

POLICY NO. 5/99

POLICY TITLE: Emergency Expenditure Policy

DATE ADOPTED: October 12, 1999

AUTHORITY: MGA - Sec. 248 (2)

**POLICY
PURPOSE:**

1. To protect Council from Civil liability.
2. To ensure fiscal responsibility of Council and Administration.
3. To provide an opportunity for expenditures at the most economic price.

POLICY:

Should an occasion arise when Council decides to purchase an item or must make an expenditure legally required to be paid and it is not in the current budget, the procedure is as follows:

- a) the request for expenditure must be brought to a Council meeting in writing;
- b) a motion to authorize the purchase or expenditure must be passed unanimously, and
- c) the expenditure shall be included in the next year's annual budget.



MAYOR



CHIEF ADMINISTRATIVE OFFICER