

Schedule “A”

- 6.3 The Warden as the head of the Council shall be appointed pursuant to the following procedures:
- a. A Councillor seeking nomination for Head of Council shall announce his/her intention to let his/her name stand for the position of Warden on or prior to the second Tuesday of November, or by such other time as may be specified by the Clerk.
 - b. Where only one Councillor allows his or her name stand, Council may declare the Head of Council for the upcoming term at the Inaugural meeting with the Clerk presiding.
 - c. The Clerk shall be the Presiding Officer.
 - d. By motion(s) a Past Warden will be appointed as Chair and two (2) Past Wardens will be appointed as scrutineers.
 - e. The Chair and the scrutineers will be called to the dias.
 - f. The Clerk will exit the dias.
 - g. Voting will be by secret ballot.
 - h. A nomination ballot will be circulated to each Councillor to nominate a candidate(s).
 - i. The Chair will announce the names of the nominees in alphabetical order.
 - j. Each nominee, in alphabetical order, will be given the opportunity to address Members of Council.
 - k. A majority of the total votes of Councillors will be required to appoint a candidate for the position of Warden. The exception will be in subparagraph (n) where a successful candidate will be picked having only 50% of the votes.
 - l. Each member of Council who is present will have one vote.
 - m. If there are more than two candidates and if, following a vote, the candidate with the most votes does not have a majority then the candidate with the least number of votes is eliminated. A subsequent vote(s) will be taken until one candidate has a majority of votes.
 - n. If there are more than two candidates and no candidate has a majority of the votes, but there is a tie between candidates with the least number of votes, there will be a vote including only the candidates with the least number of votes, to eliminate one of them. In the event that this vote results in a tie, the Chair will by lot pick a candidate to be eliminated.
 - o. If there are three or more candidates and the result of the vote is a tie, there will be another vote, and if the result remains a tie, the Chair will by lot pick a candidate to be eliminated.

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- p. If there are two candidates and the result of the vote is a two-way tie, there will be another vote, and if the result remains a two-way tie, the Chair will by lot pick the candidate for the position of Warden.
 - q. A candidate may voluntarily withdraw his/her name at any time during the process.
 - r. By motion, the ballots will be destroyed.
 - s. The successful candidate shall be appointed the Warden as the Head of Council for the Corporation of the County of Middlesex pursuant to Section 6.4.
 - t. The chair and scrutineers will exit the dias.
 - u. The Clerk assumes the Chair, and is the Presiding Officer.
- 6.4 With the Clerk presiding the successful candidate, as determined in section 6.3, shall be appointed as the Head of Council of the Corporation of the County of Middlesex, by resolution of Council.