



Clause No. 19 in Report No. 2 of Committee of the Whole was adopted, without amendment, by the Council of The Regional Municipality of York at its meeting held on January 22, 2015.

**Delegation of Authority During Council Recess  
September 12, 2014 – November 12, 2014  
November 14, 2014 – December 17, 2014**

**Committee of the Whole recommends adoption of the following recommendation contained in the report dated December 9, 2014 from the Chief Administrative Officer:**

**1. Recommendation**

It is recommended that:

1. Council receive this report for information.

**2. Purpose**

This report advises Council of matters approved under the authority delegated to the Regional Chairman and the Chief Administrative Officer during the 2014 Council recess.

**3. Background**

**Continuity is required to ensure timely delivery of Regional projects and services**

Regional Council enacted a bylaw to provide that when Council meetings are suspended over Council recess, the Regional Chair and the Chief Administrative Officer, or in the absence of the Regional Chair, the Chief Administrative Officer and the Regional Treasurer be authorized to:

- a) Award and execute contracts and other forms of commitment where such matters are not otherwise currently delegated by Council;

- b) Approve the acquisition or disposal of real property, real assets, including leases and other interests in real property; and
- c) Approve the exercise of the Region's rights and remedies at law including termination of contracts and settlement of claims, appeals and other matters before the courts or administrative tribunals.

The exercise of this authority is subject to the following conditions:

- a) The Regional Chair and the Chief Administrative Officer or in the absence of the Regional Chair, the Chief Administrative Officer and the Regional Treasurer being satisfied that the authorization is required to prevent interruption of service delivery or to avoid incurring unnecessary costs;
- b) A memorandum outlining the necessity of such requests be submitted to the Regional Chair and the Chief Administrative Officer by the responsible Commissioner;
- c) Any contracts or documentation be subject to review and approval by Legal Services as to form and content; and
- d) A report be submitted to Council at the earliest opportunity to advise of the approval of any contracts under this authority.

#### 4. Analysis and Options

**The total value of the contracts awarded and the settlement of a claim pursuant to the authority delegated to the Regional Chairman and Chief Administrative Officer was \$8,285,583; in addition, funds are to be recovered from the sale of an asset**

The total value of the 6 contracts awarded was \$6,285,583; the total value of the settlement of claim was \$2,000,000 pursuant to the authority delegated to the Regional Chairman and Chief Administrative Officer. In addition, as part of a contract settlement, a minimum of \$1,666,666.67 is to be recovered for the sale of an asset. The amount will be determined based on the substantial completion of the contract.

Attachment 1 provides a list of contracts and settlement of claims awarded by the Regional Chairman and the Chief Administrative Officer from September 12, 2014 – November 12, 2014 and from November 14, 2014 – December 17, 2014.

### **Link to key Council-approved plans**

This report is consistent with the 2011 to 2015 Strategic Plan's objective of practicing sound fiscal management.

## **5. Financial Implications**

All contracts awarded were included within the approved budgets. There are no other financial implications.

## **6. Local Municipal Impact**

There is no local municipal impact associated with this report.

## **7. Conclusion**

The Regional Chairman and the Chief Administrative Officer were delegated authority to approve matters required to ensure that the business of the Region carried on during Council recess. The authority delegated by Council during this period is in addition to the authority delegated to the Chief Administrative Officer and Commissioners to award contracts pursuant to the purchasing bylaw. Authority exercised pursuant to the purchasing bylaw is reported separately on a quarterly basis.

For more information on this report, please contact Stan Gal, Director, Supplies & Services, at ext. 71650.

The Senior Management Group has reviewed this report.

Attachments (9)

Accessible formats or communication supports are available upon request

**Delegation of Authority During Council Recess  
September 12, 2014 - November 12, 2014  
November 14, 2014 - December 17, 2014**

