

Report

Date November 16, 2022
Subject Bank Signing Authorities

File:

PURPOSE

To update the Royal Bank of Canada (RBC) Signing Authorities for the Corporation of the District of North Cowichan.

BACKGROUND

As a result of the appointment of the new Council and changes to signing officers, the bank signing authority requires an update.

The bank requires a Resolution of Council to give authority to particular persons to act on behalf of the Municipality with respect to banking matters.

DISCUSSION

Changes are required to include the new Mayor, General Manager, Corporate Services and General Manager, Planning, Development and Community Services.

The recommended RBC Signing Authorities are:

- Mayor
- Chief Administrative Officer
- General Manager, Corporate Services
- General Manager, Planning, Development and Community Services
- Senior Manager, Financial Services
- Manager, Legislative Services
- Deputy Corporate Officer

OPTIONS

Option 1 **(Recommended Option)** – Authorize those individuals included in the recommended list of RBC Signing Authorities reflecting new officers and titles.

THAT Council authorize the following individuals as signing authorities on the Municipality's RBC accounts:

- Mayor, Robert Douglas;
- Chief Administrative Officer, Edward Swabey;
- General Manager, Corporate Services, Talitha Soldera;
- General Manager, Planning, Development and Community Services, George Farkas;
- Senior Manager, Financial Services, Walter Wiebe;
- Manager, Legislative Services, Michelle Martineau; and,
- Deputy Corporate Officer, Tricia Mayea

Option 2 Modify the recommended list of RBC Signing Authorities.

THAT Council authorize the following individuals as signing authorities:

- *[identify name and title of each authorized person]*

IMPLICATIONS

These recommended changes to the RBC Signing Authorities reflect the current corporate structure that approves daily banking transactions for the Corporation of the District of North Cowichan.

RECOMMENDATION

THAT Council authorize the following individuals as signing authorities on the Municipality's RBC accounts:

- Mayor, Robert Douglas;
- Chief Administrative Officer, Edward Swabey;
- General Manager, Corporate Services, Talitha Soldera;
- General Manager, Planning, Development and Community Services, George Farkas;
- Senior Manager, Financial Services, Walter Wiebe;
- Manager, Legislative Services, Michelle Martineau; and,
- Deputy Corporate Officer, Tricia Mayea

Report prepared by:

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Approved to be forwarded to Council:



Ted Swabey
Chief Administrative Officer