



Corporate and Finance Services Committee  
Minutes

December 2, 2024, 9:30 a.m.  
Council Chamber

Present: Councillor Giberson  
Councillor Marks  
Councillor Marimpietri  
Councillor McConkey  
Councillor Neal  
Mayor Carter

Also Present Councillor Chapman  
Councillor Lee  
T. Adams, Chief Administrative Officer  
S. Sinnott, Commissioner, Corporate and Finance Services  
L. Davis, Manager, Legislative Services/Deputy City Clerk  
P. Aguilera, Council-Committee Coordinator  
K. Christopher, Council-Committee Coordinator  
J. Martin, Director, Financial Services  
T. Barker, Manager, Procurement  
S. McFayden, Director, Corporate Communications  
S. Patterson, Manager, Cybersecurity and Infrastructure  
Operations  
P. Laurin, Manager, Parks, Forestry and Trails • Community  
Operations Services  
D. Cudmore, Corporate Communications Officer

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**Public Meeting**

Councillor Giberson called the meeting to order and stated that all members of the Committee were participating from the Chamber except Councillors Neal, McConkey and Marimpietri who participated electronically. Also present in the Chamber were Councillors Lee and Chapman.

**Land Acknowledgement**

The City of Oshawa is situated on lands within the traditional and treaty territory of the Michi Saagiig and Chippewa Anishinaabeg and the signatories of the Williams Treaties, which include the Mississaugas of Scugog Island, Curve Lake, Hiawatha and Alderville First Nations, and the Chippewas of Georgina Island, Rama and Beausoleil First Nations.

We are grateful for the Anishinaabeg who have cared for the land and waters within this territory since time immemorial.

We recognize that Oshawa is steeped in rich Indigenous history and is now present day home to many First Nations, Inuit and Métis people. We express gratitude for this diverse group of Indigenous Peoples who continue to care for the land and shape and strengthen our community.

As a municipality, we are committed to understanding the truth of our shared history, acknowledging our role in addressing the negative impacts that colonization continues to have on Indigenous Peoples, developing reciprocal relationships, and taking meaningful action toward reconciliation.

We are all Treaty people.

**Additional Agenda Items**

None

**Declarations of Pecuniary Interest**

None

**Presentations**

None

**Delegations**

None

**Referrals from Council**

None

**Reports from Advisory Committees**

None

**Items Requiring Direction**

None

**Public Consent Agenda**

Moved by Councillor Marks

That all items listed under the heading Public Consent Agenda for the December 2, 2024 Corporate and Finance Services Committee meeting be adopted as recommended except for Report CF-24-68.

Carried

**Correspondence with recommendations**

None

**Staff Reports/Motions with recommendations**

**CF-24-67 - Borrowing By-law (All Wards)**

That the Corporate and Finance Services Committee recommend to City Council:

That the Borrowing By-law as outlined in Attachment 1 to Report CF-24-67, 2025 Borrowing By-law, dated November 27, 2024, be approved.

**CF-24-69 - Leasing of Computer Equipment (All Wards)**

That the Corporate and Finance Services Committee recommend to City Council:

Whereas the Treasurer is required to obtain Council’s approval prior to entering into a financing lease; and,

Whereas Information Technology Services requires additional hardware including surface tablets, desktops and servers to continue re-establishing standard lease and replacement cycles and to meet the technology requirements of the City; and,

Whereas Request for Tender (R.F.T.) C2024-050 Microsoft Surfaces & Accessories and Request for Tender (R.F.T.) C2024-052 Computer Equipment allowed for the successful bidders, Nova Networks and CDW Canada Corp. respectively, to be the suppliers of record until June 30, 2025; and,

Whereas Procurement obtained quotes from Nova Networks for Microsoft surfaces and accessories in the amount of \$90,888 and CDW Canada Corp. for servers and desktop computers in the amount of \$96,176; and,

Whereas the financial implications are set out on Attachment 1;

Therefore, be it resolved that, pursuant to CF-24-69:

1. That the Manager, Procurement be authorized to award contracts, as detailed in Report CF-24-69 dated December 2, 2024, as follows:
  - a. Microsoft Surfaces & Accessories to Nova Networks, in the amount of \$90,888 excluding all taxes (leasing company Macquarie Equipment Finance Ltd. to pay equipment supplier directly);
  - b. Computer Equipment to CDW Canada Corp., in the amount of \$96,176 excluding all taxes (leasing company Macquarie Equipment Finance Ltd. to pay equipment supplier directly).
2. That, pursuant to the requirements of Ontario Regulation 46/94, the Treasurer of the Regional Municipality of Durham be advised that the City will be entering into a financing lease with Macquarie Equipment Finance Ltd. on the terms stated in Report CF-24-69.

