



Governance and Priorities Committee Report

Date: January 23, 2014 **From:** Robert G. Woodland, Corporate Administrator
Subject: Appointment of Chief Election Officer and Deputy Chief Election Officers

Executive Summary:

The Local Government Act (the Act) specifies that, on the third Saturday in November every third year, municipalities in the Province of British Columbia must hold a local general election. In 2014, the date of the general voting day is Saturday, November 15.

The Act further requires each municipal Council to appoint a Chief Election Officer (CEO) and Deputy CEO, who are responsible for the administration and conduct of the local general election. In Victoria, the Corporate Administrator position is assigned the responsibility to serve as the CEO; however, Council must formally appoint both the Chief and Deputy Chief Election Officers by resolution in order to start the electoral process.

I recommend that I be appointed Chief Election Officer (CEO) for the 2014 local general election. The CEO will appoint additional election officials as required to ensure the successful conduct of the election.

I also recommend that Sheryl Masters and Don Schaffer be appointed Deputy Chief Election Officers for the 2014 local general election. Ms. Masters and Mr. Schaffer have served as municipal election officials in many previous general local government elections and are prepared to accept the appointment.

Recommendation:

Pursuant to Section 41(1) of the Local Government Act Victoria City Council appoints:

1. Mr. Robert Woodland as Chief Election Officer for the 2014 local general election; and
2. Ms. Sheryl Masters and Mr. Don Schaffer as Deputy Chief Election Officers for the 2014 local general election.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'R. Woodland'.

Robert G. Woodland
Director of Legislative and Regulatory Services

A handwritten signature in black ink, appearing to read 'Jocelyn Jenkyns'.

Jocelyn Jenkyns
Acting City Manager