

REGULAR COUNCIL MEETING MINUTES

Held on Tuesday, June 4, 2019

At Town Hall – Council Chambers – 2nd Floor – 30 King Street East

COUNCIL MEMBERS PRESENT		STAFF PRESENT
Mayor:	Ted Lojko (left at 5:42 PM)	Shellee Fournier, CAO/Deputy Clerk
Councillors:	Dave Anderson	Penny Kelly, Clerk/CEMC (left at 5:43 PM)
	Adrian Haird	Cyril Cooper, Manager of Economic Development
	Matt Harper	Brenda Guy, Manager of Community Development
	Dennis O'Connor (left at 5:42 PM)	Melanie Kirkby, Treasurer
	David Osmond	Kari Lambe, Manager of Parks and Recreation
		Paul McMunn, Manager of Public Works
Regrets:	Mike Kench	Steve Tiernan, Fire Chief

1.	Call Meeting to Order
	Mayor Lojko called the meeting to order at 5:03 PM.
2.	Disclosure of Pecuniary Interest & General Nature Thereof – None
3.	Closed Meeting of Council
	<p>Move Into Closed Session</p> <ul style="list-style-type: none"> Moved by Councillor Harper that the Council of the Town of Gananoque in accordance with Section 239.2 of the <i>Municipal Act</i>, move into Closed Session at 5:03 PM for the purpose of discussing one (1) item under A Position, Plan, Procedure, Criteria or Instruction to be Applied to any Negotiations Carried On or to be Carried on by or on Behalf of the Municipality or Local Board, and; two (2) items under Personal Matters Concerning an Identifiable Individual, Including Municipal or Board Employees. <p style="text-align: right;">CARRIED – UNANIMOUS</p>
4.	<p>Move Out of Closed Session at 5:42 PM</p> <p>**Mayor Lojko and Councillor O'Connor left the room at 5:42 PM, and did not return.</p> <p>The Open Session of Council began at 6:00 PM with Deputy Mayor Osmond presiding.</p>
5.	Matters Arising Out of Closed Session
	<ul style="list-style-type: none"> Deputy Mayor Osmond reported that a Closed Meeting was held. There was one (1) item discussed under A Position, Plan, Procedure, Criteria or Instruction to be Applied to any Negotiations Carried On or to be Carried on by or on Behalf of the Municipality or Local Board, and; two (2) items under Personal Matters Concerning an Identifiable Individual, Including Municipal or Board Employees. There is nothing to report out.
6.	Disclosure of Additional Items – None
7.	Presentations / Awards / Deputations – None
8.	Mayor's Declaration – None
9.	Public Meetings
	<p>1. Proposed Class III Development Permit – File No. DP2019-02 – Subhendu Mukherjee & Subha Mukherjee C/O 1000 Curry Inc.</p> <ul style="list-style-type: none"> A Public Meeting was held regarding a Class III Development Permit – File No. DP2019-02.

Council Report – RECM-2019-05

Date: June 4, 2019

IN CAMERA

Subject: Gord Brown Memorial (GBM) Canada 150 Rink – Award of Tender
– Supply and Installation of Glycol Refrigeration Equipment

Author: Adam McCluskey, Project Manager

OPEN SESSION

RECOMMENDATION:

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2019-057, BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO SIGN AN AGREEMENT WITH CIMCO REFRIGERATION FOR THE SUPPLY AND INSTALLATION OF GLYCOL REFRIGERATION EQUIPMENT AT A COST OF \$155,000.00 PLUS THE TOWN'S PORTION OF THE HST, FOR THE GORD BROWN MEMORIAL (GBM) CANADA 150 OUTDOOR RINK, AS PRESENTED IN REPORT COUNCIL-RECM-2019-05.

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.

BACKGROUND:

The Town of Gananoque received the award of the Canada 150 Rink in September of 2018. Thanks to the efforts of staff and volunteers on the fundraising committee, several grants were secured to help cover costs for the construction of the NHL sized rink at the Lou Jeffries Arena site. Eastern Engineering was awarded the contract as lead consultant for the design and construction of the GBM 150 outdoor rink. To maximize scheduling opportunities for this construction project, the entire scope of work has been broken down into individual work packages. This allows for greater flexibility in assigning sub contractors, competitive pricing and the ability to accept in kind contributions towards this project. While phase 1 of this project is for the construction of the rink without a refrigeration plant, given that the refrigeration piping and header systems are designed to be housed within the pad, it is necessary to design and install the refrigeration infrastructure during phase 1 in preparation for a future refrigeration plant.

