

## **SCHEDULE “A” - EXCEPTIONS**

This Schedule to the Procurement By-law identifies exceptions to the requirement that all procurements be undertaken pursuant to a procurement method outlined in this By-law.

Procurement staff must be consulted prior to embarking on any procurement outlined within this Schedule.

The Director of Procurement may request that the Purchase of any particular Good and/or Service under Schedule “A” adheres to the provisions of this By-law where reasonable and appropriate to do so, and in the best interest of Peel. In such circumstances, Procurement staff shall recommend and assist with a procurement method outlined in this By-law.

All agreements or contracts outlining any terms and conditions pursuant to a procurement under this Schedule shall be executed by the Director of Procurement or designated signing authority as outlined in Peel's Document Execution By-law 32-2017, as amended from time to time, or as otherwise authorized by way of a Regional Council resolution.

The procurement and reporting methods described in this By-law do not apply to the following items which shall be Procured in accordance with applicable Regional policies and procedures:

1. Petty cash
2. Expenditures for Training and Education including:
  - 2.1 Accommodation including meeting rooms and set-up.
  - 2.2 Catering and catered functions.
  - 2.3 Conferences, conventions, courses, workshops and seminars.
  - 2.4 Subscriptions to magazines, newspapers, books and periodicals.
  - 2.5 Memberships in professional and vocational associations.
  - 2.6 Training.
  - 2.7 Peel hosted conferences.
3. Refundable expenses including:
  - 3.1 Travel, meals, accommodation and any related expenses.
4. Employer's General Expenses including:
  - 4.1 Advertising.
  - 4.2 Contracts with Federal, Provincial or Municipal governments, Agencies, Boards, Commissions, Authorities, Utilities, and Railways including but not limited to requirements for Goods and Services incidental to an approved capital project and/or maintenance.
  - 4.3 Credit rating agencies.
  - 4.4 Licences (e.g., vehicle, elevator, radio, firearm, etc.), certificates and other approvals required.
  - 4.5 Postage.
  - 4.6 Professional association surveys.
  - 4.7 Promotional display expenses.
  - 4.8 Regional charges to and from Area Municipalities.
  - 4.9 Short-term car/vehicle rentals.
  - 4.10 Toll road payments.

## **Schedule "A" to By-law 45-2023**

- 4.11 The procurement of financial services related to Debt and Investment Management, which shall be provided in accordance with Peel's Debt Management Policy (F20-06) and Investment Goals and Policies (F20-05), as amended or replaced from time to time following the enactment of this By-law.
5. Professional and Special Services including:
  - 5.1 Accommodations, payments, fees provided to individuals, cooperatives, corporations and governments under Regional Council approved Programs including accommodation provided under Rent Supplement Agreements.
  - 5.2 Insurance coverage and bonds when Purchased through Peel's insurance broker of record.
  - 5.3 Legal counsel provided under the direction of Peel's insurance broker of record or to represent Peel for third party insurable claims as well as the Purchase of any Goods or Services in the settlement of any claims.
  - 5.4 Professional and skilled Services provided to individuals as part of approved programs of Peel, including but not limited to medical Services, dental Services, laboratory Services, home care Services, counselling Services, interpreter and translation Services, day care/child care, music, entertainment, physiotherapy, podiatry, hairdressing, horticulture and skilled healthcare Services.
  - 5.5 Provision of Employee and Member Assistance Programs.
  - 5.6 Other special fees and Services including but not limited to witness fees, arbitrators, mediators, court reporters, investigators and other like Services.
6. Utility charges including:
  - 6.1 Basic telephone service
  - 6.2 Cable television service
  - 6.3 Electricity
  - 6.4 Natural Gas
  - 6.5 Water
7. Real Property including lease, rent, purchase, sale, land, buildings, leasehold interest, easements, encroachments, appraisals and payment of real estate commissions.
8. Payments required to be paid by Peel under statutory authority.
9. Subject to the provisions of the policy governing Front End Financing Agreements and Developer Reimbursements approved by Regional Council on October 30, 2003 as same may be amended from time to time (the "Policy"), works located on private property being developed, provided that the construction of the works at the expense of Peel has been approved by Regional Council in the Capital Budget for the year in which construction commences or a preceding year. This exemption is not applicable to works acquired by Peel, which are required or permitted by Peel to be the subject of a front end financing agreement.