

Process for Appointment of Deputy Mayor Selected by the Municipal Council

1. All Ward Councillors eligible to let their name stand to serve as the Deputy Mayor selected by the Municipal Council shall be given the opportunity to declare their interest in ward order.
2. The City Clerk, or designate, will list the name of each Ward Councillor who has declared their interest in letting their name stand for consideration to serve as the Deputy Mayor selected by the Municipal Council, in alphabetical order on a ballot.
3. The ballot will then be distributed to each member of the Committee considering the appointment.
4. The Committee members will then mark their ballot by ranking all the candidates for Deputy Mayor, in order of preference, with 1 being their first choice, 2 being their second choice, and so on for all the candidates on the ballot.
5. The City Clerk, or designate, will display the full ballot and the rankings made by the Members.
6. If a Ward Councillor on the ballot receives a majority (more than 50%) of first choice rankings, the Chair shall immediately call for a motion to appoint that Member as the Deputy Mayor selected by the Municipal Council.
7. If no Ward Councillor on the ballot receives more than 50% of the first choice rankings, then the sum of all rankings for each candidate will be determined and the candidate with the highest sum will be eliminated and the rankings for the remaining candidates will be adjusted.
8. If a tie occurs at the highest numerical sum, the candidate with the most top rankings will remain on the ballot for Deputy Mayor.
9. If a tie occurs with respect to the number 1 rankings, then the same process outlined in 8 above, will be applied using the number 2 rankings, with the candidate with the most number 2 rankings will be determined to be elected as Deputy Mayor and the Chair shall immediately call for a motion to appoint that Member as the Deputy Mayor selected by the Municipal Council.
10. In the event that a tie occurs after reviewing all rankings, the City Clerk, or designate, shall prepare the names of the remaining candidates to be drawn by the Chair. The City Clerk, or designate, shall announce the name drawn and the Chair shall immediately call for a motion to appoint the successful candidate as the Deputy Mayor.