

AMENDED BY BY-LAW 227-2007



REPEALED BY BY-LAW 90-2010

THE CORPORATION OF THE CITY OF BRAMPTON

BY-LAW

Number 92-2004

To establish a policy
for signing officers
and banking

WHEREAS

Subsection 288(1) of the Municipal Act, 2001 requires that every cheque issued by a municipality be signed by the Treasurer and the Head of Council,

AND WHEREAS

Subsection 288(2) of the Municipal Act, 2001 enables a municipality to designate persons to sign cheques in place of the Treasurer or the Head of Council,

AND WHEREAS

Subsection 288(3) of the Municipal Act, 2001 enables a municipality to provide that the signatures on a cheque of the municipality may be mechanically or electronically reproduced,

AND WHEREAS

The Corporation of the City of Brampton makes use of several methods of paying the debts of the municipality and other expenditures authorized by the municipality, including paper cheques, electronic funds transfers and wire transfers,

AND WHEREAS

The Corporation of the City of Brampton requires that, in addition to the Treasurer and the Mayor, certain other employees of the Corporation be designated to sign cheques, and to authorize electronic funds transfers and wire transfers in order to ensure efficient processing of payments,

NOW THEREFORE, The Council of The Corporation of the City of Brampton **ENACTS AS FOLLOWS:**



THE CORPORATION OF THE CITY OF BRAMPTON

BY-LAW

Number 92-2004

To establish a policy
for signing officers
and banking

WHEREAS

Subsection 288(1) of the Municipal Act, 2001 requires that every cheque issued by a municipality be signed by the Treasurer and the Head of Council,

AND WHEREAS

Subsection 288(2) of the Municipal Act, 2001 enables a municipality to designate persons to sign cheques in place of the Treasurer or the Head of Council,

AND WHEREAS

Subsection 288(3) of the Municipal Act, 2001 enables a municipality to provide that the signatures on a cheque of the municipality may be mechanically or electronically reproduced,

AND WHEREAS

The Corporation of the City of Brampton makes use of several methods of paying the debts of the municipality and other expenditures authorized by the municipality, including paper cheques, electronic funds transfers and wire transfers,

AND WHEREAS

The Corporation of the City of Brampton requires that, in addition to the Treasurer and the Mayor, certain other employees of the Corporation be designated to sign cheques, and to authorize electronic funds transfers and wire transfers in order to ensure efficient processing of payments,

NOW THEREFORE, The Council of The Corporation of the City of Brampton **ENACTS AS FOLLOWS:**

92-2004

- A. THAT the Treasurer of the Corporation of the City of Brampton, (the "Corporation") be and is hereby authorized for and on behalf of the Corporation to negotiate with, deposit with, or transfer to the authorized bank(s) of the Corporation, for credit to the Corporation's account, only all or any cheques and other orders for payment of money, and for that purpose to endorse the same on behalf of the Corporation either in writing or by rubber/mechanical stamp; and
- B. THAT all cheques of the Corporation be drawn in the name of the Corporation and be signed on its behalf by the Mayor, and signed/countersigned by the Treasurer or be executed as further described in this resolution; and
- C. THAT any one of the Mayor, the Treasurer, the City Manager, the Director of Treasury Services, the Director of Revenue, the Senior Manager of Financial Planning & Budgets-Finance Department or the Manager of Accounting-Finance Department be and is hereby authorized for and on behalf of the Corporation from time to time to receive from the said Bank a statement of the account of the Corporation together with all relative vouchers and all unpaid bills lodged for collection by the Corporation and all items returned unpaid and charged to the account of the Corporation, and to sign and deliver to the Bank, the Bank's form of verification, settlement of balance and release; and
- D. THAT with respect to every cheque, Electronic Funds Transfer, or Wire Transfer issued by the Corporation in the amount of Ten Thousand Dollars (\$10,000) or less, such disbursements shall be performed by one of the methods specified in Schedule A to this by-law; and
- E. THAT in respect of every cheque, Electronic Funds Transfer, or Wire Transfer issued by the Corporation in an amount over Ten Thousand Dollars (\$10,000), up to and including One Hundred Thousand Dollars (\$100,000) such disbursements shall be performed by one of the methods specified in Schedule B to this by-law; and
- F. THAT in respect of every cheque, Electronic Funds Transfer, or Wire Transfer issued in an amount exceeding One Hundred Thousand Dollars (\$100,000), such disbursements shall be performed by one of the methods specified in Schedule C to this by-law; and
- G. THAT Pursuant to Subsection 288(2) of the Municipal Act, 2001, for the purposes of performing the disbursements as indicated in Schedules A, B, and C, the following employees of the Corporation are hereby designated of either the Mayor or the Treasurer:
- the City Manager,
 - the Director of Treasury Services,
 - the Director of Revenue,
 - the Senior Manager of Financial Planning & Budgets-Finance Department, and
 - the Manager of Accounting-Finance Department; and

92-2004


H. THAT the authorized bank(s) of the Corporation be and it is (are) hereby authorized and directed to honour, pay and charge to the account of the Corporation cheques, Electronic Funds Transfers and Wire Transfers issued by the Corporation and authorized in accordance with the provisions herein; and

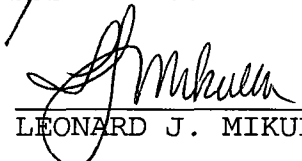
I. THAT any two of the Mayor, the Treasurer, the City Manager, the Director of Treasury Services, the Director of Revenue, the Senior Manager of Financial Planning & Budgets-Finance Department or the Manager of Accounting-Finance Department are hereby authorized for and on behalf of the Corporation to obtain delivery from the said Bank of all or any stocks, bonds and other securities held by the said Bank in safekeeping or otherwise for the account of the Corporation and to give valid and binding receipts therefore; and

J. THAT each branch or agency of the authorized bank(s) of the Corporation, at which an account of the Corporation is kept, be furnished with a copy of this by-law certified by the Clerk under the Corporation Seal and from time to time with specimens of facsimiles of the signatures of persons having authority to sign cheques on behalf of the Corporation.

