

<i>COUNTY OF WETASKIWIN NO. 10</i> Municipal Policy & Procedures Manual	FUNCTION: 1000 GENERAL GOVERNMENT SERVICES
	SECTION: 1900 PURCHASING

EXECUTIVE LIMITATIONS POLICY #1905

POLICY STATEMENT

The Council of the County of Wetaskiwin No. 10 wish to ensure that goods and services can be acquired in a timely manner. To accommodate the timely purchasing of goods and services Council deems it necessary to authorize the Chief Administrative Officer (C.A.O.) to purchase capital assets and equipment authorized within the annual budget, in accordance with Purchasing/Tendering Policy #1907, Acquisition of Goods and Services from County Staff Policy #1903, and Internal Trade Agreements Policy #1904, up to a certain value.

PROCEDURES

The C.A.O. is authorized to purchase capital items up to a maximum of \$100,000 per item. Authority approval must be obtained prior to purchase of capital items in excess of \$100,000. Any appropriate funding source, including donations, can be used for the purchase of capital items.

The C.A.O. is authorized to enter into leases that have a maximum value of \$25,000 per year and an aggregate value not greater than \$100,000 per lease. Authority approval must be obtained prior to entering into leases greater than these amounts.

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