**Regional Chairman and Chief Administrative Officer  
Procurement of Goods and Services**

**Regional Chairman and Chief Administrative Officer - Supplies and Services**

<b>Contract and Description</b>		
<p>For the supply of all labour, materials and equipment necessary to carry out work associated with Masters Certificate in Municipal Leadership Program.</p> <p>The goal of the Masters Certificate in Municipal Leadership is to develop skills in municipal managers to effectively lead their municipality into the future: aspiring to lead people, teams and departments to a new level of excellence. York Region is part of a municipal consortium, comprised of York Region and York Regional Police, Town of Richmond Hill, Town of Newmarket and City of Vaughan, all of whom originally selected the Schulich program. When the program was chosen it was the only customized municipal government solution available, delivered in York Region, with a recognized business reputation. York Region/York Regional Police have been committed to the program since 2001 with 195 graduates and 25 managers currently enrolled.</p> <p>(Term: 3 years)</p>	File Number	Direct Purchase
	Vendor/Owner/Contractor	Schulich Executive Education Centre (SEEC)
	Date Authorized	October 27, 2014
	<b>Amount</b>	<b>\$133,650.00</b>
<p><b>P-14-104</b></p> <p>For the provision of support services to internationally trained individuals' pre-employment and job placement program.</p> <p>York Region is one of the fastest growing communities in Canada. By 2031, 55 per cent of York Region's population will be immigrants. Each year approximately 10,000 newcomers call York Region home. In 2011, Markham, Richmond Hill and Vaughan will have the highest concentration of newcomers. (York Region's Immigration Settlement Strategy, 2009).</p> <p>Newcomers to Canada often experience barriers to employment due to lack of Canadian work experience, lack of credential recognition and limited English language workplace skills. Internationally trained individuals who are in receipt of Ontario Works financial support may benefit from a program of individualized return to work action plans that address's their specific barriers and assist them to gain employment.</p> <p>(Term: 1 year with an option to renew for 4 additional 1 year terms)</p>	File Number	P-14-104
	Number of Bids	3
	Vendor/Owner/Contractor	Rehabilitation Network Canada Incorporated
	Date Authorized	December 9, 2014
<b>Amount</b>	<b>(5 year estimated) \$217,500.00</b>	
<p><b>P-14-107</b></p> <p>For the provision of detailed design and engineering services for Doane Road.</p> <p>The widening and reconstruction of Doane Road addresses current and future transportation needs associated with planned growth in the Town of East Gwillimbury. York Region obtained planning approval for the reconstruction of Doane Road between Yonge Street and Woodbine Avenue from the Ministry of Environment on December 20, 2012, and now intends to move forward to complete the associated detailed design requirements. Accordingly, the Region issued an RFP to elicit detailed design and engineering services proposals from pre-qualified firms to complete the detailed design, associated engineering services and construction tender package for this assignment as described in the approved Doane Road Environmental Study Report (ESR).</p> <p>(Term: Work to be completed by December 31, 2016)</p>	File Number	P-14-107
	Number of Bids	3
	Vendor/Owner/Contractor	SNC-Lavalin Inc.
	Date Authorized	October 22, 2014
<b>Amount</b>	<b>\$1,245,180.00</b>	
<p><b>CRFP2014-04</b></p> <p>For the provision of Group Benefits services. This RFP was issued by the Region on behalf of the following York Purchasing Cooperative members; the Town of Aurora, the Town of East Gwillimbury, the City of Markham and the Town of Newmarket. The RFP included Part "A" for accidental death and dismemberment and Part "B" for health, dental, life and long term disability.</p> <p>Part A: Accidental death and dismemberment awarded to: ACE INA Life Insurance for \$355,302.00 Part B: Health, dental, life and long term disability awarded to: Sun Life Financial for \$3,530,651.00</p> <p>(Term: 5 years with an option to renew for 5 additional 1 year terms)</p>	File Number	CRFP2014-04
	Number of Bids	Part A - 1 Bid Part B - 2 Bids
	Vendor/Owner/Contractor	See Description
	Date Authorized	December 3, 2014
<b>Amount</b>	<b>\$3,885,953.00</b>	

<b>PR2919</b>  For the supply of all labour, materials and equipment necessary to carry out work associated with the provision of cellular equipment and accessories as per the Telus Agreement.  Agreements with telecommunications companies are required to maintain cellular wireless services for existing mobile devices and to replace or add new devices. The Region currently uses 1,880 devices on the Telus wireless network. This is estimated to increase to 2,380 by the end of 2016 to reflect growth in staff and use of devices.  (Term: 3 years)	File Number	PR2919
	Vendor/Owner/Contractor	360 Mobile
	Date Authorized	
	<b>Amount</b>	<b>\$684,300.00</b>
For the supply of all labour, materials and equipment necessary to provide an interim solution to connect York University and the Southlake Regional Health Centre with a 10 gigabit managed service connection solution, based on the ORION Point-of-Presence (PoP) agreement. A funding application submitted by ORION, in partnership with the Regional Municipality of York, to Canada's Advanced Research and Innovation Network (CANARIE) to establish an ORION Point-of-Presence (PoP) at Southlake Regional Health Centre in Newmarket was approved in the amount of \$681,500. Of this funding, \$565,000 is to be paid to York Region in exchange for linking the ORION PoP at Southlake with another ORION PoP at York University and providing two strands of YTN fibre with a 10-year no-cost operating agreement attached. It is known that the YTN fibre installation connecting the PoPs at York University and Southlake Regional Health Care Centre will not be complete until well into 2015. As an interim solution until the full YTN installation is completed, the Fibre Sale and Maintenance Agreement provides that an interim 10 Gigabit managed service connection solution be made available to ORION when the Southlake PoP is installed at the end of 2014. This interim solution will serve to connect the two PoPs while the YTN fibre connection is being completed.  (Term: 3 months from notice to commence work)	File Number	Direct Purchase
	Vendor/Owner/Contractor	Rogers Business Solutions
	Date Authorized	
	<b>Amount</b>	<b>\$119,000.00</b>
<b>CAO/Chair Awards - Supplies &amp; Services</b>	<b>TOTAL</b>	<b>\$6,285,583.00</b>

### Regional Chairman and Chief Administrative Officer Settlement of Claims

#### Regional Chairman and Chief Administrative Officer - Legal Services

Contract and Description		
Litigation – Requested authority to issue a Statement of Claim in the Ontario Superior Court of Justice against HDR Corporation, IBI Group (Canada) Inc. and Toronto Zenith Contracting Limited.  Cost recovery of damages resulting from design and construction errors relating to the 16th Avenue (Little Rouge Creek) Bridge in the City of Markham.	File Number	11-100
	Vendor/Owner/Contractor	See Description
	Date Authorized	September 24, 2014
	<b>Amount</b>	<b>\$2,000,000.00</b>
<b>CAO Awards - Legal Services</b>	<b>TOTAL</b>	<b>\$2,000,000.00</b>