

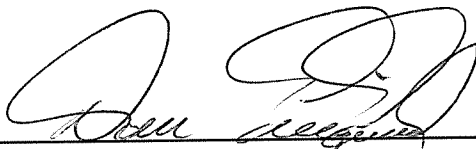
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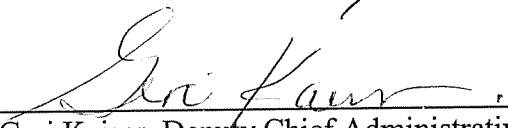


PO Box 1749  
Halifax, Nova Scotia  
B3J 3A5 Canada

**Halifax Regional Council**  
**June 20, 2006**

**TO:** Mayor Kelly and Members of Halifax Regional Council

**SUBMITTED BY:**   
\_\_\_\_\_  
Dan English, Chief Administrative Officer

  
\_\_\_\_\_  
Geri Kaiser, Deputy Chief Administrative Officer

**DATE:** June 5, 2006

**SUBJECT:** Deputy Mayor Selection Process

**ORIGIN**

November 8, 2005 (item 11.1) motion by Councillor Sloane requesting that staff provide a report to Council outlining recommendations for amending the process utilized by HRM for the election of a Deputy Mayor in 2006.

**RECOMMENDATION**

It is recommended that:

Regional Council consider the information contained herein and determine the option most appropriate for future selection processes.

## **BACKGROUND**

The Municipal Government Act Section 16 states:

- (1) The council shall select one of its council members to be the deputy mayor or deputy warden of the council.
- (2) Prior to the selection of a deputy mayor or deputy warden, the council shall determine, by policy, the term of office of the deputy mayor or deputy warden.
- (3) The deputy mayor or deputy warden shall act in the absence or inability of the mayor or warden or in the event of the office of mayor or warden being vacant.
- (4) The council may prescribe, by policy, additional duties and responsibilities of the deputy mayor or deputy warden.
- (5) The deputy mayor or deputy warden has all the power and authority and shall perform all the duties of the mayor or warden when the deputy mayor or warden is notified that
  - (a) the mayor or warden is absent or unable to fulfil the duties of mayor or warden; or
  - (b) the office of mayor or warden is vacant.

Halifax Regional Municipal's (HRM) procedure of Council, Administrative Order Number One, Section

59 (1) states:

The election of a Deputy Mayor and appointment and appointment of Standing Committees shall be made in November annually.

Currently in HRM, the Deputy Mayor is elected by members of Council in November of each year. As outlined in Administrative Order Number One, the Deputy Mayor serves for one year, and during the term, acts as Mayor when the Mayor is absent, and attends functions on behalf of the Mayor as requested. The support for the Office of Deputy Mayor comes from the Councillor Support Office.

## **DISCUSSION**

Several Canadian municipalities, including of St. John's, Cape Breton Regional Municipality, Toronto, Calgary, Edmonton, Winnipeg and Vancouver, were contacted for information regarding the selection methods, the responsibilities, length of term and compensation for the position of Deputy Mayor. There are a variety of methods utilized to select a Deputy Mayor in municipalities across the country. "Attachment A" provides a summary of the findings.

Most municipalities contacted use either election by Council or a rotational system. Of notable exception are the City of Winnipeg, where the Deputy Mayor is appointment by the Mayor and the City of St. John's, Newfoundland which elects the Deputy Mayor by separate ballot during the general municipal election. In HRM's context, either of these options would require a change to the Municipal Government Act.

