



The Corporation of the
City of Sault Ste. Marie

COUNCIL REPORT

September 22, 2025

TO: Mayor Matthew Shoemaker and Members of City Council
AUTHOR: Rachel Tyczinski, City Clerk
DEPARTMENT: Corporate Services
RE: Election 2026 – Budget Update

Purpose

The purpose of this report is to provide Council with information concerning the budget for the 2026 municipal election.

Background

The *Municipal Elections Act* provides that a regular election shall occur every four years on the fourth Monday in October. The next election of Sault Ste. Marie City Council and School Trustees will be held on October 26, 2026.

The *Municipal Elections Act* further provides that the cost for conducting an election shall be paid by the local municipality.

Analysis

Historically, municipal elections have been funded by an annual contribution to election reserves of \$70,000 (\$85,000 in each of 2023 and 2024) in order to smooth the budgetary impact in an election year. The four-year allocation for the 2026 election is \$310,000.

Cost increases for printing, postage, election supplies, technology, and temporary staffing mean that the allocation will not sufficiently cover similar operations in 2026.

The estimate for the 2026 election budget requires an additional \$100,000 based on the remaining election reserve balance. Approximately \$20,000 in expenses from the 2022 election were paid out of the 2023 election reserve due to late invoicing. The 2024 Capital Budget included an allocation from the election reserve in the amount of \$46,000 for computer equipment, with the IT reserve funding the other half of the total cost.

Staff recommends that \$100,000 be set aside in an Election Reserve in each of 2027, 2028, 2029, and operating budget 2030 to fund the 2030 municipal election (estimated 2030 budget of \$400,000).

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Financial Implications

Staff is recommending reallocation of the 2024 Capital Budget funding of \$46,000 from the Election Reserve to the IT Equipment Reserve.

The 2026 total election allocation will increase from \$70,000 to \$124,000. In order to fund future elections, \$100,000 will need to be set aside annually.

Strategic Plan / Policy Impact / Climate Impact

The municipal election is an operational matter not articulated in the Corporate Strategic Plan.

Recommendation

It is therefore recommended that Council take the following action:

Resolved that the report of the City Clerk dated September 22, 2026 concerning Election 2026 – Budget Update be received and that \$46,000 be reallocated from the IT Equipment Reserve (2024 Capital Budget) to the Election Reserve.

Respectfully submitted,

Rachel Tyczinski

City Clerk

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