



## 2018 GENERAL MUNICIPAL ELECTION

**ELECTION  
BULLETIN # 1  
December 18, 2017**

The 2018 general municipal election will be conducted in accordance with *The Municipal Act* and *The Municipal Councils and School Boards Elections Act*. Keep your municipality on track and pave the way for a well-run, efficient election by ensuring the following pre-election tasks are addressed as early in the year as possible.

### **Council:**

- Reviews Campaign Expenses and Contribution By-law to ensure that the campaign expenses (spending) limit for candidates continues to meet the needs of the municipality. The Campaign Expenses and Contributions By-law must be adopted by April 27, 2018 (January 28, 2018 for resort municipalities) to take effect for the 2018 general municipal election.
- Examines the possibility of working with another municipality or school division to conduct the election
  - If council decides to co-ordinate all or part of their election with another local authority(s) they should, by resolution, adopt an agreement with the other party(s)
- Reviews the appointment of the senior election official (SEO)
  - The SEO appointment continues unless a new appointment is made
  - If a change is required, Council must pass a resolution authorizing the new SEO appointment
  - The SEO may be shared between local authorities
  - The CAO may be appointed as the SEO
- Establishes the rate of remuneration for the SEO
  - The rate of remuneration may be included as a part of the resolution appointing the SEO or may be done by separate resolution

### **Council and the SEO:**

- Prepare election cost estimates to be included in the municipal financial plan
  - Election costs include remuneration for the SEO and the other election officials, and other costs associated with running an election such as hall rentals, advertising, printing, postage, office supplies, telephone, meals and mileage costs
  - Council may want to review and establish the rate of remuneration that will be paid to other election officials. The SEO's job of recruiting officials will be easier if he/she knows what pay is being offered

Municipal Finance and Advisory Services will be conducting election training sessions in person and by webinar in March 2018 (January 24, 2018 for resort municipalities) and will provide a complete overview of resource materials developed to assist facilitating the election. Municipalities will soon receive the new 2018 *Election Official's Manual*, *The Chief Administrative Officer's Campaign Financing Manual* and copies of the new *Candidates Guide for Manitoba Municipal Elections* to be provided to prospective candidates.

**Stay tuned for further election updates!**