

# Request for Decision City Council



Type of Decision									
Meeting Date	March 24, 2005				Report Date	March 3, 2005			
Decision Requested	<input checked="" type="checkbox"/>	Yes		No	Priority	<input checked="" type="checkbox"/>	High		Low
	Direction Only				Type of Meeting	<input checked="" type="checkbox"/>	Open		Closed

**Report Title**

City Day Care - Renovation costs of alternative space

**Policy Implication + Budget Impact**

This report and recommendation(s) have been reviewed by the Finance Division and the funding source has been identified.

The cost of the renovations will be covered within Children Services' existing Health and Safety allocation and the operating costs (including the cost of the monthly lease) will be covered by the projected revenues from daily fees collected.

This resolution carries no budget impact.

Background Attached

**Recommendation**

Be it resolved that the City of Greater Sudbury expand the City Day Care's after school program to better meet the needs of families requiring evening child care;

and further that \$22,400 from the Children Services Division's "Health and Safety" allocation be made available to complete renovations to this space as required by Fire and Building codes.

Recommendation Continued

**Recommended by the Department Head**

*C Matheson*

Catherine Matheson  
General Manager, Community Development

**Recommended by the C.A.O.**

*M. Mieto*

Mark Mieto  
Chief Administrative Officer

Date: March 3, 2005

**Report Prepared By**



Kate Barber  
Policy/ Community Developer, Children Services Division

**Division Review**



Carmen Ouellette  
Director, Children Services Division

**Background:**

Starting in September 2004, the demand for evening care for school age children at Junior Citizens Day Care increased to such an extent that an "overflow" group needed to be created. This group of 15 children could not be accommodated in the regular program areas between their arrival at the end of the school day and 6:00 pm when all of the day time children had left. A temporary solution was created where this group used a temporary space which required set up and take down every day, the location of which needed to be changed several times.

This lack of permanent space and instability has had an impact on the quality of the program and staff and children's comfort levels in the program. Day care staff and management feel that this instability has created security and safety issues within the program. The Ministry of Children and Youth Services has flagged these problems and will consider closing the program if a more suitable arrangement is not found.

Children Services staff have moved ahead to find a solution to this problem because they recognize that the Evening Program provides a vital service to the families that use it. The Evening Program is in very high demand because it is the only program in the City which is able to meet the special child care needs of parents who work evenings. There is currently a waiting list of 12-15 families who need this type of care.

**Additional Space**

The solution to the challenges facing this program is to secure stable space near the existing day care that can be used as a permanent home for this group. An added benefit to finding additional space would be the ability to expand the program to meet the needs of those families on the waiting list. Additionally, the new space would be unused during the morning and early afternoon, creating opportunities to provide additional programming in the downtown area, such as drop-in programs, preschool learning opportunities or other programs as needed.

Children Services staff have found a suitable space on Durham Street, two doors from the YMCA's Durham Street entrance. A lease has been negotiated by the City's Property Administrator for the space, located at 152 Durham Street, for the term of March 11, 2005 to June 30, 2006, subject to being able to complete the necessary improvements.

**Date:** March 3, 2005

Fire and Building Inspections have indicated some renovations that will need to be completed in order to meet the licensing requirements of the Day Nurseries Act. The estimated cost of these renovations will \$22,400, which is available within Children Services' existing Health and Safety budget allocation.

The cost of operating the expanded program in the new space will be \$3,300 per month, including the staffing, leasing and other operating costs.

The projected revenues for the program, which will come from daily fees charged to each child attending (paid either by the parent or by child care subsidy), will be \$4,500 per month, which will create a projected surplus of \$1,200 per month.

### **Summary**

Children Services Division staff feel that the challenges faced by this program are related to the lack of stability, created by the temporary nature of the physical space available for the program. They are confident that a move to a stable location nearby will allow the staff to concentrate their efforts on creating a stable, quality program for the children that attend. The expansion of the program that is possible with the move will mean that more families with special child care needs can be accommodated. The cost of the move and the expansion can be met within the existing Children Services budget, and the expanded program is projected to operate at a surplus.

