



**REVISED AGENDA
Committee of the Whole
Township of South Stormont**

**Monday, March 4, 2019, 5:00 PM
2 Mille Roches Road Long Sault ON**

	Pages
1. Call Meeting to Order	
2. Confirmation of Agenda	
3. Disclosure of Pecuniary Interest	
4. Adoption of Minutes	
a. October 3, 2018	2 - 3
5. Delegations	
6. Staff Reports	
a. 2019 Budget (Information Technology)	4 - 7
7. Discussion of Additional Items	
a. Council Photos (2018-2022)	
8. Unfinished Business	
9. Closed Meeting	
The security of the property of the municipality or local board; Specifically: Security of Information	
10. Adjournment by Resolution	

TOWNSHIP OF SOUTH STORMONT
COMMITTEE OF THE WHOLE
October 3, 2018

A Committee of the Whole meeting of Council commenced at 9:00 AM at the South Stormont Town Hall.

Present:

Council: Mayor Jim Bancroft
Deputy Mayor Tammy Hart
Councillor Donna Primeau
Councillor David Smith
Councillor Richard Waldroff

Staff: Debi LucasSwitzer, Chief Administrative Officer
Loriann Harbers, Director of Corporate Services/Clerk

1. Call Meeting to Order
2. Confirmation of Agenda
3. Disclosure of Pecuniary Interest
4. Adoption of Minutes
 - a) April 9, 2018
Resolution No. COTW-09-2018
That the Committee of the Whole minutes dated April 9, 2018 be adopted as circulated.
CARRIED
Moved by Councillor Waldroff
Seconded by Councillor Primeau
5. Delegations
6. Staff Reports
 - a) CAO/Human Resources - 2018 / 2019 Council Orientation and Budget Preparation
7. Discussion of Additional Items
8. Unfinished Business
9. Closed Meeting
Resolution No. COTW-10-2018
Be it resolved that this Council, as provided in Section 239 (2) of the Municipal Act, 2001 move into a Committee of the Whole closed meeting at
Moved by Deputy Mayor Hart
Seconded by Councillor Primeau

10:44 AM to address a matter pertaining litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; Specifically: Employees.

CARRIED

Resolution No. COTW-11-2018

Moved by Deputy Mayor Hart

Seconded by Councillor Waldroff

That Council move out this closed meeting at 10:57 AM.

CARRIED

10. Adjournment by Resolution

Resolution No. COTW-12-2018

Moved by Councillor Primeau

Seconded by Councillor Waldroff

That Council adjourn this Committee of the Whole meeting at 10:58 AM and return to the call of the chair.

CARRIED

Mayor

Clerk

Township of South Stormont
ACTION REQUEST
Administration and Corporate Services
DEFERRED – FOR DISCUSSION



To: Council
From: Loriann Harbers
Date of Meeting: February 20, 2019
Subject: RFQ No. 19-2018 IT Managed Services

Recommendation:

That Council award RFQ No. 19-2018 for IT Managed Services to Optimus Tech Solutions in the amount of \$42,000 for transition project work and \$3,925 thereafter for monthly licensing, back up and monitoring costs as included in the 2019 proposed budget.

Further, that the Director of Corporate Services/Clerk be authorized to sign the necessary documentation.

Background:

In December, 2018 the Township issued an RFQ seeking Information Technology specialists for support services in cloud backup, network management and security monitoring.

The issuance of the RFQ came as a recommendation of the IT Master Plan completed in 2018 that identified areas of required improvement. The plan was developed to move critical workloads to the cloud in addition to enhanced security, such as cloud access security broker, security information and event management technologies.

Two submissions were received and are summarized in the following page. Based on staff's review in addition to a recommendation from Gary Walker, Perry Group, it is recommended to award the RFQ to Optimus Tech Solutions.

Although slightly higher in price Optimus is a Microsoft partner, which will continue to be beneficial as the Township moves forward with a cloud based approach. In addition, Optimus has been involved with Township security and improvements over the last 6 months implementing measures that were urgent in nature. As such they are familiar with the Township's current IT status.

The Optimus quote includes costs to move servers into Azure, which is one of the recommendations of the Master Plan.

	One-time Costs			Monthly Costs	
	Price	Assessments	General	Price	Included
Mindful Experience	\$39,959.49	NONE	New Router Purchase Router Installation Kick-off Meeting Helpdesk Configuration Cloud Backup Initiation	\$2,766.62	Router Management Server/Desktop Management Storage (Backup) Storage Management Helpdesk Licenses
Optimus Tech	\$42,000.00	Network Assessment Security Assessment End-user Assessment Azure Analysis	Inventory Review Server Migration (Azure) Cloud Backup Initiation	\$3,925.00	Azure Hosting Services (Servers) Server/Desktop Management Inventory Management Web Blocking Desktop AV (Cylance) Bi-Annual Penetration Tests Remote Monitoring Storage (Backup) Cloud Storage Storage Management Helpdesk Licenses
Additional Considerations					
	Hourly Rates		Value Added Services	Microsoft Partner	
Mindful Experience	\$100/\$150		Minimal	NO	
Optimus Tech	\$125 (based on contract)		Extensive	YES	

Options:

1. That Council award RFQ No. 19-2018 to Optimus Tech Solutions for \$42,000 (one-time) and \$3,925 monthly thereafter.
2. That Council award RFQ No. 19-2018 to an alternate provider.
3. Status quo. This is not recommended for security reasons.

Financial Impact:

The one-time cost, in addition to the monthly fees have been incorporated into the 2019 budget.

Others Consulted:

Adam Aubin, Business Systems / Records Management Coordinator
Gary Walker, Perry Group

Vadim Software as a Service (SaaS)

Request	<ul style="list-style-type: none">➤ Transition existing Vadim SDG hosted system to cloud based SaaS system
Rationale	<ul style="list-style-type: none">➤ Due to frustration and on-going lack of support, a comprehensive Vadim review was undertaken➤ Productivity was demonstrated to be lacking due to latency an average of 36 hours per week – some of the identified items have been rectified at SDG end, however others remain
Considerations	<ul style="list-style-type: none">➤ Stand alone contract with Vadim (outside SDG umbrella)➤ Cloud based solution is preferred by Vadim
Total Cost	<ul style="list-style-type: none">➤ \$30,000 (2019) + \$30,000 annual
Funding Source	<ul style="list-style-type: none">➤ Reserves and Property Tax Dollars

