



**TOWNSHIP OF EDWARDSBURGH CARDINAL
ACTION ITEM**

Committee: Regular Council

Date: February 24, 2025

Department: CAO

Topic: Authorization for the CAO to Bind Insurance Renewal

Purpose: To authorize the CAO to bind the insurance renewal for the 2025-2026 insurance policy for the Township.

Background: The renewal from BFL for 2025 insurance was received at a cost of \$298,331.00. The policy was \$329,812.00 in 2024 which represents a **9.55% reduction** in cost to the Township for 2025.

There were also two unsolicited bids for service. In a closed session on February 20th, 2025, council reviewed all three bids and chose to remain with BFL for 2025 given the long standing relationship and service. The last RFP was completed in 2021 and should be done every five years to ensure market competitiveness. Council may wish to complete an RFP for the fall of 2025 for the 2026-2027 renewal period.

Policy Implications: Council must approve all contracts over \$75,000 as per the Procurement Policy.

Strategic Plan Implications: N/A

Financial Considerations: Any financial item over \$75,000 requires Council approval as per the Procurement Policy.

Recommendation: THAT Council grant authority to the CAO to bind the Township insurance renewal with BFL effective March 1, 2025.

A handwritten signature in black ink, appearing to be 'G. K.' or similar.

CAO