

NANAIMO LADYSMITH PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
ACTION SHEET

DATE: June 26, 2024
TO: Board of Education
FROM: Mark Walsh, Secretary-Treasurer
SUBJECT: By-Election

Recommendation

That the Board of Education of School District No. 68 (Nanaimo-Ladysmith) appoint Secretary-Treasurer Mark Walsh as the Chief Electoral Officer pursuant to Section 36(3)(a) to organize and implement a by-election created by the resignation of Trustee McKay and notify the Minister of Education and Child Care as required by Section 36(3)(c).

Background

On May 31, 2024, Trustee McKay provided her resignation to the Secretary-Treasurer pursuant to section 51 of the *School Act* (the “Act”). This Information Sheet will highlight the options for the Board to consider in determining its next steps.

Discussion

Is an Election Required?

The simple answer to this question is yes, a by-election is required.

Upon receipt of Trustee McKay’s resignation, the requirements of the *School Act*, and more particularly, section 36 and 37, are engaged. Section 36 (1) provide that an election must be held to fill a vacancy in a number of circumstances including when a trustee resigns pursuant to section 51 – which occurred in the current circumstance.

What are the next steps?

Given the geographic diversity of the District (e.g. it has multiple municipal jurisdictions in addition to multiple regional districts, the Board is directly responsible for the election (section 37(3)). Pursuant to section 36(3) the Board is required to appoint a Chief Electoral Officer within 30 days of May 31, 2024. Following the appointment, the Chief Electoral Officer must hold an election with 80 days of the appointment. The election would follow the requirements of Part 3 of the *Local Government Act*.

In the event that the Board moves forward with appointing a Chief Electoral Officer (likely the Secretary-Treasurer), the following steps would be undertaken:

1. The Chief Electoral Officer would notify the BC Chief Electoral Officer of the election (section 36(3.2));
2. A date would be set for the by-election that would occur within 80 days of the appointment, section 36(4);
3. Notice of the Nomination Period would be provided;
4. The Nomination would open;
5. An information meeting would be set for interested candidates to learn about the position and the requirements of the election;
6. The election occurs including two opportunities for pre-voting (unless the Board sought approval for less than two). The election date would likely be September 14.
7. The elected trustee would be sworn in at the September Board meeting.

What is the timing of the election?

If the Board appoints the Chief Electoral Officer on June 26, 2024 it is anticipated that the voting day would be September 14, 2024 with one or potentially two advance opportunities one of which would be 10 days in advance of the vote.

What are the costs?

The last by-election cost \$44,500. We anticipate a similar cost for this election dependent the numbers of polling stations, advance voting options etc. Please note that the costs do not include the costs of District staff including the Secretary-Treasurer and Manager of Administrative Services.

We note that the Secretary-Treasurer is not required to be the Chief Electoral Officer, but staff do not have an alternative recommendation at this time. We note that the Chief Electoral Officer is able to appoint deputies and we also anticipate hiring external assistance to ensure compliance with election rules as well as smooth electoral process.