

# District of Lantzville

Incorporated June 2003

Notice and Agenda for the Special Meeting of Council of the District of Lantzville to be held on Monday, August 31, 2015, at 7:00 pm at the Royal Canadian Legion Branch #257, 2<sup>nd</sup> Floor – 7225 Lantzville Road, Lantzville, BC

Page No.

(This meeting may be recorded)

1. **CALL TO ORDER** *by the Mayor*

2. **ADMINISTRATION OF OATHS OF OFFICE**

a) **Councillors-elect**

*Director of Corporate Administration to administer the Oath of Office to each of the four Councillors-elect:*

**Councillors**     Bob COLCLOUGH  
                         Will Wyn GESELBRACHT  
                         Dot NEARY  
                         Mark SWAIN

b) **Chief Administrative Officer**

*[Immediately following the adoption of the motion, the Director of Corporate Administration will administer the Oath of Office]*

**THAT Council confirms Brad McRae as Chief Administrative Officer, Deputy Director of Corporate Administration, and Deputy Director of Financial Services, pursuant to District of Lantzville Officers and Employees Bylaw No. 36, 2005 and sections 147, 148 and 149 of the *Community Charter*, and as Approving Officer, pursuant to the *Land Title Act*, effective August 31, 2015.**

3. **AGENDA ADDITIONS AND/OR DELETIONS**

1-2 4. **ADOPTION OF THE AGENDA**

**THAT Council adopts the August 31, 2015 special Council meeting agenda.**

5. **WELCOME & APPRECIATION**

(Opportunity for Council members to welcome the new members and for the new members to recognize the beginning of their term in office)

- a) Mayor
- b) Councillors

6. **REPORTS**

3-5 a) **Chief Election Officer's 2015 By-election Report – For Information**

7. **APPOINTMENTS**

a) **Banking Signing Officers Authorization**

**THAT Council authorizes [insert three Council member names] as banking signing officers.**

b) **Designation of Member to Act in Place of Mayor**

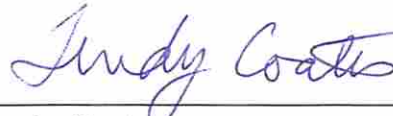
**THAT pursuant to the *Community Charter*, section 130 and "District of Lantzville Council Procedure Bylaw No. 18, 2004", Council designates the following Councillors as the member responsible as Acting Mayor during the following periods:**

Councillor John Coulson	September 2015 March 2017 September 2018	to	November 2015 May 2017 October 2018
Councillor Denise Haime	December 2015 June 2017	to	February 2016 August 2017
Councillor Bob Colclough	March 2016 September 2017	to	May 2016 November 2017
Councillor Will Geselbracht	June 2016 December 2017	to	August 2016 February 2018
Councillor Dot Neary	September 2016 March 2018	to	November 2016 May 2018
Councillor Mark Swain	December 2016 June 2018	to	February 2017 August 2018

AND FURTHER THAT in the event that the Mayor and Acting Mayor are either absent or unable to act, the Councillor appointed as Acting Mayor for the preceding period will be the Acting Mayor.

8. **PUBLIC PARTICIPATION** (*For questions or comments regarding business discussed by Council at this meeting except public hearings topics – speakers must first state their name and street address*)
9. **ADJOURNMENT**  
**THAT Council adjourns the meeting.**

*Light refreshments will be served following the Meeting*



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Trudy Coates  
Director of Corporate Administration

**NEXT REGULAR  
COUNCIL MEETING: Monday, September 14, 2015 @ 7:00 pm**

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# District of Lantzville

## REPORT TO CAO

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Special Council Agenda Item

August 31, 2015

File: 4200-04

G: Reports/15/2015 By-election Results

**AUTHOR:** Trudy Coates, Chief Election Officer

**SUBJECT:** Election Results - 2015 By-election

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### RECOMMENDATION

THAT Council receives, for information, the Chief Election Officer's election results report for the 2015 By-election.

