



Candidate Info Session

2026 General Local Election

August 6, 2026 | 6:00 p.m.

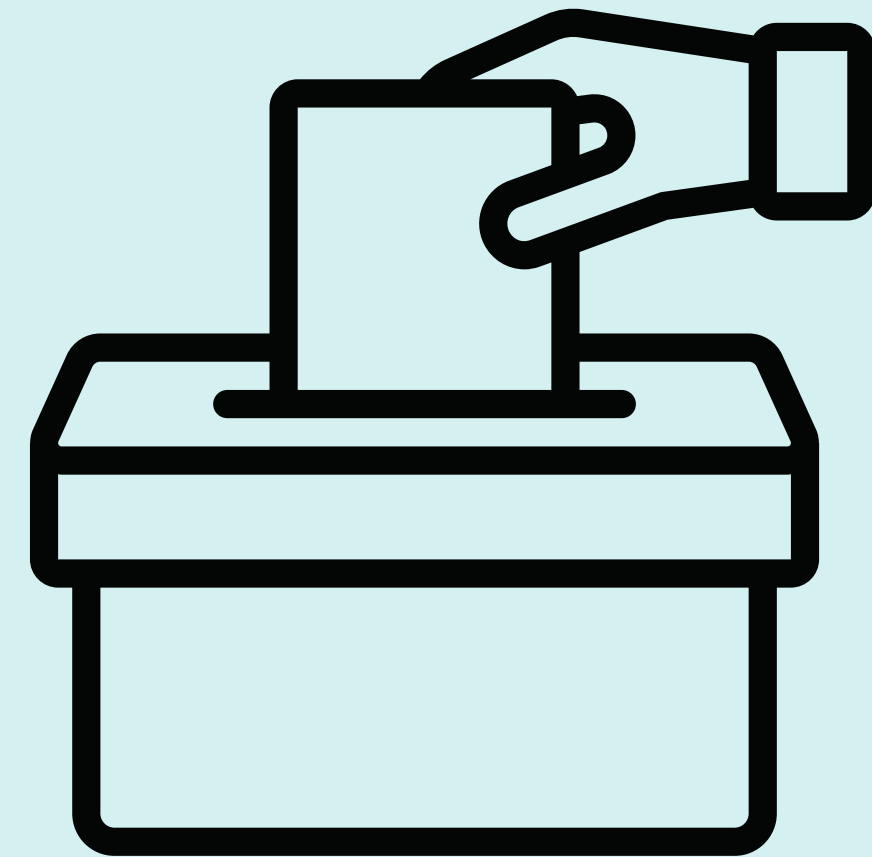
Village Office
495 Hot Springs Road
Harrison Hot Springs, BC



Disclaimer

Every effort has been made to ensure that the information presented is factual and consistent with the legislation

In the event of any inconsistency between this presentation and the *Local Government Act*, the *Local Elections Campaign Financing Act*, or any other Act or bylaw, the legislation will prevail



Recorded Session

- Session is recorded and will be published on the Village YouTube channel
- This ensures that any candidates unable to attend this evening receives the same information as other candidates
- Ask questions as we move through or at the question and answer session at the end
- If you are more comfortable asking a question after the session, that question and the answer will be forwarded to all attendees and persons who pick up a nomination package
- Please provide your contact information

Agenda: Part 1

1.

Council Overview

Village Overview

Role of Council

Meetings

Committees, Boards, Council Appointments

Time Commitment

Compensation

Why Run for Office?

Things to Consider

Orientation and Onboarding

Agenda: Part 2

2.

Election Information

Important Dates

Candidate Eligibility

Nominator Eligibility

Nomination Packages

Scrutineers

Order of Names on Ballot

Voting Day Protocol

Campaigning and Election Signs

Election Offences

Resources

Extra Credit

Session Objectives

- Provide a **clearer understanding** of the role of Council and the election process
- Ensure all potential candidates receive the **same information**
- Provide a **high-level overview** and resources for more in-depth research
- Answer any questions and, if we can't tonight, have enough time to research them and get back to you



A scenic view of a park with a clock tower, flagpoles, and a mountain in the background. The image is overlaid with a semi-transparent blue filter. The clock tower is on the left, and the flagpoles are in the center. The mountain is on the right.

