

**CITY OF PRINCE GEORGE**  
**BYLAW NO. 9378, 2023**

**A Bylaw of the City of Prince George to amend the “City of Prince George Purchasing Bylaw No. 8841, 2017”.**

**WHEREAS** Council enacted “City of Prince George Purchasing Bylaw No. 8841, 2017”, to provide for procurement procedures consistent with applicable trade agreements, and the delegation of certain purchasing powers, duties and responsibilities to designated officers and other employees;

**AND WHEREAS** Council deems it desirable to amend the “City of Prince George Purchasing Bylaw No. 8841, 2017”, to reflect the changes to the City's current organizational structure and to adjust the thresholds of purchasing authorities to account for inflation increases;

**NOW THEREFORE** the Council of the City of Prince George, in open meeting assembled, **ENACTS AS FOLLOWS:**

1. That “City of Prince George Purchasing Bylaw No. 8841, 2017”, be amended as follows:
  - a) That Section 2 - “Definitions”, Subsection 2(a) be amended by deleting the words “General Manager of Administrative Services” and replacing with the words “Director of Finance and IT Services”;
  - b) That Section 2 - “Definitions”, Subsection 2(i) be deleted in its entirety and replaced with the following definition in alphabetical order:

“Director of Finance and IT Services’ means the person holding the Officer position of Financial Officer”;
  - c) That Section 2 - “Definitions”, Subsection 2(n) - be amended by deleting the words “General Manager of Administrative Services” and replacing with the words “City Manager or Director of Finance and IT Services” and that the section 2 - “Definitions”;
  - d) That Section 3 - “Interpretation” be amended by adding new section 3.5, as follows:

“3.5 In the absence of the Director of Finance and IT Services, the Acting Director of Finance and IT Services shall have all powers, duties and functions assigned to the Director of Finance and IT Services under this Bylaw. The Acting Director of Finance and IT Services has no authority to further delegate to another person any power, duty or function that has been delegated to the Acting Director of Finance and IT Services by this Bylaw.”;
  - e) That Section 5 - “Purchasing Authorizations”, Subsection 5.1(a) be amended by deleting the words “Twenty-Five Thousand Dollars (\$25,000),” and replacing with the words “Fifty Thousand Dollars (\$50,000),”;
  - f) That Section 5 - “Purchasing Authorizations”, Subsection 5.1(b) be amended by deleting the words “One Hundred Thousand Dollars (\$100,000),” and replacing with the words “Two Hundred Thousand Dollars (\$200,000),”;
  - g) That Section 5 - “Purchasing Authorizations”, Subsection 5.1(c) be amended by deleting the words “Two-Hundred and Fifty Thousand Dollars (\$250,000), then the General Manager of Administrative Services” and replacing with the words “Five Hundred Thousand Dollars (\$500,000), then the Director of Finance and IT Services”;

- h) That Section 5.3 – “Disposition of Surplus Assets”, Subsection 5.3(a)(ii) be amended by deleting the words “General Manager of Administrative Services” and replacing with the words “Director of Finance and IT Services”; and
  - i) That Section 6 – “Authorized Signatories”, Subsection 6.1 be amended by deleting the words “General Manager of Administrative Services” and replacing with the words “Director of Finance and IT Services”;
2. That the Mayor and Corporate Officer are hereby empowered to do all things necessary to give effect to this Bylaw.
  3. That this Bylaw may be cited for all purposes as the “City of Prince George Purchasing Bylaw No. 8841, 2017, Amendment Bylaw No. 9378, 2023”.

READ A FIRST TIME THIS DAY OF , 2023

READ A SECOND TIME THIS DAY OF , 2023

READ A THIRD TIME THIS DAY OF , 2023

Third reading passed by a decision of Member of City Council present and eligible to vote.

ADOPTED THIS DAY OF , 2023,  
BY A DECISION OF ALL MEMBERS OF CITY COUNCIL PRESENT AND  
ELIGIBLE TO VOTE

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MAYOR

\_\_\_\_\_  
CORPORATE OFFICER