

**BAND COUNCIL RESOLUTION  
RÉSOLUTION DE CONSEIL DE BANDE**

Chronological No. - Numéro consécutif

**KAHKEWISTAHAW NO. 33**

H.Q. Reference - N° de réf. du b. pr.

**673/28-7-15** , cc: 673/3-10

NOTE: The words "From our Band Funds" must appear in all resolutions requesting expenditures from Band Funds.  
NOTA: Les mots "des fonds de notre bande" doivent paraître dans toutes les résolutions portant sur des dépenses à même les fonds des bandes

THE COUNCIL OF THE LE CONSEIL DE LA BANDE INDIENNE	<b>KAHKEWISTAHAW BAND</b>	Capital balance Solde de capital	\$ _____
AGENCY AGENCE	<b>YORKTON DISTRICT</b>	Committed - Engagé	\$ _____
PROVINCE	<b>SASKATCHEWAN</b>	Revenue balance Solde de revenu	\$ _____
PLACE NOM DE L'ENDROIT	<b>BROADVIEW, SASKATCHEWAN</b>	Committed - Engagé	\$ _____
DATE	<u><b>THIRTEENTH</b></u> DAY - JOUR	<u><b>SEPTEMBER</b></u> MONTH - MOIS	AD 19 <u><b>71</b></u> YEAR - ANNEE

DO HEREBY RESOLVE:  
DECIDE, PAR LES PRÉSENTES:

**THAT the Council of the Kahkewistahaw Band of Indians, at a meeting held September 13, 1971, make the following by-law:**

By-Law No. 2

To create the position of a Band Administrator, WHEREAS it is necessary to appoint a Band Administrator to interpret and promote the enforcement of all Band-promoted programs and by-laws and to carry out such other duties as may be assigned by Council. THEREFORE, the Council of the Kahkewistahaw Band ENACT AS FOLLOWS:

1. That the position of Band Administrator is hereby created for the Kahkewistahaw Band.
2. That the said position shall be filled by competition advertised in accordance with the policy of the Band Council expressed by resolution.
3. That the incumbent of the said position shall hold office during the pleasure of and subject to the by-laws of the Band Council.
4. That the said incumbent shall, upon appointment, file with the Band Council an indemnity bond in a sum adequate to ensure protection of monies entrusted to his care and Trust Account issued by a recognized bonding company, subject to the premium being paid from the Administration Grant.

File, before taking over his duties as Band Administrator, a Declaration of Office on a form prescribed by the Band Council.

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DO HEREBY RESOLVE:  
DÉCIDE, PAR LES PRÉSENTES:

5. That the said incumbent shall be paid a salary of \$5,400.00 per annum on a semi-monthly basis and such salary may be adjusted by Band Council Resolution according to the increase or decrease of responsibility of the position and that this shall be on the basis of a 40-hour week.
6. That the salary of the said incumbent shall be payment in full for all services required of him and all fees or emoluments of any kind accruing to him by virtue of any act or statute of the Federal or Provincial Government or of any by-laws of the Band shall be paid to the Kahkewistahaw Band and credited to the funds of the Band.
7. That the duties of the Band Administrator shall, under the general direction of the Band Council and subject to its policies and regulations, be as follows:
  - a) Maintain or cause to be maintained an adequate bookkeeping system showing all receipts and expenditures during each fiscal year of all monies transacted in connection with the business of the Band in accordance with the Band Council and Financial Regulations.
  - b) Ensure an audit of the books is carried out within sixty days after the close of each fiscal year by an audit firm appointed by the Band Council and Indian Affairs Branch as required.
  - c) Keep in his office or in the place appointed for this purpose, the originals of all by-laws and of all minutes of the proceedings of the Band Council by maintaining an office filing system and index, obtaining, recording and distributing files and other records.

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DO HEREBY RESOLVE:

DÉCIDE, PAR LES PRÉSENTES:

- d) Oversees and supervises the affairs and programs of the Band including, public works and utilities, housing, recreation, law enforcement, land matters and Band enterprises.
- e) Maintain records of all employees and time sheets and ensure paylists are made up and pay cheques issued.
- f) Maintain records related to leases, loans and Band projects.
- g) Acquaint himself with all provisions of the Indian Act and any other act of the Federal and Provincial Governments that bear upon the well being of the Kahkewistahaw Band or any member thereof.
- h) Acquaint himself with all by-laws of the Band and ensure that they are carried out and to bring to the attention of Council, any case where a by-law is inadequate or being improperly enforced.
- i) Supervise directly any office support staff and provide administrative supervision to other Band employees by keeping them informed on the financial circumstances of the programs and reports to Council on any problem foreseen in completing projects within assigned budgets.
- j) To co-operate with other agencies dealing with the Kahkewistahaw Band, including Provincial and Federal Government agencies such as welfare, health, guidance, placement, economic development and education and other non-government agencies engaged to provide benefits or services to the Indian people of the Kahkewistahaw Band.

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	DAY - JOUR      MONTH - MOIS      AD 19      YEAR - ANNÉE		

DO HEREBY RESOLVE:  
DÉCIDE, PAR LES PRÉSENTES:

- k) To attend all regular and special meetings of the Council and to report as required the activities carried out by the incumbent.
- l) To perform such other duties as may be necessary for the conduct of Band affairs or as assigned to him by the Band Council.

ORIGINAL SIGNED BY :

<p>William G. Francis #179 ..... (Chief - Chef)</p> <p>Leslie Sparvier #256 ..... (Councillor - conseiller)</p> <p>Carlton Tappotat #260 ..... (Councillor - conseiller)</p> <p>..... (Councillor - conseiller)</p> <p>..... (Councillor - conseiller)</p>	<p>Louis Tappotat #258 ..... (Councillor - conseiller)</p> <p>..... (Councillor - conseiller)</p> <p>..... (Councillor - conseiller)</p> <p>..... (Councillor - conseiller)</p>	<p>Urbain Louison #295 ..... (Councillor - conseiller)</p> <p>..... (Councillor - conseiller)</p> <p>..... (Councillor - conseiller)</p> <p>..... (Councillor - conseiller)</p>
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FOR HEADQUARTERS USE ONLY - RÉSERVÉ AU BUREAU PRINCIPAL					
1. TRUST ACCT <i>COMPTE DE FIDUCIE</i>	2. CURRENT BALANCES - SOLDES COURANTS		3. Expenditure <i>Dépenses</i>	4. Authority - Autorité Indian Act Sec <i>Art. de la Loi sur les Indiens</i>	5. Source of Funds <i>Source des fonds</i> <input type="checkbox"/> Capital <input type="checkbox"/> Revenue <i>Revenu</i>
	A. Capital	B. Revenue - Revenu			
	\$ _____	\$ _____	\$ _____		
6. Recommended - Reconnan dé					
Date _____ Authorized Officer - Fonctionnaire autorisé _____			Date _____ Assistant Deputy Minister - Sous-ministre adjoint _____		