

The Corporation of the Town of



REGULAR COUNCIL MEETING AGENDA

Held on Tuesday, June 21, 2022 at 6:00 PM

Via Telephone, Video Conference and In-Person

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

Access Code: 2630 987 6944

Video Conference Link: [Click here](#)

Access Code: 2630 987 6944

1.	Call Meeting to Order
2.	Disclosure of Pecuniary Interest & General Nature Thereof
3.	Land Acknowledgement Statement
4.	Public Question/Comment (Only Addressing Notice of Motion(s) or Reports on the Agenda)
5.	Disclosure Additional Items
6.	Delegations – None
7.	Presentations/Awards/Deputations – None
8.	Mayor’s Declarations – None
9.	Public Meetings
10.	Correspondence
	1. Accounts Payable – May 31 to June 12, 2022
	2. Various Shadow Ministers – Rural Economic Development
	3. Gananoque Wheels of Care – 2022 Business Update
	4. Unadopted Minutes – Downtown Business Improvement Area (BIA) Board – May 11, 2022
	5. Unadopted Minutes – Tourism Advisory Panel (TAP) – June 2, 2022

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.

11.	Unfinished Business
	Penny Kelly, Clerk / CEMC
	Council-CSC-2022-03 – Amend General Fees and Rates By-law No. 2016-047, Schedule 'G' – Taxi Rates and Fees
	Council-CSC-2022-04 – Amend Sign and Advertising Devices By-law – Municipal Election Signage
	Doug Wark, Manager of Community Services
	Council-CS-2022-19 – 1000 Islands Kayaking Inc. – Amending Lease Agreement – Change of Boat Dockage Location
12.	Motion #22-109 – Approval of Minutes – Tuesday, June 7, 2022
13.	Motions (Council Direction to Staff)
14.	Notice Required Under the Notice By-law – None
15.	Committee Updates (Council Reps)
16.	Discussion of Additional Items
17.	Staff Reports
	Gord Howard, Fire Chief
	Council-FIRE-2022-04 – Amend HR Policy – Add Employees as Paid On-Call Firefighter – HR-700-19
	Doug Wark, Manager of Community Services
	Council-CS-2022-20 – Poker Run – Overnight Parking at PUC Docks and Delegation of Authority for Future Requests
	David Armstrong, Manager of Public Works
	Council-RDS-2022-12 – Award of Contract – One (1) Single-Axle 5-Ton Truck and One (1) All-Season Combination Dump Body Spreader
	Council-RDS-2022-13 – Lowertown Parking Options
	Shellee Fournier, CAO
	Council-CAO-2022-10 – Municipal Agreement – Cataraqui Region Conservation Authority (CRCA)
	Melanie Kirkby, Treasurer
	Council-FIN-2022-25 – Capital Matters Pending

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18.	Questions from the Media
19.	Confirmation By-law
	By-law No. 2022-073 – Confirm the proceedings of Council for the meeting held on Tuesday, June 21, 2022 (3 Readings)
20.	Next Meeting – Tuesday, July 12, 2022
21.	Adjournment

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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.



Vendor : 1000 To ZYCOM

Batch : All

Cash Requirement Date : Jun 12, 2022

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
10097047	10097047 CANADA INC. - EVB ENGINEERING							
5553	STONE ST COMM PLC UPGRADE	146 T	17-May-2022 17-May-2022	1,073.50	1,073.50	0.00	0.00	0.00
ABE01	ABELL PEST CONTROL							
A4222044	JUNE 2022 PEST CONTROL	146 T	01-Jun-2022 01-Jun-2022	97.42	97.42	0.00	0.00	0.00
ADV02	ADVANTAGE DATA COLLECTION							
1949	ANNUAL INSPECTION OF SIGNS FOR REFLECTIVITY REG 239/02	148 T	20-May-2022 20-May-2022	4,820.81	4,820.81	0.00	0.00	0.00
ALL02	ALLIANCE WIRELESS COMMUNICATIONS							
C2751-060122	MAY 2022	148 T	01-Jun-2022 01-Jun-2022	229.01	229.01	0.00	0.00	0.00
ALL11	ALLIANCE SECURITY TEAM							
YAL3390-060122	SECURITY SYSTEM UPDATE	148 T	01-Jun-2022 01-Jun-2022	553.70	553.70	0.00	0.00	0.00
ALT03	ALTAIR ELECTRONICS							
4653	HP PAVILION 27-d0119 FHD ALL IN ONE	148 T	27-May-2022 27-May-2022	8,131.48	8,131.48	0.00	0.00	0.00
ARC02	ARCTIC GLACIER							
4218214102	WATER	148 T	21-May-2022 21-May-2022	870.62	870.62	0.00	0.00	0.00
4218212406	WATER	148 T	04-May-2022 04-May-2022	261.62	261.62	0.00	0.00	0.00
BEL04	BELL MOBILITY INC							
530782071 MAY2	MAY 27 2022 INVOICE 530782071	148 T	27-May-2022 27-May-2022	7,327.88	7,327.88	0.00	0.00	0.00
BEN02	BENSON AUTO PARTS							
94285356	TARP STRAP	146 T	19-May-2022 19-May-2022	15.55	15.55	0.00	0.00	0.00
BER03	BERRN CONSULTING LTD.							
202205084	SUPPLIES	148 T	07-Jun-2022 07-Jun-2022	218.25	218.25	0.00	0.00	0.00
BLA04	BLACK DOG TIRECRAFT KINGSTON							
IK0057100	TRACTOR TIRE REPAIR	146 T	31-May-2022 31-May-2022	315.36	315.36	0.00	0.00	0.00
BRE07	BRENTAG CANADA INC							
46523580	CHLORINE	146 T	27-May-2022 27-May-2022	7,355.42	7,355.42	0.00	0.00	0.00
46523581	CYLINDER RETURNABLE	146 T	27-May-2022 27-May-2022	-3,616.00	-3,616.00	0.00	0.00	0.00
CAT02	CATHOLIC DISTRICT SCHOOL BOARD							
2ND QTR	2ND QTR PMT	148 T	06-Jun-2022 06-Jun-2022	73,101.00	73,101.00	0.00	0.00	0.00
CELLCOM	8755477 CANADA INC.							



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250130-B1	IPONE 13 PRO	148	25-May-2022	498.88	498.88	0.00	0.00	0.00
		T	25-May-2022					
CHIEFASS	CHIEF FIRE OFFICERS ASSOC OF LEEDS & GRENVILLE							
MBSH 2022	APR 13TH INVOICE	148	05-Jan-2022	150.00	150.00	0.00	0.00	0.00
	2022 MEMBERSHIP	C	05-Jan-2022					
	RENEWAL							
CIN01	CINTAS CANADA LIMITED							
4111977814	FEB 28 2022 INV	146	01-May-2022	65.48	65.48	0.00	0.00	0.00
		T	01-May-2022					
4113946792	mAR 21 2022 INV	146	01-May-2022	65.48	65.48	0.00	0.00	0.00
		T	01-May-2022					
4115321070	aPR 4 2022 INV	146	01-May-2022	65.48	65.48	0.00	0.00	0.00
		T	01-May-2022					
4120795828	town hall	146	30-May-2022	43.31	43.31	0.00	0.00	0.00
		T	30-May-2022					
4121564217	MATT SERVICE TOWN HALL	148	06-Jun-2022	43.31	43.31	0.00	0.00	0.00
		T	06-Jun-2022					
4119538071	TH RUG RENTAL	148	16-May-2022	43.31	43.31	0.00	0.00	0.00
		T	16-May-2022					
COC02	COCO PROPERTIES CORP							
741577	granular	146	24-May-2022	1,144.02	1,144.02	0.00	0.00	0.00
		T	24-May-2022					
CSC01	C S C D C E							
2ND QTR	2ND QTR	148	06-Jun-2022	7,265.00	7,265.00	0.00	0.00	0.00
		C	06-Jun-2022					
CUP01	CANADIAN UNION OF PUBLIC EMPLOYEES							
MAY CUPE UNIO	MAY UNION DUES	146	01-Jun-2022	1,029.22	1,029.22	0.00	0.00	0.00
		T	01-Jun-2022					
DEL04	DELAGE LANDEN FINANCIAL SERVICES CANADA INC.							
8507885	32 PHONES CONTRACT	148	16-May-2022	322.73	322.73	0.00	0.00	0.00
	001-0282743-000	T	16-May-2022					
8494570	CONTRACT	148	15-May-2022	322.73	322.73	0.00	0.00	0.00
	001-0282743-000 32	T	15-May-2022					
	PHONES							
DUT01	DUTCHMASTER NURSERIES LTD.							
DM134524	SUGAR AND RED MAPLE	148	05-May-2022	17,226.85	17,226.85	0.00	0.00	0.00
		T	05-May-2022					
DM134525	TREES BLVD TREE	148	05-May-2022	4,929.06	4,929.06	0.00	0.00	0.00
	PLANTING	T	05-May-2022					
EAS17	EAST SIDE TRACTOR ANFD TURF							
531	V4416 TRACKLESS	146	17-May-2022	904.51	904.51	0.00	0.00	0.00
		T	17-May-2022					
533	V1208 BRAKE PROBLEM	146	19-May-2022	113.00	113.00	0.00	0.00	0.00
		T	19-May-2022					
ENVCONT1	ENVIRONMENTAL CONTRACTING SERVICES INC.							
PROGPMT#2	MARCH BY LAW	148	01-May-2022	14,198.57	14,198.57	0.00	0.00	0.00
	2021-097 TOWN HALL	T	01-May-2022					
PROGDRAW#3	APRIL BY LAW	148	01-May-2022	34,926.99	34,926.99	0.00	0.00	0.00
	2021-097 TOWN HALL	T	01-May-2022					



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EVA02	EVANS UTILITY AND MUNICIPAL							
165487	E-CODER	146	10-May-2022	6,121.01	6,121.01	0.00	0.00	0.00
		T	10-May-2022					
EVO02	EVOQUA WATER TECHNOLOGIES LTD.							
905359196	ANALYZER CELL MICRO	146	05-May-2022	263.99	263.99	0.00	0.00	0.00
		T	05-May-2022					
FOS01	FOSTER REPAIR SERVICE							
I00030932	01 FREIGHTLINER#2	146	30-May-2022	558.74	558.74	0.00	0.00	0.00
	LADDER TRUCK	T	30-May-2022					
I00030701 00	APR 27TH INV	148	01-May-2022	636.11	636.11	0.00	0.00	0.00
	AV53351 V6416	T	01-May-2022					
I00030939 00	2013 CHEV PICKUP #5	148	31-May-2022	209.05	209.05	0.00	0.00	0.00
		T	31-May-2022					
I00030889 00	V6416 2016 CHEV	148	24-May-2022	127.69	127.69	0.00	0.00	0.00
	2500	T	24-May-2022					
I00030938 00	09 CHEV SILVERADO	148	31-May-2022	4,005.07	4,005.07	0.00	0.00	0.00
	MOTION 2022-089	T	31-May-2022					
FRO05	FRONTENAC MUNICIPAL LAW ENFORCEMENT INC.							
GAN-2022-MAY	MAY ENFORCEMENT	148	31-May-2022	8,250.63	8,250.63	0.00	0.00	0.00
		T	31-May-2022					
GAN-LANDFILL2	YARD WAST ATTENDAN	148	31-May-2022	1,187.85	1,187.85	0.00	0.00	0.00
		T	31-May-2022					
GAN001	GANANOQUE REFUGEE SETTLEMENT GROUP							
DONATIONS	DONATIONS TO DATE	148	02-Jun-2022	6,300.00	6,300.00	0.00	0.00	0.00
		T	02-Jun-2022					
GAN08	GANANOQUE CHEVROLET BUICK GMC CADILLAC							
MAY252022	2018 GMC SIERRA	148	25-May-2022	40,567.00	40,567.00	0.00	0.00	0.00
	1500 4WD	T	25-May-2022					
	EGTU2LEC5JG424254							
GAN44	GAN SIGN WORKS							
11265	VINYL PRINTS	148	01-Jun-2022	1,210.23	1,210.23	0.00	0.00	0.00
	STICKERS MAPS	T	01-Jun-2022					
GEE01	SCOTT GEE							
EXPMAY262022	MILEAGE - USE OF	146	26-May-2022	1,800.90	1,800.90	0.00	0.00	0.00
	OWN VEHICLE	T	26-May-2022					
JUNE 2022 VEH	JUNE 2022 VEHICLE	148	03-Jun-2022	550.00	550.00	0.00	0.00	0.00
	ALLOWANCE	T	03-Jun-2022					
GIN01	GIN-COR INDUSTRIES INC.							
73265	HINGE BODY PROP	146	27-May-2022	4,966.20	4,966.20	0.00	0.00	0.00
	ASSY	T	27-May-2022					
GRE13	GREER GALLOWAY CONSULTING ENGINEERS							
25975	APR 25 COVERAL	148	01-May-2022	1,363.06	1,363.06	0.00	0.00	0.00
	BUILDING/KING ST	T	01-May-2022					
	BRIDGE							
GREAT	GIGPRINT							
103052022C	TAX BILLS	148	20-May-2022	847.58	847.58	0.00	0.00	0.00
		T	20-May-2022					
HAL06	HALPENNY INSURANCE BROKERS LTD							



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4475 4478 4479	MUNICIPAL INSURANCE JULY 2022	146 T	27-May-2022 27-May-2022	14,172.12	14,172.12	0.00	0.00	0.00
HAN01	HANSLER SMITH LTD							
5695697	APRIL 1 2022 INV HARD HAT	146 T	01-May-2022 01-May-2022	224.87	224.87	0.00	0.00	0.00
5703217	EARPLUGS	148 T	02-Jun-2022 02-Jun-2022	81.18	81.18	0.00	0.00	0.00
HAR07	HARTWICK TERRY							
2022MARINAREF	2022 MARINA REFUND	148 T	01-Jun-2022 01-Jun-2022	2,540.14	2,540.14	0.00	0.00	0.00
HGCMGT	HGC MANAGEMENT INC							
44443	RECYCLING	148 T	31-May-2022 31-May-2022	203.40	203.40	0.00	0.00	0.00
HOT02	HOT ROAST COMPANY							
2098	TOURISM ADVISORY PANEL MEETING	148 C	02-Jun-2022 02-Jun-2022	205.66	205.66	0.00	0.00	0.00
JET02	JET ELECTRICAL CONTRACTORS							
7060	MARCH 3RD INV SNOWFLAKES	148 T	01-May-2022 01-May-2022	1,624.94	1,624.94	0.00	0.00	0.00
7158	BALLAST	148 T	11-May-2022 11-May-2022	339.00	339.00	0.00	0.00	0.00
7197	SCOPE AIR HANDLER	148 T	30-May-2022 30-May-2022	87.01	87.01	0.00	0.00	0.00
7203	DISCONNECT PULL PUMP	148 T	30-May-2022 30-May-2022	145.77	145.77	0.00	0.00	0.00
7204	SEWAGE PUMPT #2	148 T	30-May-2022 30-May-2022	97.18	97.18	0.00	0.00	0.00
7205	BBP100 BELT	148 T	30-May-2022 30-May-2022	237.30	237.30	0.00	0.00	0.00
7162	VARIOUS LOCATES	148 T	14-May-2022 14-May-2022	1,412.50	1,412.50	0.00	0.00	0.00
7174	KING & CARMICHAEL EMERGENCY CALL	148 T	24-May-2022 24-May-2022	614.44	614.44	0.00	0.00	0.00
7175	VARIOUS LOCATES	148 T	24-May-2022 24-May-2022	2,542.50	2,542.50	0.00	0.00	0.00
7185	KING & CHARLES EMERG CALL	148 T	25-May-2022 25-May-2022	910.78	910.78	0.00	0.00	0.00
7188	LIGHTS DUCK POND	148 T	27-May-2022 27-May-2022	1,502.90	1,502.90	0.00	0.00	0.00
7193	SOLAR SIGN	148 T	27-May-2022 27-May-2022	1,142.43	1,142.43	0.00	0.00	0.00
7194	KING & WILLIAM LIGHTS	148 T	27-May-2022 27-May-2022	305.11	305.11	0.00	0.00	0.00
7196	KING & HERBERT LIGHTS	148 T	27-May-2022 27-May-2022	201.14	201.14	0.00	0.00	0.00
7208	LOOP DETECTOR INSTALL	148 T	03-Jun-2022 03-Jun-2022	4,520.00	4,520.00	0.00	0.00	0.00
7209	PUMP HOUSE STREET LIGHT	148 T	03-Jun-2022 03-Jun-2022	517.54	517.54	0.00	0.00	0.00



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7087	APR 15 INV TOWN HALL BL 2021-98	148 T	01-May-2022 01-May-2022	14,339.30	14,339.30	0.00	0.00	0.00
7113	APR 27 INV TOWN HALL BL2021-98	148 T	01-May-2022 01-May-2022	3,204.56	3,204.56	0.00	0.00	0.00
7132	TOWN HALL	148 T	05-May-2022 05-May-2022	903.28	903.28	0.00	0.00	0.00
7161	TOWN HALL BL2021-98	148 T	14-May-2022 14-May-2022	2,084.60	2,084.60	0.00	0.00	0.00
JOE01	JOE JOHNSON EQUIPMENT							
P39835	PINION SEAL	148 T	31-May-2022 31-May-2022	63.61	63.61	0.00	0.00	0.00
KEH01	KEHOE MARINE CONSTRUCTION LTD.							
28023	40% PROGRESS BILLING 22-5050B NEW STEEL TUBE FLOATING DOCKS	146 T	27-May-2022 27-May-2022	57,087.60	57,087.60	0.00	0.00	0.00
28050	22-5050b 20% FINAL BILLING	148 T	01-Jun-2022 01-Jun-2022	28,543.80	28,543.80	0.00	0.00	0.00
KIL02	KILEY PAVING LTD.							
PROGPMT#2	APRIL LOWERTOWN REVITALIZATION BYLAW 2021-098	148 T	01-May-2022 01-May-2022	190,600.23	190,600.23	0.00	0.00	0.00
KIN13	KINGSTON MUSICIANS' UNION							
1	LIVE MUSIC FARMERS MARKET	148 T	01-Jun-2022 01-Jun-2022	2,000.00	2,000.00	0.00	0.00	0.00
KKP01	KKP							
33479	COUNTERTOP REPLACEMENT	148 T	18-May-2022 18-May-2022	177.20	177.20	0.00	0.00	0.00
KNA01	KNAPP APPLIANCES							
46132	DELIVERY AND INSTALLATION 4 LAUNDRY MACHINES	146 T	26-May-2022 26-May-2022	169.50	169.50	0.00	0.00	0.00
LEE02	LEEDS GRENVILLE & LANARK DISTRICT HEALTH UNIT							
MUNICIPAL2022	MONTHLY TRS	145 T	01-Jun-2022 01-Jun-2022	8,831.94	8,831.94	0.00	0.00	0.00
LHS01	LHS INC.							
2301	HYDRANT REPAIR	146 T	31-May-2022 31-May-2022	6,351.99	6,351.99	0.00	0.00	0.00
2302		146 T	31-May-2022 31-May-2022	5,860.51	5,860.51	0.00	0.00	0.00
2300	FIRE FLOW TESTS	146 T	31-May-2022 31-May-2022	4,719.78	4,719.78	0.00	0.00	0.00
MARC01	PASCALE MARCEAU							
EXPMAY272022	MILEAGE	146 T	27-May-2022 27-May-2022	149.93	149.93	0.00	0.00	0.00
MCNEELY	MCNEELEY OIL BURNER SERVICE							
579789	FEB 23 INV SERVICE CALL WHISTLE NOT WORKING	148 C	01-May-2022 01-May-2022	169.50	169.50	0.00	0.00	0.00
MIN12	MINISTER OF FINANCE							



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30240522134304	904266 422915 flp REG FEES	148 C	24-May-2022 24-May-2022	65.00	65.00	0.00	0.00	0.00
MLS01	M & L SUPPLY							
012251	NB GORE PARTICULATE HOOD	148 T	19-May-2022 19-May-2022	3,529.22	3,529.22	0.00	0.00	0.00
MS01	MARY SHULTZ							
EXPMAY272022	SCRIBE COURSE DURHAM REGIONAL PS MAY 16-20	146 T	27-May-2022 27-May-2022	911.63	911.63	0.00	0.00	0.00
MYFM01	MYFM							
22053283	2022 ANNUAL PLAN GAN MINUTE	146 T	29-May-2022 29-May-2022	649.75	649.75	0.00	0.00	0.00
22051868	EMERGENCY PREPAREDNESS FIRE DEPT	148 T	29-May-2022 29-May-2022	282.50	282.50	0.00	0.00	0.00
OME01	OMERS							
MAY 2022	MAY 2022	148 T	01-Jun-2022 01-Jun-2022	83,231.34	83,231.34	0.00	0.00	0.00
ONT16	ONTARIO ONE CALL							
202234623	2022 ASSESSED NOTIFICATIONS	148 T	31-May-2022 31-May-2022	123.01	123.01	0.00	0.00	0.00
PRA01	PRACTICA LTD.							
43690	APR 22 DOG SCOOP BAGS	148 T	01-May-2022 01-May-2022	510.20	510.20	0.00	0.00	0.00
PRO05	PROTECH TRAINING SERVICES INC.							
1569	BRUSH CHIPPER COURSE APR 29	146 T	05-May-2022 05-May-2022	904.00	904.00	0.00	0.00	0.00
PT00000147	SCHULTZ CHRISTINE REGLINDIS							
PTREF JUN0722	Refund on PT Account 000 - 02031800.0000	149 T	07-Jun-2022 07-Jun-2022	226.74	226.74	0.00	0.00	0.00
RIV14	RIVERSTONE JANITORIAL							
2921	WTP MAY	148 T	26-May-2022 26-May-2022	641.84	641.84	0.00	0.00	0.00
SAM01	SAM CHEMICAL SPECIALTIES							
106468	APR 20TH	148 T	01-May-2022 01-May-2022	1,440.64	1,440.64	0.00	0.00	0.00
SGOUDREAU	GOUDREAU SHANE							
NINV0018	MURAL PROJECT	148 T	07-Jun-2022 07-Jun-2022	2,500.00	2,500.00	0.00	0.00	0.00
STL06	ST. LAWRENCE WILDLIFE & PEST CONTROL SERVICES							
16013	TOWN HALL MAY 2022	146 T	31-May-2022 31-May-2022	50.85	50.85	0.00	0.00	0.00
16014	VIS CT MAY 2022	146 T	31-May-2022 31-May-2022	50.85	50.85	0.00	0.00	0.00
16015	PW MAY 2022	146 T	31-May-2022 31-May-2022	62.15	62.15	0.00	0.00	0.00



Vendor : 1000 To ZYCOM

Batch : All

Cash Requirement Date : Jun 12, 2022

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
16016	EMERG SERVICES MAY 2022	146 T	31-May-2022 31-May-2022	50.85	50.85	0.00	0.00	0.00
16017	ARENA MAY 2022	146 T	31-May-2022 31-May-2022	62.15	62.15	0.00	0.00	0.00
STO03	STONE'S MILL INVESTMENTS LTD							
RENTMAY90615	RENT MAY 2022	145 T	01-Jun-2022 01-Jun-2022	4,417.71	4,417.71	0.00	0.00	0.00
STRONGBR1	STRONG BROS GENERAL CONTRACTING LTD							
1961	BALL DIAMOND PROG #4	148 T	01-Jun-2022 01-Jun-2022	15,934.10	15,934.10	0.00	0.00	0.00
SWI01	SWISH MAINTENANCE LIMITED							
K674870	VC MAINT SUPPLIES	148 T	11-May-2022 11-May-2022	402.92	402.92	0.00	0.00	0.00
K676607	SUPPLIES VS	148 T	06-Jun-2022 06-Jun-2022	356.66	356.66	0.00	0.00	0.00
TKE01	TK ELEVATOR (CANADA) LIMITED							
2141334	TOWN HALL MAINT	146 T	01-Jun-2022 01-Jun-2022	452.62	452.62	0.00	0.00	0.00
TRA08	TRACKMATICS INC.							
38621	MONTHLY MONITORING	148 T	05-Jun-2022 05-Jun-2022	630.54	630.54	0.00	0.00	0.00
TREA01	TREATY MARSHALL SERVICE INC.							
045390	PUBLIC WORKS MAIN DOOR GARAGE	146 T	06-May-2022 06-May-2022	79.10	79.10	0.00	0.00	0.00
UNI03	UNITED COUNTIES OF LEEDS AND GRENVILLE							
INV202290612	MONTHLY	145 T	01-Jun-2022 01-Jun-2022	66,611.50	66,611.50	0.00	0.00	0.00
UNI16	UNIVERSAL SUPPLY GROUP							
107-162943	OIL FILTERS	146 T	19-May-2022 19-May-2022	14.17	14.17	0.00	0.00	0.00
107-161837	FLOW AIR ELEMENT	146 T	09-May-2022 09-May-2022	116.29	116.29	0.00	0.00	0.00
107-162864	OIL CHANGE	146 T	18-May-2022 18-May-2022	62.31	62.31	0.00	0.00	0.00
107-162918	FILTERS	146 T	19-May-2022 19-May-2022	42.26	42.26	0.00	0.00	0.00
107-162975	FILTER RE INV 107-162864	146 T	19-May-2022 19-May-2022	-13.04	-13.04	0.00	0.00	0.00
107-163835	POLARIS SWITCH	148 T	31-May-2022 31-May-2022	11.88	11.88	0.00	0.00	0.00
107-163361	TORQUE WRENCH	148 T	25-May-2022 25-May-2022	125.46	125.46	0.00	0.00	0.00
107-163569	SEATCOVER	148 T	26-May-2022 26-May-2022	288.92	288.92	0.00	0.00	0.00
UNIQUETOW	2591519 ONTARIO INC UNIQUE TOWING AND							
156	CHVY 1500 / CHEVY VAN	148 T	19-May-2022 19-May-2022	226.00	226.00	0.00	0.00	0.00
157	CHEVY 2500 WHITE	148 T	20-May-2022 20-May-2022	113.00	113.00	0.00	0.00	0.00



Vendor : 1000 To ZYCOM

Batch : All

Cash Requirement Date : Jun 12, 2022

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
UPP01	UPPER CANADA DISTRICT SCHOOL BOARD							
2NDQTR	2ND QTR PMT	148	06-Jun-2022	289,749.00	289,749.00	0.00	0.00	0.00
		T	06-Jun-2022					
UPP06	UPPER CANADA FAMILY HEALTH TEAM							
25MILLLEASE906	MONTHLY LEASE 25 MILL STREET	145	01-Jun-2022	93.96	93.96	0.00	0.00	0.00
		T	01-Jun-2022					
VWR01	VWR INTERNATIONAL CO							
8654349546	mARCH 25TH INV	148	01-May-2022	427.65	427.65	0.00	0.00	0.00
		C	01-May-2022					
8654368674	RETURN	148	05-Jun-2022	-96.05	-96.05	0.00	0.00	0.00
		C	05-Jun-2022					
WAS01	WASTE CONNECTIONS OF CANADA INC.							
7150-0000397912	MAY 22 WASTE	148	31-May-2022	35,594.74	35,594.74	0.00	0.00	0.00
		T	31-May-2022					
WHI03	WHITEHOTS INC.							
3446247	BOOKS	148	20-May-2022	254.54	254.54	0.00	0.00	0.00
		T	20-May-2022					
3447132	BOOKS	148	27-May-2022	197.11	197.11	0.00	0.00	0.00
		T	27-May-2022					
XYL01	XYLEM CANADA COMPANY							
3558372516	SERVICE CALL	148	07-Jun-2022	7,856.34	7,856.34	0.00	0.00	0.00
		T	07-Jun-2022					
YOU03	YOUNG SIGNS							
4666	GLASS AT ENTRANCE	146	09-May-2022	50.85	50.85	0.00	0.00	0.00
		T	09-May-2022					
ZYCOM	ZYCOM TECHNOLOGY INC.							
IN-71872-01	MONTHLY CLOUD BACKUP	148	31-May-2022	3,401.15	3,401.15	0.00	0.00	0.00
		T	31-May-2022					
Totals :				1,144,658.31	1,144,658.31	0.00	0.00	0.00



CHIEF ADMINISTRATIVE OFFICER &
HUMAN RESOURCES SHELLEE
FOURNIER
PO BOX 100 TOWN HALL 30 KING ST. EAST
GANANOQUE ON K7G 2T6

Ottawa, June 2022

Dear CHIEF ADMINISTRATIVE OFFICER & HUMAN RESOURCES SHELLEE FOURNIER and Council,

The economic contributions from rural communities are integral to Canada's success. Rural areas are home to many key industries such as manufacturing, forestry, agriculture, and energy.

