

BYLAW 1-26

TRUSTEE ELECTIONS AND BY-ELECTIONS

BOARD OF EDUCATION OF SCHOOL DISTRICT 62 (SOOKE)

A bylaw to establish procedures for the conduct of trustee elections.

Preamble:

Under Part 4 of the *School Act*, the Board of Education may, by bylaw, determine various procedures and requirements to be applied in the conduct of trustee elections.

Accordingly, the Board of Education of School District 62 (Sooke), in an open meeting, enacts this Trustee Elections Bylaw No. 1-26.

1. Scope of Bylaw

This bylaw applies to both general elections and by-elections, except as otherwise indicated.

2. Trustee Electoral Areas

a. In School District 62 (Sooke), trustee elections are held in the following trustee electoral areas (TEA):

TEA #	TEA description:	# of trustees
1	Belmont Zone: City of Colwood, City of Langford, District of Metchosin, District of Highlands, the Town of View Royal	Four
2	Milne's Landing Zone: District of Sooke, Capital Regional District	Three

b. For clarity, the boundary between TEA #1 and TEA #2 is described as follows:

“Commencing at a point on high water mark of Beecher Bay, Strait of Juan de Fuca, being the southwesterly corner of Metchosin Land District; thence in a general northerly direction along the westerly boundary of the said Metchosin Land District to the southerly boundary of Goldstream Land District; thence northerly along the said westerly boundary of Goldstream Land District to the southerly boundary of Malahat Land District (being also the southerly boundary of the Esquimalt and Nanaimo Railway Land Grant); thence in a general easterly direction along the said southerly boundary of Malahat Land District to the easterly boundary of the Victoria Supply Area Goldstream watershed; thence northerly along said easterly boundary of the said Goldstream watershed to the northerly boundary of School District No 62 (Sooke), being a point approximately one-half mile west of Wrigglesworth Lake, Malahat Land District.”

c. Elections will be at-large for each TEA. The term of office is four years.

3. Definitions

The terms used in this bylaw shall have the meanings assigned by the *School Act*, the *Local Government Act*, and the *Local Elections Campaign Financing Act*, except if the context requires otherwise.

“Board” means the Board of Education of School District No. 62 (Sooke).

“By-election” means a trustee election other than one conducted as part of a general school election, to fill a vacancy on the Board in any of the circumstances described in section 36 of the *School Act*.

“Chief Election Officer” means the person appointed by the Board to perform the duties of chief election officer as set out in the *School Act*, *Local Government Act* and *Local Elections Campaign Financing Act*.

“local government” means, as applicable, the City of Colwood, the City of Langford, the District of Metchosin, the District of Highlands, the Town of View Royal, the Capital Regional District, or the District of Sooke.

“Minister” means the Minister of Education and Child Care.

“School District” means School District No. 62 (Sooke)

4. Voters List

If the Board conducts all or part of a trustee election, the most current available Provincial list of voters prepared under the *Election Act* is the register of resident electors and the Board authorizes the Chief Election Officer to decide if electors not on the Provincial list of voters are able to register at the time of voting.

5. Application of Local Government Bylaws

- a. In Trustee Electoral Area #1 (Belmont Zone), if a local government conducts all or a part of the trustee election, the election bylaws of the local government, as they may be amended from time to time, apply to that trustee election or part of the trustee election, except for any bylaws determining the minimum number of nominators, the order of names on the ballot, the resolution of tie votes after judicial recount, requiring a nomination deposit, or any other matter on which the local government bylaws may not by law apply to a trustee election.
- b. In Trustee Electoral Area #2 (Milne’s Landing Zone), if a local government conducts all or a part of the trustee election, the election bylaws of the local government, as they may be amended from time to time, apply to that trustee election or part of the trustee election, except for any bylaws determining the minimum number of nominators, the order of names on the ballot, the resolution of tie votes after judicial recount, requiring a nomination deposit, or any other matter on which the local government bylaws may not by law apply to a trustee election.

6. Required Advance Voting Opportunities

- a. Unless the Board is exempted from the requirement by Order of the Minister, an advance voting opportunity will be held on the tenth day before general voting day.
- b. Unless the Board is exempted from the requirement for an additional advance voting opportunity by Order of the Minister, if a local government conducts all or part of a trustee election on the Board's behalf, an additional advance voting opportunity will be held for that trustee election or part of that trustee election being conducted by the local government on the Board's behalf, on the date specified in the by-laws of the local government.
- c. Unless the Board is exempted from the requirement for an additional advance voting opportunity by Order of the Minister, where the Board is conducting all or part of a trustee election, an additional advance voting opportunity for that trustee election or part of a trustee election will be held 3 days prior to general voting day.

