

**THE REGIONAL MUNICIPALITY OF YORK**

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**REPORT NO. 5 OF THE  
CHIEF ADMINISTRATIVE OFFICER**

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**For Consideration by  
The Council of The Regional Municipality of York  
on December 16, 2010**

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**USE OF DELEGATED AUTHORITY DURING COUNCIL RECESS**

**1. RECOMMENDATIONS**

It is recommended that this report be received for information.

**2. PURPOSE**

This report advises Council of matters approved under the authority delegated to the Regional Chair and Chief Administrative Officer during the summer recess and period when acts of Regional Council were restricted in accordance with provisions of the *Municipal Act, 2001*.

**3. BACKGROUND**

**Authority was delegated to the Regional Chair and Chief Administrative Officer to ensure that the Regional business carries on**

At its meeting on June 24, 2010, Regional Council adopted recommendations delegating authority to the Regional Chair and Chief Administrative Officer to ensure that the business of the Region could carry on during the summer months when no Council meetings were held, and during the period following nomination date when acts of Council were restricted in accordance with section 275 of the *Municipal Act, 2001*. The Regional Chair and Chief Administrative Officer, or in the absence of the Regional Chair, the Chief Administrative Officer and Treasurer, were authorized to:

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- (a) Award and execute contracts and other forms of commitment where such matters are not otherwise currently delegated by Regional Council;
  - (b) Approve the acquisition or disposal of real property including leases or 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 and Administrative Tribunals.

This delegated authority is in addition to the authority granted by the Purchasing By-law which authorizes the Chief Administrative Officer to award contracts for an unlimited amount, provided that a formal tender is issued, three bids are received and the award is made to the lowest responsive bidder. The Chief Administrative Officer may also award contracts as a result of Request for Proposals up to \$500,000. Contracts awarded pursuant to the authority of the Purchasing By-law are reported to Regional Council on a quarterly basis.

The authority delegated to the Regional Chair and Chief Administrative Officer was subject to several conditions, including a requirement to submit a report to Regional Council at the earliest opportunity to advise of the approval of any contracts under this authority.

#### 4. ANALYSIS AND OPTIONS

**The total value of contracts awarded pursuant to the authority delegated to the Regional Chair and Chief Administrative Officer is \$8,713,660.**

The total value of contracts awarded pursuant to the authority delegated to the Regional Chair and Chief Administrative Officer is summarized as follows:

Project	Description	Vendor	Date	Amount (\$)
P-10-102	Class Environmental Assessment, Detailed Design, Contract Administration and Site Inspection Services for Yonge/Vandorf/Leslie St. Watermain, Bloomington Rd. to Wellington St., Aurora (5 year term)	The Municipal Infrastructure Group	August 5, 2010	2,398,384

<b>Project</b>	<b>Description</b>	<b>Vendor</b>	<b>Date</b>	<b>Amount (\$)</b>
P-10-77	Design, Construction, Commissioning and Training Services for Equipment and Process Enhancements for the Region's Material Recovery Facility (MRF), 100 Garfield Wright Blvd., East Gwillimbury	Machinex Industries Inc.	August 27, 2010	5,222,060
P-10-32	Supply, Install, Test and Commission a Turnkey Bus and Snow Plough (Cab and Components) Simulator System for Operator Training Purposes	FAAC Incorporated	November 4, 2010	1,093,216
<b>Total</b>				<b>\$8,713,660</b>

Under separate authority delegated by Council in September, 2010, the Chairman and the Chief Administrative Officer also executed a contract with Covanta for an Energy-from-waste facility being constructed through a partnership with Durham Region.

**5. FINANCIAL IMPLICATIONS**

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

**6. LOCAL MUNICIPAL IMPACT**

There are no local municipal impacts associated with the report.

**7. CONCLUSION**

The Regional Chair and Chief Administrative Officer have been delegated authority to approve matters required to ensure that the business of the Region carried on as normal during the period when regular Council meetings were suspended and when acts of Council were restricted in accordance with the provisions of the *Municipal Act, 2001*. The Authority delegated by Regional Council during this period is in addition to the authority delegated to the Chief Administrative Officer to award contracts pursuant to the Purchasing By-law. Authority exercised pursuant to the Purchasing By-law is reported separately.

For more information on this report, please contact Dino Basso, Executive Director, Strategic Initiatives and Administration, at Ext. 1202.

The Senior Management Group has reviewed this report.

**Respectfully submitted,**

**December 8, 2010  
Newmarket, Ontario**

**B. Macgregor  
Chief Administrative Officer**

***(Report No. 5 of the Chief Administrative Officer was adopted without amendment, by the Council of The Regional Municipality of York at its meeting on December 16, 2010.)***