

FUNDS AND RESERVES BYLAW
HAMLET OF _____
BYLAW NUMBER _____

A bylaw of the Hamlet of _____ in the Northwest Territories to establish funds and reserves, pursuant to the *Hamlets Act*, S.N.W.T. 2003, c. 22, s. 103.

NOW, THEREFORE, THE COUNCIL OF THE HAMLET OF _____, at a duly assembled meeting, enacts as follows:

General Municipal Fund

1. The general municipal fund of the Hamlet shall account for all financial activities of the Hamlet that are not accounted for in another fund.

Land Disposition Fund

2. In addition to the general municipal fund, a fund named the Land Disposition Fund is hereby established.
3. The purpose of the Land Disposition Fund is to account for monies received by the Hamlet in connection with the sale, lease or other disposition of municipal lands by the Hamlet.
4. The Land Dispositions Fund shall be composed of monies received from the sale, lease or other disposition of municipal lands by the Hamlet.
5. Council may, by resolution, transfer monies comprising the Land Disposition Fund to another fund of the Hamlet.

Reserve Fund

6. In addition to the general municipal fund, a fund named the Reserve Fund is hereby established.
7. The purpose of the Reserve Fund is to account for the financial activities of reserves established by Council.
8. The following reserves are hereby established under the Reserve Fund:
 - (a) Equipment and Infrastructure Reserve;
 - (b) Employee Benefit Obligation Reserve;
 - (c) Economic Development Reserve; and

(d) Fiscal Reserve.

9. The purpose of each reserve established by Section 8 is set out in Schedule "A" to this Bylaw.
10. The Reserve Fund shall be funded by transfers from the general municipal fund that are contemplated within an approved budget of the Hamlet.
11. Monies transferred to the Reserve Fund shall be assigned, by Council, to a specific reserve established by this Bylaw, and Council may, by resolution, transfer monies from one reserve to another.
12. Monies assigned to a specific reserve established by Section 8 shall only be utilized for the specific purpose of that reserve, as set out in Schedule "A" to this Bylaw.
13. All expenditures from the Reserve Fund must be specifically authorized by Council resolution or expressly approved in a budget adopted by Council.

Read a first time this ___ day of _____, 20__.

Read a second time this ___ day of _____, 20__.

Two or more weeks' public notice of this bylaw was given prior to third reading, in accordance with the requirements *Hamlets Act*.

Read a third time this ___ day of _____, 20__.

Signed, certified by the senior administrative officer and sealed this ___ day of _____, 20__.

Mayor

I hereby certify that this bylaw has been made in accordance with the requirements of the *Hamlets Act* and the bylaws of the Hamlet of _____.

Senior Administrative Officer

[SEAL]

SCHEDULE "A" – PURPOSE OF RESERVES

Reserve	Purpose
Equipment and Infrastructure Reserve	For funding building and infrastructure capital projects, new equipment purchases and capital equipment replacement.
Employee Benefit Obligation Reserve	For funding liabilities related to retiring or terminated employees.
Economic Development Reserve	For capital expenditures that promote economic development within the municipality.
Fiscal Reserve	For funding debt reduction and liability claims, and to provide a contingency for unpredictable revenue shortfalls and emergencies.

Drafting Note:

Hamlets Act

section103

(2) In addition to the general municipal fund, one or more other funds may be established by bylaw for the purpose of carrying on specific activities or achieving specific objectives.

(3) Council shall, by bylaw, in respect of each fund established under subsection (2), (a) designate the name of the fund; (b) describe the purpose of the fund; (c) describe what the fund will be composed of; (d) describe the specific purposes of any reserves that will be created under the fund; and (e) make such rules governing the operation of the fund as council considers necessary or advisable.

(4) Council may segregate portions of a fund established under subsection (2) as reserves for specific future purposes.

(5) Council shall, in respect of each reserve created under subsection (4), (a) designate the name of the reserve; (b) describe what the reserve will be composed of; and (c) make such rules governing the operation of the reserve as council considers necessary or advisable