**CF-24-70 - Contract Award - C2024-068 Integrated & Active Transportation Master Plan (All Wards)**

That the Corporate and Finance Services Committee recommend to City Council:

Whereas the Purchasing By-law, requires Council approval of Professional and Consulting Services contract awards greater than \$100,000; and,

Whereas in 2020 Council approved project 40-0043 for Integrated Transportation Master Plan Update in the amount of \$650,000, inclusive of non-rebateable H.S.T.; and,

Whereas Procurement issued a Request for Proposal (R.F.P.) C2024-068 for Integrated & Active Transportation Master Plan; and,

Whereas three (3) bids were received (publically posted on the City's website at Oshawa's Bids and Tenders) and opened by Procurement on September 24, 2024; and,

Whereas proposals were evaluated on qualification, experience, proposal quality, project deliverables, technical response, and price; and,

Whereas the evaluation team unanimously scored the bid received by WSP Canada Inc. as comprehensive, thorough, addressed all requirements of the R.F.P, is the highest-ranking proponent and best satisfied the City's requirements; and,

Whereas the proposal received from WSP Canada Inc. in the amount of \$621,971, plus H.S.T. (\$632,918 including non-rebateable H.S.T.) for Integrated & Active Transportation Master Plan; and,

Therefore, be it resolved that pursuant to CF-24-70, that the Manager, Procurement award a contract to WSP Canada Inc. in the amount of \$621,971 excluding H.S.T. for C2024-068 Integrated & Active Transportation Master Plan.

#### **CF-24-71 - Additional Funding - C2024-082 - Forestry Master Plan (All Wards)**

That the Corporate and Finance Services Committee recommend to City Council:

Whereas the Purchasing By-law, requires Council approval of Professional and Consulting Services contract awards greater than \$100,000; and,

Whereas funding has been approved in 2024 budget for project 40-0070 in the amount of \$120,000, inclusive of non-rebateable H.S.T. for the Forestry Master Plan; and,

Whereas Procurement issued a Request for Proposal (R.F.P.) C2024-082 for Forestry Master Plan; and,

Whereas two (2) bids were received (publically posted on the City's website at Oshawa's Bids and Tenders) and opened by Procurement on September 16, 2024; and,

Whereas proposals were evaluated on qualification, experience, proposal quality, project deliverables, technical response, and price; and,

Whereas the evaluation team unanimously scored the bid received by Kuntz Forestry Consulting Inc. as comprehensive, thorough, addressed all requirements of the R.F.P, is the highest-ranking proponent and best satisfied the City's requirements; and,

Whereas the proposal received from Kuntz Forestry Consulting Inc. in the amount of \$147,808, plus H.S.T. (\$150,409 including non-rebateable H.S.T.) for Forestry Master Plan; and,

Whereas, there is a funding shortfall of \$30,409, including non-rebateable H.S.T.; and,

Whereas, the additional cost of \$30,409 can be funded from the Trees in New Subdivisions Reserve;

Therefore, be it resolved that, pursuant to CF-24-71:

1. That additional funding of \$30,409 be funded from the Trees in New Subdivisions Reserve be approved; and,
2. That the Manager, Procurement be authorized to award a contract to Kuntz Forestry Consulting Inc. in the amount of \$147,808 plus H.S.T. for C2024-082 Forestry Master Plan.

**CF-24-72 - Corporate and Finance Services Committee Outstanding Items Status Report - Fourth Quarter 2024 (All Wards)**

That the Corporate and Finance Services Committee recommend to City Council:

That Report CF-24-72 concerning the Corporate and Finance Services Committee's Outstanding Items Status Report for the fourth quarter of 2024 be received for information.

**Public Discussion Agenda**

**Matters Excluded from the Consent Agenda**

**CF-24-68 -Method of Election for the 2026 Municipal and School Board Elections (All Wards)**

Moved by Councillor Marks

That the Corporate and Finance Services Committee recommend to City Council:

That based on Report CF-24-68 dated November 27, 2024 concerning the method of election for the 2026 Municipal and School Board Elections:

1. That City Council endorse internet voting for Advance Polls and internet voting and paper ballots with vote tabulators on Voting Day as the methods of voting for the 2026 Municipal and School Board Elections; and,
2. That staff be directed to issue a Request for Proposal for an internet voting system vendor capable of conducting internet voting in conjunction with paper ballots and vote tabulators, with the execution of any agreement being contingent upon a successful penetration test and security analysis to the satisfaction of the Director, Legislative Services/City Clerk and Chief Information Officer; and,
3. That staff report back to City Council regarding the penetration test and security analysis in order to pass the appropriate by-law concerning the method(s) of voting and any use of vote counting equipment as set out in Section 42(1) of the Municipal Elections Act, 1996, S.O. 1996, c. 32, Sched.

**Amendment:**

Moved by Councillor Marks

That Part 1 of the recommendation contained in Report CF-24-68 be amended to replace the word "endorse" with the words "direct staff to investigate".

Carried

The vote to adopt the recommendation contained in Report CF-24-68, as amended.

Affirmative (6): Councillor Giberson, Councillor Marks, Councillor Marimpietri, Councillor McConkey, Councillor Neal, and Mayor Carter

Carried (6 to 0)

**Items Introduced by Council Members**

None

**Items Pulled from the Information Package**

None

**Closed Consent Agenda**

**Correspondence with recommendations**

None

**Staff Reports/Motions with recommendations**

None

**Closed Discussion Agenda**

**Matters Excluded from the Consent Agenda**

None

**Items Requiring Direction**

None

**Matters Tabled**

None

**Adjournment**

Moved by Councillor Marks

That this meeting be adjourned at 10:22 a.m.

Carried