

BUSINESS PLAN

2018-2021

OFFICE OF THE CHIEF ELECTORAL OFFICER



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NUNAVUNMI NIGUAKNIK

ELECTIONS NUNAVUT

ÉLECTIONS NUNAVUT

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OVERVIEW

The Office of the Chief Electoral Officer (OCEO) is an independent office of the Legislative Assembly and is located in Rankin Inlet, Nunavut. The Management and Services Board of the Legislative Assembly provides direction and approves budgets for the Office of the Chief Electoral Officer. The *Nunavut Elections Act* permits the term Elections Nunavut to be used to describe the Office of the Chief Electoral Officer.

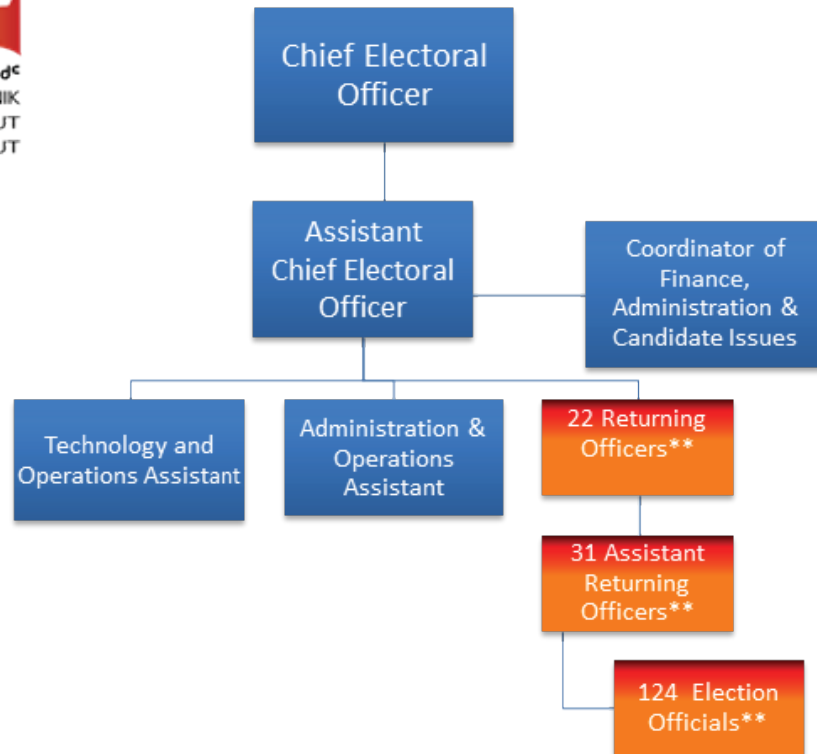
The Chief Electoral Officer is appointed by the Commissioner of Nunavut on the recommendation of the Legislative Assembly for a seven-year term. The Chief Electoral Officer fulfills a wide range of statutorily-prescribed responsibilities under the *Nunavut Elections Act* and the *Plebiscites Act*. Through an agreement with the Government of Nunavut's Department of Finance, the Chief Electoral Officer also administers local option liquor plebiscites under the *Liquor Act*.

The Office of the Chief Electoral Officer has a budget of \$2.850 million for the 2017-18 fiscal year. The office includes the Chief Electoral Officer and four indeterminate positions. These positions are Assistant Chief Electoral Officer, Coordinator of Finance, Administration & Candidate Issues, Administration & Operations Assistant and Technology & Operations Assistant

During the election period, the Office of the Chief Electoral Officer contracts 22 Returning Officers and 31 Assistant Returning Officers. During the early voting opportunities and Election Day, 47 Deputy Returning Officers, 47 Poll Clerks and 30 Registration Clerks are employed as casuals.

The OCEO contracts the services of legal counsel, information technology (IT) support, geographic information system (GIS) support and electronic voter database management (EVDM) support.

ORGANIZATIONAL CHART



** Employed During General Elections

OCEO BUDGET (\$000)

	2017-2018	2018-2019	2019-2020	2020-2021
<i>Office of the Chief Electoral Officer</i>	2,823	1,283	1,283	1,488



MANDATE

The Office of the Chief Electoral Officer is to establish a regime that promotes the meaningful exercise of the democratic rights and freedoms of the residents of Nunavut and the equality of opportunity to participate in determining the outcome of elections and plebiscites.

BASIC PRINCIPLES

The Office of the Chief Electoral Officer will endeavour to:

- Encourage participation by every voter in Nunavut;
- Ensure that it is easy for every voter to vote if they wish to, taking into consideration the unique circumstances in Nunavut;
- Minimize barriers for prospective candidates;
- Ensure public awareness of all aspects of elections and plebiscites;
- Provide information in the Official Languages of Nunavut;
- Cooperate with other jurisdictions within Nunavut, Canada and other International Electoral Management Bodies;
- Run elections and plebiscites as effectively and efficiently as possible;
- Incorporate flexibility in the rules governing elections and plebiscites to address unique circumstances in Nunavut as they arise;
- Evaluate the election and plebiscite process, to learn from experience and ensure it is meeting the needs of Nunavummiut.



