



Information Session Serving on City Council and 2018 Municipal Election Process

St. Thomas Public Library – May 3, 2018

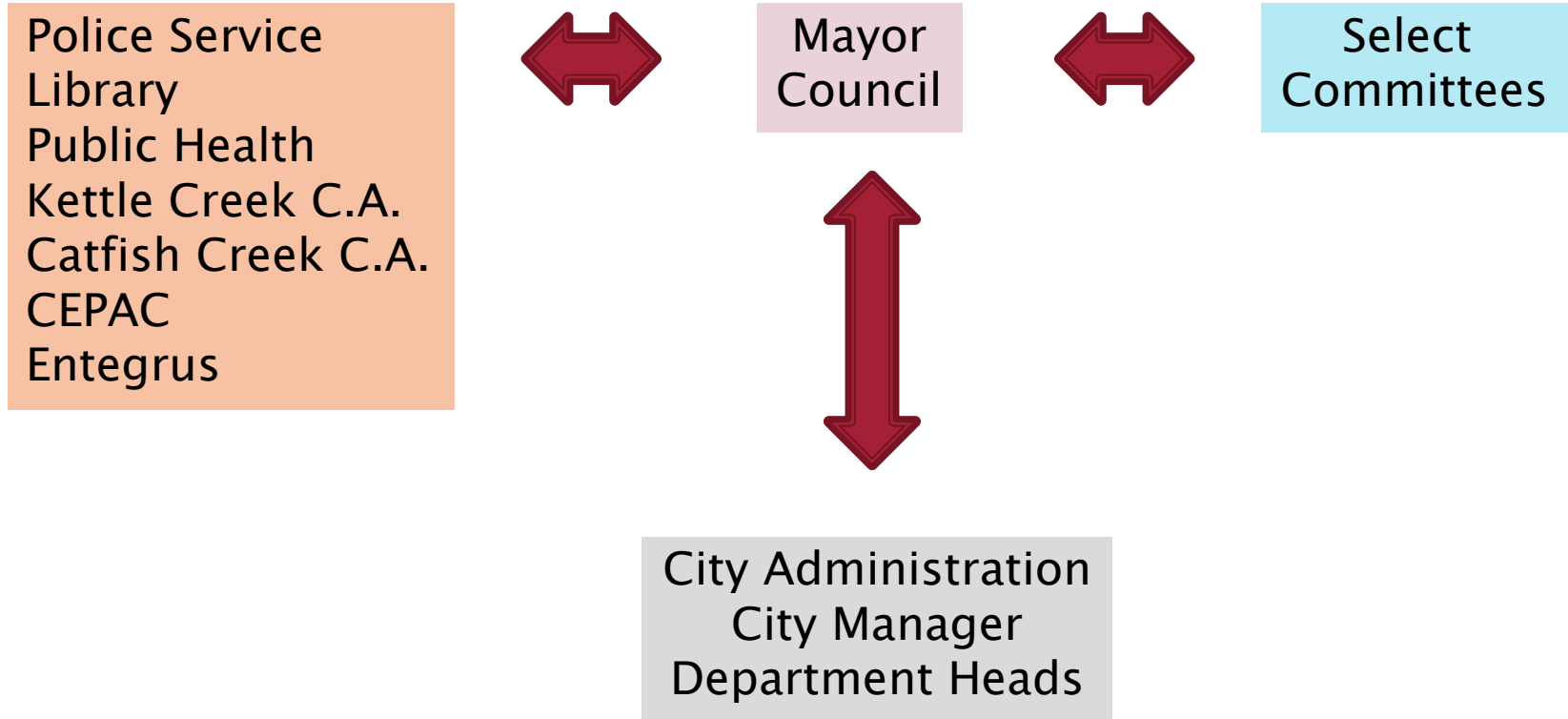
Municipal Government

- ▶ Municipalities are a creature of the Province
- ▶ Municipal jurisdiction found in the Municipal Act

Local municipality:

- a) Provides range of municipal services
- b) Provides public amenities ie. parks/arenas
- c) Promotes / stimulates economic development
- d) Employer

Serving on City Council



Serving on City Council Cont'd

City Council composition:

1 Mayor

8 Councillors

Council Meeting Schedule

- ▶ 1st three Mondays of the Month, except holidays (following Tuesday)
- ▶ Other Committees and Boards meet throughout the month

Council Remuneration (2018 Rate)

