

THE CORPORATION OF THE CITY OF IQALUIT, NU

BY-LAW No. 806

SIGNING AUTHORITY BY-LAW

A By-law of the Municipal Corporation of the City of Iqaluit in Nunavut to provide for signing authority for agreements, contracts and bank accounts for the City.

WHEREAS the *Cities, Towns and Villages Act*, S.Nu.2003, c. 2, (“Act”) Council may, by by-law, authorize the Chief Administrative Officer and Council members to sign City agreements, contracts and bank accounts for the City;

NOWHEREFORE, the Council of the Municipal Corporation of the City of Iqaluit, in regular session duly assembled, enacts as follows:

SEVERABILITY

If any provision of this by-law is declared invalid because of any word, phrase, clause, sentence, paragraph or section of this by-law or any documents which may form part of this by-law or an application thereof to any person or circumstance is declared invalid, the remaining provisions shall not be affected thereby but shall remain in force.

SECTION 1 – TITLE

This By-law may be cited as the “Signing Authority By-law.”

SECTION 2 – INTERPRETATION

In this By-Law the following terms (unless the context specifically requires otherwise) shall have the following meaning:

1. “Act” means the *Cities, Towns and Villages Act*, S.Nu.2003, c. 2
2. “City” means the Municipal Corporation of the City of Iqaluit.
3. “Council” means Council of the City of Iqaluit.

SECTION 3 - PURPOSE

That Council provide signing authorities for agreements, contracts and bank accounts for the City.

SECTION 4 - POLICY

1. The signing authorities of the City shall be the Mayor, the Deputy Mayor, the Chief Administrative Officer (CAO) and where expressly stipulated the Director of Finance and/or the City Clerk.
2. City Banking accounts and related documents (i.e. cheques, electronic fund transfers) requiring authorized signatures shall be signed by two signing authorities. Authorized signatures for the same shall be signed by two of either the Mayor, CAO, Director of Finance or the City Clerk.
3. Subject to section 2, all agreements, and official documents requiring authorized signatures, that are operational in nature and/or within the budget shall be signed by two signing authorities, one of which shall be the CAO. (ie. Leases, service contracts, project contracts) In the absence of the CAO, the Mayor or Deputy Mayor may sign.
4. Subject to section 2, all agreements, and official documents requiring authorized signatures, that are outside normal operational requirements shall be signed by two signing authorities, one shall be an elected Official signing authority and one Administration signing authority. (e.g. development agreements, franchise agreements, inter-governmental agreements).
5. The exceptions would be financial documents, and non-financial materials not considered agreements, cheques or official documents, but authorized under other policies or agreements (e.g. purchase orders)
6. The banking institutions will be advised as to the changes as and when they may occur with appropriate documentation being submitted as required.

This By-law is subject to any specific provisions of the *Act* and other relevant legislation and City By-laws.

This By-law shall come into effect upon its Third and Final Reading.

THIS BY-LAW READ a First Time this 24 day of November, 2015.



Mayor

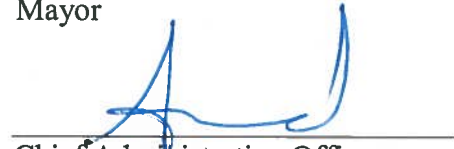


Chief Administrative Officer

THIS BY-LAW READ a Second Time this 24 day of November, 2015.



Mayor

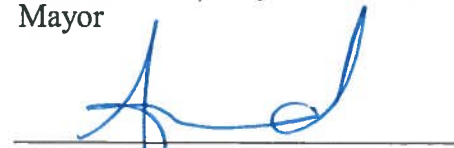


Chief Administrative Officer

THIS BY-LAW READ a Third and Final Time this 8 day of December, 2015.



Mayor



Chief Administrative Officer

