



**Corporate and Finance Services Committee
Minutes**

**February 5, 2024, 9:30 a.m.
Council Chamber**

Present: Councillor Giberson
Councillor Marimpietri
Councillor McConkey
Councillor Neal

Absent: Councillor Marks

Also Present Councillor Chapman
Councillor Lee
J. Lane, Council-Committee Coordinator
F. Blanchet, Council-Committee Coordinator
P. Aguilera, Council-Committee Coordinator
S. Sinnott, Commissioner, Corporate and Finance Services
M. Bretherick, Director, Finance Services
J. Martin, Senior Manager, Financial Services and Reporting
K. Villeneuve, Manager, Taxation Services
L. Davis, Manager, Legislative Services/Deputy City Clerk
N. Schroor, Supervisor, Taxation Services

Public Meeting

Councillor Giberson called the meeting to order and stated that all members of the Committee were participating from the Chamber except Councillor Marks who was absent and Councillor McConkey who was participating electronically. Also in attendance were Councillors Chapman and Lee.

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 Marimpietri

That all items listed under the heading of Public Consent Agenda for the February 5, 2024 Corporate and Finance Services Committee meeting be adopted as recommended except Report CF-27-07.

Motion Carried

Correspondence with recommendations

None

Staff Reports/Motions with recommendations

CF-24-04 - Asset Retirement Obligation Policy (All Wards)

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

That pursuant to Report CF-24-04 dated January 31, 2024, the Asset Retirement Obligation Policy be approved.

CF-24-09 - C2024-003 Assessment & Appeal Management Services – Contract Award (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 Council has approved funding in the annual Taxes Written Off budget for assessment & appeal management services; and,

Whereas Procurement issued a Request for Proposal Assessment & Appeal Management Services for an initial three year term with the option to renew for additional three one-year terms; and,

Whereas one (1) bid was received (publically posted on the City’s website at Oshawa's Bids and Tenders) and opened by Procurement on January 23, 2024; and,

Whereas the evaluation team reviewed the bid received by MTAG Paralegal Professional Corp. as comprehensive, thorough, addressed all requirements of the R.F.P, and best satisfied the City’s requirements; and,

Whereas the proposal received from MTAG Paralegal Professional Corp. in the amount of *\$216,000 for Assessment & Appeal Management Services for an initial three year term meets the requirements of the proposal;

Therefore be it resolved that pursuant to Item CF-24-09:

1. That in accordance with Item CF-24-09, dated February 5, 2024, that the Manager, Procurement, be authorized to award an initial three year contract to MTAG Paralegal Professional Corp. in the amount of *\$216,000 for Assessment & Appeal Management Services, being the highest ranked proponent received; and
2. That the Manager, Procurement, be authorized to extend this contract for an additional three one-year terms, subject to provision of satisfactory services and pricing.

Public Discussion Agenda

Matters Excluded from the Consent Agenda

CF-24-07 - 2023 External Audit Service Plan (All Wards)

Moved by Councillor Neal

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

That Report CF-24-07 concerning the 2023 External Audit Service Plan, dated January 31, 2024 be received for information.

Items Introduced by Council Members

None

Items Pulled from the Information Package

None

Questions to Staff Concerning the Committee's Outstanding Items List

None

Closed Consent Agenda

Correspondence with recommendations

None

Staff Reports/Motions with recommendations

See Matters Excluded from the Consent Agenda.

Closed Discussion Agenda

Matters Excluded from the Consent Agenda

CF-24-05 - 2023 Year End Taxation Services Position (All Wards)

Moved by Councillor Marimpietri

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

That Report CF-24-05 concerning the 2023 Year End Taxation Services Position, dated January 31, 2024 be received for information.

Carried by later vote.

Moved by Councillor Marimpietri

That the meeting recess for 5 minutes in order to shut down the web stream; and,

That in accordance with Section 239(2)(b) of the Municipal Act, the meeting reconvene in a session closed to the public to consider Report CF-24-05 concerning personal matters about an identifiable individual, including City or local board employees.

The meeting recessed at 9:40 a.m. and reconvened at 9:43 a.m. in a session closed to the public with the following in attendance: Councillors Chapman, Giberson, Lee, Marimpietri, Neal and Councillor McConkey who was participating electronically.

Also in attendance were J. Lane, P. Aguilera, F. Bianchet, Council-Committee Coordinators; the Commissioner, Corporate and Finance Services Department; the Director, Finance Services; the

Senior Manager, Financial Services and Reporting; the Manager, Taxation Services; the Supervisor, Taxation Services; and, the Manager, Legislative Support Services/Deputy City Clerk.

All other staff and members of the public left the meeting.

Closed meeting discussions took place.

Moved by Councillor Marimpietri

That the Committee rise from closed session and report.

Motion Carried

The Committee rose from Closed Session at 9:58 a.m.

Closed Report

The following is a summary of the closed portion of the meeting.

Members of Council questioned the Commissioner, Corporate and Finance Services/Treasurer concerning Report CF-24-05.

The Commissioner, Corporate and Finance Services/Treasurer responded to questions concerning Report CF-24-05.

This concludes the closed meeting summary.

The vote to adopt the recommendation contained in Report CF-24-05 concerning 2023 Year End Taxation Services Position.

Motion Carried

Items Requiring Direction

None

Matters Tabled

None

Adjournment

Moved by Councillor Neal

That the meeting adjourn at 9:58 a.m.

Motion Carried