

December 1, 2015

To: Members,  
Finance and Administration Committee

Re: Municipal Election Expense Sharing Agreement

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### RECOMMENDATION

1. The Chief Legislative Officer and City Clerk be authorized to negotiate and enter into an agreement with The Board of Education of the Regina School Division No. 4 of Saskatchewan (Public School Board) and The Board of Education of the Regina Roman Catholic Separate School Division No. 81 of Saskatchewan (Separate School Board) regarding a municipal election expense sharing agreement.
2. That Bylaw #8073 *A Bylaw of the City of Regina to Authorize the Execution of a Certain Agreement Between the City of Regina and the Board of Education of the Regina School Division No. 4 of Saskatchewan and the Board of Education of the Regina Roman Catholic Separate School Division No. 81 of Saskatchewan* and the associated agreement be repealed.
3. That, after review by the City Solicitor, the City Clerk sign the agreement on behalf of the City of Regina.
4. That this report be forwarded to the December 21, 2015 meeting of City Council for approval.

### CONCLUSION

*The Local Government Election Act* provides that a council and a board may enter into any arrangements with respect to the sharing of costs and the provision of services and facilities necessary for the holding of an election. The City of Regina and both School Boards are desirous of entering into an agreement to set out the costs to be borne by each party in the provision of services and facilities for the holding of the 2016 election. The agreement will cover any other general elections, by-elections, recounts or votes on a bylaw, resolution or question pursuant to *The Cities Act* or *The Education Act, 1995*, held from the date of executing an agreement until December 31, 2025.

### BACKGROUND

In August of 1985, through the passing of Bylaw #8073, the City of Regina entered into an agreement on the expense sharing of the 1985 general election. This agreement on the expense sharing has been used for all subsequent general elections, up to and including the 2012 election.

### DISCUSSION

As part of 2015 business planning for the Office of the City Clerk, part of the focus on discussions surrounding elections was with respect to budgeting and the expense sharing between the three parties. Under the current agreement, the City fronts the full expenditure of the election, billing the other two parties well after the conclusion of the election. The reimbursement of expenses could take anywhere from one to six months after the completion of the election.

When we approached both school boards, they were in agreement that it was time to update the expense sharing agreement. All parties are looking to an agreement that covers the 2016 election, up to and including the 2024 election, with the agreement expiring in 2025.

We will also be asking for the two boards to make regular payments throughout the non-election years and doing a reconciliation once the election has been completed. The regular ongoing payments will cover election office and software expenses. In the negotiations, we will ensure that all parties interests are covered, making sure that the City's financial and leadership role in the election is looked after.

## RECOMMENDATION IMPLICATIONS

### Financial Implications

Entering into an expense sharing agreement that includes a regular payment plan will allow for a better budgeting process for all parties.

### Environmental Implications

None related to this report.

### Policy and/or Strategic Implications

Negotiating and entering into a new expense sharing agreement with respect to general elections ensures all parties are able to plan and budget accordingly.

### Other Implications

None related to this report.

### Accessibility Implications

None related to this report.

## COMMUNICATIONS

Both school boards have been made aware of this report.

## DELEGATED AUTHORITY

The recommendations contained in this report require City Council approval.

Respectfully submitted,



Erna Hall, Deputy City Clerk

Respectfully submitted,



Jim Nicol, Chief Legislative Officer  
& City Clerk