



Township of North Kawartha

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Report to Council

To: Mayor and Council Members
From: Judy Everett, Treasurer
Date: July 28, 2026
Subject: Draft Procurement Policy

Recommendation:

That Council pass the By-Law, adopting the Procurement Policy.

Background:

The current Procurement Policy was adopted by By-Law #2014-120 on December 16, 2014. By-Law #2017-060 was adopted on June 2, 2017, to amend this By-Law to remove the requirement for Council to approve the expenditures as may be required for Municipal Elections. By-Law #2019-002 was adopted on January 15, 2019, to amend By-Law #2014-120 to increase the Department Managers' authorized expenditure amount and to remove the requirement of council's approval of a Tender and Request For Proposal prior to the documents being released.

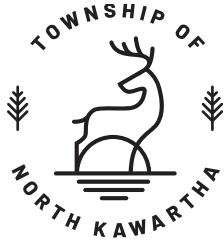
The draft Procurement Policy was presented to Council at the June 16th, 2026, Council meeting. Some suggestions were made and direction was given to staff to bring the amended Procurement Policy back to a future Council meeting.

Analysis:

Changes made to the Procurement Policy attached, are indicated with yellow highlights.

Staff have taken training from the Ontario Public Buyers Association's legal counsel, who specializes in public procurement. We have also met with the County of Peterborough's Manager of Purchasing, who has provided us with information and documents to assist us with our Policy and procedures.

It is advisable to only reference the Buy Ontario Act in Procurement Policies, rather than to include details of the directives under the Act. It is anticipated that more directives will come forward, and the Procurement Policy would have to be amended with each additional one if the details were to be included. Alternatively, we will include applicable



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wording in our bidding documents that are specific to the goods and services being tendered/rfp'd for.

The current directives prioritize Ontario-Made and Canadian-Made Goods/Services in capital infrastructure procurements and includes construction, transit fleet vehicles, rolling stock (e.g. Subways and rail cards) and buses.

A Domestic Supply Chain Plan must also be completed. The attached Domestic Supply Chain Plan will be utilized and included in Tenders and RFP's where applicable.

The Tender and RFP bid documents, for items that do not fall under the directives, will include verbiage encouraging Ontario/Canadian purchasing.

Financial Implications:

N/A

Strategic and/or Other Plans:

Governance – Maintain a strong, accountable, Municipal Government

- Maintain policies and processes that enable effective governance
- Provide effective, clear and transparent Township communication

In Consultation With:

Shannon Hunter, Chief Administrative Officer

Jason Post, Deputy Chief Administrative Officer

Kim Squires, Manager of Purchasing, County of Peterborough

Attachments:

Draft Procurement Policy and By-Law

Domestic Supply Chain Plan