Annual Report of the Chief Electoral Officer

2010-2011

ELECTIONS SASKATCHEWAN

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Office of the
Chief Electoral Officer

July 29, 2011

The Honourable Don Toth
Speaker of the Legislative Assembly
129 Legislative Building
Regina, Saskatchewan
S4S 0B3

Honourable Speaker:

Pursuant to Section 286.1 of *The Election Act, 1996*, I have the distinct privilege of presenting the Annual Report of the Office of the Chief Electoral Officer to the Legislative Assembly of Saskatchewan.

This Annual report highlights Office activities for the period April 1, 2010 through March 31, 2011.

Respectfully submitted,

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Acting Chief Electoral Officer

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Definitions

Administrative Assistant: an election worker responsible for assisting the Returning Officer, and Election Clerk in all aspects of managing the Returning Office.

Constituency: an area defined by the Boundaries Commission containing about 8,000-12,000 potential voters.

Deputy Returning Officer (DRO): an election official responsible for the management of a polling location.

Election Act, 1996, The: the primary legislative document providing a framework for conducting provincial elections in Saskatchewan.

Election Calendar: a calendar that counts down from day minus 28-34 (the day the Writ is issued) to day 0 (Election Day) then up to day plus 23 (the Return to the Writ); it highlights tasks and milestones that are required in order to have a successful electoral event.

Election Clerk (EC): an election official responsible for assisting the Returning Officer in administering an electoral event.

Elections Saskatchewan: see Office of the Chief Electoral Officer.

Enumerator: an election official appointed to an assigned poll to gather and organize information of eligible elector's for the Voters' List.

ESPREE: Elections Saskatchewan Permanent Register of Eligible Electors - a computer database maintained by Elections Saskatchewan containing the list of eligible electors; it also contains modules for tracking the tasks required of each constituency during an election, and a module to input results on Election Night.

Information Officer: an election official appointed to help maintain the order and ensure the flow of voters at a polling place.

OCEO: Office of the Chief Electoral Officer.

Office of the Chief Electoral Officer: also referred to as Elections Saskatchewan, it is an independent office of the Saskatchewan Legislative Assembly whose purpose is to direct and supervise the administrative and financial conduct of provincial electoral events.

Poll or Polling Place: is a place in which an eligible elector can cast his or her vote.

Poll Clerk (PC): an election official who assists the Deputy Returning Officer with his or her duties at the polling location.

Poll Key: a document which lists the names and ranges of addresses contained in each poll within a city in a constituency.

Polling Division: a geographic area containing approximately 300-350 voters in urban centers, and 150-250 voters in rural areas.

Rejected Ballot: refers to a ballot that: has not been supplied by the Deputy Returning Officer; has more than one choice indicated; has been written on or marked with anything by means of which the voter can be identified; or a ballot in which the voter's intention is not clear.

Returning Officer (RO): a person responsible, by law, for the administration of the electoral process within a specific constituency.

Supervisory Deputy Returning Officer (SDRO): is an election official appointed to supervise the workings of a central polling place; he or she is the liaison between the poll officials and the Returning Officer on Election Day.

Voter:

- must be a Canadian citizen on Election Day;
- is at least 18 years of age on Election Day;
- has resided in Saskatchewan for at least six months prior to the issuance of the Election Writ; and
- has resided in the constituency in which he or she wishes to vote on the day the Election Writ was issued; OR
- is a British subject who was qualified as a voter on June 23, 1971 and who has resided in Saskatchewan for at least six months prior to the issuance of the Election Writ and who has resided in the constituency in which he or she wishes to vote on the day the Election Writ was issued.

Writ: the official document signed by the Chief Electoral Officer after receiving an order from the Lieutenant Governor that grants the Returning Officer authority to hold an election in his or her constituency.

I. Message of the Chief Electoral Officer

It is my distinct honour and pleasure to publish this Annual Report for the period April 1, 2010 to March 31, 2011.

The Chief Electoral Officer, as an independent Officer of the Legislative Assembly, must possess neutrality, integrity and be worthy of the trust of all the components of the voting public and political entities. The Office of the Chief Electoral Officer (OCEO) strives to achieve excellence in its administration and reaches this goal through the optimal use of the resources made available to it. The Chief Electoral Officer's role is to strengthen the OCEO's mission, uphold its values and enhance its vision, while remaining accountable for its performance. Both the Members of the Legislative Assembly and the public need adequate information about the OCEO's goals to enable them to measure the OCEO's achievements.

