TORONTO

Powers of the City Clerk for making election policies and procedures	City Clerk's Office – Toronto Elections
	Policy No.: POL-LCEF-006

1. Policy

The City Clerk shall create and implement any policies and procedures that are necessary to conduct an election in a manner that reflects the principles of the Municipal Elections Act, 1996 and its Regulations. These principles are generally recognized as being that:

(a)   The secrecy and confidentiality of the voting process is paramount;

(b)   The election shall be fair and non-biased;

(c)   The election shall be accessible to the voters;

(d)   The integrity of the voting process shall be maintained throughout the election;

(e)   There is to be certainty that the results of the election reflect the votes cast;

(f)   Voters and candidates shall be treated fairly and consistently; and

(g)   The proper majority vote governs by ensuring that valid votes are counted and invalid votes are rejected so far as reasonably possible.

2. Application

This policy applies during Toronto municipal elections, by-elections, or questions on the ballot.

3. Delegation of Authority

The City Clerk shall appoint designated election officials for the purpose of implementing election procedures and shall designate their titles and duties in writing.

4. Authority/Legislative reference(s)

Section 12 of the Municipal Elections Act, 1996 outlines the powers of the City Clerk, including that they may provide for any matter or procedure that is not otherwise provided for in an Act or regulation and that, in the City Clerk's opinion, is necessary or desirable for conducting the election.

Section 15(2) of the Municipal Elections Act, 1996 allows the City Clerk to delegate any of their powers and duties in relation to an election to any other election official, as they consider necessary.

Date Approved: **June 2022**