

Region of Waterloo
Planning, Development, and Legislative Services
Council and Administrative Services

To: Regional Council
Meeting Date: January 29, 2025
Report Title: Declaration of Vacant Regional Councillor - Kitchener Position

1. Recommendation

That the Regional Municipality of Waterloo declare the Regional Councillor – Kitchener seat formerly held by Rob Deutschmann vacant in accordance with the *Municipal Act, 2001*; as outlined in report PDL-CAS-25-003, dated January 29, 2025

And that the Regional Clerk be directed to prepare a report outlining options for filling the vacancy to be presented at a Special Council meeting on February 11, 2025.

2. Purpose / Issue:

The purpose of this report is to declare the office of Regional Councillor – Kitchener, formerly held by Rob Deutschmann, vacant in accordance with the *Municipal Act*.

3. Strategic Plan:

Ensuring that Regional Council operates in accordance with the *Municipal Act* is necessary to deliver on all areas of the strategic plan.

4. Report Highlights:

- Rob Deutschmann submitted a letter of resignation to the Regional Clerk on January 23, 2025.
- The *Municipal Act* (Act) states that should a Member of Council resign their seat, Council shall at its next meeting declare the office to be vacant.
- After Council declares the seat vacant on January 29, 2025, Council has 60 days (March 30, 2025) to either:
 - a. Appoint a person to fill the vacancy; or
 - b. Pass a by-law requiring a by-election be held to fill the vacancy.
- Staff will present a report outlining the options, their financial implications, and possible timing, along with how vacancies have been handled by comparable

municipalities on February 11, 2025

5. Background:

The Region does not have a policy on how vacancies on Regional Council are handled. Since 2003 there has only been one vacancy on Regional Council which was filled by an appointment. Prior to 2003 any vacancies on Regional Council were filled by the appropriate area municipality.

6. Communication and Engagement with Area Municipalities and the Public

Area Municipalities: Staff have had preliminary discussions with the Clerk for the City of Kitchener regarding potential costs for a by-election and will continue to work closely with them should Council decide to fill the vacancy with a by-election.

Public: There have been no public consultations on this report. However, the public will have the opportunity provide written comments or delegate on the report providing options for filling the vacancy.

Financial Implications:

There are no financial implications for declaring the Regional Councillor – Kitchener seat vacant.

There are a range of costs for filling the vacant seat, depending on the option selected by Regional Council. Filling the vacancy by appointment could be as low as \$0. Based on the costs of the 2018 and 2022 general elections, the City of Kitchener is estimating that a Kitchener wide by-election would cost approximately \$800,000.

7. Conclusion / Next Steps:

Staff will provide further information regarding the options for Council to fill the vacancy through a report on February 11, 2025. The report will outline the financial implications and timing for the options and provide information on how recent vacancies have been handled in comparable municipalities.

8. Attachments:

None.

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