Collection Highlights

### General Services:

- Various sewer camera inspections complete.
- October 21, 2023 – Responded to a sewer backup on Elmwood Drive, the large restriction was able to be broken up through the manhole. Quinte Sewer attended site on October 22, 2023 with the jetting truck to jet the area. This section of sewer had broken bricks and a large coupon in it, which were removed by Quinte Sewer.
- October 27, 2023 – Team Solutions onsite to complete routine sewage pump station cleanings.
- November 2, 2023 – NDT onsite to complete lifting device and harness inspections.

East End Pumping Station:

- August 18, 2023 – Gal Power onsite to complete the annual generator test and inspection.

Sewage Pumping Station #2:

- November 2, 2023 – Xylem onsite to complete the annual pump inspections.

Sewage Pumping Station #3:

- September 6, 2023 – Xylem onsite to install the rebuilt pump #3.

Stone Street Pumping Station:

- October 31, 2023 – T4 Power onsite to complete the annual generator inspection.
- November 2, 2023 – Xylem onsite to complete the annual pump inspections.
- November 6, 2023 – Elevated concrete pad poured at the pumping station entrance.

Manholes:

- Monthly manhole inspections completed. While completing these routine inspections operators have noticed reoccurring issues of fats, oils and grease clogs within the manholes, particularly in the West Ward.

**Regulatory Compliance**

- Monthly MUMPS S1 and S2 reports, and quarterly ERRIS reports submitted to the Ministry of the Environment, Conservation and Parks.

Prepared By:

*Christine Brennan*

Christine Brennan  
Utilities Compliance Coordinator



**Council Report – FIN-2024-06**

**Date:** March 5, 2024  **IN CAMERA**

**Subject:** Capital Matters Pending

**Author:** Melanie Kirkby, Treasurer  **OPEN SESSION**

**RECOMMENDATION:**

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES THE CAPITAL MATTERS PENDING UPDATE, AS PRESENTED IN COUNCIL REPORT FIN-2024-06.

**STRATEGIC PLAN COMMENTS:**

Sector 3 – Financial Sustainability – Strategic Initiative #1 - Action L) Develop financial controllership policies in consultation with the Municipal Auditor.

**BACKGROUND:**

Staff provide Council with monthly reports on the status of approved annual Capital projects.

**INFORMATION/DISCUSSION:**

Senior management provides the status of each project and the Treasurer notes the expenses paid as of the date of the report, as per the Schedule attached to this Report.

**APPLICABLE POLICY/LEGISLATION:**

None.

**FINANCIAL CONSIDERATIONS / GRANT OPPORTUNITIES:**

As per Capital Budget and any in year project approvals. Grant Opportunities are investigated by Project where applicable.

**CONSULTATIONS:**

Senior Management

**ATTACHMENTS:** Capital Matters Pending Spreadsheet

<b>APPROVAL</b>	<p>_____</p> <p>Melanie Kirkby, Treasurer</p> <p>Certifies that unless otherwise provided for in this report the funds are contained within the approved Budgets and that the financial transactions are in compliance with Council’s own policies and guidelines and the <i>Municipal Act</i> and regulations.</p> <p>_____</p> <p>Shellee Fournier, CAO</p>
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Line	GL Dept Account	2022 Budget	2022 Actual	2023 Budget Bylaw 2023-001	2023 YTD	2024 Budget Bylaw 2024-001	2024 YTD	Total Project Budget 2024 & Prior	Total Project Spent 2024 & Prior	Grant \$ for Project	Project Name	Anticipated Completion	Comments
1	2-5-02504-5318			\$ 125,000	\$ 102,356.18	\$ 3,600.00		\$ 125,000	\$ 102,356.18		Town Hall Generator		Generator Delivered. Panel to be relocated
2	2-5-02504-5400			\$ 15,000		\$ 15,000.00	\$ 15,173.44	\$ 15,000	\$ 15,173.44		Telecommunication Town Hall		Equipment Ordered. Expected delivery and install 3-4 weeks.
3	2-5-02506-5318					\$ 26,000.00	\$ -	\$ 26,000	\$ -		Sound System Council Chambers		Site visit conducted on February 13, 2024. Waiting for quote from Southeastern.
4	2-5-02514-5400	\$ 120,000	\$ 63,425.77	\$ 56,575	\$ 46,419.29		\$ 14,678.42	\$ 120,000	\$ 124,523.48		Asset Management Plan ( Council approved \$30k additional for AM Coordinator)	July 2025	Next Draft Legislated to include Fleet & Buildings by July 1, 2024. Remaining Building Assessments and Asbestos / Lead Testing has been completed, reports received.
5	2-5-02605-5400					\$ 57,000.00		\$ 57,000	\$ -		Network Switch Replacement	June 2024	Switches ordered
6	2-5-04110-5415			\$ 150,000	\$ 11,208.96		\$ 2,238.72	\$ 150,000	\$ 13,447.68		Fire Training Facility		Engineering Drawings complete
7	2-5-04201-5314		\$ -			\$ 45,000.00		\$ 45,000	\$ -		Police - Replacement Vehicle		
8	2-5-04203-5415					\$ 5,000.00		\$ 5,000	\$ -		Police - Computer Purchases		
9	2-5-04205-5400				\$ 305,508.38		\$ 4,477.44	\$ -	\$ 309,985.82	\$ 1,667,528	NG 911 Project		As Per Provincial Grant
10	2-5-04208-5318					\$ 18,750.00		\$ 18,750	\$ -		Live Fingerprint Scanner		
11	2-5-04410-5400				\$ 22,057.00			\$ -	\$ 22,057.00	\$ 32,507	Modernization 3 Parking Ticket Software		
12	2-5-04450-5318					\$ 37,000.00		\$ 37,000	\$ -		Community Safety Plan		
13	2-5-06074-5400		\$ -			\$ 220,000.00		\$ 220,000	\$ -		Sidewalk Snowplough	Oct 2024	Drafting tender currently. Aiming to release in March.
14	2-5-06103-5400					\$ 690,000.00		\$ 690,000	\$ -		PW - Asphalt Paving Program	Nov 2024	Drafting schedule and modifying tender. Aiming to release in early March.

Line	GL Dept Account	2022 Budget	2022 Actual	2023 Budget Bylaw 2023-001	2023 YTD	2024 Budget Bylaw 2024-001	2024 YTD	Total Project Budget 2024 & Prior	Total Project Spent 2024 & Prior	Grant \$ for Project	Project Name	Anticipated Completion	Comments
15	2-5-06104-5400			\$ 90,000	\$ 5,240.64	\$ 231,000.00		\$ 231,000	\$ 5,240.64		Water St Swing Bridge Repairs	July 2024	Tender awarded to Doornekamp Construction. Contract finalized and project to commencing spring 2024.
16	2-5-06114-5400			\$ 78,000		\$ 253,800.00		\$ 253,800	\$ -		Salt Shed Repairs	Oct 2024	Work carried forward from 2023. Reviewing specs for buildings and aiming to award work in May 2024.
17	2-5-06115-5400					\$ 2,250,000.00		\$ 2,250,000	\$ -		King St Pedestrian Bridge	June 2025	Currently reviewing specs and developing Tender. Aiming to release Tender in March/April 2024 with anticipated completion of June 2025.
18	2-5-06116-5400					\$ 135,000.00		\$ 135,000	\$ -		Rail to Trail Bridge	Oct 2024	Developing RFP currently. Aiming to release RFP in March and have repairs completed by Fall 2024.
19	2-5-06143-5400		\$ -			\$ 250,000.00		\$ 250,000	\$ -		West End Subdivision Engineering		
20	2-5-06144-5400	\$ 120,000	\$ 210.64	\$ 1,954,580	\$ 83,565.06	\$ 2,083,425.00		\$ 2,083,425	\$ 83,565.06		Arthur St Road Share	Nov 2024	Contractor start-up meeting first week of March. Work slated to commence in April and wrap-up in Nov 2024.
21	2-5-06197-5400					\$ 380,000.00		\$ 380,000	\$ -		Front End Loader	Oct 2024	Drafting tender currently. Aiming to release in March.
22	2-5-06360-5400					\$ 200,000.00		\$ 200,000	\$ -		Storm Sewer Maintenance	Dec 2024	Reviewing current backlog of works. Scheduling with staff and works will be completed through 2024.
23	2-5-06460-5400					\$ 150,000.00		\$ 150,000	\$ -		Storm Sewer Master Plan	Oct 2024	Drafting RFP currently. Aiming to release in March/April.
24	2-5-08103-5400				\$ 124,500.89	\$ 83,925.00		\$ 83,925	\$ 124,500.89	\$ 194,222	Lagoon Off Gasing / Actizyme	On-going	Year 2 of pilot project commenced - Acti-Zyme product application in collection system / lagoon Cell #1 .
25	2-5-08105-5400					\$ 10,000.00	\$ 353.94	\$ 10,000	\$ 353.94		Lagoon - Biosolids Removal		
26	2-5-08106-5400			\$ 25,000	\$ 14,294.20	\$ 25,000.00		\$ 50,000	\$ 14,294.20		Service Lateral / Manhole	Dec-24	On-going.
27	2-5-08107-5000					\$ 75,000.00		\$ 75,000	\$ -		Pump Station 3	Aug-24	Project commence - new grinder ordered from supplier

Line	GL Dept Account	2022 Budget	2022 Actual	2023 Budget Bylaw 2023-001	2023 YTD	2024 Budget Bylaw 2024-001	2024 YTD	Total Project Budget 2024 & Prior	Total Project Spent 2024 & Prior	Grant \$ for Project	Project Name	Anticipated Completion	Comments
28	2-5-08110-5400			\$ 75,000	\$ 61,604.96	\$ 69,940.00		\$ 75,000	\$ 61,604.96		Stone St Pump Stn Communications	Mar-24	Contract awarded to IECBL - Project underway, work to be completed in conjunction with Water Tower project.
29	2-5-08124-5400	\$ 125,000	\$ 9,264.95	\$ 101,000	\$ 1,147,999.16	\$ 37,395.00		\$ 138,395	\$ 1,147,999.16		Lagoon Road - Berm & Road Cell #1	April 2-24	Complete cell #1 - some additional vegetation removal required in cell # 2 & #3 - work to commence in late March 2024
30	2-5-08130-5400	\$ 400,000		\$ 460,000	\$ 1,407.28	\$ 1,658,595.00		\$ 2,118,595	\$ 1,407.28		East End Pump Stn	Dec-25	Chemical building and pumping station designed underway
31	2-5-08144-5400	\$ 50,000	\$ 18,116.35	\$ 356,975	\$ 23,882.58	\$ 333,090.00		\$ 690,065	\$ 23,882.58		Arthur St WW Share		See Roads above
32	2-5-08146-5400	\$ 50,000	\$ 10,173.98	\$ 40,000	\$ 8,426.87	\$ 31,575.00		\$ 71,575	\$ 8,426.87		Stone Street Pumping Station - Control and Communications Upgrades	Mar-24	Project underway, work to be completed in conjunction with Water Tower project.
33	2-5-08147-5400	\$ 120,720	\$ 50,579.53	\$ 263,000	\$ 122,028.66	\$ 609,800.00	\$ 30,526.12	\$ 872,800	\$ 152,554.78		Engineering EEPS upgrades	Dec-25	Engineering underway - project on-going
34	2-5-08149-5400					\$ 5,403,250.00		\$ 5,403,250	\$ -		EEP Wet Well	Dec-25	Engineering underway - project on-going
35	2-5-08240-5400					\$ 25,000.00		\$ 25,000	\$ -		Public Works Storage Facility	Dec-25	Project underway
36	2-5-08260-5400					\$ 25,000.00		\$ 25,000	\$ -		GIS Mapping (wastewater share)	Dec-24	Project planning underway
37	2-5-08265-5400					\$ 150,000.00	\$ 7,315.10	\$ 150,000	\$ 7,315.10		Wastewater Master Plan	Dec-25	Project Underway
38	2-5-08311-5400					\$ 10,000.00		\$ 10,000			Water Tower Inspection	June 204	Project planning underway
39	2-5-08315-5400			\$ 25,000	\$ 32,310.77	\$ 25,000.00		\$ 25,000	\$ 32,310.77		Hydrant Replacement	Dec-24	On-going Annual Project
40	2-5-08316-5400	\$ 50,000	\$ 7,632.00	\$ 43,000		\$ 43,000.00	\$ 4,508.99	\$ 50,000	\$ 4,508.99		Water Tower Communications	Mar-24	Contract awarded to IECBL - Project underway, work to be completed in conjunction with Water Stone Street project.
41	2-5-08317-5400		\$ -	\$ 25,000		\$ 25,000.00		\$ 25,000	\$ -		Water - Corrosion Control	Dec-24	Project on-going
42	2-5-08320-5400		\$ -	\$ 395,000	\$ 188,968.46	\$ 456,830.00		\$ 456,830	\$ 188,968.46		WTP Electrical Upgrade	Apr-24	Contract awarded to Black & McDonald - Project underway
43	2-5-08322-5400	\$ 36,840	\$ 5,259.07	\$ 31,700	\$ 5,248.93	\$ 22,825.00		\$ 36,840	\$ 5,248.93		Curb Stop Repair / Replacements	Dec-24	On Going



