

Request for Decision

Title	Bylaw 1630/23 – Deputy Mayor Appointment Amendment Bylaw – Second and Third Readings
Proposed Motion	<ol style="list-style-type: none"> 1. That Council give second reading of Bylaw 1630/23 as amended. 2. That Council give third reading of Bylaw 1630/23.
Administrative Recommendation	Administration recommends that Council give second and third readings of Bylaw 1630/23 to amend the Procedure Bylaw, Committee of the Whole Bylaw, and Governance and Council Services Committee Bylaw to amend the process of appointing the Deputy Mayor and revising the duties of this office.
Previous Council / Committee Direction	<p><u>June 27, 2023, Regular Council Meeting</u> Motion 247/23: That Council give first reading of Bylaw 1630/23.</p> <p><u>May 31, 2023 Governance and Council Services Committee Meeting</u> Motion 021/23: That the Committee recommend that Council amend the Procedure Bylaw to include a provision that the Deputy Mayor be elected by Council every six months and include a duty of the Deputy Mayor to chair Committee of the Whole meetings.</p> <p><u>April 11, 2023 Regular Council Meeting</u> Motion 131/23: That Council direct Administration to prepare amendments to the Procedure Bylaw to change how the Deputy Chief Elected Official (Deputy Mayor) is appointed.</p> <p><u>March 14, 2023 Regular Council Meeting</u> 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.</p>
Report	<p><u>Background Information</u></p> <p><u>Requirement to Appoint a Deputy Chief Elected Official (Deputy Mayor)</u></p> <ul style="list-style-type: none"> • Section 152(1) of the <i>Municipal Government Act</i> (MGA) requires that Council appoint one or more Councillors as Deputy Mayor so that only one Councillor holds the office at any one time, and so that the office is filled at all times. The MGA does not prescribe a process by which

Council must appoint the Deputy Mayor; this is at the discretion of each respective municipal council.

- In addition to fulfilling all duties of a Councillor, the Deputy Mayor performs the Mayor's duties when the Mayor is unable to perform them or if the office of the Mayor is vacant.

Process of Appointing the Deputy Mayor

- Section 61.3 of Sturgeon County's Procedure Bylaw 1301/13 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).
- At the March 14, 2023 Regular Council Meeting, Council directed 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.
- Administration researched the process that comparator municipalities use to appoint the deputy chief elected official in comparator municipalities, including rural municipalities like Sturgeon County, including Strathcona County, Leduc County, Parkland County, Rocky View County, County of Grande Prairie, Regional Municipality of Wood Buffalo, and Red Deer County.
- To identify any differences in process, and to ensure Council had fulsome information and a range of options, Administration also researched the process that select urban municipalities use to appoint the deputy chief elected official. Comparators included towns and cities in the Edmonton Metropolitan Region and other municipalities that had information readily available for comparison purposes.

Amongst key comparators:

- Three municipalities (Strathcona County, Leduc County and Red Deer County) set a schedule single rotation during the Council term with equal term lengths based on the number of members that comprise Council.
- Two municipalities (Parkland County and Regional Municipality of Wood Buffalo) set a schedule with multiple rotations, with each Councillor serving an equal number of terms of varying lengths (2, 4, or 6 months, depending on the number of members that comprise Council).
- Two municipalities (County of Grande Prairie and Rocky View County) elect Deputy Mayor at the annual Organizational Meeting, using a nomination, acceptance, and secret ballot system.

- Amongst additional comparators (6, where information was readily available), the methods of developing the schedule vary by municipality.
- At the April 11, 2023 Regular Council Meeting, Administration presented the compiled research and Council directed Administration to prepare amendments to the Procedure Bylaw for Council’s consideration.
- At the May 31, 2023 Governance and Council Services Committee, Administration presented options for Committee discussion and consideration.
- The Committee recommended that Council amend the Procedure Bylaw to include a provision that the Deputy Mayor be elected by Council every six months and include a duty of the Deputy Mayor to chair Committee of the Whole meetings.

