

# City of Mississauga Memorandum



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Date: September 9, 2020

To: Chair and Members of Governance Committee

From: Diana Rusnov, Director, Legislative Services and City Clerk

Meeting date: September 28, 2020

Subject: **Establishing an Ad Hoc Ranked Choice Voting Review Subcommittee of Governance Committee**

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## Background

At the January 28, 2020 Governance Committee meeting, the Committee was presented with a Corporate Report from the Director of Legislative Services and City Clerk, dated January 13, 2020 entitled Ranked Ballot Elections – Review of the City of London’s Experience (attached as Appendix 1). At this meeting, Governance Committee directed staff to conduct a review of Ranked Choice Voting (RCV) and the effects of implementation in the City of Mississauga and report to General Committee for consideration.

At the September 9, 2020 General Committee meeting, the Committee was presented with a Corporate Report from the Commissioner of Corporate Services and Chief Financial Officer dated June 22, 2020, entitled Election Administration Information Report: Ranked Choice Voting (attached as Appendix 2). General Committee referred the matter to Governance Committee to review the possibility of striking an Ad Hoc Ranked Choice Voting Review subcommittee to evaluate and consider the implementation of RCV for the 2022 Municipal Election.

## Comments

Ontario Regulation (O.Reg) 310/16 provides for the implementation of RCV. The O.Reg stipulates that if RCV is implemented, a public consultation is required and a by-law must be passed by May 1, 2021. Below is an estimated timeline that includes establishing a citizen subcommittee, conducting the public consultation process and passing the by-law. The following schedule is based on the minimum amount of public consultation required under the regulation.

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### Estimated Timeline

Item	Timeline/Deadline
Governance Committee to consider establishing an Ad Hoc RCV Review Subcommittee (subcommittee) including the clarification of the subcommittee's mandate	September 28, 2020
Corporate Report with a recommendation regarding the subcommittee to General Committee for discussion	October 7, 2020
Subcommittee recommendation to Council	October 14, 2020

### Subject to the Decision of Council

Item	Timeline/Deadline
Advertise for applicants to sit on the subcommittee (Citizen Appointment policy stipulates opportunities are advertised for 3 weeks)	October 22, 2020 – November 5, 2020
Determine applicants and contact applicants for interview	November 6, 2020 – November 11, 2020
Interview applicants for the subcommittee.	November 16, 2020 – November 20, 2020
Recommended appointments regarding citizen members for the subcommittee to Council	November 25, 2020
Subcommittee to review RCV and provide input into whether or not to commence the public consultation process	November 30, 2020 January 15, 2020
Make recommendation to Governance Committee related to commencing the public consultation process	January 25, 2021
Recommendation on commencing the public consultation process from Governance to General Committee	January 27, 2021
Recommendation to Council	February 3, 2021
Under O/Reg. 310/16 9(1) post/circulate and generally make the following available: <ul style="list-style-type: none"> <li>• A detailed description of how the election would be conducted, including a description of how votes would be distributed to candidates based on the rankings marked on ballots</li> <li>• An estimate of the costs of conducting an RCV election</li> <li>• A description of the voting equipment and vote-counting equipment, being considered</li> <li>• A description of any alternative voting method being considered</li> </ul> <p>As per sections 9(3) and 9(4):  <i>The council shall ensure that the information required by this section is made available free of charge to any member of the public upon request.</i></p> <p><i>The council of an upper-tier municipality shall ensure that the information required by this section is made available to the public at least 15 days before the public meeting required by section 11 is held</i></p>	February 4, 2021
Publish notice of an open house as per section 10 (3)	February 4, 2021
Publish notice of a public meeting as per section 11 (2)	February 19, 2021