Line	GL Dept Account	2022 Budget	2022 Actual	2023 Budget Bylaw 2023-001	2023 YTD	2024 Budget Bylaw 2024-001	2024 YTD	Total Project Budget 2024 & Prior	Total Project Spent 2024 & Prior	Grant \$ for Project	Project Name	Anticipated Completion	Comments
44	2-5-08326-5318			\$ 20,000	\$ 16,429.15	\$ 45,000.00	\$ 1,261.82	\$ 45,000	\$ 17,690.97		WTP Process Treatment Upgrades	Jun-24	EVB Engineering & Excelpro - Engineering underway for WTP PLC & SCADA Upgrades
45	2-5-08328-5400		\$ -	\$ 25,000	\$ 881.91	\$ 25,000.00		\$ 25,000	\$ 881.91		Leak Detection / Water Audit Program	Feb-24	Project completed - new leak detection equipment received
46	2-5-08332-5400					\$ 435,000.00		\$ 50,000	\$ -		Scada System	Aug-24	Project planning underway
47	2-5-08340-5400					\$ 15,000.00		\$ 50,000	\$ -		WTP Electrical MCC	Jun-24	Arc Flash study to be scheduled after WTP electrical upgrades are completed
48	2-5-08344-5400	\$ 50,000	\$ 18,354.59	\$ 356,975	\$ 22,295.12	\$ 384,680.00		\$ 384,680	\$ 22,295.12		Arthur St Water Share		See Roads above
	2-5-08345-5318					\$ 10,000.00		\$ 10,000	\$ -		meters	Dec-24	New water meters to be ordered when required as new housing developments progress
49	2-5-08365-5400					\$ 15,000.00		\$ 15,000	\$ -		Water Tower Safety	Jun-24	Project planning underway
50	2-5-08373-5400					\$ 35,000.00		\$ 35,000	\$ -		Low Lift Pump 1	Mar-24	Contract awarded to Hewitt Brockville Project underway
51	2-5-08375-5400	\$ -		\$ 35,000		\$ 35,000.00		\$ 70,000	\$ -		Low Lift Pump 2	Jul-24	Contract awarded to Hewitt Brockville - project planning underway
52	2-5-08379-5400					\$ 45,000.00		\$ 45,000			High Lift Pump 3	Dec-24	Project planning underway
53	2-5-08384-5400		\$ -	\$ 10,000		\$ 10,000.00		\$ 20,000	\$ -		Distribution Hydraulic Modeling	Dec-24	Unable to proceed with project until updated GIS mapping is completed.
54	2-5-08387-5318					\$ 10,000.00		\$ 10,000	\$ -		WTP Rapid Mixer	Jul-24	New rapid mixer ordered from supplier
55	2-5-08388-5400					\$ 17,500.00		\$ 17,500	\$ -		WTP Air Filter Scour	Dec-24	Project planning underway
56	2-5-08435-5400					\$ 25,000.00		\$ 25,000	\$ -		Valve Replacement Program	Dec-24	On-going
57	2-5-08440-5400					\$ 25,000.00		\$ 25,000	\$ -		Public works Storage Facility	Dec-24	Project planning underway

Line	GL Dept Account	2022 Budget	2022 Actual	2023 Budget Bylaw 2023-001	2023 YTD	2024 Budget Bylaw 2024-001	2024 YTD	Total Project Budget 2024 & Prior	Total Project Spent 2024 & Prior	Grant \$ for Project	Project Name	Anticipated Completion	Comments
58	2-5-08460-5400					\$ 25,000.00		\$ 25,000	\$ -		GIS Mapping (Water share)	Dec-24	Project planning underway
59	2-5-16302-5400		\$ -	\$ 25,000	\$ 6,347.65	\$ 90,170.00		\$ 90,170	\$ 6,347.65		Arena Fire Panel	August 2024	Drawings finalized, RFP to go out in next 2 weeks
60	2-5-16305-5314				\$ 2,000.00		\$ 373.84	\$ -	\$ 2,373.84	\$ 25,000	Accessibility Project Arena	March 2024	Project to be completed in March
61	2-5-16308-5400		\$ -			\$ 7,000.00		\$ 7,000	\$ -		Arena Boilers Replacements	August 2024	Not yet started
62	2-5-16314-5400					\$ 6,280.00		\$ 6,280	\$ -		Remove Hydro Pole Confederation Park	April 2024	Not yet started
63	2-5-16318-5400					\$ 12,000.00		\$ 12,000	\$ -	\$ 250,000	Trail Signage		Not yet started
64	2-5-16321-5400		\$ -			\$ 10,000.00		\$ 10,000	\$ -		Town Park Ball Diamond	April 2024	Quotes received, contractor given go ahead
65	2-5-16336-5400					\$ 12,100.00		\$ 12,100	\$ -		Kayak Docks	June 2024	Receiving quotes
66	2-5-16337-5318					\$ 5,995.00		\$ 5,995			Recreation Trailer		Not yet started
67	2-5-16343-54000		\$ -	\$ 15,000	\$ 4,462.50	\$ 15,000.00		\$ 15,000	\$ 4,462.50		Arena Replace Low E Ceiling	May 2024	Scheduled to be completed May 2024
68	2-5-16354-5400		\$ -	\$ 30,000		\$ 90,000.00		\$ 90,000	\$ -		Arena Steel Beam Maintenance	July 2024	Working on new tender
69	2-5-16354-5400					\$ 56,000.00		\$ 56,000	\$ -		Marina Washroom floors / doors	March 2024	Work has begun, to be completed by May 1, 2024
70	2-5-16407-5400			\$ 12,310	\$ 13,381.75			\$ 12,310	\$ 13,381.75		Marina Wi-Fi Upgrade	June 2023	Complete
71	2-5-16413-5400		\$ -	\$ 25,000	\$ 10,045.25	\$ 14,955.00		\$ 39,955	\$ 10,045.25		Marina Waste Enclosure	Feb 27, 2024	Complete
72	2-5-16700-5400					\$ 1,003,000.00		\$ 1,003,000	\$ -		Marina Main Dock	March 2025	RFP in progress

Line	GL Dept Account	2022 Budget	2022 Actual	2023 Budget Bylaw 2023-001	2023 YTD	2024 Budget Bylaw 2024-001	2024 YTD	Total Project Budget 2024 & Prior	Total Project Spent 2024 & Prior	Grant \$ for Project	Project Name	Anticipated Completion	Comments
73	2-5-16710-5318					\$ 12,000.00	\$ -	\$ 12,000	\$ -		Marina Trailer		Not yet started
74	2-5-18102-5403		\$ -	\$ 50,000		\$ 50,000.00		\$ 50,000	\$ -		Planning - Development Permit Bylaw		Will follow Official Plan
75	2-5-19004-5400		\$ -			\$ 180,400.00		\$ 180,400	\$ -		Town Hall Works, Porch, windows, shutters, interior doors	Spring 2024	Spoke to CBO, need engineered drawings, meeting with engineer March 5
76	2-5-19006-5400			\$ 10,000		\$ 10,000.00		\$ 10,000	\$ -		Engineering Report VC/Library	June/July	Meeting with engineer on March 5
77	2-5-19040-5400		\$ -	\$ 25,000	\$ 24,974.09		\$ 1,577.28	\$ 25,000	\$ 26,551.37		Visitor Center Shelter	Fall 2024	Engineer has evaluated and structure needs to be replaced in summer when slueway under structure is dry.
78	2-5-19085-5400		\$ -			\$ 10,200.00		\$ 10,200	\$ -		400 Stone St HVAC	Summer 2024	Not yet started
<b>Totals</b>				<b>\$ 4,949,115.00</b>	<b>\$ 2,407,845.69</b>	<b>\$ 18,913,080.00</b>	<b>\$ 82,485.11</b>	<b>\$ 20,333,840.00</b>	<b>\$ 2,553,756.57</b>	<b>\$ 2,169,256.90</b>			

**Date:** March 5, 2024  **IN CAMERA**  
**Subject:** Statement of the Treasurer – 2023 Council Remuneration and Expenses  
**Author:** Melanie Kirkby, Treasurer  **OPEN SESSION**

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**RECOMMENDATION:**

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES FOR INFORMATION THE STATEMENT OF THE TREASURER WITH REGARDS TO THE 2023 COUNCIL REMUNERATION AND EXPENSES, AS PRESENTED IN COUNCIL REPORT FIN-2024-07.

**STRATEGIC PLAN COMMENTS:**

Sector 6 – Governance - Strategic Initiative #4 – Town Council will ensure openness and transparency in its operations.

**BACKGROUND:**

Section 284 (1) of the *Municipal Act* 2001 requires that the Treasurer prepare a report to Council itemizing remuneration paid and expenses reimbursed in the previous fiscal year to each member of Council.

**INFORMATION/DISCUSSION:**

2023 remuneration is the Council honorarium paid to each member as per By-law No. 2017-073. Expenses are reimbursements for cost occurred while acting as a member of Council such as mileage and costs for attending training sessions, meetings or conferences.

**APPLICABLE POLICY/LEGISLATION:**

*Municipal Act* 2001, Section 284 (1), and; By-law No. 2023-121

**FINANCIAL CONSIDERATIONS / GRANT OPPURTUNITIES:**

Council Remuneration is included annually in the Municipal Operating Budget.

**CONSULTATIONS:**

None.

**ATTACHMENTS:**

Schedule of The Treasurer 2023

<b>APPROVAL</b>	<hr/> <p>Melanie Kirkby, CAO / Treasurer</p> <p>Certifies that unless otherwise provided for in this report the funds are contained within the approved Budgets and that the financial transactions are in compliance with Council's own policies and guidelines and the <i>Municipal Act</i> and regulations.</p>
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Town of Gananoque  
2023 Council Remuneration and Expenses

Council Member	Honorarium	Expenses	Total
Beddows, John	\$ 29,903.67	\$ 1,756.76	\$ 31,660.43
Brown, Colin	\$ 17,227.00	\$ -	\$ 17,227.00
Harper, Matthew	\$ 16,064.13	\$ -	\$ 16,064.13
Kirkby, Patrick	\$ 15,397.46	\$ -	\$ 15,397.46
Koiner, Anne-Marie	\$ 15,397.46	\$ 725.68	\$ 16,123.14
Leakey, Vicki	\$ 17,911.22	\$ -	\$ 17,911.22
Osmond, David	\$ 15,397.46	\$ -	\$ 15,397.46
Total	\$ 127,298.40	\$ 2,482.44	\$ 129,780.84



**Report Council – PD-2024-03**

**Council:** March 5, 2024

**IN CAMERA**

**Subject:** Waterfront Parking, Marina Parking & Traffic and Parking By-law  
No. 2015-070

**Author:** Brenda Guy, Manager of Planning and Development  **OPEN SESSION**

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**RECOMMENDATION:**

BE IT RESOLVED THAT COUNCIL OF THE TOWN OF GANANOQUE APPROVES OPTION # \_\_\_\_\_, REGARDING PAID PARKING AT ACCESSIBLE SPACES AT THE WATERFRONT, AS PRESENTED IN REPORT COUNCIL-PD-2024-03.

**RECOMMENDATION:**

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE APPROVES OPTION # \_\_\_\_\_, REGARDING PAID PARKING AT THE WATERFRONT, AS PRESENTED IN REPORT COUNCIL-PD-2024-03.

