
To: Mayor and Council
From: Paul Gipps, CAO

Meeting Date: February 3, 2025
Meeting Type: Regular Council Meeting

Prepared by: Reyna Seabrook, Director of Corporate Services
Department: Corporate Services

Title: 2026 General Election Officer Appointments
Description: Appointment of Chief Election Officer and Deputy Chief Election Officer

RECOMMENDATION

THAT pursuant to section 58 (1) of the Local Government Act, Reyna Seabrook, Director of Corporate Services, be appointed as the Chief Election Officer for the purposes of conducting the 2026 General Local Election; AND THAT the Makayla Ablitt, Manager of Corporate Administration, be appointed as the Deputy Chief Election officer for the 2026 General Local Election.

EXECUTIVE SUMMARY

Elections for the Mayor and Councillors of each municipality must be held every fourth year.

Section 58 of the Local Government Act (“LGA”) requires a local government to appoint a Chief Election Officer (“CEO”) and a Deputy Chief Election Officer (“DCEO”) for the purposes of conducting an election. The CEO must appoint election officials for the administration and conduct of the election and has the authority to delegate responsibilities and powers to other election officials. Before assuming duties, election officials must make a solemn declaration that they will faithfully and impartially exercise the powers and perform the duties of the position.

General Voting Day (“GVD”) must be held on the third Saturday of October in the year of the election; Saturday October 17, 2026. Section 107 of the LGA requires at least 2 advance voting opportunities, one on the tenth day before GVD, October 7, 2026, and another on a date established by Election Procedures Bylaw 538, 2005. Bylaw 538 authorizes the CEO to set the date and location of the second day advance voting. Locations for advance voting opportunities have not been determined at this point but have historically been held at the Municipal Hall with GVD held at George Elliot Secondary School (“GESS”). All legislated voting opportunities will be held between the hours of 8:00 a.m. and 8:00 p.m.

Respectfully Submitted.

Reyna Seabrook, Director of Corporate Services

Report Approval Details

Document Title:	2026 General Election Officer Appointments.docx
Attachments:	
Final Approval Date:	Jan 22, 2026

This report and all of its attachments were approved and signed as outlined below:

Paul Gipps, Chief Administrative Officer - Jan 19, 2026 - 3:10 PM

Makayla Ablitt, Manager of Corporate Administration - Jan 22, 2026 - 9:54 AM