Part 1 Council Overview

Village Overview

- Population 1,905 (2021 Census)
- Annual operating budget of ~\$7 million
- **One-employee model:** CAO

*For the years 2021-2025, the Village of Harrison Hot Springs employed 17 full-time and 3 seasonal employees

Municipal Employees

Municipal Employees

By Department

- Administration
- Corporate Services
- Community Services
- Financial Services
- Public Works
- Utilities

TOTAL: 17



Village Overview – Services

- **Paid-on-call Fire Department and Mutual Aid**
- **Waste Water and Water Treatment**
- **Waste Collection Services (Garbage, Recycling, Organics)**
- **Snow Clearing, Public Works and Parks**
- **Regional or partnership services:**
 - Transit
 - Air Quality
 - Animal Control
 - Hospital
 - Emergency Preparedness
 - Building Inspections and Permits
 - Combined E-Comm 911
 - Regional District Parks
 - Pest (Mosquito) Control



Role of Council

- **Municipalities derive their authority from the province**
- The main piece of legislation governing **municipal councils** is the **Community Charter**
- The main piece of legislation governing **elections** is the **Local Government Act**
- **Council is the governing body of the Village**

“The purposes of a municipality include:

- Providing for good government of its community
- Providing for services, laws and other matters for community benefit
- Providing for stewardship of public assets of its community, and
- Fostering the economic, social and environmental well-being of its community”

(Source: Community Charter s. 7)

Role of Council

- ➔ Represent the **public interest** and **community well-being**
- ➔ Provide **strategic direction** to staff and **set priorities**
- ➔ **Develop, evaluate** and **adopt** policies, bylaws and programs
- ➔ Provide **leadership** and **stewardship** for the community and the Village
- ➔ Participate in **collective decision making** at Council meetings
 - 1 vote per member
 - Majority rules, sometimes 2/3 majority or unanimous required

Regular Meetings



First and third Monday of each month, except July, August and September where Council meets only once on the second Monday



5:30 p.m., Memorial Hall, except for July when the meeting is held at the Village Office

Other Meetings



Special Meetings – held as needed to address a particular issue, date, time and location based on achieving quorum



Committee of the Whole Meetings – more informal, in-depth meetings held as needed



Closed Meetings – reserve 9:00 a.m. on regular Council meeting days in case a closed meeting needs to be held

- Only for specific circumstances usually pertaining to land, legal or labour, otherwise, meetings are to be open to the public



All meetings may be attended virtually but are ordinarily held in person

Council Committees



The Village has 1 Advisory Planning Commission and 4 Committees:

- Accessibility
- Age-Friendly
- Environmental Advisory
- Communities in Bloom



One member of Council sits on each Committee, except for the Advisory Planning Commission



Currently, each Committee is chaired by the member of Council appointed to it

Regional District and Hospital Boards



1 member of Council is appointed to the Fraser Valley Regional District (FVRD) Board



That same member will also sit on the Fraser Valley Regional Hospital Board and the FVRD's Regional and Corporate Services Committee



The FVRD and Hospital Board will meet on the fourth Thursday of each month at 1:30 p.m.



The Regional and Corporate Services Committee will meet on the first Thursday of each month at 10:00 a.m.

External Committees and Boards

Several external community committees and boards may also have a Council member appointed as a voting member or as a non-voting liaison

- Currently, Council members also sit on the following which typically require attendance at a monthly meeting:

Agassiz-Harrison Community Services	Agassiz-Harrison Healthy Communities
Agassiz-Harrison Historical Society	Community Futures North Fraser
Mountain Institution Citizen’s Advisory	Fraser Valley Regional Library Board
Harrison-Agassiz Chamber of Commerce	Kent-Harrison Joint Emergency Program
Lets’emot Community to Community Forum	Municipal Insurance Association
Tourism Harrison River Valley	Agassiz-Harrison Food Coalition

Time Commitment

- In 2025, Council had a total of 54 meetings
- In 2025, Council Committees met a total of 34 times
- Additional time commitments:
 - Reviewing the agenda in advance
 - Preparing notices of motion or speaking points
 - Attending Council Committee, Board, External Committee or other meetings
 - Attending or participating in community events
 - Responding to emails
 - Connecting to members of the public
 - Conferences
- Terms are for 4 years



Compensation

- ➔ Remuneration for the **Mayor is \$41,691 (2023)** plus a cost of living adjustment annually
- ➔ Remuneration for **Councillors is \$20,846 (2023)** plus a cost of living adjustment annually
- ➔ Council sets an annual budget for expenses such as:
 - Travel and transportation
 - Accommodations
 - Meals
 - Conferences
 - Per diems
 - Electronics
- ➔ FVRD Board Member remuneration is calculated based on a percentage of the average wage of a full time worker as determined by Statistics Canada
- ➔ All other external liaison/board appointments are not subject to remuneration

Why Run for Office?