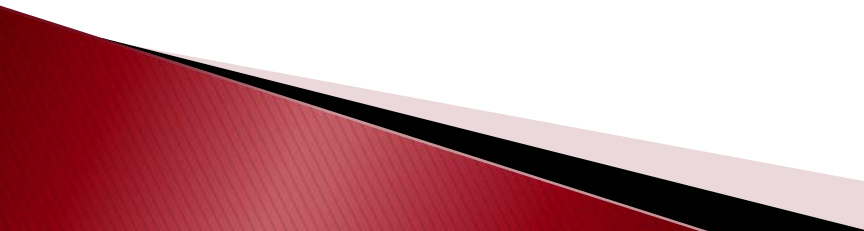
- ▶ \$55,449 Mayor
- ▶ \$21,833 Councillor

City Council Roles

Role of Mayor

- ▶ represent City & promote public involvement in City's activities
- ▶ participate in and foster activities that enhance the economic, social and environmental well-being of the City & its residents
- ▶ preside over council meetings, providing leadership to Council, including providing information & recommendations

Role of City Council

- ▶ represent public & consider the well-being & interests of City
 - ▶ develop and evaluate policies & programs
 - ▶ determine which services the City provides
 - ▶ ensure that administrative policies, practices & procedures are in place to implement the decisions of Council
 - ▶ ensure accountability & transparency of City operations
 - ▶ maintain the financial integrity of the City
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Legislative Responsibilities

Municipal Act

Transparency – policies relating to public notice

Meetings - limited reasons to hold a meeting in Closed Session

Closed Meeting Investigator - investigates whether a meeting was closed contrary to the Municipal Act

Procedural By-Law 110-82 - governs meeting process

Legislative Responsibilities Cont'd

Municipal Conflict of Interest Act

- ▶ Onus is on Council member to determine & disclose direct or indirect pecuniary interest
- ▶ Once declared, cannot take part in discussion or vote
- ▶ Pecuniary interest may relate to parent, spouse, child, or being member of a body or business partner, shareholder, director, senior officer, or employee
- ▶ In 2019, additional requirements for written disclosure, available to public and for Integrity Commissioner to conduct inquiries

Legislative Responsibilities Cont'd

Code of Conduct

- ▶ Adopted by Council on April 14, 2014 and applies to Council and all boards & committees to which City Council makes appointments
- ▶ Interpersonal communications and conduct must be in accordance with Council Procedural By-Law 110-82 and Respect in the Workplace Policy
- ▶ Emphasis on maintaining confidentiality, proper use of City resources & acceptance of gifts or benefits and prohibits improper use of influence
- ▶ Integrity Commissioner investigates formal complaints and reports back to Council

2018 Municipal Election

- ▶ Voting Day is **October 22, 2018**
- ▶ Advance Vote – **October 10, 2018 at 10:00 a.m. to October 20, 2018 at 8:00 p.m.**
- ▶ Nomination period begins **May 1, 2018** and ends on **July 27, 2018 at 2:00 p.m.**
- ▶ **New** in 2018, City Council positions include Mayor and 8 Councillor positions
- ▶ School board trustee positions:
 - English Public – 2 – election managed by St. Thomas
 - English Separate– 1 – election managed by St. Thomas
 - French Public – 1 – election managed by Sarnia
 - French Separate – 1 – election managed by London

Qualified Electors

- ▶ “Elector” means a person who:
 - is 18 years of age or older on Voting Day, October 22, 2018;
 - is a Canadian citizen;
 - is a resident of the City of St. Thomas, or an owner or tenant of land in the City of St. Thomas, or the spouse of such owner or tenant of land
- ▶ Elector’s name must be on the Voters’ List in order to vote
- ▶ “Elector” does not include a corporation, judge, MP, MPP, Senator, or inmate of penal/correctional institution

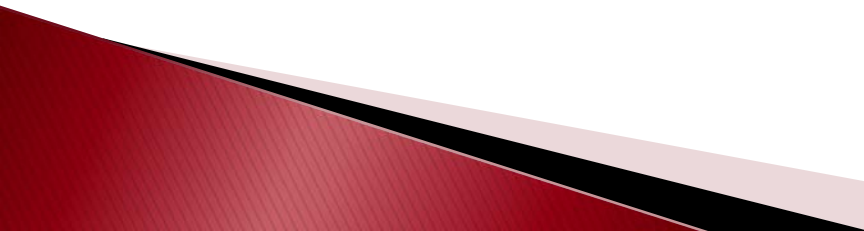
Voters' List

- ▶ Municipal Property Assessment Corporation website www.voterlookup.ca electors can:
 - confirm or update their electoral information
 - add an elector name to an address
 - change school support
 - requests to remove an elector must be made to MPAC directly
- ▶ Copies of the Voters' List will be available to candidates after September 1, 2018
- ▶ Revisions to the Voters' List can be made between September 1, 2018 and Voting Day, October 22, 2018 at 8:00 p.m.