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## Report Title

2004 Water Works Summary Report

### Policy Implication + Budget Impact

This report and recommendation(s) have been reviewed by the Finance Division and the funding source has been identified.

n/a

Background Attached

### Recommendation

That the Council of the City of Greater Sudbury acknowledge receipt of the 2004 Water Works Summary Report, in accordance with Ontario Regulation 170/03; and

That the General Manager of Infrastructure and Emergency Services be authorized to submit the report to the Ministry of the Environment; and

That the 2004 Water Works Summary Report be made available for public review at the Office of the City Clerk, and on the City's website; and

That the City of Greater Sudbury publicize the availability of the 2004 Water Works Summary Report for public review.

Recommendation Continued

### Recommended by the Department Head

A. Stephen  
General Manager of Infrastructure & Emergency Services

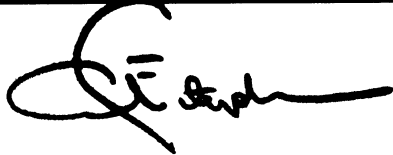
### Recommended by the C.A.O.

M. Mieto  
Chief Administrative Officer

36

Date: March 16, 2005

**Report Prepared By**



A. Stephen  
General Manager of Infrastructure & Emergency Services

**Division Review**

Since the Walkerton water tragedy, the Province has enacted several Acts and Regulations that prescribe in very minute detail, how communal waterworks will be operated. One of the requirements is that the Municipality produce an annual report of all its waterworks systems, describing each system, all details of compliance, summaries of production data, and so on. A copy of the report is to be submitted to Council by March 31 and sent to the Ministry of the Environment (MOE) by the same date.

A more detailed presentation of the data is contained in the individual Annual Water Works Reports which were delivered to the MOE by February 28 and are posted on our website. A hard copy is also available for viewing at the Engineering Division offices.

This is a new format pursuant to the MOE modified legislation regarding reports.

Attachment

# Request for Decision City Council




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	Direction Only				Type of Meeting	<input checked="" type="checkbox"/>	Open	<input type="checkbox"/>	Closed

Report Title
Generating Electricity with Landfill Gas

Policy Implication + Budget Impact	
<input checked="" type="checkbox"/>	This report and recommendation(s) have been reviewed by the Finance Division and the funding source has been identified.
<p>There are no anticipated costs to the City for this project; however, some revenue is expected to materialize over time.</p>	
<input checked="" type="checkbox"/>	Background Attached

Recommendation
<p>That staff be authorized to commence negotiations for an agreement with Genco to develop the landfill gas utilization project, as per the General Manager of Infrastructure &amp; Emergency Service's report dated March 16, 2005:</p>
Recommendation Continued

Recommended by the Department Head
 for Alan Stephen General Manager of Infrastructure & Emergency Services

Recommended by the C.A.O.
 Mark Mileto Chief Administrative Officer

Date: March 16, 2005

**Report Prepared By**



Chantal Mathieu  
Director of Waste Management

**Division Review**

**BACKGROUND**

On February 24, 2005, Council adopted the Minutes of the February 23, 2005 Priorities recommendation, that accepted in principle the recommendations from the Technical Steering Committee, Waste Optimization Study.

The Technical Steering Committee recommended that Council support the generation of electricity from landfill gas in partnership with Greater Sudbury Hydro.

This report provides additional details on the project.

**Landfill Gas**

Landfill gas is produced during the biodegradation of organic wastes. It consists of mostly methane and carbon dioxide (95 to 99%) and trace amounts of other gases. Both methane and carbon dioxide are considered greenhouse gases.

The rate and volume of landfill gas produced at a specific site, depends on the characteristics of the waste (i.e composition and age of the refuse) and a number of environmental factors (i.e. the presence of oxygen in the landfill, moisture content, and temperature).

Migration or movement of methane gas typically follows the path of least resistance. Gas that is trapped under the landfill cap will move horizontally to other areas within the landfill or to areas outside the landfill.

Several techniques are used to control landfill gas migration. For smaller sites or sites that typically generate low quantities, simply low tech systems, such as passive vents or trenches are used. At large sites, such as the Sudbury landfill, additional controls are mandated by the current Certificate of Approval. To meet this requirement, staff requested and received Capital funds to install a gas collection field, including a blower and a flare. The capital project commenced last year and is expected to be completed this Fall.