- ➔ Most accessible level of government
- ➔ Contribute tangibly to decisions that affect the community
- ➔ Use your skills and experience
- ➔ Learn new things and connect with others
- ➔ Help ensure that your local government is responsive to the needs of residents
- ➔ Make a difference!

Things to Consider



Time commitment and scheduling



Motivation for running and personal readiness



Public visibility, comment and scrutiny



Impact to personal and family life



Network of support

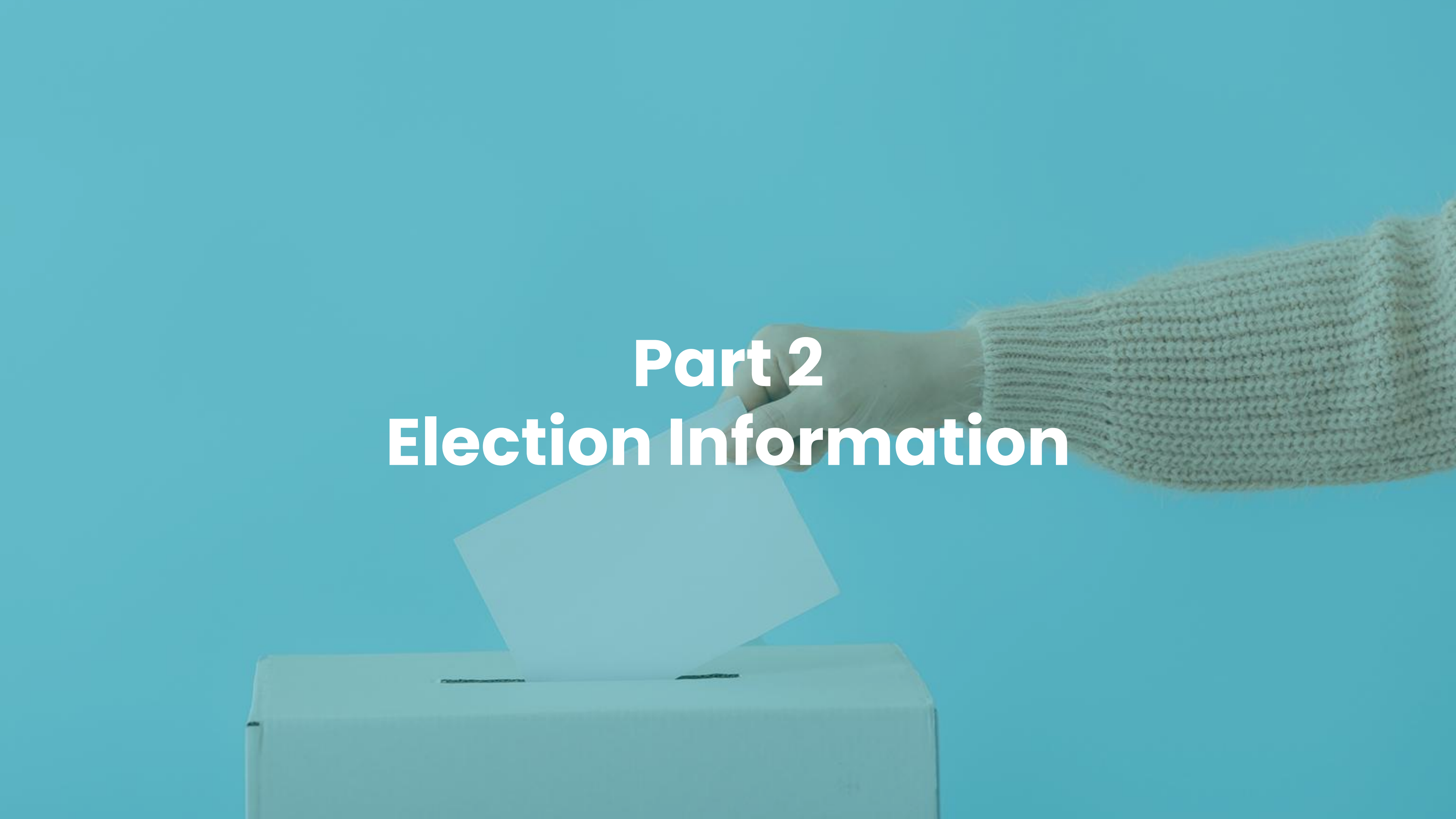
Council Orientation and Onboarding

There is a lot to know and serving on a local government Council can sometimes come with a steep learning curve and short timeline

Don't be intimidated!

