



Item.....
Meeting.....2019 May 13

COUNCIL REPORT

TO: CITY MANAGER **DATE:** 2019 May 08

FROM: DIRECTOR FINANCE **FILE:** 7750-00

SUBJECT: SIGNING OFFICERS - BANK

PURPOSE: To change signing officers on City bank accounts.

RECOMMENDATION:

1. **THAT** the signing officers for the operating investment transaction account, the operating disbursement and deposit accounts, payroll bank account and the U.S. bank account be as follows, any two of:

N. Kassam, R. Klimek, R. Grewal, R. Rowley, K. Lai, W. Kwan,
J. Pavich, the Mayor.

REPORT

1.0 INTRODUCTION

The removal of Richard Mester and the addition of Richard Rowley are to meet operational requirements while maintaining appropriate segregation of duty.

2.0 POLICY SECTION

This will have a positive impact on the organization through alignment with the City of Burnaby's Corporate Strategic Plan by supporting the following goals and sub-goals:

- A Thriving Organization
 - Financial viability –
Maintain a financially sustainable City for the provision, renewal and enhancement of City services, facilities and assets
 - Human resources –
Foster an environment for teamwork, efficiency and excellence to deliver customer service in alignment with our core values
 - Reliable services, technology and information –
Protect the integrity and security of City information, services and assets

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3.0 RECOMMENDATION

It is recommended that the signing officers for the operating investment transaction account, the operating disbursement and deposit accounts, payroll bank account and the U.S. bank account be as follows, any two of: N. Kassam, R. Klimek, R. Grewal, R. Rowley, K. Lai, W. Kwan, J. Pavich, the Mayor.



Noreen Kassam, CPA, CGA
DIRECTOR FINANCE

NK:NL /ml

Copied to: City Clerk