

Deputy Mayor Appointments – Comparator Municipality Research

Motion 069/23: *That Council direct Administration to research the process that comparator municipalities use to appoint the deputy chief elected official and report back to Council by the April 11, 2023, Regular Council Meeting.*

Comparator Municipality	Schedule / Appointment Process	Comments
Sturgeon County	Section 61.3 of the Procedure Bylaw states that Council shall establish by resolution the roster for Deputy Mayor on a rotating basis.	By convention, Sturgeon County has adopted a rotating schedule so that each Councillor serves as Deputy Mayor for an equal amount of time over the 4-year Council term (8 months each).
Strathcona County	Deputy Mayor and Acting Mayor Schedule for the Council term approved at the Inaugural Meeting. Deputy Mayor six-month terms are scheduled in Ward order (1-8).	Each Councillor serves as Deputy Mayor once during the Council term.
Leduc County	Procedure Bylaw states that the Deputy Mayor position will be rotated between all Councillors (6) with each Councillor appointed for eight months over a four-year period.	Each Councillor serves as Deputy Mayor once during the Council term. In 2021, order was set based on Division order (1-6).
Parkland County	Members of Council appointed as Deputy Mayor on a rotational basis for two terms of four months each during the Council term.	The order of the rotation is typically set by Division order (1-6) with the same 6-member listing repeated twice to cover the full four-year Council term. In 2021, the rotation was varied slightly to place a seasoned Councillor at the top of the rotation as all other members were newly elected.
Rocky View County	Election of the Deputy Mayor at Inaugural Meeting of Council. Secret ballot election, confirmed by a resolution of Council.	Deputy Mayor holds the position for 1-year term as provided for in the Procedure Bylaw.
County of Grande Prairie	In accordance with the Procedural Bylaw, the Deputy Reeve is elected on an annual basis at the Organizational Meeting. Secret ballot election, confirmed by a resolution of Council.	Deputy Reeve holds the position for 1-year term as provided for in the Procedure Bylaw.

Regional Municipality of Wood Buffalo	Deputy Mayor schedule for each year approved at Organizational Meeting. 6 members of Council (of 11) serve as Deputy Mayor once during the year, serving a two-month term.	Schedule is built prior to the Organizational Meeting based on who is available. Members who do not serve in a year get first opportunity to select their ideal 2-month terms in following year. Members can opt out of the positions if they do not wish to participate.
Red Deer County	Deputy Mayor position is appointed on an eight-month rotational basis at the Inaugural Council meeting with each member of Council scheduled in the rotation.	Each Councillor serves as Deputy Mayor once during the Council term. The order of rotation is guided by placing experienced Councillors at the beginning of the Council term.
Additional Comparators		
City of Edmonton	Deputy Mayor appointments are scheduled on yearly rotational basis, with current practice to appoint each councillor (12 Wards) to one-month terms as Deputy Mayor.	None.
City of St. Albert	Deputy Mayor rotation schedule adopted at annual Organizational Meeting with each member of Council (6 Councillors) serving a two-month term as Deputy Mayor each year.	None.
Town of Morinville	Rotational appointments based on schedule set at Inaugural Meeting. Each member of Council serves one eight-month term based on the schedule.	By convention, the first member to serve is typically not a newly elected member of Council. The Procedure Bylaw provides that a Deputy Mayor's duty is to chair Committee of the Whole meetings, with the intention of building the skill set and confidence among members of Council in the event they must chair Council meetings in the Mayor's absence.

Town of Stony Plain	Position of Deputy Mayor is scheduled for four months duration, undertaken by each member of Council (6 Councillors) twice within a Council term. Members serve in the order determined by drawing of names at the beginning of the Council term.	The order determined is limited only by the provision that the first member to serve in a Council term is not a newly elected member of Council.
City of Spruce Grove	Rotational appointments based on schedule set at Inaugural Meeting. Each member of Council serves two four-month terms based on the schedule.	The Procedure Bylaw includes a provision that allows the Deputy Mayor to chair Committee of the Whole meetings; however, the Deputy Mayor may opt out if they choose, and the chair automatically reverts to the Mayor.
Town of Westlock	Procedure Bylaw provides that the Deputy Mayor position rotates every four months, with the schedule being determined alphabetically by member last name.	None.