

TOWN OF HANLEY
SPECIAL COUNCIL MEETING
7:00PM Monday, October 7th, 2024
LOCATION: Hanley Town Office Conference Room, 107 Lincoln Ave.

SPECIAL MEETING – meeting request from Mayor Richard McGregor, attached to this meeting minutes.

PUBLIC NOTICE – open to the public – notice was posted greater than 24 hrs. in advance of this meeting, attached to this meeting minutes.

MEETING MINUTES

This special meeting was attended by Mayor Richard McGregor, Deputy Mayor Giselle Hanson, Councillors: Melissa Maddocks, Andrew Kroeger, Cindy Prosofsky, Mitch Barber
Acting Administrator: Jessica Walker

1. 7:02 pm SPECIAL MEETING CALL TO ORDER by Mayor – quorum present

2. APPROVAL OF TODAY’S AGENDA

Resolution No. 119/24

Mitch Barber: That, Council approve the today’s agenda.

Resolution: No. 120/24

7:03 pm Melissa Maddocks: That Council move into close session as per the *Local Authority Freedom of Information and Protection of Privacy Act III*, for discussion of Human Resources.

CARRIED

7:15pm Administrator Jessica Walker leaves the council chamber (conflict of Interest)

7:34pm Councilor Andrew Kroeger leaves the council chamber

7:35pm Administrator Jessica Walker returns to council chamber

7:39pm Councilor Mitch Barber leaves the council chamber

7:40pm Councilor Andrew Kroeger returns to council chamber

7:42pm Councilor Mitch Barber returns to council chamber

7:58pm Councilor Cindy Prosofsky leaves the council chamber (conflict of interest)

3. DISCUSSION:

- a) Future Use of All Town Assets
- b) Human Resources Hiring Process

Resolution: No. 121/24

Mitch Barber: That Council resuming the IN-CAMERA session at 8:44pm.

CARRIED

Resolution: No. 122/24

Human Resources Hiring Process passed resolution as per in camera session.

Melissa Maddocks and Giselle Hanson motioned.

CARRIED UNANIMOUSLY

Resolution: No. 123/24

Richard McGregor : That we appoint Jessica Walker as Administrator at a salary of \$58,000 until next review date with all the powers of that position pursuant to *The Municipalities Act* and the Town of Hanley Administrative Bylaw No. 15/11, till such time as a permanent Chief Administrative Officer is appointed. Grant signing authority to Jessica Walker

That the resolution as recommended by Royal Bank of Canada (RBC) for banking authorizations be passed as follows:

1. That Royal Bank of Canada (Royal Bank) is appointed for the Customer.
2. That for Cheques: Cheques and other negotiable instruments must be signed by the Administrator, or the administrators designate together with any one of the Mayor, Deputy-Mayor, or Councilor as appointed by Council. For Agreements: The Administrator together with either the Mayor or Deputy-Mayor. For Credits/Advances/Draws: The Administrator with either the Mayor, Deputy-Mayor. or other designate of council.
 - a. To withdraw or order transfers of funds from the Customer's accounts by any means including the making, drawing, accepting, endorsing, or signing of cheques, promissory notes, bills of exchange, other orders for the payment of money or other instruments or the giving of other instructions;
 - b. To sign any agreements or other documents or instruments with or in favour of Royal Bank, including agreements and contracts relating to products or services provided by Royal Bank to the Customer; and
 - c. To do, or to authorize any person or persons to do, any one or more of the following:
 - i. To receive from Royal Bank any cash or any securities, instruments or other property of the Customer held by Royal Bank, whether for safekeeping or as security, or

- to give instructions to Royal Bank for the delivery or other transfer of any such cash, securities, instruments, or other property to any person named in those instructions;
- ii. To deposit with or negotiate or transfer to Royal Bank, for the credit of the Customer, cash or any security, instrument, or other property, and for those purposes to endorse (by rubber stamp or otherwise) the name of the Customer, or any other name under which the Customer carries on business, on any security or instrument;
 - iii. To instruct Royal Bank, by any means, to debit the accounts of third parties for deposit to the credit of the Customer; and
 - iv. To receive statements, instruments, and other items (including paid cheques) and documents relating to the Customer's accounts with or any service of Royal Bank, and to settle and certify the Customer's accounts with Royal Bank.
3. That all instruments, instructions, agreements (including contracts relating to products or services provided by Royal Bank) and documents made, drawn, accepted, or signed {under the corporate seal or otherwise}as provided in this Resolution and delivered to Royal Bank by any person, shall be valid and binding on the Customer, and Royal Bank hereby authorized to act on them and give them effect to them.
4. That Royal Bank be furnished with:
- a. A copy of this resolution; and
 - b. A list of the names of the persons authorized by this resolution to act on behalf of the Customer, and with written notice of any changes which may take place in such list from time to time, and with specimens of the signatures of all such persons; each certified by the Mayor or Deputy-Mayor and the Administrator of the Customer; and
 - c. In writing, any authorization made under paragraph 2© of this resolution.
5. That any document furnished to Royal Bank as provided for in paragraph 4 of this resolution shall be binding upon the Customer until a new document repealing or replacing the previous one has been received and duly acknowledged in writing by the branch or agency of Royal Bank where the Customer has its account.

Resolution: No. 124/24

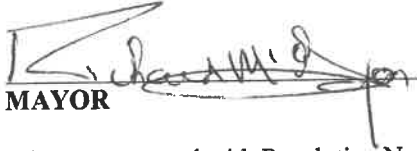
Giselle Hanson: That the CAO, Jessica Walker be given authority by council of the Town of Hanley for signing authority on all Financial Accounts.

This includes, but is not limited to: Canada Revenue Agency, Payroll and Records of Employment, Visa and other credit card accounts, commercial charge accounts, All Bank or Financial Institution Accounts, all utility accounts.

4. ADJOURN

Resolution No. 125/24

Andrew Kroeger: That, meeting adjourns at 8:47 p.m.



MAYOR



ADMINISTRATOR

Minutes approved with Resolution No. 126/24