

**THE REGIONAL MUNICIPALITY OF NIAGARA  
PROCUREMENT ADVISORY COMMITTEE  
OPEN SESSION**

**PAC 2-2019  
Monday, November 18, 2019  
Committee Room 4  
Niagara Region Headquarters  
1815 Sir Isaac Brock Way, Thorold ON**

Committee: Edgar, Gale, Heit, Insinna (Committee Vice-Chair), Rigby, Whalen (Committee Chair)

Absent/Regrets: Bradley (Regional Chair), Zalepa

Staff: K. Lotimer, Legislative Coordinator, B. Menage, Director, Procurement & Strategic Acquisitions, J. Mulligan, Manager, Purchasing Services, A.-M. Norio, Regional Clerk

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**1. CALL TO ORDER**

Committee Chair Whalen called the meeting to order at 1:02 p.m.

**2. DISCLOSURES OF PECUNIARY INTEREST**

There were no disclosures of pecuniary interest.

**3. PRESENTATIONS**

There were no presentations.

**4. DELEGATIONS**

There were no delegations.

**5. ITEMS FOR CONSIDERATION**

**5.1 PAC-C 7-2019**

2020 Procurement Advisory Committee Meeting Dates

Moved by Councillor Gale

Seconded by Councillor Insinna

That Correspondence Item PAC-C 7-2019, being a memorandum from A.-M. Norio, Regional Clerk, dated November 18, 2019, respecting 2020 Procurement Advisory Committee Meeting Dates, **BE RECEIVED** and the following recommendation **BE APPROVED**:

1. That the Procurement Advisory Committee meetings, **BE HELD** on Mondays at 1:00 p.m. on the following dates in 2020:

March 9, June 8, September 14 and November 16.

**Carried**

## **6. CONSENT ITEMS FOR INFORMATION**

### **6.1 PAC-C 6-2019** Procurement Work Plan Update 2019 - 2020

Bart Menage, Director, Procurement & Strategic Acquisitions, provided information respecting Procurement Work Plan Update 2019 - 2020.

Topics of the presentation included:

- E-Bidding Transition
- Templates
- Procurement By-law
- Negotiated RFP - In Flight Projects
- Reporting - Committed PO Values

Moved by Councillor Gale  
Seconded by Councillor Insinna

That the following items **BE RECEIVED** for information:

PAC-C 6-2019  
Procurement Work Plan Update 2019 - 2020

PAC-C 4-2019  
Response to Councillor Information Requests

PAC-C 5-2019  
Procedures - Corporate Identity (Process)

**Carried**

## **7. OTHER BUSINESS**

There were no items of other business.

## **8. NEXT MEETING**

The next meeting will be held on Monday, March 9, 2020 at 1:00 p.m. in Committee Room 4.

9. **ADJOURNMENT**

There being no further business, the meeting adjourned at 2:18 p.m.

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Councillor Whalen  
Committee Chair

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Kelly Lotimer  
Legislative Coordinator

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Ann-Marie Norio  
Regional Clerk