Yet, municipalities under 20,000 residents receive less support from the federal government in comparison to their much larger counterparts. Red tape duplications and certain application requirements disproportionately burden small rural communities with very few staff.

This is unfair, unjust, and needs to be addressed urgently. As such, Conservative Shadow Minister for Rural Economic Development and Rural Broadband Strategy, M.P. Shannon Stubbs, Deputy Shadow Ministers M.P. Damien Kurek and M.P. Jacques Gourde, are seeking to convene a townhall with you to address federal funding for rural communities.

Rural Canadians must band together for fairer and more robust funding for communities all over rural Canada.

It is integral to our economy that the federal government works for everyone no matter where they live. The voices of rural Canadians need to be heard. We kindly ask you to express the three most important issues impacting your economic development as a rural community. We will use this feedback to ensure our work for rural Canada is as productive as possible and will determine the agenda for our proposed townhall. This is an opportunity to network, share your priorities, and solutions to the challenges we face.

We value hearing from you and should you wish to attend our forum, please email M.P. Stubbs at shannon.stubbs@parl.gc.ca, M.P. Kurek at damien.kurek@parl.gc.ca, or M.P. Gourde at jacques.gourde@parl.gc.ca.

Thank you for your time.

Shannon Stubbs, M.P.
Shadow Minister for Rural Economic Development
and Rural Broadband Strategy
Lakeland

Damien C. Kurek, M.P.
Deputy Shadow Minister for Rural Economic
Development and Rural Broadband Strategy
Battle River—Crowfoot

Jacques Gourde, M.P.
Deputy Shadow Minister for Rural Economic
Development and Rural Broadband Strategy
Lévis—Lotbinière

Gananoque Wheels of Care

www.gananoquewheelsofcare.ca

gananoquewheelsofcare@gmail.com

Transportation Reservations:

<https://cphcare.ca/service/transportation/>

613-342-3693 / 1-800-465-7646

Administration: 613-382-4831

140 Elmwood Drive

Gananoque, ON K7G 1N9

wheelsofcaretreasurer@gmail.com

June 15, 2022

Gananoque Town Council:

The GWOC Board and our volunteers value your generous contribution to our community organization and feel that a semi-annual business plan update is justified at this time.

We believe that partnerships are the cornerstone of successful, sustainable not-for-profit service entities. Through that philosophy we approached CPHC Senior Support Service to initiate an administrative merge with their existing transportation service. Staff at CPHC were receptive and with their Board approval the merge came to fruition effective April 1, 2022. Clients will now be able to utilize both support programs efficiently through one intake stream.

Gananoque Wheels of Care remains in control of all other aspects of the organization's responsibilities via the Board and its members. Moving forward we will continue exploring all avenues to increase service usage, secure funding, and foster partnerships.

Our Vision

To provide a safe, courteous, affordable service to those that are unable to physically utilize traditional transportation services.

Once again Thank You for your support to ensure, together, we assist our community.

Marion Sprenger, Treasurer



**Downtown Business Improvement Area (BIA) Board
UNADOPTED MINUTES**

Held on Wednesday May 11th 2022 at 6:00 PM
At Laverne's Eatery, 21 King Street East Gananoque

COMMITTEE MEMBERS PRESENT		STAFF PRESENT
Members:	Lisa Robichaud	Amanda Trafford, Business Coordinator
	Ray Stedman	Lynsey Zufelt, Recording Secretary
	Ted Lojko	
	Sarah Preston	
	Randall Smith	
Regrets:	Shawna Singers	
	Darren Towriess	
	Veronica Fitzgerald	
	Kathrine Christensen	

1.	Call Meeting to Order The Chair called the meeting to order at 6:22PM.
2.	Disclosure of Pecuniary Interest & General Nature Thereof – None
3.	Approval of Minutes – Wednesday, April 13th and May 4th, 2022
MOTION BIA-2022-011	
	Moved By: Ray Stedman Seconded By: Randall Smith BE IT RESOLVED THAT THE DOWNTOWN BUSINESS IMPROVEMENT AREA (BIA) BOARD ADOPT THE MINUTES OF THE WEDNESDAY, APRIL 13TH AND WEDNESDAY MAY 4TH, 2022 MEETINGS. <div style="text-align: right;">- CARRIED</div>
4.	Public Question / Comment
	There being none, the Chair moved on to the next order of business.

5.	Disclosure of Additional Items
	<ul style="list-style-type: none"> • Lynsey – Stop Gap Accessibility – Meeting with representative May 17 @12:00PM to discuss the potential of requesting accessibility ramps for downtown businesses
6.	Delegations – None
7.	Presentations by Staff (Others) – None
8.	Unfinished Business
	<ol style="list-style-type: none"> 1. BIA Board Mandate Discussion – Board Member Sarah Preston read aloud the draft proposal that Kathrine Christensen had provided. There being members of the sub-committee absent from the meeting, the Board decided to discuss further at the next meeting. 2. Indigenous Wall Mural – Board Member Ted Lojko updated the group on the progress of the Wall Mural project. An artist is still needed and the location of the mural is yet to be determined.
Motion – BIA-2022-012	
	<p>Moved By: Lisa Robichaud Seconded By: Ray Stedman</p> <p>BE IT RESOLVED THAT THE DOWNTOWN BUSINESS IMPROVEMENT AREA (BIA) BOARD ESTABLISH A SUB-COMMITTEE TO ENGAGE WITH ARTISTS AND PROPERTY OWNERS TO FIND A LOCATION FOR THE MURAL.</p> <p style="text-align: right;">- CARRIED</p>
9.	Correspondence – None
10.	New Business/Staff Reports
	<ol style="list-style-type: none"> 1. Grant Application – Staff Member Amanda Trafford updated the Board with a list of projects slated for funding if the Town is successful in securing through RT09. The list includes: Fountain, Lighting, WiFi, and many other beautification projects. 2. Confederation Park Fountain Feature – The Board next heard two motions brought forth by Ted Lojko.
Motion – BIA-2022-013	
	<p>Moved By: Lisa Robichaud Seconded By: Ray Stedman</p> <p>BE IT RESOLVED THAT THE DOWNTOWN BIA BOARD APPROVES AN EXPENDITURE FROM THE BIA RESERVE OF UP TO \$15,000 CONDITIONAL ON APPROVAL OF A SIMILAR AMOUNT BY TAP, TIAP AND ROTARY CLUB FOR THE PURCHASE OF A WATER FOUNTAIN FEATURE FOR CONFEDERATION PARK POND.</p>

	<p>AND FURTHER, IF FUNDING IS APPROVED FOR THE FOUNTAIN PROJECT, THE FUNDS BE RETAINED WITHIN THE BIA RESERVE BUDGET.</p> <p style="text-align: right;">- CARRIED, by those present</p>
Motion – BIA-2022-014	
	<p>Moved By: Randall Smith Seconded By: Sarah Preston</p> <p>BE IT RESOLVED THAT THE DOWNTOWN BIA BOARD APPROVES AN EXPENDITURE FROM THE BIA RESERVE FOR UP TO \$5,000 FOR THE INSTALLATION OF FLOODLIGHTS TO LIGHT UP THE DAM/WATERFALLS IN CONFEDERATION PARK.</p> <p>AND FURTHER, IF FUNDING IS APPROVED FOR THE WATERFALL (DAM) LIGHTING PROJECT, THE FUNDS BE RETAINED WITHIN THE RESERVE BUDGET.</p> <p style="text-align: right;">- CARRIED, by those present</p>
	<p>3. BIA Enhancements were discussed including street flag banners. Pricing from previous orders were brought forth by staff and</p>
Motion – BIA-2022-015	
	<p>Moved By: Lisa Robichaud Seconded By: Sarah Preston</p> <p>BE IT RESOLVED THAT THE DOWNTOWN BIA BOARD APPROVES AN EXPENDITURE FROM THE BIA RESERVE FOR UP TO \$5,000 FOR THE INSTALLATION OF FLOODLIGHTS TO LIGHT UP THE WATERFALLS (DAM) IN CONFEDERATION PARK.</p> <p>AND FURTHER, IF FUNDING IS APPROVED FOR THE WATERFALL (DAM) LIGHTING PROJECT, THE FUNDS BE RETAINED WITHIN THE RESERVE BUDGET.</p> <p style="text-align: right;">- CARRIED, by those present</p>
	<p>4. BIA Easter Event Report – Overall, the Easter event was a success. The budget was low and those present noted that the amount of families that made it out and to see the childrens’ smiles when they met the remarkable Easter Bunny, was absolutely worth it. An area of improvement was to better inform BIA businesses about the details of the event. Staff updated the BIA contact list, but will venture out to each location to retrieve each business contact information, rather than just the building owners.</p>
	<p>5. Les FestivÎLES – The Board discussed the ways that the BIA can support the festival and what can be done throughout the season to show appreciation for our French tourist guests.</p>
11.	Discussion of Additional Items
	<ul style="list-style-type: none"> • Town Square – Dates and timelines for use were discussed

12.	Next Meeting – Wednesday, June 8, 2022 at 6:00PM
13.	Questions from the Media – None
14.	Adjournment
	<p>Moved by: Ray Stedman</p> <p>Be it resolved that the Downtown BIA Board hereby adjourns the May 11th 2022 meeting at 7:40 PM.</p> <p style="text-align: right;">- CARRIED</p>
<p>_____ Lisa Robichaud, Chair</p>	<p>_____ Lynsey Zufelt, Recording Secretary</p>

Tourism Advisory Panel Agenda

On Thursday, June 2, 2022 at 10:30am

Online - WebEx Teleconference

PANEL MEMBERS PRESENT		STAFF COUNCIL PRESENT
Chair:	Councillor, Matt Harper	Melanie Kirkby, Treasurer
	John Nagy	Amanda Trafford, Business Coordinator
	Lisa Robichaud	Shellee Fournier, CAO
	Trusha Tanna	
	Jeff Brown	
	Peter Sweet	
	Meg Dabros (Kathrine Christensen alternate)	
Regrets:	Mayor, Ted Lojko	
	Councillor, Dave Osmond	

1.	Call Meeting to Order – Chair called meeting to order at 10:36am	
2.	Disclosure of Pecuniary Interest & General Nature Thereof	NONE
3.	MATTAP Motion #2022-31 – Approval of Minutes from May 5, 2022 Moved by: John Nagy Seconded by: Peter Sweet BE IT RESOLVED THAT THE TOURISM ADVISORY PANEL HEREBY ADOPTS THE MINUTES OF THURSDAY, MAY 5, 2022 MEETING.	
		CARRIED
4.	Public Question/Comment (Only Addressing Items on the Agenda)	NONE
5.	Disclosure of Additional Items	NONE
6.	Delegations	NONE
7.	Presentations by Staff/Others	NONE
8.	Municipal Accommodation Tax – Treasurer, Melanie Kirkby 1. MATTAX statement a. Melanie Provided an update	

	<p>2. Funding year-to-date</p> <p>a. Melanie provided an update</p>	
9.	<p>Unfinished Business</p> <p>MATTAP Motion #2022-32 – Tourism Advisory Panel Approves \$15,000 expenditure for the purchase of a water fountain.</p> <p>Moved by: Jeff Brown Seconded by: Lisa Robichaud</p> <p>BE IT RESOLVED THAT THE TOURISM ADVISORY PANEL (TAP) APPROVES AN EXPENDITURE OF \$15,000 FOR THE PURCHASE OF A WATER FOUNTAIN FEATURE FOR CONFEDERATION PARK POND.</p> <p style="text-align: right;">CARRIED</p>	
10.	Correspondence	NONE
11.	<p>New Business</p> <p>MATTAP Motion #2022-33 – Tourism Advisory Panel Approves \$4,500 to install Banners along King Street East</p> <p>Moved by: Matt Harper Seconded by: Jeff Brown</p> <p>BE IT RESOLVED THAT THE TOURISM ADVISORY PANEL (TAP) APPROVES AN EXPENDITURE of \$4500 TO PLACE INSTALL BANNERS ALONG KING STREET WEST BETWEEN CHARLES ST AND CARMICHAEL DRIVE.</p> <p style="text-align: right;">CARRIED</p>	
12.	Discussion of Additional Items	NONE
13.	<p>Next Meeting: Thursday, July 7, 2022 at 6:00pm</p> <p>Regular Meeting followed by Strategic Plan Session</p>	
14.	<p>MATTAP Motion #2022-34 - To Adjourn Meeting</p> <p>Moved by: Peter Sweet</p> <p>BE IT RESOLVED THAT THE TOURISM ADVISORY PANEL HEREBY ADJOURNS THIS MEETING.</p> <p style="text-align: right;">CARRIED</p>	

Chair:

Date:

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.



G NANOQUE
Council Report – CSC-2022-03

Date: June 21, 2022

IN CAMERA

Subject: Amend General Fees & Rates By-law No. 2016-047 – Licensing, Regulating and Governing Vehicles, Schedule ‘G’

Author: Penny Kelly, Clerk / CEMC

OPEN SESSION

RECOMMENDATION:

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2022-074, BEING A BY-LAW TO AMEND THE GENERAL FEES & RATES BY-LAW NO. 2016-047, LICENSING, REGULATING AND GOVERNING VEHICLES, SCHEDULE ‘G’, AS PRESENTED IN COUNCIL REPORT CSC-2022-03.

STRATEGIC PLAN COMMENTS:

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

BACKGROUND:

On June 7, 2022, Council received correspondence from the Owner/Operator of TI Taxi requesting an increase to the Taxi Fees & Rates, due to the rising cost of gas prices. Council subsequently passed Motion #22-106, requesting staff to bring back a staff report for consideration on June 21, 2022.

INFORMATION/DISCUSSION:

On May 6, 2014, Council passed By-law No. 2014-032, being a By-law to provide for the licensing, regulating and governing of owners of Taxi Cabs, Limousines and drivers of Taxi Cabs and Limousines for hire in the Town of Gananoque. The By-law states, in part, that the Town shall establish fares, in its sole and absolute discretion, after requesting comments and input from Taxicab Owners. Such fares charged by the Owners or Drivers of Taxicabs for the conveyance of passengers or goods shall be set out in the Town's Fees and Rates By-law.

The General Fees and Rates By-law No. 2016-047 was established on May 3, 2016 and has been amended from time-to-time to reflect increases based on Consumer Price Index (CPI) or inflation rates. Since the establishment of the By-law, the Fees for Licensing, Regulating, and Governing Vehicles, Schedule ‘G’ regarding to the operation of Taxis and its related fees has not been increased.

Town staff contacted the Town of Prescott and the Town of Smiths Falls as they are comparable municipalities to the Town of Gananoque. Their rates are noted below with proposed Schedule ‘G’ for comparison purposes.

Description	Current Fee	Proposed	Town of Prescott	Town of Smiths Falls (2004)
Taxi Broker				
Initial Fee	\$1,200.00	<u>\$1,300.00</u>	N/A	N/A
Annual Fee	\$ 270.00	<u>\$350.00</u>	N/A	\$200.00
Taxi Cab Owner				
Initial Fee & 1 st Taxi	\$ 80.00	<u>\$100.00</u>	\$100.00	\$75.00/per vehicle
Annual Fee & 1 st Taxi	\$ 50.00	<u>\$75.00</u>	\$75.00	N/A
Each Additional Taxi	\$ 40.00	<u>\$55.00</u>	N/A	N/A
Taxi Cab Driver – Annual Fee	\$ 25.00	<u>\$30.00</u>	\$50.00	\$50.00
Change of Vehicles	\$ 10.00	<u>\$25.00</u>	N/A	\$25.00
Limousine Owner/Broker				
Initial	\$ 500.00	<u>\$600.00</u>	N/A	N/A
Annual	\$ 35.00	<u>\$50.00</u>	N/A	N/A
License Plate	\$10.00	<u>\$15.00</u>	\$25.00 (\$10 refundable upon return)	\$25.00
One Passenger – One way within Town limits (includes Wheelchair Accessible Van)	\$8.50	<u>\$10.00</u>	Taxi Broker / Owner fees are set by the Police Services Board	Taxi Broker / Owner sets the rates
Each additional Passenger – children under the age of 12 free	————— \$1.00		N/A	N/A
Delivery	\$12.00	<u>\$15.00</u>		
Pets (dogs and cats)	\$5.00			
Stops along route	\$1.00	<u>\$2.00</u>	N/A	
Waiting Time:				
First 5 minutes	Free		N/A	
Every 5 minutes thereafter	\$3.00	<u>\$4.00</u>	N/A	
1 hour	\$35.00	<u>\$40.00</u>	N/A	

Upon review staff recommend that the item marked as “**Each additional Passenger – children under the age of 12 free**” be removed in its entirety. A charge for two (2) or more passengers for the same cab seems unreasonable.

Both Taxi Owners were provided with the proposed fee Schedule and commented as follows:

Cecil Groom, Owner / Operator TI Taxi:

“I have looked at your new rates and fees and find them acceptable with a couple minor exceptions no charge for pet small dogs and cats in carriers yes large hairy dogs that shed constantly should charge because car has to be cleaned before another customer can ride. Additional passenger charge has always been there and I believe is necessary. Thank You for this opportunity to voice my opinion.”

Andy Kovac, Owner / Operator Executive A-1 Taxi:

“We have reviewed the proposal and everything looks good for the new increase. My only concern is the charge for pets, we feel there should not be any extra charge as some may be service animals.”

Staff concur with Mr. Kovac’s comment with respect to Service Animals and removed in its entirety the item and rates for the transportation of Pets (dogs and cats), as it is cumbersome for owners to show proof that an animal(s) is domestic or a service animal.

APPLICABLE POLICY/LEGISLATION:

General Fees & Rates By-law No. 2016-047

Licensing, regulating and governing of owners of Taxi Cabs, Limousines and drivers of Taxi Cabs and Limousines By-law No. 2014-032

FINANCIAL CONSIDERATIONS:

None.

CONSULTATIONS:

Cecil Groom, Owner / Operator TI Taxi; Andy Kovac, Owner / Operator Executive A-1 Taxi Town of Prescott, and; Town of Smiths Falls

ATTACHMENTS:

Draft By-law No. 2022-074

APPROVAL	_____ Penny Kelly, Clerk / CEMC
	_____ Melanie Kirkby, 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.
	_____ Shellee Fournier, CAO

THE CORPORATION OF THE TOWN OF GANANOQUE

BY-LAW NO. 2022-074

BEING A BY-LAW TO AMEND THE GENERAL FEES AND RATES BY-LAW NO. 2016-047, LICENSING, REGULATING AND GOVERNING VEHICLES, SCHEDULE 'G'

WHEREAS by Section 5 of the *Municipal Act*, 2001, S.O. 2001, c. 25, the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS the *Municipal Act*, 2001, S.O. 2001, c. 25, provides that the powers of every Council are to be exercised by By-law;

AND WHEREAS the Council of the Town of Gananoque received Council Report CSC-2022-03, and concurred with the recommendation to amend the General Fees and Rates, By-law No. 2016-047, Schedule 'G', Licensing, Regulating and Governing Vehicles with respect to the increase of fees and rates associated with Taxi Brokers / Owners and Drivers, and; Limousine Owner/Broker.

AND WHEREAS the Council of the Corporation of the Town of Gananoque deems it appropriate to pass such a By-law to amend the General Fees and Rates By-law.

NOW THEREFORE be it resolved that the Council of the Corporation of the Town of Gananoque enacts as follows:

1. SCHEDULE:

- 1.1. That the General Fees and Rates By-law No. 2016-047, Schedule 'G', Licensing, Regulating and Governing Vehicles be hereby removed in its entirety and replaced with the Schedule 'G', attached hereto and forming part of this By-law.

2. EFFECTIVE DATE:

- 2.1. This By-law shall come into full force and effect on the date it is passed by Council.

3. REPEAL:

- 3.1. Any By-law inconsistent with this By-law, specifically in reference to Schedules 'G', are hereby repealed.

Read a first, second and third time and finally passed this 21st day of June 2022.

Ted Lojko, Mayor

Penny Kelly, Clerk

(Seal)

**General Fees & Rates By-law No. 2016-047, as amended
by By-law No. 2022-074**

**Schedule 'G' – Licensing, Regulating and Governing Vehicles
(plus HST, where applicable)**

Description	Current Fee
Taxi Broker	
Initial Fee	\$1,300.00
Annual Fee	\$350.00
Taxi Cab Owner	
Initial Fee & 1 st Taxi	\$100.00
Annual Fee & 1 st Taxi	\$75.00
Each Additional Taxi	\$55.00
Taxi Cab Driver – Annual Fee	\$30.00
Change of Vehicles	\$25.00
Limousine Owner/Broker	
Initial	\$600.00
Annual	\$50.00
License Plate	\$15.00
One way within Town limits (includes Wheelchair Accessible Van)	\$10.00
Delivery	\$15.00
Stops along route	\$2.00
Waiting Time:	
First 5 minutes	
Every 5 minutes thereafter	\$4.00
1 hour	\$40.00

Date: June 21, 2022

IN CAMERA

Subject: Amend Sign and Advertising Devices By-law – Municipal Election Signage

Author: Penny Kelly, Clerk / CEMC

OPEN SESSION

RECOMMENDATION:

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE APPROVES OPTION # _____, AS IT RELATES TO MUNICIPAL ELECTION SIGNAGE, AS PRESENTED IN COUNCIL REPORT CSC-2022-04.

STRATEGIC PLAN COMMENTS:

Sector 2 – Environment and Infrastructure – Strategic Initiative #1: Recognize the global climate crisis and actively position Gananoque to this reality, and; Sector 8 – Governance and Administration – Strategic Initiative #4: Town Council will ensure openness and transparency in its operations.

BACKGROUND:

On June 7, 2022, Council passed Motion #22-101, directing staff to bring back a By-law to amend the Sign and Advertising Devices By-law to add the following with respect to Municipal Election signage:

1. A maximum of forty (40) signs shall be permitted for each candidate, and;
2. The standard election signage size shall be 18” x 24”.

Council generally agreed that the above would support its Motion #19-146, that declares a climate emergency and Council’s commitment to protecting its economy, eco-systems and community from climate change. The minimum number and introduction of signage size would fulfill the Town’s obligation to aide in the elimination of waste.

Council discussed that this be enacted on a “honour system” and therefore no penalties would be imposed should an infraction be observed. By-law Enforcement could request that the extra signage or oversized sign(s) be removed.

Lastly, this amendment will only effect municipal candidates. The remaining provisions with respect to Provincial or Federal elections shall remain.

INFORMATION/DISCUSSION:

On May 2, 2022, the Nomination Period began for the 2022 Municipal Election, and; staff published on the Town’s website and social media platforms information to potential candidates regarding the upcoming election, which includes the Sign and Advertising Devices By-law provisions with respect to signage.

