

## **Municipality Of Chatham-Kent**

### **Finance, Budget & Information Technology Services**

#### **Financial Services**

**To:** Mayor and Members of Council

**From:** Matt Torrance, MBA, CPA, CGA  
Director, Financial Services

**Date:** February 5, 2020

**Subject:** 2019 Record of Payment to Council-Owned Vendors

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This report is for the information of Council.

#### **Background**

Council approved the following recommendations at the February 11, 2019 Council meeting:

1. Council authorize Administration to process payment for any future purchases in compliance with Chatham-Kent's Purchasing By-law for services rendered during this Council term to Glassroots Media operating as Sydenham Current owned by Councillor Aaron Hall.
2. Council authorize Administration to process payment for any future purchases in compliance with Chatham-Kent's Purchasing By-law for services rendered during this Council term to Authier Print & Promotional Products owned by Councillor Mark Authier.
3. Council authorize Administration to process payment for any future purchases in compliance with Chatham-Kent's Purchasing By-law for services rendered during this Council term to Instant Print - Wallaceburg owned by Councillor Mark Authier.
4. Council authorize Administration to process payment for any future purchases in compliance with Chatham-Kent's Purchasing By-law for services rendered during this Council term to John and Kori Wright (towing service) owned by Councillor John Wright.
5. Council authorize Administration to process payment for any future purchases in compliance with Chatham-Kent's Purchasing By-law for services rendered during this Council term to Bondy's Dry Cleaners operated by Councillor Michael Bondy.

**Comments**

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. Council approved payments to these vendors at the February 11, 2019 Council meeting.

To provide ongoing oversight of the purchases made by municipal departments from businesses owned and/or operated by Council members, the Audit Committee has reviewed during each committee meeting a listing of all purchases made. In addition, administration committed to report to Council annually a record of the total payments made to these vendors.

The total payments made to these vendors in 2019 is summarized in the table below:

<b>Councillor</b>	<b>Vendor</b>	<b>Amount</b>
Cl. Hall	Glassroots Media	\$7,818.47
Cl. Wright	John and Kori Wright (towing)	\$7,198.10
Cl. Authier	Authier Print & Promotional Products	\$185.32
<b>TOTAL</b>		<b>\$15,201.89</b>

**Consultation**

No other departments were consulted on this report.

**Financial Implications**

Payments totaling \$15,201.89 were issued to Council-owned vendors in 2019.

Prepared by:

Reviewed by:

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 Director, Financial Services

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 Gord Quinton, MBA, CPA, CGA  
 Chief Financial Officer, Treasurer

C: Jennifer Scherle, Purchasing Officer  
 Tracy Turner Bartlett, Supervisor, Accounts Payable

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