






Subject: **Signing Authority**
 Meeting Date: Tuesday, February 28, 2023
 Prepared By: Carolyn Van der Kuil, Legislative Services Coordinator
 Presented By: Carolyn Van der Kuil, Legislative Services Coordinator

RECOMMENDED MOTION:

That Council appoint the following individual, for the term of their employment with Kneehill County, as an authorized signing authority for Kneehill County.

- Theresa Cochran

STRATEGIC PLAN ALIGNMENT: (Check all that apply)

	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input checked="" type="checkbox"/>
High Quality Infrastructure		Economic Resilience		Quality of Life		Effective Leadership		Level of Service	

RELEVANT LEGISLATION:

Provincial (cite)- N/A

Council Bylaw/Policy (cite)- Policy #16-9, Signing Authorization

BACKGROUND/PROPOSAL:

Theresa Cochran, Director of Corporate Services started her employment with Kneehill County on January 30th, 2024.

In order to have proper signing authority with Servus Canada, a copy of the minutes with the appointment of signing authority made by Council is to be provided.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES/OTHER CONSIDERATIONS:

Current signing authority for the County is:

Mike Haugen, Carolyn Van der Kuil, Kevin Gannon, Reeve King, and Deputy Reeve Wittstock. Ms. Cochran will be an addition to the existing signing authoritarians.

FINANCIAL & STAFFING IMPLICATIONS:

There are no additional budget or staffing implications to the recommended motion

RECOMMENDED ENGAGEMENT:

Directive Decision (Information Sharing, One-Way Communication)			
Tools:	Individual Notification	Other:	



ATTACHMENTS:

Policy #16-9, signing authorization

COUNCIL OPTIONS:

1. Council appoint members listed as signing authorities
2. Council amend list of appointed signing authorities
3. Council direct administration to bring back further information
4. Council receive for information.

FOLLOW-UP ACTIONS:

Fill out the Bank paperwork along with approved minutes to get appointed persons signing authority.

APPROVAL(S):

Mike Haugen, Chief Administrative Officer

Approved-