CORE BUSINESS

The Office of the Chief Electoral Officer (OCEO) administers territorial elections and plebiscites, in addition to entering into agreements with other agencies to administer plebiscites outside of the *Plebiscites Act*.

Commencing in 2019, the OCEO will also oversee municipal elections, which includes Mayor & council and District Education Authorities.

LEGISLATION

Nunavut Elections Act

The *Nunavut Elections Act* came into force in September 2003. It is the statutory instrument that guides all territorial elections and by-elections and municipal elections¹.

Plebiscites Act

The *Plebiscites Act* came into force in January 2014. It is the statutory instrument that guides all plebiscites in Nunavut, with the exception of local options liquor plebiscites.

FUNCTIONS OF THE CHIEF ELECTORAL OFFICER AND THE OCEO

POLICY DEVELOPMENT

The OCEO develops policies regarding the conduct of general elections, by-elections and plebiscites. These policies provide the foundation for election officials to conduct elections and plebiscites in a consistent and equitable manner, and ensure compliance with legislation is maintained.

¹An Act to Provide for Elections for Municipal Councils and District Education Authorities stipulates that the transitional period for municipal elections commences on October 1, 2018 and comes in to force on April 1, 2019.



ENFORCEMENT

The OCEO proactively works with candidates, financial agents and campaign managers to ensure compliance with the Acts.

The OCEO provides support to the Integrity Commissioner, Public Prosecution Services Canada and the RCMP during investigations into contraventions under the *Nunavut Elections Act* and the *Plebiscites Act*. An enforcement protocol is established between these parties to ensure cooperation and the exchange of information is effective.

- Compliance Agreements are utilized by the Integrity Commissioner with a person who is alleged to have committed an offence, in exchange for the stay of prosecution in respect to the offence. The compliance agreement may include the following: restitution, making a public or private apology, seeking atonement in accordance with Inuit Qaujimajatuqangit, and community service. The RCMP and the Chief Electoral Officer supply information to the Integrity Commissioner to assist in determining if a compliance agreement is appropriate.

An amendment to the *Summary Convictions Procedures Regulations* provides the RCMP with an option to issue a fine to candidates and their financial agents for failing to prepare and send in their financial return before the end of the post-election period.

GUIDELINES AND FORMS

The *Nunavut Elections Act* and the *Plebiscites Act* specifies the forms to be used during an election or plebiscite. The OCEO prepares these forms and accompanying guidelines and provides them to candidates, financial agents, election officials and the general public.

OVERSIGHT OF ELECTIONS NUNAVUT

The Chief Electoral Office provides direction and manages the staff of the OCEO.



INSTRUCTIONS

The Chief Electoral Officer issues instructions to election officers, candidates, financial agents and anyone who is campaigning. These instructions typically identify specific aspects that are not addressed in legislation, or are required in unique circumstances.

NUNAVUT ELECTORAL BOUNDARIES COMMISSION



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Nunavumi Nigoaktoliginikut Titikniliogotini Katimayit
Nunavut Electoral Boundaries Commission
Commission de délimitation des circonscriptions du Nunavut

The OCEO provides support to the Electoral Boundaries Commission (EBC) in fulfilling their mandate under the *Nunavut Elections Act*. This includes providing GIS and mapping services. The next statutorily-prescribed Electoral Boundaries Commission will take place in 2022.

RECOMMENDATIONS FOR AMENDMENTS

The Chief Electoral Officer provides recommendations for amendments to the *Nunavut Elections Act* and the *Plebiscites Act*. These recommendations originate from the need to ensure elections and plebiscites are administered as efficiently and effectively as possible, and reflect Nunavut’s societal values.

PUBLIC AWARENESS

The OCEO develops and disseminates information to the general public regarding all aspects of elections and plebiscites. This information is provided in all of Nunavut’s official languages and in a manner that is accessible to all Nunavummiut.



REPORTING ON PRIORITIES 2017-2018

ADMINISTER PLEBISCITES

The Minister of Finance provided instructions in March to the Chief Electoral Officer to hold a Beer and Wine Store Plebiscite in Rankin Inlet and Cambridge Bay. The plebiscites were held on May 1, 2017. Both municipalities voted in favour of opening a beer and wine store in their communities.