The OCEO spent the fiscal year 2010 - 2011 continuing the post-election wrap-up for the Saskatoon Northwest By-Election and preparing for the upcoming General Election of November 7, 2011.

The staff of the OCEO remain committed to our key values, and to running efficient, open, transparent, and accessible elections. Each new initiative has been carefully considered and remains focused on the end goal of ensuring all stakeholders benefit.

In the four by-elections since 2008 many pilot projects were introduced. I am excited at the prospect of being able to expand the use of these pilot projects across the province for the 2011 General Election. The pilot projects include:

- Training sessions for business managers;
- Bright, easy to read signage for returning offices and polling places;
- Increased training and responsibilities for Supervisory Deputy Returning Officers;
- Increased training for Returning Officers and their staff.

In addition, other initiatives have begun in the past fiscal year and will be completed by the fall of 2011 in time for the November 7, 2011 General Election:

- An extensive mapping project has been undertaken focused on revising poll boundaries, descriptions, and poll keys, as well as improving the overall look and feel. These new improved maps will be used by Returning Officers, enumerators, candidates and political parties;
- An electronic Candidate's Financial Return;
- Consistent branding on advertising, brochures, website, etc.;
- Expanded use of social media for advertising;
- New advertising methods such as in movie theatres;
- New, more user-friendly website which includes a new constituency locator; and
- Ongoing operations renewal including the successful reimaging of ESPREE, and it's updated election calendar and election night results capabilities, and a thorough renewal and overview of OCEO manuals and forms for Returning Officers, enumerators and poll officials.

I am disappointed only a few of the approximately 120 recommendations that were included in the *Report of the Chief Electoral Officer - Volume III - Recommendations for Changes to The Election, 1996 – Twenty-Sixth Provincial General Election November 7, 2007*, which was tabled in the Legislative Assembly on April 29, 2009 will be in place for the 2011 General Election. Of particular concern are those recommendations pertaining to increasing accessibility for voters with disabilities.

I am, however, pleased that after much discussion over the past few years the budget of $1.5 million for additional costs to enumerate outside the Writ period has been 'approved' by the Board of Internal Economy and that, at the time of writing, the Regulations from the Ministry of Justice are nearing completion.

I wish to acknowledge the assistance provided to myself and to the OCEO by the Legislative Assembly Service including its Human Resource and Payroll Services, Financial and Administrative Services, and Communication and Technology Services Branches. Additionally, I thank the members of the Board of Internal Economy for their assistance in enabling the OCEO to reach the staffing level recommended by the *Report of the Review of the Operational Environment and Accountabilities of the Office of the Chief Electoral Officer for Saskatchewan* (The "Hamilton Report"). Their assistance in the past year has been much appreciated as the OCEO continues to prepare for the upcoming September 2011 enumeration and the November 7, 2011 General Election.

The achievements of the 2010 - 2011 fiscal year were made possible by the continued support and dedicated effort of all election workers and OCEO staff. I extend my sincere appreciation and thanks to all of these individuals for their professionalism, spirit, and commitment to continuing to advance the health of electoral democracy in Saskatchewan.

David A. Wilkie
Acting Chief Electoral Officer
July 2011

II. Executive Summary

This Annual Report of the Office of the Chief Electoral Officer (OCEO) outlines and discusses strategic initiatives and OCEO activities over a 12-month period including the administration of the Saskatoon Northwest By-Election.

From April 1, 2010 to March 31, 2011 the OCEO, in addition to annual operational activities, undertook preparations for the 2011 General Election and executed the October 18, 2010 Saskatoon Northwest By-Election.

The first section details the Mission Statement, Mandate, Values and Responsibilities of the Office of the Chief Electoral Officer.

It is followed by a section on the operational activities of the OCEO. This section outlines annual activities with respect to Returning Officers, registered political parties including registration, potential candidates, annual financial reporting, the political contributions tax credit system, annual/campaign period reporting, annual reporting of the OCEO including Detail of Expenditures, statutory compliance assistance and public disclosure/public relations.

A discussion on the Saskatoon Northwest By-Election follows next with a brief summary, comments, recommendations resulting from the By-Election and a discussion on the various pilot projects implemented.

The section on Financial Administration includes the cost of the Saskatoon Northwest By-Election and capital. The budgeted and actual figures are noted.

The General Election Preparedness section outlines the various activities and initiatives underway in the OCEO in preparation for the November 7, 2011 General Election.