The good news:

- Staff are here to help
- Comprehensive orientation manual provided to newly elected officials
- November 24 and 25, 2026 are earmarked for two full day Council orientation and strategic planning sessions
- LGLA elected Official Seminar – December 9-11, 2026 in Richmond
- You don't have to know it all before you start – keeping an open mind and being up for the challenge of learning something new is enough!
- Ask questions

A hand wearing a grey knitted sweater sleeve is shown from the right, holding a white rectangular ballot and placing it into the slot of a white ballot box. The background is a solid teal color. The text 'Part 2' and 'Election Information' is overlaid in white, bold font.

Part 2

Election Information

Election – Important Dates

- August 4: Nomination packages became available
- September 1–11: Nomination Period
- September 11: Deadline to Submit Nomination Package and Declaration of Candidates
- September 1–15: Challenge to Nomination Period
- September 18: Candidate Withdrawal Deadline and Order of Names on Ballot Determination
- September 19: Start of Campaign Period
- September 21: Declaration of Election
- October 7: Advance Voting Day
- October 17: General Voting Day and Announcement of Preliminary Election Results
- October 21: Last Day for Official Election Results
- November 2: Inaugural Council Meeting, Council Term Begins

Elections BC

Elections BC is an independent, non-partisan office of the legislature responsible for:

- Setting and enforcing campaign financing rules
- Collecting financial reporting documents
- Ensuring election advertising compliance
- Registering elector organizations (local political parties)



