



# Regional Board Report

## Request for Decision

Approved for Board Consideration

A handwritten signature in black ink, appearing to read "Brian Reardon".

Brian Reardon, CAO

**To:** Regional Board

**From:** Karen Needham, Corporate Officer

**Date:** May 12, 2022

**Subject:** 2022 Election Officer Appointments and Election Bylaws

***Voting Entitlement:*** *Electoral Area Directors – Majority – Unweighted Vote (LGA s.*

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**Purpose:** To appoint the Election Officers and consider readings for updated election bylaws for the conduct of the 2022 General Local Election.

### **Executive Summary:**

Local governments in B.C. are required, through an election bylaw and the appointment of the Chief Election Officer, to ensure each election, by-election, and assent voting, is conducted in accordance with established procedures, the *Local Government Act*, and when conducting school trustee elections, with the *School Act*.

In an election year, a review of the election bylaw is undertaken to ensure compliance to legislation. Since the general local election in 2018, changes in the *Local Government Act* have been introduced, including the expansion of mail ballot voting eligibility for electors.

Through the review of the current election bylaws, a new consolidated bylaw is being presented for Board consideration. The bylaw introduces procedures for expanded mail ballot voting, and incorporates the procedures for the use of the automated vote counting system through schedules attached to the bylaw. The proposed changes to voting opportunities provide greater flexibility for the chief election officer when working with the School District and member municipalities on shared voting locations.

As appointed, and through the provisions in the election bylaws, the chief election officer and deputies are required and committed to ensure that eligible electors are offered multiple opportunities to vote, and that all voting is conducted in a fair and open manner with respect of the integrity of the election process.

### **Recommendation #1:**

**THAT** the Regional Board receive the 2022 Election Officer Appointments and Election Bylaw report from the Corporate Officer dated May 12, 2022;

**AND THAT** the Regional Board appoint the following election officers for the 2022 General Local Election:

Chief Election Officer – Karen Needham, Corporate Officer  
Deputy Chief Election Officer – Corie Griffiths, Director of Corporate Services  
Deputy Chief Election Officer – Sandi Horning, Supervisor of Corporate Services

**AND THAT** the Chief Election Officer be authorized to enter into agreements with relevant third parties for the purposes of conducting the 2022 General Local Election;

**AND FURTHER THAT** the Regional Board give first, second and third reading to Election and Assent Voting Bylaw No. 1503, 2022;

**Recommendation #2:**

**THAT** the Regional Board adopt Election and Assent Voting Bylaw No. 1503, 2022;

Respectfully Submitted:



Karen Needham, Corporate Officer



Corie Griffiths, Director of Corporate Services

Attachment(s):

1. Proposed – Bylaw No. 1503 - Election and Assent Voting
2. REPEAL (Redlined) - Bylaw No.1417 - Procedures for the Conduct of Elections and Assent Voting
3. REPEAL (Redlined) - Bylaw No.1416 – Automated Vote Counting System and Procedure

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**Strategic Plan Alignment:**

Values: Good Governance

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**Background:**

Each local government in B.C. is responsible for conducting its own general local election as established under the *Local Government Act*. There are several authorities who play a role in local government elections:

- RDCO – through election bylaws and the appointment of the Chief Election Officer, ensures the election is conducted in accordance with the *Local Government Act* and the *School Act* with responsibility for nominations, voting opportunities and election results;
- Elections BC – administers campaign financing and advertising rules for local elections and assent voting in B.C. under the *Local Elections Campaign Financing Act (LECFA)*; and
- Ministry of Municipal Affairs, Ministry of Education – provide the legislation for Electoral Area Director and School Trustee elections.

Planning for the election of an Electoral Area Director for Central Okanagan East, and Central Okanagan West, is currently underway with a corporate services led election team. Early planning has involved collaboration with other appointed election officials from member municipalities and School District 23, for whom the RDCO will conduct trustee elections on behalf of the Board of Education. Securing voting locations in electoral areas is currently underway and planning for proposed locations with member municipalities in areas with shared boundaries is ongoing.

The key dates noted below include the required advance voting day, October 5, and general voting day, October 15, with other advance voting opportunities to be determined.

**2022 Key Dates:**

Jan.01 – Sept.16	Election period
Aug.05	Candidate nomination packages available
Aug.30 – Sept.9	Nomination Period
Jul.18 – Sep.16	Pre-campaign period
Sept.17 – Oct.15	Campaign Period
Sept. 19	Declaration of election by voting and/or acclaimed candidates
Oct. 05	Required advance voting opportunity
<b>October 15</b>	<b>General Voting Day</b>
Jan.13, 2023	Campaign financing disclosure statement filing deadline

**Discussion:**

Along with updated sections on special voting and required advance voting to provide for the establishment of multiple voting opportunities, the following additions are proposed in the new bylaw:

- Names of candidates on the ballot will be in alphabetical order – provides certainty for election officials, electors, and candidates;
- Number of nominators will be ten (10) – if not in the bylaw, the number of nominators is two (2);
- Special voting – updated wording to clarify the chief election officer may (not must) establish this as a voting opportunity;
- Required advance voting – aligned with the legislation that provides for one required advance voting for all local governments, and requires a second based on population.
- Additional general voting day opportunity – allows for the establishment of additional voting opportunities with hours and location determined by the chief election officer;
- Additional advance voting opportunities – provides flexibility for the chief election officer to align advance voting opportunities with adjacent municipalities when considering shared locations;
- Expanded mail ballot voting opportunity– due to changes in the legislation, all eligible electors will have the ability to register and vote by mail upon application to the chief election officer.
- A new Schedule A with mail ballot voting procedures; and
- A new Schedule B with procedures for the use of the automated vote counting system.

The various procedures and requirements for the use of the automated vote counting systems for mail ballots has been added to ensure alignment with the provisions in the new Election and Assent Voting bylaw as proposed.

With additional measures for accessibility to voting, and the consolidation of two bylaws into one Election Bylaw, the proposed bylaw represents a comprehensive election and assent voting bylaw for ease of use and awareness to the public.

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**Considerations:**

Organizational/External: A full communication plan will be developed to ensure relevant information is provided in multiple formats to engage and inform our electoral area residents.

Financial: Budget is provided for the conduct of the Electoral Area election through an operating reserve with any additional costs for the School Trustee election to be invoiced to School District 23 under a cost-sharing agreement.

Legal/Statutory Authority: *Local Government Act*, Part 3 Electors and Election  
*Local Election Campaign Financing Act* - [2022 General Local Elections | Elections BC](#)

Considerations not applicable:

- Alternate Recommendation:
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