



GENERAL ELECTION GUIDE

October 20, 2018

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About This Guide

The information contained in this guide is provided for the convenience of candidates seeking election in the Regional District of Central Kootenay for the office of electoral area director.

Nothing contained herein, however, relieves the candidates from the responsibility of ensuring that they are fully qualified to hold office, follow the applicable rules for campaigning for office and filing the appropriate documents before, during and after the election pursuant to the *Local Government Act* and/or other relevant statutes or regulations.

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The Election

KEY ELECTION DATES

DATE	ACTION OR DEADLINE
January 1 st	Election Period Begins
September 4 th	9:00 am - Nomination Period Begins
September 14 th	4:00 pm – Nomination Period Ends
September 14 th	Declaration of Candidates
September 18 th	4:00 pm – Nomination Challenge Deadline
September 21 st	4:00 pm – Nomination Documents Originals to local Chief Elections Officer Deadline
September 21 st	Election Period Ends
September 21 st	Deadline for withdrawal of candidates and withdrawal of elector organization endorsement
September 22 nd	Campaign Period Begins
September 24 th	4:00 pm - Declaration of election by voting
October 10 th	8:00 am - 8:00 pm - Advance Voting Day
October 20 th	8:00 am - 8:00 pm - Local Government Election Day (locations to be announced)
October 20 th	Campaign Period Ends
October 24 th	4:00 pm - Declaration of Official Election Results
October 29 th	Judicial Recount Application Deadline
November 2 nd	Judicial Recount Completion Deadline
December 8 th	Oath or Affirmation of Office Deadline
January 18 th , 2019	Disclosures Statements Filing Deadline
February 18 th , 2019	Disclosure Statements Late Filing Deadline

Nomination Period

Nomination forms for the 2018 General Local Election for the Regional District of Central Kootenay may be filed with the Chief Election Officer or his designate during regular business hours between:

9:00 a.m., Tuesday, September 4, 2018
and
4:00 p.m., Friday, September 14, 2018

Those persons unable to deliver nominations in person may mail or fax them to the attention of the Chief Election Officer by the September 14th, 2018 deadline (Fax 250-352-9300) or by email at rmatheson@rdck.bc.ca. If sent by facsimile or email, the original must be received by September 21st, 2018 at 4:00 p.m.

Qualifications for Office

To qualify as a candidate for local government office, at the time of nomination a person must meet the following criteria:

- Canadian Citizen;
- 18 years of age or older on general voting day;
- Resident of BC for at least six (6) months immediately before the day nomination papers are filed; and
- Not be disqualified by any enactment from voting in an election or be otherwise disqualified by law.

Qualifications for Voting

There are two categories of voters who qualify to vote in local government elections in B.C., Resident Electors and Non-Resident Electors.

A Resident Elector qualifies to vote by meeting the following criteria:

- You are a Canadian citizen;
- You are 18 years of age or older on or before general voting day;
- You have been a resident of BC for at least six (6) months prior to general voting day;
- You have lived in the Electoral Area for at least thirty (30) days prior to general voting day; and
- You are not disqualified by any enactment from voting in an election or otherwise disqualified by law.

A Non-Resident Elector qualifies to vote by meeting the following criteria:

- You are not a Resident Elector of the Electoral Area;
- You are a Canadian Citizen;
- You are at least 18 years of age or older on or before general voting day;
- You have lived in BC for at least six (6) months prior to general voting day;
- You have owned property in the Electoral Area for at least thirty (30) days prior to general voting day;

- You have been designated by the other owner(s) of the property as a Non-Resident (Property) Elector for that property; A majority of owners must complete and sign a Non Resident Property Elector Consent Form;
- You are not disqualified by any enactment from voting in an election or otherwise disqualified by law.

General Voting Day

Saturday, October 20, 2018. Polls will be open from 8 a.m. to 8 p.m.

Advance Voting Opportunity

Wednesday, October 10, 2018. Polls will be open from 8 a.m. to 8 p.m.

Mail Ballot Voting

Voting by mail ballot is available for eligible voters who are not able to vote at either the advance voting opportunity or on General Voting Day.

Campaign Financing

Elections BC is now responsible for administering, investigating and enforcing the campaign financing disclosure and election advertising rules under *LECFA*.

For answers to questions about LECFA election advertising, third party advertising sponsors and campaign financing rules, please contact Elections BC toll-free at: 1-855-952-0280 or by email at:

lecf@elections.bc.ca

The following guides are available online at <https://elections.bc.ca/political-participants/local-elections-campaign-financing/local-elections-candidates/>

- Candidate's Guide to Local Elections Campaign Financing in B.C. - and required forms.

