

**Board of Education
School District 54 (Bulkley Valley)**

**TRUSTEE ELECTIONS BYLAW NO. 1
BOARD OF EDUCATION OF
SCHOOL DISTRICT #54 (BULKLEY VALLEY)**

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

Preamble:

The Board of Education of School District No. 54 (Bulkley Valley) wishes to establish various procedures and requirements under the authority of the *School Act* for trustee elections.

Accordingly, the Board of Education of School District No. 54 (Bulkley Valley), in an open meeting of the Board enacts as follows:

1. Application

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

2. Trustee Electoral Areas

In School District No. 54 (Bulkley Valley), trustee elections are held in the following trustee electoral areas

Trustee Electoral Area	Description	# of Trustees
Trustee Zone 1	Lake Kathlyn / Evelyn / Witset	one
Trustee Zone 2	Smithers / Glentanna / Driftwood	three
Trustee Zone 3	Telkwa / Quick	one
Trustee Zone 4	Houston	two

3. Definitions

- a. The terms used in this bylaw shall have the meanings assigned by the *School Act* and the *Local Government Act*, except as the context indicates otherwise.
- b. "Board" means the Board of Education of School District No. 54 (Bulkley Valley);
- c. "School District" means School District No. 54 (Bulkley Valley);
- d. "local government" means, as applicable, the Town of Smithers, the District of Houston, or the Village of Telkwa.

4. Voters' List

The most current available Provincial list of voters prepared under the *Election Act* is the register of resident electors, effective 52 days before general voting day for any election to which this bylaw applies.

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5. Application of Local Government Bylaws

In all Trustee Electoral Areas within the School District, if a local government conducts all or a part of the trustee election, the election bylaws of that 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, an additional advance voting opportunity will be held in all trustee electoral areas as follows:
 - i. if a local government conducts all or part of a trustee election on the Board's behalf, on the date specified in the bylaws of that local government, for that trustee election or that part of a trustee election; and
 - ii. if the Board conducts all or part of a trustee election, on the third day before general voting day, for that trustee election or part of a trustee election.

7. Additional Advance Voting Opportunities

The Chief Election Officer may establish dates for additional advance voting opportunities for each trustee election and may designate the voting places and the voting hours for these voting opportunities.

8. Additional General Voting Opportunities

The Chief Election Officer is authorized to establish additional general voting opportunities for general voting day for each election and to designate the voting places and voting hours for such voting opportunities, within the limits set out in the *Local Government Act*.

9. Order Of Names On The Ballot

- a. The order of names of candidates on the ballot will be alphabetical in accordance with the *School Act and the Local Government Act*.

10. Resolution Of Tie Votes 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 Section 141 of the *Local Government Act*.

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11. Access to Candidate Nomination Documents and Campaign Financing Disclosure

- a. The Board authorizes public access to nomination documents of the trustee candidates 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.
- b. The Board will make available to the public by internet access, without charge, 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, for a fee of fifty (50) cents per page.
- d. Before providing the services under section 11 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 recordwill 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.

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12. Public Notice Posting Places

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

TRUSTEE ZONE	AREA NAME	POSTING PLACES
Trustee Zone 1	Lake Kathlyn/Evelyn/ Witset	School Board Office, Smithers, BC
Trustee Zone 2	Smithers / Glentanna / Driftwood	Town of Smithers, Smithers, BC School Board Office, Smithers, BC
Trustee Zone 3	Telkwa/Quick	Village of Telkwa, Telkwa, BC School Board Office, Smithers, BC
Trustee Zone 4	Houston	District of Houston, Houston, BC School Board Office, Smithers, BC

13. Publication by means other than newspaper

- a. The Board designates the following means of publication of notices required to be published pursuant to section 94.2 of the Community Charter:
- i. School District #54 (Bulkley Valley) District website
 - ii. School District #54 (Bulkley Valley) Facebook Page and School District #54 (Bulkley Valley) Instagram Page
 - iii. Local Newspaper publications

14. Title

This bylaw may be cited as "School District No. 54 (*Bulkley Valley*) Trustee Elections Bylaw No.1".

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15. Repeal

School District No. 54 (*Bulkley Valley*) Trustee Elections Bylaw No.1, dated August 26, 2008, is repealed.

Date of first reading: Tuesday, May 26, 2026

Date of second reading: Tuesday, May 26, 2026

Date of third reading and adoption: Tuesday, May 26, 2026


Jennifer Williams
Chairperson of the Board

CORPORATE SEAL


Dave Margem
Secretary-Treasurer