



POLICY

Deputy Mayor

Deputy Mayor	
Policy Number: 110-003	Supersedes Policy Number: Not Applicable
Effective Date: 2000-11-14	Approval By Council (Motion No.): 02-11S2-00

1.0 Purpose

To establish a policy on the appointment of Deputy Mayor, as required under the Municipal Government Act Section 16.

2.0 Scope

This Policy is applicable to the Town Council of Wolfville in the selection and appointment of a Deputy Mayor.

3.0 References

- 3.1 [Nova Scotia Municipal Government Act](#) (Section 16)

4.0 Definitions

- 4.1 **“Deputy Mayor”** - Section 16 of the Municipal Government Act states that Council shall select one of its members to be Deputy Mayor. The member, who shall be called Deputy Mayor, shall during any vacancy in the office of Mayor, or during any absence or illness of the Mayor, have and exercise all the powers and authority and discharge all the duties of the Mayor.

5.0 Policy

The Town of Wolfville establishes the following policy concerning the selection of Deputy Mayor:

- 5.1 During the Council meeting immediately after the swearing in of new Councillors, following the regular municipal elections in the Province of Nova Scotia, Council shall by resolution select one of its members to serve as Deputy Mayor.
- 5.2 The Deputy Mayor shall serve until the end of the first regular monthly Council meeting that occurs after a two year (24 month) term has expired. Council shall at that time by resolution reappoint the Deputy Mayor or appoint as Deputy Mayor another member of Council. During a year in which there is a regular municipal election in the Province of Nova Scotia the selection of a Deputy Mayor will be completed according to Policy Statement 5.1.



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- 5.3 If the Deputy Mayor resigns as member of Council, or leaves Council for any other reason, Council at its next regular Council meeting, after the resignation or departure of the Deputy Mayor, select by resolution another member to serve the balance remaining in the two year (24 month) term.
- 5.4 The Deputy Mayor has all the power and authority, and shall perform all the duties of the Mayor when the Deputy Mayor is notified that:
- a. the Mayor is absent or unable to fulfil the duties of Mayor,
 - b. the office of Mayor is vacant.

CAO

March 10, 2016

Date