



## OFFICE OF THE CITY CLERK COUNCIL SERVICES

Phone: (519)255-6211

CITY HALL  
WINDSOR, ONTARIO  
N9A 6S1

Fax: (519)255-6868

E-mail: [clerks@citywindsor.ca](mailto:clerks@citywindsor.ca)

WEBSITE: [www.citywindsor.ca](http://www.citywindsor.ca)

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### CAO APPROVAL

The Chief Administrative Officer approved the following recommendation:

**Report Number: CAOP 105/2023**  
**Approved: Tuesday, October 17, 2023**

That the Chief Administrative Officer and the City Clerk **BE AUTHORIZED** to sign a three-year maintenance agreement for the period May 1, 2024 to May 1, 2027, with MC Business Solutions specifically for the service and maintenance of two high speed copiers known as IR 6500 Unit #1, and IR 6500 Unit #2, satisfactory in form to the Commissioner, Legal and Legislative Services, in technical content to the Manager of Records and Elections, and in financial content to the Commissioner, Corporate Services/City Treasurer; and,

That the Chief Administrative Officer and the City Clerk **BE AUTHORIZED** to negotiate and sign an amended maintenance agreement or any other form of document for increased copies in the second and/or third year of the contract if needed, subject to the availability of Corporate funds in the operating budget of the City Clerk, and to sign any agreements with MC Business Solutions satisfactory in form to the Commissioner, Legal and Legislative Services, in technical content to the Manager of Records and Elections, and in financial content to the Commissioner, Corporate Services/City Treasurer.

Report Number: CAOP 105/2023  
Clerk's File: ACEA/8289

*Anna Ciacelli*

Deputy City Clerk / Supervisor of Council Services  
October 18, 2023



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### Department Distribution

Supervisor Information and Records
Manager of Records and Elections
City Clerk
Purchasing Manager
Financial Planning Advisor
On behalf of Commissioner of Corporate Services/City Treasurer
Commissioner of Legal and Legislative Services
Chief Administrative Officer

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