**RECOMMENDATION:**

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE APPROVES OPTION # \_\_\_\_\_, AS PRESENTED IN REPORT COUNCIL-PD-2024-03.

**STRATEGIC PLAN COMMENTS:**

Sector #6: Governance – Strategic Initiative #4 - Town Council will ensure openness and transparency in its operations.

**BACKGROUND:**

The Traffic and Parking By-law No. 2015-070, being a By-law to regulate traffic and parking on roadways. This includes the parking at various lots and on-street throughout the Town.

As a snapshot, parking in Town is generally as follows. This is not an exhaustive listing but key areas.

- 24-hour time limit for on-street parking from April 2 to November 14.
- No overnight parking occurs from November 15 to April 1 on any street or Town-owned lot.
- Parking in the downtown BIA core area is maximum three (3) hours, paid parking via coin or Honk Mobile.
- Parking in the Garden Street and Pine Street parking lot is maximum three (3) hours, paid parking via Pay and Display or Honk Mobile.
  - Parking along Water Street, Main Street and Mill Street is maximum three (3) hours, paid parking via Pay and Display or Honk Mobile
  - Marina Parking – 21 Bay Road and 121 Main Street – restricted July and August to boat slip holders

During the summer of 2023, departments have observed areas where we can improve upon, require attention, and are either lacking or areas of concern.

Following the higher tourism season, Staff proactively met on October 2, 2023 to discuss parking, enforcement and potential needs or adjustments for Council consideration. Staff consisted of Parks and Recreation (Jeff Johnston and Lori Higgs), Police (Chief Gee) and By-law Enforcement (Christine Mellon – Frontenac Municipal Law Enforcement (FMLE), and; Brenda Guy).

### **INFORMATION/DISCUSSION**

The intention of Staff and the proposed amendments is to streamline what we have in place, amend where there is confusion and ultimately be consistent. Unfortunately, the last couple of years Staff had seen an increase in people squeezing in where they can, intentionally parking in no parking areas and at times it is repetitive. No one wants a parking ticket.

Enforcement of parking is based on the contract hours that we have in place. The Town does not have 100% complete coverage. By-law Enforcement is appreciative that the Gananoque Police Department assist where and when they can, particularly during overnight winter parking and in occurrences where we do not have a By-law Officer working. In the later occurrences, police will respond depending on their duties at the time.

As per the Town Agreement with Frontenac Municipal Law Enforcement (FMLE), parking enforcement is as follows:

- Parking By-law shall be enforced six (6) days a week on a flexible schedule for 25 hours per week for March, April, May, June, July, August, September, October, November
- Parking By-law shall be enforced six (6) days a week on a flexible schedule for 10 hours per week for December, January, February as noted in the SCOPE OF SERVICES

It is noted that the company of FMLE has been flexible and cooperative with Staff to the above hours which has been beneficial during the high seasonal times and/or festivals. For instance, in July and August of 2023, we utilized 30 hours per week which affects the December – February hours. FMLE has provided focused hours during events and they have been in circulation on Sundays particularly at the waterfront during events where parking payment is required and decisions of parking by folks has impacted the Marina.

Staff identified during budget deliberations that it is physically impossible to have one (1) person in the downtown, waterfront, parking lots and incoming complaints with the hours that we have given. Staff proposed to Council an increase of \$5,000 for additional presence in 2024 in order for Staff to focus on high peak times throughout the Town. This was approved in the 2024 budget.

Below is a summary of observations that have been noted with suggested changes:

- 1) Parking Tickets:
  - i) People are parking anywhere.

- ii) Parking fees and parking tickets are cheap – people will take the ticket rather than locate in an approved parking area.
- iii) Ticket is to a person not a boat unlike a motor vehicle.

Staff propose that the Traffic and Parking By-law be amended with increased fees in prohibited areas or unauthorized areas (ie: parking at marina when seasonal passes are only permitted during July and August). Increase to parking beyond time limit.

## 2) Events and Festivals:

- i) Lack of manpower every weekend in July and August particularly during festivals and events – By-law agreement and hours does not physically permit one (1) to be everywhere for six (6) hours
  - (1) 2024 Budget request for additional contract funds for additional hours.
  - (2) Split costs with marina budget/hours to ensure focus on waterfront for July and August
- ii) Coordination of festivals/events and By-law Enforcement
  - (1) Additional By-law hours.
- iii) Parking not permitted at 600 King Street East when there is an event on at the Lou Jefferies or a special event (Ribfest or fishing weekend)

Staff proposed an increase in By-law Enforcement contract fees during the 2024 draft budget to focus on July and August weekends as well as during activities and festivals occurring. Intent is not the issuance of parking tickets but to ensure that the people are aware of By-law attendance and adhering to the Town's by-laws. Council approved an additional \$5,000 in the 2024 budget to assist in this regard.

Staff have proactively sought additional private locations to assist with parking or locations for festivals or events if there is not sufficient parking on Town lands. Costs associated with offset locations are between the patron and property owners. The intent would be to maintain a list that the organizers or patrons may be directed to. At this time, Staff do not have solid location, however, we are in communication with a couple of potential partners. This is a continued effort and at this time, Staff do not have confirmed locations.

Communication is provided on the Honk Mobile App when a lot is unavailable in advance or upon confirmation of the use.

## 3) Administration:

- i) Honk Mobile App – add more Staff to administer the parking lot locations for change rates/days and maintain information.

Staff propose operational changes to improve the administration and use of the Honk Mobile App. The above listing does not require By-law amendments or changes.

- ii) One complaint received that Honk Mobile App was down for a few hours over the entire 2023 summer.



Staff consider this to be very low and further consider Honk Mobile to be a great service which is also utilized in neighbouring communities like Kingston. However, this will continue to be monitored.

- iii) Complaint received that individuals with no cellphones are being discriminated against in Honk Mobile App parking lots.

One complaint was received since Honk Mobile was on board. Honk Mobile App provides opportunity for one to book from a cellphone, tablet or computer either at the time of or in advance. Options were provided to individual for booking in advance, utilizing the library computer or free parking solutions close to the location. Overall, society has changed particularly since COVID and become a more cashless society.

- iv) Illegal parking outside of marina office or By-law hours.  
The Town retains a security company at the marina during the summer months. As part of the awarded contract, Staff intend to include the monitoring of the parking lots in the night hours and potential delegation to the security company of parking tickets. This would require a By-law amendment to appoint and discussion with the awarded contract.

- v) Include QR codes on parking meters in downtown BIA core.

Honk Mobile can utilize QR codes. Staff have obtained stickers for the parking meters and machines which will be applied in spring of 2024.

- vi) Towing – Parks and Recreation Staff have identified concerns at the marina particularly during this time when the marina parking lot and 121 Main Street are exclusive to seasonal pass holders. Ticketing does not seem to provide the incentive to move or resolve a continuous problem in this area.

Parks and Recreation Staff are proposing the issuance of one ticket followed by a second ticket and tow at the marina particularly during July and August. A tow will also be undertaken with repeat offenders who repeatedly ignore the seasonal parking area. Additionally, if access launch ramps or blocking of access occurs, violators will be towed.

- vii) Boat Slips – Parks and Recreation Staff identified in 2023 they experienced transient boaters who were not, or did not register, for a transient slip and proceeded to occupy a boat slip. The challenge occurred when the transient boaters would not exit the slip, leaving Staff in a difficult position.

In addition to vi) and vii) above, Staff reached out to other municipalities who have marinas and if they have been encountering similar concerns and, what their approach is to repeat offenders, towing and unauthorized docking. These included Niagara-on-the Lake, Quinte West, City of Kingston.

- Kingston provided a “Habitual Parking Offender” Policy which tows after nine (9) tickets. It is not geared to “parking pass areas only” or a marina but city-wide on-street, lots etc.
- Quinte West parking lot is public and a first come, first serve policy. Exceeding parking is a ticket. They have had success in this regard. In terms of illegal docking, Quinte West has not encountered the same issues and have generally obtained compliance if someone docks illegally by either payment or vacating.

Overall, the Honk Mobile App has been successful noting one complaint during the season that the App was not available. Non-cellphone users have the option to utilize a computer or laptop to register their vehicle in areas that only have payment by Honk Mobile. Staff explored attendance at the marina office for instance, however, it is not always open. Complaint stemmed from individual who lives locally, no objection to payment.

Towing is an operational matter in terms of the point and time when one is towed. It is a last resort practice and/or safety related manner. Observations have indicated that the marina in particular has been abused for parking in no parking areas, no seasonal passes or repeat offenders. The marina slip holders pay for exclusive seasonal parking in July and August and not intended for anyone else during this time frame. Marina has 386 boat slips to 186 parking spaces. Marina patrons may pay a seasonal parking pass to be able to park on-site. In 2023, 262 seasonal parking passes were issued which means more passes than parking spaces. Parks and Recreational Staff recommend that after two (2) tickets or a repeat offender will be towed with no further tickets.

Additional concerns were tabled of boaters docking at empty dock slips without notification and/or payment. Incidents occurred where someone docked and then refused to vacate a slip. This left the slip unavailable to the slip holder and non-payment for transient parking when others are obligated to do so. Parks and Recreation Staff are exploring options in this regard.

- 4) By-law Amendment Changes:
- i) Accessible spaces – free or not free

The downtown core provides for individual parking meters. The accessibility spaces do not provide physical meters at the accessibility spaces. If a meter is broken then an individual does not pay either. Individual meters are rare, particularly as we are moving to a cashless society. Paid parking is either through pay and display machines located intermittently along a roadway or mobile payments (ie: Honk Mobile). The waterfront or other areas of Town with accessibility spaces are not exempt from payment of parking.

Council Motion of July 18, 2023 was presented and postponed as follows in regards to accessible parking.

**Motion #23-165 – Amend Traffic & Parking By-law - Designated Parking Spaces for Persons with Disabilities**

**Moved By:** Mayor Beddows

**Seconded By:** Deputy Mayor Leakey

**WHEREAS** THERE IS INCONSISTENCY IN THE PARKING REGULATIONS OF THE TOWN OF GANANOQUE, SPECIFICALLY THAT IN SOME AREAS OF GANANOQUE THERE IS NO PARKING FEE FOR AUTHORIZED USERS OF DISABLED PARKING SPACES WHILE THERE IS A FEE IN OTHER AREAS;

**AND WHEREAS** THIS INCONSISTENCY HAS LED TO BY-LAW ENFORCEMENT ACTION AND PARKING TICKETS FOR AUTHORIZED USERS OF DISABLED PARKING SPACES AT THE GANANOQUE WATERFRONT WHO WERE UNDER THE IMPRESSION THAT THERE WAS NO FEE.

**THEREFORE**, BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE DIRECTS STAFF TO DRAFT AN AMENDMENT TO THE TRAFFIC AND PARKING BY-LAW NO. 2015-070 TO ELIMINATE ALL PARKING FEES FOR AUTHORIZED USERS OF DISABLED PARKING SPACES IN THE TOWN OF GANANOQUE TO BE EFFECTIVE ON THE DATE OF ITS PASSAGE.

**POSTPONED – UNANIMOUS**

Staff appreciate individuals who have various needs, abilities, and requirements for accessible parking spaces. We have an obligation to provide accessible parking spaces and we do. The goal and intent when locating a space is providing the best possible location for those with accessible needs. The needs may be due to mobility aids or not being able to walk a great distance thus requiring more room to enter/exit vehicles. In identifying accessible parking spaces it is finding a location that is suitable; generally in close proximity to doors, entrances, pathways etc. The requirement is accessibility and making the user experience easier and safe. It is not ability to pay.

Staff recommend that all accessible parking spaces be paid parking and remain as such. As stated in the motion, the downtown core has historically been free as there is not a physical parking meter at these two spots. Staff do anticipate that an investment will be forthcoming with pay and display machines throughout the Town. At this time, Staff are prolonging the life of the individual meters as long as the servicing of these machines are still available.

It is also noted that there are other differences with the downtown and waterfront than accessible parking.

- The waterfront requires payment for parking year-round, Monday to Sunday from 8am to 6pm.
- The downtown core excludes Sundays and Statutory Holidays and is subsidized by the BIA with free parking December to end of February annually.

**The following Options are provided for Council's consideration regarding accessible parking spaces:**

Option #1: (Recommended) Maintain status quo. Uphold the provisions as set out in the Traffic and Parking By-law No. 2015-070, with respect to the waterfront area and paid accessible parking.