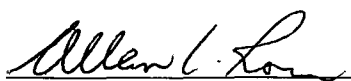
READ a FIRST, SECOND and THIRD TIME and PASSED in Open Council this **29th** day of **march**, 2004, and to be effective as of April 5, 2004.

Approved as to form. <u>03/22/04</u> <u>CV</u>


SUSAN FENNELL MAYOR


LEONARD J. MIKULICH CLERK

Approved as to content


Allan Ross
Commissioner of Finance
& Treasurer

SCHEDULE A TO BY-LAW 92-2004
Disbursements \$10,000.00 OR less

	Method of Disbursement	Parties Required to Perform Disbursement
1.	Manually Signed Cheque	Mayor and Treasurer
2.	Manually Signed Cheque	Mayor and Designate of Treasurer
3.	Manually Signed Cheque	Treasurer and Designate of Mayor
4.	Manually Signed Cheque	Designate of Mayor and Designate of Treasurer (so long as the Designate of the Mayor is not the same person as the Designate of the Treasurer)
5.	Cheque signed by use of a mechanical or other device for purpose of affixing a facsimile of the Mayor's signature together with a facsimile of the Treasurer's signature.	Mayor
6.	Cheque signed by use of a mechanical or other device for purpose of affixing a facsimile of the Mayor's signature together with a facsimile of the Treasurer's signature.	Treasurer
7.	Cheque signed by use of a mechanical or other device for purpose of affixing a facsimile of the Mayor's signature together with a facsimile of the Treasurer's signature.	Designate of the Mayor
8.	Cheque signed by use of a mechanical or other device for purpose of affixing a facsimile of the Mayor's signature together with a facsimile of the Treasurer's signature.	Designate of the Treasurer
9.	Use of Electronic Funds Transfer or Wire Transfer utilizing electronic security measurers that provide the same level of security as issuing cheques.	Mayor
10.	Use of Electronic Funds Transfer or Wire Transfer utilizing electronic security measurers that provide the same level of security as issuing cheques.	Treasurer
11.	Use of Electronic Funds Transfer or Wire Transfer utilizing electronic security measurers that provide the same level of security as issuing cheques.	Designate of the Mayor
12.	Use of Electronic Funds Transfer or Wire Transfer utilizing electronic security measurers that provide the same level of security as issuing cheques.	Designate of the Treasurer

92-2004

SCHEDULE B TO BY-LAW
Disbursements over \$10,000. up to and including \$100,000.

	Method of Disbursement	Parties Required to Perform Disbursement
1.	Manually Signed Cheque	Mayor and Treasurer
2.	Manually Signed Cheque	Mayor and Designate of the Treasurer
3.	Manually Signed Cheque	Treasurer and Designate of Mayor
4.	Manually Signed Cheque	Designate of Mayor and Designate of Treasurer (so long as the Designate of the Mayor is not the same person as the Designate of the Treasurer)
5.	Cheque signed by both (1) use of a mechanical or other device for the purpose of affixing a facsimile of the Mayor's signature or a facsimile of the Treasurer's signature and (ii) the manual signature of the Mayor, or the Treasurer, or the designate of the Mayor, or the designate of the Treasurer	Both (i) and (ii) can be performed by the Mayor, or the Treasurer, or the Designate of the Mayor, or the Designate of the Treasurer, or any combination of these parties, so long as the manual signature and the mechanical signature are not the signature of the same person
6.	Use of Electronic Funds Transfer or Wire Transfer utilizing electronic security measurers that provide the same level of security as issuing cheques.	Mayor
7.	Use of Electronic Funds Transfer or Wire Transfer utilizing electronic security measurers that provide the same level of security as issuing cheques.	Treasurer
8.	Use of Electronic Funds Transfer or Wire Transfer utilizing electronic security measurers that provide the same level of security as issuing cheques.	Designate of Mayor
9.	Use of Electronic Funds Transfer or Wire Transfer utilizing electronic security measurers that provide the same level of security as issuing cheques.	Designate of Treasurer

SCHEDULE C TO BY-LAW

92-2004

Disbursements Over \$100,000.

	Method of Disbursement	Parties Required to Perform Disbursement
1.	Manually Signed Cheque	Mayor and Treasurer
2.	Manually Signed Cheque	Mayor and Designate of the Treasurer
3.	Manually Signed Cheque	Treasurer and Designate of Mayor
4.	Manually Signed Cheque	Designate of Mayor and Designate of Treasurer (so long as the Designate of the Mayor is not the same person as the Designate of the Treasurer)
5.	Use of Electronic Funds Transfer or Wire Transfer utilizing electronic security measurers that provide the same level of security as issuing cheques.	Mayor and Treasurer
6.	Use of Electronic Funds Transfer or Wire Transfer utilizing electronic security measurers that provide the same level of security as issuing cheques.	Mayor and Designate of the Treasurer
7.	Use of Electronic Funds Transfer or Wire Transfer utilizing electronic security measurers that provide the same level of security as issuing cheques.	Treasurer and Designate of Mayor
8.	Use of Electronic Funds Transfer or Wire Transfer utilizing electronic security measurers that provide the same level of security as issuing cheques.	Designate of Mayor and Designate of Treasurer (so long as the Designate of the Mayor is not the same person as the Designate of the Treasurer)