

NO: R126

COUNCIL DATE: June 11, 2018

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## REGULAR COUNCIL

TO: **Mayor & Council**

DATE: **June 6, 2018**

FROM: **General Manager, Corporate Services**

FILE: **4200-01**

SUBJECT: **Appointment of Deputy Chief Election Officer**

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## RECOMMENDATION

The Corporate Services Department recommends that Council:

1. Rescind the appointment of Mark Panneton (former Deputy City Clerk) from his Council appointed position of Deputy Chief Election Officer; and
2. Appoint City of Surrey employee Michael Lyle Rothwell as Deputy Chief Election Officer.

## INTENT

The purpose of this report is to seek Council's approval of the appointment of a Deputy Chief Election Officer in light of the recent resignation of Mark Panneton, Deputy City Clerk, from this position.

## BACKGROUND

On November 6, 2017, Council approved the appointment of a Chief Election Officer and a Deputy Chief Election Officer for the 2018 general local election. Corporate Report No. R203; 2017 (RES.R17-2986) is attached as Appendix "I" to this report.

Recently, Mark Panneton, Deputy City Clerk, announced his resignation from the City with his final day of employment being June 8, 2018. Mr. Panneton also served as the appointed Deputy Chief Election Officer.

## DISCUSSION

Section 58(1) of the *Local Government Act* requires that, for the purposes of conducting an election, the local government must appoint a Chief Election Officer and a Deputy Election Officer. As a result of the recent resignation of Mr. Panneton from this appointed position, it is recommended that City staff member Michael Lyle Rothwell be appointed as the replacement Deputy Chief Election Officer.

Mr. Rothwell presently works within the Corporate Services Department as the Development Services Manager (IT Division). He possesses solid experience working in municipal elections having served as the IT project manager for both the 2011 and 2014 Surrey Civic elections. During both previous elections, Mr. Rothwell worked closely with the election team to carry out the planning, execution, monitoring, control and closure of the IT components of the election. He also participated in the training, advance voting activities, and election-day activities. Mr. Rothwell is a strong team player and his combination of operational experience and skills will lend itself well to the overall success of the election process.

## CONCLUSION

Based on the above discussion, it is recommended that Council:

- Rescind the appointment of Mark Panneton (former Deputy City Clerk) from his Council appointed position of Deputy Chief Election Officer; and
- Appoint City of Surrey employee Michael Lyle Rothwell as Deputy Chief Election Officer.

Rob Costanzo  
General Manager, Corporate Services

TC/RAC/jhs

Appendix "I" Corporate Report No. R203: 2017



# CORPORATE REPORT

NO: R203

COUNCIL DATE: October 23, 2017

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## REGULAR COUNCIL

TO: Mayor and Council

DATE: October 06, 2017

FROM: City Clerk

FILE: 4200-01

SUBJECT: Appointment of Chief Election Officer and Deputy Chief Election Officer

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## RECOMMENDATION

The Legislative Services Division recommends that Council appoint the following City employees for the 2018 local government general election pursuant to section 58(1) of the *Local Government Act*:

1. Anthony Capuccinello Iraci, Deputy City Solicitor as the Chief Election Officer; and
2. Mark Panneton, Deputy City Clerk as Deputy Chief Election Officer.

## INTENT

The purpose of this report is to seek Council's approval of appointments for the positions of Chief Election Officer and a Deputy Chief Election Officer.

## BACKGROUND

Pursuant to the *Local Government Act*, general local elections are held every four (4) years with general voting day being the 3<sup>rd</sup> Saturday of October in the year of the election. The Chief Election Officer is, among other things, responsible for the conduct of the election in accordance with applicable legislation.

## DISCUSSION

Section 58 (1) of the *Local Government Act* requires that for the purpose of conducting an election, the local government must appoint a Chief Election Officer and a Deputy Chief Election Officer.

These appointments are required at this time to commence preparations for the election. General voting day for the 2018 general local election is Saturday, October 20, 2018.

## CONCLUSION

Based on the above discussion, it is recommended that Council appoint:

1. Anthony Capuccinello Iraci, Deputy City Solicitor as the Chief Election Officer;  
and
2. Mark Panneton, Deputy City Clerk as Deputy Chief Election Officer;



Jane Sullivan  
City Clerk

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