

**Town of Kipling
Policy Manual**



POLICY DESCRIPTION:

Expenditure Authorization Policy

POLICY NUMBER:

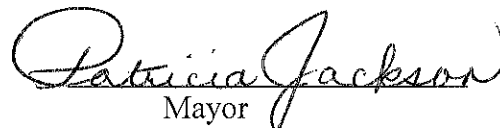
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DATE APPROVED: June 11, 2012
REVISED:

RESOLUTION #:

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1. The Council of the Town of Kipling in the Province of Saskatchewan authorizes the Administrator (CAO), together with another person designated by council to sign cheques or by electronic transfer on its behalf the following accounts in a timely fashion:
 - a. Wages and salaries payable to municipal employees;
 - b. Employee payroll deductions, including municipal contributions;
 - c. Municipal telephone, heat, power services;
 - d. Collections on behalf of other taxing authorities
 - e. Other accounts that may incur interest charges if not paid before the next council meeting.

 2. The Administrator (CAO) shall advise council at its next regular meeting of the particulars of transactions under Section 1 of this Policy.


Mayor


Administrator (CAO)