PREPARATIONS FOR 2017 GENERAL ELECTION

- 22 Returning Officers (ROs) were appointed to administer the October 30th General Election for the 5th Legislative Assembly. Training for the ROs took place in July, August and September. 22 RO offices had been secured for constituency centres to provide information to prospective candidates, financial agents and the general public, and to provide an opportunity for early voting.
- A secondary school employment initiative was developed in conjunction with the Department of Education. This initiative allowed for students over the age of 15 to work as registration clerks and poll clerks during the General Election. This opportunity will provide valuable insight into the democratic system employed by the Legislative Assembly for electing MLAs.
- Elections Nunavut partnered with and provided financial support to CIVIX to undertake the Student Vote initiative. This initiative provided schools the resources and opportunity for students to vote for their MLA in correlation with the General Election. The initiative provides students the ‘hands-on’ experience in exercising their future democratic right to help choose their MLA.
- The Elections Nunavut website has been enhanced to better serve Nunavummiut seeking information on elections and plebiscites in Nunavut.



MODERNIZING LEGISLATION

The OCEO tabled Bill 49, *An Act to Provide for Elections for Municipal Councils and District Education Authorities* in June, 2017. This harmonization of the *Local Authorities Elections Act* with the *Nunavut Elections Act* comes into force on April 1, 2019 and will provide governance to all municipal and District Education Authorities elections. Bill 49 received assent on June 8, 2017.

- The OCEO attended various meetings throughout the year to obtain feedback from and provide information to municipalities, DEAs, government departments and the general public on Bill 49. This was in addition to the many presentations and discussions conducted at Mayors Meetings, NAM, CNDEA and focus groups held over the past seven years.

The OCEO provided support to the Department of Justice in making amendments to the Summary Convictions Procedures Regulations. The amendment now allows for the RCMP to issue fines to candidates and their financial agents who fail to prepare or submit a financial return within the post-election period.



PRIORITIES FOR THE OCEO 2018-2021

PRIORITIES 2018-2019

- Develop policies, guidelines and forms in partnership with the Department of Community & Government Services to be used during Mayor and councillor elections.
- Develop policies, guidelines and forms in partnership with the Department of Education to be used during District Education Authority elections.
- Undertake a robust communication campaign educating Nunavummiut on the electoral changes stemming from Bill 49, *An Act to Provide for Municipal Elections*.
- Develop a policy for providing financial support to organizations that actively encourage the participation of youth in Nunavut's democratic process.
- Develop RFP for an organizational review of the Office of the Chief Electoral Officer.
- Develop RFPs for legal counsel, geographic information system (GIS) support, information technology (IT) support, and Electronic Voter Database Management (EVDM) support for Elections Nunavut.
- Administer by-elections under the *Nunavut Elections Act*.
- Administer plebiscites under the *Plebiscites Act*.
- Administer local option liquor plebiscites under the *Liquor Act*.
- Providing opportunities for staff training through the Canadian Society for Election Official Training.
- Participate in the 7th Speaker's Biennial Youth Parliament during the fall of 2018.
- Participate in the Canadian Chief Electoral Officers Conference (CCEOC).



PRIORITIES 2019-2020

- Administer all Municipal Elections for Council, Mayors and directors for local District Education Authorities on October 28, 2019.
- Administer by-elections for Members of the Legislative Assembly (MLA) under the *Nunavut Elections Act*.
- Administer by-elections for Mayors under the *Nunavut Elections Act* (after October 28, 2019).
- Administer plebiscites under the *Plebiscites Act*.
- Administer local options plebiscites under the *Liquor Act*.
- Participate in the Canadian Chief Electoral Officers Conference (CCEOC).
- Provide continued opportunities for staff training through the Canadian Society for Election Official Training (CSEOT).
- Commence preparations for the October 25, 2021 Territorial General Elections.

PRIORITIES 2020-2021

- Administer by-elections under the *Nunavut Elections Act*.
- Administer plebiscites under the *Plebiscites Act*.
- Administer local options plebiscites under the *Liquor Act*.
- Continued preparation for the October 25, 2021 Territorial General Election.
- Provide continued opportunities for staff training through the Canadian Society for Election Official Training (CSEOT).
- Provide support to the Electoral Boundaries Commission in preparation for the 2022 review.



FINANCIAL SUMMARY

BUSINESS SUMMARY Office of the Chief Electoral Officer	2017-2018 MAIN ESTIMATES		2018-2019 PLANNED		2019-2020 PLANNED		2020-2021 PLANNED	
	\$000	PYs	\$000	PYs	\$000	PYs	\$000	PYs
Permanent Salaries	818	5	634	5	634	5	634	5
Casual Wages	249		-		-		-	
Grants & Contributions	25		25		25		25	
Subtotal	1,092		659		659		659	
Other O&M								
Travel & Transportation	258		80		80		80	
Materials & Supplies	154		50		50		56	
Purchased Services	377		80		80		80	
Service Contracts	782		270		270		353	
Fees and Payments	56		40		40		156	
Other Expenses	77		77		77		77	
Tangible Assets	-							
Computer Hardware & Software	27		27		27		27	
Subtotal	1,731		624		624		829	
Total	2,823	5	1,283	5	1,283	5	1,488	5