The Liaison section outlines OCEO liaison activities with respect to:

- various stakeholder groups in order to receive feedback on election matters;
- the education of various stakeholder groups about Elections Saskatchewan;
- various multi-jurisdictional workshops and meetings;
- the review and assessment of new electoral administration initiatives; and
- maintaining a liaison with all independent officers of the Legislative Assembly.

The 'Other' section includes an update on continuing education and staffing in the OCEO, as well as budgetary changes, and new voter ID requirements.

III. The Office of the Chief Electoral Officer (OCEO)

A. Mission Statement

To ensure the right of the people of Saskatchewan to participate freely in honest, open and fair electoral events, and to encourage the involvement of political parties, candidates and electors by raising their awareness and understanding of electoral processes that are transparent, efficient and accessible.

B. Mandate

The OCEO is a non-partisan body charged with the mandate of directing and supervising the administrative and financial conduct of provincial electoral events. The Chief Electoral Officer, appointed by resolution of the Legislative Assembly, directs the OCEO and its activities. Under *The Election Act, 1996*, the OCEO is responsible for the administration of Provincial General Elections, By-Elections, enumerations (other than during a writ of election) and provincial elections finances. The OCEO is additionally charged with the administration of the Province's political contributions tax credit disclosure system under *The Political Contributions Tax Credit Act*. The OCEO periodically administers and oversees referenda and plebiscites under *The Referendum and Plebiscite Act* and time votes under *The Time Act*.

The OCEO's mandate is supported by the contributions of administrative and professional personnel as detailed in the organizational chart at the end of this section. *The Senate Nominee Election Act (Saskatchewan)* was passed in the Legislative Assembly on May 14, 2009. Upon proclamation, the administrative responsibilities for the election of nominees for the Senate, would be added to the responsibilities of the OCEO.

C. Values

Elections Saskatchewan is committed to transparency, inclusivity, and efficiency. We strive to deliver 'democracy in action' with dependability, energy, and engaged professional vision. In seeking progress and reaffirming our commitment to continuous improvement, we are invested in the future through our work - both day to day, and election to election.

The values of Elections Saskatchewan are as follows:

- To be independent and non-partisan ensuring public confidence in the independence of the OCEO and its activities by treating all stakeholders equally and without preference;
- To have integrity making certain that every decision and every action enhances the democratic rights of all electors by interpreting and applying policy and legislation fairly and consistently;
- To be open and transparent in all activities through consistency of action, regular and public reporting, broad communications and information sharing between and during electoral events;
- To be accountable to electors and the members of the Legislative Assembly through statutory reporting of activity and performance against published standards and open discussion of the legislative and regulatory framework for electoral events and election finances;

- To be efficient in designing processes and ensuring financial accountability through the development, management and deployment of up-to-date and cost-effective technology, processes, access channels and tools that encourage maximum participation and facilitate maximum compliance with financial reporting obligations;
- To be effective in electoral event delivery procedures and operations reducing barriers to compliance, participation and access to the process for electors, candidates and parties, ensuring that workers are well prepared, processes are well designed and measurement systems are in place;
- To be innovative, creative and flexible in delivering the present and preparing for the future looking broadly for opportunities and partnerships while considering electoral process needs and adopting optimal solutions;
- To be consultative with all our stakeholders using advisory committees to evaluate legislative, regulatory and operational frameworks to ensure that they are current and relevant, regularly reviewing all stakeholder perspectives and needs, and by sharing evaluations of Elections Saskatchewan's performance;
- To be professional in all our activities by bringing to Saskatchewan the best practices of electoral administrators across Canada and in democracies across the world; and
- To create a cooperative working environment and encourage all members of the election team to work together and to work with their stakeholders and partners to better serve the electorate of Saskatchewan.

D. Vision

We are committed to protecting and facilitating the democratic process. We seek to instill the importance of voting in the residents of Saskatchewan. Each Election provides new challenges and also provides new opportunities for development and success.

The OCEO strives to be hardworking, forward thinking, and fair. As an independent office we are committed to the process and the value of every vote cast. As such, there are eight aspects to our vision:

- Broadly-based communications initiatives, publications and advertising, combined with focused outreach programs will ensure that all stakeholders are fully aware of their opportunities to be involved in the electoral process.
- Administrative and physical barriers that challenge or deter electors will be identified, removed and replaced by inclusive and accessible processes and procedures that will encourage the highest level of participation in Saskatchewan electoral events.
- Electors will have the opportunity to use proven and leading-edge technologies to obtain electoral information and participate in all aspects of the electoral process, including voter registration and casting their ballot.
- Cost effective electoral processes will take advantage of state-of-the-art information and technical systems that capitalize on public investment in government databases and related activities and also benefit from public and private sector partnerships within Saskatchewan and across Canada.
- Increased compliance with the election finances provisions of the legislation will be achieved through the direct involvement of political parties, candidates, official agents and business managers in the development of a full range of simplified assistance tools to be provided by Elections Saskatchewan, resulting in reduced investigation and enforcement activity.

