



# Hamlet of Cambridge Bay By-Laws

<b>By-Law Name:</b>	Contract Procedures
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<b>By-Law Number:</b>	74
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## Description

A Bylaw of the Hamlet of Cambridge Bay in the Nunavut to provide for the making of contracts, pursuant to the provisions of the Hamlets Act, R.S.N.W.T., 1988, C. H-1, S.130

## By-Law

As the Hamlet of Cambridge Bay, will from time to time, need to enter into contracts and agreements,

Now, Therefore the Council of the Hamlet of Cambridge Bay, in a meeting duly assembled, enacts as follows;

### 1. Short Title

This Bylaw may be cited as the *Contract Procedures By-Law*.

### 2. Definitions

- a) "Hamlet" means the Municipal Corporation of the Hamlet of Cambridge Bay in Nunavut
- b) "Mayor" means the Mayor of the Hamlet.
- c) "SAO" means the Senior Administrative Officer of the Hamlet.
- d) "Council" means the Council of the Hamlet.
- e) "Contract" means a contract or agreement made for the Municipal purposes of the Hamlet; and
- f) "Contract and Tender Policy" means the policy adopted by Council for making and tendering contracts.

### 3. Right To Contract

No contract shall be made for on behalf of the Hamlet except in accordance with the provisions of this Bylaw and of the Contract and Tender Policy.

**4. Signing Authorization Of Council**

- (1) Where so authorized by resolution of Council, the Mayor and S.A.O. may on behalf of the Hamlet make contract for municipal purposes, including the provision of municipal services by other persons on behalf of the Hamlet, by signing such documents and performing such other acts as may be necessary.
- (2) In the absence of the Mayor or SAO, a contract may be signed by their authorized designates.

**5. Requirements To Go To Contract**

- (1) Where a contract is for goods or services
  - a) of a total estimated value of more than \$2000.00 or
  - b) of an estimated value of more than \$ 500.00 per year and for more than 3 years in duration.

The contract shall be tendered in accordance with the provisions of this Bylaw and of the Contract and Tender policy.

- (2) Where a contract is not required under subsection (1) to be tendered, the Council may by resolution direct the S.A.O.
  - a) to offer a contract to a specific person or corporation, or
  - b) to invite bids from specific persons or corporations.

**6. Contract Parameters**

The Council may set the general parameters of a contract and may

- a) refer a contract to a Committee of Council for negotiation, or
- b) retain legal Counsel for the purposes of drafting and negotiating a contract.

<b>Date of First Reading</b>	(Day) 07	(Month) 04	(Year) 1993
<b>Date of Second Reading</b>	(Day) 07	(Month) 04	(Year) 1993
<p>_____</p> <p style="text-align: center;"><b>Mayor</b> <span style="float: right;"><b>Senior Administrative Officer</b></span></p>			
<b>Date of Third Reading and Passed</b>	(Day) 21	(Month) 04	(Year) 1993
<p>_____</p> <p style="text-align: center;"><b>Mayor</b> <span style="float: right;"><b>Senior Administrative Officer</b></span></p>			

**By-Law #74 is hereby Repealed**

<b>Date of First Reading for Repeal</b>	(Day) 29	(Month) 03	(Year) 2006
<b>Date of Second Reading</b>	(Day) 10	(Month) 04	(Year) 2006
<p>_____</p> <p style="text-align: center;"><b>Mayor</b> <span style="float: right;"><b>Senior Administrative Officer</b></span></p>			
<b>Date of Third Reading and Passed</b>	(Day) 20	(Month) 04	(Year) 2006
<p>_____</p> <p style="text-align: center;"><b>Mayor</b> <span style="float: right;"><b>Senior Administrative Officer</b></span></p>			