

TO:	CHAIR AND MEMBERS FINANCE AND ADMINISTRATION COMMITTEE MEETING ON NOVEMBER 2, 2011
FROM:	CATHY SAUNDERS CITY CLERK
SUBJECT:	ACTING MAYOR APPOINTMENT – REVISED POLICY

RECOMMENDATION

That, on the recommendation of the City Clerk, the City Clerk **BE ADVISED** as to which process the Municipal Council wishes to follow to appoint an Acting Mayor so that a by-law to amend Policy 5(1) "Process for the Appointment of an Acting Mayor" can be brought forward for introduction on November 21, 2011 to effect the necessary changes, to coincide with the implementation of the new governance structure on December 1, 2011.

PREVIOUS REPORTS PERTINENT TO THIS MATTER
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- Item #20 – Board of Control – September 16, 2009
- Item #1 – Committee of the Whole – March 10, 2009
- Item #21 – Board of Control – March 3, 2010
- Item #24 – Board of Control – March 24, 2010
- Item #20 – Board of Control – June 9, 2010
- Item #18 – Finance and Administration Committee – July 20, 2011

BACKGROUND

At its meeting of July 25, 2011, the Municipal Council resolved:

"That, on the recommendation of the Governance Working Group, the role of Acting Mayor **BE AFFIRMED** and the City Clerk **BE DIRECTED** to report back with a proposed revised Council policy for the appointment process for the Acting Mayor, which reflects the revised governance structure."

A comparison of Acting Mayor policies for 17 municipalities across Canada revealed that there is no standard policy or procedure for appointing an Acting Mayor. However, there are distinguishable themes surrounding those appointments as follows:

- Each Councillor serves an equal allotment, structured alphabetically by surname;
- Council selects the Acting Mayor; or
- The Mayor appoints his/her Acting Mayor.

A detailed account of the survey results is attached in Appendix "A".

Currently, the City of London's Council Policy provides that three Council Members be appointed at the Inaugural Meeting of an incoming Municipal Council, by by-law, to serve as Acting Mayor.

Prior to the confirmation of the new governance model coming into effect on December 1, 2011, Council requested that the City Clerk report back with proposed changes to that Council Policy whereby the Chair of the Built and Natural Environment Committee, the Chair of the Community and Neighbourhoods Committee and the Vice Chair of the Finance and Administration Committee would serve as Acting Mayors for the term of office that they hold those positions, on a rotating basis. This model cannot be applied to the new governance model coming into effect on December 1, 2011 as there will be six standing committees, with different names and mandates from the three standing committees that the above-noted amendment contemplated.

Appendix "A"

The municipalities reviewed and their policies are as follows:

Edmonton	<i>Each Councillor serves for one month per year. Annual rotation schedule is approved by Council every Organizational Meeting. Appointments are structured alphabetically by surname. After an election, returning Councillors are scheduled first, followed by new Councillors.</i>
Regional Municipality of Halifax	<i>Elected by Council.</i>
Regional Municipality of Halton	<i>Acting Chair by-law.</i>
Hamilton	<i>Selected alphabetically.</i>
Kitchener	<i>No Deputy Mayor.</i>
Regional Municipality of Niagara	<i>Selected by Council.</i>
Town of Oakville	<i>By by-law. Each Councillor is appointed as Acting Mayor for a period of one-month per year, structured alphabetically by surname.</i>
City of Oshawa	<i>Mayor appoints.</i>
City of Ottawa	<i>Each Councillor serves an equal period of time as Deputy Mayor during each term. The order is selected through lots and appointment is confirmed by by-law.</i>
City of Regina	<i>Appointment is by draw and selected for 2 months at a time up until the final 6 months of council term. For final 6 months, appointment is drawn by lots each month.</i>
Town of Richmond Hill	<i>Deputy Mayor is selected at the first meeting of Council and appointed by by-law for the duration of the council term. Traditionally, the Regional and Local Councillor garnering the most votes at the last election is appointed Deputy Mayor.</i>
City of St. Catharine's	<i>Selection is made annually through a nomination and voting process conducted by Council in caucus.</i>
City of Toronto	<i>Appointed by the Mayor.</i>
Regional Municipality of Waterloo	<i>No Deputy Mayor.</i>
Windsor	<i>No Deputy Mayor.</i>
Winnipeg	<i>Appointed by the Mayor.</i>