ELECTIONS BC
Province of British Columbia

VOTE

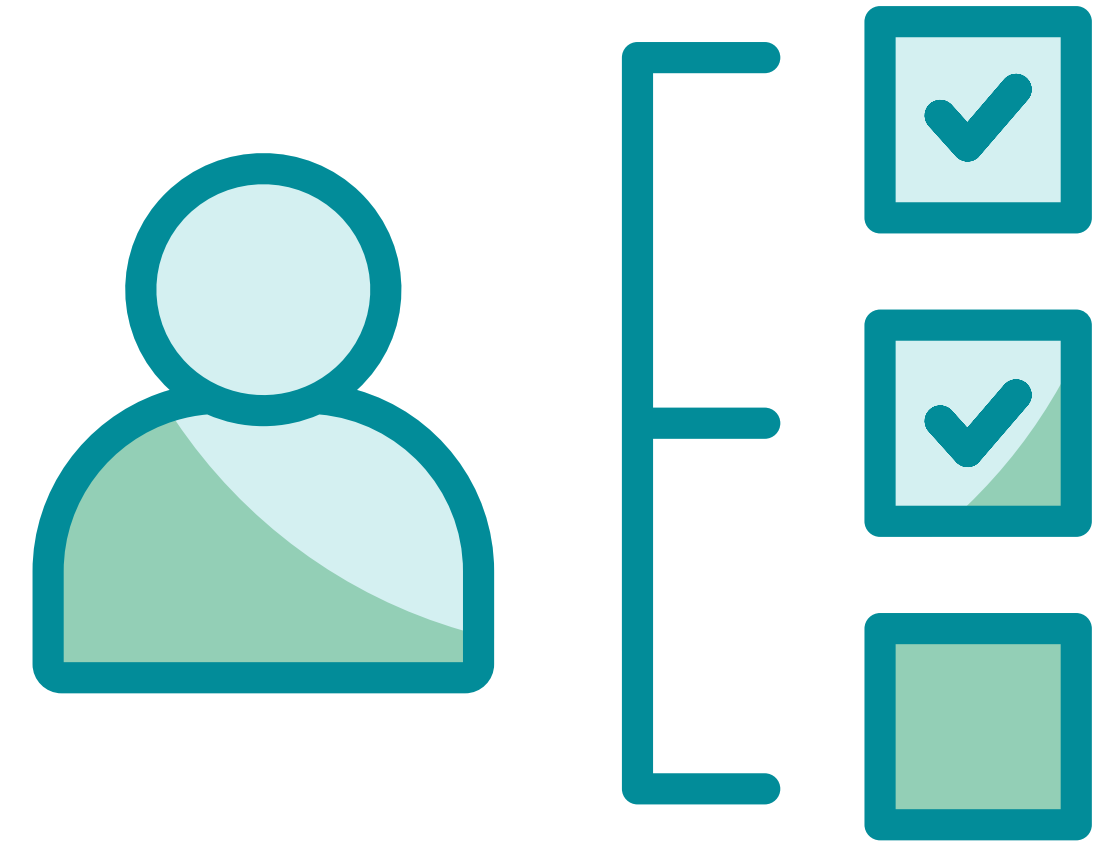
Candidate Eligibility

- Must be:
 - 18 years of age or older on general voting day
 - Canadian citizen
 - Resident of BC for at least 6 months
 - Not disqualified
- Disqualification:
 - In custody after being convicted and sentenced for an indictable offence
 - Found guilty of an election offence
 - Currently a judge or MLA
 - Are involuntarily confined to a psychiatric facility
 - Failed to file a disclosure statement, make the oath of office or attend meetings previously as a candidate or member of Council



Electors

- Eligibility: same as candidates with additional residency or property ownership requirements
- Resident electors – live in Harrison Hot Springs
- Non-resident property electors – own property in Harrison Hot Springs but reside elsewhere in BC
- Must provide 2 pieces of identification to prove identity and residency
- Non-resident property electors must also provide proof they are entitled to vote in relation to the property and majority consent of any other owners to vote



Nomination Packages

- Required documents:
 - C1 – Candidate Cover Sheet and Checklist Form
 - C2 – Nomination Documents
 - C3 – Other Information Provided by Candidate
 - C4 – Appointment of Candidate Financial Agent
 - C5 – Appointment of Candidate Official Agent
 - C6 – Appointment of Candidate Scrutineer
 - Financial Disclosure Statement
- Other resources included
 - Election Sign information
 - Candidate Information Release Form
 - Guides from other agencies (Elections BC, Ministry of Municipal Affairs)



Nomination Packages

- Don't leave it to the last minute!
- 2 Nominators required
- Late packages will not be accepted – the deadline for completed packages is 4:00 p.m. on Friday, September 11, not 4:01 p.m.
- Provide time for the package to be reviewed by the Chief Election Officer for completeness
- Make an appointment to submit the forms in person if possible
- The declaration on page 3 of C2 must be an ink signature made in front of the Chief Election Officer OR in advance in front of a commissioner for taking affidavits



Nominator Eligibility

- Candidates must be nominated by at least two eligible electors from Harrison Hot Springs
- Nominators must meet the same requirements as electors

Local Government Act, s. 86



Completed Nomination Package Disclosure

- Forms C2, C3 and C4 are sent to Elections BC
- Candidate Information Authorization Form is sent to CivicInfo BC
- Form C2 is redacted to remove address number and street name and added to the Village website along with the Financial Disclosure Statement
- Chief Election Officer maintains a confidential list of everyone who requests a nomination package to ensure that we can contact you in case of any correction or additional information



Local Government Act, s. 89

General Election and Other Voting Procedures Bylaw No. 1121, 2018, s. 3(a)