Attendance at Voting Places/Polls

Other than for the purpose of voting, a candidate must not be present at a voting place while voting proceedings are being conducted. Your cooperation will be sincerely appreciated.

Counting Procedures

You may attend the counting proceedings to follow the results as they are received. You may also have one representative at each place where counting is being conducted.

You and/or your representatives wishing to be present for the counting proceedings should arrive at the appropriate location five minutes before the voting place closes and must immediately advise the presiding election official of your presence.

Reference Guides

The following elections guides are available online at:

<https://www2.gov.bc.ca/gov/content/governments/local-governments/governance-powers/general-local-elections>

- Local Elections in B.C.: What Every Candidate Needs to Know
- Candidate's Guide to Local Government Elections in B.C.
- Elector Organization Guide to Local Government Elections in B.C.
- Guide to Supporting a Candidate for Local Government Elections in B.C.
- Voter's Guide to Local Elections in BC

About the Regional District of Central Kootenay (RDCK)

Incorporated in 1965, the Regional District of Central Kootenay (RDCK) is a local government that serves an estimated population of 60,000 residents. Our region consists of 11 electoral areas (A, B, C, D, E, F, G, H, I, J, K) and nine member municipalities: Castlegar, Creston, Kaslo, Nakusp, Nelson, New Denver, Salmo, Silvertown and Slocan.

You are invited to visit the RDCK's website at <http://www.rdck.ca/> for more information on who we are and what we do.

WHAT SERVICES DOES A REGIONAL DISTRICT PROVIDE?

Regional districts can provide a broad range of services, with the exception of roads and policing. The choice of services is determined by the regional board but only with the approval of the electors. The scope of services therefore varies with each regional district.

Unlike municipalities, regional districts are required to match the benefits and costs of its services to the people who benefit from the services. Costs are recovered by taxing those who benefit from the services - in other words, residents pay for what they get.

Some services, such as street lighting, may be provided to only part of an electoral area in the form of a local service; to a combination of electoral areas and municipalities as a sub-regional service, such as transit; or to all electoral areas and municipalities as a regional service, such as mapping.

The RDCK provides approximately 170 services to taxpayers, including:

- General Administration
- Discretionary Grants
- Electoral Area (Rural) Administration
- GIS
- Building Inspection
- Planning and Land Use
- Community Sustainability
- Community Development Program
- Columbia Basin Trust Grants
- Community Works Service
- Feasibility Study Service
- Engineering and Environmental

- Economic Development (8)
- Advisory Planning (11)
- Fire Protection (21), Jaws of Life (4), Search and Rescue (3)
- Emergency Communications
- Emergency Programs (8)
- Dyking and Drainage (2)
- Street Lighting (8)
- Cemeteries (5)
- Animal Control (4)
- Insect Control (2)
- Refuse Disposal and Septage Handling (5)
- Libraries (8) and Museums (2)
- Regional Parks and Campgrounds (4)
- Ski Hills (1) and Recreation Area (1)
- Community Halls, Facilities (10)
- TV Grant-in-Aid (2)
- Arenas, Pools, Recreation Centres (7)
- Recreation Commissions (5)
- Transit (7)
- Airports
- Water Systems (20)

HOW DOES A NEW SERVICE GET ESTABLISHED?

Generally, the idea for a new service emerges from regional board directors, citizens, municipal councils, local government staff, or senior levels of government.

A Board member may initiate a new service request by proposing a resolution to the Board. If the Board approves the resolution in principle, the service establishment process begins. A feasibility study may be conducted, or direction may be given to staff to prepare a report and bylaws for the proposed new service.

If appropriate, all partners may be surveyed as to whether or not they wish to participate in the proposed service.

If the proposed service is deemed to be feasible, a service establishment bylaw is developed. The bylaw must be given three readings by the Board, and may also be required to receive the assent of the electors.

The bylaw must further receive approval from the province's Inspector of Municipalities, as well as the member municipalities and electoral areas that intend to participate in the proposed service. After receiving the necessary approvals, the service establishment bylaw may be adopted to create the new service.

GOVERNANCE

The Regional District of Central Kootenay, like all local governments, is granted its powers by the provincial government and is governed primarily by two provincial pieces of legislation – the *Local Government Act* and the *Community Charter* – as well as numerous other supplementary enactments.

