

TO: MAYOR AND COUNCILLORS
FROM: GENERAL MANAGER CORPORATE SERVICES
SUBJECT: **ACTING MAYOR APPOINTMENTS - 2024**
PURPOSE: To appoint Councillors as Acting Mayor for the year of 2024.

RECOMMENDATION

THAT the following Council members be appointed as Acting Mayor for the months indicated in 2024:

January	Councillor Joe Keithley
February	Councillor Maita Santiago
March	Councillor Daniel Tetrault
April	Councillor James Wang
May	Councillor Pietro Calendino
June	Councillor Sav Dhaliwal
July	Councillor Alison Gu
August	Councillor Joe Keithley
September	Councillor Richard Lee
October	Councillor Maita Santiago
November	Councillor Daniel Tetrault
December	Councillor James Wang

CHIEF ADMINISTRATIVE OFFICER'S COMMENTS

I concur with the recommendation of the General Manager Corporate Services

1.0 POLICY SECTION

Community Charter Section 130 – Designation of member to act in place of mayor
Burnaby Procedure Bylaw 2004 Section 11 – Designation of acting mayor.

2.0 BACKGROUND

Section 130 of the *Community Charter* requires that Council must, in accordance with its applicable procedure bylaw, provide for the designation of a councillor as the member responsible for acting in the place of the mayor when the mayor is absent or otherwise unable to act or when office of mayor is vacant.

The Burnaby Procedure Bylaw 2004 as well as the in-stream 2024 Procedure Bylaw state that annually, before December 31st in each year, Council must designate a member to serve, on a continuous rotating basis based on alphabetical surname, for a period of one month, as the member responsible for acting in the place of the Mayor when the Mayor is absent or otherwise unable to act or when the office of the Mayor is vacant.

The purpose of this report is to recommend the appointment of Council members as Acting Mayor for the month indicated in 2024.

3.0 GENERAL INFORMATION

In 2023, the appointments were made on a rotating basis with the exception of new Council members - Maita Santiago and Daniel Tetrault. This exception was done to provide new Council members with enough time to get to know Council proceedings, processes and rules. Councillor Santiago was appointed for the month of September and Councillor Tetrault for the month of October.

As per the rotation, Councillors Joe Keithley, Councillor Maita Santiago, Councillor Daniel Tetrault, and Councillor James Wang are to be next on the schedule; therefore, they are included as appointments from January to April 2024 respectively. The rest of the appointments is based on an alphabetical rotation by surname.

4.0 COMMUNICATION AND COMMUNITY ENGAGEMENT

The 2024 Acting Mayor schedule will be published online and made available to the public on the Public Notice Posting Place and Burnaby.ca.

5.0 FINANCIAL CONSIDERATIONS

Not applicable.

Respectfully submitted,

Juli Halliwell, General Manager Corporate Services

ATTACHMENTS

n/a

REPORT CONTRIBUTORS

As per decision of Mayor Hurley, this report was prepared by Elaine Wong, Office Manager Mayor's Office, and reviewed by Blanka Zeinabova, Sr. Manager Legislative Services, and Nikki Best, Director Legislative Services.