



## Request for Decision

<b>Title</b>	<b>Approval of Deputy Mayor Schedule and Appointment of Deputy Mayor</b>
<b>Proposed Motion</b>	<p>1. That Council approve the Deputy Mayor Schedule as presented.</p> <p>2. That Council appoint Councillor Wayne Bokenfohr to the position of Deputy Mayor for the period of January 24, 2018 to September 2018.</p>
<b>Administrative Recommendation</b>	It is recommended that a schedule be set for Deputy Mayor to allow for advance knowledge to the Councillors for scheduling purposes.
<b>Previous Council Direction</b>	<p><u>October 24, 2017 - Organizational Meeting</u></p> <p>Motion 406/17: That Council approve Councillor Shaw as Deputy Mayor to January 23, 2018 and revisit the complete Deputy Mayor schedule for the balance of the term at that meeting.</p> <p>Motion 412/17: That Council appoint Councillor Karen Shaw to the position of Deputy Mayor for the period of October 24, 2017 to January 23, 2018.</p> <p><u>October 29, 2013 - Organizational Meeting</u></p> <p>Motion 481/13: That County Council approves the Deputy Mayor Schedule as presented for this Council's term of October 29, 2013 to October 2017.</p> <p>Motion 482/13: That County Council appoints Councillor Karen Shaw to the position of Deputy Mayor for the period of October 29, 2013 to June 30, 2014.</p>
<b>Report</b>	<p><u>Background Information</u></p> <p>It a requirement of the <i>Municipal Government Act</i>, (MGA) (section 152) that Council appoint one (1) or more Councillors as the Deputy Chief Elected Official.</p> <p>As per Sturgeon County Procedure Bylaw 1301/13, section 61.1. states that "Council shall establish by resolution the roster for Deputy Mayor on a rotating basis". In the past, the pattern started with Division 6 and ended Division 1.</p>

	<p>Further, as per section 156 of the MGA, the person acting as the Deputy Chief Elected Official cannot do so until they have taken the Official Oath as prescribed by the <i>Oaths of Office Act</i>, RSA 2000, c. O-1.</p> <p><u>External Communication</u></p> <ul style="list-style-type: none"> <li>None.</li> </ul> <p><u>Relevant Policy/Legislation/Practices:</u></p> <ul style="list-style-type: none"> <li>Sections 152 and 156 of the <i>Municipal Government Act</i>, RSA 2000 c.M26</li> <li>Bylaw 1301/13 – Procedure Bylaw</li> </ul>
<b>Implication of Administrative Recommendation</b>	<p><u>Strategic Alignment:</u></p> <p>Having a Deputy Mayor roster and an active Deputy Mayor throughout the term of Council ensures Strong Local Governance and Regional Leadership.</p> <p><u>Organizational:</u></p> <p>In the absence of the Mayor, the Deputy Mayor will be required to act, which provides resources required by Administration to function effectively.</p> <p><u>Financial:</u></p> <p>There are appropriate funds in the budget for the Deputy Mayor increment.</p>
<b>Alternatives Considered</b>	<p>That Council direct Administration to revise the Deputy Mayor Schedule.</p>
<b>Implications of Alternatives</b>	<p><u>Strategic Alignment:</u></p> <ul style="list-style-type: none"> <li>Should a Deputy Mayor not be appointed today, the organization would not be in compliance with the MGA.</li> </ul> <p><u>Organizational:</u></p> <ul style="list-style-type: none"> <li>In the absence of the Mayor and no Deputy Mayor in place, there could be limitations to the effectiveness of Administration, as well as possible process delays.</li> </ul> <p><u>Financial:</u></p> <ul style="list-style-type: none"> <li>The Deputy Mayor increment will not be paid until a Deputy Mayor has been appointed and has taken the Official Oath.</li> </ul>
<b>Follow up Action</b>	<ol style="list-style-type: none"> <li>Advise Financial Services of Deputy Mayor schedule.</li> <li>Advise Financial Services of the appointment of Councillor Bokenfohr to the position of Deputy Mayor.</li> </ol>

<b>Attachment(s)</b>	1. Deputy Mayor Schedule 2. Official Oath of Deputy Mayor
<b>Report Reviewed by:</b>	 Christine Beveridge Senior Legislative Officer   Rick Wojtkiw, GM Corporate Support

## Strategic Alignment Checklist

**Vision:** Sturgeon County: a diverse, active community that pioneers opportunities and promotes initiative while embracing rural lifestyles.

**Mission:** Provide quality, cost effective services and infrastructure to meet the diverse needs of the Sturgeon County community, while improving competitiveness and sustainability.

Focus Areas	Not consistent	N/A	Consistent
<b>Strong Local Governance and Regional Leadership</b>			
<i>We promote consistent and accountable leadership through collaborative and transparent processes (Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Consistent with neighborhood role (see MDP), master plans, policies</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Considers fiscal stability and sustainability</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Has a positive impact on regional and sub-regional cooperation</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Respect the Natural Environment</b>			
<i>We acknowledge the importance of a healthy environment and will minimize and monitor our impact on ecosystems (Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Compliance with Provincial and Federal regulations and/or legislation</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Ensure effective environmental risk management</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Community Identity &amp; Spirit</b>			
<i>We will build upon our strengths, where together we will create an inclusive, caring community (Strategic Plan, (Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Promotes and/or enhances residents' identification with Sturgeon County</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Enhances service provision through community partnerships</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Supports Sturgeon County's cultural history</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Planned Growth and Prosperity</b>			
<i>We encourage varied and integrated enterprises that enhance our strong economic base, while balancing the needs of the community and natural environment. (Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Does the proposal align with the Integrated Regional Growth Strategy (map/policies) pg. 26 MDP</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Considers cumulative costs and long-term funding implications</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Targets growth around current or planned infrastructure</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Maintain and Enhance Strong Communities</b>			
<i>We are committed to a safe, secure community, where our residents are respected and provided with access to opportunities. (Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Positive impact on residents' quality of life</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Supports and promotes volunteer efforts</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Provides programs and services that are accessible to all residents</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Operational Excellence</b>			
<i>We have the organizational capability to deliver consistent and defined levels of service to all stakeholders in a professional, efficient, and cost-effective manner</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Staff have the knowledge, skills and capability to perform their jobs</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Streamlines operational processes and policies</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Promotes engagement and professional interaction with stakeholders</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Considers a cost structure which allows Sturgeon County to remain competitive within a regional, national and global context</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>