



Policy 9

SIGNING AUTHORITY

POLICY PURPOSE

- 9.1 It shall be the policy of the Municipality of the District of Shelburne to designate certain officials of the Municipality to be authorized as signing officers on all municipal bank accounts, pension plan and group insurance plans.

POLICY DETAILS

- 9.2 For all municipal bank accounts, pension plan and group insurance plans, any one of the Warden, Deputy Warden, Chief Administrative Officer, Deputy Chief Administration Officer and Director of Finance shall be authorized to be the primary signatory, and any one of the Chief Administrative Officer, Deputy Chief Administration Officer and Director of Finance shall be authorized to countersign.

REPEAL

- 9.3 "Signing Authority Policy" adopted by Council of the Municipality of the District of Shelburne on the 22nd day of September, 2014, is hereby repealed.

THIS IS TO CERTIFY that the Council of the Municipality of the District of Shelburne duly passed the policy respecting Signing Authority on the 28th day of November, 2016.

SIGNED this 1st day of November, 2022



WARDEN



CHIEF ADMINISTRATIVE OFFICER

Approved by Council: Monday, November 28, 2016

Effective Date: Monday, November 28, 2016

Amendment Date: October 26, 2022 (addition of Deputy Chief Administration officer as signing authority)