Although, the Clerk has received one (1) Nomination filing, it is fair to say that others may be interested in filing and have downloaded the information in order to prepare for their campaign. As well, past-candidates who plan on running for Council may have signage from previous elections and wish to reuse for the upcoming election. Therefore, staff offer the following options.

Option #1: Pass By-law No. 2022-075, being a By-law to amend By-Law No. 2005-041, Signs and Advertising Devices By-law, to add to Section 4.0., Item f) to include parameters for municipal election signage, as follows:

1. A maximum of forty (40) signs shall be permitted for each municipal candidate, and;
2. The standard municipal election signage size shall be 18" x 24".

Option #2: Pass By-law No. 2022-075, being a By-law to amend By-law No. 2005-041, Signs and Advertising Devices By-Law, to add to Section 4.0., Item F) to include parameters for municipal election signage, as follows:

1. A maximum of forty (40) signs shall be permitted for each municipal candidate, and;
2. The standard municipal election signage size shall not exceed (xx) in size **(maximum size to be determined by Council).**

APPLICABLE POLICY/LEGISLATION:

Sign & Advertising By-law No. 2005-041, as amended

FINANCIAL CONSIDERATIONS:

None.

CONSULTATIONS:

Brenda Guy, Manager of Planning & Development

ATTACHMENTS:

Draft By-law No. 2022-075 (Option 1)

Draft By-law No. 2022-075 (Option 2)

APPROVAL	<p>_____</p> <p>Penny Kelly, Clerk / CEMC</p> <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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THE CORPORATION OF THE TOWN OF GANANOQUE

BY-LAW NO. 2022-075

A BY-LAW TO AMEND BY-LAW NO. 2005-041, SIGNS AND ADVERTISING DEVICES BY-LAW, TO ADD TO SECTION 4.0., ITEM F) TO INCLUDE PARAMETERS FOR MUNICIPAL ELECTION SIGNAGE

WHEREAS by Section 5 of the *Municipal Act*, 2001, S.O. 2001, c. 25, the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS the *Municipal Act*, 2001, S.O. 2001, c. 25, provides that the powers of every Council are to be exercised by By-law;

AND WHEREAS the Council of the Town of Gananoque passed By-law No. 2005-041, being a By-law regulating Signs and Advertising Devices;

AND WHEREAS on June 7, 2022, Council passed Motion #22-101, directing staff to bring back a By-law amending the Sign and Advertising By-law to add to Section 4.0, subsection 4.1 f) the following:

- iv) A maximum of forty (40) signs shall be permitted for each candidate;
- v) The standard election signage shall be 18" x 24".

AND WHEREAS Council concurs with the aforementioned recommendation deems it appropriate to pass such a By-law.

NOW THEREFORE be it resolved that the Council of the Corporation of the Town of Gananoque enacts as follows:

1. AUTHORIZATION:

1.1. That By-law No. 2005-041, regulate Signs and Advertising Devices, Section 4.0, subsection 4.1 f) be amended to add the following as cited below:

- “iv) A maximum of forty (40) signs shall be permitted for each candidate;
- v) The standard election signage size shall be 18" x 24".

1.2. That the subsection 4.1 f) be renumbered to include the above items accordingly.

2. EFFECTIVE DATE:

2.1. This By-law shall come into full force and effect on the date it is passed by Council.

Read a first, second and third time and finally passed this 21st day of June 2022.

Ted Lojko, Mayor

Penny Kelly, Clerk

(Seal)

THE CORPORATION OF THE TOWN OF GANANOQUE

BY-LAW NO. 2022-075

A BY-LAW TO AMEND BY-LAW NO. 2005-041, SIGNS AND ADVERTISING DEVICES BY-LAW, TO ADD TO SECTION 4.0., ITEM F) TO INCLUDE PARAMETERS FOR MUNICIPAL ELECTION SIGNAGE

WHEREAS by Section 5 of the *Municipal Act*, 2001, S.O. 2001, c. 25, the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS the *Municipal Act*, 2001, S.O. 2001, c. 25, provides that the powers of every Council are to be exercised by By-law;

AND WHEREAS the Council of the Town of Gananoque passed By-law No. 2005-041, being a By-law regulating Signs and Advertising Devices;

AND WHEREAS on June 7, 2022, Council passed Motion #22-101, directing staff to bring back a By-law amending the Sign and Advertising By-law to add to Section 4.0, subsection 4.1 f) the following:

- A maximum of forty (40) signs shall be permitted for each candidate;
- The standard election signage size shall be 18" x 24".

AND WHEREAS Council reviewed and concurs with Option #2, as presented in Report Council-CSC-2022-04.

NOW THEREFORE be it resolved that the Council of the Corporation of the Town of Gananoque enacts as follows:

1. AUTHORIZATION:

1.1. That By-law No. 2005-041, regulate Signs and Advertising Devices, Section 4.0, **SIGNS PERMITTED FOR ALL USE CATEGORIES**, Subsection 4.1 f) be amended to add the following:

- “iv) A maximum of forty (40) signs shall be permitted for each candidate;
- v) Municipal Election signage size shall not exceed **(maximum size to be determined by Council)**.

1.2. That the subsection 4.1 f) be renumbered to include the above items accordingly.

2. EFFECTIVE DATE:

2.1. This By-law shall come into full force and effect on the date it is passed by Council.

Read a first, second and third time and finally passed this 21st day of June 2022.

Ted Lojko, Mayor

Penny Kelly, Clerk

(Seal)



Council Report – CS-2022-19

Date: June 21, 2022 **IN CAMERA**

Subject: 1000 Islands Kayaking Inc. – Amending Lease Agreement – Change of Boat Dockage Location

Author: Doug Wark, Manager of Community Services **OPEN SESSION**

RECOMMENDATION:

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2022-076, BEING A BY-LAW TO AMEND BY-LAW NO. 2021-028, TO AUTHORIZE THE MAYOR AND CLERK TO SIGN AN AMENDING LEASE AGREEMENT WITH SCOTT EWART O/A 1000 ISLANDS KAYAKING INC, TO CHANGE THE BOAT DOCKAGE LOCATION, AS PRESENTED IN COUNCIL REPORT-CS-2022-19.

STRATEGIC PLAN COMMENTS:

Sector #4 – Quality of Life – Strategic Initiative #1 – To ensure the recreation needs of our community are being met in fiscally responsible manner.

Sector #1 – Economic Prosperity - Strategic Initiative #4 – Actively work to retain existing Gananoque businesses and encourage job growth and expansion opportunities

BACKGROUND:

Scott Ewart, owner of 1000 Islands Kayaking Inc., submitted a letter to the Town dated May 31, 2022 asking Council to consider a change in his Lease Agreement to re-configure his commercial boat dockage slip location.

The current Lease Agreement includes docking arrangements for three boats; safety boat, motorized vessel (boat water taxi), and a rescue boat. To alleviate strain on the kayak launch dock, Mr. Ewart has asked to rearrange his three docking areas. The request is to move the 25-foot safety boat off the launch platform dock and into the corner area of the main transient finger dock location. The 15-foot short range rescue boat which was previously in this corner's main dock location, thereby moves to the location tying up next to the launch platform location. The 24-foot motorized vessel (boat water taxi) stays in its same location on the main transient dock.

Section Schedule D, 2v) below represents the current agreement for his commercial docking arrangements.

Commercial Docking (three slips maximum total):

- A) One (1) Safety Boat free of charge from May 1st to October 31st of each calendar year;
- B) One (1) motorized vessel (boat water taxi) from May 1st to October 31st of each calendar year at a cost of \$85.00 per foot (of boat) which total amount is to be determined based upon boat size prior to May 1st of each calendar year and paid on May 1st of each calendar year;
- C) One (1) short range rescue boat from May 1st to October 31st of each calendar year at a cost of \$85.00 per foot (of boat) which total amount is to be determined based upon boat size prior to May 1st of each calendar year and paid on May 1st of each calendar year;

INFORMATION/DISCUSSION:

The table below represents the requested changes highlighted in yellow.

Boat Type	Size	Current Lease Fees	Proposed Fees
Commercial Vessel (Taxi Boat)	24 foot	\$85 x 24 ft	\$85 x 24 ft
Short Range Rescue Boat	15 foot	\$85 x 15 ft	No Charge
Safety Boat	25 foot	No Charge	\$85 x 25 ft
		39 Total Feet Used	49 Total Feet Used

Staff have no concerns with this requested change. Mr. Ewart has been managing an important tourism business out of this location for a number of years and brings numerous clients to Gananoque each season.

Staff recommend the Lease Agreement be revised as stated below.

Schedule D, 2v)

Commercial Docking (three slips maximum total):

- A) One (1) Short Range Rescue Boat free of charge from May 1st to October 31st of each calendar year; with dockage provided on the kayaking launch dock.
- B) One (1) motorized vessel (boat water taxi) from May 1st to October 31st of each calendar year at a of \$85.00 per foot (of boat) which total amount is to be determined based upon boat size prior to May 1st of each calendar year and paid on May 1st of each calendar year.
- C) One (1) safety boat from May 1st to October 31st of each calendar year at a cost of \$85.00 per foot (of boat) which total amount is to be determined based

upon boat size prior to May 1st of each calendar year and paid on May 1st of each calendar year.

The implications of this change are the following.

Staff agree that moving the larger 25 safety boat off the small platform and onto the main dock will reduce strain on the dock which will therefore reduce maintenance costs in the future to fix dock cleats and wood structure. Further, staff understand that this change will provide a better passenger loading and unloading experience for the clients.

By approving the location switch by moving the short-range rescue boat (as no charge) and moving the safety boat into the new dock position will increase the linear footage Mr. Ewart will be required to pay from 39 total feet to 49 total feet. This will increase revenue to the Town.

The negative consequence is that there will now be a total of 49 feet of boat space reserved on the main transient boat finger docks while the current agreement only provides for 39 feet. Therefore, there is an extra 10 feet of reserved space which will reduce the total amount of space available to transient boaters looking to secure a dock space. As a reminder, the Town offers the transient docks for visiting boaters with a by-law of allowing dock stay time up to 3 hours per day with no overnight dockage available. It is staff opinion the loss of 10 feet is not significant.

All other terms and conditions of the Lease Agreement will remain the same.

As the Tenant is in good standing, staff recommend Council approve the amendment.

APPLICABLE POLICY/LEGISLATION:

None

FINANCIAL CONSIDERATIONS:

By adding 10 more feet of chargeable dock space, the proposed change will result in a seasonal dock space fee of \$4,165 versus the current \$3,315 creating an additional \$850 of revenue.

CONSULTATIONS:

Robert Kennedy, Parks and Facilities Superintendent

ATTACHMENTS:

Draft Amending Lease Agreement
Draft By-law No. 2022-076

APPROVAL	_____
	Doug Wark, Manager of Community Services

	Shellee Fournier, CAO

	Melanie Kirkby, 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.

Lease Amending Agreement

THIS AGREEMENT made this the _____ day of _____, 2022.

B E T W E E N:

THE CORPORATION OF THE TOWN OF GANANOQUE
(hereinafter referred to as the "Landlord")

OF THE FIRST PART

-and-

SCOTT EWART
(hereinafter referred to as the "Tenant")

OF THE SECOND PART

WHEREAS pursuant to the Lease dated March 4, 2021 between the Landlord and the Tenant (the "**Lease**"), the Landlord did demise and lease onto the Tenant the premises located at 110 Kate Street, Gananoque, Ontario;

AND WHEREAS the Parties mutually desire and agree to amend the Lease to allow for a change in boat dockage locations.

NOW THEREFORE IN CONSIDERATION of the mutual covenants herein contained and other good and valuable consideration (the receipt and sufficiency of which is hereby acknowledged by the Parties hereto), the Parties hereby covenant to and agree with each other as follows:

1. **That the Lease Agreement dated March 4, 2021, between the Landlord and the Tenant (the "Lease"), with respected to premises located at 110 Kate Street, Gananoque, Ontario, be hereby amended to remove in its entirety the following:**

Schedule D: Summary of Rent, Section 2): Item v) Commercial Docking (three slips maximum total):

- a) One (1) Safety Boat free of charge from May 1st to October 31st of each calendar year;
- b) One (1) motorized vessel (boat water taxi) from May 1st to October 31st of each calendar year at a cost of \$85.00 per foot (of boat) which total amount is to be determined based upon boat size prior to May 1st of each calendar year and paid on May 1st of each calendar year;
- c) One (1) short range rescue boat from May 1st to October 31st of each calendar year at a cost of \$85.00 per foot (of boat) which total amount is to be determined based upon boat size prior to May 1st of each calendar year and paid on May 1st of each calendar year.

2. **That the said Lease Agreement dated March 4, 2021 be hereby amended to insert the following:**

“Schedule D: Summary of Rent, Section 2): Item v) Commercial Docking (three slips maximum total):

- a) One (1) Short Range Rescue Boat free of charge from May 1st to October 31st of each calendar year; with dockage provided on the kayaking launch dock.
 - b) One (1) motorized vessel (boat water taxi) from May 1st to October 31st of each calendar year at a of \$85.00 per foot (of boat) which total amount is to be determined based upon boat size prior to May 1st of each calendar year and paid on May 1st of each calendar year.
 - c) One (1) safety boat from May 1st to October 31st of each calendar year at a cost of \$85.00 per foot (of boat) which total amount is to be determined based upon boat size prior to May 1st of each calendar year and paid on May 1st of each calendar year.”
3. Except as amended by this Agreement, the terms and conditions of the Lease shall remain and continue in full force and effect, unamended.
 4. This Agreement and everything contained herein shall be binding upon the Parties hereto, their successors and permitted assigns;
 5. This Agreement may be executed in counterparts, each of which when so executed shall constitute an original (and may be transmitted by facsimile or scan/email) and all of which together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the Parties have duly executed this Agreement as of the date first above written.

SIGNED, SEALED AND DELIVERED in the presence of:

THE CORPORATION OF THE TOWN OF GANANOQUE

Ted Lojko, Mayor

Penny Kelly, Clerk
(I/We have the authority to bind the Corporation)

SCOTT EWART, O/A 1000 ISLANDS KAYAKING INC.

Scott Ewart, Tenant
(I/We have the authority to bind the Corporation)

**THE CORPORATION OF THE TOWN OF GANANOQUE
BY-LAW NO. 2022-076**

**BEING A BY-LAW TO AMEND BY-LAW NO. 2021-028, TO AUTHORIZE THE
MAYOR AND CLERK TO SIGN AN AMENDING LEASE AGREEMENT WITH 1000
ISLANDS KAYAKING INC, TO CHANGE THE BOAT DOCKAGE LOCATION**

WHEREAS by Section 5 of the *Municipal Act*, 2001, S.O. 2001, c. 25, the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS the *Municipal Act*, 2001, S.O. 2001, c. 25, provides that the powers of every Council are to be exercised by By-law;

AND WHEREAS on February 16, 2021, the Council of the Town of Gananoque passed By-law No. 2021-028, being a By-law to enter into a Lease Agreement with Scott Ewart, O/A 1000 Island Kayaking Inc., for a portion of 110 Kate Street;

AND WHEREAS the Tenant submitted a letter to the Town dated May 31, 2022 requesting Council consider a change in the current Lease Agreement to re-configure the commercial boat dockage slip location;

AND WHEREAS the Council of the Town of Gananoque received Council Report CS-2022-19, and concurs with its recommendation to authorize the Mayor and Clerk to sign an amending Lease Agreement Scott Ewart, O/A 1000 Island Kayaking Inc., for a portion of 110 Kate Street to change the boat dockage location;

AND WHEREAS the Council of the Corporation of the Town of Gananoque deems it appropriate to pass such a By-law.

NOW THEREFORE be it resolved that the Council of the Corporation of the Town of Gananoque enacts as follows:

1. AUTHORIZATION:

1.1. That the Mayor and Clerk are hereby authorized to sign an amending Lease Agreement with Scott Ewart, O/A 1000 Island Kayaking Inc.

2. SCHEDULE

2.1. Attached to and forming part of this By-law is the amending Lease Agreement, marked as Schedule 'A'.

3. EFFECTIVE DATE:

3.1. This By-law shall come into full force and effect on the date it is passed by Council.

Read a first, second and third time and finally passed this 21st day of June 2022.

Ted Lojko, Mayor

Penny Kelly

(Seal)



MOTION / RESOLUTION OF COUNCIL

Date: June 21, 2022	Motion No. 2022 – 109
Subject: Approval of Minutes – Tuesday, June 7, 2022	
Moved by:	
Seconded by:	
<p>BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE HEREBY ADOPTS THE REGULAR MINUTES OF TUESDAY, JUNE 7TH, 2022 MEETING.</p>	

Ayes _____ Nays _____

Carried: _____

Defeated: _____

Tabled/Postponed: _____

Ted Lojko, 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
Anderson, D.		
Haird, A.		
Harper, M.		
Kench, M.		
O'Connor, D.		
Osmond, D.		
Lojko, T.		
TOTALS		

REGULAR COUNCIL MEETING MINUTES

Held on Tuesday, June 7, 2022 at 5:00PM Closed Session and 6:00PM Open Session
Held via WebEx Video, Teleconference and; In-Person

COUNCIL MEMBERS PRESENT		STAFF PRESENT
Mayor:	Ted Lojko	Shellee Fournier, CAO
Councillors:	Dave Anderson	Penny Kelly, Clerk/CEMC
	Adrian Haird	Melanie Kirkby, Treasurer
	Matt Harper	David Armstrong, Manager of Public Works
	Mike Kench	Brenda Guy, Manager of Planning and Development
	David Osmond	Doug Wark, Manager of Community Services
		Scott Gee, Chief of Police Gord Howard, Fire Chief
Regrets:	Dennis O'Connor	

1.	Call Meeting to Order
	Mayor Lojko called the meeting to order at 5:00 PM, with the following Council Members present: Deputy Mayor Anderson, Councillor Harper, Councillor Kench and Councillor Osmond.
2.	Disclosure of Pecuniary Interest & General Nature Thereof
	1. Mayor Lojko declared a pecuniary interest with respect to Report Council-RDS-2022-10 – Award of Contract – Detail Engineering Design Arthur Street – Request for Proposal, as the street he resides on abuts Arthur Street.
	2. Councillor Kench declared a pecuniary interest with respect to Report Council-PD-2022-11 – Deeming By-law – Kench, as the he is the owner of the property / lands being considered.
3.	Closed Meeting of Council (Beginning at 5:00 PM)
	Move into Closed Session
	Moved by Councillor Osmond 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 5:00 PM for the purpose of discussing two (2) items under Personal Matters Concerning an Identifiable Individual, Including Municipal or Board Employees. CARRIED – by those present
4.	Move Out of Closed Session at 5:24 PM
	Council resumed the Open Session at 6:00 PM
5.	Matters Arising from Closed Session
	A Closed Meeting was held. Council discussed two (2) items under Personal Matters Concerning an Identifiable Individual, Including Municipal or Board Employees. Council considered the following.
	Integrity Commissioner Report – Councillor Dennis O'Connor **Moved by Councillor Kench and Seconded by Deputy Mayor Anderson that the recommendation be amended to remove the words “ AND FURTHER THAT A LETTER OF REPRIMAND BE ISSUED TO COUNCILLOR O’CONNOR. ” DEFEATED – 3 Ayes, 3 Nays

	<p>Motion #22-104 – Integrity Commissioner Report – Councillor Dennis O’Connor Moved by: Councillor Harper Seconded by: Councillor Osmond BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES THE INTEGRITY COMMISSIONER REPORT REGARDING COUNCILLOR DENNIS O’CONNOR AND AUTHORIZES THAT THE REPORT BE MADE AVAILABLE TO THE PUBLIC AS AN ATTACHMENT TO THE COUNCIL MINUTES OF TUESDAY, JUNE 7, 2022, AS PER SECTION 223.6 (3) OF THE <i>MUNICIPAL ACT</i>, 2006, C. 32, SCHED. A. S. 98,</p> <p>AND FURTHER THAT A LETTER OF REPRIMAND BE ISSUED TO COUNCILLOR O’CONNOR.</p> <p style="text-align: right;">CARRIED – 5 Ayes, 1 Nay</p>
	<p>Motion #22-105 – Request to Council – Purchase of a Bench for the Water Treatment Plant – Richard Ferguson Moved by: Councillor Harper Seconded by: Councillor Osmond BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE APPROVES A COUNCIL GRANT IN THE AMOUNT OF \$500.00 TO ASSIST IN FUNDING A COMMEMORATIVE BENCH IN MEMORY OF RICHARD FERGUSON, FORMER EMPLOYEE OF THE TOWN OF GANANOQUE, TO BE LOCATED AT THE WATER TREATMENT PLANT.</p> <p style="text-align: right;">CARRIED – UNANIMOUS</p>
6.	Land Acknowledgement Statement
	<ul style="list-style-type: none"> • Mayor Lojko read the Land Acknowledgement Statement.
7.	Public Question / Comment (Only Addressing Reports on the Agenda)
	<ul style="list-style-type: none"> • A Member of the public addressed Reports on the Agenda.
8.	Disclosure of Additional Items
	1. Correspondence from Rotary Club of Gananoque regarding Confederation Park Fountain – (Ref. Report Council-CAO-2022-09)
9.	Delegations – None
10.	Presentations / Awards / Deputations
	<p>1. Oscar Poloni, KPMG – Town of Gananoque Asset Management Plan (AMP) (+Ref. Council Report FIN-2022-23)</p> <ul style="list-style-type: none"> • Oscar Poloni from KPMG appeared before Council and presented a PowerPoint presentation entitled “Town of Gananoque’s Asset Management Plan”. • At this point, Council considered Report Council-FIN-2022-23.
11.	Mayor’s Declaration – None
12.	Public Meeting
	<p>1. Development Permit Application – DP2021-23A – 425 Fourth Street – Horizon Legacy (+Council Report PD-2022-10 – Brenda Guy, Manager of Planning and Development)</p> <ul style="list-style-type: none"> • A Public Meeting was held with respect to a Proposed Class III Development Permit Amendment Application received from Frank Belerique, Horizon Legacy (Horizon Marco Polo Lp / Horizon Marco Polo Inc.), requesting to amend the Site Plan for the property municipally and legally described as 425 Fourth Street (vacant Lands) PLAN 86 LOTS 161 TO 163 LOT 165, 167, 169, 171, 173, 175, 177, 179, 180 and; PLAN 86 PT LOT 314 PT LOT 316 (Town of Gananoque), to include a fifth residential building (containing three (3) units) and alter the overall layout of the property (including reduction of distance between buildings and relocation of proposed community garden amenity). • Brenda Guy, Manager of Planning and Development provided an overview of Council Report PD-2022-10.
	<ul style="list-style-type: none"> • The Chair asked if any member of Council had any questions or comments – None

23.	Next Meeting – Tuesday, June 21, 2022
24.	Adjournment
	<p data-bbox="321 344 737 379">Moved by: Councillor Harper</p> <p data-bbox="321 384 1406 459">Be it resolved that Council hereby adjourns this regular meeting of Council at 9:06 PM.</p> <p data-bbox="1154 459 1539 494" style="text-align: right;">CARRIED – UNANIMOUS</p>
<p data-bbox="224 634 477 674">_____ Ted Lojko, Mayor</p>	<p data-bbox="855 634 1240 674">_____ Penny Kelly, Clerk / CEMC</p>



Cunningham Swan

LAWYERS

• EST 1894 •

Tony E. Fleming
Direct Line: 613.546.8096
E-mail: tfleming@cswan.com

CONFIDENTIAL

May 18, 2022

SENT BY EMAIL TO: clerk@gananoque.ca

Penny Kelly, Clerk
Town of Gananoque
30 King Street East
P.O. Box 100
Gananoque, ON K7G 2T6

Dear Ms. Kelly:

**RE: Application for Inquiry to the Integrity Commissioner – Councillor Dennis O'Connor
Municipal Code of Conduct
Our File No. 16418-159**

Please be advised that our investigation under the Code of Conduct is now complete. We attach the final report herewith and the report should now be circulated to members of the Council. We have provided a copy of the report to the member and complainant separately.

This investigation is hereby closed. If Council requires the attendance of the Integrity Commissioner when the report is dealt with by Council, please advise.

Sincerely,

Cunningham, Swan, Carty, Little & Bonham LLP

Tony E. Fleming, C.S.
LSO Certified Specialist in Municipal Law
(Local Government / Land Use Planning)
Anthony Fleming Professional Corporation
TEF:mj

00707752.DOCX:

TEL: 613-544-0211
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Tony E. Fleming
Direct Line: 613.546.8096
E-mail: tfleming@cswan.com

CONFIDENTIAL

May 18, 2022

BY E-MAIL: clerk@gananoque.ca

Mayor and Members of Council
c/o Penny Kelly, Clerk
Town of Gananoque
30 King Street East
P.O. Box 100
Gananoque, ON K7G 2T6

Dear Mayor and Members of Council:

**RE: Application for Inquiry to the Integrity Commissioner – Councillor Dennis O’Connor
Municipal Code of Conduct
Our File No: 16418-159**

On March 2, 2022, a complaint (the “Complaint”) was received alleging that Councillor Dennis O’Connor voted during the March 1, 2022 Council Meeting despite a conflict of interest. Specifically, it was alleged that Councillor O’Connor voted in favour of the development permit application DP2022-01 related to the Home Hardware operated by Councillor O’Connor’s brother.

This matter was investigated under the Code of Conduct only as the *Municipal Conflict of Interest Act* does not consider the pecuniary interests of siblings as creating a conflict of interest for a member.

The Complaint was provided to the Integrity Commissioner on March 2, 2022 and we sent a letter to the named member on March 8, 2022 requesting that Councillor O’Connor provide a written response to the Complaint. The Councillor responded on March 8, 2022. The
00707765.DOCX:

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EMAIL: [INFO@CSWAN.COM](mailto:info@cswan.com)
WEB: WWW.CSWAN.COM

Councillor's response was forwarded to the Complainant and we received the Complainant's further response on March 24, 2022. This further response was sent to the Councillor on March 25, 2022 and we received the Councillor's response on April 5, 2022.

