Authority: Council Procedural By-law #2024-032

By-law Number 2026-039

of The Regional Municipality of Durham

Being a by-law to appoint an Acting Regional Chair for The Regional Municipality of Durham.

Whereas the Municipal Act, 2001, S.O. 2001, c.25 provides in section 242 for the appointment of a member of council to act in the place of the head of council with respect to the role of presiding at meetings;

And Whereas the Council Rules of Procedure also provide for the appointment of an Acting Chair with respect to the role of presiding at meetings where the Chair is not available for certain reasons;

And Whereas the *Municipal Act, 2001* provides in subsection 23.3 (2) for the delegation of administrative authority which includes the authority to act as a signatory or declare an emergency on behalf of the Regional Chair;

And Whereas the Municipal Act, 2001 provides in section 226 for a municipality to, with the consent of the head of council, appoint a member of council to act in the place of the head of council on any body, of which the head of council is a member by virtue of being head of council;

And Whereas the *Emergency Management and Civil Protection Act, 1990* authorizes the Regional Chair to declare that an emergency exists in the Region or in any part thereof, and allows the Regional Chair to take such action or make such orders as he or she considers necessary and that are not contrary to law, to implement the emergency plan to protect the property and health, safety and welfare of the residents of the Region;

And Whereas the Emergency Management Program By-law for the Regional Municipality of Durham, states that the Regional Chair is a member of, and the Executive Authority for, the Regional Control Group (RCG) in the event of an emergency, and authorizes the Regional Chair to appoint a member of Council as his or her alternate to act in his or her absence;

Now therefore, the Council of The Regional Municipality of Durham hereby enacts as follows:

1. The heads of each area municipality shall be appointed as Acting Chair, with the exception of Pickering in which case it shall be the Deputy Mayor, for the following periods of time:

Ajax	November 15, 2026 to May 14, 2027
Brock	May 15, 2027 to November 14, 2027
Clarington	November 15, 2027 to May 14, 2028
Oshawa	May 15, 2028 to November 14, 2028
Pickering	November 15, 2028 to May 14, 2029
Scugog	May 15, 2029 to November 14, 2029
Uxbridge	November 15, 2029 to May 14, 2030
Whitby	May 15, 2030 to November 14, 2030

2. The Acting Chair shall perform the following functions in the absence of the Regional Chair:

    a. Preside at meetings, subject to the following limitations:

        i. In the event that the Acting Chair refuses or is unable to act in place of the Regional Chair for a specific meeting, the head of council of the area municipality which follows next alphabetically shall be

appointed as the Acting Chair for the purpose of presiding at that meeting; and

ii. If the office of the head of council of an area municipality becomes vacant during the period they are designated as Acting Chair, the head of the area municipality which follows next alphabetically shall be appointed as the Acting Chair for the balance of the designated period.

b. Act as a signatory on behalf of the Regional Chair for the purpose of executing documents;

c. Act in place of the Regional Chair for all other administrative duties and functions, including attending events and speaking engagements, subject to the following limitations:

i. If the Acting Chair refuses or is unable to perform a duty or attend an event on behalf of the Regional Chair or, in the opinion of the Regional Chair another member would be more appropriate, the Regional Chair may appoint another member of Regional Council on their behalf for that purpose.

3. In the event of an emergency, if the Regional Chair is absent or unable to act, designated alternates may act in the place of the Regional Chair in order to declare an emergency or sit on the Regional Control Group in accordance with the Region's Emergency Management Program. The designated alternates for the term of office are as follows:

i. The head of council of the Town of Ajax
ii. The head of council of the Township of Uxbridge
iii. The head of council of the Town of Whitby

In the event of an emergency, the first alternate shall act in the role of the Chair. If the first alternate listed is absent or unable to act, then the second alternate listed may act, and if the second alternate is absent or unable to act, then the third alternate may act.

4. By-law Number 59-2022 is hereby repealed.

This By-law Read and Passed on the 25th day of November, 2026.

K. Ashe, Regional Chair and CEO

A. Harras, Regional Clerk