

EXPENDITURE AUTHORIZATION BYLAW

TOWN OF ITUNA

BYLAW NO. 5/2023

A BYLAW TO AUTHORIZE CERTAIN EXPENDITURES

The Council of the Town of Ituna in the Province of Saskatchewan enacts as follows:

1. In this bylaw:
 - a) "Administrator" shall mean the administrator of the municipality;
 - b) "Council" shall mean the council of the municipality;
 - c) "Municipality" shall mean the Town of Ituna;
2. The administrator, together with another person designated by council to sign cheques on its behalf, is hereby authorized to pay certain accounts either by cheque or by electronic transfer in a timely fashion, namely:
 - a) Wages and salaries payable to municipal employees after reviewed and initialed by two members of Council, excepting that no payment is authorized for payout of accumulated time-in-lieu, vacation pay or any benefit;
 - b) Employee payroll deductions, including municipal contributions;
 - c) Telephone, heat, power services; and
 - d) Collections on behalf of other taxing authorities.
3. The administrator shall advise council at its next regular meeting of the particulars of transactions undertaken in accordance with section 2 of this bylaw, including but not limited to:
 - a) The transaction date;
 - b) The amount paid;
 - c) The payee; and
 - d) Any other particulars requested by council.
4. Council members are hereby authorized to expend for repairs in the case of an emergency to a public works an amount not exceeding Five Hundred (\$500.00) Dollars.
5. When a member of Council authorizes an expenditure in accordance with section 4 of this bylaw, the member shall advise council at its next meeting the amount and nature of the expenditure.
6. Bylaw No. 4-2007 is hereby repealed.



Read a third time and adopted
this 9TH day of JANUARY, 2024

Administrator

(Mayor Signature)
(Administrator Signature)