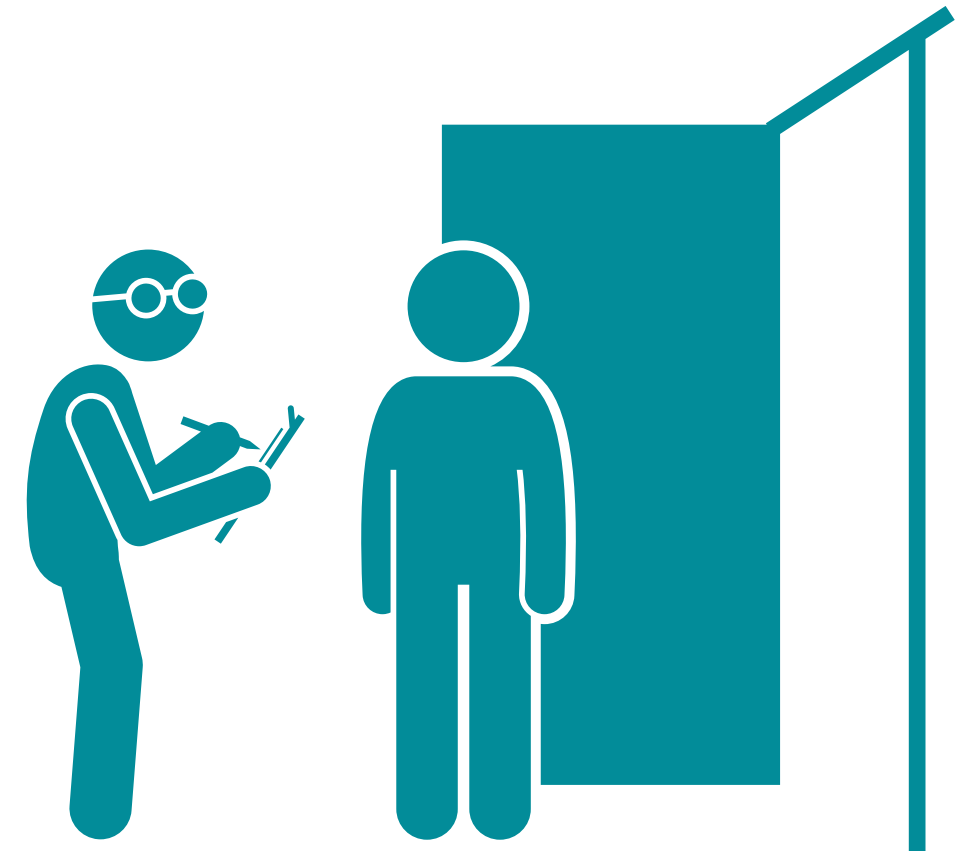
Scrutineers

- A scrutineer is a candidate representative appointed to observe the conduct of voting and counting proceedings
- If you appoint a scrutineer, you must advise the Chief Election Officer as soon as practicable
- 1 scrutineer at a time per candidate may attend at the voting place
- Scrutineers must check in upon arrival
- May look at voting books but cannot touch them
- Encourage your scrutineers to get in touch with the Chief Election Officer in advance



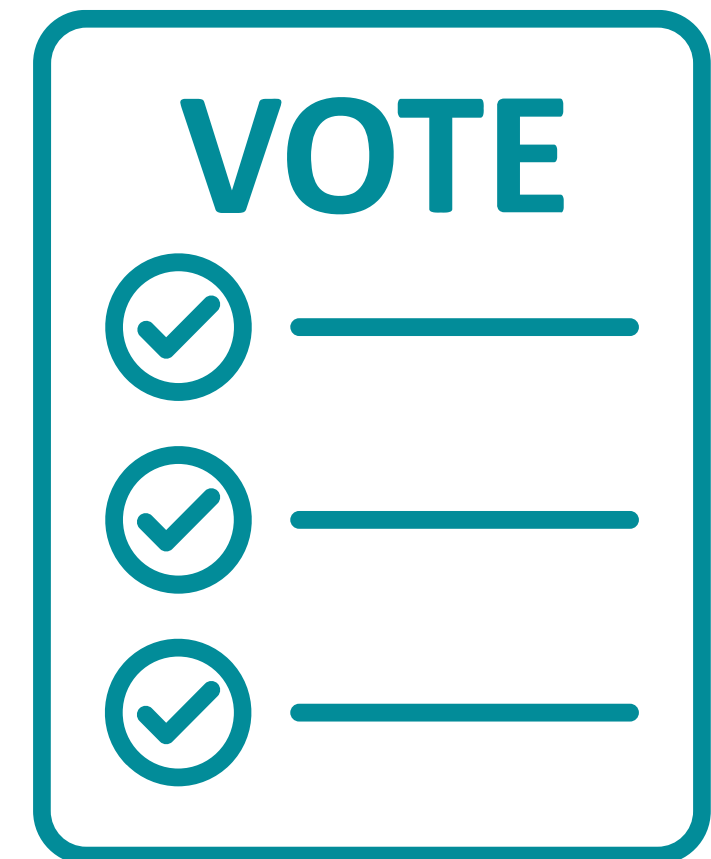
Campaigning

- *Local Elections Campaign Financing Act* regulates campaign financing and election advertising
- Inquiries should be directed to Elections BC
- During the campaign period, housing cooperatives, landlords and strata corporations must allow access to a residential property to a candidate or authorized canvasser between 9:00 a.m. and 9:00 p.m.



