

Staff Report



Corporate Services Department

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REPORT TO: Committee of the Whole

DATE OF MEETING: May 27, 2024

SUBMITTED BY: Amanda Fusco, Director Legislated Services, City Clerk, 519-741-2200 ext. 7809

PREPARED BY: Dianna Saunderson, Manager, Council and Committee Services, Deputy Clerk, 519-741-2200 ext. 7278

WARD(S) INVOLVED: N/A

DATE OF REPORT: May 8, 2024

REPORT NO.: COR-2024-239

SUBJECT: 2024 House Keeping Amendments - Acting Mayor By-law

RECOMMENDATION:

That By-law 2022-121 be amended with the proposed house keeping by-law as attached to Corporate Services Department report COR-2024-239, be adopted.

REPORT HIGHLIGHTS:

- The purpose of this report is to update the Acting Mayor By-law to address the appointment of Ward 10 - Councillor Stephanie Stretch and clarify the role of the Acting Mayor;
- There are no financial implications to this report;
- This report supports the delivery of core services.

BACKGROUND:

Councillor Stephanie Stretch was appointed by By-law to Kitchener City Council on January 22, 2024, to represent Ward 10, which was previously held by Councillor Aislinn Clancy who vacated the Seat when becoming a Member of Provincial Parliament. Section 242 of the Municipal Act, 2001, S.O. 2001, c. 25 states that a municipality may by by-law or resolution appoint a member of the council to act in the place of the head of council when the head of council is absent or refuses to act or the office is vacant and while so acting such member has all the powers and duties of the head of council. Council, on November 21, 2022 passed By-law 2022-121 providing a rotating schedule for the appointment of the Acting Mayor.

REPORT:

Council is being requested to approve an amendment to By-law 2022-121, which substitutes Stephanie Stretch for Aislinn Clancy after January, 2024. Further the Acting Mayor By-law is also recommended to be updated to clarify the roles and responsibilities of the Acting Mayor to confirm their authority to execute documents in place of the Mayor, the head of council, when the Mayor is absent, or refuses to act or if the office is vacant.

The proposed amending By-law has been included as an attachment to this report.

*** This information is available in accessible formats upon request. ***
Please call 519-741-2345 or TTY 1-866-969-9994 for assistance.

STRATEGIC PLAN ALIGNMENT:

This report supports the delivery of core services.

FINANCIAL IMPLICATIONS:

Capital Budget – The recommendation has no impact on the Capital Budget.

Operating Budget – The recommendation has no impact on the Operating Budget.

COMMUNITY ENGAGEMENT:

INFORM – This report has been posted to the City's website with the agenda in advance of the council / committee meeting.

PREVIOUS REPORTS/AUTHORITIES:

- *Municipal Act, 2001*

APPROVED BY: Victoria Raab, General Manager, Corporate Services

ATTACHMENTS:

Attachment A – Amended Acting Mayor By-law