7. Additional General Voting Opportunities

- a. If a local government conducts all or part of a trustee election on the Board's behalf, any additional general voting opportunities in respect of that trustee election or part of that trustee election will be determined by the local government.
- b. If the Board conducts all or part of a trustee election, the Chief Election Officer is authorized to establish dates for additional advance voting opportunities for that trustee election or part of that trustee election, and to designate the voting places and voting hours for these voting opportunities.

8. Special voting opportunities

- a. If a local government conducts all or part of a trustee election on the Board's behalf, any special voting opportunities in respect of that trustee election or part of that trustee election will be determined by the local government.
- b. If the Board conducts all or part of a trustee election, no special voting opportunities will be provided in respect of that trustee election or part of that trustee election.

9. Mail Ballot Voting

- a. If a local government conducts all or part of a trustee election on the Board's behalf, mail ballot voting in respect of that trustee election or part of that trustee election will be determined by the local government.
- b. If the Board conducts all or part of a trustee election, no mail ballot voting opportunities will be provided in respect of that trustee election or part of that trustee election.

10. Order of Names on the Ballot

The order of names of candidates on the ballot will be alphabetical.

11. Resolution of Tie Vote after Judicial Recount

In the event of a tie vote after a judicial recount, the tie vote will be resolved by lot in accordance with the *Local Government Act*.

12. Nomination Deposit

No nomination deposit is required for nomination for the office of school trustee.

13. Number of Nominators

The minimum number of qualified nominators for a trustee candidate is two.

14. Candidate Nomination Documents and Campaign Financing Disclosure

a. The Board authorizes public access to nomination documents of the trustee candidates:

- i. during the regular office hours at the Board's office from the time the nomination documents are delivered until 30 days after declaration of the election results; and
- ii. on the website of the School District until 30 days after declaration of the election results except for the telephone number or residential address, other than the municipality, electoral area or treaty lands in which the person is resident.

b. The Board will make available to the public by internet access, without charge, during the regular office hours of the Board's head office, access to the disclosure statements or supplementary reports required to be made available by the BC chief electoral officer on an Elections BC authorized website, other than:

- i. a mailing address or residential address of a significant contributor, or
- ii. a telephone number, mailing address, or residential address of a candidate, until 5 years after general voting day for the election to which the trustee's disclosure statements and supplementary reports relate.

c. The Board will, on request, provide a copy or other record of trustee candidates' disclosure statements and supplementary reports for as long as they are required to be available to the public under section 14 a or b.

d. Before providing the services under section 14 a, b or c other than to a Board officer or employee acting in the course of their duties, the Board may require the person requesting the service to

- i. satisfy to a Board official that any purpose for which personal information is to be used is permitted by the *Local Government Act* and section 63 of the *Local Elections Campaign Financing Act*, and

- ii. provide a signed statement that:

- 1) the individual, and

- 2) if applicable, any individual or organization on whose behalf the first individual is accessing, inspecting or obtaining the copy or other record

will not use the information included in the copy or other record except for a purpose permitted under the *Local Government Act* or the *Local Elections Campaign Financing Act*.

15. Public Posting Places

The following are designated as public notice posting places for the purposes of section 50 of the *Local Government Act*:

1. The main door of the Board office located at 3143 Jacklin Road
2. The bulletin board at Langford City Hall located at 877 Goldstream Avenue, Langford
3. The notice board outside the main entrance to Sooke Municipal Hall located at 2205 Otter Point Road, Sooke.

16. Publication by means other than newspaper

The Board designates the following means of publication of notices required to be published pursuant to section 94.2 of the *Community Charter*:

The Board’s Website www.sd62.bc.ca ; and
The School District’s [Facebook page](#)

17. Title

This bylaw may be cited as ‘School District No. 62 (Sooke) Trustee Elections Bylaw No. 1-26.

18. Repeal of Bylaw from Previous Election

School District 62 (Sooke) Trustees Elections Bylaw No. 1-23 is hereby repealed.

Date of first reading: May 26, 2026

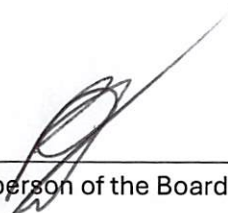
Date of second reading: May 26, 2026

Date of third reading and adoption: May 26, 2026

I HEREBY CERTIFY that this is a true original of School District No. 62 (Sooke) Trustee Elections Bylaw No. 1-23, adopted by the Board the 26th day of MAY 2026.



(Corporate Seal)



 Chairperson of the Board



 Secretary Treasurer