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Item	Timeline/Deadline
<p>Open House for the public to review the information noted above (see details from section 10 of the O/Reg. below).</p> <p>Sections 10 (1) to (5):</p> <ol style="list-style-type: none"> <li>1. <i>Before passing a by-law with respect to ranked ballot elections, the council of a single-tier or lower-tier municipality shall ensure that at least one open house is held in accordance with this section for the purpose of giving the public an opportunity to review and ask questions about the information required by section 9.</i></li> <li>2. <i>The open house shall be held at least 15 days before the public meeting required by section 11 is held.</i></li> <li>3. <i>At least 30 days before the open house is to be held, the council shall publish notice of the open house in a newspaper having general circulation in the municipality.</i></li> <li>4. <i>The council shall give at least 30 days' notice of the open house to every person and organization that has, within two years before the day of the open house, requested that the municipality provide the person or organization with such notice and has provided an address for the notice.</i></li> <li>5. <i>The council shall ensure that the information required by section 9 is available at the open house.</i></li> </ol>	March 8, 2021
<p>Public Meeting (see details from section 11 of the O/Reg. below).</p> <p>Section 11 (1) to (6)</p> <ol style="list-style-type: none"> <li>1. <i>Before passing a by-law with respect to ranked ballot elections, the council shall ensure that a public meeting is held in accordance with this section in respect of the proposed by-law.</i></li> <li>2. <i>At least 30 days before the public meeting is to be held, the council shall publish notice of the public meeting as follows:</i> <ol style="list-style-type: none"> <li>a. <i>for a proposed by-law of a single-tier or lower-tier municipality, in a newspaper having general circulation in the municipality</i></li> <li>b. <i>for a proposed by-law of an upper-tier municipality, in one or more newspapers that, together, have general circulation in each lower-tier municipality within the upper-tier municipality</i></li> </ol> </li> <li>3. <i>The council shall give at least 30 days notice of the public meeting to every person and organization that has, within two years before the day of the public meeting, requested that the municipality provide the person or organization with such notice and has provided an address for the notice</i></li> <li>4. <i>The council shall ensure that the notices required by subsections (2) and (3) set out the intention of the municipality to pass the by-law</i></li> <li>5. <i>The council shall ensure that any person who attends the public meeting is given the opportunity to make representations in respect of the proposed by-law</i></li> <li>6. <i>The council shall ensure that the information required by section 9 is available at the public meeting</i></li> </ol>	March 24, 2021 (to be part of a Council meeting)
Report to General Committee with comments made by the public during the public consultation process regarding RCV	April 14, 2021
Alternative Voting Methods by-law to Council	April 21, 2021
Deadline to approve an Alternative Voting Methods by-law	May 1, 2021 (as May 1, 2021 is a Saturday the deadline is presumed to be May 3, 2021)

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In establishing the above timeline staff recognize that time is extremely limited. With this in mind, staff, Governance Committee, the Nominating Committee and the subcommittee must work together to avoid any possible delays. Establishing Governance Committee's expectations and the subcommittee's mandate may help determine if there is enough time for the subcommittee to conduct a fulsome review of RCV.

### Financial Impact

Information Technology, Communications and Elections Administration staff have conducted a thorough review of the costs for implementing RCV. They are estimated as follows:

Item	Cost
I.T. and Elections Administration staffing	\$535,000
Optical Scan Vote Counting Units	\$234,000
Location preparation and set up	\$15,000
Logic and Accuracy Testing	\$120,000
Additional funding related to ballots	\$13,000
Additional election workers	\$251,000
Mock election	\$25,000
Communications – design, advertising, education, social media, marketing and promotion etc.	\$200,000
<b>Total</b>	<b>\$1,393,000</b>

The City of London, which is the only municipality in Ontario to have used RCV, invested \$202,108 in their outreach to communicate to approximately 248,000 voters. This represents 55% of the City of Mississauga's electoral population and has been considered as staff look to develop a communications plan for City of Mississauga voters.

Based on direction in the O.Reg, costs in addition to the above related to the public consultation process include:

- Designing and producing information items for the public to review as per section 9 of the O.Reg
- Circulating a notice regarding the open house meeting as per section 10 of the O.Reg
- Circulating a notice regarding the public meeting as per section 11 of the O.Reg
- Hosting the open house and public meeting and any staff and/or technology related costs which are unknown at this time

### Conclusion

Staff are seeking direction from Governance Committee related to establishing a subcommittee to review the possible implementation of RCV. Staff are also requesting that if the Committee recommends striking a subcommittee, Governance Committee outline their expectations for the subcommittee and establish its mandate.

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## Attachments

Appendix 1: Ranked Ballot Elections – Review of the City of London's Experience

Appendix 2: Election Administration Information Report: Ranked Choice Voting



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Prepared by: Diana Rusnov, Director, Legislative Services and City Clerk