The Integrity Commissioner has conducted an investigation and finds:

- Councillor O'Connor voted on the Development Permit Application DP2022-01;
- The Application pertained to the expansion of the Home Hardware operated by Councillor O'Connor's brother, Ken O'Connor;
- Councillor O'Connor did not declare a conflict of interest or recuse himself from the vote.

In his response, Councillor O'Connor indicated that he has severed his association with his brother and further, that his brother does not own the land or the building but merely rents it.

The Code of Conduct provides:

4. General Integrity

- Members shall avoid the improper use of the influence of their office and shall avoid conflict of interest, both apparent and real.

As noted by the Honourable Justice Bellamy in her final report on the Toronto Computer Leasing Inquiry/Toronto External Contracts Inquiry:

An apparent conflict of interest exists when someone could reasonably conclude that a conflict of interest exists. In other words, it is a matter of public perception.

Public perceptions of the ethics of public servants are critically important. If the public perceives, even wrongly, that public servants are unethical, democratic institutions will suffer from the erosion of public confidence.¹

As such, even where a real conflict of interest may not exist, an apparent conflict of interest may exist based on what a member of the public would reasonably conclude.

Conclusion/Recommendation

The Integrity Commissioner finds that Councillor O'Connor had an apparent conflict of interest when voting on development permit application DP2022-01. While Councillor O'Connor indicates that his relationship with his brother who operates the property that was

¹ The Honourable Madama Justice Denise E. Bellamy, Report on the Toronto Computer Leasing Inquiry-Toronto External Contracts Inquiry, Volume 2, "Good Government", 2005, Toronto, p. 39-40.

the subject of the application is severed, this would not be known to a member of the public. A member of the public could reasonably conclude that a conflict of interest existed.

Further, although Councillor O'Connor's brother may not own the land, this does not negate the appearance of a conflict of interest as an expansion of the store is likely to create a financial benefit to Councillor O'Connor's brother. A member of the public could reasonably make this conclusion.

The Integrity Commissioner recommends that Council issue a reprimand to Councillor O'Connor to demonstrate that Council expects its Members to avoid both real and apparent conflicts of interest when voting on matters at Council meetings. In the circumstances, a more significant penalty is not deemed necessary given that the Councillor cooperated fully with the investigation and was very candid about the reason for his participation in the vote. While the fact that the Councillor felt that his personal relationship with his brother was severed was not relevant to the matter of the public's perception, it does speak to motive and mitigates somewhat the conflict of interest.

Sincerely,

Cunningham, Swan, Carty, Little & Bonham LLP



Tony E. Fleming, C.S.
LSO Certified Specialist in Municipal Law
(Local Government / Land Use Planning)
Anthony Fleming Professional Corporation

TEF:ls

From: Barbara Fisk
Sent: Monday, June 6, 2022 12:57:05 PM
To: Ted Lojko <tlojko@gananoque.ca>; Shellee Fournier <SFournier@gananoque.ca>
Subject: Water Fountain - Rotary

Good afternoon Ted and Shellee,
Ted, thank you for the phone call just now to review the situation.
I am following up on the note you sent earlier regarding a shared costing for a new Rotary water fountain in Sculpture/Confederation Park.
Our board met on Saturday and although we don't have the club ratification of this yet, we are confident that our decision will be supported.

The Gananoque Rotary club is willing to commit to a maximum of \$15,000 as a joint cost with the BIA, TIAP, TAP, and the Town to cover the cost of a new water fountain.

We do have a couple of additional conditions.

1. That every effort be made to secure the overall funding for the project from the RTO9, as was initially suggested (or through another grant should it be necessary).
2. That should the RTO9 funding (or other grant) not be forthcoming, that payment of the Rotary commitment would be subject to negotiated payment terms over several years.
3. That the Town will continue to be fully responsible for ongoing maintenance, repairs, operational costs, and annual storage of the fountain.
4. That the fountain remain named as the Rotary Fountain, along with the plaque currently on the bridge.

We fully understand and appreciate that all of our groups are working together to beautify the Town and make it as pleasant as possible for our residents, as well as our annual tourists.
Thank you for expediting this project.

Yours in Rotary,

Barbara

Barbara Fisk, President 2021-2022 & 2022-2023
Rotary Club of Gananoque

D7040 – Grants Stewardship Committee 2019-2023
D7040 – Polio Plus Chair 2021-2024
D7040 – District Rotary Foundation Chair – 2022-2025

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Council Report – FIRE-2022-04

Date: June 21, 2022 **IN CAMERA**

Subject: Amend Human Resources Policy – Add Employees as Paid On-Call Firefighter – HR-700-19

Author: Gord Howard, Fire Chief **OPEN SESSION**

RECOMMENDATION:

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2022-077, BEING A BY-LAW TO AMEND THE HUMAN RESOURCES POLICY BY-LAW NO. 2014-110, TO ADD TO THE HR-700 SERIES THE “EMPLOYEES AS PAID ON-CALL FIREFIGHTERS” SECTION, AS PRESENTED IN COUNCIL-REPORT-FIRE-2022-04.

STRATEGIC PLAN COMMENTS:

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

BACKGROUND:

Recruitment and retention of Paid On-Call Firefighters is one of the largest challenges that Gananoque Fire faces on a regular basis. This challenge is magnified during day time weekday calls, due to most of the paid on-call members being at work out of town and unable to respond.

The Gananoque Fire Service currently relies on multiple staff employed in other Town of Gananoque departments to respond to emergency calls for service. These local employees are an asset to Gananoque Fire’s response, especially during day-time weekday calls.

Allowing and encouraging current and future Town staff to respond to emergency calls helps increase the level of service the Gananoque Fire Service is able to provide. Furthermore, increasing the safety of the Town of Gananoque, it’s residents and visitors.

The Town of Gananoque should lead by example, to encourage other local businesses to allow Firefighters to respond while working.

INFORMATION/DISCUSSION:

Various Chiefs from municipalities within Leeds and Grenville were asked what their policy was in regards to town staff responding to emergencies. All of those municipalities indicated that their operating guideline was in alignment with the prepared policy.

Staff have prepared the attached “Employees as Paid On-Call Firefighters” policy for Council consideration.

APPLICABLE POLICY/LEGISLATION:

None.

FINANCIAL CONSIDERATIONS:

Included in Budgets.

CONSULTATIONS:

Senior Management Team

Members of the Chief Fire Officers Association of Leeds & Grenville:

Chief Rayner, Prescott Fire

Chief Cole, Merrickville Fire

Chief Granahan, Rideau Lakes Fire

Chief Prior, TLTI Fire

ATTACHMENTS:

Draft Policy – Employees as Paid On-Call Firefighters

Draft By-law No. 2022-077

APPROVAL	<hr/> <p>Shellee Fournier, CAO</p> <hr/> <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>
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(HR-200-19)

Human Resources – Employees as Paid On-Call Firefighters

Intent

To establish procedures for the Town of Gananoque staff members who wish to serve as Paid On-Call Firefighters for the Town of Gananoque (the Town)

Scope

This guideline applies to:

- Town of Gananoque employees

Guidelines

It is essential that the Town maintains an adequate complement of qualified paid on-call firefighters who are available at any time of day to respond to fires and other emergencies in order to protect the community and to provide for the public. As such, Town employees shall be permitted and encouraged to serve as paid on-call firefighters.

In order to ensure that sufficient paid on-call firefighters are available during normal working hours and to set a positive example for all local businesses, the Town will support and encourage employees who desire to serve as paid on-call firefighters in order to preserve and maintain the paid on-call model of fire protection service delivery. This includes ability to respond to emergencies during working hours, as long as the employee's departure from the workplace does not compromise safety, interrupt critical Town operations, or unreasonably disrupt Town business.

Process

1. Any employee who wishes to serve as a paid on-call firefighter is subject to regular recruitment processes and requirements of the Town of Gananoque Fire Department.
2. Any employee selected to serve as a paid on-call firefighter, and who wishes to respond to calls for service during scheduled work hours, must first seek the approval of his or her Supervisor. Such approval will not be unreasonably withheld.
3. While performing "on-call" duties in the course of their regular employment for the Town, employees will not be available to also respond to emergency calls outside of the municipality as paid on-call firefighters.
4. Employees who are approved to serve as a paid on-call firefighter may not leave the workplace to answer an emergency call if by doing so an unsafe condition is created or a critical Town operation is disrupted.

(HR-200-19)

Human Resources – Employees as Paid On-Call Firefighters

5. If summoned to respond to an emergency call as a paid on-call firefighter, the employee must notify their supervisor that they wish to leave the workplace. The supervisor/employer reserves the right to deny permission for the employee to respond to the emergency call, but such permission will not be unreasonably withheld.
6. The employee must return to the workplace as soon as reasonably possible to resume their regular work duties upon conclusion of the emergency call.
7. In the event that an employee attends an emergency call that extends past their scheduled work start time, the employee must advise the Town that they will not be reporting for work at the normal start time in accordance with established Town policies.
8. If an employee cannot report to work at their scheduled work start time due to attendance at a fire or other emergency, or is called away from their workplace to respond to an emergency, they will not suffer a loss of pay or benefits resulting from their paid on-call firefighting duties.
9. While attending a fire or emergency during their scheduled work hours, the employee will receive their Town wages for the time served as a paid on-call firefighter.
10. The employee will not be entitled to overtime pay by the Town as the result of serving as a paid on-call firefighter or responding to a fire or other emergency.
11. Employees responding to calls outside of their normal working hours will be paid their paid on-call firefighter rate.
12. Employees will receive concurrent paid on-call firefighter compensation while attending emergency calls and will be remunerated their normal Town wages up to the end of their Town shift.
13. The Fire Chief will, upon request, provide verification to supervisors that an employee's absence from the workplace was due to paid on-call firefighter duties.
14. Should an employee require time off after a fire or other emergency to recuperate, they must request approval for vacation, lieu time or unpaid leave from their supervisor, approval of which will not be unreasonably denied.
15. Employees are encouraged to use their own personal transportation to and from the workplace for emergency calls. However, Town vehicles can be used for transportation to the Town's Emergency Services Building.
16. Employees who wish to be absent from the workplace during scheduled work hours for non-emergency paid on-call firefighter duties (i.e. firefighter training, public education duties, etc.) must seek prior approval of their supervisor. Time off from regularly scheduled work may be taken as vacation time, lieu time, or unpaid leave of absence, approval of which will not be unreasonably denied.

(HR-200-19)

Human Resources – Employees as Paid On-Call Firefighters

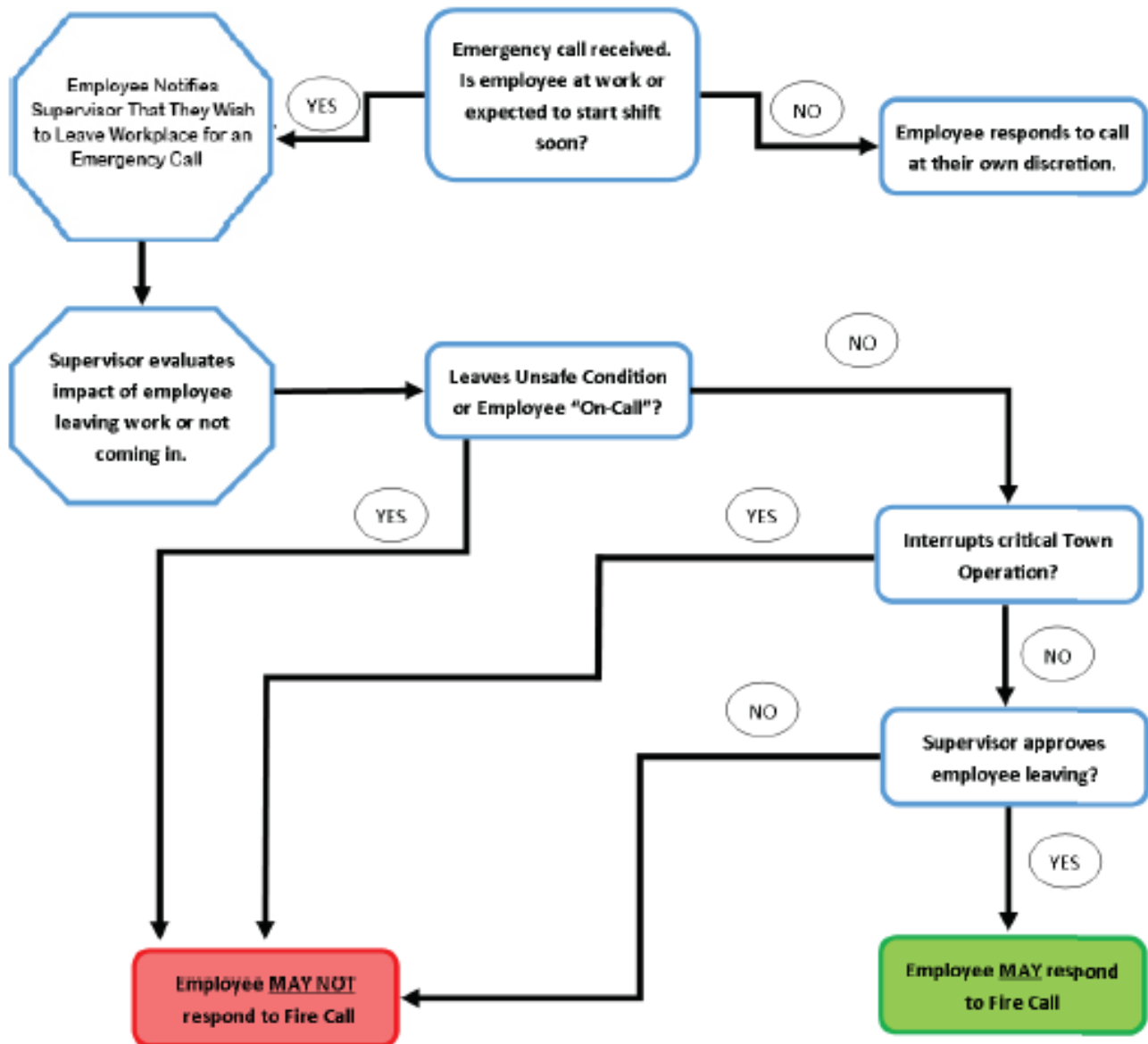
17. All points above apply to employees who attend emergency calls to provide “mutual aid” for neighbouring communities.
18. All points above apply to employees who are paid on-call firefighters with neighbouring municipalities, in which the Town has a mutual aid agreement.
19. Employees and Supervisors will consult the following diagram: Whether an Employee May Leave the Workplace During Work Hours to Respond to a Fire Call.

DRAFT

(HR-200-19)

Human Resources – Employees as Paid On-Call Firefighters

Whether or Not an Employee Can Leave the Workplace During Work Hours to Respond to a Fire Call



(HR-200-19)

Human Resources – Employees as Paid On-Call Firefighters

Acknowledgement and Agreement

I, _____ (name) acknowledge that I have read and understand the Employees as paid on-call Firefighters Policy for the Town of Gananoque. I agree to adhere to this policy and will ensure that employees working under my direction adhere to this policy. I understand that if I violate the rules set forth by this policy, I may face disciplinary action up to and including termination of employment.

Name: _____

Signature: _____

Date: _____

Witness: _____

DRAFT

**THE CORPORATION OF THE TOWN OF GANANOQUE
BY-LAW NO. 2022-077**

**BEING A BY-LAW TO AMEND THE HUMAN RESOURCES POLICY BY-LAW
NO. 2014-110, TO ADD TO THE HR-700 SERIES THE “EMPLOYEES AS PAID
ON-CALL FIREFIGHTERS” SECTION MARKED AS HR-700-19**

WHEREAS by Section 5 of the *Municipal Act*, 2001, S.O. 2001, c. 25, the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS the *Municipal Act*, 2001, S.O. 2001, c. 25, provides that the powers of every Council are to be exercised by By-law;

AND WHEREAS the Council of the Town of Gananoque received Council Report FIRE-2022-04, and concurs with the recommendation to amend the Human Resources Policy By-law No. 2014-110, to add the “Employees as Paid On-Call Firefighters Policy” to the HR-700 series;

AND WHEREAS the Council of the Corporation of the Town of Gananoque deems it appropriate to pass such a By-law.

NOW THEREFORE be it resolved that the Council of the Corporation of the Town of Gananoque enacts as follows:

1. AUTHORIZATION:

- 1.1. That the Human Resources Policy By-law No. 2014-110 be amended to add Employees as Paid On-Call Firefighters Policy to the HR-700 series.

2. SCHEDULE:

- 2.1. That the Employees as Paid On-Call Firefighters Policy, marked as HR-700-19, attached hereto and forming part of this By-law is hereby adopted and marked as Schedule ‘A’.

3. EFFECTIVE DATE:

- 3.1. This By-law shall come into full force and effect on the date it is passed by Council.

Read a first, second and third time and finally passed this 21st day of June 2022.

Ted Lojko, Mayor

Penny Kelly

(Seal)



Council Report – CS-2022-20

Date: June 21, 2022

IN CAMERA

Subject: 1000 Islands Gananoque Poker Run – Overnight Parking at PUC Docks & Approval for Delegation of Authority

Author: Doug Wark, Manager of Community Services

OPEN SESSION

RECOMMENDATION:

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2022-078, BEING A BY-LAW TO APPROVE A TEMPORARY EXEMPTION FROM BY-LAW NO. 2010-008, AS AMENDED, SECTION 5. B), TO EXTEND THE THREE (3) HOUR LIMIT AT THE PUC DOCKS TO ALLOW THE PARTICIPANTS TO DOCK OVERNIGHT DURING THE 2022 1000 ISLANDS GANANOQUE POKER RUN EVENT, AS PRESENTED IN COUNCIL REPORT CS-2022-20.

RECOMMENDATION:

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2022-079, BEING A BY-LAW TO AMEND THE DELEGATION OF POWERS AND DUTIES POLICY BY-LAW NO. 2017-012, SCHEDULE 'A' TO PROVIDE THE MANAGER OF COMMUNITY SERVICES THE AUTHORITY TO PROVIDE TEMPORARY EXEMPTIONS FOR OVERNIGHT OR EXTENDED PARKING ON THE PUC DOCKS FOR EVENTS, AS PRESENTED IN COUNCIL REPORT CS-2022-20.

STRATEGIC PLAN COMMENTS:

Sector #6 – Tourism and Events – Strategic Initiative #1 – Develop and promote Gananoque as a four-season tourist destination that supports the local economy.

Sector 8 – Governance and Administration – Strategic Initiative #4 - Town Council will ensure openness and transparency in its operations. Actions A) Review and update existing policies on an ongoing basis.

BACKGROUND:

The 1000 Islands Gananoque Poker Run is scheduled to run from July 8-9, 2022. The event will start and end in Gananoque. The event has requested 50 slips at the Gananoque Municipal Marina. Only 30 slips are available, however event organizers are working with the Town Special Events Coordinator and Recreation and Marina Coordinator to execute the event.

INFORMATION/DISCUSSION:

The 1000 Islands Gananoque Poker Run has been hosted in Gananoque for a number of years and has a positive economic impact for the community. The goal is to continue to support the event in Gananoque and determine solutions to address the shortage of dock slips for the event.

Docking options have been considered in a variety of other locations however no appropriate solutions have been found. Further, rafting (tethering to other boats in one slip), is not permitted. This is to minimize potential damage to the docks that results from the extra drag pressure from the weight of two boats.

The Community Services Staff and Police Chief Scott Gee have discussed the potential of using the P.U.C. docks to address the requirement for additional slips.

Staff recommend that the Town permit the Poker Run Organizers access to the P.U.C. docks for overnight dockage based on the following conditions. No participants are permitted on the boats overnight. Staff have required that the organizers of the Poker Run submit a final list of all boats with boat lengths provided to the Town no later than 14 days prior to the event start date of July 8th. The Recreation and Marina Coordinator will invoice the Poker Run for the confirmed list of boat slip reservations as provided and required 14 days prior to the event.

Staff will put up reserved signage on the docks to ensure the P.U.C. Docks are reserved for Poker Run (list of confirmed boats only) from the morning of July 8 to midday July 10th.

Therefore, it is recommended that Council provide the Poker Run a temporary exemption to By-law No. 2010-008, being a By-law to prevent unauthorized docking of boats, for the nights of July 8 and 9, 2022, for boats participating in the event.

Furthermore, staff recommend that Council authorize the Manager of Community Services the ability to grant all future requests for this exemption for future Poker Run Events as well as all other similar event organizations that request use for the overnight exemption.

A delegation of authority is common in many municipalities and provides the following benefits:

- Contributes to the efficient management of the municipality
- Fewer items on Council agendas and reduced workload for the Clerk's office
- More efficient use of staff time
- Meets the need to implement work in a timely fashion; and
- Maintains accountability through conditions, limitations and reporting requirements

Staff recommend that the following be added to Delegation of Powers and Duties Policy By-law, Schedule 'A':

Delegate Authority	Delegated to	Relevant Legislated Authority	Rationale
Authority to provide temporary exemptions to By-law 2010-008 for overnight or extended parking on the PUC docks for various community events. Ex. Poker Run	Manager of Community Services	Section 23.1 (1) of the <i>Municipal Act</i> , 2001, S. O. 2001, c. 25	Expedite the administrative process reduce time going to Council for routinely approved requests.

APPLICABLE POLICY/LEGISLATION:

By-law No. 2010-008, a By-law to prevent unauthorized docking of boats.
 By-law No. 2017-012, a By-law to establish a policy for the delegation of certain council powers and duties.

FINANCIAL CONSIDERATIONS:

The Gananoque Municipal Marina daily docking fee is \$2.28 per foot. This will be charged to all boats docked in the marina and at the P.U.C. Dock locations.

CONSULTATIONS:

Amanda Robinson, Special Events Coordinator
 Lori Higgs, Marina and Recreation Coordinator
 Chief Scott Gee, Gananoque Police Service

ATTACHMENTS:

Draft By-law No. 2022-078, Temporary Exemption to By-law No. 2010-008, Section 5. b).
 Draft By-law No. 2022-079, Amend By-law No. 2017-012, Delegation of Powers and Duties

APPROVAL	<p>_____ Doug Wark, Manager of Community Services</p> <p>_____ Shellee Fournier, CAO</p> <p>_____ Melanie Kirkby, 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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**THE CORPORATION OF THE TOWN OF GANANOQUE
BY-LAW NO. 2022-078**

BEING A BY-LAW TO PROVIDE A TEMPORARY EXEMPTION FROM THE PREVENTING UNAUTHORIZED DOCKING OF BOATS BY-LAW NO. 2010-008, SPECIFICALLY SECTION 5. B), TO EXTEND THE THREE (3) HOUR LIMIT AT THE PUC DOCKS TO ALLOW THE PARTICIPANTS TO DOCK OVERNIGHT DURING THE 2022 1000 ISLANDS GANANOQUE POKER RUN EVENT

WHEREAS by Section 5 of the *Municipal Act*, 2001, S.O. 2001, c. 25, the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS the *Municipal Act*, 2001, S.O. 2001, c. 25, provides that the powers of every Council are to be exercised by By-law;

AND WHEREAS the Council of the Town of Gananoque established By-law No. 2010-008, as amended, being a By-law to prevent unauthorized docking of boats;

AND WHEREAS the Council of the Town of Gananoque received Council Report – CS-2022-20, and concurs with providing an exemption from the preventing of unauthorized docking boats By-law No. 2010-008, specifically Section 5. B), to temporarily extend the three (3) hour limit at the PUC docks to allow the Poker Run participants to dock overnight during the 2022 1000 Islands Poker Run event being held from July 8 to 9, 2022.

AND WHEREAS the Council of the Corporation of the Town of Gananoque deems it appropriate to pass such a By-law.

NOW THEREFORE be it resolved that the Council of the Corporation of the Town of Gananoque enacts as follows:

1. AUTHORIZATION:

- 1.1. That a temporary exemption be approved from the preventing of unauthorized docking boats By-law No. 2010-008, specifically Section 5. B), to temporarily extend the three (3) hour limit at the PUC docks to allow the Poker Run participants to dock overnight during the 2022 1000 Islands Poker Run event being held from July 8 to 9, 2022.
- 1.2. That the following conditions be met by the 1000 Islands Gananoque Poker Run Event Coordinator, in order to grant permission to the PUC docks:
 - 1.2.1. A final list of all boats with boat lengths provided to the Town no later than fourteen (14) days prior to the event start date of July 8th, 2022;
 - 1.2.2. No participant(s) are permitted on the boats overnight;
- 1.3. That Town staff place signage on the PUC dock to reserve Poker Run confirmed boats only, from the morning of Friday, July 8 to Sunday, July 10, 2022 at 12:00 PM (Noon).

2. EFFECTIVE DATE:

- 2.1. This By-law shall come into full force and effect on Friday, July 8, 2022 and; shall expire on Sunday, July 10, 2022 at 12:00 PM (Noon).

Read a first, second and third time and finally passed this 21st day of June 2022.

Ted Lojko, Mayor

Penny Kelly
(Seal)

THE CORPORATION OF THE TOWN OF GANANOQUE

BY-LAW NO. 2022-079

BEING A BY-LAW TO AMEND THE DELEGATION OF COUNCIL POWERS AND DUTIES POLICY BY-LAW NO. 2017-012 TO INCLUDE DELEGATION OF AUTHORITY TO THE MANAGER OF COMMUNITY SERVICES TO PROVIDE TEMPORARY EXEMPTIONS TO BY-LAW 2010-008 FOR OVERNIGHT OR EXTENDED PARKING ON THE PUC DOCKS FOR VARIOUS COMMUNITY EVENTS

WHEREAS by Section 5 of the *Municipal Act*, 2001, S.O. 2001, c. 25, the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS the *Municipal Act*, 2001, S.O. 2001, c. 25, provides that the powers of every Council are to be exercised by By-law;

AND WHEREAS the Council of the Town of Gananoque received Council Report CS-2022-20, and concurs with the recommendation to amend the Delegation of Powers and Duties Policy By-law No. 2017-012, Schedule 'A' to delegate authority to the Manager of Community Services to provide temporary exemptions for overnight or extended parking on the PUC docks for events;

AND WHEREAS the Council of the Corporation of the Town of Gananoque deems it appropriate to pass such a By-law.

