



## County Council

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**Meeting Date:** December 8, 2022  
**Submitted by:** Marci Ivanic, Manager of Legislative Services/Clerk  
**SUBJECT:** Rules of Procedure By-law #5968 – Deputy Warden and Committee Appointment Provisions

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### **BACKGROUND:**

Section 238 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended (the “***Municipal Act, 2001***”) provides that every Municipality and local board shall pass a procedure by-law for governing the calling, place and proceedings of meetings. The County has enacted Rules of Procedure By-Law #5968.

Section 18(C) of the Rules of Procedure provides:

The Deputy Warden will be the most immediate Past Warden who is a member of Council.

The Rules do not provide a procedure to appoint a Deputy Warden where there is no immediate Past Warden on Council.

Section 19(J) of the Rules provide that the Warden is to select the members who are to serve on committees. Staff was directed to review this process to enable such selections to be made jointly by the Warden and Deputy Warden.

### **ANALYSIS:**

Following the Warden’s election, it is possible that there will be no immediate Past Warden on Council. It is therefore recommended that the Rules of Procedure be amended to provide a procedure to elect the Deputy Warden following the same procedures used to elect the Warden.

It is also recommended that the Rules of Procedure be amended to allow Committee appointments to be made by the Warden and Deputy Warden. Committee appointments are typically made at the first regular meeting in a new term of Council. This meeting will take place on December 13, 2022.

A by-law to amend the Rules of Procedure in accordance with the foregoing is attached to this report as *Schedule "A"*.

**FINANCIAL IMPLICATIONS:**

N/A.

**ALIGNMENT WITH STRATEGIC FOCUS:**

N/A.

**RECOMMENDATION:**

THAT the By-law to amend the Deputy Warden and Committee Appointment provisions of Rules of Procedure By-law #5968 attached as *Schedule "A"* to the staff report be introduced at the December 8, 2022 special meeting of Council.