

**Notes of a Meeting of the North Frontenac Township War Memorial Task Force,  
held Monday, November 18, 2013 Clar/Mill Fire Hall (upstairs Meeting Room),  
6648 Road 506, Plevna, Ontario**

**PRESENT:** Councillor Gerry Martin (Chair); Eileen Flieler; and Corey Klatt (Manager of Community Development)

**ABSENT WITH REGRETS:** Mayor Bud Clayton; Councillor Wayne Good; Bob Kenney; and Cor Bakelaar

**ALSO PRESENT:** N/A

**1) CALL TO ORDER**

The meeting was called to order by the Chair at 10:00 am.

**2) DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF**

None Declared

**3) DELEGATIONS**

None

**4) WAR MEMORIAL TASK FORCE NOTES**

None

**5) BUSINESS ARISING OUT OF THE TASK FORCE NOTES**

**a)** Review of Request for Proposal's for the design, build, installation and purchase of a War Memorial – The Township did not receive any Proposals from Contractors regarding the design, build, installation and purchase of a War Memorial, as requested.

**6) COMMUNICATIONS**

None

**7) NEW BUSINESS**

**a)** Next Steps: Only one of four contractors who attended the site meeting on October 17<sup>th</sup> regarding the Request for Proposal for the design, build, installation and purchase of a War Memorial contacted the Township to explain why they did not bid on the project. They advised that based on the budget that was allotted for the project

(if a successful funding application to the Community War Memorial Program is received) the requested project could not be completed. The North Frontenac Procurement Policy states that a Non-Competitive or Single Source procurement of goods can be used if there are no bids received in a competitive process to allow for procurement in an efficient and timely manner without seeking competitive pricing; therefore Councillor Martin and the MCD will contact this contractor to ascertain what can be accomplished within the Council approved cost of \$75,000. Once this is determined the information will be brought back to the War Memorial Task Force for discussion. Then the MCD will discuss the final proposed details with the CAO (ie: required to approve Purchase Order to recognize the standing agreement).

**b)** The next meeting date will be announced by the Chair after he and the MCD have had an opportunity to discuss options with the contractor as mentioned above.

## **8) ADJOURNMENT**

Meeting adjourned at 10:35 am.