- The wishes and needs of all stakeholders in the electoral process will be canvassed and considered through formalized and timely outreach and consultative processes with provisions for meaningful review and feedback.
- Through timely reviews of electoral processes and legislation by Saskatchewan's legislators and the Chief Electoral Officer, necessary innovation and flexibility in the statutory operational framework will be achieved while preserving the integrity of the system.
- A pool of well-trained election officers will be available to ensure that Elections Saskatchewan can meet its event-readiness mandate.

E. Responsibilities

The Chief Electoral Officer's primary responsibility is to maintain a state of election readiness. We are committed to both the people and the process. To that end, the OCEO must appoint and train requisite numbers of election officials, including Returning Officers, to ensure electoral preparedness at all times.

The Election Act, 1996 places a duty on the OCEO to assist registered political parties, candidates, chief official agents and business managers to ensure compliance with the financial transparency and disclosure requirements of *The Election Act, 1996*. In fulfillment of this duty, the OCEO publishes guidance documentation to assist chief official agents and business managers in discharging their administrative and financial reporting responsibilities, in compiling requisite support documentation, and in undertaking annual financial disclosure in accordance with *The Election Act, 1996* and *The Political Contributions Tax Credit Act*. The OCEO also conducts electoral educational workshops throughout the Province to ensure effective execution of election activities.

The OCEO is responsible for assessing and reimbursing, where applicable, election expenses paid from the Province's General Revenue Fund. The OCEO has established a system of financial review to certify public reimbursement of election expenses through the examination and audit of registered political parties' and candidates' expense returns and requisite disclosure documentation. To promote transparency, expense return details are published and tabled in the Legislative Assembly for public review.

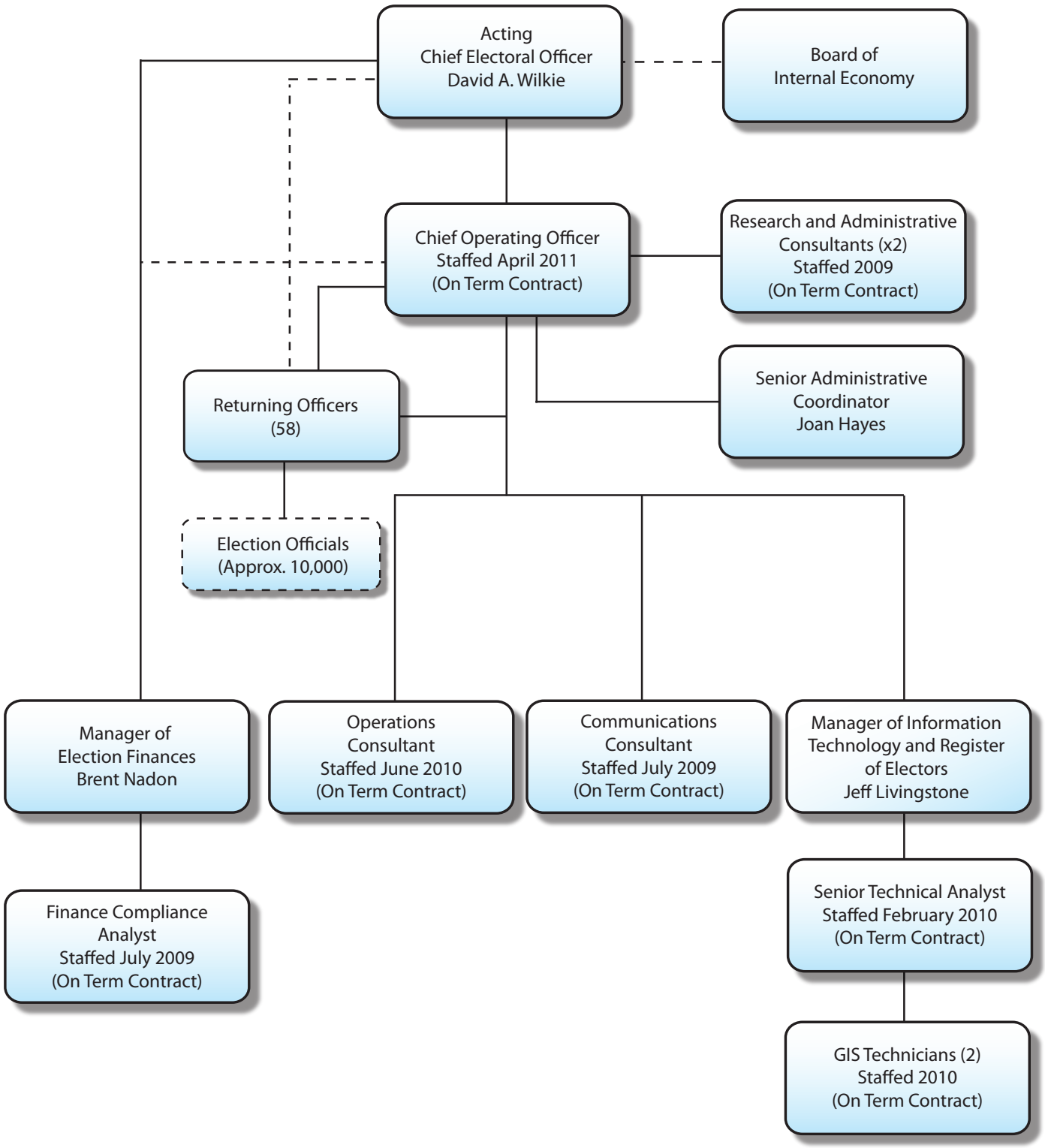
The OCEO is responsible for investigating suspected or alleged contraventions of *The Election Act, 1996*, as the Chief Electoral Officer considers necessary. The OCEO, in determining if an offence has been committed, considers whether the overall purposes, policy rationales and/or legislative intentions of *The Election Act, 1996* were violated in the circumstances at issue. Where the Chief Electoral Officer determines that the alleged contravention is supported on the investigative evidence, the OCEO forwards the matter to the Ministry of Justice for prosecutorial review.