NOW THEREFORE be it resolved that the Council of the Corporation of the Town of Gananoque enacts as follows:

1. AUTHORIZATION:

1.1. That By-law No. 2017-012, be hereby amended to remove Schedule 'A' and replace with the Schedule 'A', attached hereto and forming part of this By-law.

2. REPEAL

2.1. That any by-law inconsistent with this By-law, specifically referencing Schedule 'A', is hereby repealed.

3. EFFECTIVE DATE:

3.1. This By-law shall come into full force and effect on the date it is passed by Council.

Read a first, second and third time and finally passed this 21st day of June 2022.

Ted Lojko, Mayor

Penny Kelly

(Seal)

Delegation of Council Powers and Duties			
Authority	Council		
Establishing By-law No.	2017-012	Amending By-law No.	2022-079
		Amending By-law No.	2021-039
		Amending By-law No.	2020-026

PURPOSE

Section 270 of the *Municipal Act* S.O. 2001, as amended, requires that a municipality adopt and maintain a policy with respect to the delegation of municipal powers and duties.

The Council of the Town of Gananoque recognizes that it is directly responsible for all municipal powers and duties as legislated under the *Municipal Act* S.O. 2001 as amended and recognizes that the delegation of powers and duties does not absolve the Council of their responsibility.

In determining the delegation of its powers and duties, Council shall abide by the legislative restrictions and obligations, and shall ensure that such delegation will be accomplished maintaining the principles of accountability and transparency.

DEFINITIONS

(a) *Legislative Powers* – Includes all matters where Council acts in a legislative or quasi-judicial function including enacting by-laws, setting policies, and exercising decision-making authority.

(b) *Administrative Powers* – Includes all matters required for the management of the corporation that do not involve discretionary decision-making.

POLICY STATEMENT

Council, as a duly elected municipal government, is directly accountable to its constituents for its legislative decision-making, policies, and administrative powers. Council’s decisions are generally expressed by by-law or motion of Council carried by a majority vote. The efficient management of the Town and the need to respond to issues in a timely fashion require Council to entrust certain powers and duties to committees and staff while concurrently maintaining accountability, which can be effectively accomplished through the delegation of legislative and administrative functions. Council authority will be delegated within the context set out in the Act and will respect the applicable restrictions outlined in the Act.

POLICY REQUIREMENTS

Town Council supports the delegation of powers and duties to provide efficient management of municipal operations and to respond to matters in a timely fashion. The following shall be the general rules and guidelines relative to the delegation of Council powers and duties:

- 1) All delegation of powers and duties that are made by Council on or after the date of this By-law comes into force shall be made:
 - a) In accordance with sections 23.1 to 23.5 of the *Municipal Act* S.O. 2001 inclusive, or with any other applicable legal requirement;
 - b) By resolution confirmed by by-law or by by-law alone.
- 2) Unless otherwise specified, a delegation of power or duty to any officer or employee of the Town includes a delegation to a person who is appointed by the Chief Administrative Officer or by the delegate to act in the capacity of the delegate in their absence.

- 3) Council shall not delegate any of the following powers and duties:
- a) The power to appoint or remove from office an officer of the Town whose appointment is required by the *Municipal Act*, S.O. 2001.
 - b) The power to pass a by-law under Parts VIII, IX and X of the *Municipal Act* S.O. 2001.
 - c) The power to incorporate corporations in accordance with section 203 of the *Municipal Act* S.O. 2001.
 - d) The power to adopt an Official Plan, Zoning by-law, Development Permit System, or amendments to any of the aforementioned under the *Planning Act*.
 - e) The power to pass a by-law under subsections 108 (1) and (2) and 110 (3), (6) and (7) of the *Municipal Act* S.O. 2001.
 - f) The power to adopt a community improvement plan under section 28 of the *Planning Act*, if the plan includes provisions that authorize the exercise of any power under subsection 38 (6) or (7) of that Act or under section 365.1 of the *Municipal Act* S.O. 2001.
 - g) The power to adopt or amend the budget of the Town.
 - h) Any other power or duty that may be prescribed under paragraph 23.3 (1) 9 of the *Municipal Act*, 2001.

Contraventions

The Chief Administrative Officer shall be responsible for receiving complaints and/or concerns related to this policy. Upon receipt of a complaint and/or concern, the Chief Administrative Officer shall notify Council.

Responsibilities

Town staff is responsible for adhering to the parameters of this policy and for ensuring appropriate application of the delegated authority.

Delegate Authority	Delegated To	Relevant Legislated	Rationale
Authority for the execution of Town minutes, by-laws, agreements, etc.	Mayor and Clerk, or designates	Section 23.1 (1) of the <i>Municipal Act, 2001</i> , S. O. 2001, c. 25	The Mayor and Clerk are the designate signing authorities for the Town of Gananoque; with the exclusion of bank financial
Hire/Dismiss all employees, save and except Directors/Officers, in accordance with the Human Resource Policy Manual, Provincial Statutes, and the annual Budget.	Chief Administrative Officer or Designate	Directors/Officers in accordance with the Human Resources Policy Manual, the annual budget, and Provincial Statutes.	Considered to be in compliance with the Human Resources Manual; and/or Officers appointed under the Authority of Provincial Statutes.
When the Restricted Acts Section in the <i>Municipal Act</i> applies after Nomination Day ("Lame Duck" Council), authority shall be granted from Nomination Day through to the Inauguration of the new Council to the Chief Administrative Officer to appoint or remove from office any officer/manager of the municipality.	Chief Administrative Officer or Designate	Section 275(6) of the <i>Municipal Act, 2001</i>	The new longer lame duck period could limit the duration of the Town being without legislated officers and/or managers thereby affecting operations.

Delegate Authority	Delegated To	Relevant Legislated	Rationale
<p>When the Restricted Acts Section in the <i>Municipal Act</i> applies after Nomination Day ("Lame Duck" Council), authority shall be granted from Nomination Day through to the Inauguration of the new Council to the Chief Administrative Officer to be the financial signing authority for expenditures, outside the current budget, exceeding \$50,000 and/or for the disposition of any real or personal property of the municipality which has a value exceeding \$50,000 at the time of disposal.</p>	<p>Chief Administrative Officer or Designate</p>	<p>Section 275(6) of the <i>Municipal Act</i>, 2001</p>	<p>Section 275(6) of the <i>Municipal Act</i> provides that the authority of a municipality can be delegated to a person or body prior to Nomination Day for the election of the new Council. It is customary to delegate this authority to the Chief Administrative Officer (CAO).</p>
<p>When the Restricted Acts Council of the <i>Municipal Act</i> applies after Nomination Day ("Lame Duck" Council), authority shall be granted, from Nomination Day through to the Inauguration of the new Council, to the Chief Administrative Officer to sign an extension to any existing contract/agreement provided that the extension does not extend beyond January 1st after the inaugural meeting of Council and no additional costs are incurred by the Town.</p>	<p>Chief Administrative Officer or Designate</p>	<p><i>Section 275(6) of the Municipal Act, 2001</i></p>	<p>Considered an administrative matter</p>
<p>Authorize the Chief Administrative Officer to issue grant applications in favour of the Town.</p>	<p>Chief Administrative Officer or Designate</p>	<p>Section 23.1 (1) of the <i>Municipal Act, 2001</i>, S. O. 2001, c. 25</p>	<p>Applications for grant deadlines do not always match up with Council meetings this will provide the CAO with the authority to sign grant applications.</p>

Delegate Authority	Delegated To	Relevant Legislated	Rationale
Authorize the Chief Administrative Officer to execute development confidentiality agreements.	Chief Administrative Officer or Designate	Section 23.1 (1) of the <i>Municipal Act, 2001</i> , S. O. 2001, c. 25	These are usually time sensitive requests that at times are difficult to match up with Council meeting timelines. Confidentiality agreements are required for certain types of development to protect the confidentiality of a potential development and restrict price gouging of property and protect trade secrets. They are typically used prior to the development of a site development agreement.
Authority be granted to approve Facility Rental Agreements.	Manager of Community Services or Designate	Section 23.1 (1) of the <i>Municipal Act, 2001</i> , S. O. 2001, c. 25	Considered an administrative matter
Authority be granted to execute/approve Special Event Applications on Town properties.	Manager of Community Services or Designate	Section 23.1 (1) of the <i>Municipal Act, 2001</i> , S. O. 2001, c. 25	Considered an administrative matter
Authority to provide temporary exemptions to By-law 2010-008 for overnight or extended parking on the PUC docks for various community events. Ex. Poker Run	Manager of Community Services	Section 23.1 (1) of the <i>Municipal Act, 2001</i> , S. O. 2001, c. 25	Expedite the administrative process reduce time going to Council for routinely approved requests.
Authority to temporarily approve road closures and establish parking bans for the purpose of conducting municipal operations and construction, reconstruction, festivals and events.	Manager of Public Works or Designate	Section 23.1 (1) of the <i>Municipal Act, 2001</i> , S. O. 2001, c. 25	Authority granted to ensure all future highway construction projects, festivals, emergencies, and events in the Town are appropriately designated and managed.

Delegate Authority	Delegated To	Relevant Legislated	Rationale
Authority may be designated to set a lower rate of speed for motor vehicles driven in a designated “construction zone” than is otherwise prescribed; and the rate of speed shall be marked by signs in accordance with regulations.	Manager of Public Works or Designate	Section 23.1 (1) of the <i>Municipal Act, 2001</i> , S. O. 2001, c. 25	Authority granted to ensure all future highway construction projects, festivals, emergencies, and events in the Town are appropriately designated and managed.
Authority be delegated to the Mayor and Clerk to execute the agreements related to the <i>Planning Act</i> R.S.O. 1990 for a Class I, Class II or Class III under the Development Permit By-law, as required and approved by the appropriate authority.	Mayor and Clerk, or Designates	<i>Planning Act</i> , and; Section 23.1 (1) of the <i>Municipal Act, 2001</i> , S. O. 2001, c. 25	To expedite the administrative functions of the Development Permit By-law as amended.
Authority to approve Class II applications under the Development Permit By-law.	Planning Advisory Committee	<i>Planning Act</i> , and; Section 23.1 (1) of the <i>Municipal Act, 2001</i> , S. O. 2001, c. 25	Authority to approve Class II applications as defined in the Development Permit By-law as amended.
Authority to execute and approve Mobile Canteen Licences.	Manager of Planning and Development and Clerk or Designates	Section 23.1 (1) of the <i>Municipal Act, 2001</i> , S. O. 2001, c. 25	Authority to approve Mobile Canteen Licences as per the Mobile Canteen By-law as amended.

Delegate Authority	Delegated To	Relevant Legislated	Rationale
<p>Authority to approve Community Improvement applications for the Downtown Area for the Community Improvement Plan. This excludes Brownfield applications. (See By-law 2012-034 "Schedule A")</p> <p>In addition, authority be delegated to the Mayor and Clerk to execute the agreements related to the Planning Act R.S.O. 1990 for Community Improvement Plan, as required and approved by the appropriate authority.</p>	<p>Manager of Planning and Development and Treasurer or Designates</p> <p>Mayor and Clerk, or Designates</p>	<p><i>Planning Act</i>, and; Section 23.1 (1) of the <i>Municipal Act</i>, 2001</p>	<p>To expedite the administrative functions of the Community Improvement Plan By-law as amended.</p>
<p>Authority to Mayor and Clerk to execute extensions on approved agreements concerning grants that the Town has received from other agencies (Province etc.).</p>	<p>Mayor and Clerk, or Designates</p>	<p>Section 23.1 (1) of the <i>Municipal Act</i>, 2001, S. O. 2001, c. 25</p>	<p>Extension on funding agreements are to the Towns advantage. Generally initiated by other agencies when grant or loan program timelines are being extended.</p>
<p>Authority to the Mayor and Clerk to execute tax sale extension agreements upon the recommendation of the Treasurer.</p>	<p>Mayor and Clerk, or Designates</p>	<p>Section 23.1 (1) of the <i>Municipal Act</i>, 2001, S. O. 2001, c. 25</p>	<p>Tax sale extension agreements are to the Town's advantage.</p>
<p>Authority to grant to the Treasurer vesting after a failed tax sale.</p>	<p>Treasurer</p>	<p>The Municipal Act, Section 379 (15 & 16), and; Property Tax Billing and Collection Policy</p>	<p>Expedite the administrative functions and to protect owner confidentiality.</p>
<p>Authorize the Tourism Advisory Panel (TAP) to authorize Tourism Community Grant Applications, as funded by the Municipal Accommodation Tax (MAT).</p>	<p>Tourism Advisory Panel</p>	<p>By-law No. 2021-039</p>	<p>These are usually time sensitive requests that at times are difficult to match up with Council meeting timelines.</p>



G NANOQUE
Council Report – RDS-2022-12

Date: June 21, 2022

IN CAMERA

Subject: Award of Contract – One (1) Single-Axle 5-Ton Truck and One (1) All-Season Combination Dump Body Spreader

Author: David Armstrong, Manager of Public Works

OPEN SESSION

RECOMMENDATION:

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2022-080, BEING A BY-LAW TO AUTHORIZE THE MAYOR AND THE CLERK TO SIGN AN AGREEMENT WITH PREMIER TRUCK GROUP OF BELLEVILLE, FOR THE PROCUREMENT OF ONE (1) SINGLE-AXLE 5-TON TRUCK, AS PRESCRIBED IN TENDER RDS-2022-02, AND AS PRESENTED IN COUNCIL REPORT RDS-2022-12.

RECOMMENDATION:

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2022-081, BEING A BY-LAW TO AUTHORIZE THE MAYOR AND THE CLERK TO SIGN AN AGREEMENT WITH GIN-COR INDUSTRIES, FOR THE PROCUREMENT OF ONE (1) ALL-SEASON COMBINATION DUMP BODY SPREADER, AS PRESCRIBED IN TENDER RDS-2022-03, AND AS PRESENTED IN COUNCIL REPORT RDS-2022-12.

STRATEGIC PLAN COMMENTS:

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

BACKGROUND:

As part of the 2022 Budget process, Public Works presented to Council the need to increase equipment to improve the Towns winter maintenance program. Town staff identified that procuring an additional 5-ton Plow/Dump truck would enhance the efficiency and value of our winter maintenance activities.

INFORMATION/DISCUSSION:

The Public Works department released Tender RDS-2022-02 on March 1, 2022, which subsequently closed on March 23, 2022. The Tender did not receive any submissions and was re-released on March 24, 2022 and closed on April 28, 2022. Manufacturers and companies were contacted directly, and the Tender was advertised on Biddingo.com. There were zero (0) permissible bids received at the time of closing.

The current economic climate is having a substantial negative impact on a number of Municipalities. Town staff reached out to industry personnel, sales staff and Municipal colleagues in search of a build slot for a new truck. The Public Works Department released Tender RDS-2022-02 for a third time on June 10, 2022, which subsequently closed on June 15, 2022. There was one permissible bid received at the time of closing. Premier Truck Group of Belleville submitted a bid of \$184,662.00 (not including HST). The truck is in a build slot for late 2022 and is to be delivered in Quarter 2 of 2023. It will likely not be in service for this coming winter, however it does secure this purchase in a desolate market.

The Public Works Department released Tender RDS-2022-03 on March 1, 2022, which subsequently closed on March 23, 2022. The Tender was advertised on Biddingo.com. There was 1 permissible bid received at the time of closing. Gin-Cor Industries Ltd. Submitted a bid with a cost of \$174,930.00 (not including HST).

APPLICABLE POLICY/LEGISLATION:

Procurement By-law 2015-087.

FINANCIAL CONSIDERATIONS:

The total amount in the Council approved Budget for this purchase is \$280,000.00. The recommended submission exceeds the budgeted amount as per the breakdown below:

Tender	Company	Submitted Price (excl. HST)
RDS-2022-02 v2.0	Premier Truck Group	\$184,662.00
RDS-2022-03	Gin-Cor Industries	\$174,930.00
TOTAL		\$359,592.00
APPROVED BUDGET AMOUNT		\$280,000.00
DEFECIT		\$79,592.00

Town Staff are recommending to fund the shortfall of this purchase from the Winter Maintenance Reserves.

CONSULTATIONS:

Brock Webb, Superintendent of Roads
 Melanie Kirkby, Treasurer
 Frank Mitchell, Operator 2
 Municipal Representatives from a few Ontario Municipalities

ATTACHMENTS:

Draft By-law No. 2022-080
 Draft By-law No. 2022-081

APPROVAL	<p>_____</p> <p>David Armstrong, Manager of Public Works</p> <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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**THE CORPORATION OF THE TOWN OF GANANOQUE
BY-LAW NO. 2022-080**

**BEING A BY-LAW TO AUTHORIZE THE MAYOR AND THE CLERK TO SIGN AN
AGREEMENT WITH PREMIER TRUCK GROUP OF BELLEVILLE, FOR THE
PROCUREMENT OF ONE (1) SINGLE-AXLE 5-TON TRUCK**

WHEREAS by Section 5 of the *Municipal Act*, 2001, S.O. 2001, c. 25, the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS the *Municipal Act*, 2001, S.O. 2001, c. 25, provides that the powers of every Council are to be exercised by By-law;

AND WHEREAS the Council of the Town of Gananoque received Council Report RDS-2022-12, and concurs with its recommendation to authorize the Mayor and Clerk to sign an Agreement with Premier Truck Group of Belleville for the procurement of one (1) Single-Axle 5-Ton Pick-Up Truck, as prescribed in Tender RDS-2022-02;

AND WHEREAS the Council of the Corporation of the Town of Gananoque deems it appropriate to pass such a By-law.

NOW THEREFORE be it resolved that the Council of the Corporation of the Town of Gananoque enacts as follows:

1. AUTHORIZATION:

1.1. That the Mayor and Clerk are hereby authorized to sign an Agreement with Premier Truck Group of Belleville for the procurement of one (1) Single-Axle 5-Ton Pick-Up Truck.

2. SCHEDULE

2.1. Attached to and forming part of this By-law is the Agreement, marked as Schedule 'A'.

3. EFFECTIVE DATE:

3.1. This By-law shall come into full force and effect on the date it is passed by Council.

Read a first, second and third time and finally passed this 21st day of June 2022.

Ted Lojko, Mayor

Penny Kelly

(Seal)

**THE CORPORATION OF THE TOWN OF GANANOQUE
BY-LAW NO. 2022-081**

**BEING A BY-LAW TO AUTHORIZE THE MAYOR AND THE CLERK TO SIGN AN
AGREEMENT WITH GIN-COR INDUSTRIES, FOR THE PROCUREMENT OF ONE (1)
ALL-SEASON COMBINATION DUMP BODY SPREADER**

WHEREAS by Section 5 of the *Municipal Act*, 2001, S.O. 2001, c. 25, the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS the *Municipal Act*, 2001, S.O. 2001, c. 25, provides that the powers of every Council are to be exercised by By-law;

AND WHEREAS the Council of the Town of Gananoque received Council Report RDS-2022-12, and concurs with its recommendation to authorize the Mayor and Clerk to sign an Agreement with Gin-Cor Industries for the procurement of one (1) All-Season Combination Dump Body Spreader, as prescribed in Tender RDS-2022-03;

AND WHEREAS the Council of the Corporation of the Town of Gananoque deems it appropriate to pass such a By-law.

NOW THEREFORE be it resolved that the Council of the Corporation of the Town of Gananoque enacts as follows:

1. AUTHORIZATION:

1.1. That the Mayor and Clerk are hereby authorized to sign an Agreement with Gin-Cor Industries for the procurement of one (1) All-Season Combination Dump Body Spreader.

2. SCHEDULE

2.1. Attached to and forming part of this By-law is the Agreement, marked as Schedule 'A'.

3. EFFECTIVE DATE:

3.1. This By-law shall come into full force and effect on the date it is passed by Council.

Read a first, second and third time and finally passed this 21st day of June 2022.

Ted Lojko, Mayor

Penny Kelly

(Seal)



GANANOQUE

Council Report – RDS-2022-13

Date: June 21, 2022 **IN CAMERA**
Subject: Lowertown Revitalization – Parking Options
Author: David Armstrong, Manager of Public Works **OPEN SESSION**

RECOMMENDATION:

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE APPROVES THE RECOMMENDED PARKING OPTION (LOWERTOWN PROPOSED PARKING LAYOUT) FOR THE PARKING AREAS WITHIN THE LOWERTOWN REVITALIZATION PROJECT, AS PRESENTED IN COUNCIL REPORT RDS-2022-13.

STRATEGIC PLAN COMMENTS:

Sector #2 – Infrastructure/Environment – Strategic Initiative #1 – Assess the Town’s current 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 operations.

BACKGROUND:

The Lowertown Revitalization is a Budget approved project that was carried over from 2021. During construction there have been a few adjustments made within the design criteria as issues were identified and required immediate action to resolve. Overall, the project has proceeded with minimal disruption and appears to have an aesthetically pleasing finished presentation.

INFORMATION/DISCUSSION:

The remaining issue that has not been resolved is the flow of traffic that is delivering large boats to the boat launch on St. Lawrence Street. By design, the Town directs this type of traffic to travel south on Main Street; turn right on Water Street; follow the road delineation around Kate Street onto St. Lawrence Street, then back in to launch the boat. Through discussions, it has been brought to staff’s attention that the right turn onto Water Street and the right turn onto Kate Street have been problematic for these carriers to safely navigate.

Staff made the decision to depress the curb on the bulb-out on the south side of Water Street to alleviate any damage to vehicles or the curb. This solution solved the concern; however, the designed parking spaces are still an issue. Staff have completed a review of the area and are proposing the changes as outlined in the attachments with this report. To summarize the drawings, Lowertown Proposed Parking Layout 1 shows the two (2) barrier-free parking spaces being moved Westerly to the intersection of Water Street and Market Street; designating the first two parking spaces for smaller cars or motorcycles and allowing more clearance around that section of Water Street.

Lowertown Proposed Parking Layout 2 shows a requested Loading Zone area at the Westerly end of the angle parking in front of Island Harbour Club, which addresses the desire of Council from 2021 to include such an area for Emergency Services. This also provides a wider travel area for the large boats travelling to the boat launch.

APPLICABLE POLICY/LEGISLATION:

Highway Traffic Act

Traffic and Parking By-law No. 2015-070, as amended

FINANCIAL CONSIDERATIONS:

N/A

CONSULTATIONS:

Brock Webb, Public Works Technologist

Brenda Guy, Manager of Planning and Development

Doug Wark, Manager of Community Services

ATTACHMENTS:

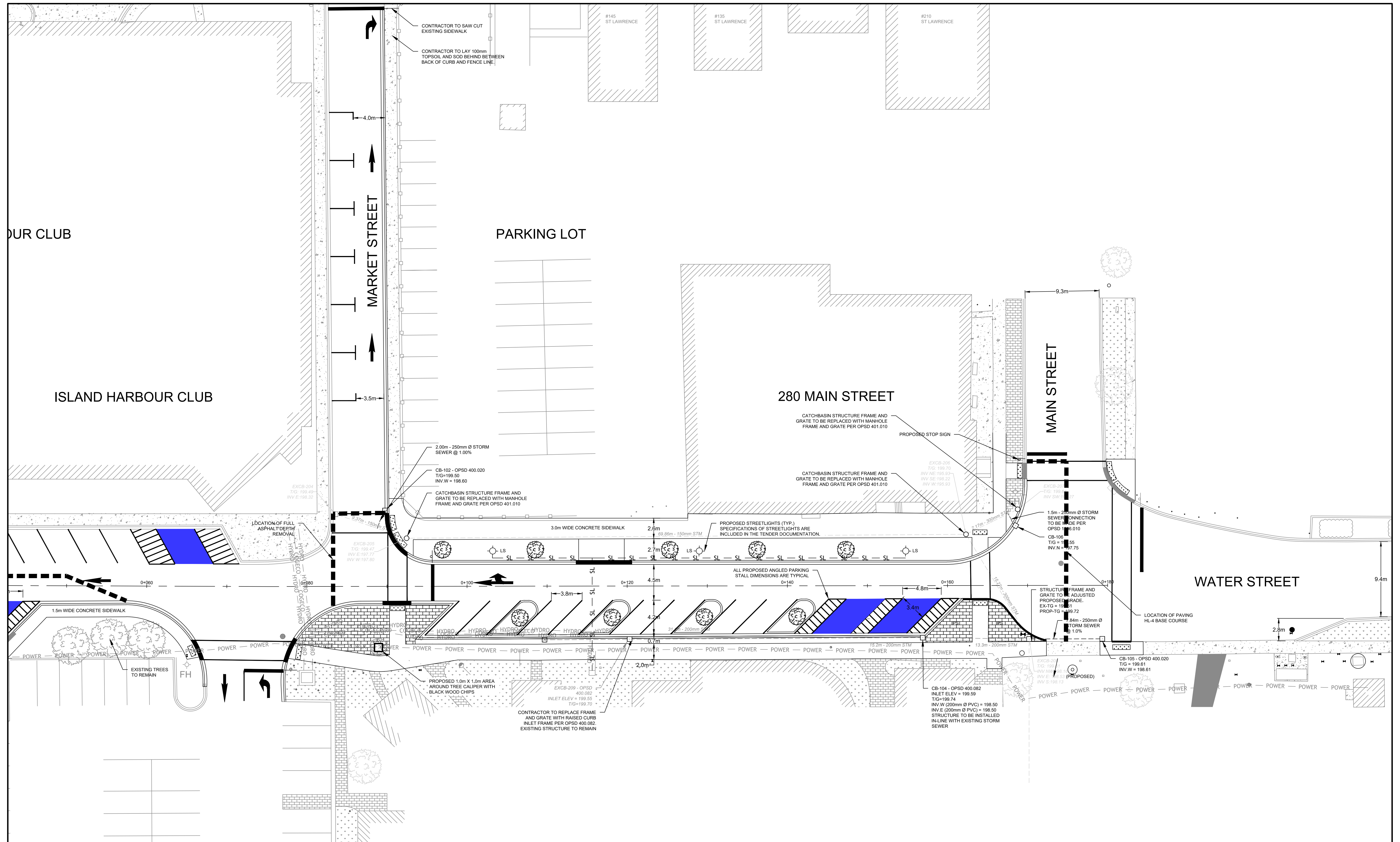
Lowertown Existing 1

Lowertown Existing 2

Lowertown Proposed Parking Layout 1

Lowertown Proposed Parking Layout 2

APPROVAL	<hr/> <p>David Armstrong, Manager of Public Works</p> <hr/> <p>Melanie Kirkby, 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> <hr/> <p>Shellee Fournier, CAO</p>
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LOCATION OF UTILITIES
THE LOCATION OF ALL STRUCTURES ON THIS PLAN ARE APPROXIMATE AND ARE TO BE USED FOR REFERENCE ONLY. THE CONTRACTOR IS TO RECEIVE LOCATES FOR EXACT LOCATION OF ALL STRUCTURES. THE TOWN OF GANANOQUE IS NOT LIABLE FOR ANY DAMAGES CAUSED TO EXISTING INFRASTRUCTURE LOCATED ON-SITE.



