

DATE OF MEETING DECEMBER 5, 2022

AUTHORED BY SKY SNELGROVE, STENO COORDINATOR & DEPUTY
CORPORATE OFFICER

SUBJECT 2023 ACTING MAYOR SCHEDULE

OVERVIEW

Purpose of Report

To present for Council's consideration the draft 2023 Acting Mayor Schedule.

Recommendation

That Council approve the 2023 Acting Mayor Schedule as presented:

NAME	DATE
Councillor Geselbracht	2023-JAN-01 to 2023-FEB-12
Councillor Armstrong	2023-FEB-13 to 2023-MAR-26
Councillor Thorpe	2023-MAR-27 to 2023-MAY-07
Councillor Brown	2023-MAY-08 to 2023-JUN-25
Councillor Hemmens	2023-JUN-26 to 2023-AUG-13
Councillor Eastmure	2023-AUG-14 to 2023-SEP-24
Councillor Manly	2023-SEP-25 to 2023-NOV-05
Councillor Perrino	2023-NOV-06 to 2023-DEC-31

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 the office of mayor is vacant." "Council Procedure Bylaw 2018 No. 7272" requires that the Corporate Officer annually prepare a schedule to designate Council members to serve as acting mayor on a rotating basis.

The Acting Mayor fulfills the responsibilities of the Mayor in his absence and must attend meetings of Council in person. If both the Mayor and Acting Mayor are absent from a Council meeting, the Council member who is next in rotation as Acting Mayor and attends the meeting in person will act as Chair of the meeting. Council members do not receive additional remuneration when acting in the Mayor's role. Each Acting Mayor period is for approximately seven weeks.

DISCUSSION

Many methods have been used to generate the Acting Mayor schedule such as scheduling members in seniority order and using a random generator. To allow the new members of Council an opportunity to observe the Acting Mayor role prior to performing their duties, the 2023 Acting Mayor schedule is based on the 2022 schedule and lists the three new councillors at the end of the yearly period in alphabetical order. If a Council member knows they will be absent during their assigned period they may wish to switch periods, via motion, with another member of Council.

OPTIONS

1. That Council approve the 2023 Acting Mayor Schedule as presented:

NAME	DATE
Councillor Geselbracht	2023-JAN-01 to 2023-FEB-12
Councillor Armstrong	2023-FEB-13 to 2023-MAR-26
Councillor Thorpe	2023-MAR-27 to 2023-MAY-07
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Councillor Hemmens	2023-JUN-26 to 2023-AUG-13
Councillor Eastmure	2023-AUG-14 to 2023-SEP-24
Councillor Manly	2023-SEP-25 to 2023-NOV-05
Councillor Perrino	2023-NOV-06 to 2023-DEC-31

- The advantages of this option: The schedule is based on the 2022 schedule with new members of Council scheduled at the end of the year which gives them an opportunity to observe the role before exercising their duties.
 - The disadvantages of this option: Council may wish to select a different schedule than what is presented. Council may, by motion, switch Acting Mayor periods with other members of Council.
 - Financial Implications: There are no financial implications associated with the Acting Mayor schedule.
2. That Council provide alternate direction.
 - The advantages of this option: Council may wish to alter the schedule.
 - The disadvantages of this option: Dependent on direction received.
 - Financial Implications: Dependent on direction received.

SUMMARY POINTS

- The Acting Mayor schedule is required by the *Community Charter* and “Council Procedure Bylaw 2018 No. 7272” and is prepared annually.
- Each Acting Mayor period is for approximately seven weeks.

- The 2023 schedule has been prepared with the new Council members included at the end of the schedule to provide them an opportunity to observe the role before exercising their Acting Mayor duties.

Submitted by:

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Steno Coordinator and Deputy Corporate
Officer |

Concurrence by:

Sheila Gurrie
Director, Legislative Services

Jake Rudolph,
Chief Administrative Officer |