



## MEMORANDUM

To: Economic Development Committee Members

From: Julian M.D. Jacquin, Economic Development Manager

Date: April 27, 2021

Re: Election of Committee Chairperson

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A meeting of the Economic Development Committee is scheduled for April 27, 2021 at 6:00 pm virtually via Zoom. Immediately following Call to Order and Roll Call, Committee Members will be invited to elect a new Chair to serve until replaced.

Attached for your information is a copy of the Council Standing Committee Chair Selection Process, which is part of the City Council Policies. This sets out the procedure that is to be followed for this purpose.

JMDJ

October 11, 2010      **Council Standing Committee Chair Selection Process**

City Council adopted a policy for a procedure for the required election of a Council Member to Council Committee at the first Committee Meeting following the installation of newly elected City council Members as follows:

1. Council Committee Members desiring to be considered for election to be Chair may express their interest at the beginning of that portion of the meeting when election of Chair is to be considered.
2. The Committee Staff Member, or Mayor, if present, shall entertain nominations for Committee Chair.
3. A roll call vote of all Council Committee Members in attendance will then be conducted from the list of nominees. Each Committee Member will cast one (1) vote by name of person desired.
4. The nominee receiving affirmative votes from a majority of the Committee Members in attendance shall be elected Chair.