

From: **"Mochrie, Paul"**

To: **"Direct to Mayor and Council - DL"**

Date: 2/14/2024 1:54:13 PM

Subject: Memo - Upcoming Civic Agency Recruitment

Attachments: CCO - LO - Council Memo - Upcoming Civic Agency Recruitments.pdf

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Good afternoon Mayor and Council,

The attached memo provides information on upcoming civic agency recruitment including the timing of: recruitment; recommendations by the Nomination Subcommittee; and subsequent Council meeting dates for decision.

Please contact Katrina Leckovic with any questions.

Thank you,  
Paul

**Paul Mochrie** (he/him)  
City Manager  
City of Vancouver



The City of Vancouver acknowledges that it is situated on the unceded traditional territories of the xʷməθkʷəy̓əm (Musqueam), Skwxwú7mesh (Squamish), and səlilwətał (Tsleil-Waututh) Nations.

**MEMORANDUM**

February 13, 2024

TO: Mayor and Council

CC: Paul Mochrie, City Manager  
 Armin Amrolia, Deputy City Manager  
 Karen Levitt, Deputy City Manager  
 Sandra Singh, Deputy City Manager  
 Maria Pontikis, Chief Communications Officer, CEC  
 Teresa Jong, Administration Services Manager, City Manager’s Office  
 Mellisa Morphy, Director of Policy, Mayor’s Office  
 Trevor Ford, Chief of Staff, Mayor’s Office

FROM: Katrina Leckovic  
 City Clerk

SUBJECT: Civic Agencies – Upcoming Recruitment Periods

RTS #: N/A

**PURPOSE**

This memo informs Council of upcoming civic agency recruitment periods.

**DISCUSSION**

The table below details upcoming civic agency recruitment periods, including participating agencies, application periods, and relevant meeting dates. Council members are welcome to direct potential candidates to apply at [www.vancouver.ca/volunteer](http://www.vancouver.ca/volunteer), where specific vacancies and criteria are posted when applications open.

The Nomination Subcommittee will assess applications and make appointment recommendations to be considered during an In Camera Council meeting. Applications will be circulated to the full Council for consideration and comment before each Nomination Subcommittee meeting.


Recruitment Period	Civic Agencies	Date	Action
Spring	Type B	February 14 – March 13	Applications Open

	<ul style="list-style-type: none"> <li>• <a href="#">Chinatown Historic Area Planning Committee</a></li> <li>• <a href="#">First Shaughnessy Advisory Design Panel</a></li> <li>• <a href="#">Gastown Historic Area Planning Committee</a></li> </ul> <p>Type C</p> <ul style="list-style-type: none"> <li>• <a href="#">Public Art Committee</a></li> </ul> <p>External</p> <ul style="list-style-type: none"> <li>• <a href="#">Vancouver Heritage Foundation Board of Directors</a></li> </ul>	March 15 – 29	Staff Review
		March 30 – April 18	Nomination Subcommittee/Council Review
		April 19	Nomination Subcommittee In Camera Meeting re: Recommendations
		May 7	Council In Camera Meeting re: Appointments
Summer	<p>Type C</p> <ul style="list-style-type: none"> <li>• <a href="#">Board of Variance</a></li> </ul>	May 1 – 24	Applications Open
		May 27 – June 7	Staff Review
		June 10 – July 1	Nomination Subcommittee/Council Review
		July 2	Nomination Subcommittee In Camera Meeting re: Recommendations
		July 9	Council In Camera Meeting re: Appointments
Fall	<p>Type A</p> <ul style="list-style-type: none"> <li>• <a href="#">2SLGBTQ+ Advisory Committee</a></li> <li>• <a href="#">Arts and Culture Advisory Committee</a></li> <li>• <a href="#">Children, Youth and Families Advisory Committee</a></li> <li>• <a href="#">Older Persons and Elders Advisory Committee</a></li> <li>• <a href="#">Persons with Disabilities Advisory Committee</a></li> <li>• <a href="#">Racial and Ethno-Cultural Equity Advisory Committee</a></li> <li>• <a href="#">Renters Advisory Committee</a></li> <li>• <a href="#">Transportation Advisory Committee</a></li> <li>• <a href="#">Urban Indigenous Peoples' Advisory Committee</a></li> </ul>	September 2 – 26	Applications Open
		September 30 – October 17	Staff Review
		October 21 – November 17	Nomination Subcommittee/Council Review
		November 15, 19	Nomination Subcommittee In Camera Meeting re: Recommendations
		November 26	Council In Camera Meeting re: Appointments

	<ul style="list-style-type: none"> <li>• <a href="#">Vancouver Food Policy Council</a></li> <li>• <a href="#">Women's Advisory Committee</a></li> </ul> <p>Type B</p> <ul style="list-style-type: none"> <li>• <a href="#">Chinatown Historic Area Planning Committee</a></li> <li>• <a href="#">First Shaughnessy Advisory Design Panel</a></li> <li>• <a href="#">Gastown Historic Area Planning Committee</a></li> </ul> <p>Type C</p> <ul style="list-style-type: none"> <li>• <a href="#">Public Art Committee</a></li> <li>• <a href="#">Vancouver Civic Theatres Board</a></li> <li>• <a href="#">Vancouver Heritage Commission</a></li> <li>• <a href="#">Vancouver City Planning Commission</a></li> <li>• <a href="#">Development Permit Board Advisory Panel</a></li> <li>• <a href="#">Urban Design Panel</a></li> </ul> <p>External</p> <ul style="list-style-type: none"> <li>• <a href="#">Vancouver Public Library Board of Trustees</a></li> </ul>		
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Please note, for the Type A Council Advisory Committees included in the Fall recruitment, Council-approved terms of reference specify that members are appointed until December 31, 2024, at which point appointments are automatically renewable to the end of the Council term in November 2026. Staff will conduct recruitment to fill any vacancies arising from members who choose to end their participation in 2024.

Please direct any questions or concerns to Tina Penney, Director, Legislative Operations, at [tina.penney@vancouver.ca](mailto:tina.penney@vancouver.ca).

Sincerely,  


Katrina Leckovic  
City Clerk  
604.873.7998 | [katrina.leckovic@vancouver.ca](mailto:katrina.leckovic@vancouver.ca)