

From: "Johnston, Sadhu" <Sadhu.Johnston@vancouver.ca>

To: "Direct to Mayor and Council - DL"

CC: "City Manager's Correspondence Group - DL"

"Hagiwara, Rosemary" <rosemary.hagiwara@vancouver.ca>

Date: 4/22/2019 6:28:41 PM

Subject: Amendments at Council meetings and joint submission of members' motions

Attachments: motion on notice template.docx

Greetings Mayor and Council,

Please find below two updates to procedures from City Clerk's Office regarding Council meetings.

1. Amendments at Council Meetings

In an effort to simplify the process by which Council members circulate amendments during a Council meeting, a new distribution list has been created called 'Council Meeting Amendments DL'. This distribution list includes:

- the Mayor
- Councillors
- Mayor's Chiefs of Staff
- the City Clerk and Deputy City Clerks
- Meeting Coordinators clerking the meeting (to be added prior to each meeting)

It is recommended that each Council member circulates their amendments to the group using this distribution list prior to raising on the floor of Council. As required under the Procedure By-law (s.9.1), all motions must be submitted in writing.

2. Joint Submission of Members' Motions

Over the past few weeks several Council members have asked to jointly submit members' motions. City Clerk's staff have reviewed the request and advise that Council members may submit members' motions individually or jointly (no more than two members of Council may jointly submit a motion). If the motion is submitted by two Council members, the agenda would list two Council members as the 'submitters' of the motion. At the meeting, only one member may move the motion and one member may second the motion. Please indicate who intends to be the mover by listing that member's name first on the submission. Please see attached template.

Should you have any questions, please contact Katrina Leckovic at 604.873.7998 or Katrina.Leckovic@vancouver.ca.

Best,
Sadhu

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The City of Vancouver acknowledges that it is situated on the unceded traditional territories of the Musqueam, Squamish, and Tsleil-Waututh peoples.

MOTION ON NOTICE

1. TITLE

Submitted by: Councillor _____ (*enter mover's name if jointly submitted*)
Councillor _____ (*if applicable*)

WHEREAS

1.

2.

Etc.

THEREFORE BE IT RESOLVED THAT

A.

B.

Etc.

* * * * *