



COMMITTEE OF THE WHOLE MEETING MINUTES

On Tuesday, October 1, 2019

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

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

1.	Call Meeting to Order
	Councillor Harper chaired the meeting. The meeting was called to order at 6:29 PM.
2.	Disclosure of Pecuniary Interest & General Nature Thereof
	<ul style="list-style-type: none"> Mayor Lojko declared a pecuniary interest regarding Report COW-CD-2019-12, entitled "Award of Tenders – Various Contracts" as he is associated with two (2) service providers identified in the report.
3.	Approval of Minutes – September 17, 2019
	<p>Moved by: Deputy Mayor Osmond</p> <p>BE IT RESOLVED THAT THE COMMITTEE OF THE WHOLE ADOPTS THE MINUTES FROM TUESDAY, SEPTEMBER 17TH, 2019 MEETING.</p> <p style="text-align: right;">CARRIED – UNANIMOUS</p>
4.	Public Question / Comment (Only addressing Reports on Agenda)
	<ul style="list-style-type: none"> A member of the public provided comments with respect to Report COW-CAO-2019-07.
5.	Disclosure of Additional Items – None
6.	Public Meeting – None
7.	Unfinished Business – None
8.	Delegations
	<p>1. Craig Higgs – Damage to Boat</p> <ul style="list-style-type: none"> Mr. Higgs appeared before the Committee of the Whole and provided information regarding the towing of his boat from the PUC docks in September 2018.

	<p>2. Thousand Islands Accommodation Partners (TIAP) – Kathrine Christensen, Jeff Brown and Jean Cutcliffe – Municipal Accommodation Tax (MAT) Collection (+Ref. Report COW-CAO-2019-07)</p> <ul style="list-style-type: none"> • Jean Cutcliffe, Kathrine Christensen and Jeff Brown, representatives of the Thousand Islands Accommodation Partners (TIAP), appeared before the Committee of the Whole and provided comments regarding the three (3) options presented in Report COW-CAO-2019-07, entitled “Municipal Accommodation Tax (MAT) Tourism Advisory Panel”. • A request was made that the Committee of the Whole consider amending the Terms of References Mandate to include “Tourism”, and; to provide a definition with respect to Hotel and Motel. • TIAP stated that Option 3 of the report is the preferred option and that it is strongly supported by members of TIAP.
	*At this point, Report COW-CAO-2019-07, was considered.
9.	Presentations By Staff (Others) – None
10.	Correspondence
	1. Accounts Payable – September 11 to 24, 2019
	2. Gord Brown Memorial (GBM) Canada 150 Outdoor Rink – Fundraising Committee
	<p>Gord Brown Memorial (GBM) Canada 150 Outdoor Rink – Refrigeration Component – Request for Proposal</p> <p>Moved by: Deputy Mayor Osmond</p> <p>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.</p> <p style="text-align: right;">CARRIED – UNANIMOUS</p>
	3. Royal Canadian Legion Colonel R.H. Britton Branch 92 – 2019 Poppy Campaign and Remembrance Day Ceremonies
	4. Ministry of Municipal Affairs and Housing – Building Code Services Transformation
	5. Ministry of Natural Resources and Forestry (MNRF) – Proposed Changes to the <i>Aggregate Resources Act</i>
	6. Ministry of Infrastructure – Eastern Ontario Cell Gap Project
	7. Leeds, Grenville & Lanark District Health Unit – Board of Health Summary – September 19, 2019
	8. Ministry of Municipal Affairs and Housing – Adding a Second Unit in an Existing House Guide

	9. Minutes – Heritage Advisory Panel – September 19, 2019
11.	Staff Reports
COW-CAO-2019-07 – Municipal Accommodation Tax (MAT) Tourism Advisory Panel	
	<p>Moved by: Deputy Mayor Osmond AS RECOMMENDED BY THE COMMITTEE OF THE WHOLE, BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS 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.</p> <p style="text-align: right;">CARRIED – UNANIMOUS</p>
COW-FIN-2019-34 – Water Service Voluntary Disconnections	
	<p>Moved by: Deputy Mayor Osmond 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.</p> <p style="text-align: right;">CARRIED – UNANIMOUS</p>
COW-FIN-2019-35 – Audit Planning Letter	
	<p>Moved by: Deputy Mayor Osmond 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.</p> <p style="text-align: right;">CARRIED – UNANIMOUS</p>
COW-CD-2019-12 – Awarding of Tenders – Various Contracts	
	<p>**Mayor Lojko declared a pecuniary interest as he is associated with two (2) service providers identified in Report COW-CD-2019-12, and refrained from voting.</p> <p>Moved by: Deputy Mayor Osmond AS RECOMMENDED BY THE COMMITTEE OF THE WHOLE, BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE PASS THE FOLLOWING BY-LAWS TO AUTHORIZE THE MAYOR AND CLERK TO SIGN AGREEMENTS WITH:</p> <ol style="list-style-type: none"> 1. JET ELECTRICAL CONTRACTORS INC, FOR ELECTRICAL SERVICES; 2. RACK AIR (KINGSTON) INC., FOR HVAC PREVENTATIVE MAINTENANCE SERVICES; 3. ANDREW OFFORD/OFFORD PLUMBING FOR PLUMBING SERVICES; 4. SUPREME CLEANING, FOR JANITORIAL SERVICES, AND; 5. ST. LAWRENCE HUMANE WILDLIFE AND PEST CONTROL SERVICES LTD., FOR PEST CONTROL SERVICES, <p>AS PRESENTED IN COW REPORT CD-2019-12.</p> <p style="text-align: right;">CARRIED – 4 Ayes, 1 Nay, by those voting.</p>

COW-FIRE-2019-04 – 2019 Second (2nd) Quarter Report

Moved by: Deputy Mayor Osmond

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

12. Discussion of Additional Items – None

13. Next Meeting – October 15, 2019

14. Questions from the Media – None

15. Adjournment

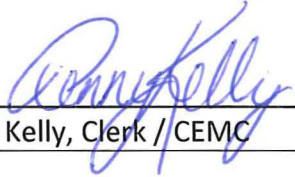
Moved by: Deputy Mayor Osmond:

Be it resolved that the Committee of the Whole hereby adjourns the October 1st, 2019, meeting at 7:58 PM.

CARRIED – UNANIMOUS



Matt Harper, Chair



Penny Kelly, Clerk / CEMC