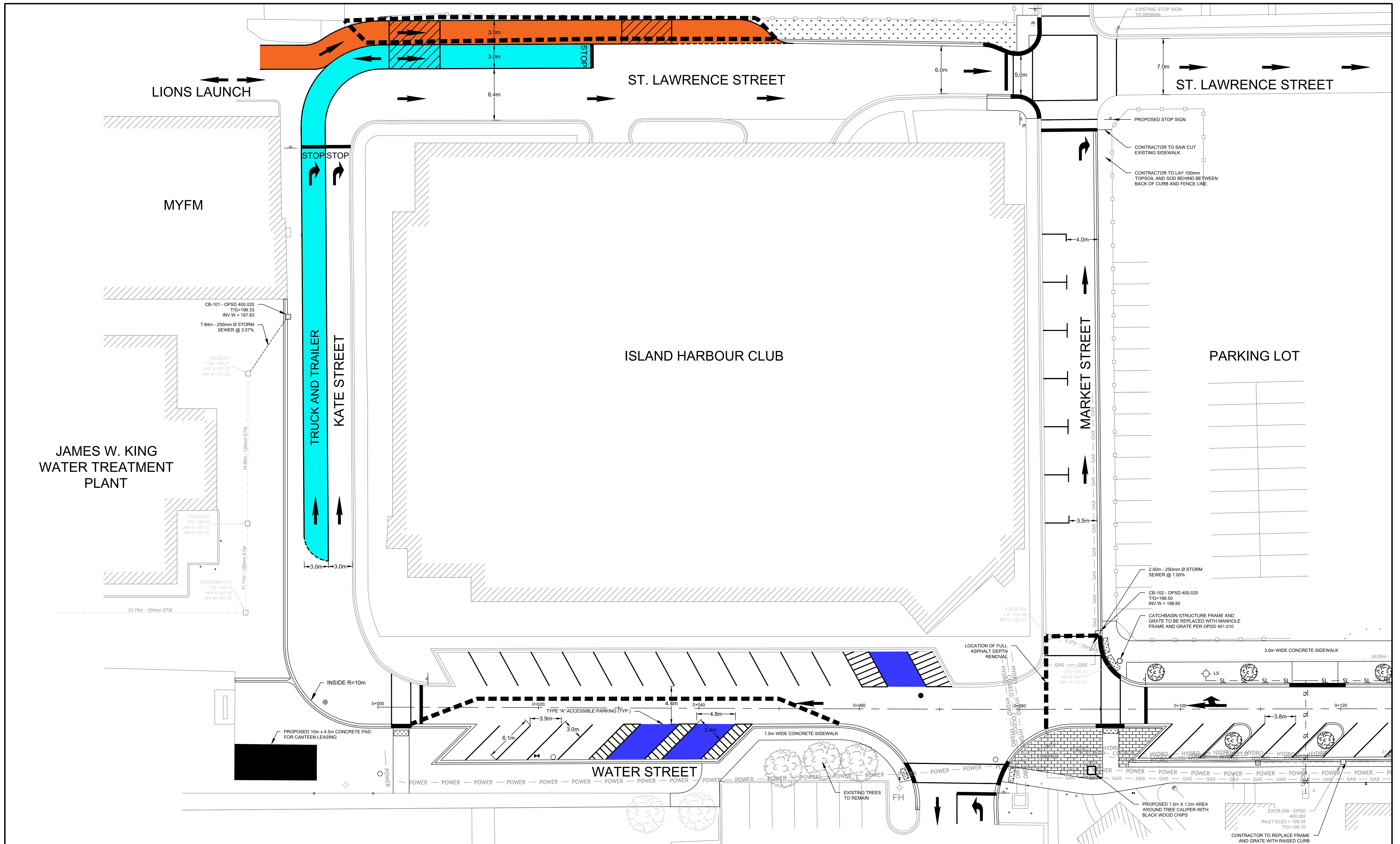
REV.	NOTES	DATE	STAMP
1	ISSUED FOR CONSTRUCTION	APRIL 04/22	

PROJECT ID: _____
 DWG NO: 07
 PROJECT NAME:
 LOWERTOWN REVITALIZATION
 PARKING, CURBS, OVERLAY, STORM SEWERS, SIDEWALKS

SCALE: 1:200

CHECKED BY: PM	DRAWN BY: BW/ML	DATE: APRIL 04 2022	REV: 1
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DWG: SITE SERVICING PLAN - LOWERTOWN WATER STREET FROM MARKET STREET TO MAIN STREET



LOCATION OF UTILITIES
 THE LOCATION OF ALL STRUCTURES ON THIS PLAN ARE APPROXIMATE AND ARE TO BE USED FOR REFERENCE ONLY. THE CONTRACTOR IS TO RECEIVE LOCATES FOR EXACT LOCATION OF ALL STRUCTURES. THE TOWN OF GANANOQUE IS NOT LIABLE FOR ANY DAMAGES CAUSED TO EXISTING INFRASTRUCTURE LOCATED ON-SITE.



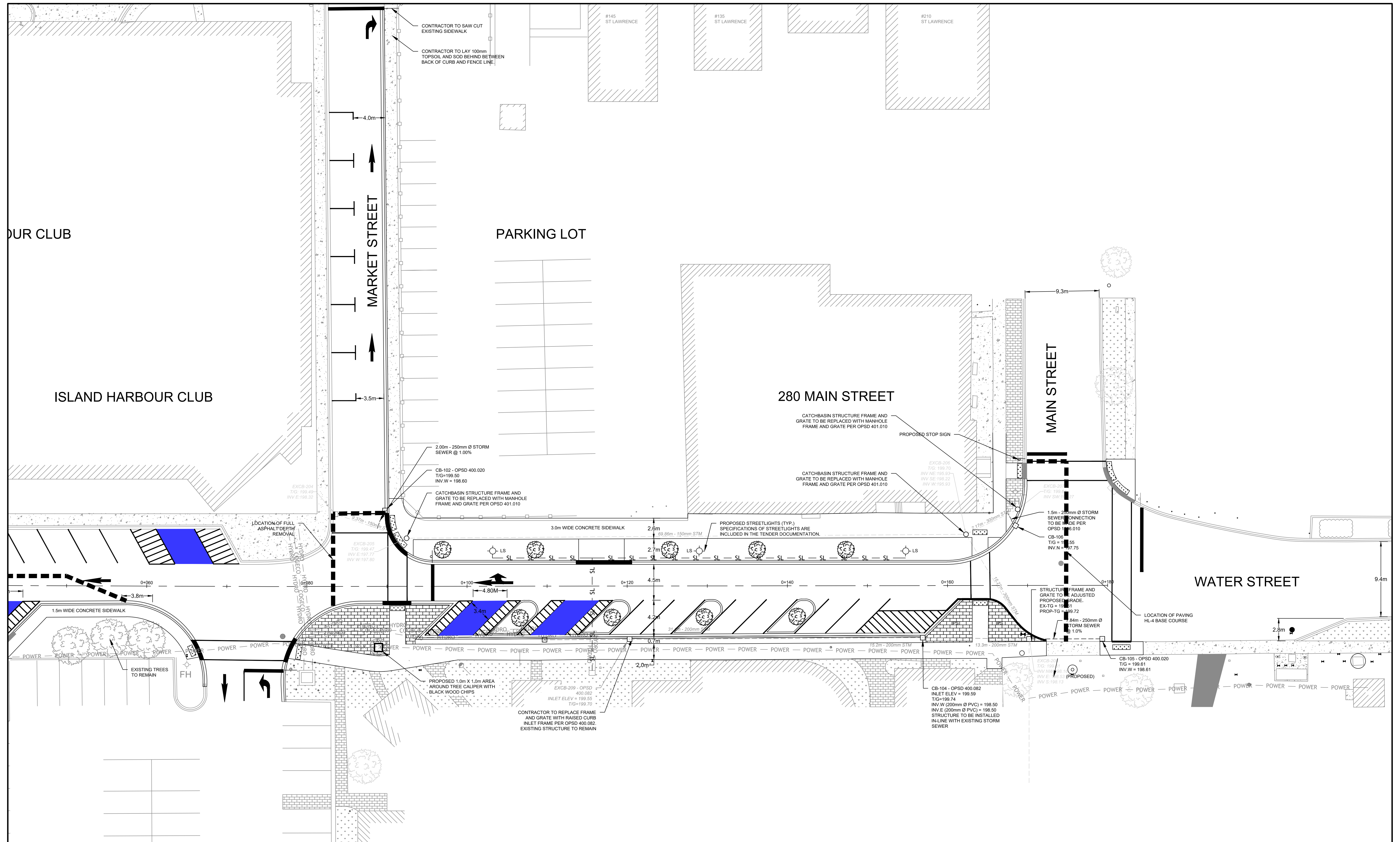
REV.	NOTES	DATE	STAMP
1	ISSUED FOR CONSTRUCTION	APRIL 04/22	

PROJECT ID: _____
 DWG NO: 04
 PROJECT NAME:
 LOWERTOWN REVITALIZATION
 PARKING, CURBS, OVERLAY, STORM SEWERS, SIDEWALKS

SCALE: 1:200

CHECKED BY: PM	DRAWN BY: BW/ML	DATE: APRIL 04 2022	REV: 1
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DWG:
 SITE SERVICING PLAN - LOWERTOWN
 KATE, ST. LAWRENCE, WATER STREET TO MARKET ST.



LOCATION OF UTILITIES
THE LOCATION OF ALL STRUCTURES ON THIS PLAN ARE APPROXIMATE AND ARE TO BE USED FOR REFERENCE ONLY. THE CONTRACTOR IS TO RECEIVE LOCATES FOR EXACT LOCATION OF ALL STRUCTURES. THE TOWN OF GANANOQUE IS NOT LIABLE FOR ANY DAMAGES CAUSED TO EXISTING INFRASTRUCTURE LOCATED ON-SITE.



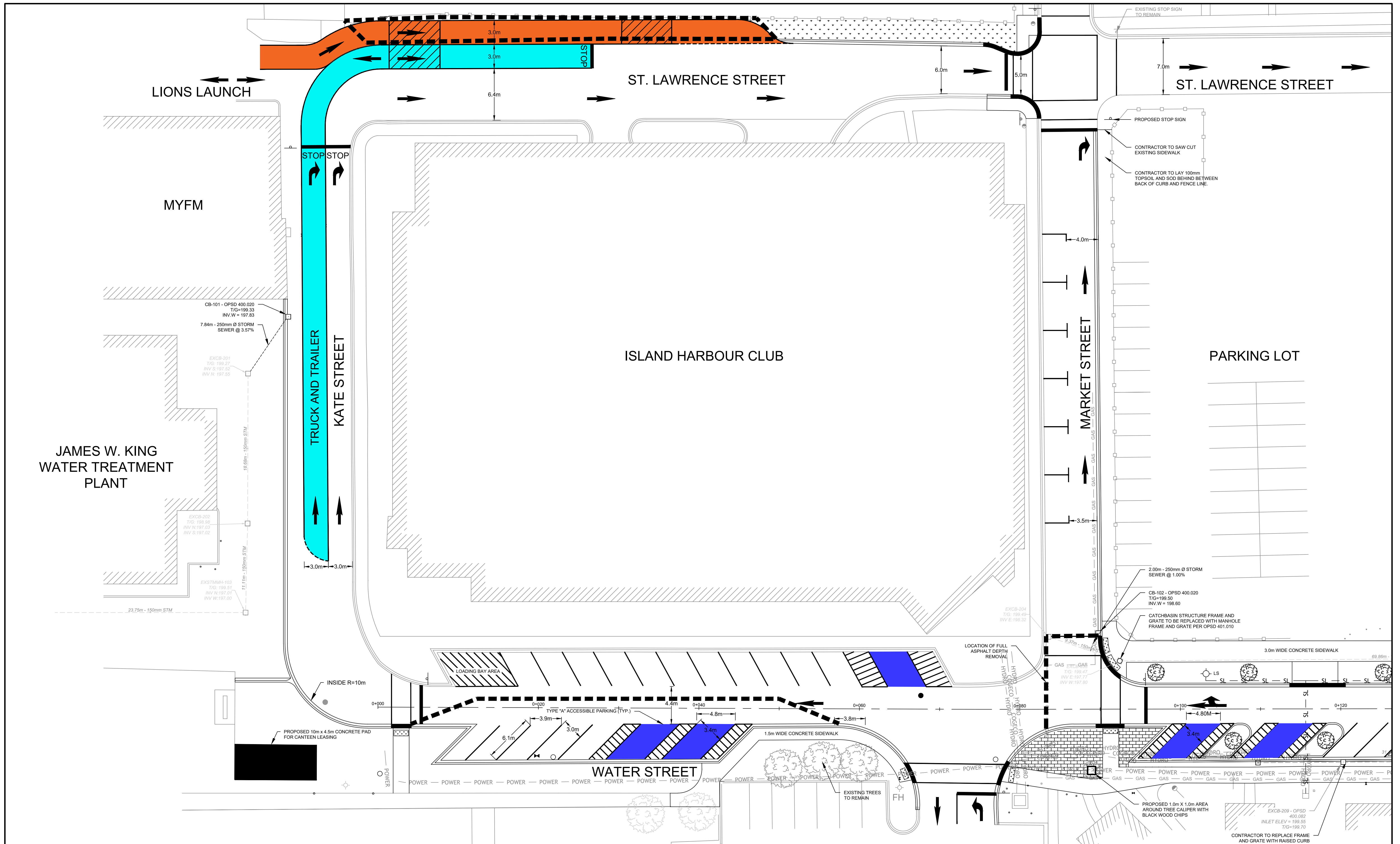
REV.	NOTES	DATE	STAMP
1	PROPOSED PARKING LAYOUT	JUNE 14/22	

PROJECT ID: _____
 DWG NO: 07
 PROJECT NAME:
 LOWERTOWN REVITALIZATION
 PARKING, CURBS, OVERLAY, STORM SEWERS, SIDEWALKS

SCALE: 1:200

CHECKED BY: PM	DRAWN BY: BW/ML	DATE: JUNE 14 2022	REV: 1
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DWG: SITE SERVICING PLAN - LOWERTOWN WATER STREET FROM MARKET STREET TO MAIN STREET



LOCATION OF UTILITIES
 THE LOCATION OF ALL STRUCTURES ON THIS PLAN ARE APPROXIMATE AND ARE TO BE USED FOR REFERENCE ONLY. THE CONTRACTOR IS TO RECEIVE LOCATES FOR EXACT LOCATION OF ALL STRUCTURES. THE TOWN OF GANANOQUE IS NOT LIABLE FOR ANY DAMAGES CAUSED TO EXISTING INFRASTRUCTURE LOCATED ON-SITE.



REV.	NOTES	DATE	STAMP
1	PROPOSED PARKING LAYOUT	JUNE 14/22	

PROJECT ID: _____
 DWG NO: 04
 PROJECT NAME:
 LOWERTOWN REVITALIZATION
 PARKING, CURBS, OVERLAY, STORM SEWERS, SIDEWALKS

SCALE: 1:200

CHECKED BY: PM	DRAWN BY: BW/ML	DATE: JUNE 14 2022	REV: 1
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DWG: SITE SERVICING PLAN - LOWERTOWN KATE, ST. LAWRENCE, WATER STREET TO MARKET ST.



Council Report – CAO-2022-10

Date: June 21, 2022 **IN CAMERA**

Subject: Municipal Agreement – Cataraqui Region Conservation Authority (CRCA)

Author: Shellee Fournier, Chief Administrative Officer **OPEN SESSION**

RECOMMENDATION:

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE DIRECTS THE CAO TO WORK WITH THE CATARAQUI REGION CONSERVATION AUTHORITY (CRCA) TO BRING BACK A BY-LAW AUTHORIZING THE MAYOR AND CLERK TO SIGN A MUNICIPAL AGREEMENT AS OUTLINED IN OPTION # _____, AS PRESENTED IN COUNCIL REPORT CAO-2022-10.

STRATEGIC PLAN COMMENTS:

Sector #1 – Economic Prosperity – Strategic Initiative #1 – Ensure that Gananoque is and remains an affordable place to do business and raise a family.

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

BACKGROUND:

The *Conservation Authorities Act* has enacted changes affecting the relationship between municipal governments and conservation authorities for the provision of programs and services. By January 1, 2024, four key elements will need to be in place:

1. Transition Work Plan – due from CAs by December 31, 2021. The Conservation Authority is to deliver to participating municipal governments a work plan of how they propose to work with municipalities to meet the requirements of the Act and regulations. (Complete)
2. Inventory of Programs and Services – due from CAs by February 28, 2022. This is an inventory of current services and programs offered by the Conservation Authority which indicates sources of funding. The programs and services will be portrayed in three different categories. This inventory also includes a list of programs that the CA intends to provide into the future and could identify new programs as well. (Complete)
3. Consultation on Inventory – to be conducted as soon as the inventory is received, until December 31, 2023. The inventory is broken into three categories and will show sources of funding and an average amount of spending that has been used to deliver these programs and services. (Current Step)
 - Category 1: Mandatory Programs and Services in the Act (NOT subject to a municipal agreement but must meet provincial standards or regulations).

- Category 2: Municipal Programs and Services provided through agreement between a municipal government and a Conservation Authority. These agreements serve the municipal government.
- Category 3: Other Programs and Services that the Conservation Authority Members find important to deliver to best meet the overall direction of the *Conservation Authorities Act* (Subject to a cost apportioning agreement if municipal funding is proposed to be used).

The inventory is subject to consultation with municipalities. This is a municipal Council's opportunity to better understand: i) the requirements and costs to deliver the mandatory services; ii) refine the programs and services received by participating municipalities and municipalities with Category 2 agreements; and iii) any 'special benefiting' requirements.

INFORMATION/DISCUSSION

The CAO has been working with Katrina Furlanetto, GM of CRCA to identify the various options before Council and the associated costs of each. The intent of this report is for Council to provide staff direction as to which optional programs Gananoque wishes to participate in and fund. These figures may change based on what other municipalities choose to support.

Option #1 – **Support all existing optional programs under Category 2 and 3**
This option costs \$4,653 (2022).

Option #2 – **Support only Category 2 programs**
This option costs \$1,220 (2022) and is recommended to be maintained by staff. Category 2 services assists the Planning Department with Land Use Plan reviews which would otherwise need to be contracted out.

Option #3 – **Select various programs**
This option allows Council to select specific programs it wishes to support. The cost will vary.

Option #4 – **Don't support any non-mandatory programs**
The annual estimated savings is \$4,653

APPLICABLE POLICY/LEGISLATION:

Ontario Regulation 687/21, Transition Plans and Agreements for Programs and Services under Section 21.1.2 of the *Conservation Authorities Act*

FINANCIAL CONSIDERATIONS:

The Town's 2022 General Levy for the CRCA was \$43,866.93 plus a Special Levy of \$2,718.75 totalling \$46,585.68. The costs for the various options are shown above.

CONSULTATIONS:

Katrina Furlanetto, General Manager, CRCA
Brenda Guy, Manager of Planning and Development

ATTACHMENTS:

AMO Fact Sheet – Conservation Authority Overview

Programs & Services Inventory Municipal Workshop Slides, May 4, 2022

Programs & Services – Town of Gananoque, June 14, 2022

APPROVAL	<hr/> <p>Shellee Fournier, CAO</p> <hr/> <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>
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October 2021

Overview of Changes to Conservation Authorities

The recently proclaimed Subsections of the *Conservation Authorities Act* have enacted many changes which effect the relationship between municipal governments and conservation authorities (CAs) for the provision of programs and services. By January 1, 2024, four key elements will need to be in place:

1. Transition “Work” Plan – due from CAs by December 31, 2021

The Conservation Authority is to deliver to participating municipal governments a work plan of how they propose to work with municipalities to meet the requirements of the Act and regulations. This plan can come in the form of a table or chart and does not need to be a long text.

2. Inventory of Programs and Services – due from CAs by February 28, 2022

This is an inventory of current services and programs offered by the Conservation Authority which indicates sources of funding. The programs and services will be portrayed in three different categories (see below). This inventory also includes a list of programs that the CA intends to provide into the future and could identify new programs as well.

3. Consultation on Inventory – to be conducted as soon as the inventory is received, until December 31, 2023

The inventory is broken into three categories and will show sources of funding and an average amount of spending that has been used to deliver these programs and services. If an average does not make sense, the CA will use some other methodology with explanation.

- **Category 1:** Mandatory Programs and Services in the *Conservation Authorities Act* (**NOT** subject to a municipal agreement but must meet provincial standards or regulations).
- **Category 2:** Municipal Programs and Services provided through agreement between a municipal government (located in whole or in part in the watershed) and a Conservation Authority. These agreements serve the municipal government. They could be a joint agreement for a group of municipalities where the service covers a part of or the entire watershed, or an agreement could be made at the request of an individual municipality.
- **Category 3:** Other Programs and Services that the Conservation Authority Members find important to deliver in order to best meet the overall direction of the *Conservation Authorities Act* (Subject to a cost apportioning agreement if municipal funding is proposed to be used).

The inventory is subject to consultation with municipalities. This is a municipal Council’s opportunity to better understand: i) the requirements and costs to deliver the mandatory services; ii) refine the programs and services received by participating municipalities and municipalities with Category 2 agreements; and iii) any ‘special benefiting’ requirements.

4. Service Agreements/Memoranda of Understanding and/or Cost Apportionment Agreements Between CAs/Municipal Government(s) – need to be in place for January 1, 2024

Many municipalities already have agreements for certain services, such as land use planning. These agreements can continue and be updated while this new regime is being implemented. In the new regime, Category 1 (Mandatory Programs and Services) will not be subject to a municipal agreement. Agreements will be needed for all Category 2 and 3 services where municipal tax dollars are required.

Agreements for Categories 2 and 3 must be executed with the intent that they would be implemented in the municipal budget(s) by January 1, 2024.

Programs and services of Conservation Authorities will be refined through discussion of the Inventory during 2022-2023. The current process for agreements and budgets will continue to ensure continuity.

Other Information

- The proposal to require the creation of a Community Advisory Board is **not** moving forward.
- 2022 and 2023 are transition years.
- Details about funding (levy, fees, fee for service, voting, weighted votes) will be brought forward in the future as part of Phase II Regulations of the *Conservation Authorities Act*.

AMO Fact Sheets

We encourage municipalities to review the AMO Fact Sheet series. In addition to this Overview (**Fact Sheet #1**), the following expand on the concepts and requirements outlined above:

- Fact Sheet #2: Transition Plan & Timelines
- Fact Sheet #3: Category 1 – Mandatory Programs and Services
- Fact Sheet #4: Category 2 – Municipal Programs and Services
- Fact Sheet #5: Category 3 – Other Program and Services

Additional Resources

- [*Conservation Authorities Act*](#)
- [*Regulation 686/21: Mandatory Programs*](#)
- [*Regulation 687/21: Transition Plans and Agreements*](#)
- [*Regulation 688/21: Rules of Conduct in Conservation Areas*](#)
- [*ERO 019-2986 Explanatory Note*](#)

Contact: Amber Crawford, Senior Advisor, Acrawford@amo.on.ca; 416-971-9856 Ext. 353.



Cataraqi
conservation

Programs & Services Inventory Municipal Workshop

Cataraqi Conservation Virtual Workshop
May 4, 2022



Meeting Reminders

- Mute microphone when not speaking
- Use the raise hand feature if you have a question and wait for the moderator to call you
- Chat feature is open for comments, discussion & user polls
- Be respectful of all participants

- Technical difficulties?
 - email Donna Campbell – dcampbell@crca.ca

Land Acknowledgement

Cataraqui Conservation acknowledges that we are situated on the traditional lands of the Anishinabek and Haudenosaunee.

As a conservation authority, we are committed to learning from and alongside the Indigenous peoples of this land on how we can be reciprocal guardians of the land. We thank the Indigenous peoples for their continued care and protection of all Our Relations.

We are dedicated to ensuring that all of creation is preserved and promoting sustainable living in our community with direct actions that benefit Indigenous access to protected lands.