Option #2: Amend the Traffic and Parking By-law No. 2015-070 to permit free accessible parking in any parking spot within the Town.

ii) Paid Parking at waterfront – inconsistency.

As noted previously, the Traffic and Parking By-law requires paid parking on Water Street, Main Street and Mill Street throughout the calendar year. The parking lot at 135 Water Street is not a paid parking lot for 10 out of 12 months of the year. The 2 months of July and August are not included as they are under long-term Lease with City Cruises. The Town utilizes no revenue for this lot with exception of the long-term Lease with City Cruises.

Staff recommend that Council consider Joel Stone Heritage Park as a paid parking lot. According to Visitor Centre staff, the tourism season is considered to be May to October. Paid parking in this lot would allow for revenue for a minimum of four (4) months of the year at the Town's waterfront during the tourism season. Based on 60 parking spaces x 10 hours/day x 7 days/wk = \$4,200. Previous conversations with JJ MacKay Meters, a realistic occupancy is generally between 50-60%. Based on this, it would equate to \$4,200 @ 50% = \$2,100. Over a four (4) month period parking revenue could yield approximately 20,000. With the additional costs of By-law Enforcement for increased hours, this revenue could help offset.

Staff note that if there is a concern with regards to parking for businesses, the Town has incorporated a monthly parking pass program for Mill Street which allows employees to park at a rate of \$62.50/month. This would capture a time of year where the Town still sees events and good weather.

Staff would further recommend that if Council has a desire to provide free parking at the waterfront, the months of December, January and February from 8:00 AM to 6:00 PM may be something to consider.

**The following Options are provided for Council's consideration regarding paid parking at the waterfront:**

Option #1: (Recommended) Amend the Traffic & Parking By-law No. 2015-070 to require paid parking at Joel Stone Heritage Park year-round, with the exception of the Lease Agreement with City Cruises (July and August).

Option #2: Amend the Traffic & Parking By-law No. 2015-070, to require paid parking at Joel Stone Heritage Park, with the exception of December, January and February.

Option #3: Maintain status quo. Uphold the provisions as set out in the Traffic & Parking By-law.

iii) Parking ticket fine increase – Traffic and Parking By-law amendment

As noted above, Staff are proposing a By-law amending parking ticket fines.

Staff have considered other municipalities in proximity to Gananoque, tourism related municipalities and those of similar size. Overall, the Town's fines are within or below surrounding municipalities. Most parking fines for prohibited are \$20 (Brockville, Kingston, Belleville), \$15 (Perth). Parking fines for exceeding time frames are \$20 (Brockville, Kingston, Belleville), \$10 (Perth).

- Areas being proposed to increase are those where parking is prohibited, improper parking, towable areas. Proposed \$10 early payment and late payment of \$15 to \$20 early payment and late payment of \$25. The intent is to dissuade people from parking in prohibited areas and to offset credit card transaction that the Town incurs.
- A smaller increase is proposed for parking at meters and pay and display machines as these are not lack of payment but exceeding time frames. Proposed \$10 early payment and late payment of \$15 to \$15 early payment and late payment of \$20. The intent is not to penalize someone who has paid for parking but to offset credit card transaction that the Town incurs.

To date, the offering of payment via credit card is not been an option as the funds are either cash or debit card and payable at the police station. Credit card charges to the Town are calculated as \$2.95 per transaction plus 3% of the purchase amount. Currently this would equate to \$3.25 for a \$10 parking ticket. Therefore, the above takes into account credit card charges in the proposal to raise the parking fine rates.

Attached is a copy of the proposed Table of Fines and Penalties which is subject to approval by the Ontario Court of Justice.

The following Options are provided for Council's consideration regarding Set Fines:

Option #1: (Recommended) Amend the Traffic & Parking By-law No. 2015-070, Schedule XX, to reflect an increase in Set Fines and forward the proposed fines to the Justice of Ontario for final approval.

Option #2: Maintain status quo. Uphold the provision of Traffic and Parking By-law No. 2015-070.

5) Marina docking:

- i) Seasonal Parking Passes – Placement of seasonal passes in vehicles. Staff have identified in the seasonal applications the required placement of passes in vehicles.

- ii) Staff are providing coloured tags for seasonal boaters and transient boaters to better identify.
- iii) As noted above issues with boat slips being occupied with no permission – Town Staff to explore a contract to tow vessels and assumption of responsibilities under *Storage and Lien Act*.

Staff have communicated with seasonal applicants on proper display of parking passes which includes acknowledgement of the By-law. Failing to do so, may result in a ticket for improper display of parking passes.

6) Signage:

- i) Pay and Display machines – messaging – Clarity of times/dates for parking.
- ii) Pay and Display machines – stickers on the machines for clarity.
- iii) Additional signage at both launch areas to indicate where people can park their boat and trailers.
- iv) Additional signage at Arena.
- v) Ensuring signage matches the By-law. Public Works Department will ensure that the proper signage is posted.

Staff will review all messaging in terms of physical signage, displayed messages and implementation of QR codes.

**APPLICABLE POLICY/LEGISLATION:**

Traffic and Parking By-law No. 2015-070

**FINANCIAL CONSIDERATIONS:**

Additional fees for fines.

**CONSULTATIONS:**

Manager of Parks and Recreation, Marina supervisor, Chief of Police, By-law Enforcement

**ATTACHMENTS:**

Proposed Part II Provincial Offences Act, Schedule XX, Table of Fines and Penalties.

<b>APPROVAL</b>	<p>_____</p> <p>Brenda Guy, Manager of Planning and Development</p> <p>_____</p> <p>Melanie Kirkby, CAO / Treasurer</p> <p><small>Certifies that unless otherwise provided for in this report the funds are contained within the approved Budgets and that the financial transactions are in compliance with Council's own policies and guidelines and the <i>Municipal Act</i> and regulations.</small></p>
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**CORPORATION OF THE TOWN OF GANANOQUE**  
**By-law No. 2015-070, as amended**

**Part I Provincial Offences Act**

**Schedule XX**

**Table of Fines and Penalties**

Item	Column 1 Short Form	Column 2 Provision creating or defining offence	Column 3 Set Fines \$
1.	Meter Parking - deposit unacceptable slug/coin	s. 21.1	50
2.	Driving – emerging lanes	s.43.1	35
3.	Driving – barricaded roadways	s.44.1	35
4.	Driving – traffic controls at fires	s.45.1	35
5.	Driving – driving over a fire hose	s.45.2	35
6.	Driving – prohibited on sidewalks	s.47.1.1	35
7.	Driving – prohibited on curbs	s.47.2.1	35
8.	Driving – prohibited on boulevards	s.47.3.1	35
9.	Driving – boarding and alighting	s.48.1	35
10.	Pedestrian – walking on roadways no sidewalk	s.51.1	15
11.	Pedestrian – ignoring barriers	s.52.1	15
12.	Playing on roadway	s.53.1	15
13.	Coasting on Roadways	s.55 .1	15
14.	Bicycle – fail to ride right hand lane	s.56.2.1	15
15.	Bicycle – fail to ride one way traffic direction	s.56.3.1	15
16.	Bicycle – carrying of goods	s.56.1	15
17.	Bicycle – on sidewalk more than 60cm	s.56.5	15
18.	Bicycle v on sidewalk over 12 yrs	s.56.6	15
19.	Bicycle – on prohibited road with authorized signs	s.56.7	15
20.	Skateboard, rollerskate, rollerblade on King Street East between International Square & Charles Street N/S	s.57.1	15
21.	Skateboard, rollerskate in Prohibited Area	s.57.2.1	15
22.	Skateboard, rollerskate to obstruct, inconvenience or endanger	s.57.2.2	15
23.	Signs – conflicting private signs w traffic control signs	s.60.1.3	35
24.	Signs – move, remove or deface traffic control signs	s.61.1	35
25.	Drive over lines on roadways – freshly painted	s.62.1	35
26.	Obstruction of roadway	s.63.1	35
27.	Driving – heavy truck on roadway	s.40.1	35

**NOTE:** The general penalty provision for the offences listed above is Part XII of Bylaw 2015-070, as amended, a certified copy of which has been filed and Section 61 of the *Provincial Offences Act*, R.S.O. 1990, c.P.33

**CORPORATION OF THE TOWN OF GANANOQUE**  
**By-law No. 2015-070, as amended by By-law No. 2021-079**

**Part II Provincial Offences Act**  
**Schedule XX**

**Table of Fines and Penalties**

<b>Item</b>	<b>Column 1 Short Form</b>	<b>Column 2 Provision creating or defining offence</b>	<b>Column 3 Early voluntary payment payable within 7 days \$</b>	<b>Column 4 Set Fine \$</b>
1.	Parking – Two-way Roadway	s.4.1.1.1	<del>40</del> 20	<del>1530</del>
2.	Parking – Right Side of One-way	s.4.1.1.2	<del>40</del> 20	<del>1530</del>
3.	Parking – One-way Roadways	s.4.2	<del>40</del> 20	<del>1530</del>
4.	Parking – angle outside of markings/sign	s.4.3.2	<del>40</del> 20	<del>1530</del>
5.	Parking – heavy motor vehicle	s.4.4.1	<del>40</del> 20	<del>1530</del>
6.	Parking – unattached trailer	s.4.4.2	<del>40</del> 20	<del>1530</del>
7.	Parking – unauthorized area	s.4.4.3	<del>40</del> 20	<del>1530</del>
8.	Parking – park left front and rear wheels to curb	s.4.4 .4	<del>40</del> 20	<del>1530</del>
9.	Parking – outside parking space	s.4.4.5	<del>40</del> 20	<del>1530</del>
10.	Parking – w/n 8m on side of road where Firehall is located	s.5.1.1	20	25
11.	Parking – opposite side of roadway w/n 30m of location of Firehall	s.5.1.2	20	25
12.	Parking – within 15m of an intersection	s.5.1.3	20	25
13.	Parking – within 30m of an intersection with traffic signal	s.5.1.4	20	25
14.	Parking – within 15m of a dead-end roadway	s.5.1 .8	20	25
15.	Parking – within 9m of an intersection	s.6.1.1	20	25
16.	Parking – within 15m of an intersection with traffic signals	s.6.1.2	40	45
17.	Parking – within 3m of a fire hydrant	s.6.1.3	20	25
18.	Parking – within 1.5m of a driveway	s.6.1.4	20	25
19.	Parking – obstruct a vehicle in laneway or driveway	s.6.1 .5	20	25
20.	Parking – prevent removal of vehicle previously parked	s.6.1.6	40	45
21.	Parking – prevent or impede to/from metered parking space	s.6.1.7	20	25
22.	Parking – parked on traveled portion of roadway less than 6m	s.6 .1.8	20	25
23.	Parking – on raised curb or landscaped boulevard	s.6.1.9	20	25
24.	Parking – upon or over sidewalk	s.6.1.10	20	25
25.	Parking – obstructing traffic	s.6.1.11	40	45
26.	Parking – displaying vehicle for sale	s.6.1.14	20	25
27.	Parking – greasing or repairing vehicle except emergency	s.6.1.15	20	25
28.	Parking – contrary to Special Circumstances	s.7.2	<del>40</del> 20	<del>1530</del>
29.	Parking – during a Snow Event	s.7.4	30	35
30.	Parking – restricted area prohibited by Emergency Personnel	s.7.5.1	30	35
31.	Parking – during a Special Event	s.7.6.1	<del>40</del> 20	<del>1530</del>



