

Assumption, Alberta
April 10, 1970.

BAND BY-LAW NUMBER ONE

The Council of the Slaves of Upper Hay River Band of Indians at a meeting held April 10, 1970 at Assumption, Alberta, makes the following by-law pursuant to paragraph (q) of Section 80 of the Indian Act.

By-Law to provide for the Financial Management of the Revenue Funds of the Slaves of the Upper Hay River Band, administered under Section 68 of the Indian Act.

The funds of the Slaves of the Upper Hay River Band will be managed and administered according to the provisions of the Indian Act and any regulations made by the Minister of Indian Affairs and Northern Development under Section 68 or any other section of the Indian Act.

When expenditures have been approved by the Minister, the expenditure of these funds will be subject to the following regulations:

- (i) All charges against the revenue funds of the Slaves of Upper Hay River Band will be in the form of Band Order Forms, or Travel Authorization Forms, or Paylists.
- (ii) These forms will be issued only by authorized officers up to the amounts as designated in appendix 1 of this by-law entitled "Signing Authorities". Approval to amend the band signing authorities as shown will be obtained from the Dept. of Indian Affairs prior to any change in delegation.
- (iii) No band order forms or travel authorization forms in excess of a value of \$500 may be issued by any officer without the prior approval of the majority of the band council, expressed and duly recorded in the official minutes of the Band Council meetings. Labour charges may be presented for payment on a Paylist Form duly authorized according to appendix 1 up to a limit of \$1,000 per payroll provided that the revenue budget as approved or a subsequent band council resolution has provided for the engagement of this labour.
- (iv) All expenditure documents will be co-signed by the office manager signifying that sufficient approved funds are available and that the charge incurred has been duly recorded.
- (v) A commitment entry will be entered in the expenditure and commitment control ledger each time an order is raised.
- (vi) Copies of all accounts rendered to the band will be maintained in an appropriate file along with a copy of the authorizing order at the Band Office.
- (vii) After the accounts have been properly approved for payment the Office Manager will prepare the cheques, have them signed by the appointed band officers, and distribute. An accurate record of each cheque raised will be maintained.
- (viii) Revenue received for deposit to the band bank account will be receipted by the office manager in triplicate showing particulars on pre-numbered receipts. One copy of this receipt will be forwarded to the Agency Office of the Dept. of Indian Affairs and Northern Development, and one retained on office file and recorded as receipts in the expenditure and commitment control ledgers. Likewise any receipts directed to the Dept. of Indian Affairs i.e. monies payable to the credit of the Band shall be receipted on behalf of the band and a copy of this Departmental receipt should be sent to the band office at once.
- (vii) Any person who violates the conditions of this by-law is subject to dismissal from their position with the band. A councillor may be refused payment of his regular council fees if 2/3 of council support this action.

Specimen signatures of officials delegated signing authority as per appendix 1

Harry Chamberlain
 Harry Chamberlain

David P. Nichols
 Office Manager, David P. Nichols

Victor Chamberlain
 Victor Chamberlain, Project Supervisor

John P. Nichols
 John P. Nichols, Project Supervisor

Antoine Providence, Counsellor

Richard P. Nichols
 Richard P. Nichols, B.F. Nichols

Alfred Semanov, Counsellor

Richard P. Nichols
 Richard P. Nichols, B.F. Nichols

Paul Ketchum, Counsellor

Richard P. Nichols
 Richard P. Nichols, B.F. Nichols

Arthur Semanov, Counsellor

Arthur Semanov
 Signature

Harry Semanov, Counsellor

Harry Semanov
 Signature

Harry Semanov, Counsellor

Harry Semanov
 Signature

David Semanov, Counsellor

David Semanov
 Signature

Baptiste Semanov, Counsellor

Baptiste Semanov
 Signature

Antoine Providence
 Signature