### PURPOSE

To provide Council with a report of the 2015 By-election.

### BACKGROUND

Section 148 of the *Local Government Act* requires the Chief Election Officer, to submit to the local government a report of the election results (including a compilation of the information on the ballot accounts for the election) within 30 days after the declaration of official election results.

On June 4, 2015, Council appointed Trudy Coates as the Chief Election Officer (CEO), and Lynn Ketch as the Deputy CEO (DCEO), for the 2015 By-election and authorized a budget of \$22,000.

The District of Lantzville 2015 By-election was held on Saturday, August 8, 2015 to elect four Councillors to fill vacancies for the remainder of the term resulting from resignations. Advance Voting was held on July 29 and August 5, 2015 and there was also an opportunity to Vote by Mail for those electors who could not attend on July 29, August 5 or 12, 2015.

### DISCUSSION

Official election results were declared on August 10, 2015, confirming the election of the following candidates as Councillors for the remainder of the 2014 - 2018 term of Council for the District of Lantzville:

Bob COLCLOUGH      Will Wyn GESELBRACHT      Dot NEARY      Mark SWAIN

The term of the Councillors-elect begins with their oath of office at the special Council meeting scheduled for 7:00 pm on Monday, August 31, 2015 at the Royal Canadian Legion, 7225 Lantzville Road.

Attached is a compilation of information on the ballot account reports and voter turnout for the 2015 By-election. Full by-election costs will be finalized after the remaining work is completed, e.g. statutory notice published after new Councillors take office, destruction of records, shipping of vote tabulators, etc. and invoices received for all election expenses. Other information that staff would like to highlight about the 2015 by-election voting includes:

- In this, the first by-election for the District of Lantzville, 1,089 electors of the 2,946 eligible electors voted. The number of electors who voted was lower than in the last two General Local Elections (1,417 in 2014 and 1,273 in 2011) but higher than the 636 who voted in 2008 when there was only a Councillor race due to an acclamation for the Mayor's office. In 2005, a record 1,493 electors voted.
- There was a good turnout for Advance Voting, with 293 voters choosing this option; an increase over the 246 who voted at advance voting in 2011 and one less than the 294 in 2014.

- In 2011 (the first election with the option to Vote by Mail), 15 electors voted by mail; in 2014, 29 electors voted by mail; and in 2015 we had 23 electors choose this option. Of the 23 mail ballot packages distributed, 21 ballots were returned before the Saturday, August 8, 2015, 8:00 pm deadline. Mail ballot voting requires considerable staff time to implement, process and track; however, electors participating were very appreciative of the opportunity to vote which would have been lost to them if this option was not available. Although the system is known as vote by mail, the majority of participants received their packages by pick-up and submitted by drop-off.
- The Provincial Voters List was again used as the base for our List of Registered Electors, and the fact that it was current resulted in a relatively low number of new registrations at the time of voting. Only 48 new Resident Electors were registered at the time of voting, plus five new Non-resident Property Electors, for a total of 53 new registrations, compared to a total of 76 new registrations in 2014 and 102 new registrations in 2011.
- Our 37% voter turnout was lower than in the past two elections (vs. 49.4 in 2014 and 44% in 2011); was higher than the 22% in 2008 when there was also only a Councillor race (due to Mayor's office acclamation); was higher than past General Local Election provincial averages (33% in 2014 and 29% in 2011); and exceeded the turnout experienced in some other like-sized communities and neighbouring communities in the 2014 General Local Election, e.g. Nanaimo 34%, Parksville 35%, Mackenzie 29%, and Sparwood 35%. In 2014, Fort St. John was reported to have the lowest turnout in BC at 15% (Councillor race only due to Mayor's office acclamation).
- The automated vote counting system again resulted in high voter and staff satisfaction, with relatively problem-free operation, ease of use, and quick tallying of results. Vote by Mail ballots were put through the General Voting Day (GVD) voting machine after the Voting Place closed at 8:00 pm, and results tapes from GVD and Advance Voting were printed and posted in the Voting Place. Then the ballot accounts and Preliminary Results were prepared, and results were posted on the District's website and bulletin board, and emailed to media, candidates, Council and staff, before 9:00 pm on General Voting Day.
- The attached ballot account compilation report includes the number of blank votes (1) and confirms that there were no overvotes or spoiled ballots. The items reported in the ballot account report are established by statute and do not include the number of undervotes, although this information is available for those elections using voting machines. The legislation permits electors to undervote (vote for fewer candidates than seats available). In this by-election, the print-out of the ballots cast summary reflects 240 undervoted, which is much lower than the high number (2,043) of undervotes in the Councillor race in the 2014 General Local Election.
- The set-up and flow through the voting place on General Voting Day worked well. Peak voter turnout times were again between 10 am - 12 noon (218 voters) and 12 noon - 2 pm (138 voters) and the lowest turnout time was between 6 pm and 8 pm when only 71 voters attended.
- Evaluations submitted by election officials were positive. Candidates chose to not have scrutineers while voting was being conducted; however, one attended during the count. No electors submitted an evaluation; however, comments on the voting process were positive. 'Future voters' (who attended with their parents) especially liked the sticker they received!


