



Item
Meeting 2018 April 23

COUNCIL REPORT

TO: CITY MANAGER

DATE: 2018 April 18

FROM: CITY CLERK

SUBJECT: DEPUTY CITY CLERK – SIGNING AUTHORITY

PURPOSE: To empower the Deputy City Clerk with signing authority.

RECOMMENDATION:

1. **THAT** Ms. Blanka Zeinabova, Deputy City Clerk for the City of Burnaby, be designated as having signing authority on behalf of the City.

REPORT

In February 2018, the City initiated recruitment processes for a new Deputy City Clerk. The previous Deputy City Clerk, Kate O'Connell is now the City Clerk. Upon completing the recruitment process, Ms. Blanka Zeinabova was selected as the preferred candidate, and will begin her new role as Deputy City Clerk on 2018 April 23.

It is recommended that Ms. Blanka Zeinabova be designated as having signing authority on behalf of the City.

A handwritten signature in blue ink, appearing to be "Kate O'Connell", written over a faint, oval-shaped stamp.

Kate O'Connell
CITY CLERK

Copied to: Director Corporate Services
Director Human Resources
Director Finance
City Solicitor