

Municipal District of Mackenzie No. 23

Title	UNBUDGETED EXPENDITURES	Policy No:	FIN006
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Legislation Reference	Municipal Government Act, Section 6
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Purpose

To establish procedures to authorize expenditures not included in a budget.

Policy Statement and Guidelines

In this Policy

- (a) "Unbudgeted Expenditure" means an expenditure not included in the interim operating budget, the operating budget or the capital budget for the year.
- (b) "Emergency" means an occurrence or situation which could jeopardize the immediate safety, health or welfare of people or the protection of property in the municipality.

If a proposed unbudgeted expenditure is not of an emergency nature and

- (a) the expenditure will not exceed the budget for the program or function, the Chief Administrative Officer or designate may approve the expenditure.
- (b) any expenditure will exceed the budget for the program or function, Council approval for the expenditure must be obtained.

If the proposed unbudgeted expenditure is for an emergency as determined by the Chief Elected Official or the Chief Administrative Officer

- (a) the Chief Elected Official, or;
- (b) the Chief Administrative Officer or designate may approve the expenditure;

The Chief Administrative Officer shall provide Council with monthly variance report as well as operating and capital budget reports.

	Date	Resolution Number
Approved	October 14, 1998	98-312
Amended	April 3, 2002	02-248
Amended		