



To: Mayor and Councillors
From: David Weber
Director, City Clerk's Office
Date: September 8, 2010
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**Re: Appointment of Second Alternates to the Metro Vancouver Directors –
Procedural Memorandum**

Due to the scheduled Sister City trip in September 2010, the first Director to the Metro Vancouver Board (Mayor Brodie) as well as the first and second alternates to the first Director (Councillor McNulty and Councillor Barnes, respectively), will be unavailable to attend the Metro Vancouver Board meeting scheduled for Friday, September 24, 2010, leaving Richmond under-represented for that particular meeting. In addition, again due to the Sister City trip absences, the second Director (Councillor Steves) is left with no available alternates during this time period, should he be unable to attend for some unexpected reason.

For information, the current appointments are:

METRO VANCOUVER

First Director:	Mayor Malcolm Brodie
Second Director:	Cllr. Harold Steves
Alternate to First Director:	Cllr. Bill McNulty
Alternate to Second Director:	Cllr. Linda Barnes
Second Alternate to First Director:	Cllr. Linda Barnes
Second Alternate to Second Director:	Cllr. Bill McNulty

To address this situation and to ensure that Richmond is fully represented at the upcoming as well as future Metro Vancouver Board meetings, Council may wish to consider a change to the appointed second alternates to the Directors.

Procedure

The procedure for Metro Vancouver Board and alternate appointments, which is the same procedure as in previous years, is as follows:

1. Each position should be dealt with separately:
 - a. the second alternate to the first Director position, followed by
 - b. the second alternate to the second Director position.
2. The Mayor will call for nominations in turn for each position under consideration;

- a. If there is only one nomination, it would be in order to have that nomination confirmed by a Council resolution.
- b. If more than one person is nominated, a vote, by way of a show of hands, should be used to demonstrate the support for each nominee. The Council member with the most support would then be confirmed by a resolution of Council.

Should Council wish to consider a change to the appointment of the second alternates to the Metro Vancouver Directors, an example for the appropriate wording for such resolutions appears below:

1. ***That [...insert name here...] be appointed as the second alternate to the first Director on the Metro Vancouver Board for a term commencing on September 13, 2010 and replacing the current corresponding appointment made by this Council on December 1, 2008.***
2. ***That [...insert name here...] be appointed as the second alternate to the second Director on the Metro Vancouver Board for a term commencing on September 13, 2010 and replacing the current corresponding appointment made by this Council on December 1, 2008.***

If you have any questions regarding this process, please do not hesitate to contact me.



David Weber
Director, City Clerk's Office
(604-276-4098)