The options presented for Council’s consideration are made within the parameters of the current Municipal Government Act:

<b>Options for the selection of the Deputy Mayor</b>	
<b>Options</b>	<b>Process</b>
1. Maintain the current HRM process.	<ul style="list-style-type: none"> <li>• Election by all members of Council through secret ballot.</li> <li>• Term of one year.</li> </ul>
2. Members of Council to serve as Deputy Mayor on a monthly rotating basis.	<ul style="list-style-type: none"> <li>• Each member of Council would have two opportunities to serve as Deputy Mayor within the 48 month term.</li> <li>• No Deputy Mayor in place for the first and last month of the Council term.</li> <li>• Rotation determined by District order.</li> </ul>

The first option maintains the current process for the selection of a Deputy Mayor which is through a vote of Council by secret ballot. This option permits any Councillor to declare their intention of seeking the Office, and the candidate with the largest number of votes by peers is declared the winner.

The second option proposes that each member of Council serve as the Deputy Mayor on a monthly rotating basis with the rotation determined by District order. This option provides each member of Council with the opportunity to fulfill the duties of the Deputy Mayor twice within a four year term. This option would require that the role of the Deputy Mayor be filled by any available Councillor for the first and last month of the four-year Council term on an as required basis.

**BUDGET IMPLICATIONS**

There are no budget implications.

Both options can be implemented under the compensation plan for the position of Deputy Mayor as outlined in Administrative Order 17.

**FINANCIAL MANAGEMENT POLICIES / BUSINESS PLAN**

This report complies with the Municipality’s Multi-Year Financial Strategy, the approved Operating, Capital and Reserve budgets, policies and procedures regarding withdrawals from the utilization of Capital and Operating reserves, as well as any relevant legislation.

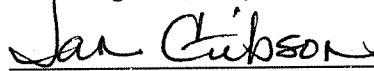
**ALTERNATIVES**

Council may choose another option not outlined in this report.

**ATTACHMENTS**

Attachment "A" - Summary of Research Results

A copy of this report can be obtained online at <http://www.halifax.ca/council/agendasc/cagenda.html> then choose the appropriate meeting date, or by contacting the Office of the Municipal Clerk at 490-4210, or Fax 490-4208.



Report Prepared by: Jan Gibson, Municipal Clerk 490-4210

Financial Review: Barb Palmeter, Financial Consultant 490-7221

**Selection/Role of Deputy Mayor in Other Cities**

**Attachment "A"**

	<b>Selection Process</b>	<b>Length of Term</b>	<b>Responsibilities</b>
<b>St. John's</b>	Elected by separate ballot in the Municipal Election	4 year term	Act as Mayor in the Mayor's absence
<b>Cape Breton Regional Municipality</b>	Annual Election by Council	1 year ( two consecutive maximum)	Fills in for Mayor, Chairs Audit Committee and presents annual budget to Council.
<b>Toronto</b>	Deputy Mayor appointment approved by Council during first organizational meeting of the term. Procedural by-law states that Members of Council appointed as Committee Chairs are not eligible for the position of Deputy Mayor.	18 months	Assists the Mayor, acts as Mayor in Mayor's absence. At these times the Deputy Mayor has full powers of the Mayor except that of sitting on all Community Councils. Deputy Mayor sits on Police and Finance Committee and the Striking Committee. The Mayor may appoint him/her to chair either or both of these Committees.
<b>Winnipeg</b>	Appointed by the Mayor	1 year	Acts in the capacity of the Mayor if the Mayor is absent or unavailable.
<b>Calgary</b>	At the organizational meeting of Council in October, random draw of Council members. The order in which each approved member will serve is approved by Council at this same meeting.	1 month	Act as Mayor in Mayor's absence. Leads invocation at Council meetings.
<b>Edmonton</b>	Councillors are Deputy Mayor for a month (12 councillors). Order determined by Council. MGA of Alberta requires Councillors to serve as Deputy Mayor.	1 month	Act as Mayor in Mayor's absence.
<b>Vancouver</b>	Councillors serve as Deputy Mayor on a monthly rotating basis. Order is determined by seniority and number of votes received at the polls.	1 month	Position mainly ceremonial. Deputy Mayor becomes Acting Mayor in Mayor's absence, and then has all powers and duties of the Mayor.