

## Committee of the Whole (2) Report

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**DATE:** Tuesday, November 12, 2024

**WARD(S):** ALL

**TITLE:** ACQUISITION OF BANKING SERVICES

**FROM:**

Michael Coroneos, Deputy City Manager, Corporate Services, City Treasurer and Chief Financial Officer

**ACTION:** DECISION

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**Purpose**

To authorize the Deputy City Manager, Corporate Services, City Treasurer and Chief Financial Officer to enter into agreements for the City's banking services and services related to payment processing as further described in this report.

**Report Highlights**

- Banking charges are exempt under the City's Corporate Procurement Policy.
- Staff are renewing our service agreement with TD Merchant Services who provide credit card services to the City.
- Staff have identified the need to delegate administrative authority to staff regarding agreements related to the City's banking services.

**Recommendations**

1. That the Deputy City Manager, Corporate Services, City Treasurer and Chief Financial Officer be authorized to enter into, renew, amend and terminate agreements, in a form satisfactory to Legal Services, for the City's banking services and services related to payment processing; and
2. That all necessary by-laws be enacted.

**Background**

The City's Corporate Procurement Policy exempts banking charges and services from its purview in order to allow for efficient business operations. Finance staff are currently

renegotiating rates with TD Merchant Services, the City's credit card provider. Our volume of credit card transactions has increased post-COVID as the City modernizes systems allowing for on-line payment for transactions. The City has been advised by TD Merchant Services that our increased transaction volume reduces our per unit cost. Negotiating a new agreement will allow for savings on bank charges of between \$35,000 and \$40,000.

### **Previous Reports/Authority**

N/A

### **Analysis and Options**

Section 23.1 of the *Municipal Act, 2001* provides that a municipality may delegate certain powers and duties to staff. Staff are recommending that it be delegated authority for the execution of agreements related to the City's banking services, a common practice in other municipalities. Banking services agreements could include agreements relating to overdraft terms, point of sale merchant service agreements, and EFT services.

The proposed authority for banking service agreements would be delegated to the Deputy City Manager, Corporate Services, City Treasurer and Chief Financial Officer. The conditions on this authority would be that sufficient funds are available within approved budgets.

### **Financial Impact**

None

### **Operational Impact**

Delegation of authority for these transactional agreements improves business efficiency. Staff from all affected departments have reviewed and provided input for this report.

### **Broader Regional Impacts/Considerations**

N/A

### **Conclusion**

Staff are recommending that the Deputy City Manager, Corporate Services, City Treasurer and Chief Financial Officer be authorized to enter into agreements for the City's banking services and services related to payment processing for the reasons provided above.

**For more information**, please contact: Nancy Yates, Director of Financial Services & Deputy City Treasurer, Ext. 8984

**Attachments**

N/A

**Prepared by**

Nancy Yates, Director of Financial Services & Deputy City Treasurer