

Municipality Of Chatham-Kent
Community Development
Economic Development Services

To: Mayor and Members of Council
From: Stuart McFadden, Director, Economic Development Services
Date: December 6, 2018
Subject: Authorization of Payments to Glassroots Media Vendor #207891

Recommendations

It is recommended that:

1. Council authorize Administration to process payment for Invoice #5445 (Attachment A) in the amount of \$169.50 to Glassroots Media operating as Sydenham Current owned by Councillor Aaron Hall.
2. Council authorize Administration to process payment for any future invoices for services rendered to Glassroots Media operating as Sydenham Current.

Background

Chatham-Kent Economic Development Services regularly utilizes the services of Wallaceburg's exclusively online media outlet, the Sydenham Current for posting of current job opportunities as well as sponsorship of local community events. When readers click on these postings, they are redirected to the Chatham-Kent web portal thus increasing awareness of the Municipality's and departmental services. Local online social media is crucial to a community with its only other newspaper publishing weekly.

Comments

Employees who are also vendors may be contracted by the Municipality of Chatham-Kent, however in the effort to maintain full transparency in Chatham-Kent's procurement policies, this potential conflict is being disclosed and requesting approval accordingly.

Section 39 (e) of the purchasing by-law states: Council must approve the purchase of any deliverables where the company being awarded is owned directly or indirectly, in whole or in part, by a member of Council.

Areas of Strategic Focus and Critical Success Factors

The recommendations in this report support the following areas of strategic focus:

Economic Prosperity:

Chatham-Kent is an innovative and thriving community with a diversified economy

A Healthy and Safe Community:

Chatham-Kent is a healthy and safe community with sustainable population growth

People and Culture:

Chatham-Kent is recognized as a culturally vibrant, dynamic, and creative community

Environmental Sustainability:

Chatham-Kent is a community that is environmentally sustainable and promotes stewardship of our natural resources

The recommendations in this report support the following critical success factors:

Financial Sustainability:

The Corporation of the Municipality of Chatham-Kent is financially sustainable

Open, Transparent and Effective Governance:

The Corporation of the Municipality of Chatham-Kent is open, transparent and effectively governed with efficient and bold, visionary leadership

Has the potential to support all areas of strategic focus & critical success factors

Neutral issues (does not support negatively or positively)

Consultation

No other departments were consulted in the preparation of this report.

Financial Implications

The cost for Invoice #5445 in the amount of \$169.50 as well as any future invoices will be funded through Economic Development Services' base budget.

Prepared by:

Reviewed by:

Stuart McFadden, Director
Economic Development Services

John Norton, General Manager
Community Development

Attachment: Attachment A: Invoice #5445 Glassroots Media

c. Steven Brown, Director, Financial Services
Jennifer Scherle, Purchasing Officer
Tracy Barlett-Turner, Supervisor, Accounts Payable

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GLASSROOTS MEDIA VENDOR #207891.DOCX



GLASSROOTS MEDIA
 68 Blake Street
 Wallaceburg ON N8A 2S2
 sydenhamcurrent@gmail.com
 www.sydenhamcurrent.ca
 GST/HST Registration No.: 83-2481188

Invoice 5445

DATE 30-11-2018	PLEASE PAY \$169.50	DUE DATE 30-12-2018
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INVOICE TO
 Darlene DeBeck
 MUNICIPALITY OF CHATHAM-KENT.
 315 King St W
 Chatham Ontario

Please detach top portion and return with your payment.

ACTIVITY	QTY	RATE	TAX	AMOUNT
Sydenham Current Advertisement:Podcast Sponsor Jobs Sponsor - November 30-Jan 4 , 2018	6	25.00	HST ON	150.00
A \$25 NSF fee will be charged for all returned checks.				
		SUBTOTAL		150.00
		HST (ON) @ 13%		19.50
		TOTAL		169.50
		TOTAL DUE		\$169.50

** Please adress cheques payable to GLASSROOTS MEDIA **

THANK YOU.

TAX SUMMARY

	RATE	TAX	NET
	HST (ON) @ 13%	19.50	150.00

If you have any questions please contact us at the information below.

Sales (519) 784-4610
 dana@sydenhamcurrent.ca

Billing (519) 350-8489
 sydenhamcurrent@gmail.com

Thank you for your business!