

	No.	2024-04
R.M. of Leask No. 464 TITLE: OHPC/RM Operating Policy	COUNCIL APPROVAL DATE:	April 2024
	RESOLUTION NO.:	
	SUPERSEDES POLICY NO.:	
	NEXT REVIEW DATE:	December 2027
	LAST REVIEW DATE:	

1.0 Purpose

To establish Municipal Policies with the OHPC under Section 22.3 of Municipal Regulations.

2.0 Annual Financials

2.1 On or before January 20 of each year, the municipality shall provide to the Hamlet Board a statement of revenue and expenses allocated to the hamlet account during the previous year and accumulated reserves of the Hamlet.

3. Budget

3.1 Organized Hamlet shall submit annually to Municipal Council a budget inclusive of Operating Budget and Capital Budget for that year; prior to March 31 of the year OR a alternate time as agreed upon by the Board and Council. (Section 69.1(1) MA)

3.2 The Hamlet Budget must include:

3.2.1 Percentage of municipal tax allocation (Section 69(1)(b) MA) as agreed upon between Council and Hamlet Board;

3.2.2 Council shall disperse funds within the Hamlet Account at the request of the Board and only for budgetary expenditures. (Section 69 (2) MA).

3.3 The municipality shall approve the hamlet budget by resolution of bylaw.

3.4 The Hamlet Board may prepare and adopt a capital works plan for a period of not less than five (5) years which includes estimates of capital costs and proposed sources for financing.

3.5 Joint meetings shall be held annually at a time determined by Council and Hamlet Board.

4. Unexpended Funds

- 4.1 The Municipality must allocate any unexpended revenues to the hamlet to a reserve account.
- 4.2 The Municipality shall by resolution of acknowledgement transfer reserve funds.

5. Appeal Board

- 5.1 Should a dispute arise between the Municipality and the Board the dispute shall go to an appeals board; the dispute shall be resolved as outlined in Section 36 of *The Municipal Regulations*.