AGENDA
OPEN COUNCIL
March 2, 2026
DATE

February 12, 2026

REPORT TO: **K. KEHLER, CHIEF ADMINISTRATIVE OFFICER**

FROM: **A. WEEKS, CHIEF ELECTION OFFICER**

SUBJECT: **LOCAL GOVERNMENT ELECTION INFORMATION UPDATE**

PURPOSE: *Update for the City's local government election*

EXECUTIVE SUMMARY:

Local government elections in British Columbia are held every four years and the next election is set for Saturday, October 17, 2026. Eligible voters will elect one Mayor and six Councillors.

RECOMMENDATION:

1. THAT the report from the Chief Election Officer dated February 12, 2026, entitled "Local Government Election Information Update" be received for information.

BACKGROUND:

Local government elections in British Columbia are held every four years. The last election for the City of Parksville took place on Saturday, October 15, 2022. Residents elected one Mayor, six Councillors and two School Trustees. The next election is set for October 17, 2026. Some key dates for this election are attached as **Schedule A**.

Voting	Day	Location
Advance Voting 8 am to 8 pm	Wednesday, October 7, 2026 Wednesday, October 14, 2026	• Jensen Centre, 132 Jensen Avenue East
General Voting Day 8 am to 8 pm	Saturday, October 17, 2026	• Jensen Centre, 132 Jensen Avenue East • Parksville Fellowship Baptist Church, 550 Pym Street

Services will be available to support voters with accessibility needs:

- All advance and general voting locations are wheelchair accessible.
- Curbside voting is available at all advance and general voting locations.
- All eligible voters may vote by mail ballot (*if approved*).
- Assistance is available for voters unable to mark a ballot due to a physical disability or difficulty with reading or writing.
- Voters may bring a friend to assist (cannot be a candidate or candidate representative).
- Voters may request assistance from an election official.

OPTIONS:

1. Receive the report for information.

2. Provide staff with alternate direction.

ANALYSIS:

Information for Candidates - campaigning in a public place is prohibited unless such activities occur within spaces where rental is permitted and done in accordance with established rental procedures and fees for those specific City facilities. Campaign materials must also be contained within the rented space.

Candidates, third party advertisers, or those acting on their behalf, shall not distribute campaign materials during any event or program hosted or financially supported by the City, whether at a City facility or not. Political activity will not be permitted at a City facility being actively used for voting.

Election Campaigning and Social Media Guidelines - see attached Schedule B.

Election Signs and Advertising - see Policy No. 3.40.

Equal Access to Information - the City will maintain its transparent and neutral political position by equally and openly sharing election information with all candidates. Candidates' questions to City staff during an election period will be posted to a public page so all candidates have access to the same information.

Information of a general nature that may provide valuable guidance will be shared equally and openly with all candidates. This general information will be posted on the City's website (letstalkparksville.ca/election-2026) to ensure the information is accessible to residents, voters and candidates.

REFERENCES:

- Election Signs and Advertising Policy 3.40

Respectfully submitted,

Original signed by A. Weeks

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A. WEEKS
Chief Election Officer

REVIEWED BY:

Original signed by D. Tardiff

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D. TARDIFF
Manager of Communications

CHIEF ADMINISTRATIVE OFFICER ENDORSEMENT:

Original signed by K. Kehler

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K. KEHLER, MPA
Chief Administrative Officer

Schedule A - Key Election Dates

Milestone	Dates
Candidate BC residency deadline	March 10, 2026
Resident and non-resident elector BC residency deadline	April 16, 2026
Expense limits published by Elections BC	May 31, 2026
Election bylaw adoption deadline	July 6, 2026
Pre-campaign period begins	July 20, 2026
Candidate information packages available for pickup from administration office	July 24, 2026, at 9 am
Mail ballot applications available for pickup from the administration office or online	Starting September 1 *(if approved)*
Nomination period opens	September 1, 2026, at 9 am
Nomination period closes	September 11, 2026, at 4 pm
Declaration of candidates	September 11, 2026, after 4 pm
Non-resident property elector 30-day property ownership deadline	September 16, 2026
Deadline for candidate to withdraw nomination	September 18, 2026
Campaign period begins	September 19, 2026
Mail ballot packages will be mailed or available for pickup at City Hall once ballots are available	Late September *(if approved)*
Advanced voting - Jensen Centre	October 7, 2026
Special voting (Stanford Place, Trillium Lodge, Arrowsmith/Cokely Manor)	October TBD
Advanced voting - Jensen Centre	October 14, 2026
General voting day - Jensen Centre and Parksville Fellowship Baptist Church	October 17, 2026
Declaration of official election results	On or before October 21, 2026
Inaugural Council meeting - elected candidates to take oath of office	November 2, 2026, at 1 pm
Disclosure statement filing deadline	January 15, 2027
Late filing deadline for disclosure statements (with $500 fee)	February 16, 2027

Schedule B

City of Parksville
Election Campaigning and Social Media Guidelines

The following will assist candidates, whether incumbents or not, when considering the use of City of Parksville social media and communications platforms.

WEBSITES AND SOCIAL MEDIA

- Websites, domain names and engagement platforms funded by the City may not be used for campaigning. *(parksville.ca; parksvillefirerescue.ca; emergencyoceanside.ca; jensencentre.ca; letstalkparksville.ca)*
- Candidates may provide a link to the City's official election website in their campaign materials for electors to access additional information about the election and voting process.
- The City's official election website *(letstalkparksville.ca/election-2026)* will provide candidate contact information which may include a link to a candidate's website.
- The City's official election website may include other information supplied by the candidate to educate electors but shall in no way endorse any candidate.
- Websites or domain names operated or funded by the City shall not include any election campaign-related materials or links to any sites featuring election campaign-related information, including but not limited to Facebook, Instagram, LinkedIn, Threads, BlueSky and other social media accounts to any sites that feature election campaign-related material.
- The City throughout the election will post nonpartisan election content on social media channels including but not limited to: Facebook, Instagram, LinkedIn, Threads, BlueSky, etc. To preserve the nonpartisan nature of the City's election posts, candidates, members of Council, or any individual acting on behalf of a member of Council are not permitted to write any comments on the City's social media posting. Any such postings will be removed immediately.

IMAGES

- Photographic or video material created or funded by the City shall not be used for election related purposes or activities or campaign-related activities including campaign materials. This includes any Council portraits funded by the City.
- The City's logo, crest, flag, etc. may not be printed, posted or distributed on any election-related campaign materials or included on any election related website.

MISCELLANEOUS

Members of Council may not use the City's voice mail system to record election related messages. This also applies to a member not seeking re-election.

EXAMPLES OF WHAT CAN BE INCLUDED ON A CANDIDATE SOCIAL MEDIA POST

- Attendance at non-City sponsored events on private property.
- Candidate biographies including previous City Council positions if applicable.

- Candidate events occurring inside a facility rented by the candidate.
- Social media posts distributed by the City's communications department.

EXAMPLES OF WHAT CANNOT BE INCLUDED ON A CANDIDATE SOCIAL MEDIA POST

- The City's corporate logo, flag, chain of office, other marks, websites, phone numbers, and technology.
- No City-owned or taken photos unless part of a City provided social media post.
- No City-owned or operated facilities can be used in social media posts.