Chair's Remarks



Chair's Intro:

Good morning to everyone who has joined us from a participating municipality within the watershed. Thank you for taking the time to attend Cataraqi Conservation's Municipal Programs & Services Workshop. As you are aware, the Ministry of Environment, Conservation and Parks has been reviewing and updating legislation pertaining to Conservation Authority operations under the Conservation Authorities Act since 2017 and we are now nearing completion of this process.

As Cataraqi Conservation's Chair, I'm pleased to see the progress staff have made in interpreting and implementing the amendments made under the Conservation Authorities Act and look forward to a good discussion today on next steps. Cataraqi Conservation is well on its way to being compliant and staff are working hard to continue to be transparent, accountable, and implement reasonable timelines to efficiently work with municipal partners towards fulfilling provincial requirements by 2024.

The Board is well informed and supportive of the current programs and services being offered and sees much value being provided to municipalities within the watershed. I hope this session is informative and answers any questions you may have on recently released regulations under the Conservation Authorities Act, municipal budgets and apportionments, and next steps to formalize partnerships for specific programs.

Agenda

1. Welcome & Introduction

- Purpose & Objectives
- Who we are

2. Overview of CA Act Amendments

- Summary of regulatory requirements and provincial deadlines
- Overview of Programs and Services Inventory
- Cost-apportioning Agreements and Municipal Funding Model
- Timeline for implementation
- Next steps

3. Q&A Throughout



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- Introduce Cataraqi Conservation staff
- Katrina Furlanetto, General Manager
- Tom Beaubiah, Manager, Conservation Lands
- Donna Campbell, Assistant, Chair & General Manager
- Krista Fazackerley, Supervisor, Communications & Education
- Cheryl Rider, Supervisor, Finance
- Andrew Schmidt, Manager, Watershed Planning & Engineering

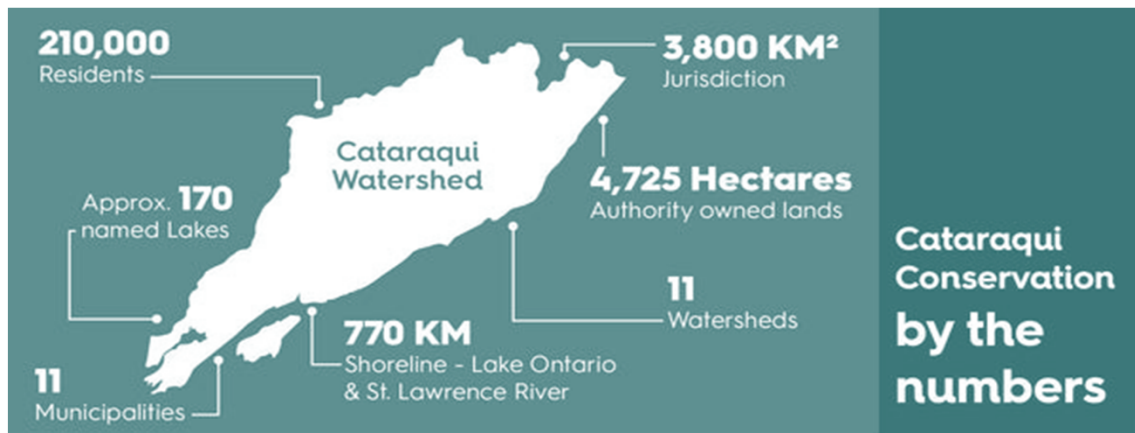
Purpose & Objectives

- **Provide awareness** on current programming, apportionment, and next steps for municipalities
- **Maintain service levels** and operating budget allocations
- **Meet regulatory requirements** by the Ministry of Environment, Conservation and Parks
- **Educate** municipalities and Councils on current and proposed partnerships, programs, and services



Cataraqui Conservation

- Established in 1964 by municipal and provincial request
- Governed by appointed members using a watershed-based approach



Cataraqui Conservation's mandated role under the Conservation Authorities Act is to provide programs and services with partner municipalities to further conservation, restoration, development and management of natural resources in the Cataraqui Region Watershed. We are one of 36 conservation authorities in Ontario and strive to promote sustainable living in our communities and work with our partners to ensure development actions upstream do not have detrimental impacts downstream

Frontenac Islands are not part of the Cataraqui jurisdiction however we currently have an agreement in place for planning files and they are part of the Cataraqui Source Protection Area.

In short, Under the provincial Conservation Authorities Act we work to protect, restore and manage our watersheds for today and tomorrow.

We are governed by a 17 member Board of directors made up of municipal councilors and citizen appointees. Currently we have 16 seats with 1 vacant, and 4 of the 16 are citizen appointments. Changes to the Conservation Authorities Act will now require Ministry exemption to continue some of these citizen appointments after their term is up as a municipality is mandated to have 50% of their representatives on our board be councilors.

Questions?



CA Act: New Regulations & Deadlines

- Phase 1: Three regulations on programs and services to be in place by January 1, 2024

Regulations		Effective Date
O.Reg 686/21	- Mandatory Programs & Services	January 1, 2022
O.Reg 687/21	- Transition Plans and Agreements for Program and Services Under Sec.21.1.2 of the Act	October 1, 2021
O.Reg 688/21	- Rules of Conduct in Conservation Areas	To be determined

CA Act: New Regulations & Deadlines

- Phase 2: Four released regulations on providing transparency and accountability for budget development

Regulations		Effective Date
O.Reg 399/22	- Transition Plans and Agreements for Programs and Services under Section 21.1.2 of the Act	April 20, 2022
O.Reg 400/22	- Information Requirements	January 1, 2023
O.Reg 401/22	- Determination of Amounts under Subsection 27.2 (2) of the Act - Minister's Fee Classes Policy	July 1, 2023
O.Reg 402/22	- Budget and Apportionment	July 1, 2023

CA Act: Transition Plan & Agreements

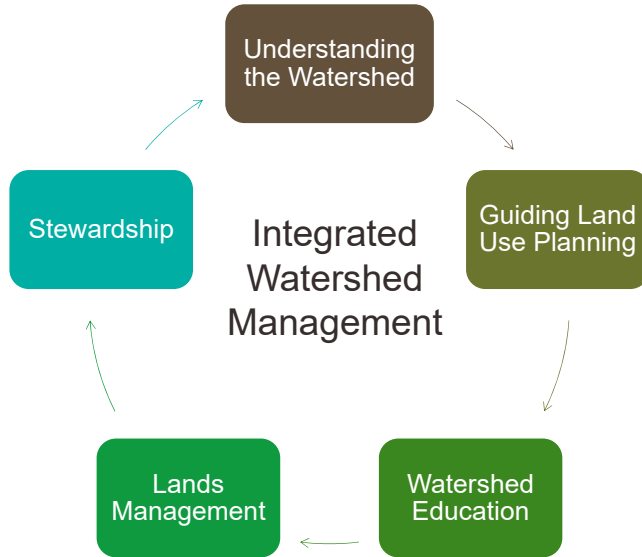
- Transition Period = October 1, 2021 to January 1, 2024

Deliverable	Requirements	Status
Transition Plan	- Identify timeline for implementation of regulatory requirements	Complete December 15, 2021
Phase 1: Inventory	- Programs and services categorized with costs, funding sources, and rationale	Complete February 25, 2022
Phase 2: Municipal Agreements & Provincial Reporting	- Consultation on inventory, negotiate cost-apportioning agreements, and complete quarterly reporting	In progress Due January 1, 2024
Provincial Deliverables	- Complete inventories, strategies, and policies as outlined in regulation	To be developed Due December 31, 2024

Questions?



Conservation Authority Roles



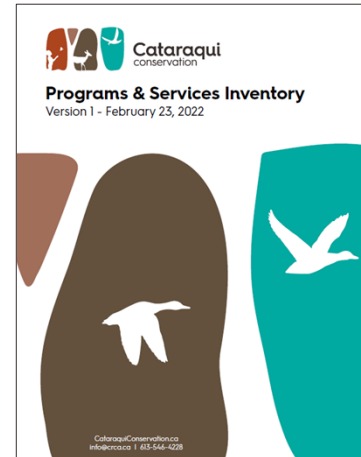
Valued Partner in Conservation

- Watershed stewards with knowledge, & expertise
- Accessible staff
- Consistent and professional programs and services delivery
- Cost-effective shared services
- Support reducing municipal liability, infrastructure costs, and promote resilient communities



Programs and Services

- **Category 1 – Mandatory**
 - eligible to be funded by Municipal Levy (no agreement required)
- **Category 2 – Municipal**
 - services provided on behalf of a municipality (agreement required)
- **Category 3 – Locally Supported**
 - services provided on behalf of the watershed community through Board / municipal support (agreement required)
- **General Expense (Enabling Services)**
 - corporate administrative costs to run the organization



Cataraqui Conservation Programs



Governance & Administration



Conservation Lands and Areas Management



Natural Hazards & Watershed Management



Drinking Water Source Protection

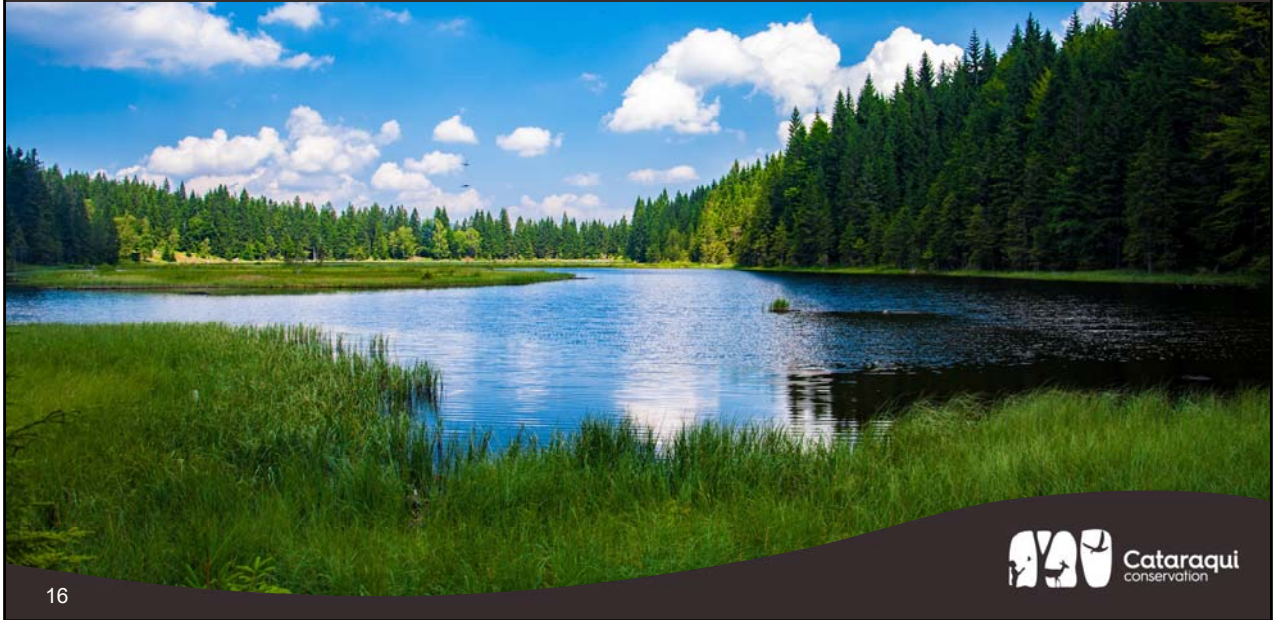


Education & Public Programming



Based on the feedback received as part of registration, municipalities are interested in learning more about each of our program areas. Over the next few slides I have invited our Leadership Team to give a brief overview of the program area.

Governance & Administration



Cataraqi Conservation is a corporate entity governed by the Conservation Authorities Act (CA Act) administered by the Ministry of the Environment Conservation & Parks. The core mandate is to undertake watershed-based programs to protect people and property. Cataraqi Conservation is also a registered charity with Canada Revenue Agency

Governance and Administration (enabling services to support programs and services of the organization) – 8 staff

Consists of the Board of Directors GM's office, reception. Responsible for human resources, legislative compliance, strategic planning, document management, corporate policy and sustainability.

Includes Information Technology and management of systems, databases, Mapping, GIS, asset management, applications development. Process, collect and analyze information.

Finance, payroll, financial reporting, budgeting, taxation, audit, donation management, fundraising and grants management. Assists with legal, human resources, external audit and insurance.

Communications is responsible for media relations, online and marketing management, health and safety coordination, work with stakeholders such as the Foundation & volunteer engagement, community outreach and corporate event coordination.

Conservation Lands & Areas Management



Cataraqi Conservation owns and manages over 4,700 hectares of lands for the protection of natural resources, watershed management, and recreation.

Of the 39 properties that are owned by Cataraqi Conservation, there are 11 Conservation Areas open to the residents, communities and visitors to the region. Cataraqi Conservation also operates water access points that include 6 boat launches that provide access to some of the regions numerous waterbodies and river systems. The remaining lands are held for Conservation and/or watershed management purposes.

In addition to the ownership and management of Cataraqi Conservation owned lands, the Conservation Lands program also offers an afforestation program to both public and private individuals/organizations. Cataraqi Conservation staff have been recently recognized for their afforestation efforts by Forests Ontario.

The Conservations Lands team is comprised of 6 staff members who manage and maintain the properties, facilities, water control structures and afforestation programs in our region.

Natural Hazards & Watershed Management



Cataraqi Conservation plays an important role in natural hazard management by reviewing development proposals such as *Planning Act* applications and through its development regulation. The purpose of the regulation is to ensure that proposed development and site alteration are not affected by natural hazards, such as flooding and erosion, and that the development does not put other properties at greater risk from these hazards. In 2021, development review staff reviewed 382 planning applications and 428 permit applications under the regulation.

Cataraqi Conservation is also responsible for monitoring and predicting flood flows and water levels within our jurisdiction, operating water control structures such as dams, and disseminating flood and low water messages to local municipalities and the public. We use data gathered from stream gauges, weather stations, snow surveys, meteorological forecasts and computer models to forecast potential floods and drought conditions.

An adequate water supply is critical for all life. Cataraqi Conservation monitors and reports on surface and groundwater water quality and quantity throughout our watershed. Water and benthic invertebrate samples are collected by staff at various stations around the 11 watersheds that comprise the Cataraqi Region.

Drinking Water Source Protection



Clean, sustainable and abundant drinking water is important to us all. The Cataraqi Source Protection Plan is a locally developed plan of action to keep sources of drinking water clean and plentiful under the Clean Water Act. Implementation of the Plan is being carried out cooperatively amongst implementing bodies, including municipalities, local health units, provincial ministries, Cataraqi Conservation, and others.

Cataraqi Conservation's Watershed Planning and Engineering team consists of 12 professional staff including myself (the Manager), 6 development review staff, 4 watershed science and engineering staff and a program coordinator for DWSP.

Education & Public Programming



Cataraqi Conservation's education and public programs strive to connect learners of all ages to the environment through their head, heart and hands. Instilling a sense of awe and respect for the natural world with watershed residents helps them become stewards for the environment in their own communities today, tomorrow and in the future.

Our education department, currently headed by 1 full time staff offers a variety of programs through our jurisdiction:

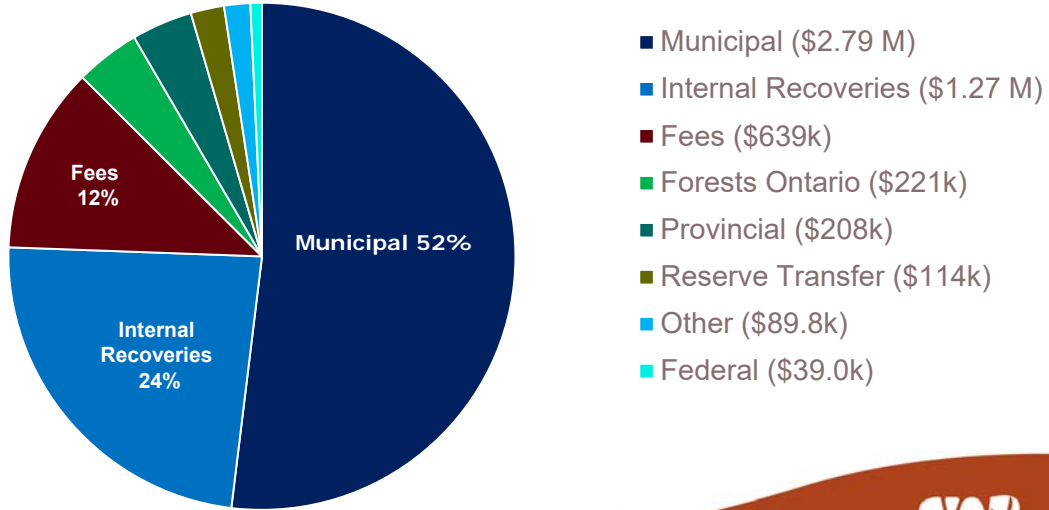
- School fields trip programming at Cataraqi Conservation Areas
- School yard and greenspace programs
- Pre-school programs
- Forest school for home and early learners
- Online interactive classes
- Summer camp and PA day programs
- And forest therapy walks.

Our public programs led out of Little Cataraqi Creek Conservation offers a number of weekend family oriented programming which includes conservation education talks, guided hikes, ski and snowshoe rentals and events like maple madness. These programs are led by 1 full time staff, 1 part time staff and a variety of seasonal contract staff on the weekends.

Staff also work with our partners such as the Frontenac Arch Biosphere and Friends of Mac Johnson, Lemoine Point and Cataraqi Trail to offer hands on outdoor programs throughout our jurisdiction.

Our Education and public program offerings provide positive interactions between our staff and the community, help foster strong relationships, and build sustainable living within our watershed.

Revenue Sources (2022 - \$5.37 M)



Operating and Capital Budget

- **\$5.37 Million** Operating Budget
- \$259,914 transferred to reserves in 2022 to support capital asset management
- Fully funded forecast over ten years based on current reserve balances
- Grants applied as feasible
- 137 projects (\$2.5M) planned over 10 years, with unfunded projects to be reviewed and negotiated



Questions?



Category 1 Programs

Program	Services	
Governance & Administration	<ul style="list-style-type: none"> - Corporate Services - Information Management 	<ul style="list-style-type: none"> - Finance - Communications
Conservation Lands & Areas Management	<ul style="list-style-type: none"> - Lands & Operations - Conservation Areas 	<ul style="list-style-type: none"> - Section 29 Implementation
Natural Hazards & Watershed Management	<ul style="list-style-type: none"> - Section 28 Implementation - Land Use Plan Review - Policy Plan Input - Engineering 	<ul style="list-style-type: none"> - Floodplain Mapping - LWR, FFW - Water Control Structures (CA) - Watershed Science
Drinking Water Source Protection	<ul style="list-style-type: none"> - Source Water Protection 	
Education & Public Programming	<ul style="list-style-type: none"> - Watershed Education 	

Provincial Deliverables

- Six deliverables to be completed by December 31, 2024

Deliverable	Requirements
Watershed-Based Resource Management Strategy	- Set out guiding objectives, identifying risks, and a summary of technical studies, programs and data with public consultation
Conservation Area Strategy	- Develop objectives to guide future decisions on acquisition / deposition and assess how lands augment natural heritage - Establish land categories to classify lands
Conservation Land Inventory	- Assemble information on ownership, features, uses etc.
Ice Management Plans	- Develop objectives for ice management (Not Applicable)
Natural Hazard Infrastructure Operational Management Plans	- Develop operating and safety manuals for water control structures
Natural Hazard Infrastructure Asset Management Plans	- Develop asset management plans for water control structures

Accountability & Transparency

- **Governed by a municipally appointed Board of Directors**
- “Governance” section on website in compliance with provincial requirements
- Posted audited financial statements, budgets, summaries, municipal agreements, agenda package, and policies
- Annual reporting on programs and services and partnerships
- Annual development review statistics published
- Watershed Report Cards
- Cat Tales news around the watershed



Client Service Standards

- Continue to:
 - **Streamline reporting** through Conservation Ontario on planning and permitting statistics
 - **Standardize service level agreements**
 - **Provide annual metrics reporting** on deadline compliance
 - **Adapt pre-consultation** process
 - **Transition to online payment / platforms**



Category 2 Programs

Program	Services
Conservation Lands & Areas Management	<ul style="list-style-type: none"> - Municipal Boat Ramps Seeley's Bay (Township of Leeds & Thousand Islands) Henry St. (City of Brockville)
Natural Hazards & Watershed Management	- Stormwater Management*
	- Ecological Advisement & Natural Heritage*
	- Policy Plan Input – Natural Heritage*
	<ul style="list-style-type: none"> - Water Control Structure Highgate Creek Channelization (City of Kingston) Buells Creek Detention Basin (City of Brockville) Booth Creek Channelization (City of Brockville)

*Already under service level agreement. To be updated based on provincial agreement requirements.

Category 3 Programs

Program	Services
Conservation Lands & Areas Management	- Recreation Facilities Outdoor Centre, Mac Johnson Nature Centre, Barn
	- Stewardship (forestry)
Education & Public Programming	- Curriculum-based school programs
	- Forest Therapy
	- Forest School
	- Nature Explorers Summer Camp
	- Public Programming
	- Maple Madness
	- Winter Recreation

Questions?



Annual Budget Development Process

April to June

- Operating budget and capital forecast preparation.
- Fee schedule drafted and approved for circulation.
- Preliminary engagement of Budget Review Committee.

June to September

- Budget revisions and Budget Review Committee recommendations.
- Approval of preliminary budget targets.
- Draft budget meetings with municipal funding partners.

September to January

- Proposed budget approval and circulation to watershed municipalities.
- Presentation of final budget and approval to the Budget Review Committee and the Full Authority Board (through weighted vote).

Levy Apportionment

- Two ways to apportion municipal levy
 - 1. **MCVA (General Levy)** – Modified Current Value Assessment
 - 2. **Benefit-based (Special Levy)** – Based on value received by municipality
- MVCA data is provided by MECP based on the previous year's growth assessment to determine apportionment
- Special Levy is determined based on the benefit received by a municipality through agreements
- Participating and specified municipalities vote (weighted vs. per person) on budget reallocations, annual audits, and changes to capital reserve requirements

2022 Municipal Apportionment (current value assessment)

Municipality	Approved 2022 General Levy	Apportionment Percentage (%)	Approved 2022 Special Levy
Athens	\$20,301.60	0.8293	\$5,022.50
Brockville	\$188,107.75	7.684	\$26,210.00
Elizabethtown-Kitley	\$28,070.58	1.147	\$8,660.00
Front of Yonge	\$23,846.31	0.9741	\$4,946.25
Gananoque	\$43,866.93	1.792	\$2,718.75
Greater Napanee	\$70,865.72	2.895	\$0
Kingston	\$1,547,215.59	63.20	\$204,760
Leeds and the Thousand Islands	\$156,419.85	6.390	\$7975.50
Loyalist	\$145,925.94	5.961	\$73,155
Rideau Lakes	\$76,349.81	3.119	\$0
South Frontenac	\$147,043.92	6.007	\$7290.00
Total	\$2,448,014.00	100%	\$340,738

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Financial Summary

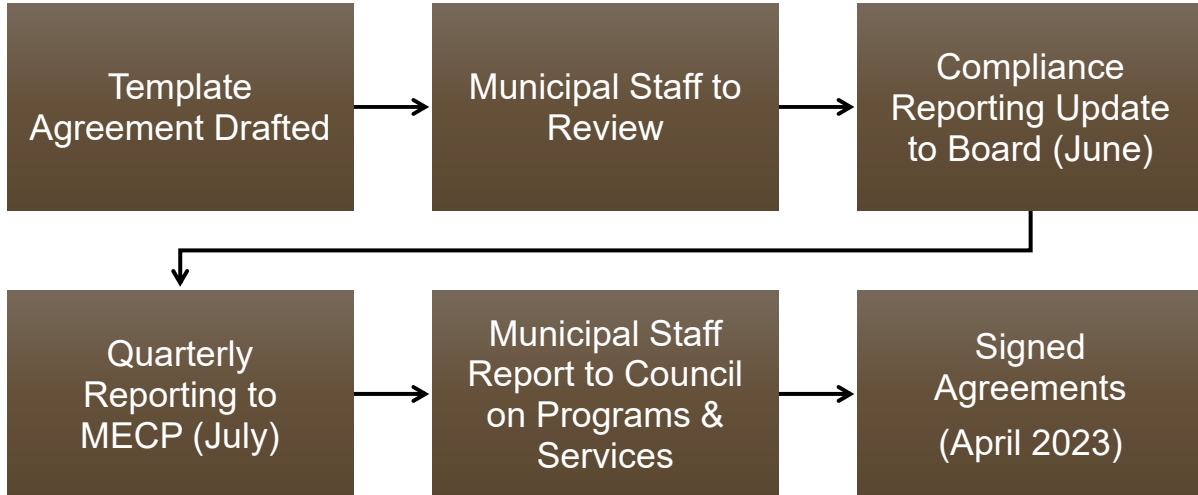
	General Expense (Enabling Services)	Category 1 (Mandatory)	Category 2 (Municipal)	Category 3 (Locally Supported)	Total
2022 Operating Budget (All Revenue)	\$1,531,213	\$2,977,035	\$155,676	\$706,648	\$5,370,572
Municipal Levy (General & Special)	\$952,373	\$1,610,679	\$84,055	\$141,645	\$2,788,752

Municipal Agreements

- **What is it?**
 - Agreement outlining the funding allocation for municipal levy for participating municipalities
 - To be finalized through Council resolution
- **13 services** require agreements to maintain current service delivery
- **Proposed Approach**
 - Individual agreements per municipality
 - One agreement per program with schedules to be developed per service area



Implementation Timeline



Next Steps

- **May – June 2022**

- Review regulatory compliance and report on progress
- Draft agreement templates
- Initiate discussions with municipal staff on programs and services

- **June – August 2022**

- Municipal staff feedback on draft agreements
- Municipal Council support in principle to move forward with finalizing agreements (staff reports)



Discussion

- Do you agree with the proposed process?
- Are there services you'd like to see more (or less) of?
- Are there programs not listed you'd like Cataraqui Conservation to explore?
- How can Cataraqui Conservation strengthen communication and engagement with municipalities?



