

**REGULAR COUNCIL MEETING MINUTES**

Held on Tuesday, October 15, 2019

At Town Hall – Council Chambers – 2<sup>nd</sup> Floor – 30 King Street East

COUNCIL MEMBERS PRESENT		STAFF PRESENT
<b>Mayor:</b>	Ted Lojko	Shellee Fournier, CAO/Deputy Clerk
<b>Councillors:</b>	Dave Anderson	Penny Kelly, Clerk/CEMC
	Adrian Haird	Brenda Guy, Manager of Planning and Development
	Matt Harper	Melanie Kirkby, Treasurer
	Mike Kench	Kari Lambe, Manager of Community Services
	Dennis O'Connor	Paul McMunn, Manager of Public Works
	David Osmond	Steve Tiernan, Fire Chief
		Garry Hull, Police Chief
<b>Regrets:</b>		

<b>1.</b>	<b>Call Meeting to Order</b>
	Mayor Lojko called the meeting to order at 5:01 PM.
<b>2.</b>	<b>Disclosure of Pecuniary Interest &amp; General Nature Thereof</b>
	<ul style="list-style-type: none"> <li>Mayor Lojko declared a pecuniary interest regarding By-law No. 2019-099, Municipal Accommodation Tax (MAT) Tourism Advisory Panel.</li> </ul>
<b>3.</b>	<b>Closed Meeting of Council</b>
	<b>Move Into Closed Session</b> <ul style="list-style-type: none"> <li>Moved by Deputy Mayor Osmond 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 5:01 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, two (2) items under Advice that is Subject to Solicitor-client Privilege, including Communications Necessary for that Purpose, and; and in accordance with Section 239 (3.1) for the purpose of education or training sessions.</li> </ul> <p style="text-align: right;"><b>CARRIED – UNANIMOUS</b></p>
<b>4.</b>	<b>Move Out of Closed Session at 5:45 PM</b>
	The Open Session of Council began at 6:00 PM.
<b>5.</b>	<b>Matters Arising Out of Closed Session</b>
	<ul style="list-style-type: none"> <li>Mayor Lojko reported that Council considered 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, two (2) items under Advice that is Subject to Solicitor-client Privilege, including Communications Necessary for that Purpose, and; and in accordance with Section 239 (3.1) for the purpose of education or training sessions. There was nothing to report out.</li> </ul>
<b>6.</b>	<b>Disclosure of Additional Items – None</b>
<b>7.</b>	<b>Presentations / Awards / Deputations</b>
	<ul style="list-style-type: none"> <li>Mayor Lojko congratulated and presented Lynsey Zufelt-McCulloch with a Certificate of Recognition regarding the completion of the AMCTO Municipal Administrative Program (MAP).</li> </ul>
<b>8.</b>	<b>Mayor's Declaration – None</b>
<b>9.</b>	<b>Public Meetings – None</b>
<b>10.</b>	<b>Unfinished / New Business – None</b>

**11. Consent Agenda**

\*\*On a request by Deputy Mayor Osmond, By-law No. 2019-099, Municipal Accommodation Tax (MAT) Tourism Advisory Panel, was removed from the Consent Agenda and placed under Save and Except.

Be it resolved that the Motions listed on the Consent Agenda be passed accordingly:

**Moved by:** Councillor Harper

**Seconded by:** Deputy Mayor Osmond

Be it resolved that the Motions listed on the Consent Agenda be passed accordingly:

**MOTIONS:**

**#19-215 – Approval of Minutes – Tuesday, October 1, 2019**

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE HEREBY ADOPTS THE MINUTES OF TUESDAY, OCTOBER 1<sup>ST</sup>, 2019, MEETING.

**#19-216 – Gord Brown Memorial (GBM) Canada 150 Outdoor Rink – Refrigeration Component – Request for Proposal**

AS RECOMMENDED BY THE COMMITTEE OF THE WHOLE, BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE DIRECTS STAFF TO PROCEED WITH A REQUEST FOR PROPOSAL (RFP) FOR THE GORD BROWN MEMORIAL (GBM) CANADA 150 OUTDOOR RINK ICE PAD REFRIGERATION COMPONENT, AS PRESENTED IN THE GBM CANADA 150 OUTDOOR RINK FUNDRAISING COMMITTEE’S CORRESPONDENCE DATED SEPTEMBER 20, 2019.

**#19-217 – Water Service Voluntary Disconnections**

AS RECOMMENDED BY THE COMMITTEE OF THE WHOLE, BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE UPHOLD BY-LAW NO. 2019-020 AND BY-LAW NO. 2008-020, AS PRESENTED IN COMMITTEE OF THE WHOLE REPORT FIN-2019-34.

**#19-218 – Audit Planning Letter**

AS RECOMMENDED BY THE COMMITTEE OF THE WHOLE, BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES THE 2019 AUDIT PLANNING LETTER, AS PRESENTED IN COW REPORT FIN-2019-35.

