



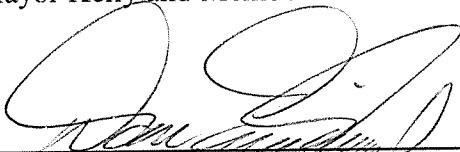
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Halifax, Nova Scotia  
B3J 3A5 Canada

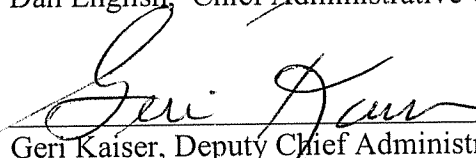
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**Halifax Regional Council**  
**February 13, 2007**

**TO:** Mayor Kelly and Members of Halifax Regional Council

**SUBMITTED BY:**

  
\_\_\_\_\_  
Dan English, Chief Administrative Officer

  
\_\_\_\_\_  
Geri Kaiser, Deputy Chief Administrative Officer  
Corporate Services & Strategy

**DATE:** February 5, 2007

**SUBJECT:** **Conseil scolaire acadien provincial (CSAP) School Board -  
Special Election**

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**ORIGIN**

Due to a vacancy on the Conseil scolaire acadien provincial (CSAP) School Board, there is a requirement to conduct an election within the Municipality to fill this position on the Board.

**RECOMMENDATION**

It is recommended that :

1. Jan Gibson, Municipal Clerk, be appointed the Returning Officer and Linda Grant as Assistant Returning Officer for the Conseil scolaire acadien provincial (CSAP) Special Election to be held March 24, 2007.
2. Halifax Regional Council approve the use of the current data for the Provincial Voters List for use in this election.

**BACKGROUND**

The conseil scolaire acadien provincial (CSAP) Electoral District of Halifax is comprised of the Halifax Regional Municipality. CSAP has declared a vacant seat on its board which consists of three elected members within HRM. The Municipal Clerks office is in receipt of a letter confirming the vacancy and requesting a Special Election be held to fill the seat. In compliance with the Municipal Elections Act (Section 13) the date for the special election will be Saturday, March 24<sup>th</sup>, 2007. Advance Polls will be held Saturday, March 17<sup>th</sup> and Tuesday March 20<sup>th</sup>, 2007.

The Provincial Voters List is open for revisions on a continuous basis and receives regular updates from the Department of Vital Statistics and the Department of Motor Vehicles. As required by the Municipal Elections Act, a revision period will also be part of the election readiness process for this Special Election.

**DISCUSSION**

Given that this election is for one matter for one district, this special election will be conducted utilizing our traditional method of paper ballot.

Section 4(1) of the Municipal Elections Act permits Council to appoint a returning officer who may be the clerk, another municipal employee, or another person who is not a municipal employee to conduct all regular and special elections.

**BUDGET IMPLICATIONS**

All costs associated with the conduct of this election will be recovered from the Conseil scolaire acadien provincial (CSAP) School Board.

**FINANCIAL MANAGEMENT POLICIES / BUSINESS PLAN**

This report complies with the Municipality's Multi-Year Financial Strategy, the approved Operating, Capital and Reserve budgets, policies and procedures regarding withdrawals from the utilization of Capital and Operating reserves, as well as any relevant legislation.


**ALTERNATIVES**

There are no alternatives. There is a legislated requirement to conduct the Special Election.

Additional copies of this report, and information on its status, can be obtained by contacting the Office of the Municipal Clerk at 490-4210, or Fax 490-4208.

Report Prepared and Approved by:

Jan Gibson, Municipal Clerk



Catherine Sanderson, Senior Manager, Financial Services