32.	Parking – interference with Snow Removal	s.8.1.1	30	35
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Item	Column 1 Short Form	Column 2 Provision creating or defining offence	Column 3 Early voluntary payment payable within 7 days \$	Column 4 Set Fine \$
33.	Parking – prohibited in Specified Places	s.9.1	<del>4020</del>	<del>4530</del>
34.	Parking – prohibited time on Town Property	s.9.2	<del>4020</del>	<del>4530</del>
35.	Stopping – prohibited with no signs	s.10.1	<del>4020</del>	<del>4530</del>
36.	Stopping – prohibited on roadway	s.11.1	<del>4020</del>	<del>4530</del>
37.	Stopping – prohibited with signs	s.12.1	<del>4020</del>	<del>4530</del>
38.	Parking – exceeding parking limits	s.13.1.1	<del>4020</del>	<del>4530</del>
39.	Parking – exceed limit of time for parking – on roadway 24 hrs	s.13.2.1	<del>4020</del>	<del>4530</del>
40.	Parking – overnight prohibition (winter)	s.13.3.1	30	35
41.	Parking – public property – time limits	s.14 .1.1	20	25
42.	Parking – public property - fail to display parking pass	s.14 .1.2	20	25
43.	Parking – public property – 1:00 - 7:00 am	s.14.1.3	20	25
44.	Parking – public property – reserved	s.14 .1.4	100	100
45.	Parking – public property – docking vessel	s.14 .1.5	100	100
46.	Par king – public property – docking vessel loading	s.14 .1.6	100	100
47.	Parking – private property – without consent	s.15 .1.1	20	25
48.	Meter Parking – outside parking space	s.16 .2	<del>4020</del>	<del>4530</del>
49.	Meter Parking – expired fee	s.1 7.1	<del>4015</del>	<del>4520</del>
50.	Meter Parking – expired time limit	s.1 8.1	<del>4015</del>	<del>4520</del>
51.	Meter Parking – covered with parking prohibited	s.1 9.1	<del>4020</del>	<del>4530</del>
52.	Meter Parking – front wheels opposite meter	s. 20.1.1	<del>4020</del>	<del>4530</del>
53.	Meter Parking – proper vehicle parking to meter on double mounted meter	s. 20.1.2	<del>4020</del>	<del>4530</del>
54.	Meter Parking – proper angle parking to meter	s. 20.1.3	<del>4020</del>	<del>4530</del>
55.	Loading Zone – no parking/stopping without unloading	s. 23.2.1	20	25
56.	School Bus Zone – no parking/stopping	s.2 4.2.1	20	25
57.	Passenger Bus Zone – no parking/stopping – without bus	s. 25.2.1	20	25
58.	Police Zone – no parking/stopping	s. 26.2.1	20	25
59.	Accessible Person Zone – no parking/stopping without ID	s. 27.2.1	300	350
60.	Parking – parked in a motor vehicle area only	s. 4.4.7	20	25

**NOTE: The general penalty provision for the offences listed above is Part XII of By-law No. 2015- 070, as amended, a certified copy of which has been filed and Section 61 of the *Provincial Offences Act*, R.S.O. 1990, c.P.33**



Vendor : 1000 To ZYCOM

Batch : All

Cash Requirement Date : Feb 26, 2024

Bank : 0099 To 07

Vendor Invoice	Vendor Name Description	Batch/ Pay Medium Code	Invoice Date/ Due Date	Invoice Amount	Paid Amount	Discount Amount	Released Amount	Payable Amount
<b>11638998CD</b>	<b>11638998 CANADA IN. O/A JULIA WEBER</b>							
1291	FESTIVAL OF LIGHTS CAMPAIGN	318 T	31-Dec-2023 31-Dec-2023	5,000.25	5,000.25	0.00	0.00	0.00
<b>873076</b>	<b>873076 ONTARIO INC.</b>							
16333	OCT 19TH IN KITCHEN SUPPRESSION VENT HOOD CLEANING	318 T	31-Dec-2023 31-Dec-2023	621.50	621.50	0.00	0.00	0.00
<b>AJS01</b>	<b>A J STONE COMPANY LTD</b>							
180809	REPAIR TO G1 FACEPIECES	45 T	30-Jan-2024 30-Jan-2024	126.09	126.09	0.00	0.00	0.00
181146	REPAIRS TO FACEPIECES	45 T	15-Feb-2024 15-Feb-2024	769.82	769.82	0.00	0.00	0.00
<b>ALL04</b>	<b>ALLAN GRAPHICS LTD.</b>							
69949	750 DOG LICENCE FORM	318 T	21-Dec-2023 21-Dec-2023	282.50	282.50	0.00	0.00	0.00
<b>ALL11</b>	<b>ALLIANCE SECURITY TEAM</b>							
C2751-020124	VOICE LOGGER ANSWERING SERVICE	45 T	01-Feb-2024 01-Feb-2024	238.10	238.10	0.00	0.00	0.00
<b>AQU04</b>	<b>AQUATIC INFORMATICS INC.</b>							
107790	WATERTRAX DATA MGT WATER/WASTEWATER RENEWAL	45 T	16-Feb-2024 16-Feb-2024	10,687.54	10,687.54	0.00	0.00	0.00
<b>BEA001</b>	<b>BEATTIE FILM</b>							
337	1000 ISLANDS WANDERER NOV 2023	318 T	13-Nov-2023 13-Nov-2023	3,955.00	3,955.00	0.00	0.00	0.00
<b>BRE07</b>	<b>BRENNTAG CANADA INC</b>							
46778769	CHLORINE	45 T	30-Jan-2024 30-Jan-2024	9,680.80	9,680.80	0.00	0.00	0.00
<b>CAD01</b>	<b>CADUCEON ENVIRONMENTAL LABS</b>							
I124-000245	SEWAGE SAMPLES	45 T	05-Feb-2024 05-Feb-2024	831.39	831.39	0.00	0.00	0.00
I124-000246	COLIFORMS ECOLI TESTING	45 T	05-Feb-2024 05-Feb-2024	3,394.67	3,394.67	0.00	0.00	0.00
I124-000247	SEWAGE SAMPLE	45 T	05-Feb-2024 05-Feb-2024	150.58	150.58	0.00	0.00	0.00
<b>CAM01</b>	<b>CAMERA KINGSTON</b>							
641783	NIKON Z5 BODY /CASE/TAMRON	45 T	14-Feb-2024 14-Feb-2024	3,780.98	3,780.98	0.00	0.00	0.00
<b>CELLCOM</b>	<b>8755477 CANADA INC.</b>							
297197-B1	IPHONE PROMAX 15	45 T	13-Feb-2024 13-Feb-2024	728.00	728.00	0.00	0.00	0.00
<b>CHA12</b>	<b>CHAMPAGNE DILLON JAMES</b>							
PP4	PP4	47 T	14-Feb-2024 14-Feb-2024	371.34	371.34	0.00	0.00	0.00
<b>CIM01</b>	<b>CIMCO REFRIGERATION</b>							
90895146	REPLACE FLOAT VALVE ASS. COMPRESSOR ROOM	318 T	09-Nov-2023 09-Nov-2023	3,180.48	3,180.48	0.00	0.00	0.00



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<b>CIN01 CINTAS CANADA LIMITED</b>								
4183018836	TOWN HALL WKLY RUG ROTATION	45 T	12-Feb-2024 12-Feb-2024	42.60	42.60	0.00	0.00	0.00
4183019238	ARENA WKLY RUG ROTATION	45 T	12-Feb-2024 12-Feb-2024	66.90	66.90	0.00	0.00	0.00
4183849536	TH WKLY RUG ROTATION	45 T	20-Feb-2024 20-Feb-2024	42.60	42.60	0.00	0.00	0.00
4183849578	ARENA WKLY RUG ROTATION	45 T	20-Feb-2024 20-Feb-2024	66.90	66.90	0.00	0.00	0.00
<b>CLA04 CLARKE &amp; WRIGHT PROFESSIONAL CORPORATION</b>								
34655	REG'D MUNICIPAL SERVICING - HILTON	45 T	22-Jan-2024 22-Jan-2024	422.11	422.11	0.00	0.00	0.00
<b>COC02 GIP PROPERTIES CORP</b>								
1162140	BIRCH WATER MAIN / STOCKPILE	45 T	31-Jan-2024 31-Jan-2024	4,420.14	4,420.14	0.00	0.00	0.00
<b>CUN01 CUNNINGHAM SWAN CARTY LITTLE &amp; BONHAM LLP</b>								
192548	EMPLOYMENT MATTERS	45 T	31-Jan-2024 31-Jan-2024	665.82	665.82	0.00	0.00	0.00
<b>DAL04 DA-LEE</b>								
INV0003112	ROAD REPAIR	45 T	06-Feb-2024 06-Feb-2024	6,972.10	6,972.10	0.00	0.00	0.00
<b>DEL04 DELAGE LANDEN FINANCIAL SERVICES CANADA INC.</b>								
9446296	32 IPHONES	45 T	14-Feb-2024 14-Feb-2024	322.73	322.73	0.00	0.00	0.00
[REDACTED]	[REDACTED]		20-Feb-2024	558.46	558.46	0.00	0.00	0.00
<b>DRA05 DRAPER DOORS</b>								
32380	DOOR REPAIR	45 T	05-Feb-2024 05-Feb-2024	593.25	593.25	0.00	0.00	0.00
<b>EVA02 EVANS UTILITY AND MUNICIPAL</b>								
169603	VALVE	45 T	03-Jan-2024 03-Jan-2024	384.77	384.77	0.00	0.00	0.00
169846	WALL CHARGER	45 T	13-Feb-2024 13-Feb-2024	119.78	119.78	0.00	0.00	0.00
<b>EVO02 EVOQUA WATER TECHNOLOGIES LTD.</b>								
906326279	MICRO ANALYZER	45 T	16-Feb-2024 16-Feb-2024	2,157.90	2,157.90	0.00	0.00	0.00
<b>FAM02 FAMILY SERVICES EAP KINGSTON</b>								
0124TOG	JAN - MARCH 2024 SERVICES	45 T	31-Jan-2024 31-Jan-2024	738.00	738.00	0.00	0.00	0.00
<b>FRO05 FRONTENAC MUNICIPAL LAW ENFORCEMENT INC.</b>								
GAN-2024-JANU	ANIMAL CONTROL / PARKING / BY-LAW ENFORCEMENT	45 T	31-Jan-2024 31-Jan-2024	8,250.63	8,250.63	0.00	0.00	0.00
GAN-LANDFILL-2	YARD WASTE ATTENDANT JAN 2024	45 T	31-Jan-2024	319.56	319.56	0.00	0.00	0.00



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GAN-LANDFILL21	DEC 2023 YARD WASTE ATTENDANT	320 T	31-Dec-2023 31-Dec-2023	319.56	319.56	0.00	0.00	0.00
<b>FUNNELL</b>	<b>FUNNELL ELECTRICAL CONTRACTING INC.</b>							
555	KINSMEN JUNCTION BOX REPAIR	45 T	15-Feb-2024 15-Feb-2024	889.31	889.31	0.00	0.00	0.00
<b>GAL07</b>	<b>GAL POWER SYSTEMS OTTAWA LTD.</b>							
116331	BLOCK HEATER	45 T	17-Jan-2024 17-Jan-2024	679.04	679.04	0.00	0.00	0.00
<b>GAN06</b>	<b>GANANOQUE HORTICULTURAL SOCIETY</b>							
COMMUNITYGR	COMMUNITY GRANT 2024 TOWN BEAUTIFICATION	45 T	21-Feb-2024 21-Feb-2024	1,237.36	1,237.36	0.00	0.00	0.00
<b>GAN26</b>	<b>GANANOQUE CURLING CLUB</b>							
2024 PROGRAMI	COMMUNITY GRANT SUBSIDIZING YOUTH-SENIOR PROGRAM	45 T	21-Feb-2024 21-Feb-2024	5,000.00	5,000.00	0.00	0.00	0.00
<b>GAN30</b>	<b>GANANOQUE WHEELS OF CARE</b>							
2024PROG	COMMUNITY GRANT -2024 PROGRAM	45 T	21-Feb-2024 21-Feb-2024	5,000.00	5,000.00	0.00	0.00	0.00
<b>GANARTS01</b>	<b>GANANOQUE ARTS NETWORK</b>							
TECHNOLOGYSI	COMMUNITY GRANT TECH EQUIPMENT & SUPPORT	45 T	21-Feb-2024 21-Feb-2024	5,000.00	5,000.00	0.00	0.00	0.00
<b>GIR03</b>	<b>GIRLS INCORPORATED OF UPPER CANADA</b>							
2024 STEM PRO	COMM GRANT 2024 STEM PROGRAM(WK CAMP)	45 T	21-Feb-2024 21-Feb-2024	1,250.00	1,250.00	0.00	0.00	0.00
<b>GOL01</b>	<b>GOLDSMITH SAW TOOL &amp; KNIFE</b>							
1991105	ZAMBONI BLADE SHARPENING	45 T	05-Feb-2024 05-Feb-2024	288.15	288.15	0.00	0.00	0.00
1991318	ZAMBONI BLADE SHARPENING	45 T	16-Feb-2024 16-Feb-2024	446.35	446.35	0.00	0.00	0.00
<b>GRE13</b>	<b>GREER GALLOWAY CONSULTING ENGINEERS</b>							
28653	ARENA FIRE ALARM DESIGN AND DRAWINGS	318 T	31-Dec-2023 31-Dec-2023	1,716.22	1,716.22	0.00	0.00	0.00
<b>GREMAPLES</b>	<b>GREEN MAPLES ENVIRONMENTAL INC</b>							
GME 5597	FEB 2024 CLEANING TH	45 T	22-Feb-2024 22-Feb-2024	1,615.90	1,615.90	0.00	0.00	0.00
GME 5598	FEB 2024 CLEANING	45 T	22-Feb-2024 22-Feb-2024	2,879.24	2,879.24	0.00	0.00	0.00
GME 5599	FEB 2024 CLEANING	45 T	22-Feb-2024 22-Feb-2024	470.08	470.08	0.00	0.00	0.00
<b>GRI02</b>	<b>TODD GRIER EXCAVATING</b>							
134370	HORSE DRAWN WAGON RIDES FAMILY DAY	45 T	14-Feb-2024 14-Feb-2024	1,073.50	1,073.50	0.00	0.00	0.00
<b>HAC01</b>	<b>HACH COMPANY</b>							



