

---

## **Policy Respecting the Deputy Mayor**

---

### **STATEMENT OF POLICY:**

- It is the policy of the Cape Breton Regional Municipality (CBRM) to select a Deputy Mayor on an annual basis.

### **1.0 TERM OF OFFICE:**

- The term of office for the Deputy Mayor shall be for one year running from November 1<sup>st</sup> to October 31<sup>st</sup> and all Council members are eligible to run for the office on an annual basis. The Deputy Mayor shall serve no more than two consecutive years (for clarity, an example in a four year term, a Councillor could serve as Deputy Mayor in year one and two, but would be ineligible for the third consecutive year, and would be eligible again thereafter.)

### **2.0 REMUNERATION:**

- The remuneration for the office of Deputy Mayor shall be \$5,000 per year.

### **3.0 ROLES AND RESPONSIBILITIES:**

The Deputy Mayor, in addition to filling in when the Mayor is absent or incapacitated, shall:

- ♦ Be apprised of ongoing labour relations issues;
- ♦ May be Chairman of the Audit Committee;
- ♦ Be responsible for bringing the annual budget forward for Council perusal;
- ♦ Chair special committees as assigned by the Mayor or Council and report findings back to Council;

- ♦ Assume other duties assigned by the Mayor or Council.

**Approved by Council:      January 20, 1998**  
**Amended by Council:      March 11, 2005**