Voter Information Letters

- ▶ Electors on the Voters' List will be mailed a Voter Information Letter containing the following:
 - PIN for accessing internet & telephone voting, internet address (URL) and telephone number used to cast a vote
 - Instructions on how to vote
 - Dates and hours of the advance voting period and in-person paper ballot voting
 - Voter eligibility criteria, office and candidate information
 - Telephone number and location of the Voter Help Desk for any changes
 - Any additional details

Nomination Process

- ▶ Anyone who is qualified to be an elector is qualified to be a candidate, unless otherwise prohibited
 - ▶ Candidates submit nomination forms along with filing fee to City Clerk's Department, prior to July 27, 2018 at 2:00 p.m.
 - ▶ Endorsement signatures from 25 qualified electors must accompany nomination forms for Council positions
 - ▶ The City Clerk will certify the nominations prior to July 30, 2018 at 4:00 p.m.
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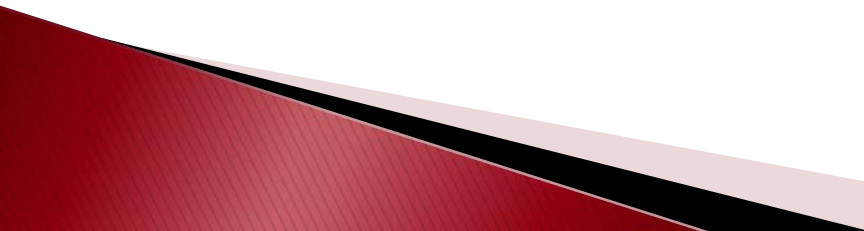
Campaign Contributions

- ▶ Campaign period runs from day nomination is filed to December 31, 2018
- ▶ Candidates must open a bank account used exclusively for campaign purposes before incurring any expenses or accepting any contributions during campaign period
- ▶ Limits for collective contribution by candidate and spouse to candidate's campaign;
 - Head of Council – \$12,995.40
 - Councillor – \$10,495.40
- ▶ Qualified contributors may contribute up to \$1,200 per candidate, with a maximum total of \$5,000 to all candidates in the same jurisdiction

Campaign Expenses

- ▶ Estimated maximum campaign expenses, plus additional 10% for holding parties & expressions of appreciation expenses after close of voting :
 - Head of Council – \$30,855.45
 - Councillor – \$28,355.45
 - Public School Trustee – \$54,426.65
 - Separate School Trustee – \$11,221.15
- ▶ City Clerk to provide final certificate of campaign expenses before September 25, 2018
- ▶ Candidates to file campaign financial statement by March 29, 2019 at 2:00 p.m.
- ▶ Audited financial statement and auditor's report required if campaign contributions or expenses greater than \$10,000
- ▶ Eligible elector may apply for compliance audit of a candidate's campaign finances if he/she believes contravention took place.
- ▶ Compliance Audit Committee to determine whether to grant or reject the application