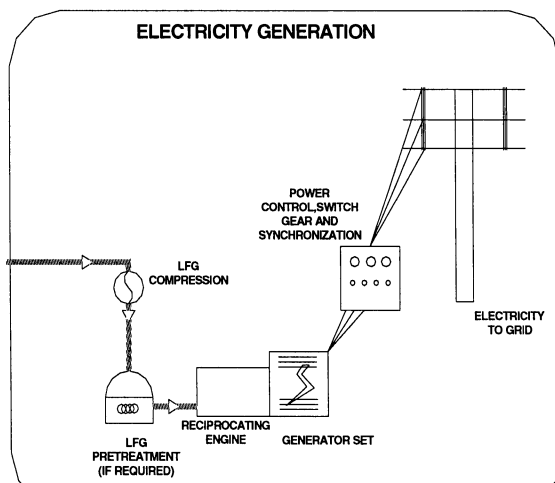
**Greater Sudbury Hydro Inc's Plan for Renewable Energy** - information provided by Greater Sudbury Hydro

On June 18, 2003, the former Minister gave a directive to the Ontario Energy Board (OEB), under Section 27.1 of the Ontario Energy Board Act, 1998, to consult with stakeholders about options for the delivery of conservation and demand side management (CDM) activities within the electricity sector that would include the involvement of the local distribution companies (LDCs). The end result being - the OEB enforced upon LDCs their participation to introduce methods of energy conservation & efficiency and load management inclusive of attracting new distributed generation in order to attain the Ontario government's commitment that five percent, or 1,350 megawatts, of Ontario's generating capacity come from renewable energy sources by 2007, and 10 percent, or 2,700 megawatts, by 2010.

Date: March 16, 2005

Greater Sudbury Hydro recognizes the importance of Conservation and Demand Management Plans and although it does not come without facing many challenges, they are committed to provide full efforts in order to effectively meet the market need. Their primary focus is energy conservation that ultimately benefits our community. The benefits being twofold: Not only would they promote the wise use of energy in order to successfully reduce electric energy usage, but they would commit to putting their best foot forward to help better the environment within our community. Hence, Greater Sudbury Hydro's CDM Plan submitted to the OEB for final order approval, includes a program to purchase landfill gas from the City of Greater Sudbury for the production of electricity.

### **Generating Electricity with Landfill Gas**



In order to generate electricity from landfill gas, the City would sell the gas to Genco, a Greater Sudbury Utilities subsidiary. The gas would be injected into a reciprocating engine and the electricity would then be transferred to the electrical grid.

Genco would be the plant owner / operator. Greater Sudbury Hydro intends to fund 20% of the landfill gas generation capital expenditure through its Conservation and Demand Management plan; and, the balance to be financed by Greater Sudbury Utilities through to Genco.

Several steps need to be completed in order to generate electricity from landfill gas:

- Complete the installation of the landfill gas collection system - Fall of 2005 (CGS)
- Compile gas production rates for 3-4 months (CGS)
- Order equipment (Genco)
- Prepare and receive regulatory approval requirements (CGS & Genco)
- Construct the landfill gas utilization plant (Genco)
- Produce electricity from landfill gas - Spring/Summer of 2006 (Genco)

### **Financial Implications for the City**

At this time, no additional capital costs are expected to be incurred by the City.

The project is expected to generate future revenues for the City. Based on preliminary estimates, staff expects to receive a new revenue stream of approximately \$50,000 to \$100,000 a year.

Staff recommends that 50 percent of the new revenue stream (from the sale of gas to Genco) be directed to the Solid Waste Reserve Fund and that the balance be directed to Waste to Energy initiatives.



# Request for Decision City Council



## Type of Decision

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Decision Requested	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No	Priority	<input checked="" type="checkbox"/>	High	<input type="checkbox"/>	Low
	Direction Only				Type of Meeting	<input checked="" type="checkbox"/>	Open	<input type="checkbox"/>	Closed

## Report Title

**Conversion of Vehicles into Paramedic Response Units**

### Policy Implication + Budget Impact

This report and recommendation(s) have been reviewed by the Finance Division and the funding source has been identified.

Funding source identified - no impact on current budget.

Background Attached

### Recommendation

THAT Rowland Emergency Vehicle Products Inc. be identified as the vendor of record to complete conversion work on EMS base vehicles for use as Paramedic Response Units up until December 31, 2007, and;

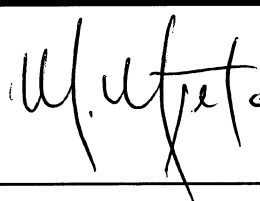
THAT the Director of Emergency Medical Services be authorized to execute all documents to carry out this ongoing work.