**#19-219 – 2019 Second (2nd) Quarter Report**

AS RECOMMENDED BY THE COMMITTEE OF THE WHOLE, BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE RECEIVES THE SECOND QUARTER FIRE REPORT FOR INFORMATION PURPOSES, AS PRESENTED IN THE COW REPORT FIRE-2019-04.

**CARRIED – UNANIMOUS**

**SAVE AND EXCEPT:**

**By-law No. 2019-100 – Award of Tender – Electrical Services**

**Moved by:** Councillor Harper

**Seconded by:** Deputy Mayor Osmond

AS RECOMMENDED BY THE COMMITTEE OF THE WHOLE, BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2019-100, BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO SIGN AN AGREEMENT WITH JET ELECTRICAL CONTRACTORS INC., FOR ELECTRICAL SERVICES, AS PRESENTED IN COW REPORT CD-2019-12.

**CARRIED – UNANIMOUS**

**By-law No. 2019-101 – Award of Tender – HVAC Preventative Maintenance Services**

**Moved by:** Councillor Harper

**Seconded by:** Deputy Mayor Osmond

AS RECOMMENDED BY THE COMMITTEE OF THE WHOLE, BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2019-101, BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO SIGN AN AGREEMENT WITH RACK AIR (KINGSTON) INC., FOR HVAC PREVENTATIVE MAINTENANCE SERVICES, AS PRESENTED IN COW REPORT CD-2019-12.

**CARRIED – UNANIMOUS**

**By-law No. 2019-102 – Award of Tender – Plumbing Services**

**Moved by:** Councillor Harper

**Seconded by:** Deputy Mayor Osmond

AS RECOMMENDED BY THE COMMITTEE OF THE WHOLE, BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2019-102, BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO SIGN AN AGREEMENT WITH ANDREW OFFORD/OFFORD PLUMBING FOR PLUMBING SERVICES, AS PRESENTED IN COW REPORT CD-2019-12.

**CARRIED – UNANIMOUS**

**By-law No. 2019-103 – Award of Tender – Janitorial Services**

**Moved by:** Councillor Harper

**Seconded by:** Deputy Mayor Osmond

AS RECOMMENDED BY THE COMMITTEE OF THE WHOLE, BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2019-103, BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO SIGN AN AGREEMENT WITH SUPREME CLEANING, FOR JANITORIAL SERVICES, AS PRESENTED IN COW REPORT CD-2019-12.

**CARRIED – UNANIMOUS**

**By-law No. 2019-104 – Award of Tender – Pest Control Services**

**Moved by:** Councillor Harper

**Seconded by:** Deputy Mayor Osmond

AS RECOMMENDED BY THE COMMITTEE OF THE WHOLE, BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2019-104, BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO SIGN AN AGREEMENT WITH ST. LAWRENCE HUMANE WILDLIFE AND PEST CONTROL SERVICES LTD., FOR PEST CONTROL SERVICES, AS PRESENTED IN COW REPORT CD-2019-12.

**CARRIED – UNANIMOUS**

**\*\*Mayor Lojko declared a pecuniary interest with respect to By-law No. 2019-099, and vacated his seat as Chair and left the room at 6:14 PM.**

**\*\*Deputy Mayor Osmond took the Chair.**

**By-law No. 2019-099 – Municipal Accommodation Tax (MAT) Advisory Panel – Terms of Reference – Amend**

**Moved by:** Councillor Anderson

**Seconded by:** Councillor Harper

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE AMEND THE MUNICIPAL ACCOMMODATION TAX (MAT) ADVISORY PANEL TERMS OF REFERENCE TO REMOVE FROM SECTION 5.1.2. MEMBERS THAT WORDS “NON-TIAP MEMBER” FROM HOTEL AND MOTEL.

**CARRIED – UNANIMOUS**

**By-law No. 2019-099 – Municipal Accommodation Tax (MAT) Advisory Panel – Terms of Reference – Amend**

**Moved by:** Councillor Anderson

**Seconded by:** Councillor Harper

AS RECOMMENDED BY THE COMMITTEE OF THE WHOLE, BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS BY-LAW NO. 2019-099, BEING A BY-LAW TO ADOPT THE MUNICIPAL ACCOMMODATION TAX TOURISM ADVISORY PANEL TERMS OF REFERENCE OPTION #2 (STAKEHOLDER REQUEST: SECTOR GROUPS DESIGNATE A REPRESENTATIVE (AND ALTERNATE/DESIGNATE) THAT MEMBERS HAVE SELECTED AND MAKES A RECOMMENDATION TO COUNCIL FOR ITS CONSIDERATION), AS PRESENTED IN REPORT COW-CAO-2019-07, AND AS AMENDED.

**CARRIED – UNANIMOUS**

**\*\*Deputy Mayor Osmond vacated the Chair at 6:17 PM.**

**\*\*Mayor Lojko re-entered the room and returned to the Chair 6:18 PM.**

12.	Motions (Council Direction to Staff) – None
13.	Notice Required Under the Notice By-law – None
14.	Committee Updates (Council Reps)
	<ul style="list-style-type: none"><li>• Councillors reported on activities / meetings that took place over the last two (2) week period.</li></ul>

