

---

## CITY OF KELOWNA

# MEMORANDUM

---

**Date:** January 9, 2002  
**File No.:** 4200 – 08 / 2002 Election - Staffing  
**To:** Mayor and Council  
**From:** City Manager  
**Subject:** Appointment of Chief Election Officer – General Election, November 16<sup>th</sup>, 2002

---

### **RECOMMENDATION**

THAT Allison M. Flack be appointed Chief Election Officer and David L. Shipclark be appointed Deputy Chief Election Officer in accordance with Section 41 of the *Local Government Act*, for the purpose of conducting the 2002 general local government election;

AND THAT the Chief Election Officer be authorized to retain such legal counsel as may be required with reference to any matters pertaining to the election;

AND FURTHER THAT the Chief Election Officer be authorized to enter into agreements with School District No. 23 and other local governments as may be beneficial to the voting public and all jurisdictions in connection with the election.

### **BACKGROUND**

In accordance with the *Local Government Act*, Council is required to appoint a Chief Election Officer and a Deputy Chief Election Officer for the purposes of conducting the 2002 local government election, which includes the election of a school board for School District No. 23. The Chief Election Officer will be responsible for the appointment of other election personnel, designating voting places, and ensuring that the conduct of the election complies with all of the requirements of the *Local Government Act* and the *School Act*. Bylaws establishing procedures for the election and authorizing the use of electronic voting machines will be forwarded to Council within the next few months.

It is recommended that the Chief Election Officer be authorized to negotiate a cost-sharing agreement with School District No. 23 on behalf of the City, in order that the cost of conducting the election of school trustees is recovered. Other agreements may also be necessary with respect to the joint operation of voting places, the joint operation of a voting day information centre, the use of the City's electronic voting machines or other relevant and beneficial arrangements.

In order to ensure that any legal issues that arise around the 2002 general local government election, it is recommended that the Chief Election Officer be authorized to retain such legal counsel as may be required.

---

Ron Born, City Manager