Recommendation Continued

### Recommended by the Department Head

 A/GM.  
Alan Stephen  
General Manager Infrastructure and Emergency Services

### Recommended by the C.A.O.

  
Mark Mieto  
CAO

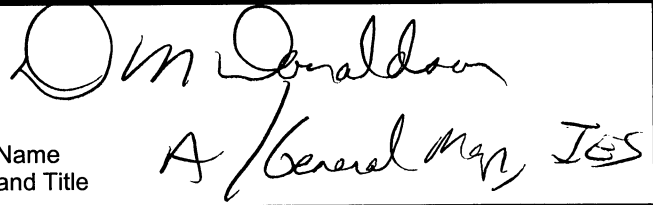
Date: March 18, 2005

**Report Prepared By**



Joseph Nicholls  
Director EMS

**Division Review**



Name  
and Title

**Executive Summary**

Emergency Medical Services recommends that Rowland Emergency Vehicle Products Inc. be identified as the 'Vendor of Record' and be authorized to complete all PRU vehicle conversions for the IES Department's EMS Division in accordance with legislation and provincial standards until December 31, 2007.

**Background**

The Ministry of Health and Long-Term Care (MOHLTC) has advised all municipalities that they will no longer act as the purchasing agent in the area of Paramedic Response Units (PRU) and ambulance acquisitions. With the Ministry of Health and Long-Term Care no longer acting as the purchasing agent for the City of Greater Sudbury's EMS Division, it has become necessary to source and complete the conversion of vehicles into PRUs internally. This change requires the City to purchase and convert a base vehicle to meet the demands of a PRU in accordance with the standards. The EMS Division purchases their base vehicles through the Municipal Police Vehicle buying group, of which Greater Sudbury is a member and, these vehicles come through local Ford and/or Chevrolet Dealerships.

Once the vehicle has been purchased, it must be converted for use as an emergency response unit in accordance with the Ontario Provincial Land Ambulance and Emergency Response Vehicle Standards Version 3.0, dated March 2003, or as amended from time to time.

A typical vehicle conversion consists of the installation of the following:

- High performance emergency warning light system and siren
- Storage for spare portable oxygen tanks
- Fire extinguisher
- Centre console for warning system switches and radio equipment
- Computer mount
- Medical equipment storage box
- Wire mesh storage separator

The City carried out an RFP for the above conversion work under Contract IES05-08 that closed on March 1, 2005. Rowland Emergency Vehicle Products Inc. was the only vendor to respond to the RFP and their response met all of the RFP requirements. Additionally, Rowland Emergency Vehicle Products Inc. has extensive experience having previously held the contract with the MOHLTC to carry out this conversion work on their behalf.

The costs for this work have been previously approved by Council as part of the 2004 and 2005 EMS vehicle capital envelope.

Accordingly, Council is asked to endorse Rowland Emergency Vehicle Products Inc. as the 'Vendor of Record' for the conversion of base vehicles into Paramedic Response Units in accordance with the Ontario Provincial Land Ambulance and Emergency Response Vehicle Standards Version 3.0, dated March 2003, or as amended from time to time until December 31, 2007.

# Request for Decision City Council



Type of Decision										
Meeting Date	Thursday, March 24, 2005				Report Date	Friday, March 18, 2005				
Decision Requested	<input checked="" type="checkbox"/>	Yes		No	Priority	<input checked="" type="checkbox"/>	High		Low	
	Direction Only				Type of Meeting	<input checked="" type="checkbox"/>	Open		Closed	

## Report Title

### APPOINTMENT OF BOARD MEMBER, SUDBURY & DISTRICT HEALTH UNIT

Policy Implication + Budget Impact	
<input type="checkbox"/>	This report and recommendation(s) have been reviewed by the Finance Division and the funding source has been identified.
<b>POLICY:</b>	
<p>Council will first accept the resignation of Councillor Caldarelli as a Member of the Board of Directors, Sudbury and District Health Unit. Council will then have the option of either making a Citizen appointment or having an election to appoint a Member of Council to fill the vacancy for the remainder of the term of Council. Both procedures would be made in accordance with Council's Procedure By-law 2002-202, as amended.</p>	
<b>BUDGET IMPACT:</b>	
There is no budget impact associated with this Request for Decision.	
<input checked="" type="checkbox"/>	Background Attached