Order of Names on Ballot

- Determined by lot
- Only the candidates or their official agents are permitted to view the draw
- Candidates must be notified of the date, time and place:
Friday, September 18 at 4:00 p.m. in Council Chambers
immediately following the withdrawal deadline
- Candidate names go onto separate pieces of paper, folded the same way and placed into a container
- A staff member pulls them out one at a time
- The order they are removed in becomes the order they appear on the ballot



Local Government Act s. 117

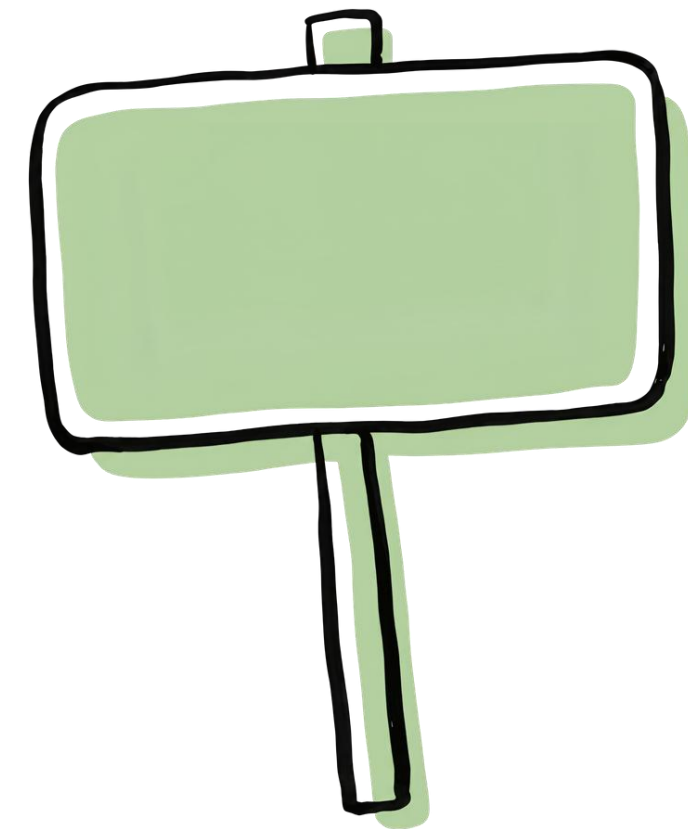
General Election and Other Voting Procedures Bylaw No. 1121, 2018, s. 13(a)

Voting Day Protocol

- Candidates **must not be present at any voting day opportunity except to vote**
- Counting takes place immediately after the close of voting on General Voting Day
- Candidates and candidate representatives/scrutineers are entitled to be present for counting
- Know the rules for election advertising on voting day – see Elections BC “Local Elections Advertising for Candidates and Elector Organizations” quick reference sheet in the nomination package
- Do not canvass, post, display or distribute election advertising, any material that identifies a candidate, or carry, wear or supply a flag, badge, or other thing indicating support for a candidate while voting and within 100 metres of Memorial Hall on voting days

Election Signs

- Must contain the name and contact information of the candidate
 - This can be satisfied by authorization statement if candidate is their own financial agent
- Cannot exceed 2 m² in area and 2 m in height and may only have up to 2 sides
- Cannot be placed:
 - Within 100m of Memorial Hall
 - At the Village Office
 - At Fire Hall Park
 - On any municipal park
 - Public areas North of Lillooet Ave
 - See map in Nomination Package

