

Report to Council



Date: April 12, 2021
To: Council
From: City Manager
Subject: 2021 School Trustee By-Election Officer Appointments
Department: Office of the City Clerk

Recommendation:

THAT Council receive, for information, the report from the Office of the City Clerk, dated April 12, 2021 regarding the 2021 School Trustee By-Election Officer Appointments;

AND THAT Council appoint Laura Bentley, Deputy City Clerk as Chief Election Officer for the 2021 School Trustee By-Election;

AND THAT Council appoint Corinne Boback, Legislative Coordinator Confidential and Stephen Fleming, City Clerk as Deputy Chief Election Officers for the 2021 School Trustee By-Election;

AND FURTHER THAT the Chief Election Officer be authorized to enter into agreements with relevant third parties for the purposes of conducting the 2021 School Trustee By-Election.

Purpose:

To appoint the Chief Election Officer and Deputy Chief Election Officers for the 2021 School Trustee By-Election.

Background:

On March 11, 2021 the Central Okanagan Board of Education gave notice to the City of Kelowna that a by-election is required to fill the vacancy on the Board following the passing of Trustee Rolli Cacchioni. Council must appoint a Chief Election Officer within 30 days of this notice.

In preparation for the 2021 School Trustee By-Election, on March 22, 2021 Council directed staff to submit a request to the Minister of Education for an order allowing mail ballot voting for all electors and allowing certain declarations to be made orally. Council adopted Bylaw No. 12192 2021 By-Election Procedures and Bylaw No. 12195 Amendment No. 2 to Automated Voting Machines Authorization Bylaw No. 10970 on March 29, 2021.

Discussion:

The Chief Election Officer ensures the by-election is conducted in accordance with the *Local Government Act* and the *School Act*, with responsibility for nominations, voting, and election results. Staff from the Office of the City Clerk will perform the duties of the Chief Election Officer and Deputy Chief Election Officers. Elections BC administers campaign financing and advertising rules.

For a trustee by-election conducted by a municipality, the Board must reimburse the municipality for the costs necessarily incurred by the municipality in conducting the by-election. City staff are working with staff from School District 23 in preparing for the by-election.

Key Dates

April 13 – May 28	Election period
April 16	Candidate nomination packages available
May 11 – May 21	Nomination period
May 29 – June 26	Campaign period
June 16 & June 23	Required advance voting opportunities
June 26	General voting day
September 24	Campaign financing disclosure statement filing deadline

Voting Opportunities

Date	Voting	Location(s)
Wednesday June 16, 2021	Advance voting opportunity	Hollywood Road Education Centre
Wednesday June 23, 2021	Advance voting opportunity	Hollywood Road Education Centre
Saturday June 26, 2021	General voting day	Dr. Knox Middle School Kelowna Senior Secondary School Okanagan Mission Secondary School Rutland Senior Secondary School

Safety Plans

The School Board has offered the use of schools and the Hollywood Road Education Centre as polling stations for the by-election. COVID-19 Safety Plans are being prepared for each polling station and for candidate interactions and election staff. The Chief Election Officer will work with Health & Safety staff to ensure the Workplace Safety Plans are aligned with WorkSafe BC requirements and public health guidelines.

Some of the measures that will be in place are:

- Occupancy limits, physical distancing, barriers, and personal protective equipment;
- Enhanced cleaning and sanitizing;
- Health checks and screening;
- Clear signage and marking;
- Training for election staff;
- Request for mail ballot voting and oral declarations for electors.

Conclusion:

The 2021 School Trustee By-Election is an opportunity for qualified electors to exercise their right to vote and elect a trustee for the remainder of the 2018-2022 term. The Chief Election Officer and Deputy Chief Election Officers are committed to ensuring multiple voting opportunities are available to provide voting accessibility to all electors in a safe manner. The Chief Election Officer and Deputy Chief Election Officers are committed to ensuring all voting opportunities are conducted in a fair and open manner with respect to the integrity of the individual vote.

Internal Circulation:

Health & Safety

Considerations applicable to this report:***Legal/Statutory Authority:***

Local Government Act, Part 3 Electors and Election
School Act, s. 36 By-elections

Legal/Statutory Procedural Requirements:

Local Government Act, s. 58 Appointment of election officials

Existing Policy:

2021 School Trustee By-Election Bylaw No. 12192 – establishes procedures to conduct the by-election
Automated Voting Machines Authorization Bylaw No. 10970 – sets procedures to use automated voting machines
Election Sign Bylaw No. 10411 – regulates the duration, placement and number of election signs
Elector Registration Bylaw No. 10547 – establishes same day elector registration

Financial/Budgetary Considerations:

Under the *School Act*, the School District is responsible for reimbursing the City for costs incurred to conduct the by-election.

Personnel Implications:

Office of the City Clerk staff assigned as needed and under restricted leave from April to June to assist with the election and provide continuity for regular duties.

Considerations not applicable to this report:***External Agency/Public Comments:******Communications Comments:***

Submitted by:

L. Bentley, Deputy City Clerk

Approved for inclusion:

S. Fleming, City Clerk

cc:

School District 23