

# Memorandum

Date: November 30, 2021

To: Members of Council

From: Alexis Alyea, Manager, Legal and Court Services / Town Solicitor, Corporate Services

Subject: Supplementary Information regarding Staff Report 2021-0379 - Conflict of Interest Response

The purpose of the memorandum is to provide supplementary information regarding the committee's direction at the Planning and Development Committee Meeting on October 19, 2021 referring Staff Report 2021-0379 back to staff for further investigation of the single source contracts. Staff Report 2021-0379 recommends that Council delegate the authority to award and sign single source contracts related to planning and development file work, Official Plan review and consultants to assist with related supporting studies. When Report 2021-0379 was considered by Council in October, questions were raised specifically regarding the award of the contract for planning work related to the new Official Plan to WSP Canada Inc., especially as it relates to work being performed by Golder Associates Ltd., both of which are owned by WSP Global Inc.

As is the Town's right under the procurement contract, the Town requested that WSP address the inquiry from Council regarding any conflict concerns in light of Golder's work on a quarry within the Town of Caledon for St. Mary's Cement. WSP provided the attached Memorandum in response, providing details regarding the corporate structure of WSP Canada Inc. and additionally detailed the steps to be taken to ensure the operation of the two matters remain separate and distinct with no conflict arising.

The Memorandum dated October 22, 2021 is attached hereto as Schedule "A" for Council's reference.