



**REPORT OF THE
CORPORATE AFFAIRS COMMITTEE
Minutes No. COR-10-17**

Minutes of the Corporate Affairs Committee meeting held on October 5, 2017, at 3:02 p.m., in the Council Chambers Halton Hills Civic Centre.

Members Present: Mayor R. Bonnette, Councillors M. Albano (Chair), J. Fogal, D. Kentner (Vice Chair), A. Lawlor, B. Lewis, C. Somerville

Staff Present: A.B. Marshall, Chief Administrative Officer;
J. Diamanti, Commissioner of Corporate Services;
C. Mills, Commissioner of Transportation & Public Works;
W. Harris, Commissioner of Recreation and Parks;
J. de Hooge, Commissioner of Fire Services & Fire Chief;
M. Leighton, Manager of Accounting & Treasurer;
S. Jones, Clerk and Director of Legislative Services;
S. Gourlay, Manager of Purchasing; S. Collie, Purchasing Analyst;
S. Eremita, Business Analyst; S. Silver, Strategic Planning and Continuous Improvement; G. Cannon, Chief Librarian;
G. Clarke, Manager of Sustainability and Climate Change;
R. Brown, Committee Clerk

Others Present: Councillors T. Brown, J. Hurst

1. CALL TO ORDER

Chair M. Albano called the meeting to order.

2. DISCLOSURE OF PECUNIARY/CONFLICT OF INTEREST

NIL

3. COMMITTEE DELEGATIONS/PRESENTATIONS

- A. Simone Gourlay, Manager of Purchasing & Christine Wood from E Solutions Presentation to Committee regarding Purchasing Policy and eBidding.

S. Gourlay explained that the Purchasing Policy was revised for three reasons; 1) to incorporate the process changes that are being implemented due to eBidding, 2) incorporate changes due to the new Canada Trade Agreement, new Canada European Union Comprehensive Economic and Trade Agreement and the revised Construction Lien Act, and 3) to incorporate increases to the purchasing limits and approvals.

C. Woods explained the benefits of bids and tenders and provided the committee with a demonstration of the system.

(PowerPoint on file in the Clerks Office)

(Refer to Item No. 4A of these Minutes, Report No. CORPSERV-2017-0013)

<h3>4. REPORTS & MEMORANDUMS FROM OFFICIALS – TWO (2) ITEMS FOR RECOMMENDATION</h3>

- A. CORPORATE SERVICES, REPORT NO. CORPSERV-2017-0013 dated September 19, 2017 regarding Purchasing Policy. **(Recommendation No. COR-2017-0085)**

THAT Report No. CORPSERV-2017-0013, dated September 19, 2017, regarding the Purchasing Policy be received;

AND FURTHER THAT the Purchasing Policy attached to this report as Appendix B be approved;

AND FURTHER THAT staff be directed to prepare a Purchasing By-law and bring it forward to the October 16, 2017 Council meeting.

CARRIED

- B. CORPORATE SERVICES, REPORT NO. CORPSERV-2017-0009 dated September 13, 2017 regarding Award of Request for Proposal P-001-17 for Banking Services. **(Recommendation No. COR-2017-0086)**

THAT Report No. CORPSERV-2017-0009 dated September 13, 2017 regarding Award of Request for Proposal P-001-17 for Banking Services be received;

AND FURTHER THAT Council approves the award of Banking Services to The Bank of Nova Scotia, operating as Scotiabank, 2 Robert Speck Parkway, Suite 100, Mississauga, ON N4Z 1H8 for a (5) year term in the amount of \$0.00 with the option to renew for an additional two (2) years subject to satisfactory performance and price negotiations;

AND FURTHER THAT Council authorizes the Mayor and Clerk to execute the contract documents.

AND FURTHER THAT By-law #2007-0130 being a bylaw to Authorize the Mayor and Clerk to Execute a Resolution with RBC Royal Bank Regarding Banking be repealed.

CARRIED

5. CLOSED SESSION

NIL

6. RECONVENE INTO OPEN SESSION

NIL

7. ADJOURNMENT

The meeting adjourned at 3:38 p.m.

Rick Bonnette

MAYOR

Suzanne Jones

CLERK