



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Donna White, Director of Finance
DATE: 17/09/2018
SUBJECT: Procurement Policy Final Version
ATTACHMENTS: N/A

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the updated version of the Procurement Policy as presented by the Director of Finance;

AND FURTHER THAT the Procurement Policy be adopted by By-Law # 80-2018 under the by-law section of the agenda.

EXECUTIVE SUMMARY

The original Procurement Policy was adopted in 2004 and required an update. A draft version of the policy was presented to Council at the September 4, 2018 Council Meeting. Minor changes were discussed and the final version is attached to By-law #80-2018 for Council's consideration under the by-law section of the agenda. By-Law #47-2004 being a By-law to adopt the existing Procurement Policy, will be repealed.

DISCUSSION

There was good discussion at the September 4, 2018 Council Meeting on a draft version of the Procurement Policy. The Director of Finance reviewed and highlighted major changes from the 2004 version. There were a few minor changes requested at that meeting and they have been incorporated into the final version. The changes to the draft version are as follows:

- Appendix D – Single/Sole Purchases has been amended to raise the limit requiring Council Approval From "> than \$2,500.00" To "> than \$10,000.00"
- Section 22 paragraph (c) wording has been changed
From
Purchases under Special Circumstances shall be reported to Council identifying the event or emergency which resulted in the purchase and the proposed source of funding
To
Purchases up to \$50,000.00 under Special Circumstances shall be reported to Council identifying the event or emergency which resulted in the purchase and the proposed source of funding. Purchases over \$50,000.00 shall require Council Approval.
- Section 1.1 Legislative Authority – added Section 270 (2) and its local boards
- Appendix "A" – Exemptions List – added o) Rental, lease or purchase of land and
p) Borrowing or investing of money

FINANCIAL IMPACT

N/A

FUTURE CONSIDERATIONS

Subject to Council's approval, the new Procurement Policy will come into effect and force and will be implemented by Township staff.

RELATIONSHIP TO STRATEGIC PLAN

Goal #4: Our administration is fiscally responsible and strives for operational excellence.



Donna White, Director of Finance



Dwayne Evans, CAO