We were fortunate to have a very experienced contract DCEO to assist, and experienced election officials, many of whom have served as CEOs and DCEOs in other municipalities in the past. Everyone did a great job! This report is provided for the information of Council.

Respectfully submitted

*Trudy Coates*

Trudy Coates, Chief Election Officer

Reviewed By:

Interim CAO		Interim Dir. of FS	Dir. of PW	Interim Planner	
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District of Lantzville  
 2015 By-election Results

COMPILATION OF INFORMATION ON BALLOT ACCOUNTS		COUNCILLOR
1.	Number of ballots received for use	2800
2.	Ballots without objection	1088
3.	Ballots accepted subject to objection under s.130	0
4.	Ballots rejected without objection (includes blanks and overvotes)	1
5.	Ballots rejected subject to objection under s.130	0
6.	Spoiled ballots that were replaced under s.118	0
7.	Number of ballots given to the electors (2+3+4+5+6)	1089
8.	Unused ballots	1709
9.	Number of ballots added under s.127(3)	0
10.	Number of ballots not accounted for (incl. 2 mail ballots not returned)	2
11.	<b>TOTAL (7+8+9+10) NOTE: No. 1 &amp; No. 11 must agree.</b>	<b>2800</b>

	Advance Voting Days (Jul 29 & Aug 5) District Office	General Voting Day (Aug 8, 2015) Costin Hall	TOTAL VOTES	CHOSEN BY % OF VOTERS	
<b>COUNCILLOR CANDIDATES</b>					
ELECTED	COLCLOUGH, Bob	164	438	602	55.3%
ELECTED	SWAIN, Mark	124	392	516	47.4%
ELECTED	GESELBRACHT, Will Wyn	110	380	490	45.0%
ELECTED	NEARY, Dot	95	365	460	42.2%
	ENGLISH, John	124	292	416	38.2%
	MOODY, Joan	119	233	352	32.3%
	PARKHURST, Doug	98	238	336	30.9%
	BIELEWSKI, Jennifer	69	210	279	25.6%
	GRIFFEY, Warren Gordon	86	172	258	23.7%
	FINNEGAN, Richard	27	103	130	11.9%
	POPPERL, Peter	13	60	73	6.7%
	DONALD, Mike	7	31	38	3.5%

Registered Electors      2,893  
 Plus New Registrations      53  
 Total Eligible Electors      2,946

**VOTER TURNOUT:**  
    # of Voters      1,089  
    /Total Eligible Voters      2,946  
    Voter Turnout      **37.0%**