INFORMATION/DISCUSSION

The Town advertised a Request for Quotation (RFQ) RECM-2019-0X to biddingo.com and the Town's website on May 27, 2019, Supply and Installation of Glycol Refrigeration Equipment for the Gord Brown Memorial Canada 150 Rink, with a closing date and time of June 3rd, 2019 at 1:00 pm. The Town received one (1) quotation for this RFQ. The quote was opened at Town Hall on June 3rd, 2019 with Treasurer, Melanie Kirkby in attendance. One bidder attended.

The submission is as follows:

Bidder	Amount
CIMCO Refrigeration	\$155,000.00

Despite only receiving one bid, staff reviewed the submission thoroughly ensuring that the proposal met the spirit and specifications required in the RFQ. CIMCO refrigeration, a Canadian company, has been the preferred refrigeration supplier for the Town of Gananoque for several years and their reputation as ammonia specialists sets them apart as a leader in the industry of refrigeration and rink design.

Further, CIMCO has vast experience not only in rink design, but also in designing and installing outdoor rink refrigeration systems. Outdoor rinks have unique requirements over the standard indoor rink as the pad of ice will have to compete with outdoor weather conditions including warm ambient temperatures, sunlight and precipitation.

As example of their experience, below is a list of Outdoor Rinks that CIMCO has completed for other municipalities:

Outdoor Pads Completed Projects

- 2018 Buttonwood Park (City of Toronto)
- 2015 Hodgson Arena (City of Toronto)
- 2015 Markham Downtown Carousel (Remington)
- 2013 Nathan Phillips Square (City of Toronto)
- 2013 Cedarvale Park (City of Toronto)
- Wolfe Island (Township of Frontenac)
- Markham Civic Centre (City of Markham)
- Guelph Civic Square (City of Guelph)
- Mount Pleasant (City of Brampton)
- Rotary Waterfront Park (Town of Cobourg)
- Dundas Driving Park (City of Hamilton)
- Dufferin Clark (City of Vaughan)
- Burlington Waterfront Centre (City of Burlington)
- Central Park (Town of Collingwood)
- Scarborough Civic Centre (City of Toronto)
- Harbourfront Centre (City of Toronto)
- Mississauga Civic Centre (City of Mississauga)
- Mel Lastman Square (City of Toronto)
- Kitchener Civic Square (City of Kitchener)

Comparing the design and installation proposal against our requirements and in conjunction with our design consultants Eastern Engineering, this proposal is deemed good value to the Town of Gananoque for a price of \$155,000.00.

As the Town only received one bid and as the dollar amount of this bid is over \$50,000, and as per the Procurement By-law No. 2015-087, Council approval is required to authorize this purchase.

APPLICABLE POLICY/LEGISLATION:

Procurement By-law No. 2015-087

FINANCIAL CONSIDERATIONS:

All capital costs for the construction of the GBM150 are 100% grant or fundraised. Below is a chart of monies received from either grants or the fund raising committee to date, note that other amounts have been confirmed but not yet received so they are not currently reported.

Source	Amount To Date
1000 Islands CDC	\$112,227
Trillium Grant	\$135,000
Canada 150 Grant	\$150,000
Donations	\$99,557.52
Total	\$496,784.52

Below is a of expenditures all already incurred for the GBM 150 project

Source	Amount
Eastern Engineering	\$99,075
Building Materials	\$118,278.35
Site Work (Survey, Topographical study, etc.)	\$11,781.83
Total	\$229,135.18

Source	Amount
Funds Received to date	\$496,784.52
Expenditures to date	-\$229,135.18
Balance Remaining	\$267,649.34

With \$267,649.34 remaining for the project and further amounts confirmed, there are sufficient funds to cover the \$155,000 required for this scope of work for the GBM 150 rink.

CONSULTATIONS:

Melanie Kirkby - Treasurer

ATTACHMENTS:

None

APPROVAL	<hr/> <p>Adam McCluskey, Project Manager</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 Municipal Act and regulations.</p> <hr/> <p>Shellee Fournier, CAO</p>
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