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344112	DIGITAL PH SENSOR PEEK	45 T	09-Feb-2024 09-Feb-2024	5,052.23	5,052.23	0.00	0.00	0.00
<b>HAM10</b>	<b>HAMILTON SMITH LIMITED</b>							
141121	REPAIR GAS LINE EMERG SERVICES PER DEFICIENCIES	320 T	31-Dec-2023 31-Dec-2023	4,407.00	4,407.00	0.00	0.00	0.00
<b>HAN01</b>	<b>HANSLER SMITH LTD</b>							
5778686	LAWN RAKE	45 T	14-Feb-2024 14-Feb-2024	151.96	151.96	0.00	0.00	0.00
5779119	PACK OF WHEELS	45 T	20-Feb-2024 20-Feb-2024	98.31	98.31	0.00	0.00	0.00
<b>IND02</b>	<b>INDUSTRIAL ELECTRICAL CONTRACTORS LTD.</b>							
4161	420 STONE ST PUMP 1 REPLACED FLOAT	45 T	13-Feb-2024 13-Feb-2024	1,049.49	1,049.49	0.00	0.00	0.00
<b>JET02</b>	<b>JET ELECTRICAL CONTRACTORS</b>							
8306	WTP TROUBLESHOOT PUMPS	45 T	04-Feb-2024 04-Feb-2024	1,056.55	1,056.55	0.00	0.00	0.00
8312	WTP WIRE REPAIR	45 T	12-Feb-2024 12-Feb-2024	932.25	932.25	0.00	0.00	0.00
8315	STREETLIGHTS	45 T	16-Feb-2024 16-Feb-2024	1,394.42	1,394.42	0.00	0.00	0.00
<b>JLR01</b>	<b>J L RICHARDS &amp; ASSOCIATES</b>							
116693	TRUNK SEWER HYDRAULIC STUDY JAN 15-JAN 31	45 T	05-Feb-2024 05-Feb-2024	8,123.10	8,123.10	0.00	0.00	0.00
117009	SEWAGE LAGOON DESLUDGING	45 T	09-Feb-2024 09-Feb-2024	393.04	393.04	0.00	0.00	0.00
117106	JAN 2024 EEPS PH 2 UTIL-021-19	45 T	12-Feb-2024 12-Feb-2024	33,897.89	33,897.89	0.00	0.00	0.00
<b>LAN10</b>	<b>LANARK LEEDS AND GRENVILLE</b>							
2023-009	OCT 25TH INV APRIL - SEPT 2023 SERVICES	320 T	31-Dec-2023 31-Dec-2023	12,428.00	12,428.00	0.00	0.00	0.00
<b>LAV001</b>	<b>LAVERNE'S</b>							
1029	FESTIVAL OF LIGHTS	318 T	31-Dec-2023 31-Dec-2023	1,349.22	1,349.22	0.00	0.00	0.00
		45 T	15-Feb-2024 15-Feb-2024	525.00	525.00	0.00	0.00	0.00
<b>MAC04</b>	<b>MACEWEN PETROLEUM INC</b>							
748325	DYED DIESEL SEASONAL	45 T	10-Feb-2024 10-Feb-2024	442.00	442.00	0.00	0.00	0.00
748342	DYED DIESEL SEASONAL	45 T	12-Feb-2024 12-Feb-2024	696.50	696.50	0.00	0.00	0.00
748360	DYED DIESEL SEASONAL	45 T	12-Feb-2024 12-Feb-2024	1,521.26	1,521.26	0.00	0.00	0.00
<b>MAC16</b>	<b>MACLELLAN WATER TECH. LTD</b>							
148983	12% NSF CHLORINE	45 T	14-Feb-2024 14-Feb-2024	40.45	40.45	0.00	0.00	0.00



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<b>MIN12</b>	<b>MINISTER OF FINANCE</b>							
30260124095602	4TH QTR 2023 OPTIC-23-24 OCT-DEC	318 C	31-Dec-2023 31-Dec-2023	4,992.55	4,992.55	0.00	0.00	0.00
<b>MIS03</b>	<b>MISTER SAFETY SHOES INC.</b>							
01221221033158	EMPLOYEE M.O. SAFETY BOOTS	45 T	20-Feb-2024 20-Feb-2024	206.41	206.41	0.00	0.00	0.00
01221222003204	EMPLOYEE SAFETY BOOTS M.H.	45 T	21-Feb-2024 21-Feb-2024	255.56	255.56	0.00	0.00	0.00
<b>OFF04</b>	<b>OFFORD PLUMBING</b>							
1478	OCT 18 2021 INV HERITAGE BUILDING LEAKING PIPE	318 T	31-Dec-2023 31-Dec-2023	244.38	244.38	0.00	0.00	0.00
<b>ONT03</b>	<b>ONTARIO MUNICIPAL FIRE PREVENTION OFFICERS</b>							
2024-01/01/31	ANNUAL MEMBERSHIP RENEWAL 2024	45 C	31-Jan-2024 31-Jan-2024	150.00	150.00	0.00	0.00	0.00
<b>ONT34</b>	<b>ONTARIO ASSOCIATION OF FIRE CHIEFS</b>							
64917	FSMC 025 PERSONAL MGT SKILLS APRIL 29-MAY 27 2024	45 T	01-Jan-2024 01-Jan-2024	499.00	499.00	0.00	0.00	0.00
64985	2024 LABOUR RELATIONS SEMINAR ALL INCL OPT 2	45 T	01-Jan-2024 01-Jan-2024	2,034.00	2,034.00	0.00	0.00	0.00
64986	2024 LABOUR RELATIONS SEMINAR ALL INC OPT2	45 T	01-Jan-2024 01-Jan-2024	2,034.00	2,034.00	0.00	0.00	0.00
<b>PUB04</b>	<b>PUBLIC SERVICES HEALTH &amp; SAFETY ASSOCIATION</b>							
4552	ELEARING CERTIFICATION1 & 2	45 T	02-Feb-2024 02-Feb-2024	1,579.74	1,579.74	0.00	0.00	0.00
<b>REA01</b>	<b>REALTAX INC.</b>							
93196	LGGE23-08	318 T	20-Dec-2023 20-Dec-2023	638.45	638.45	0.00	0.00	0.00
93197	LGGE23-19	318 T	20-Dec-2023 20-Dec-2023	824.90	824.90	0.00	0.00	0.00
93198	LGGE23-20	318 T	20-Dec-2023 20-Dec-2023	553.70	553.70	0.00	0.00	0.00
<b>ROY04</b>	<b>ROYAL CANADIAN LEGION BR. #92</b>							
MILITARYSERVI	COMMUNITY GRANT-MILITARY SERVICE RECOGNITION BOOK	45 T	21-Feb-2024 21-Feb-2024	1,995.00	1,995.00	0.00	0.00	0.00
<b>SOU03</b>	<b>SOUTHEASTERN TELECOMMUNICATION</b>							
48185	CABLING COUNCIL CHAMBERS	45 T	07-Feb-2024 07-Feb-2024	822.74	822.74	0.00	0.00	0.00
<b>SUP01</b>	<b>SUPERIOR PROPANE</b>							
48068362	FUEL FOR ZAMBONI	45 T	22-Feb-2024 22-Feb-2024	878.05	878.05	0.00	0.00	0.00
<b>SWE01</b>	<b>SWEET'S SAND &amp; GRAVEL</b>							
S-0084965	WASHED FILTER SAND	45 T	30-Jan-2024 30-Jan-2024	1,735.40	1,735.40	0.00	0.00	0.00



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<b>SWI01</b>	<b>SWISH MAINTENANCE LIMITED</b>							
K711870	PAPER & CLEANING PRODUCTS TH	45 T	14-Feb-2024 14-Feb-2024	240.08	240.08	0.00	0.00	0.00
<b>TEN01</b>	<b>TENNANT'S WELDING</b>							
53624	FABRICATE SLIDING SCREEN WATER TOWEL	45 T	02-Feb-2024 02-Feb-2024	690.66	690.66	0.00	0.00	0.00
59580	MATERIAL SUPPLY	318 T	21-Dec-2023 21-Dec-2023	118.65	118.65	0.00	0.00	0.00
		45 T	20-Feb-2024 20-Feb-2024	889.55	889.55	0.00	0.00	0.00
<b>UNI16</b>	<b>UNIVERSAL SUPPLY GROUP</b>							
107-205642	ELECTRICAL TAPE GBM 150	318 T	06-Nov-2023 06-Nov-2023	20.61	20.61	0.00	0.00	0.00
107-205789	CRIMP CONNECTOR WIRING GBM 150 LIGHTING	318 T	07-Nov-2023 07-Nov-2023	47.45	47.45	0.00	0.00	0.00
107-205953	CABLE HANGING LIGHTS GBM 150	318 T	09-Nov-2023 09-Nov-2023	29.37	29.37	0.00	0.00	0.00
107-211630	TRI TOWER BELT	45 T	02-Feb-2024 02-Feb-2024	33.89	33.89	0.00	0.00	0.00
107-212030	BATTERY CABLE	45 T	09-Feb-2024 09-Feb-2024	28.25	28.25	0.00	0.00	0.00
107-212279	ZAMBONI GREASE	45 T	15-Feb-2024 15-Feb-2024	191.02	191.02	0.00	0.00	0.00
<b>VAN02</b>	<b>VANDUSEN TRACI W.</b>							
EXPFE232024	SUPPLIES - COSTCO	45 T	23-Feb-2024 23-Feb-2024	176.22	176.22	0.00	0.00	0.00
REIMB SUPPLIES	COFFEE SUPPLIES	45 T	21-Feb-2024 21-Feb-2024	31.59	31.59	0.00	0.00	0.00
<b>WEB001</b>	<b>WEBB BROCK T.</b>							
PP3 ADJ	PPD 3 ADJ	49 T	14-Feb-2024 14-Feb-2024	48.74	48.74	0.00	0.00	0.00
<b>WHI03</b>	<b>WHITEHOTS INC.</b>							
3523451	BOOKS	45 T	16-Feb-2024 16-Feb-2024	98.28	98.28	0.00	0.00	0.00
<b>WOL01</b>	<b>WOLSELEY MECHANICAL GROUP - WATERWORKS GROUP</b>							
3995523	SUPPLIES	318 T	04-Dec-2023 04-Dec-2023	507.66	507.66	0.00	0.00	0.00
3995524	FH QUEEN STREET	318 T	04-Dec-2023 04-Dec-2023	1,363.09	1,363.09	0.00	0.00	0.00
4181048	CONNECTOR - 220 FIRST ST	45 T	02-Feb-2024 02-Feb-2024	48.16	48.16	0.00	0.00	0.00
4181049	INSERT STIFFENER	45 T	02-Feb-2024 02-Feb-2024	64.08	64.08	0.00	0.00	0.00
4181050	REPAIR CLAMP BIRCH WMB	45 T	02-Feb-2024 02-Feb-2024	231.21	231.21	0.00	0.00	0.00
<b>ZAM01</b>	<b>ZAMBONI COMPANY LTD</b>							





