



Candidate Information Session (2026 General Local Election)

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Presentation Overview:

- Why Run for Office
- What to Expect
- Election Process/Procedures
- Voting Day
- You've been Elected
- Resources/Question Submission



Why Run For Public Office?

- Be actively involved in the local democratic process;
- Contribute your experience and knowledge to your community;
- Address various issues in your community; or
- Lead change in your community



What it's like to serve on Council

- Council Meetings
 - Regular, Committee of the Whole, Closed, Special, Public Hearings
 - Every 3rd Tuesday
 - Exceptions: Statutory holidays, Special Meetings and/or Public Hearings
 - 1pm – 4pm (Regular Business) & 6pm – 9pm (Development Focus)
 - In-person/Electronic
- Additional Meeting Requirements
 - Annual Budget Meetings (General Operating and Capital Fund/Utilities (water, sewer, electric) Funds)
 - Governance Sessions (orientation, strategic planning)



What it's like to serve on Council

- Commitments
 - Count on spending several hours a week on District business – preparing for Council meetings, calls/meetings with District residents and business people, as well as monitoring and responding to emails
 - Media events/Community events
 - Annual conferences (SILGA, UBCM, FCM)
- Committees/External Agencies
 - Council Committees: Parks and Recreation Advisory Committee, Development Process Improvement Advisory Committee, Agricultural Advisory Committee, Advisory Planning Commission, Board of Variance, Community Climate Action Advisory Committee
 - Regional District of Okanagan-Similkameen (2), Destination Summerland, Okanagan Regional Library Board, Municipal Insurance Association of BC, various Community Organizations
 - Southern Interior Local Government Association, Union of British Columbia Municipalities, Federation of Canadian Municipalities



What it's like to serve on Council

- Council Remuneration (2026)
 - Mayor remuneration – \$46,154
 - Council remuneration – \$20,769
 - Deputy Mayor remuneration - \$600/month
 - Set by Council Remuneration Task Force recommendations
- Benefits
 - UBCM Benefits Plan/District Benefits Plan



Council Conduct

- Section 100, *Community Charter*: Disclosure of Conflict
- Section 105, *Community Charter*: Restrictions on Accepting Gifts
 - District's Procurement Policy
- Section 108, *Community Charter*: Restrictions on the Use of Insider Information
- Section 117, *Community Charter*: Confidentiality
- Section 122, *Community Charter*: Exercise of Powers by Bylaw or Resolution
- Section 113.1, *Community Charter*: Requirement to Consider Code of Conduct
 - New changes coming!
- Council Procedure Bylaw (Roberts Rules of Order)



Roles & Responsibilities of the Governing Body (Council)

- Make decisions on policy, service levels and tax levels
- Collectively directs the Chief Administrative Officer as to where resources (people and money) are to be focused (by policy direction and setting service level expectations)
- Receives information from citizens and staff
- Sets strategic corporate direction and goals
- Directs the preparation, amendment and adoption of the financial plan



Mayor & Council Responsibilities

- Mayor responsibilities

- *Community Charter* section 116
- Spokesperson for the Council
- Lead deliberations and collective decision-making
- Chair meetings and maintain order and conduct of debate
- Create standing committees
- Communicate with the CAO on behalf of Council
- *Deputy Mayor assumes responsibilities in Mayor's absence*

- Council responsibilities

- *Community Charter* section 115
- Contribute to governing the organization
- Work with other Councillors collectively
- Support Council decisions
- Fulfill responsibility to the citizens as an elected official



Role of the CAO

- Chief Administrative Officer (“CAO”)
- One employee model – Council’s “only” employee
- Ensures priorities and policies of Council are implemented
- Makes recommendations to Council
- Provides leadership to Staff
- Manages the day-to-day operations



Role of District Staff

- Implement the direction, decisions and policies of Council, in accordance with legislation
- Provide Council with information and professional advice
- Ensures that the District policies and programs are implemented
- Managing the resources (human, financial and intellectual) of the organization
- Communicate policy and decisions to the public



Preparing for the General Local Election



Key Dates

- **Nomination Period**
 - Tuesday September 1 (9am) to Friday, September 11 (4pm)
- **Campaign Period**
 - Saturday, September 19 (12:01am) to October 17
- **Advance Voting Dates**
 - Wednesday October 7 & October 14 (8am to 8pm)
- **Special Voting Opportunities**
 - Friday October 9 (tentative)
- **General Voting Day**
 - Saturday October 17 (8am to 8pm)
- **Inaugural Council Meeting**
 - Tuesday November 3
- **Deadline for filing financial disclosure statement with Elections BC**
 - Friday January 15, 2027
- **Late filing deadline**
 - Monday February 18, 2027 (\$500 late filing fee)



Candidate Eligibility

- Canadian citizen
- 18 years of age or more on general voting day
- Live in BC for at least 6 months before immediately before filing nomination documents
- Not be disqualified by any law or statute from being nominated, elected or holding office

*no requirement to be a resident or own property within the municipality



Election Campaigns

- Election Period
 - Saturday January 1, 2026 to Friday September 18, 2026 (midnight)
- Pre-campaign period
 - Monday July 20, 2026 to Friday September 18, 2026
- Campaign Period
 - Saturday September 19 (12:01am) to Saturday October 17, 2026



Campaign Period

- Campaign expenses
- Campaign expense limits
 - Mayor - \$15,211.24
 - Council - \$7,605.62
- Campaign signs/advertising
 - District of Summerland Sign Bylaw
 - Sponsorship information must be included on all advertisements
 - Campaign signs and activities must not be within **100 metres** of a voting place during voting