Recommendation	
<b>Option #1- Council Appointee:</b>	
<p><b>THAT Council accepts the resignation of Councillor Caldarelli as a Member of the Board of Directors of the Sudbury and District Health Unit effective March 1, 2005;</b></p> <p><b>AND THAT Councillor _____ be appointed to the Board of Directors of the Sudbury and District Health Unit for the term ending November 30, 2006, or until such time as his/her successor is appointed.</b></p>	
<input checked="" type="checkbox"/>	Recommendation Continued

**Recommended by the Department Head**

*Caroline Hallsworth*

Caroline Hallsworth  
Executive Director, Administrative Support Services

**Recommended by the C.A.O.**

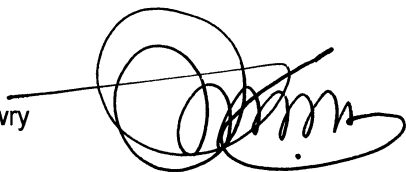
*Mark Mieto*

Mark Mieto  
Chief Administrative Officer

Date: 2005-03-18

**Report Prepared By**

Thom M. Mowry  
City Clerk



**Division Review**



Ron Swiddle, City Solicitor  
and Director of Legal & Clerk Services

**Recommendation continued:**

**Option #2 - Citizen Appointee:**

**THAT Council accepts the resignation of Councillor Caldarelli as a Member of the Board of Directors of the Sudbury and District Health Unit effective March 1, 2005;**

**AND THAT the vacancy on the Board be filled by a Citizen Appointment made in accordance with Procedure By-law 2002-202.**

**Executive Summary:**

Councillor Caldarelli resigned as a Member of the Board of Directors of the Sudbury and District Health Unit effective March 1, 2005.

Council has the option of filling the vacancy either by appointing a Member of Council or directing that the vacancy be filled by way of a Citizen Appointment made in accordance with Council's Procedure By-law.

This Report provides some background on the make-up of the current Board of the Health Unit and sets out the procedure for the election by Council of a Member of Council or Citizen Appointment.

The new member of the Board would serve for the remaining term, that is until November 30, 2006 or until his/her successor is appointed.

Appointments to the Board need only to be confirmed by resolution.

Date: 2005-03-18

**Background:**

Section 7 of the *City of Greater Sudbury Act, 1999* provides that the City of Greater Sudbury is to be represented on the Sudbury and District Health Unit by Seven (7) Members of Council to be appointed by Council. The Council of the day, by resolution, expressed the opinion that the Board would benefit from Citizen participation and lobbied the Government of Ontario to amend the make up of the Board. In response the Government passed Ontario Regulation 462/01 which, while maintaining the City's representation on the Board at 7, required at least 1 of the 7 to be a Member of Council and at least 1 of the 7 to be a "person other than a member of Council".

The previous Council by Resolution 2002-81 set the City's representation on the Board at 6 Members of Council and 1 Citizen appointed by the Council.

Option #1 - Council Appointee:

Council at its meeting held on 2003-12-11 appointed (6) Members of Council to the Board of the Sudbury and District Health Unit. Subsequently, in July, 2004 Councillor Gainer resigned from the Board and was replaced by Councillor Bradley. The current Council representation on the Board consists of the following Members of Council:

- Councillor Berthiaume
- Councillor Bradley
- Councillor Caldarelli
- Councillor Dupuis
- Councillor Gasparini
- Councillor Rivest.

The following Members of Council are eligible to be appointed to fill the vacancy created by the resignation of Councillor Caldarelli:

- Councillor Callaghan
- Councillor Craig
- Councillor Gainer
- Councillor Kett
- Councillor Reynolds
- Councillor Thompson; and,
- Mayor Courtemanche.

Date: 2005-03-18

Selection of Council Appointee - Section 36, Procedure By-Law:

The selection of a Council appointee will be conducted in accordance with Section 36 of the Procedure By-law. In the event of an equality of votes, then the successful candidate is to be determined by lot conducted by the Clerk.

Council's procedure requires that in the event more than one (1) candidate is nominated for the position, then a roll call vote of Members of Council shall be held.

