



# Report to Striking Committee

**Title:** Procedural By-law Review 2024

**From:** Linda White, Clerk

**Date:** August 1, 2024

---

## Staff Recommendation:

The following amendments to the Procedural By-law be recommended to Council:

1. That Section 22.15 be amended to appoint the Clerk as Returning Officer, and the CAO and Deputy CAO as scrutineers for the inaugural elections.
2. A nomination period for the election of Warden and Deputy Warden be added.
3. That Sections 21.1 and 21.2 be amended to remove reference to the Warden to allow any member of council to be appointed to the Grey Bruce Board of Health and Bruce County Library Board.

## Report Summary:

The Striking Committee is responsible for reviewing the Procedural By-law during the term of Council and recommending any changes.

Staff are recommending the following areas be considered; however, any of the provisions of the Procedural By-law are open for discussion.

## Background:

### 1. Section 22 - Term of Office and Nominations

Currently the County Solicitor serves as the Returning Officer for the election of Warden and Deputy Warden; and the Clerk and CAO serve as the scrutineers. Being that the County Solicitor is no longer located withing close proximity to the Administration Building, it is recommended that the Clerk serve as the Returning Officer to reduce the legal cost associated with the election. The CAO and Deputy CAO can serve as scrutineers.

## Existing wording in the Procedural By-law

22.15 The Returning Officer for the election is to be an active Senior Partner of the County's Solicitor's firm.

22.16 The Clerk and the Chief Administrative Officer are the scrutineers and are to be bound to secrecy regarding the number of votes received by the candidates.

## **Proposed Wording**

22.15 The Clerk shall serve as the Returning Officer for the election.

22.16 The Chief Administrative Officer and the Deputy Chief Administrative Officer, or designate, shall serve as scrutineers and are to be bound to secrecy regarding the number of votes received by the candidates.

Should a secret electronic poll be used, no scrutineers shall be used.

### **2. New Section 22.3 - Nomination Period**

Currently nominations are called for at the Inaugural meeting which does not allow time for the Clerk to prepare ballots, nor does it offer a formal opportunity for the Members to consider their options for voting.

Creating a nomination period that ends at noon eight (8) days prior to the Inaugural Session would allow the Clerk sufficient time to add the nominations to the agenda and to prepare for the election.

Members would be allowed to be nominated for more than one position and could withdraw their nomination prior to the election being held. This would allow a member to run for Deputy Warden if unsuccessful for the Warden position.

### **Recommended Wording for Nomination Period**

Nominations will be received in writing by the Clerk until noon eight (8) days prior to the Inaugural Session. The Nominations must include the mover, seconder, candidate's name and position seeking nomination.

A Member may be nominated for more than one position. A Member may withdraw their nomination in writing prior to the Inaugural Meeting. A candidate must confirm their desire to let their stand for the position immediately prior to the vote being held.

### **3. Section 21.1 Grey Bruce Board of Health**

Currently the Warden and two members of Council are appointed for a two-year term. The existing term expires December 2024. To assist in distributing the workload of the Warden, consideration could be given to amending the wording to allow any three members of Council to be appointed, without making specific reference to the Warden.

#### **Existing Wording:**

The Warden and two members of Bruce County Council are appointed for a two-year term to the Grey Bruce Board of Health.

#### **Proposed wording:**

Three members of Bruce County Council are appointed for a two-year term to the Grey Bruce Board of Health.

#### **4. Section 21.2 Bruce County Public Library Board**

Currently the Warden and three members of Council are appointed for a four-year term. For similar reasons as stated above, the wording could be amended to allow any four members of Council to be appointed.

##### **Existing Wording, in part:**

The Board shall be comprised of seven members as follows:

- a) Warden
- b) Three elected members. Preference may be given to appointing one member from each of the following areas: Coastline, Inland and North.
- c) Three non-elected members. Preference may be given to appointing one member from each of the following areas: Coastline, Inland and North.

##### **Proposed wording:**

The Board shall be comprised of seven members as follows:

- a) Four members of Council. Preference may be given to appointing one member from each of the following areas: Coastline, Inland and North.
- b) Three non-elected members of the public. Preference may be given to appointing one member from each of the following areas: Coastline, Inland and North.

#### **5. Section 22.1 Warden and Deputy Warden - One-Year Term**

The current term of office is a one-year term. The Striking Committee may wish to consider whether a two-year term should be considered for the 2026-2030 term of council.

##### **Financial/Staffing/Legal/IT Considerations:**

The financial impact to this report is minimal.

##### **Interdepartmental Consultation:**

Office of the CAO

##### **Link to Strategic Goals and Objectives:**

##### **Link to Departmental Plan Goals and Objectives, if any:**

##### **Report Author:**

Linda White, Clerk

**Departmental Approval:**

**Approved for Submission:**

Sean Morphy, Deputy Chief Administrative Officer