

The Corporation of the City of Burlington

City of Burlington By-law XX-2024

A by-law to designate those authorized to sign cheques on behalf of the
City of Burlington and to repeal by-law 58-2013
F-01-24

Whereas Section 286 of the Municipal Act, 2001, authorizes the municipality to appoint a treasurer who is responsible for handling the financial affairs of the municipality, and to appoint deputy treasurers; and

Whereas Section 287 of the Municipal Act, 2001 authorizes the municipality to provide that the signatures may be mechanically or electronically reproduced; and

Whereas the Council of the Corporation of the City of Burlington (the “Corporation”) deems it necessary to make deposits to the appointed Bank of the Corporation, hereinafter called the “Bank”; and

Whereas all cheques of the Corporation be drawn in the name of the Corporation; and

Whereas the Corporation deems it necessary from time to time to receive from the Bank all relative documents and electronic files.

Now therefore the Council of the Corporation of the City of Burlington hereby enacts as follows:

1. All cheques of the Corporation shall be drawn in the name of the Corporation and shall be signed on its behalf by the Executive Director & Chief Financial Officer and Mayor jointly.
2. The Corporation hereby designates any two of the individuals holding the following positions to sign cheques in the event that the Executive Director & Chief Financial Officer and/or Mayor are not available:

City Manager; City Clerk; Manager, Taxation & Assessment; Controller & Manager, Financial Services

3. The signatures described in paragraphs 1 and 2 above may be mechanically or electronically reproduced.
4. The Executive Director & Chief Financial Officer or designate in combination with

any one of the persons designated in paragraph 2 is hereby authorized and directed to give instructions, to provide verifications and approvals on behalf of the Corporation to the Bank and is authorized to sign and deliver any service requests or other banking agreements.

5. The Executive Director & Chief Financial Officer or designate in combination with any one of the persons designated in paragraph 2 is hereby authorized for and on behalf of the Corporation to negotiate with, deposit with or transfer to the Bank, for the credit of the Corporation accounts only, all or any bills of exchange, promissory notes, cheques and orders for the payment of money and any other negotiable paper or electronic files for the said purposes.
6. The Executive Director & Chief Financial Officer or designate is hereby authorized for and on behalf of the Corporation to arrange, settle and balance all accounts and financial records between the Corporation and the Bank; and to receive all paid cheques and vouchers, unpaid and unaccepted bills of exchange and other negotiable instruments or other electronically produced data.
7. The Executive Director & Chief Financial Officer or designate is hereby authorized for and on behalf of the Corporation to obtain delivery from the Bank of all or any stocks, bonds, and any other securities held by the Bank in safekeeping or otherwise for the account of the Corporation and to give valid and binding receipts therefore.
8. By-law 58-2013 is hereby repealed.

Enacted and passed this 16th day, of January, 2024.

Mayor Marianne Meed Ward _____

Deputy Clerk Samantha Yew _____