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119295	ZAMBONI EDGER PARTS - BLADES	45 T	09-Feb-2024 09-Feb-2024	102.81	102.81	0.00	0.00	0.00
<b>ZYCOM</b>								
<b>ZYCOM TECHNOLOGY INC.</b>								
IN-42464-01	LENOVA THINKPAD	45 T	07-Feb-2024 07-Feb-2024	3,177.79	3,177.79	0.00	0.00	0.00
IN-74849-01	SWITCHES WTP & VIS CENT PORTS FOR SENSORS	45 T	15-Jan-2024 15-Jan-2024	3,585.49	3,585.49	0.00	0.00	0.00
IN-75781-01	PW HP WORKSTATION DESKTOP	45 T	07-Feb-2024 07-Feb-2024	2,530.83	2,530.83	0.00	0.00	0.00
IN-75810-01	HP LAPTOP ASSET MGT	45 T	07-Feb-2024 07-Feb-2024	3,344.80	3,344.80	0.00	0.00	0.00
IN-75818-01	PW HP PRO DESKTOP	45 T	07-Feb-2024 07-Feb-2024	1,625.71	1,625.71	0.00	0.00	0.00
IN000000000102	MICROSOFT 365 BUSINESS PREMIUM	45 T	23-Jan-2024 23-Jan-2024	31.87	31.87	0.00	0.00	0.00
<b>Totals :</b>				<b>210,068.41</b>	<b>210,068.41</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**From:** Rob Bickerton, B.Comm (Hons), CFP, CPA

**Sent:** February 28, 2024 9:37 AM

**To:** David Osmond <dosmond@gananoque.ca>; John Beddows <jbeddows@gananoque.ca>; Matt Harper <mharper@gananoque.ca>; Penny Kelly <clerk@gananoque.ca>; Anne-Marie Koiner <amkoiner@gananoque.ca>; cbrown <cbrown@gananoque.ca>; pkirkby <pkirkby@gananoque.ca>; Vicki Leakey <vleakey@gananoque.ca>

**Subject:** Please circulate to marina staff and councillors

Dear Staff, Mayor and Councillors,

Thank you for your efforts to shelter the garbage at the marina with the new enclosure.

I note however it is a high permanent structure that now blocks and impairs the marina and water view for some of the condos at 50 market st. In particular the east side units from ground floor to 3rd floor.

While it will be a containment for the garbage the fact remains it is now a permanent and high structure to address a very seasonal "problem". As such it is a shame and will likely impair some property values in the 50 market st. building.

I am sending this as an individual person and I am representing my views.

Thank you and please confirm receipt.

Rob bickerton

February 26, 2024

Mayor and Council

How often do we hear that something is not my job or my responsibility?

Hospitals are the responsibility of the Province and apparently that is the reason given by the Mayor for not in any way supporting the request for a donation to the Kingston General Hospital.

Perhaps that make sense, but for many people they quite often do things because the job is important and if they did not do it then it would not get done. This kind of participation is referred to as volunteering.

I live beside a volunteer fire fighter, hockey and soccer coaches, a person who assists with school lunches, someone who shovels their neighbors' driveways, and the list goes on. They are volunteers.

KGH is our hospital and whether Provincial regulation imposes responsibility on Gananoque to contribute to its operation or not, I believe we have a moral obligation to contribute. I believe many in our town would be quite happy if we could find even a small amount of money to support its operation.  
**It benefits us all.**

The Town is currently in negotiations with the Township with respect to the funding of the Lou Jeffries arena. The Town owns the building. There is no legal obligation for the Township to contribute financially to it. However if they do not then there is the very real possibility of the imposition of high user fees. This would put participation in valuable sporting activities out of reach for many people. In this instance the Town is asking the Township to recognize that volunteer participation is important.  
**It benefits us all.**

Just as we are requesting the Township to pitch in because it needs to be done rather than because it is required by law or statute, I ask that Council reconsider the request from KGH for funding. Any contribution is better than none and it signifies that the Town of Gananoque recognizes the value added to our lives by doing so.

Thank you for at least reading my letter.

Sincerely  
Jim Garrah  
456 Garden Street  
Gananoque ON K7G 1J7

cc Council, Township of Leeds and the Thousand Islands

# News Release

For immediate release  
February 26, 2024



## Cataraqi Conservation Updates Watershed Conditions Statement – Water Safety for Inland Lakes and Streams

**Kingston** – Cataraqi Conservation has updated its Water Safety Statement due to the forecast for warmer temperatures and rainfall and is asking residents and visitors to the Cataraqi Region to exercise caution on waterbodies and near shorelines.

### **Weather Situation:**

The spring freshet (snowmelt) has arrived early this year. Daytime highs of 10-15 °C are expected February 27 and 28, accompanied by 20 – 35mm+ rainfall, the bulk of the rain falling on Feb. 28. Below zero temperatures are expected to return briefly starting the night of Feb. 28, before a sustained period of warmth begins March 1.

### **Risks:**

Streamflows are about normal for this time of year, the snow water equivalent in the snowpack is below normal and the ground remains frozen. Inland lakes and streams may rise quickly due to higher runoff over frozen ground. If the rainfall that's received is in the higher end of the forecasted range some water levels may exceed those seen during a typical spring freshet.

**Ice safety concerns remain. The warmer temperatures and elevated flows and fluctuating water levels will act to weaken the ice.**

Cataraqi Conservation is urging caution when considering activities on the ice, particularly around all dams (inflow and outflow channels), fast-flowing watercourses, and stormwater ponds. Respect the hazards in these areas by obeying all warning signs, and keep away from booms, buoys, and barriers. Stay well back from the water's edge above and below dams and hydroelectric stations. Creek banks and lake shorelines may be slippery, increasing the chance of falling in.

Cataraqi Conservation does not use ice thickness measurements for evaluating ice conditions. Due to climate variability ice formation may not be consistent and ice conditions can deteriorate quickly. Based on observations by area water managers (representatives of local private power companies, provincial and federal ministries responsible for water management) there is concern for the condition of the ice, which can vary considerably from one waterbody to the next and within a single waterbody. No ice is without some risk. [Visit lifesaving.org](https://www.lifesaving.org) for ice safety information.

**Cataraqi Conservation**

2069 Battersea Rd., Glenburnie ON, K0H 1S0 • [info@crca.ca](mailto:info@crca.ca) • 613-546-4228 • [CataraqiConservation.ca](https://www.CataraqiConservation.ca)



Widespread flooding is **NOT** expected at this time. However, localized inundation of low-lying and poorly drained areas is possible. If you witness flooding and/or require assistance, your first point of contact is the local municipality.

Staff will continue to monitor conditions and forecasts and will update statements as needed. This Watershed Conditions Statement will remain in effect until (or updated before) Wednesday, March 13, 2024, at 11:59 PM.

For up-to-date flooding information, please visit our flood forecasting and information page at <https://cataraquiconservation.ca/pages/flood>

***See below for watershed conditions terminology:***

**Normal:** No flood conditions exist

**Watershed Conditions Statement – Water Safety:** High flows, unsafe banks, melting ice or other factors that could be dangerous for recreational users such as anglers, canoeists, hikers, children, pets, etc. Flooding is not expected.

**Watershed Conditions Statement – Flood Outlook:** Early notice of the potential for flooding based on weather forecasts calling for heavy rain, snow melt, high wind or other conditions that could lead to high runoff, cause ice jams, lakeshore flooding or erosion.

**Flood Watch:** Flooding is possible in specific watercourse or municipalities. Municipalities, emergency services and individual landowners in flood-prone areas should prepare.

**Flood Warning:** Flooding is imminent or already occurring in specific watercourses or municipalities. Municipalities and individuals should take action to deal with flood conditions. This may include road closures and evacuations.

**Media contact for more information:**

Krista Fazackerley, Supervisor, Comm & Education

(613) 546-4228 ext. 243

[kfazackerley@crca.ca](mailto:kfazackerley@crca.ca)

**Municipalities contact for more information:**

Shawn Fairbank, Technologist, Water Resources

(613) 546-4228 ext. 284

[sfairbank@crca.ca](mailto:sfairbank@crca.ca)

Mallory Wright, Technologist, Water Resources

(613) 546-4228 ext. 234

[mwright@crca.ca](mailto:mwright@crca.ca)

Steve Knapton, Coordinator, Operations Planning

(613) 546-4228 ext. 223

[sknapton@crca.ca](mailto:sknapton@crca.ca)

Toll-free (613 area code)

1-877-956-CRCA (2722)

## MEDIA RELEASE

FOR IMMEDIATE RELEASE  
March 1, 2024

### Council Recognizes Long-Standing Employee of the Counties, Anne Dixon

Anne Dixon began her career in 1989 with the City of Brockville and in 2001. When the Province of Ontario downloaded family benefits to the United Counties of Leeds and Grenville, Anne assumed the role of Family Support Worker.

Anne has fulfilled many roles, including Ontario Works Case Manager, Eligibility Review Officer, and in 2020, transferred as a Case Manager to the Housing Department where she remains today, working out of the Prescott satellite office.

In her Warden's remarks at January's Counties Council meeting, Nancy Peckford said, "Anne's ability to provide support, empathy, and guidance to empower the people that we serve is amazing and serves as a role model to all staff. Anne cares deeply about people, and the Counties is so very fortunate to have had Anne dedicate her past 40 years to uplifting people in our community. Anne has earned the deep respect of management, peers, community partners and her clients."



(Left to right) Warden Nancy Peckford, Anne Dixon, Alison Tutak.

For more information, please contact Director of Community and Social Services, Alison Tutak at 613-342-3840 ext. 2305 or by email at [Alison.Tutak@uclg.on.ca](mailto:Alison.Tutak@uclg.on.ca)

March 1, 2024

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### **Statement from Warden Peckford on the Passing of Former Warden, Ken Finnerty**

“On behalf of Council, Municipal staff and the community, I would like to express our sincere and heartfelt condolences to family and dear friends on the passing of Mr. Ken Finnerty, long-serving Reeve of the Town of Kemptville, Councillor and Deputy of Mayor of the Municipality of North Grenville. Mr. Finnerty passed away on January 14, 2024.

Mr. Finnerty was a pillar of this community and his loss will be felt by many. Though I did not have the honour of working with him personally - many who knew him well have spoken to me of his enormous impact on our community. His legacy continues today.

He was first elected as Councillor in 1985 and served until 1997. From 1994 – 1997 he served as Reeve of the Town of Kemptville. In 1995, Ken Finnerty was appointed Warden for the United Counties of Leeds and Grenville, an honour his father held exactly forty years prior.”

Warden Peckford’s full statement can be found by visiting North Grenville’s website at: <https://www.northgrenville.ca/news/statement-from-mayor-nancy-peckford-on-passing-of-former-reeve-ken-finnerty>

### **Council Appoints Interim County Clerk/Manager of Legislative Services**

In January, Council appointed Geoff Clarke as the interim County Clerk/Manager of Legislative Services. Mr. Clarke brings a high level of experience in both the public and private sectors. After spending the last nine years with the City of Cornwall, Mr. Clarke is looking forward to his new role with the Counties.

For more information, contact County Clerk/Manager of Legislative Services, Geoff Clarke, at 613-342-3840 ext. 2456 or by email at [Geoff.Clarke@uclg.on.ca](mailto:Geoff.Clarke@uclg.on.ca).

March 1, 2024

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## Council Extends Best-Wishes to Economic Development Officer, Deanna Clark



Members of the Counties' Economic Development team from left to right: Cyndy Bolton, Joanne Poll, Ann Weir, Deanna Clark, Carol Hardy, Shelbi McFarlane, Jeanette Johnston.

Council extended their best-wishes to the Counties now former Economic Development Officer, Deanna Clark, as she officially retired on January 26<sup>th</sup>.

After 25 years with the Brockville Recorder and Times, Deanna brought her knowledge and expertise in journalism and photography to the Leeds Grenville Economic Development Office in May 2010. During her near 14 years at the Counties, Deanna has been instrumental in the creation of the business eNewsletter, along with supporting the development of several promotional videos, numerous articles and publications and the Economic Development website. Deanna has taken 1000s of photos across the region and interviewed 100s of business owners. She has also played a key role in the coordination of the Bill Thake Award for Economic Development Leadership since its 2011 launch.