Ballots have been prepared in anticipation of an election for the convenience of Members of Council.

Where all Members of Council are in attendance, **seven (7) votes are required to fill each vacancy.**

**It is always in order for a Member of Council to nominate themselves and to vote for themselves.**

**Under Robert's Rules of Order a nomination does not need a second.**

A copy of Article 36 is attached to this report for the convenience of Members of Council.

Once the successful candidate has been selected, then a resolution will be introduced appointing the successful candidate. A by-law is not required to confirm the appointment.

Option #2 - Citizen Appointee:

In the event that Council selects Option #2-Citizen Appointee then the City Clerk's Office would be responsible for advertising and collecting Applications for the Citizen appointment to the Board of the Sudbury and District Health Unit (SDHU). Unless otherwise directed by Council, the Board of the SDHU would review the applications and recommend to Council the name of the Citizen to be appointed. This would be in accordance with past practice.

In accordance with Council's previous practice, photocopies of all Applications received would also be provided to all Members of Council.

As required by Council's Procedure By-law, these positions would be advertised in both official languages of the City of Greater Sudbury and in both community publications and the usual large circulation newspapers.

Date: 2005-03-18

**SUMMARY:**

- A. Council should first decide if it wishes to fill the vacancy by a Member of Council or a Citizen.
- B. If Council decides to opt to fill the vacancy by a Member of Council, then the procedure that would be followed is:
1. Where the number required to fill the appointment is nominated, then, a motion to appoint the nominee shall be presented and voted upon;
  2. If more than the number required to fill the appointment is nominated, then Council shall hold an election, in accordance with Article 36 of the Procedure By-law.
  3. Once the position on the Board has been selected by Council, then the appointment will be confirmed by resolution of Council.
  4. Where all Members of Council are in attendance, seven (7) votes are required to fill the vacancy.
  5. It is always in order for a Member of Council to nominate themselves and to vote for themselves.
- Under Robert's Rules of Order a nomination does not need a second.
6. Where no applicant receives the majority required for appointment and where two or more applicants are tied with the least number of votes, a special roll call vote shall be taken to decide which of the tied applicants with the least number of votes shall be dropped from the list of names to be voted on in the next vote.
  7. In the event a Member of Council requests a vote by paper ballot, then a supply of ballots will be available.
- C. If Council decides to fill the vacancy by Citizen appointment, then the Clerk would undertake to advertise the position for a 30 day period in accordance with the provisions of the Procedure By-law.



Date: 2005-03-18

**VOTING CHART**  
**Majority Vote**  
**(7 Members of Council are required for quorum)**

<b>Number of Members Present and Voting</b>	<b>Majority Vote</b>
13	7
12	7
11	6
10	6
9	5
8	5
7	4

\*



Date: 2005-03-18

## ARTICLE 36

### NOMINATION COMMITTEE -     CITIZEN APPOINTMENTS

#### 36.1     **Made by Committee of the Whole- Procedure**

Appointments to the various local boards, Advisory Panels and corporations of the Corporation shall be recommended by the Committee of the Whole at a meeting called for that purpose. In making such appointments, the procedure set out in this article shall apply unless otherwise provided in a shareholders declaration.

#### 36.2     **Advertising - position - requirements - to local citizens**

At least 30 days prior to the Committee meeting at which a Citizen appointment is scheduled to be considered the Clerk shall place an advertisement in a local newspaper to run on at least two occasions and place an advertisement on radio or television or both, as the Clerk deems advisable, on at least one occasion outlining the position to be filled and inviting applications from interested citizens. A copy of each advertisement shall be provided to each Member of Council.

#### 36.3     **Applications - in writing - time limitation**

All Citizen applications for appointment must be in writing and received by the Clerk at least four clear days prior to the meeting of Council concerned.

#### 36.4     **Applications - qualifying - included - Committee of the Whole Agenda**

Copies of all applications received for each position from qualifying applicants shall be included with the agenda material for the Committee of the Whole meeting concerned.

#### 36.5     **Applicants - qualified - exact number - motion**

Where there are only the exact number of qualified applicants as required for any position or positions, a motion to appoint the applicants to the position or positions concerned shall be presented and voted upon.

#### 36.6     **Applicants - qualified - more than required - selection**

If there are more qualified applicants than positions available, then the Committee of the Whole shall recommend from the qualified applicants the ones to fill the position or positions concerned.

