



## City of North Bay Report to Council

Report No: CORP-2024-065

Date: June 17, 2024

Originator: Karen McIsaac, City Clerk

Business Unit:

Department:

Corporate Services

Clerks Department

Subject: Amendment to City of North Bay By-Law 2007-228, being a By-Law to Adopt the Delegation of Powers and Duties Policy

Closed Session: yes  no

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### Recommendation

That Council authorize the City Clerk to amend City of North Bay By-Law 2007-228, being a By-Law to Adopt the Delegation of Powers and Duties Policy as set out in Report to Council CORP 2024-65, dated June 17, 2024, from Karen McIsaac.

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### Background

On December 3, 2007, Council adopted By-Law No. 2007-228, being a by-law to adopt the Delegation of Powers and Duties Policy. The purpose of the policy is to set out the scope of the powers and duties which Council may delegate its legislative and administrative authority and to establish principles governing those delegations.

On January 16, 2024, Council passed Resolution 2024-02 authorizing amendments to the City of North Bay Purchasing By-Law 2013-200. In order to optimize the efficiency of the Purchasing By-Law, changes to the Delegation By-Law are recommended as follows:

31. Execution of Contracts awarded in accordance with Purchasing By-Law 2013-200, as amended.
  - 31.1 The Chief Administrative Officer and City Clerk be delegated the authority to execute contracts that have been awarded in accordance with Purchasing By-Law 2013-200, as amended, that are satisfactory in technical content to the responsible

Business Unit Lead, in financial content to the Chief Financial and in form satisfactory to the City Solicitor.

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### **Financial/Legal Implications**

There are no financial or legal implications.

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### **Corporate Strategic Plan**

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|---|--|
| <input type="checkbox"/> Natural North and Near                           | <input type="checkbox"/> Economic Prosperity     |
| <input type="checkbox"/> Affordable Balanced Growth                       | <input type="checkbox"/> Spirited Safe Community |
| <input checked="" type="checkbox"/> Responsible and Responsive Government |  |

### **Specific Objectives**

Ensure continuous improvement of governance and administration.

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### **Options Analysis**

Option 1: That Council authorize the City Clerk to amend City of North Bay By-Law 2007-228, being a By-Law to Adopt the Delegation of Powers and Duties Policy, as set out in Report to Council CORP 2024-65, dated June 17, 2024, from Karen McIsaac.

This is the recommended option.

Option 2: That Council not authorize the City Clerk to amend City of North Bay By-Law 2007-228, being a By-Law to Adopt the Delegation of Powers and Duties Policy, as set out in Report to Council CORP 2024-65, dated June 17, 2024, from Karen McIsaac.

This is not the recommended option. The proposed amendments to the Delegation of Powers and Duties Policy are necessary to align the authority to execute contracts with the new purchasing thresholds.

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### **Recommended Option**

That Council authorize the City Clerk to amend City of North Bay By-Law 2007-228, being a By-Law to Adopt the Delegation of Powers and Duties Policy as set out in Report to Council CORP 2024-65 dated June 17, 2024, from Karen McIsaac.

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Respectfully submitted,

Name: Karen McIsaac, Dipl. M.A.

Title: City Clerk

**I concur with this report and recommendation**

Name: Margaret Karpenko, CPA, CMA  
Title: Chief Financial Officer /Treasurer

Name: Peter E.G. Leckie, B.A. (Hons.), LL.B.  
Title: City Solicitor

Name: John Severino, P.Eng., MBA  
Title: Chief Administrative Officer

Personnel designated for continuance:  
Name: Karen McIsaac, Dipl. M.A.  
Title: City Clerk