Nomination Process

- Nomination packages:
 - Picked up from Municipal Hall (13211 Henry Avenue) Tuesday to Friday, 8:15am – 5:00pm until September 11, 2026
 - Available 3rd week of July – website, in person
- Nomination period is from 9am on Tuesday September 1, 2026, to 4pm on September 11, 2026.
 - Nomination papers must be filed by 4pm on September 11; late filing is not allowed
- You must file your nomination papers with the Chief Election Officer or Deputy Chief Election Officer via in person, by mail, by fax, or by email
 - Appointments recommended for in person delivery (Tuesday to Friday 8:15am – 5pm)
 - Solemn declaration must be made in front of the CEO/Commissioner **BEFORE** signing



Nomination Process

- To file nomination papers, you need:
 - Two qualified nominators;
 - Complete (and correct) nomination papers; and
 - Solemn declaration that you are qualified to run for office
- Declaration of a Candidate
- Withdrawal Process

NOTE: Once filed, all nomination papers are available for public inspection at Municipal Hall or on the District's website until 30 days after the declaration of election results



Candidate Representatives

- Financial Agent
 - Legally required to have during a campaign
 - Could be candidate or another appointed representative
 - responsible for administering campaign finances in accordance with the *Local Elections Campaign Financing Act*
- Official Agent
 - Optional
 - Represent the candidate during the general local election
 - Campaign manager / spokesperson
- Scrutineer
 - Optional
 - Represent candidates at general local election opportunities to view election proceedings

Election BC, through the *Local Elections Campaign Financing Act*, is responsible for the following:

- Advertising rules (candidate & elector organization)
- Campaign financing and disclosure rules
- Registration of elector organizations
- All inquires related to campaign advertising and financing must be directed to Elections BC

*Elections BC will contact you after your nomination papers have been submitted



Local Election Campaign Financing Act

YOU MUST:

- Appoint a financial agent (can be the candidate)
- Maintain a campaign bank account for the full election period (January 1, 2026 – October 17, 2026)
- Ensure all campaign **contributions** and **expenses** are processed through your campaign bank account
- File your financial disclosures and expense records directly with Elections BC (*within 90 days of voting day – January 15, 2027*)



Election Campaign Financing

All inquiries related to campaign financing, third-party sponsors and advertising **MUST** be directed to Elections BC:

Phone toll free: 1-800-661-8683 / TTY: 1-888-456-5448

Fax toll free: 1-866-466-0665

Mailing: PO Box 9275 Stn Prov Govt, Victoria BC, V8W 9J6

Email: Electoral.finance@elections.bc.ca

Website: www.elections.bc.ca/lecfa



District of Summerland Election Bylaw

- Elector Registration (Provincial Voters List)
- Authorizes the use of automated voting machines
- Order of Names on Ballot
- Resolution of Tie Vote
- Access to Nomination and Endorsement Documents



Voting

- Advanced Voting Opportunities
 - October 7, 2026 (8am – 8pm), Summerland Arena Banquet Room
 - October 14, 2026 (8am – 8pm), Summerland Arena Banquet Room
- Special Voting Opportunities (tentative)
 - October 9, 2026, Angus Place
 - October 9, 2026, Summerland Seniors Village
- General Voting Day
 - October 17, 2026 (8am – 8pm), Summerland Arena Banquet Room



After General Voting Day

- Announcing results
 - Preliminary results (October 17)
 - Official results (October 21)
 - Announced on the District's website and Civicinfo BC
- Tie
 - Determined by lot, in accordance with Bylaw
- Judicial recount
 - Apply to the Provincial Court
 - Period to apply begins as soon as the official election results have been declared until 9 days after the close of general voting



Election Offences

2 categories:

1. General Election Offenses committed under the *Local Government Act*
2. Campaign Financing Offenses committed under the *Local Elections Campaign Financing Act*

Penalties can include:

- Disqualification from holding office
- Fines
- Imprisonment



You've been elected!



Key dates

- October 26 – 30: Council Orientation (tentative)
- November 3: Inaugural Meeting
- November 5 & 6: Governance Session
- November 10: First Regular Meeting of Council
- November 17 & 18: Strategic Planning Session
- November 23 - 25 : Utility Budget
 - December 2: Open House
 - December 15: Special Meeting
- January 26 - 28 : General Fund Budget
 - January 20: Special Committee of the Whole
 - February 11: Open House



Inaugural Meeting

- Inaugural Meeting – November 3, 2026
 - Oath of Office
 - Appointments to the RDOS Board of Directors

*November 10, 2026 – First Regular Council Meeting



Council Orientation

- Those elected must attend the following Council orientation sessions:
 - October 26-30 - internal orientation with the Senior Management Team
 - November 5 & 6 – Governance session with George Cuff
 - November 17 & 18 – Strategic Planning session with Randy Diehl



2027 Budget

Budget Meetings/Commitment

- Utility Budgets and Rates (mid November – December)
- General/Capital (January – April)

*Financial Plan/Tax Rate Bylaw(s) must be adopted by May 15 of each year



Resources

- [Guide to Campaign Financing for Local Candidates](#)
- [Running for Local Office](#)
- [General Local Elections - Province of B.C](#)
- [Scrutineers Guide to General Local Elections in B.C](#)
- [Handbook for Local Candidates](#)
- [Thinking about Running for Local Office](#)
- [General Local Elections 101](#)
- [Supporting a Candidate for Local Elections in B.C.](#)
- [What Every Candidate Needs to Know](#)
- [The Role of Local Elected Officials](#)
- [Videos - Being an Effective Elected Official](#)



Questions

All inquiries regarding the election process may be directed to elections@summerland.ca or 250-404-4037

Questions will be responded to, and questions and answers will be posted on the District's website (www.summerland.ca) for all other candidates to view

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