The RDCK is governed by a board consisting of two types of directors:

- Electoral Area Directors are elected directly by rural area voters, and serve four-year terms. The RDCK Board consists of eleven (11) electoral area directors.
- Municipal Directors are first elected to a municipal council, and are then appointed by their council to the regional district board for a one-year term. The RDCK Board consists of nine (9) municipal directors.

The Board selects its own chair and vice-chair.

FUNDING

Although the primary cost-recovery method is taxation, the regional district does not tax directly. In electoral areas, property taxes are levied and collected by the Province. Within municipal boundaries, property taxes for Regional District services are paid to the municipalities. The Province and municipalities then transfer funds to the regional district.

Regional districts also generate revenues from fees and charges, such as recreation use, and provincial or federal government grants.

MUNICIPAL FINANCE AUTHORITY (MFA)

The *Municipal Finance Authority Act* was adopted in 1971. Its object is to provide the money required to finance certain capital projects, water and sewer systems and recreational facilities, for example, for member Municipalities and Electoral Areas.

The MFA issues (sells) bonds or debentures to the financial markets of the world. This money is then loaned back to member Regional Districts who have requested financing from the MFA. Because every piece of land and every building and improvement throughout BC is, in effect, used as collateral for the debentures, and because of a sinking fund arrangement, which makes defaulting on an obligation impossible, the bonds of the MFA enjoy the highest credit rating possible. This structure saves members of the Regional District many hundreds of thousands of dollars in interest payments over the years.

WHY REGIONAL DISTRICTS?

Rural areas are home to approximately 12 percent of British Columbia's population. Regional districts are the Province's way of ensuring that all residents have access to commonly needed services, no matter where they live.

Regional districts provide rural residents with an effective form of local government, while also representing municipal residents on regional issues. Regional districts enable municipalities and electoral areas to work together and combine their efforts to provide those services desired by the people of the area, regardless of municipal and/or electoral area boundaries.

The RDCK is one of 28 regional districts in BC.

OUR MISSION STATEMENT

The mission of the Regional District of Central Kootenay is to provide area residents and communities with services, governance and representation in a manner that supports the economic, social and environmental goals of the region.

OUR MOTTO

Representing **D**iverse **C**ommunities in the **K**ootenays.

Meetings

BOARD MEETINGS

The Board meeting schedule is set at the December meeting for the upcoming year. The Board of Directors meets once per month (more frequently during budget season). Typically, meetings are held on the third Thursday of each month. They begin at 9 a.m.

RURAL AFFAIRS COMMITTEE MEETINGS

Electoral Area Directors attend Rural Affairs Committee meetings to discuss issues affected rural areas (planning, zoning, water systems, etc.). Rural Affairs Committee meetings are held each month (except December) the day before the Board meeting. The Rural Affairs Committee makes recommendations to the Board of Directors.

OTHER COMMITTEES

The RDCK has other committees such as resource recovery which Directors are required to attend. These meetings are set at the call of the individual chairs.

WEST KOOTENAY-BOUNDARY REGIONAL HOSPITAL DISTRICT (WKBRHD)

All Directors (except for Areas B and C) are members of the West Kootenay-Boundary Regional Hospital District. The hospital board consists of 30 directors comprised of elected officials from the RDCK and the Regional District of Kootenay-Boundary. The Board meets five—six times per year.

The main purpose of the WKBRHD is to provide funding for hospital equipment and capital projects. Projects and priorities are proposed each year by the Interior Health Authority (IHA), with a list developed in consultation between the IHA and WKBRHD. The hospital district pays for 40% of the cost of approved projects while the remaining 60% is funded by the Provincial Government or through donations provided by local hospital foundations.

For more information about the WKBRHD, please visit <http://www.rdck.ca/EN/main/wkbr-hospital.html>

Directors Roles and Responsibilities

This document provides an overview: view online at http://www.sms.bc.ca/wp-content/files_mf/rdhandbook2006.pdf

Legislation

Local Government Act: view online at

http://www.bclaws.ca/civix/document/id/complete/statreg/r15001_00

Community Charter: view online at

http://www.bclaws.ca/Recon/document/ID/freeside/03026_00

Financial Disclosure Act: view online at

http://www.bclaws.ca/civix/document/id/complete/statreg/96139_01

Financial Disclosure Act Fact Sheet: view online at

<https://elections.bc.ca/docs/forms/DisclosureFactsheetWEB-MLAs.pdf>

Local Government Act Part 3—Electors and Elections: view online at

http://www.bclaws.ca/civix/document/id/complete/statreg/r15001_03#part3