

Subject: Election Compliance Audit Committee – *Rules of Procedure*

File Number: ACS2023-OCC-GEN-0003

Report to Election Compliance Audit Committee on 3 April 2023

Submitted on March 27, 2023 by M. Rick O'Connor, City Clerk

Contact Person: Eric Pelot, Coordinator, Election Compliance Audit Committee

613-580-2424, ext. 22953, Eric.Pelot@ottawa.ca

Ward: Citywide

Objet : Comité de vérification de conformité des élections - *Règles de procédure*

Dossier : ACS2023-OCC-GEN-0003

Rapport au Comité de vérification de la conformité pour les élections municipales

le 3 avril 2023

Soumis le 27 mars 2023 par M. Rick O'Connor, Greffier municipal

Personne ressource : Eric Pelot, coordonnateur du Comité de vérification de conformité des élections

613-580-2424, poste 22953, Eric.Pelot@ottawa.ca

Quartier : À l'échelle de la ville

REPORT RECOMMENDATION

That the Election Compliance Audit Committee receive and confirm the Committee's Rules of Procedure as outlined in Document 1.

RECOMMANDATION DU RAPPORT

Que le Comité de vérification de conformité des élections prenne connaissance des Règles de procédure du Comité, telles qu'elles sont énoncées au document 1, et les valide.

BACKGROUND

On March 23, 2022, City Council approved the report from the City Clerk titled [Update on the 2022 Municipal Elections and Amendments to Election-related By-laws and Policies](#) (ACS2022-OCC-GEN-0003), and established the 2022-2026 Election Compliance Audit Committee (the “Committee”)

Under Subsection 88.37 (6) of the *Municipal Elections Act, 1996* (the “Act”), the City Clerk is required to establish administrative practices and procedures for the Election Compliance Audit Committee.

DISCUSSION

Pursuant to Subsection 88.37(6) of the Act, the Clerk has established the Rules of Procedure attached to this report as Document 1.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report.

LEGAL IMPLICATIONS

There are no legal impediments to implementing the recommendations in this Report. Under Subsection 88.37(6) of the *Municipal Elections Act, 1996*, the City Clerk shall establish administrative practices and procedures for the Election Compliance Audit Committee. The *Rules of Procedure* to be established for the purpose of this statutory requirement are outlined in Document 1

COMMENTS BY THE WARD COUNCILLOR(S)

This report is City-wide in nature.

CONSULTATION

This report is administrative in nature and therefore no public consultation was required.

ACCESSIBILITY IMPACTS

There are no accessibility implications associated with this report.

Accessible formats and communication supports are available for those participating in meetings of the Election Compliance Audit Committee, in accordance with the City’s Accessibility Policy and its Accessible Formats and Communication Supports Procedures.

RISK MANAGEMENT IMPLICATIONS

There are no risk management implications associated with this report.

RURAL IMPLICATIONS

There are no rural implications associated with this report.

TERM OF COUNCIL PRIORITIES

This report has no direct impacts on the City's strategic priorities or directions identified for the current Term of Council.

SUPPORTING DOCUMENTATION

Document 1 – Election Compliance Audit Committee – Rules of Procedure

DISPOSITION

The *Rules of Procedure* will govern the proceedings of the Election Compliance Audit Committee.