



City of Richmond

Report to Committee

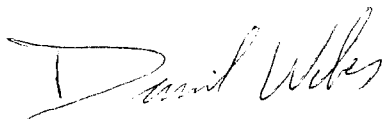
To: General Purposes Committee
From: David Weber
Director, City Clerk's Office
Re: **Appointment of Financial Officer, Acting Financial Officer and Change to the City Banking Resolution**

To General Purposes - Apr 3, 2006
Date: March 29, 2006
File: 03-0960-01/2006-Vol 01


Staff Recommendation

- (1) *That Part (1) of resolution (R05/13-15), relating to the appointment of Acting Financial Officers, be rescinded.*
- (2) *That:*
 - (1) *Mr. Andrew Nazareth, General Manager, Finance, be appointed Financial Officer for the purposes of carrying out the statutory duties prescribed in section 149 of the Community Charter;*
 - (2) *Mr. Jerry Chong, Manager, Budgets and Accounting, be appointed as Acting Financial Officer in the absence of Andrew Nazareth; and*
 - (3) *Mr. Jeff Day, General Manager, Engineering and Public Works, be appointed as Acting Financial Officer in the absence of both Andrew Nazareth and Jerry Chong.*
- (3) *That effective April 12, 2005, the banking resolution (R05/12-33), adopted by Council on June 27, 2005, be rescinded, and replaced with the following:*
 - (1) *That Mr. Andrew Nazareth (General Manager, Finance), or in his absence, Mr. Jerry Chong (Manager, Budgets and Accounting), or in the absence of both, Ms. Sandra Chai (Supervisor, Treasury Services), or in the absence of all three, Ms. Ivy Wong (Revenue Manager), are authorized on behalf of the City of Richmond ("the City") in all dealings with Scotiabank:*
 - (a) *to negotiate with, deposit with, or transfer to the City's account, all or any cheques and other orders for the payment of money to the City, and to endorse such cheques and orders for the payment of money to the City, either in writing or by rubber stamp;*
 - (b) *to receive a statement of the account of the City, together with all relative vouchers and all unpaid bills to be collected by the City, and all items returned unpaid and charged to the account of the City, and to sign and deliver the form of verification, settlement of balance and release;*
 - (c) *to obtain delivery, under the signed authorization of any two individuals named above, of all or any stocks, bonds and other securities held in safekeeping or otherwise for the account of the City; and*

- (d) *to give instructions to Scotiabank and its subsidiaries in assisting with the management of the City's investments, as authorized by any one individual named above.*
- (2) *That all cheques be signed on behalf of the City by: (i) Mayor Malcolm Brodie, or in his absence the Acting Mayor as determined by Council resolution, and (ii) counter-signed Mr. Andrew Nazareth (General Manager, Finance), or in his absence, Mr. Jerry Chong (Manager, Budgets and Accounting), or in the absence of both, Ms. Sandra Chai (Supervisor, Treasury Services), or in the absence of all three, Ms. Ivy Wong (Revenue Manager), and (iii) instead of signing such cheques manually, use of a mechanical or other device for the purpose of affixing a facsimile of their signatures to such cheques is permitted.*
- (3) *Scotiabank is authorized to honour, pay and charge to the account of the City, all City cheques bearing a facsimile or facsimiles of the signature of the above-noted persons on the understanding that each cheque will be binding on the City to the same extent as though they had been manually signed; and*
- (4) *That this resolution:*
 - (a) *remain in force and effect until written notice to the contrary has been given in writing to, and acknowledged in writing by, the Manager of the No. 3 Road Branch of Scotiabank in Richmond; and*
 - (b) *be certified by the Corporate Officer and provided to the Scotiabank, together with specimens of facsimiles of the signatures having authority to sign cheques on behalf of the City.*



David Weber
 Director, City Clerk's Office
 (4098)

FOR ORIGINATING DIVISION USE ONLY		
CONCURRENCE OF GENERAL MANAGER		
		
REVIEWED BY TAG	YES <input type="checkbox"/>	NO <input type="checkbox"/>
REVIEWED BY CAO	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

Staff Report

With the recent appointment of Mr. Andrew Nazareth to the position of General Manager, Finance, and other recent changes in personnel, an update to the City's Financial Officer and Acting Financial Officer appointments, as provided under section 149 of the Community Charter, would be in order. A consequential update to the City's banking resolution is also appropriate at this time.

A handwritten signature in cursive script that reads "David Weber". The signature is written in black ink and is positioned above the typed name and title.

David Weber
Director, City Clerk's Office
(4098)