The Chief Electoral Officer reports annually to the Board of Internal Economy on budgetary matters and to the Speaker of the Legislative Assembly on matters related to *The Election Act, 1996*. In addition to such annual reporting, the Chief Electoral Officer prepares and tables reports in the Legislative Assembly on all electoral specific activities. Provincial election results are published in the *Statement of Votes (Volume I)* and its complementary volumes *Report of the Chief Electoral Officer Campaign Contributions and Expenditures (Volume II)* and *Recommendations for Changes to The Election Act,1996 (Volume III)*.

The OCEO maintains a public relations program to raise political stakeholder and public awareness of important aspects of the OCEO's mandate, to respond to public enquiries, and to liaise with registered political parties, candidates and their chief official agents and business managers.

Above all, the mandate of the OCEO is defined by the unique and complex character of Saskatchewan's polity, including the inherent uncertainty of the provincial electoral cycle, the decentralized nature of electoral administration, and the multi-layered interaction among registered political parties, candidates and the electorate.

F. Elections Saskatchewan Organizational Chart (as of March 31, 2011)

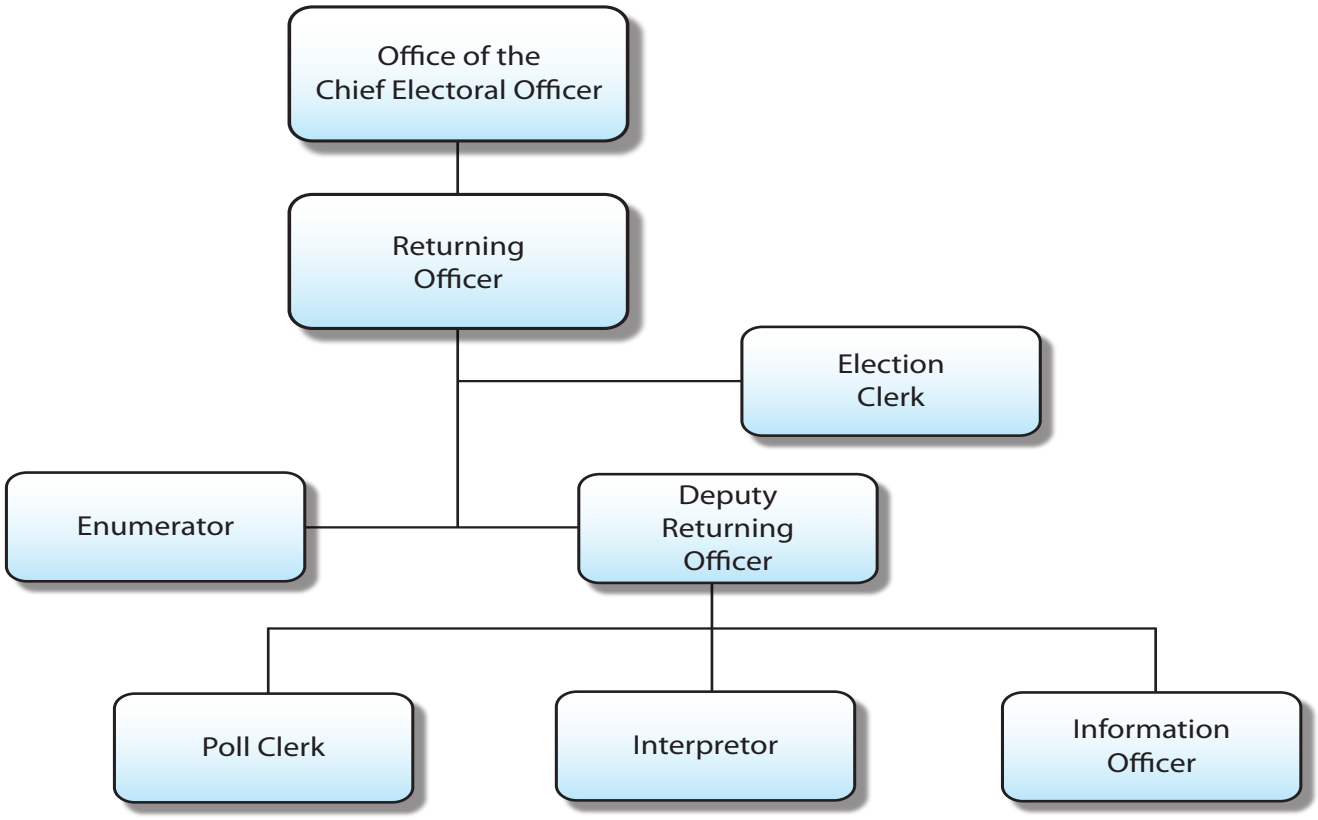


IV. Annual Elections Saskatchewan Activities

This section outlines specific OCEO activities undertaken annually to maintain a state of provincial election readiness.

The decentralized nature of Elections Saskatchewan's electoral administration is depicted in the schematic below.

A. Decentralized Electoral Administration – Elections Saskatchewan



B. Returning Officers

An important part of maintaining election readiness is having Returning Officer appointments for the province's fifty-eight constituencies.

Central electoral administration is the responsibility of the OCEO, with regional operational conduct of electoral events being the responsibility of Returning Officers.

As representatives of the OCEO, Returning Officers are entrusted with advancing the neutrality of the province's decentralized electoral process by administering and reporting on electoral proceedings (general or by-elections, referenda and plebiscites).

To facilitate the hiring process the OCEO launched an aggressive recruitment campaign, advertising in newspapers across the province, as well as widely distributing posters and recruiting information. Subsequently, interviews were conducted across the province by a three-person panel composed of three of the following positions: the Manager of Election Finances, the Administrative Services Consultant, the Operations Consultant, or the Human Resource Advisor from the Legislative Assembly Service.

At the time of writing, 30 Returning Officer vacancies have been filled.

Of the 58 Returning Officer positions:

- 44 have been appointed by the Chief Electoral Officer; and
- 14 order-in-council appointments remain in place.

