

**CAO APPROVAL NOTICE**

The Chief Administrative Officer approved the following recommendation:

**CAO4904**

**APPROVED – January 31, 2019**

THAT the CAO and City Clerk **EXECUTE** a two year agreement, with a two year renewal option, with GBC CANADA for the purpose of maintaining the MAGNAPUNCH 2.0 (Corporate bunching/binding machine) in the amount of \$1,359.69 plus HST, satisfactory in form to the City Solicitor and in financial content to the Chief Financial Officer.

AE/13407

APPENDICES

Internal Distribution

Manager Corporate Initiatives  
City Clerk  
Purchasing Manager  
City Treasurer  
Chief Administrative Officer

External Distribution