

# ANNUAL REPORT



2018

Contract Management Bylaw

Annual report on the application of the Contract Management Bylaw of  
the Municipality of Grosse Ile

# annual report

## CONTRACT MANAGEMENT BYLAW

Bill 122, an Act mainly to recognize that municipalities are local governments and to increase their autonomy and powers, sanctioned on June 16, 2017, grants, among others, a larger flexibility in choosing the method in which a contract under \$101,100 can be awarded as of January 1, 2018.

In order to benefit from this new flexibility, municipalities must modify their Contract Management Bylaws to outline the guidelines required to conclude such contracts.

These guidelines are based on the type of contract, under \$101,100, being offered and the method that will be used. For example, a municipality may decide that service contracts (technical or administrative) may be offered without a call for tenders, however, a contract for supplies (equipment, machinery) may be awarded only after proceeding with a call for tenders by invitation. For contracts concluded without first proceeding with a call for tenders, the Municipality must foresee a *rotation system* when the amount is superior to \$25,000 but less than \$101,100.

The purpose of the Contract Management Bylaw is to ensure that the awarding of contracts by payment with public funds are being attributed with transparency, equality, and with the best quality vs price notion. The Bylaw is based, mainly, on the following seven notions:

1. Measures to prevent communication with, the intent to influence, a member of a selection committee;
2. Measures respecting applicable laws which oppose doctoring offers;
3. Measures to ensure that the Lobbying Transparency and Ethics Act in regard to lobbyism and the code of Conduct for Lobbyists is respected
4. Measures with the intent of preventing gestures of intimidation, influence or corruption
5. Measures with the intent of preventing situations regarding conflict of interest

6. Measures with the intent of preventing any situation that is susceptible to compromise the impartiality and the objectivity of the process in requesting tenders and the awarding of the contract resulting from the request
7. Measures creating strict guidelines around any decision that may be made to authorize a modification to a contract

To date, the Municipality of Grosse Ile has not opted to modify its Bylaw, therefore, the former methods still apply, however, the Municipality is considering implementing the new measures this fiscal year.

It is important to note that Municipalities must, once per year, deposit its annual report on the application of the contract management policy at a sitting of council and the report must be made accessible on the internet, therefore, this report shall be published on the Municipality's website at the following address: [www.mungi.ca](http://www.mungi.ca).

Municipalities must, also, maintain an updated list of all contracts with a value of at least \$25,000 on the Electronic Call For Tenders System (SEAO) as well as publish on the internet, a list of all contracts of \$2000 or more with the same supplier, if the total amount exceeds \$25,000 within a year.