



**TOWNSHIP OF EDWARDSBURGH CARDINAL
ACTION ITEM**

Committee: Administration and Finance

Date: May 10, 2021

Department: Finance

Topic: Purchase of New Phone System

Purpose: To obtain approval to replace the existing phone system in the Township office and Fire Station 1 with a new phone system utilizing modernization funding.

Background: The current phone system was originally purchased back in 2011 for the Township office at a cost of \$6,812.77. Fire Station 1 was added in 2014 for a cost of \$5,977.70 by Southeastern Telecommunication Services. With the addition of a Deputy Clerk, an additional phone extension is required. During investigation, the Facilities Manager has discovered that the current system at both locations is outdated and additional extensions for this type of phone system are unavailable.

Southeastern Telecommunication Services has provided a quote to replace the current NEC telephone system with an updated NEC Solution system.

Policy Implications: Council resolution 2019-133, passed in April 2019 set up a reserve fund for the modernization funding and stated that funds be removed from this reserve fund only by resolution of Council in payment of invoices directed to these purposes.

Financial Considerations: The attached quote to update the phone system is \$10,674.00 plus non-rebated HST.

Recommendation: That Committee recommends that Council approve the purchase of a replacement telephone system from Southeastern Telecommunication Services in the amount of \$10,674.00 plus non-rebated HST and fund this purchase with modernization funding.

A handwritten signature in cursive script, reading 'Melanie Stubbs'.

Treasurer

A handwritten signature in cursive script, likely belonging to the Manager of Parks/Recreation and Facilities.

Manager of Parks/Recreation and
Facilities