

# Policy



<b>Title:</b>	<b>NON-BUDGETED EXPENDITURES</b>
<b>Policy Number:</b>	<b>ADM – 12 – 03</b>
<b>Effective Date:</b>	<b>November 15, 2023</b>
<b>Resolution:</b>	<b>513-23</b>
<b>Department Responsible:</b>	<b>Finance</b>
<b>Supersedes Policy No:</b>	<b>B.3</b>
<b>Next Review Date:</b>	<b>November 15, 2026</b>

## POLICY STATEMENT:

As per section 248 (2) of the Municipal Government Act:

*Each council must establish procedures to authorize and verify expenditures that are not included in a budget.*

## DEFINITIONS:

“Non-Budgeted Expenditures” means expenditures outside the scope of the existing budget(s).

## PRINCIPLE:

To provide a framework for the Municipal District of Lesser Slave River (MDLSR) for the purchase of goods and services outside the scope of the existing budget(s).

1. When a project or purchase is identified which is a non-budgeted project or purchase it shall be brought forward to council for approval prior to the purchase or project proceeding.
2. Administration shall provide Council with options where the funds can be acquired to cover the expenditure.
3. Council must approve the expenditure, by resolution, with majority vote.



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" Original Signed"  
Chief Administrative Officer  
Barry Kolenosky

\_\_\_\_\_  
November 29, 2023  
Date

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" Original Signed"  
Reeve  
Murray Kerik

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November 29, 2023  
Date

SPECIAL NOTES/CROSS REFERENCE: *Municipal Government Act, RSA 2000, CH M-26*  
*B3 Non-Budgeted Expenditures Procedure*

AMENDMENT DATE: November 15, 2023

