

Township of
Langley



Est. 1873

REPORT TO MAYOR AND COUNCIL

PRESENTED: JULY 27, 2020 – REGULAR MEETING
FROM: FINANCE DIVISION
SUBJECT: BANKING RESOLUTION - SIGNING AUTHORITY

REPORT: 20-110
FILE: 1970-02

RECOMMENDATION:

That Council approve the updated list of bank signatories required for bank signing authorization on behalf of the Corporation of the Township of Langley.

EXECUTIVE SUMMARY:

In 2019, the Manager of Purchasing and Stores permanently relocated to the Operations Centre to be closer to her team and to the departments she supports. In addition, two signing officers will be retiring at the end of July 2020. As two signatories are required for bank signing authorization on behalf of the Township, the addition of another signing officer in Finance is required. This report updates the list of signatories with current position titles.

PURPOSE:

The purpose of Report No. 20-110 is to update the bank signing signatories to add an additional signing officer and properly reflect current position titles.

DISCUSSION/ANALYSIS:

In 2019, the Manager of Purchasing and Stores permanently relocated to the Operations Centre to be closer to her team and to the departments she supports. In addition, two signing officers will be retiring at the end of July 2020. As two signatories are required for bank signing authorization on behalf of the Township, the addition of another signing officer in Finance is required. This report updates the list of signatories with current position titles.

Council previously provided authorization for any two of the positions in the “Current” column. The requested changes are shown in the “New” column.

Current	New
Mayor	Mayor
Director of Finance	Director of Finance
Deputy Director of Finance	Deputy Director of Finance
Manager, Finance Business Support	Manager, Finance Business Support
Manager, Purchasing	Manager, Purchasing
Manager, Financial Reporting	Manager, Financial Reporting
	Manager, Financial Planning

Respectfully submitted,

Samuel Nam
DEPUTY DIRECTOR OF FINANCE
for
FINANCE DIVISION