Bylaw 1630/23 – Deputy Mayor Appointment Amendment Bylaw

- Bylaw 1630/23 (see Attachment 1) enacts the Committee’s recommendation. Council will note that section 1.1(c) of Bylaw 1630/23 is unrelated to the appointment or duties of the Deputy Mayor, and is a housekeeping amendment to the Procedure Bylaw to align the retention of electronic recordings of Council meetings with the Council term (4-year term instead of the 3-year term that existed when the Procedure Bylaw was passed in 2013).
- Council gave first reading of Bylaw 1630/23 at the June 27, 2023 Regular Council Meeting.
- An amendment to Bylaw 1630/23 is required to amend Bylaw 1471/20, the Governance and Council Services Committee Bylaw. Section 6.3 of that Bylaw states that the Mayor, Deputy Mayor, and Councillor next scheduled to be Deputy Mayor are voting members of the Committee. Once Bylaw 1630/23 is passed, there will be no Deputy Mayor schedule indicating which Councillor is next scheduled to be Deputy Mayor. Therefore, Administration recommends that the third voting member of the Committee be appointed by Council resolution upon the semi-annual election of the Deputy Mayor.

External Communication

- Coverage of the July 18, 2023 Regular Council Meeting.

Relevant Policy/Legislation/Practices

Municipal Government Act, section 152(1)

Implication of Administrative Recommendation

Strategic Alignment

Collaborative Governance – Respectful and informed debate; clear and supportive governance processes.

Organizational

None.

	<u>Financial</u> None.
Alternatives Considered	Council could propose further amendments to Bylaw 1630/23 prior to giving second reading of the Bylaw.
Implications of Alternatives	<u>Strategic Alignment</u> Collaborative Governance – Respectful and informed debate; clear and supportive governance processes. <u>Organizational</u> Dependent on amendments proposed. <u>Financial</u> None.
Follow up Action	<ol style="list-style-type: none"> 1. Obtain Mayor and CAO signatures on the Bylaw (Legislative Services, July 2023). 2. Consolidate amendments to the Procedure Bylaw, Committee of the Whole Bylaw, and Governance and Council Services Committee Bylaw (Legislative Services, July 2023).
Attachment(s)	<ol style="list-style-type: none"> 1. Attachment 1: Bylaw 1630/23 Redline 2. Attachment 2: Bylaw 1630/23 3. Attachment 3: Bylaw 1301/13 – Procedure Bylaw (Consolidated) 4. Attachment 4: Bylaw 1470/20 – Committee of the Whole Bylaw 5. Attachment 5: Bylaw 1471/20 – Governance and Council Services Committee Bylaw
Report Reviewed by:	Jesse Sopko, General Manager, Corporate Services Reegan McCullough, County Commissioner – CAO

Strategic Alignment Checklist

Vision: *Offering a rich tapestry of historical, cultural, and natural experiences, Sturgeon County is a municipality that honours its rural roots and cultivates desirable communities. Uniquely situated to provide world-class agricultural, energy, and business investment opportunities, the County prioritizes responsible stewardship and dreaming big.*

Guiding Principles: Collaboration | Accountability | Flexibility | Excellence | Safety | Future Readiness | Affordability | Innovation

Community Outcome	Not consistent	Consistent	N/A
Planned Growth			
<ul style="list-style-type: none"> Internationally competitive to attract, grow and sustain diverse businesses; tenacious focus on new growth and innovation 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Modern broadband and digital capabilities 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Low cost, minimal red-tape regulations 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Reliable and effective infrastructure planning; comprehensive land use and infrastructure planning 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Thriving Communities			
<ul style="list-style-type: none"> Beautiful, surprising places with high standards; integrated natural spaces & trail systems; healthy and resilient 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Engaging cultural, historical, and civic amenities; strong community identity and pride 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Safe, welcoming, and diverse communities; small community feel and personal connection; commitment to high quality of life 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Environmental Stewardship			
<ul style="list-style-type: none"> Clean air, land, and water; Carbon neutral municipal practices; circular economy opportunities 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Conservation of natural areas and agricultural lands; enhanced greening and biodiversity; safekeeping ecosystems 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Sustainable development; partnerships with industry and others to drive emission reductions 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Collaborative Governance			
<ul style="list-style-type: none"> Predictable and stable external relationships; volunteer partnerships 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Meaningful connections with Indigenous communities 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Ongoing community consultation and engagement; transparent and action-oriented decision making based on sound rationale 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Respectful and informed debate; clear and supportive governance processes 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Operational Excellence			
<ul style="list-style-type: none"> Engaged and effective people – Council, Admin and Volunteers; continuous learning and improvement mindset; nimble and bold, with strong leadership 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Quality cost-effective service delivery; robust procurement and operational practices and policies; asset management and performance measurement; careful debt and reserve stewardship; long-term financial planning and sustainability 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Future focused thinking to proactively respond to emerging opportunities and challenges 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Alternative revenue generation and service delivery models integrated strategic and business planning 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>