1. Current Returning Officers (at the time of writing)

Constituency	Returning Officer	Constituency	Returning Officer
Arm River-Watrous	Noreen Johns	Regina Elphinstone-Centre	Lisa Workman
Athabasca	Martin Corrigal	Regina Lakeview	Margo Sorieno
Batoche	Carmelle Cournoyer	Regina Northeast	Deborah Ann Stevens
Biggar	Violet Kyliuk	Regina Qu'Apple Valley	Tanya Lunnin
Cannington	Norm G. Riddell	Regina Rosemont	Dawn McDougall
Canora-Pelly	Vivian Krakowski	Regina South	Sandra R. Benson
Carrot River Valley	Maureen Kurtz	Regina Walsh Acres	Paul J. Wilson
Cumberland	Marlene Wolkosky	Regina Wascana Plains	Jeannette D. Martin
Cut Knife-Turtleford	Travis Sorensen	Rosetown-Elrose	June Hintze
Cypress Hills	Melinda Roast	Rosthern-Shellbrook	Ellen Wood
Estevan	Debra Gress	Saskatchewan Rivers	Anne King
Humboldt	Jewel Thiessen	Saskatoon Centre	Evelyn Sharman
Indian Head-Milestone	Elaine Weimer	Saskatoon Eastview	Danny Boyer
Kelvington-Wadena	Annette Dubé	Saskatoon Fairview	Rosemarie Hackl
Kindersley	Dorothy Arthurs	Saskatoon Greystone	Judy Widdup
Last Mountain-Touchwood	Bentley Hilderman	Saskatoon Massey Place	Annette Yarmovich
Lloydminster	M. Josephine Taylor	Saskatoon Meewasin	Ivy C. Hubble
Martensville	Joan Steckler	Saskatoon Northwest	Darlene E. Britton
Meadow Lake	Margaret Alger	Saskatoon Nutana	Michael Fisher
Melfort	Larry Zemlak	Saskatoon Riversdale	Angela Yaganiski
Melville-Saltcoats	Kathy Adams	Saskatoon Silver Springs	Jane Garry
Moose Jaw North	Marylynn Smith	Saskatoon Southeast	Loretta Metzger
Moose Jaw Wakamow	Gilles Doiron	Saskatoon Sutherland	Celia E. Noga
Moosomin	Jeannette F. Hunter	Swift Current	Beryl Dianne Robinson
Prince Albert-Carlton	Barry Swanson	The Battlefords	Gail Morgan
Prince Albert Northcote	Jeff Fisher	Thunder Creek	Lynne Saas
Regina Coronation Park	Roger Sydorko	Weyburn-Big Muddy	Michael Harder
Regina Dewdney	Ruth M. Taylor	Wood River	Barbara Ermel
Regina Douglas Park	Gerry Hodges	Yorkton	Carol Anne Krochak

At the time of writing there are no Returning Officer vacancies.

C. Registered Political Parties

As of March 31, 2011, seven political parties were registered in the Province. Their names, abbreviations, leaders and chief official agents, as recorded on the Register of Political Parties, are set out in the following table:

REGISTERED POLITICAL PARTIES				
Political Party Name	**Party Abbreviation**	**Party Leader**	**Chief Official Agent**	**Website**
Green Party of Saskatchewan	Green Party	Larissa Shasko	Penny Swartz	www.greenpartysask.ca
New Democratic Party, Sask. Section	New Democratic Party (N.D.P.)	Dwain Lingenfelter	Dale Schmeichel	saskndp.com
Progressive Conservative Party of Canada	P.C. Party of Sask.	Rick Swenson	Luke Schmidt	www.pcsask.ca
Saskatchewan Liberal Association	Saskatchewan Liberal Party	Ryan Bater	Gerald Hiebert	www.saskliberal.ca
Saskatchewan Marijuana Party	SKMP	Jason Hiltz	Tanya Derbowka	Note 1
Saskatchewan Party	Saskatchewan Party	Brad Wall	Saskatchewan Party Fund Inc. (Patrick Bundrock)	www.saskparty.com
Western Independence Party of Saskatchewan (W.I.P.)	Western Independence Party (W.I.P.)	Neil Fenske	John Koban	www.wipsk.com

Note 1: At the time of writing the Saskatchewan Marijuana Party is in the process of deregistering.

In accordance with Section 232 of *The Election Act, 1996*, the Register of Political Parties is available for public inspection at Elections Saskatchewan.

1. Registration

Under Section 224 of *The Election Act, 1996*, a political party may apply for registration any time between the days fixed for the return to a writ of a general election and the fifth day after the issuance of a writ of election.

A registration application must be in prescribed form and be accompanied by a complete and accurate petition for registration. Each petition must be executed by no fewer than 2,500 eligible provincial voters, 1,000 of whom must reside in at least ten provincial constituencies, with a minimum of 100 voters in each of those respective constituencies.

Concurrent with its application and petition, a political party must file a written statement declaring that its primary purpose is to field candidates for election as Members of the Legislative Assembly. An audited financial statement must also be filed along with prescribed information in respect of the party's leader, senior officers, chief official agent and auditor.

Once the OCEO has reviewed all requisite registration documentation and vetted the application, the Chief Electoral Officer will register the political party and, in accordance with Section 233 of *The Election Act, 1996*, publish its name in The Saskatchewan Gazette.

A political party, once registered, is entitled to incur expenses, solicit and receive contributions, participate in the province's political contributions tax credit system, and field candidates for election to the Legislative Assembly. Registered Political Parties in an election/by-election year are also entitled, where eligible, to reimbursement of a portion of lawfully incurred election expenses.