Date: 2005-03-18

**36.7 Roll call vote - Council - taken - regarding applicants**

A roll call vote of the Committee of the Whole shall be taken with respect to the qualified applicants for each position available.

**36.8 Appointment - determined - by vote - exception**

If upon the first roll call vote no applicant receives the votes of the majority of Members present, the name of the applicant receiving the least number of votes shall be dropped and the Members shall proceed to vote anew and so continue until either an applicant receives the votes of the majority of Members present, at which time such applicant shall be declared to be the recommended candidate; or, it becomes apparent by reason of an equality of votes that no applicant can be recommended by the voting process.

**36.9 Voting - unsuccessful - position selected - by lot**

Where by reason of an equality of votes, it becomes apparent that no applicant can be selected by the voting process, then the recommended applicant shall be the applicant selected by lot by the Clerk.

**36.10 Special vote - applicants tied - least number of votes**

In the case where no applicant receives the majority required for appointment on a roll call vote, and where two or more applicants are tied with the least number of votes, a special roll call vote shall be taken to decide which of the tied applicants with the least number of votes shall be dropped from the list of names to be voted on in the next roll call vote.

**36.11 Staff Member - appointment - conditions**

Except where prohibited by law, Committee of the Whole may recommend the appointment a Member of staff to a local board or outside agency in the place of a Member of Council when no Member of Council wishes to be appointed.

**36.12 Further votes**

If no person receives more than half the votes, the Clerk shall take another vote, excluding the person who received the fewest votes in the previous vote; if two or more persons received the fewest votes, the Clerk shall choose the person to be excluded by lot.

Date: 2005-03-18

**36.13 Term of Appointment - Citizens**

Citizens appointed by Council to Advisory Panels, local boards and committees shall be appointed for the term of office coinciding with the term of Council, or the terms set out in such appointments, and until their successors are appointed unless otherwise provided by Council or by law.

**36.14 Council Appointments - ballots**

At the first regular meeting of a new Council, or as soon thereafter as is reasonable, Council shall appoint Members to Committees by way of simultaneous, written, signed ballots which will be read aloud by the Clerk and recorded in the minutes.

**36.15 Council Appointments - destruction of ballots**

These ballots, as well as ballots used for simultaneous roll-call votes generally, may be destroyed by the Clerk and need not be retained following the confirmation of the minutes.



Date: 2005-03-18

**EXAMPLES OF TIE VOTES  
(All Members of Council Present - Four Nominees)**

Candidate	Votes Received
A	6
B	4
C	3
D	0

**Result: Candidate D is dropped from the next vote.**

Candidate	Votes Received
A	5
B	4
C	3
D	1

**Result: Candidate D is dropped from the next vote.**

Date: 2005-03-18

**EXAMPLES OF VOTES  
(All Members of Council Present)  
(Three Nominees Remaining)**

Candidate	Votes Received
A	6
B	4
C	3

**Result: Candidate C is dropped from the next vote.**

Candidate	Votes Received
A	5
B	3
C	3
D	1

**Result:**

1. Candidate D is dropped.
  
2. A special roll call vote is taken to decide which of the tied Candidates B or C shall be dropped from the list of names to be voted on in the next roll call vote.
  
3. Then a roll call vote shall be taken of the remaining two Candidates: A and one of B or C.

Date: 2005-03-18

**THE CONSEQUENCES OF SAMPLE TIE VOTES  
(All Members of Council Present -Five Nominees)**

Candidate	Votes Received
A	3
B	4
C	2
D	2
E	2

**Result:**

- 1. A special roll call vote is taken to decide which of the tied Candidates (C, D, or E) shall be dropped from the list of nominees to be voted on in the next roll call vote.**
- 2. Then a roll call vote shall be taken of the remaining four Candidates: A, B and two of C, D or E.**

Date: 2005-03-18

**THE CONSEQUENCES OF SAMPLE ZERO VOTES  
(All Members of Council Present -Six Nominees)**

Candidate	Votes Received
A	4
B	4
C	2
D	3
E	0
F	0

**Result:**

- 1. Candidates E and F are dropped from the next vote.**
- 2. Then a roll call vote shall be taken of the remaining four Candidates: A, B, C and D.**

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