



BOARD REPORT

TO:

Chair and Directors

File No: 4200 20 09**SUBJECT:**

Appointment of Chief Election Officer and Deputy Chief Election Officer

DESCRIPTION:

Report from Charles Hamilton, Chief Administrative Officer, dated April 9, 2018.

RECOMMENDATION:

THAT: pursuant to Section 58(1) and (2) of the *Local Government Act* Lynda Shykora be appointed Chief Election Officer for conducting the 2018 general local election and assent voting with power to appoint other election officials as required for the administration and conduct of the 2018 general local election and assent voting;

AND THAT: Jennifer Graham be appointed Deputy Chief Election Officer for the 2018 general local election.

SHORT SUMMARY:

Pursuant to the Local Government Act (the "Act"), the Regional District must conduct a general local election on Saturday, October 20, 2018. Section 58(1) of the Act requires that the Board appoint a Chief Election Officer and a Deputy Chief Election Officer for the purposes of conducting an election. The duties and responsibilities of the Chief Election Officer are set out in sections of the Act. These appointments are required at this time to commence preparations for the conduct of the election.

VOTING:Unweighted
CorporateLGA Part 14
(Unweighted)Weighted
CorporateStakeholder
(Weighted)**BACKGROUND:**

Pursuant to the Local Government Act (the "Act"), the Regional District must conduct a general local election on Saturday, October 20, 2018. Section 58(1) of the Act requires that the Board appoint a Chief Election Officer and a Deputy Chief Election Officer for the purposes of conducting an election. The duties and responsibilities of the Chief Election Officer are set out in sections of the Act (refer to attached sections of the Act). These appointments are required at this time to commence preparations for the conduct of the election.

POLICY:

In accordance the Local Government Act, for the purposes of conducting an election, the local government must appoint a chief election officer and a deputy chief election officer.

FINANCIAL:

The duties of the Chief Election Officer and the Deputy Chief Election Officer are included in the job descriptions of the Deputy Manager of Corporate Administration Services, Ms. Shykora, and the

Executive Assistant/Asst. Deputy Corporate Officer, Ms. Graham, respectively. Election work performed during regular operating hours is remunerated as staff salaries, with overtime compensated in accordance with Policy F-18.

KEY ISSUES/CONCEPTS:

Local Governments are legislated to hold a general location election on Saturday, October 20, 2018. Any other voting, such as assent voting, will also take place on October 20, 2018. As such, appointment of the Chief Election Officer and the Deputy Chief Election Officer is needed, in order to conduct elections for the positions of electoral area director(s) and for other voting opportunities.

IMPLEMENTATION:

One of the 2018 Corporate Administration goals is to carry out the General Local Elections in October 2018. Staff will immediately begin all of the planning and administrative details needed for the upcoming election.

For information, the CSRD Chief and Deputy Chief Election Officer also work in conjunction with School District 6 to assist in elections and any required voting for School Trustee in rural Golden (Area A), as well as with School District No. 83 to assist in voting for School Trustee(s) in Electoral Areas C, D, E and F of the CSRD.

COMMUNICATIONS:

School District No. 6 and No. 83 will be notified of the appointments, as will Elections BC who is responsible for campaign financing related to the local government elections.

The public will be informed through the CSRD website about the upcoming 2018 local government elections, availability of nomination papers, voting opportunities, etc.

DESIRED OUTCOMES:

That the Board support the recommendation to appoint the Chief Election Officer and the Deputy Chief Election Officer to conduct the local government elections and any other assent voting (referendum).

BOARD'S OPTIONS:

1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

LIST NAME OF REPORT(S) / DOCUMENT(S) AVAILABLE FROM STAFF:

1. N/A

Report Approval Details

Document Title:	Report-2018 Local Election Officer Appointments.docx
Attachments:	- Extract from Local Government Act - Chief Electoin Officer.docx
Final Approval Date:	Apr 10, 2018

This report and all of its attachments were approved and signed as outlined below:

A handwritten signature in black ink, appearing to read 'C. Hamilton', with a stylized flourish at the end.

Charles Hamilton - Apr 10, 2018 - 3:53 PM