

# BRIEFING

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Item # 5.2.3

City Clerk Briefing to

Priorities and Finance Committee  
2020 March 10

ISC: UNRESTRICTED  
PFC2020-0326

## Electronic Voting Implementation

### PURPOSE OF BRIEFING

This Briefing outlines the scope and timeline for implementation of electronic voting for meetings of Council and Committee.

### SUPPORTING INFORMATION

The Procedure Bylaw was amended in June 2019 to provide a framework for incorporating electronic voting at Council and Committee as follows:

#### Voting Style

119. (1) Voting at *Council* and *Committee* meetings may be captured using an electronic voting system.  
(2) When all votes have been placed, the tally shall be displayed in the meeting room; however, a vote is not final until the *Chair* announces the result of the vote.  
(3) If the electronic voting system is not available, voting shall be by voice.  
(4) Despite subsections (1) and (3), if three or more *Members* indicate their opposition to a motion during an electronic vote or a voice vote, a *Roll Call Vote* must be taken.  
(5) At any time prior to commencing a vote by voice, a *Member* may request a *Roll Call Vote* or a *Recorded Vote*.

(24M2019, 2019 June 17)

The City Clerk's Office has been engaging with internal and external partners and vendors to assess the options available to implement electronic voting in a manner that achieves key objectives. These objectives are:

- Vote display in the meeting room (visible to members and the public);
- Vote integration into the minutes, with a preference for automatic integration;
- Ability to capture vote information in a way that can be published on The City's Open Data site;
- The system and software must integrate with operating procedures as smoothly as possible;
- Costs for implementation must be low, leveraging or integrating with existing systems and technology where possible.

The project team in The City Clerk's Office has made significant progress to ensure the option chosen meets the criteria set out above. While some work remains to finalize costs and operating procedures, it is expected that an electronic voting system can be in place for both the Council Chamber and the Engineering Traditions Committee Room (Old City Hall) at the beginning of September 2020. Our next update on implementation will be Summer 2020.