**March 1, 2024**

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“Deanna is leaving the Economic Development Office after building a strong foundation of promotional tools and an amazing inventory of photography from throughout Leeds Grenville. She will be missed by her colleagues and the many friends she has made along the way” said Economic Development Manager, Ann Weir.

For more information, please contact Economic Development Manager, Ann Weir, at 613-342-3840 ext. 5365 or by email at [Ann.Weir@uclg.on.ca](mailto:Ann.Weir@uclg.on.ca)

### **2024 Budgets Approved by Council and Joint Services Committee**

In February the budgets for all Counties services were approved, including services administered on behalf of our Joint Services partner Communities of Brockville, Prescott and Gananoque. The Counties is completing a summary of the 2024 Budget and will be releasing a document to the public in the coming weeks.

At this time, the Counties is in the process of sharing information with partner municipalities to enable them to complete their taxation requirements.

For more information regarding the 2024 Budgets, contact Treasurer, Pat Huffman, at 613-342-3840 ext. 2468 or by email at [Pat.Huffman@uclg.on.ca](mailto:Pat.Huffman@uclg.on.ca).

### **Upcoming Meetings**

The next Joint Services Committee (JSC) meeting will be held on Tuesday, March 5<sup>th</sup>. Committee of the Whole will take place on Wednesday, March 6<sup>th</sup>. Maple View Lodge Committee of Management will meet on Thursday, March 7<sup>th</sup>. Counties Council will take place on Thursday, March 21<sup>st</sup>.

The full United Counties of Leeds and Grenville meeting calendar can be found [here](#).

All regular meetings start at 9:00 a.m. in the Council Chambers at 25 Central Avenue West, Brockville. If you require more information, please contact Interim County Clerk/Manager of Legislative Services, Geoff Clarke, at 613-342-3840 ext. 2456 or by email at [Geoff.Clarke@uclg.on.ca](mailto:Geoff.Clarke@uclg.on.ca)



March 1, 2024

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**Media inquiries:**

John Kalivas, Communications Coordinator  
United Counties of Leeds and Grenville  
25 Central Avenue W., Suite 100, Brockville, ON, K6V 4N6  
613-802-1687 or [John.Kalivas@uclg.on.ca](mailto:John.Kalivas@uclg.on.ca)

The Corporation of the Town of



## TREES AND TRAILS ADVISORY PANEL MINUTES

On Thursday, February 8<sup>th</sup> at 1:00 PM

Town Hall Board Room – Town Hall, 30 King Street East Gananoque and Webex

COMMITTEE MEMBERS PRESENT		STAFF PRESENT
<b>Chair:</b>	Chair Councillor David Osmond	Robert Kennedy, Facilities Superintendent
<b>Members:</b>	Doug Bickerton	Lynsey Zufelt, Recording Secretary
	Terry Childs	
	Gerry Brown	
	David Frid	
	Calder Schweitzer	
<b>Regrets:</b>	Therese Conway	

<b>1.</b>	<b>Call Meeting to Order</b>
	Chair David Osmond, Council Representative, called the meeting to order at 1:01 PM
<b>2.</b>	<b>Disclosure of Pecuniary Interest &amp; General Nature Thereof – None</b>
<b>3.</b>	<b>Adoption of Minutes</b>
	<b>Motion-TTAP-2024-01 – Adoption of Minutes October 5, 2023</b> <b>Moved By:</b> Terry Childs <b>Seconded By:</b> Calder Schweitzer BE IT RESOLVED THAT THE TREES AND TRAILS ADVISORY PANEL ADOPT THE MINUTES OF THE OCTOBER 5 <sup>TH</sup> , 2023 MEETING, AS AMENDED. <p style="text-align: right;">- <b>CARRIED</b></p>
<b>4.</b>	<b>Public Question / Comment</b>
	Community Member Alison Timusk noted an area of land which borders the Castlegrove Sub-Division and vacant land to the east. There is a concern that the edge of a small pond is being disturbed by infill coming from the sub-division lands.

5.	<b>Disclosure of Additional Items</b>
	<p>1. Panel Recording Secretary enquired about the Grass Cutting Green Alternatives motion passed by Council in March 2023 and if there were any notable impacts on the trails observed during the first year of the initiative's trial which could be taken into consideration prior to the 2024 mowing season.</p>
	<p><b>Motion-TTAP-2024-02 – Grass Cutting Green Alternatives – Trial Period Recommendations</b></p> <p><b>Moved By:</b> Terry Childs     <b>Seconded By:</b> Doug Bickerton</p> <p>BE IT RESOLVED THAT THE TREES AND TRAILS ADVISORY PANEL RECOMMEND THAT COUNCIL MAKE MODIFICATIONS TO THE 'CUT SMART AND LIVE BETTER WHILE REDUCING COSTS – GRASS CUTTING GREEN ALTERNATIVES' NATURALIZATION ZONES PER COUNCIL REPORT REC-2023-08, AS FOLLOWS:</p> <ol style="list-style-type: none"> <li>1. ROAD EASEMENT (BAY ROAD/PRINCESS STREET): DO NOT MAINTAIN; AND,</li> <li>2. ARTHUR STREET (GRASSHOPPER PARK): MAINTAIN A 2M WIDE STRIP.</li> </ol> <p style="text-align: right;">- <b>CARRIED</b></p>
6.	<b>Delegations – None</b>
7.	<b>Presentations by Staff (Others) – None</b>
8.	<b>Unfinished Business</b>
	1. Urban Forest By-law
	<p><b>Motion-TTAP-2024-03 – Urban Forest By-law Draft</b></p> <p><b>Moved By:</b> Calder Schweitzer     <b>Seconded By:</b> Doug Bickerton</p> <p>BE IT RESOLVED THAT THE TREES AND TRAILS ADVISORY PANEL RECOMMEND COUNCIL DIRECT STAFF TO REVIEW AND PROVIDE FEEDBACK TO THE DRAFT URBAN FOREST BY-LAW AS AMENDED.</p> <p style="text-align: right;">- <b>CARRIED</b></p>
	2. Trail Distance Markers – Robert Kennedy, Facilities Superintendent, presented a concept for the trail markers, which the Panel discussed and Staff will place order.
9.	<b>Correspondence – None</b>

<b>10.</b>	<b>New Business/Reports</b>
	1. New Trailhead signage – The quantities for trail access signage (updated with new name “Murray-Bickerton Gananoque Trails”), will be determined and presented by Panel Members at future meeting.
	2. McLean Woods – At this time, the Panel briefly discussed re-planting in the area. Forest management will be necessary for the health of the forest and safety of trail users.
	3. Volunteer Trail Patrol Committee – Tabled until next Regular Meeting
	4. Additional Staff for Recreation Department – At this time, Councillor Osmond described the budgeting process involved in the creation of an additional Staff position. No further action was taken.
<b>11.</b>	<b>Discussion of Additional Items (Round Table)</b>
	Summer Trail Maintenance – email to staff to put it on a work order
<b>12.</b>	<b>Next Meeting</b> – Thursday, March 28 <sup>th</sup> at 1:00 PM
<b>13.</b>	<b>Questions from the Media</b> – None
<b>14.</b>	<b>Adjournment</b>
	<p><b>Moved by:</b> Doug Bickerton</p> <p>Be it resolved that the Trees and Trails Advisory Panel hereby adjourn the February 8<sup>th</sup>, 2024 meeting at 3:03 PM.</p> <p style="text-align: right;"><b>CARRIED – UNANIMOUS</b></p>
<hr/> Councillor David Osmond, Chair	<hr/> Lynsey Zufelt, Recording Secretary



## Heritage Advisory Panel Minutes

Held On Tuesday, February 13, 2024

In-person/Online at 6:00pm

<b>PANEL MEMBERS PRESENT</b>		<b>STAFF COUNCIL PRESENT</b>
<b>Chair:</b>	Councillor Matt Harper	Amanda Trafford, Economic Development and Cultural Heritage Coordinator
	Derryl Wood	<b>PUBLIC</b>
	Joanne van Dreumel	Anna Collett – 1000 Islands History Museum
	Christine Milks	
	Mathew Thivierge	
<b>REGRETS:</b>	Dave Anderson	

<b>1.</b>	<b>Call Meeting to Order – Chair called the meeting to order at 6:01pm</b>
<b>2.</b>	<b>Disclosure of Pecuniary Interest &amp; General Nature Thereof - NONE</b>
<b>3.</b>	<p><b>Approval of Minutes from November 14, 2023 meeting</b></p> <p><b>HAP Motion #2024- 01 – Approval of Minutes – November 14, 2023</b></p> <p><b>Moved by:</b> Joanne van Dreumel <b>Seconded by:</b> Mathew Thivierge</p> <p>BE IT RESOLVED THAT HERITAGE ADVISORY PANEL APPROVES THE MINUTES FROM THE NOVEMBER 14, 2024 HAP MEETING.</p> <p style="text-align: right;"><b>CARRIED</b></p>
<b>4.</b>	<b>Public Question/Comment (Only Addressing Items on the Agenda) - NONE</b>
<b>5.</b>	<b>Disclosure of Additional Items - NONE</b>
<b>6.</b>	<b>Delegations - NONE</b>
<b>7.</b>	<b>Presentations by Staff/Others - NONE</b>
<b>8.</b>	<p><b>Community Success Stories</b></p> <ul style="list-style-type: none"> <li>• Joanne mentioned Festival of Lights and how successful it was</li> <li>• Museum had great success this season</li> <li>• Will be hosting Family Day events</li> </ul>
<b>9.</b>	<p><b>New Business</b></p> <ul style="list-style-type: none"> <li>• Elizabeth Barnett Plaque and Water St Bridge Plaque installed</li> </ul>

10.	<b>Correspondence - NONE</b>
11.	<p><b>Unfinished Business</b></p> <ul style="list-style-type: none"> <li>• Susan Push Umbrella <ul style="list-style-type: none"> <li>○ Museum working on a grant for permanent structure over Susan</li> <li>○ Joanne will keep us updated</li> </ul> </li> <li>• Historic Properties <ul style="list-style-type: none"> <li>○ Amanda to write council report</li> <li>○ It will be presented at council, if approved then we can engage with Edgar to draft new by-laws.</li> </ul> </li> </ul>
12.	<b>Discussion of Additional Items - NONE</b>
13.	<b>Next Meeting – March 12, 2024 at 6:00PM Town Hall</b>
14.	<p><b>Adjournment</b></p> <p><b>HAP Motion #2024-02 – Motion to Adjourn</b></p> <p><b>Moved by:</b> Joanne van Dreumel</p> <p>BE IT RESOLVED THAT THE TOURISM ADVISORY PANEL (TAP) ADJOURNS ITS MEETING HELD ON FEBRUARY 13, 2024 AT 6:29 PM.</p> <p style="text-align: right;"><b>CARRIED</b></p>

<hr/> Matt Harper, Chair	<hr/> Amanda Trafford, Recording Secretary
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**MOTION / RESOLUTION OF COUNCIL**

<b>Date:</b> March 5, 2024	
<b>Subject: Confirming By-law – March 5, 2024</b>	
<b>Moved By:</b>	
<b>Seconded By:</b>	
<p>BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2024-019, BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL AT ITS REGULAR MEETING HELD ON TUESDAY, MARCH 5<sup>TH</sup>, 2024, BE READ THREE TIMES AND FINALLY PASSED THIS 5<sup>TH</sup> DAY OF MARCH 2024.</p>	

**Ayes** \_\_\_\_\_ **Nays** \_\_\_\_\_

**Carried:** \_\_\_\_\_

**Defeated:** \_\_\_\_\_

**Tabled/Postponed:** \_\_\_\_\_

\_\_\_\_\_  
John S. Beddows, Mayor

MA s. 246 - When a recorded vote is requested, the Clerk will call for each Councillors vote (Aye or Nay), mark the recorded vote as indicated by the member, and announce whether the motion is carried or defeated. The Mayor will then sign the motion.

<b>RECORDED VOTE:</b>	Aye	Nay
Brown, Colin		
Harper, Matt		
Kirkby, Patrick		
Koiner, Anne-Marie		
Leakey, Vicki		
Osmond, David		
Beddows, John		
<b>TOTALS</b>		