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## MEMORANDUM

June 18, 2018

TO: Mayor and Council

CC: Sadhu Johnston, City Manager  
Katrina Leckovic, City Clerk  
Lynda Graves, Administration Services Manager, City Manager's Office  
Rena Kendall-Craden, Communications Director  
Kevin Quinlan, Chief of Staff, Mayor's Office  
Naveen Girm, Community Relations Director, Mayor's Office  
Andrew Naklicki, Chief Human Resources Officer

FROM: Paul Mochrie  
Deputy City Manager

SUBJECT: Financial Disclosure Act - Designation of Municipal Employees – RTS 12666

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Dear Mayor and Council,

This memo pertains to the Administrative Report titled "Financial Disclosure Act – Designation of Municipal Employees" included on the agenda for Council's consideration at its Regular Meeting on June 19, 2018. Recommendation A, as set out in that report, references a resolution to designate certain senior staff as subject to disclosure obligations provided in the Financial Disclosure Act.

In responding to an inquiry today regarding the existing By-law No. 7331 and the recommended resolution, we identified that three (3) positions had been inadvertently omitted from the resolution. The following positions are currently designated as municipal employees pursuant to By-law No. 7331 and staff recommend that the resolution be amended to maintain such designation:

- City Clerk,
- Chief Procurement Officer, and
- Director, Civic Theatres

An amended resolution is attached herewith for Council's consideration. Please accept our apologies for this oversight.



Paul Mochrie  
Deputy City Manager

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**Resolution to designate Senior Municipal  
Employees under the Financial Disclosure Act.**

WHEREAS the Financial Disclosure Act, R.S.B.C. 1996 c. 139, requires that a designated municipal employee must disclose certain financial holdings in accordance with the Financial Disclosure Act.

THEREFORE IT BE RESOLVED THAT the Council of the City of Vancouver hereby designates the persons who hold or are appointed to any of the following offices or positions to be a “municipal employee”, as that term is defined in the Financial Disclosure Act:

- (a) City Manager;
- (b) Deputy City Manager;
- (c) Chief Human Resources Officer;
- (d) General Manager, Real Estate and Facilities Management;
- (e) Fire Chief and General Manager, Vancouver Fire and Rescue Services and Emergency Management;
- (f) Director of Legal Services;
- (g) General Manager, Planning, Urban Design and Sustainability;
- (h) General Manager, Engineering Services;
- (i) General Manager, Development, Buildings and Licensing;
- (j) General Manager, Park Board;
- (k) General Manager, Finance, Risk and Supply Chain Management;
- (l) Communications Director;
- (m) General Manager, Arts, Culture and Community Services;
- (n) Directors, Assistant Directors and Managers in the Department of Development, Buildings and Licensing;
- (o) Directors and Assistant Directors and Managers in the Department of Planning, Urban Design and Sustainability;
- (p) Directors, Associate Directors and Managers in the Department of Real Estate & Facilities Management;
- (q) City Clerk;
- (r) Chief Procurement Officer; and
- (s) Director, Civic Theatres.

AND BE IT FURTHER RESOLVED THAT this resolution does not designate anyone as a municipal employee if they hold an office or position named in this resolution on an acting or temporary basis only.

AND BE IT FURTHER RESOLVED THAT this resolution comes into force and takes effect upon the repeal of By-law 7331.