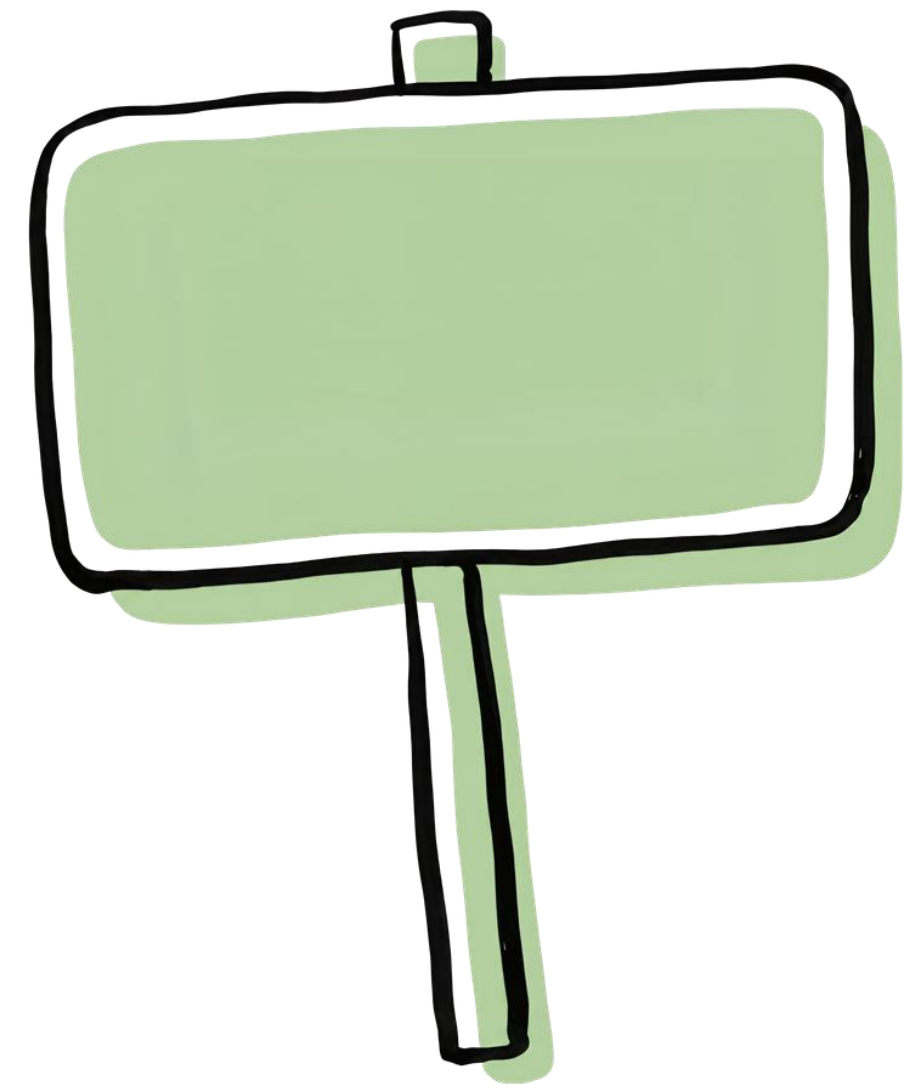


Sign Bylaw No. 1126, 2018, s.5.12

Local Elections Campaign Financing Act s. 44

Election Signs

- Can be placed starting at 4:01 p.m. on Friday, September 11
- Must be removed by 11:59 p.m. on Saturday, October 24
UNLESS they are located on a Ministry of Transportation and Transit Right-of-Way – those signs must come down on Sunday, October 18
- Can only be placed on private property with the consent of the owner or occupier
- [Review Ministry Technical Circular T-01/25](#)



Election Offences

- Vote buying
- Intimidation
- Consent to nomination knowing you are not qualified
- Vote when not entitled to do so
- Vote more than once, obtain a ballot in someone else's name, fail to preserve the secrecy of a ballot
- Reproduce ballots
- Canvass or post signs within 100m of the voting station
- Make false or misleading statements
- See Division 18 of the *Local Government Act* for the complete list



Resources

- [Elections BC 2026 General Local Elections](#)
- [Thinking About Running for Local Office?](#)
- [What Every Candidate Needs to Know](#)
- [General Local Elections 101](#)
- [Scrutineer's Guide to Local Elections in BC](#)
- [Being an effective elected official](#)
- [Village 2026 General Local Election Webpage](#)

Extra Credit

- [Council Procedure Bylaw No. 1216, 2025](#)
- [Zoning Bylaw No. 1115, 2017](#)
- [Official Community Plan Bylaw No. 1184, 2022](#)
- [2025 Annual Report](#)
- [Code of Conduct Bylaw No. 1205, 2024](#)
- [Local Government Oath of Office Regulation BC Reg 137/2022](#)

Menu

Popular Resources



Village Bylaws



Agendas, Minutes, Videos



Licences & Permits



Online Services



New Residents Guide



2026 General Local Election

Three hand-drawn speech bubbles, each containing a question mark, are positioned on the left side of the image. The bubbles are drawn with thick black outlines and have a slightly irregular, hand-drawn appearance. They are arranged in a vertical cluster, with the top bubble slightly to the left of the middle one, and the bottom one slightly to the right of the middle one. The background is a solid, muted teal color.

Questions?

Contact Information

- Amanda Graham, Chief Election Officer
- 604-796-2171
- agraham@harrisonhotsprings.ca
- 495 Hot Springs Road, Harrison Hot Springs, BC