Thank You

Cataraqui Conservation Leadership Team

Further questions?

Contact Donna Campbell at dcampbell@crca.ca



The following information should be considered in addition to Cataraqi Conservation’s Programs & Services Inventory previously circulated. The Town of Gananoque is one of eleven (11) participating municipalities within the Cataraqi Conservation watershed. The Town is responsible for an apportionment percentage of the total General Levy approved annually to support Cataraqi Conservation’s programs and services delivery. In 2022, the Town’s apportionment was **1.7%** as provided by the Ministry of Environment, Conservation and Parks based on 2021 modified current value assessment information.

Below is a summary of the provincially categorized programs and services Cataraqi Conservation is currently providing to the Town of Gananoque as of 2022. As a reminder, all Category 2 (municipal) services and Category 3 (locally supported) services, as defined by regulation under the Conservation Authorities Act, will require municipal agreements to formalize the current funding structure by January 1, 2024. Cataraqi Conservation has a total of 14 services requiring municipal agreements. Those listed below are specific to the Town of Gananoque.

Summary of Category 2 & 3 Services within the Town of Gananoque

Program	Service	Provincial Category	Municipality	Gananoque 2022 Apportionment (Rounded)
Conservation Area and Lands Management	Recreation Facilities (1) Outdoor Centre (2) Mac Johnson Wildlife Nature Centre	3	All eleven (11) participating municipalities	\$240
	Natural Hazards and Watershed Management	2	All eleven (11) participating municipalities	\$1,220
	Land Use Plan Review (Stormwater Management)	2	Frontenac County, Township of Frontenac Islands, United Counties of Leeds & Grenville	
	Land Use Plan Review (Ecological Advisement & Natural Heritage)	2		
	Policy Plan Input (Natural Heritage)	2		
	Watershed Monitoring & Reporting	3	All eleven (11) participating municipalities	\$566
Education & Public Programming	Curriculum-based School Programs	3	All eleven (11) participating municipalities	\$1,050
	Forest School	3		\$440
	Forest Therapy	3		\$295
	Winter Recreation	3		\$408
	Maple Madness	3		\$158
	Public Programming	3		\$186
	Nature Explorers Camp	3		\$90



Service-Level Statistics for the Town of Gananoque

Conservation Area and Lands Management

- The Town of Gananoque residents have access to all Conservation Areas and the recreational amenities at Little Cataraqi Creek Conservation Area and Mac Johnson Wildlife Area and benefit from virtual and in-person programming across these properties

Watershed Monitoring & Reporting

- See attached map for a geographic representation of work completed across the watershed
- The Town of Gananoque is at the outlet (downstream) of the Gananoque River system, thereby is influenced by upstream activity; Cataraqi Conservation currently monitors several parameters within the Gananoque Rivers watershed to better understand how upstream activities influence downstream areas of the watershed, engages residents, community groups, and lakes associations, and develops resources towards recommending best management practices to residents and municipalities on mitigating potential environmental impacts
- The following services are implemented across the watershed:
 - o **Targeted surface water quality sampling** to compliment mandatory provincial programs and fill in gaps (8-10 samples / year at 10 outlet locations) – sampling location in Gananoque, ongoing since 2014
 - o **Fish and benthic macroinvertebrate sampling** to assess stream health and character (10-15 samples / year in various locations) – sampling location in Gananoque, ongoing since 2007
 - o **Stream temperature monitoring** (~10 / year + stream gauge locations) – sampling location in Gananoque, ongoing since 2007
 - o **Lake characterization and reporting** (Gananoque River) to identify vulnerable areas, mitigation efforts and meet community need, initiated in 2017
 - o **Water quality analysis and reporting** on data from provincial and local programs to interpret results for municipalities, communities, and identify trends for best management practices, ongoing effort
 - o **Technical advice and education** to support municipal science-based decision making, partnerships with academia and environmental organizations and publish resources like the [groundwater](#) and [lake](#) protection workbooks, ongoing effort

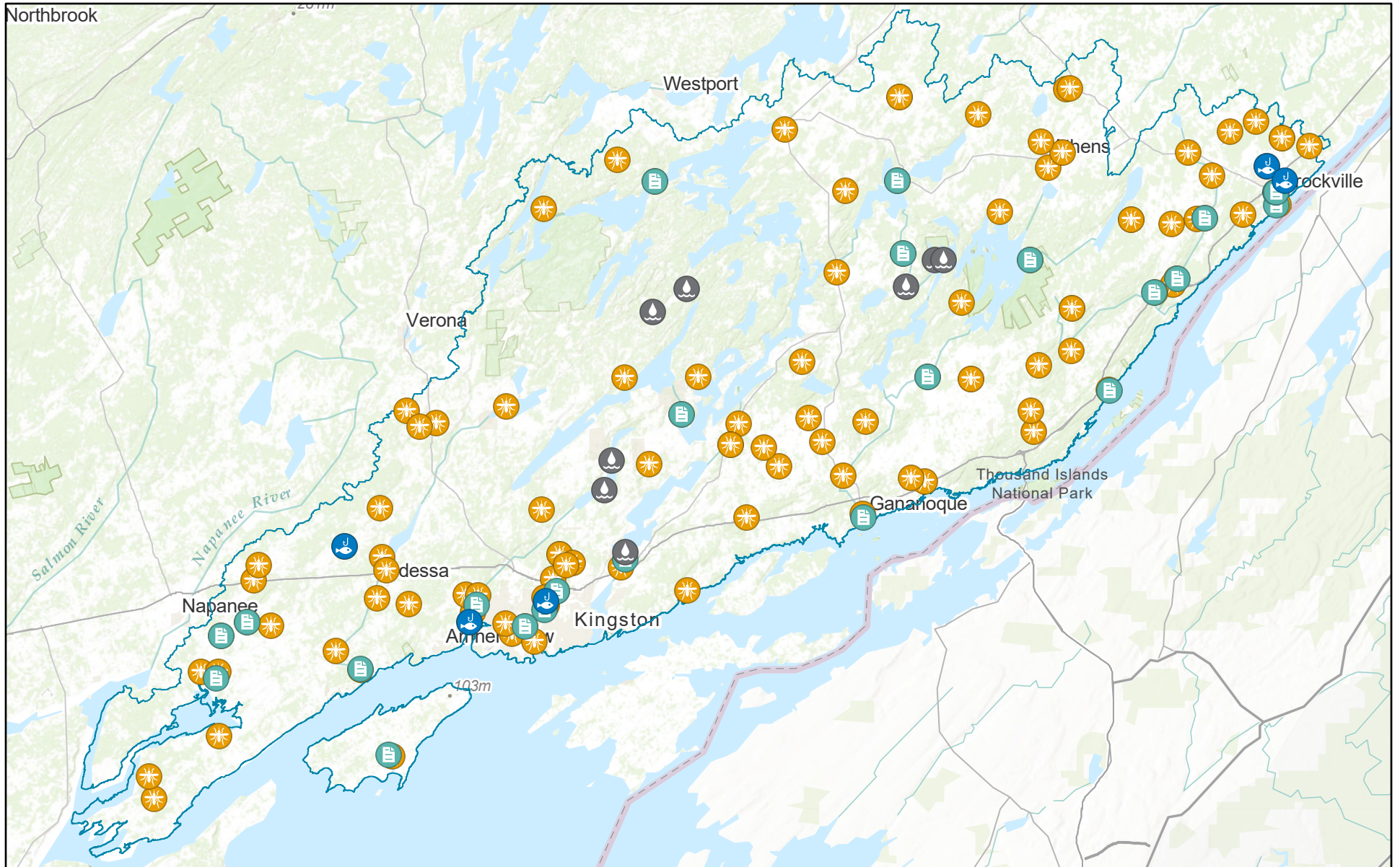
Plan Review and Input

- In 2021, 8 applications reviewed, and comments provided within municipal deadlines 100% of the time to support requirements under the Planning Act






Education & Public Programming

- Cataraqi Conservation provides services to the following schools within the Town:
 - o Linklater Public School
 - o St. Joseph's Catholic School
 - o Gananoque Secondary School
- Programs are available out of both Little Cataraqi Creek Conservation Area (Outdoor Centre) and Mac Johnson Wildlife Area (Nature Centre) multiple times of year for over a decade both in-person and virtually
- Over 562 kids (in 10 years) from Gananoque have participated in education programming such as Maple Madness school program, water cycle, merry metamorphosis, wetland conservation, snowshoeing, pond study, instincts for survival etc., and are subsidized by the local schoolboard
- Winter Recreation, Maple Madness, and Forest Therapy programming have had participants from the Town engage in Cataraqi Conservation's interpretive activities and learn from conservation experts on watershed-wide environmental protection

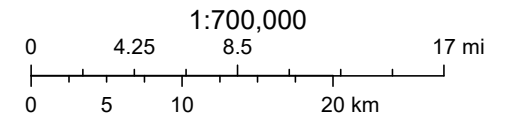
Other Locally Supported Programs & Services



2022-06-14

-  Fish Survey
-  Benthic Sampling
-  Lake Stations
-  Watershed Report Card Sampling
-  Canada_Hillshade

World Hillshade



Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodataslyrselen, Rijkswaterstaat, GSA, Geoland, FEMA,



Council Report – FIN-2022-25

Date: June 21, 2022 **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-2022-25.

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 as of the date of the report, as per the Schedule attached to this Report.

APPLICABLE POLICY/LEGISLATION:

None.

FINANCIAL CONSIDERATIONS:

As per Capital Budget and any in year project approvals.

CONSULTATIONS:

Senior Management

ATTACHMENTS: Capital Matters Pending Spreadsheet

APPROVAL	<hr/> <p>Melanie Kirkby, 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> <hr/> <p>Shellee Fournier, CAO</p>
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GL Dept Account	2021 Budget	2021 Actual	2022 Budget	2022 Ytd	Total Budget 2021 & 2022	Total Spent 2021 & 2022	Project Name	Anticipated Completion	Comments
2-5-02514-5400	\$ 30,000.00		\$ 120,000	\$ 40,018.12	\$ 150,000	\$ 40,018.12	Asset Management Plan	Jun-22	Adopted by Council June 7. Contract Staff continues to work on data management and collection.
2-5-04201-5314			\$ 35,000	\$ -	\$ 35,000	\$ -	Police - Replacement Vehicle	Fall-22	Ordered - awaiting delivery
2-5-04203-5415			\$ 5,000	\$ 2,084.22	\$ 5,000	\$ 2,084.22	Police - Computer Purchases	Fall-22	41% complete
2-5-04211-5318			\$ 15,000	\$ 15,264.01	\$ 15,000	\$ 15,264.01	Tasers	Apr-22	Ordered and received - complete
2-5-04212-5318			\$ 5,000	\$ -	\$ 5,000	\$ -	Speed Detectors	Fall-22	sourcing underway
2-5-04400-5318			\$ 35,250	\$ -	\$ 35,250	\$ -	Building / Bylaw / GIS Software	Summer-22	Implementation in progress
2-5-04450-5318			\$ 41,959	\$ -	\$ 41,959	\$ -	Community Safety Plan	Summer-22	Berm Out 2022 underway, CCTV contract awarded, Needle box arranged with public works
2-5-04502-5400			\$ 36,000	\$ -	\$ 36,000	\$ -	ES Building HVAC	22-Jul	Not started. Plan to issue RFQ to get quotes
2-5-06007-5400			\$ 30,000	\$ -	\$ 30,000	\$ -	Roads Needs Study	22-Aug	90% complete - releasing RFP by end of June
2-5-06008-5400			\$ 5,000	\$ -	\$ 5,000	\$ -	Electric Vehicle Charging Stn	22-Sep	Researching grant funding with staff. Currently no requirement as we do not have any EV's.
2-5-06103-5400			\$ 1,008,000	\$190,712.81	\$ 1,008,000	\$ 190,712.81	PW - Asphalt Paving Program	22-Nov	On-going.
2-5-06111-5400		\$ 10,617.36	\$ 47,100	\$ -	\$ 47,100	\$ 10,617.36	Blacksnapper Bridge	22-Sep	Awarded to Willis Kerr. Arranging mobilization with contractor.

2-5-06121-5314			\$ 40,000	\$ -	\$ 40,000	\$ -	Replacement Pickup Truck	22-Sep	Ordered. To be delivered Fall 2022.
2-5-06122-5314			\$ 30,000	\$ 3,866.87	\$ 30,000	\$ 3,866.87	PW - Vehicle Replacement	22-Sep	Allocated funding to repair transmission on older CS truck. Truck to be in service in June.
2-5-06124-5314			\$ 280,000	\$ -	\$ 280,000	\$ -	Dump / Plow Truck	22-Nov	Tender closes June 15. Report to Council June 21 to award contract.
2-5-06144-5400			\$ 120,000	\$ -	\$ 120,000	\$ -	Arthur St	22-Oct	Design awarded to Morrison Hershfield. Arranging startup meeting for late June.
2-5-08103-5400		\$ 46,847.71	\$ 137,135	\$ -	\$ 137,135	\$ 46,847.71	Lagoon - Cell 1 Effluent Chamber	Jul-22	Project underway
2-5-08105-5400		\$ 8,788.51	\$ 908,000	\$ 15,798.76	\$ 908,000	\$ 24,587.27	Lagoon - Biosolids Removal	Aug-22	Engineering underway
2-5-08106-5400			\$ 25,000	\$ 3,866.88	\$ 25,000	\$ 3,866.88	Service Lateral / Manhole	Dec-22	Project planning underway
2-5-08122-5400		\$ 11,167.64	\$ 103,000	\$ -	\$ 103,000	\$ 11,167.64	Lagoon - Cell 1 Effluent Chamber	Jul-22	Project underway
2-5-08123-5400			\$ 115,000	\$ -	\$ 115,000	\$ -	Lagoon - Diversion Chamber	Jul-22	Project underway
2-5-08124-5400			\$ 125,000	\$ 8,663.20	\$ 125,000	\$ 8,663.20	Lagoon Road - Berm & Road Cell #1	Nov-22	Engineering underway
2-5-08130-5400			\$ 400,000	\$ -	\$ 400,000	\$ -	EAST END PUMPING Building	Dec-23	Project on hold
2-5-08132-5400		\$ 2,231.39	\$ 42,770	\$ 35,394.68	\$ 45,000	\$ 37,626.07	East End Pumping Station Pump 2	Jan-22	Project completed
2-5-08133-5400		\$105,366.09	\$ 44,635	\$ 3,944.12	\$ 150,000	\$ 109,310.21	East End Pumping Stn Spare Pump	Dec-21	Project completed

2-5-08134-5400			\$ 75,000	\$ -	\$ 75,000	\$ -	East End Pumping Stn Alum Tank	Dec-23	Project on hold
2-5-08144-5400			\$ 50,000	\$ -	\$ 50,000	\$ -	Arthur St		See Roads above
2-5-08146-5400			\$ 50,000	\$ 9,667.21	\$ 50,000	\$ 9,667.21	Stone Street Pumping Station - Control and Communications Upgrades	Nov-22	Engineering underway
2-5-08147-5400		\$ 29,278.60	\$ 120,720	\$ -	\$ 150,000	\$ 29,278.60	Force Main Upgrades	Sep-23	Engineering underway
2-5-08210-5400			\$ 25,000	\$ -	\$ 25,000	\$ -	Pump Stn 2 - Control Cabinet Shelter	Nov-22	Engineering underway
2-5-08230-5400			\$ 15,000	\$ -	\$ 15,000	\$ -	Pump Station 3 - Pump Refurbishment	Sep-22	Pump Shipped to Xylem
2-5-08301-5400			\$ 17,500	\$ -	\$ 17,500	\$ -	Actuator Replacement Program - Backwash Holding Tank Actuators	Sep-22	Actuators ordered from Rotork Canada
2-5-08315-5400			\$ 25,000	\$ 10,997.74	\$ 25,000	\$ 10,997.74	Hydrant Replacement	Dec-22	Project underway
2-5-08316-5400			\$ 50,000	\$ 4,197.60	\$ 50,000	\$ 4,197.60	Water Tower Communications	Nov-22	Engineering underway
2-5-08317-5400			\$ 25,000	\$ -	\$ 25,000	\$ -	Water - Corrosion Control	Dec-22	Project planning underway
2-5-08320-5400			\$ 50,000	\$ -	\$ 50,000	\$ -	WTP Electrical Upgrade	Dec-22	Engineering underway
2-5-08322-5400			\$ 36,840	\$ 726.69	\$ 36,840	\$ 726.69	Curb Stop Repair / Replacements	Dec-22	On Going
2-5-08326-5318			\$ 10,000	\$ 8,929.44	\$ 10,000	\$ 8,929.44	WTP Process Treatment Upgrades	Dec-22	Engineering underway

2-5-08328-5400			\$ 25,000	\$ -	\$ 25,000	\$ -	Leak Detection / Water Audit Program	Dec-22	On Going
2-5-08344-5400			\$ 50,000	\$ -	\$ 50,000	\$ -	Arthur St		See Roads above
2-5-08350-5400			\$ 225,000	\$ 9,514.57	\$ 225,000	\$ 9,514.57	Meter Replacement Program	Jul-22	Project underway
2-5-08360-5318			\$ 5,000	\$ -	\$ 5,000	\$ -	Tools	Dec-22	Small equipment ordered, supply chain delays
2-5-08376-5400	\$ 35,000.00	\$ 21,625.59	\$ -	\$ 7,129.31	\$ 35,000	\$ 28,754.90	Low Lift Pump 3	Dec-21	Project completed
2-5-08377-5400		\$ 7,965.01	\$ 29,215	\$ 27,241.42	\$ 30,000	\$ 35,206.43	High Lift Pump 2	Jan-22	Project completed
2-5-08381-5400			\$ 105,000	\$ -	\$ 105,000	\$ -	High Lift Pump 4	Dec-22	Engineering underway
2-5-08382-5400			\$ 220,000	\$ -	\$ 220,000	\$ -	VDF 4 & 5	Dec-22	Engineering underway
2-5-08383-5400			\$ 20,000	\$ -	\$ 20,000	\$ -	WTP Discharge Pressure Transducer	Dec-22	Engineering underway
2-5-08384-5400			\$ 10,000	\$ -	\$ 10,000	\$ -	Distribution Hydraulic Modeling	Dec-22	Engineering underway
2-5-08410-5318			\$ 4,500		\$ 4,500	\$ -	EQUIPMENT	Dec-22	Project planning underway
2-5-08420-5400			\$ 7,500	\$ 2,758.41	\$ 7,500	\$ 2,758.41	Chemical Storage Tanks	Jul-22	Project completed, waiting on final invoices
2-5-16105-5400			\$ 8,000	\$ -	\$ 8,000	\$ -	Lions Boat Launch Staving Boards	22-Jun	In process of getting 3x quotes

2-5-16110-5400	\$550,000.00	\$312,260.94	\$ 79,384	\$100,244.83	\$ 629,384	\$ 412,505.77	Town Hall Park Revitalization	22-Jun	Should be complete early July.
2-5-16301-5400			\$ 12,000	\$ -	\$ 12,000	\$ -	Arena Structural Maint - Backflow	22-Sep	Got 2x quotes, preparing to award contract.
2-5-16302-5400			\$ 25,000	\$ -	\$ 25,000	\$ -	Arena Fire Panel	22-Dec	Preparing RFQ to receive quotes
2-5-16308-5400			\$ 20,000	\$ -	\$ 20,000	\$ -	Arena Boilers Replacements	Aug-22	Preparing RFQ to receive quotes.
2-5-16311-5400			\$ -	\$ 22,919.93	\$ -	\$ 22,919.93	Gord Brown Memorial Rink Trillium Grant		\$250K grant. Repairs to boards/glass complete. Rubber matting purchased. Spending project plan approved by Council. Staff in process of getting quotes for all projects.
2-5-16313-5400			\$ 14,000	\$ 5,088.00	\$ 14,000	\$ 5,088.00	Recreation - Software	Aug-22	Perfect Mind agreement signed and purchased. Implementation started. Completion date set for mid August.
2-5-16314-5400			\$ 20,000	\$ -	\$ 20,000	\$ -	Confederation Park Electrical	22-Jun	Jet Electric hired and currently completing the trenching and installation of a new panel. New fountain ordered. Awaiting electrical completion, fountain delivered and ESA Approval
2-5-16317-5317			\$ 20,000	\$ 36,531.87	\$ 20,000	\$ 36,531.87	Recreation Electric Side by Side	22-Jun	As per Council decision, Staff purchased a used GMC 2018 Siera pick up truck
2-5-16319-5318			\$ 6,800	\$ -	\$ 6,800	\$ -	Recreation - Picnic Tables	Jun-22	Ordered 7 tables. Expected delived for June 20.
2-5-16320-5400			\$ 40,000	\$ 15,513.32	\$ 40,000	\$ 15,513.32	Trees	22-Nov	85% Spring planting completed. Compiling list for Fall planting,
2-5-16321-5400	\$167,866.10	\$ 79,039.43	\$ -	\$ 74,118.59	\$ 167,866	\$ 153,158.02	Town Park Ball Diamond	Jun-22	Delayed completion, pushed to early July due to labour strike and poor weather, Park usable until sod established - end of Aug, 2022

2-5-16324-5400			\$ 12,000	\$ -	\$ 12,000	\$ -	Arena Sidewalk	22-Aug	Not Started, plan to use Kiley Paving (Town tender hired)
2-5-16334-5400			\$ 10,000	\$ -	\$ 10,000	\$ -	Skatepark	Fall-22	First step to pressure wash. Complete concrete repair in fall. Waiting on contractors
2-5-16336-5400			\$ 5,000	\$ -	\$ 5,000	\$ -	HVAC 400 Stone St N	Dec-22	No started yet, waiting for direction on building
2-5-16341-5415	\$ 40,000.00	\$ 41,600.00	\$ -	\$ 7,100.00	\$ 40,000	\$ 48,700.00	Building Assessments Round 2	22-Aug	Grant approval extended. New agreements being signed and work to commence in June/July.
2-5-16342-5318			\$ 20,000	\$ -	\$ 20,000	\$ -	Arena Sound System	22-Aug	Issuing RFQ for quotes
2-5-16350-5400			\$ 5,000	\$ 4,486.00	\$ 5,000	\$ 4,486.00	Arena Ammonia Alarm	22-Mar	Completed
2-5-16351-5400			\$ 5,000	\$ -	\$ 5,000	\$ -	Arena Zamboni Room Exhaust Fan	22-Aug	Not Started
2-5-16352-5400			\$ 12,000	\$ -	\$ 12,000	\$ -	Arena Roof	Fall-22	Not Started
2-5-16354-5400			\$ 30,000	\$ -	\$ 30,000	\$ -	Arena Steel Beam Maintenance	Fall-22	Not Started
2-5-16355-5400			\$ 25,000	\$ -	\$ 25,000	\$ -	Arena Score Clock	22-Aug	Not Started
2-5-16410-5400			\$ 41,300	\$ 10,368.43	\$ 41,300	\$ 10,368.43	Pumpout	22-May	Keco pump ordered expect delivered (Delayed) by end June 2022
2-5-16413-5400			\$ 25,000	\$ -	\$ 25,000	\$ -	Marina Waste Enclosure	22-Jun	Issuing RFQ for quotes
2-5-16700-5400			\$ 80,000	\$ -	\$ 80,000	\$ -	Marina 700 Series Dock	Fall-22	Plan to go to tender for fall 2022

2-5-17501-5400			\$ 13,860	\$ 2,820.79	\$ 13,860	\$ 2,820.79	Visitor Center Website	22-May	Completed. Expect ready to switchover and fully implemented by June 30
2-5-18100-5403			\$ 18,642	\$ 5,994.18	\$ 18,642	\$ 5,994.18	Planning - Official Plan		Draft anticipated in Summer '22
2-5-18102-5403			\$ 25,000	\$ -	\$ 25,000	\$ -	Planning - Development Permit Bylaw		To begin Fall '22
2-5-18604-5318			\$ 40,000	\$ -	\$ 40,000	\$ -	Lighting		Planning to start up another committee middle of May, Set up lighting at Town Hall Park for 2022.
2-5-18607-5400			\$ 7,500	\$ 7,500.00	\$ 7,500	\$ 7,500.00	Gana Rock Way		Committee is organizing and booking events, venues and artists.
2-5-19005-5400			\$ 40,000	\$ -	\$ 40,000	\$ -	Re-Pointing -My-FM Pumphouse	Fall-22	Plan to go to Tender
2-5-19040-5400			\$ 25,000	\$ -	\$ 25,000	\$ -	Visitor Center Shelter		Issuing RFQ



MOTION / RESOLUTION OF COUNCIL

Date: June 21, 2022	
Subject: Confirming By-law – June 21, 2022	
Moved By:	
Seconded By:	
<p>BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2022-073, BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL AT ITS REGULAR MEETING HELD ON TUESDAY, JUNE 21ST, 2022, BE READ THREE TIMES AND FINALLY PASSED THIS 21ST DAY OF JUNE 2022.</p>	

Ayes _____ **Nays** _____

Carried: _____

Defeated: _____

Tabled/Postponed: _____

 Ted Lojko, 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
Anderson, D.		
Haird, A.		
Harper, M.		
Kench, M.		
O'Connor, D.		
Osmond, D.		
Lojko, T.		
TOTALS		