

July 11, 2014

Chair and Members
Strategic Priorities and Policy Committee

Re: Review of Council Policy 5(1) – Process for the Appointment of an Acting Mayor

I would like to respectfully request that the Municipal Council's current policy for appointing an Acting Mayor be reviewed to determine if any changes might be in order to better meet the needs of the Municipal Council. Since the Municipal Council has recently reactivated the Governance Working Group to look at other matters, it would seem logical to also assign this task to that Working Group. The Governance Working Group is chaired by Councillor Hubert and includes myself and Councillors M. Brown, D.G. Henderson, B. Polhill, J.B. Swan and H.L. Usher. The current policy for the appointment of an Acting Mayor is as follows:

5(1) Process for the Appointment of an Acting Mayor

That the following policy be established for appointing a member of Council as Acting Mayor to act in the place of the head of council or other member of council designated to preside at meetings in the municipality's procedure by-law when the head of council or designated member is absent or refuses to act or the office is vacant, and while so acting have all the powers and duties of the head of council or designated member, as the case may be, namely:

(a) All Ward Councillors shall be eligible to serve as Acting Mayor to act in the place of the head of Council.

(b) Ward Councillors shall serve as Acting Mayor in an order of rotation to be determined by ward number order, commencing with Ward 1, with the rotation to continue sine die.

(c) In the event that any Ward Councillor is unable to serve their rotation, the next Council Member in the rotation would be called upon to serve as Acting Mayor.

(d) In the event the head of Council's seat becomes vacant, as defined in section 259 of the *Municipal Act, 2001*, that vacancy shall be filled in accordance with section 263 of the *Municipal Act, 2001*, with the Acting Mayor to act in the place of the head of council until such time as the vacant seat is otherwise filled.

Respectfully submitted,

J. Baechler
Mayor