

*Request for Decision United Townships of Head, Clara & Maria Council*

Type of Decision									
Meeting Date	Friday, January 30, 2015				Report Date	Monday, January-26-15			
Decision Required	X	Yes		No	Priority	X	High		Low
Direction	X	Information Only			Type of Meeting	X	Open		Closed

## Extend Term of Cheque Signing Authority- Report #30/01/15/1102

**Subject:**

Update on Scotiabank’s requirements for Council authorization and approval.

**RECOMMENDATION:**

That Council adopt the following resolution agreeing to streamline the process of approvals for signing authority with Scotiabank.

WHEREAS Scotiabank requires a certified copy of Council’s resolutions appointing cheque signing authority as well as borrowing limits;

AND WHEREAS the borrowing resolution was passed with a term equivalent to the term of Council until 2018;

AND WHEREAS the cheque signing resolution was passed for only the Calendar year 2015;

NOW THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria does hereby agree to amend resolution #05/12/14/014 by extending the term for cheque signing authority from the Calendar Year 2015 until the end of the Term of Council in 2018 or until changed by a resolution of Council.

**BACKGROUND/EXECUTIVE SUMMARY:**

The resolution previously passed is as follows.

“Resolution #05/12/14/014

Moved by Councillor Foote and Seconded by Councillor Reid

**WHEREAS** the purpose of this resolution is to provide the municipality with flexibility in the signing of various documents to improve the efficiency of business operations and yet maintain effective internal controls and approval processes.

**NOW THEREFORE** the Municipal Council of the Corporation of the Municipality of the United Townships of Head, Clara & Maria enacts as follows:

**THAT** for purposes of completing budgeted, emergency or specifically approved financial transactions for the United Townships of Head, Clara & Maria as well as to complete routine contracts, applications and agreements;

**THAT** signing is hereby authorized effective immediately and for the calendar year 2015 or until changed by a resolution of Council;

**THAT** Reeve Mayor Gibson is appointed as having signing authority for Council with Councillor Grills and Councillor Foote as alternates;

**THAT** the Clerk, Melinda Reith is appointed for administration with the Treasurer, Noella LeBreton as alternate.

**THAT** all cheques, pre-authorized payments or other forms of payment excepting municipal credit cards are to be signed by one representative of Council and one representative of administration;

**THAT** this authority becomes effective on the date of passing.  
Carried Unanimously”

The amendment is self-explanatory. The Bank requires updates whenever there are changes. It is simpler and easier to do this once instead of three additional times.

### **Options/Discussion:**

### **Financial Considerations/Budget Impact:**

### **Policy Impact:**

### **Others Consulted:**

Noella LeBreton, Treasurer

Approved and Recommended by the Clerk

Melinda Reith,  
Municipal Clerk