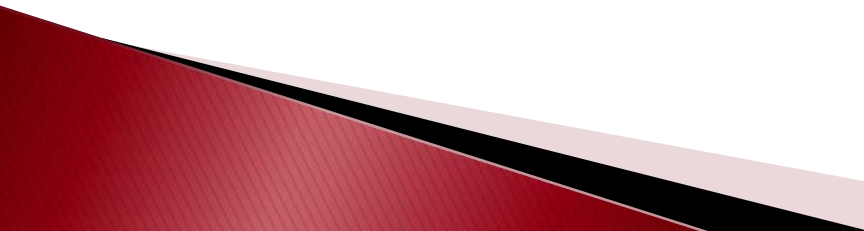
Third Party Advertising

- ▶ Third party advertisement means an advertisement in any broadcast, print, electronic or other medium that has the purpose of promoting, supporting or opposing a candidate
 - ▶ Individuals, corporations, trade unions to file a notice of registration between May 1 and October 19, 2018
 - ▶ Groups, associations, clubs, non-incorporated businesses and candidates cannot be third party advertisers
 - ▶ Campaign period runs from the registration date to December 31, 2018
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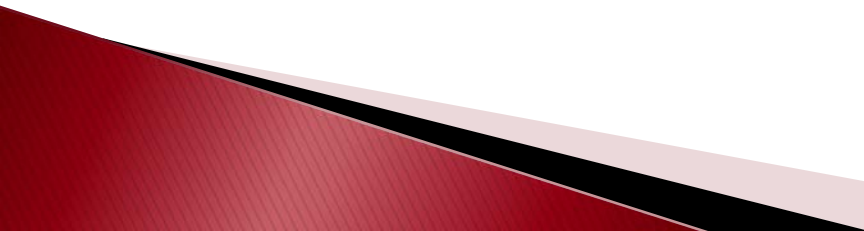
Third Party Advertising – Cont'd

- ▶ Third party advertisers must open a bank account exclusively for the advertising campaign
- ▶ Maximum estimated expenses for registered third party is \$6,373.85, plus an additional amount of \$637.39 for holding parties and other expressions of appreciation after close of voting
- ▶ Registered third party can contribute entire amount to own advertising campaign
- ▶ Qualified contributors may contribute up to \$1,200 of goods and services to one third party, with a maximum total of \$5,000 to all third party advertisers in same jurisdiction

Internet & Telephone Voting – Advance Voting Period Only

- ▶ Remote internet & telephone voting to be available 24 hours per day from October 10, 2018 at 10:00 a.m. to October 20, 2018 at 8:00 p.m.
 - ▶ Electors can vote from anywhere with an available internet connection on computers, tablets, cell phones
 - ▶ Electors can vote using toll-free calling within Canada and United States from a touchtone dial pad telephone
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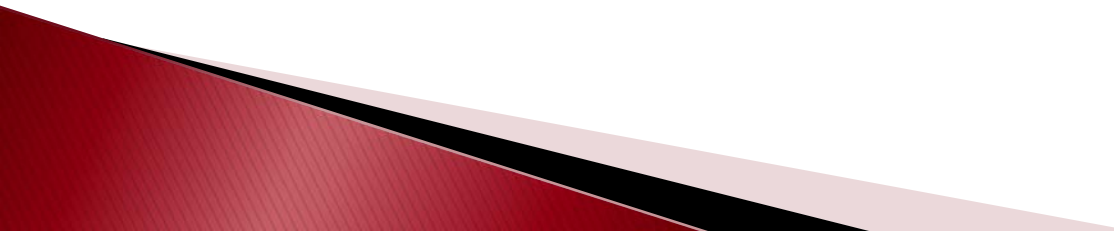
In Person Voting – October 22, 2018 – Paper Ballot Only

- ▶ In-person voting only on Voting Day and by paper ballot only
 - ▶ Voting locations will be open between 10:00 a.m. and 8:00 p.m.
 - ▶ Voting locations to be determined by City Clerk
 - ▶ Appointment of Voting Proxy forms available only for in-person voting on Voting Day
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Election Signs

- ▶ Not permitted in the vicinity of a voting place, including the road allowance
- ▶ Not permitted on property owned or leased by the City or adjacent to City park land or City owned open space
- ▶ May be placed on a road allowance. It is advisable to have the consent of the adjacent property owner
- ▶ Not permitted on City sidewalks, medians, traffic islands, or roundabouts & cannot obstruct sight lines of intersections or driveways
- ▶ Will be removed at owner's cost if non-compliant

Voting Day – October 22, 2018

- ▶ City Hall will be open in the evening for unofficial results
 - ▶ Results to be posted in Council Chambers. Refreshments will be available in Committee Room #304
 - ▶ St. Thomas unofficial results will be available soon after the close of voting
 - ▶ School Board results from all Elgin County municipalities will be posted as they are submitted to the City Clerk
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Links

- ▶ Candidates Guide, Voters Guide, and Third Party Advertisers Guide are available on the Ministry of Municipal Affairs website:
 - <http://www.mah.gov.on.ca/Page219.aspx>
- ▶ Key dates, nomination information, and procedures for voting are available on the City of St. Thomas website:
 - <http://www.stthomas.ca/content/2018-municipal-election>

Council Panel

- ▶ Members of City Council will be available to answer any questions