

TOWN OF WOLSELEY

BYLAW NO. 02-2020

**A BYLAW OF THE TOWN OF WOLSELEY IN THE PROVINCE
OF SASKATCHEWAN TO PROVIDE FOR THE AUTHORIZATION
OF CERTAIN EXPENDITURES**

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

1. In this Bylaw:
 - a. "Administrator" shall mean the Chief Administrative Officer ("CAO") or in the absence of the CAO, the Office Clerk of the Municipality;
 - b. "Council" shall mean the Council of the Municipality; and
 - c. "Municipality" shall mean the Town of Wolseley.
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 cheques or by electronic transfer in a timely fashion, namely:
 - a. Wages and salaries payable to municipal employees;
 - b. Employee payroll deductions, including municipal contributions (*i.e. Saskatchewan Urban Municipalities Association, Municipal Employee Pension Plan, Canada Revenue Agency*);
 - c. Telephone, Heat, Power services;
 - d. Collections on behalf of other taxing authorities (*i.e. Minister of Finance for Saskatchewan Education Property Tax and Provincial Sales Tax*).
3. The Administrator, together with another person designated by Council to sign cheques on its behalf, is hereby authorized to pay the following accounts against the municipality for expenditures of Council and municipal staff to a maximum of \$2,000 for any: conventions, accommodations, mileage, seminars/workshops, training fees, postage, council indemnity.
4. The Administrator shall advise Council at its next regular meeting and/or by review of the monthly Bank Reconciliation of the particulars of transactions undertaken in accordance with Sections 2 and 3 of this Bylaw, including but not limited to:
 - a. Payee;
 - b. Amount paid;
 - c. Transaction date.
5. That this Bylaw shall come into force and take effect when adopted by Council.
6. That Bylaw No. 18-2005 is hereby repealed.

READ A FIRST TIME this 22ND day of JANUARY, 2020.

READ A SECOND TIME this 22ND day of JANUARY, 2020.

READ A THIRD TIME and adopted this 22ND day of JANUARY, 2020.




Mayor


Administrator

Certified true copy of


Administrator