2. Potential Candidates

In accordance with Section 230 of *The Election Act, 1996*, any individual selected to be a candidate by a registered political party's constituency association, or a person a party intends to endorse, must give written notice to that effect to the OCEO. Such notification must be filed in conjunction with the candidate's written appointment and consent of a business manager in accordance with Section 236, and written appointment and consent of an auditor in accordance with Section 238 of *The Election Act, 1996*.

The OCEO maintains a Register of Potential Candidates and information filed under Section 236 and 238 of *The Election Act, 1996* for public review.

As of March 31, 2011 there were 110 individuals registered on the Register of Potential Candidates. The Register of Potential Candidates is posted on the Elections Saskatchewan website and is regularly updated.

D. Annual Reporting, Statutory Compliance and Public Disclosure

1. Annual Reporting

Statutory reporting is the means by which the Legislative Assembly has directed the OCEO to report on activities managed by the Chief Electoral Officer. Such reporting, in addition to outlining the conduct of each electoral event and financial practices related therefore to, provides an annual update of OCEO activities for consideration by the Legislative Assembly and members of the public.

While there is no legislative requirement to do so, the OCEO will continue to produce a *Detail of Expenditures* for each fiscal year and to request the document be tabled in the Legislative Assembly.

The *Detail of Expenditures* for Fiscal Year 2009 - 2010 was tabled on October 1, 2010. The *Detail of Expenditures* reports for fiscal year 2010-2011 will be tabled in the Fall of 2011.

The OCEO, pursuant to Sections 7 and 286 of *The Election Act, 1996* and *The Tabling of Documents Act, 1991*, prepared and tabled the following reports in the Legislative Assembly from April 1, 2010 - March 31, 2011.

2. Elections Saskatchewan - Tabled Reports

No.	Report Tabled	Date Tabled
624	*Chief Electoral Officer: Report pursuant to Section 286 of The Election Act, 1996 for the by-elections held on September 21, 2009 in the constituencies of Regina Douglas Park and Saskatoon Riversdale*	May 19, 2010
673	*Chief Electoral Officer: Annual Report, pursuant to Section 286.1 of The Election Act, 1996 for the year ended March 31, 2010*	July 28, 2010
1039	*Detail of Expenditures under The Election Act, 1996 Provincial Constituencies for the fiscal year 2009-2010*	October 1, 2010
673	*Financial Statements for the year ended March 31, 2010*	October 7, 2010
34	*Return of the Writ for the election of Mr. Gordon Wyant (Saskatoon Northwest)*	November 17, 2010
51	*Chief Electoral Officer: Report, pursuant to subsection 7(6) of The Election Act, 1996, dated October 18, 2010*	December 2, 2010

3. Elections Saskatchewan Published Notices - The Saskatchewan Gazette

To comply with Sections 174, 221, 233 and 262 of *The Election Act, 1996*, the OCEO also published the following notices in The Saskatchewan Gazette from April 1, 2010 to March 31, 2011, as set out in the following table:

Date Gazetted	Volume/ Number	Gazetted Item
May 7, 2010	Vol. 106, No. 18	*Summary of Financial Contributions Received and Expenses Incurred by Candidates Regina Douglas Park By-Election - September 21, 2009.*
May 7, 2010	Vol. 106, No. 18	*Summary of Financial Contributions Received and Expenses Incurred by Candidates Saskatoon Riversdale By-Election - September 21, 2009.*
September 24, 2010	Vol. 106, No. 38	*Appointment of Returning Officers: Saskatoon Riversdale.*
December 10, 2010	Vol. 106, No. 49	*Notice of Gordon Wyant's election as the member of the Legislative Assembly for the Constituency of Saskatoon Northwest.*
December 24, 2010	Vol. 106, No. 51	*Appointment of Returning Officers: Cannington, Canora-Pelly, Carrot River Valley, Cut Knife-Turtleford, Humboldt, Kelvington-Wadena, Martensville, Meadow Lake, Melfort, Moose Jaw Wakamow, Moosomin, Prince Albert Carlton, Regina Rosemont, Rosetown-Elrose, Saskatoon Centre, Saskatoon Eastview, Saskatoon Massey Place, Saskatoon Southeast, Weyburn-Big Muddy, Yorkton.*
December 31, 2010	Vol. 106, No. 52	*Appointment of Returning Officers: Regina Elphinstone-Centre.*
January 28, 2011	Vol. 107, No. 4	*Appointment of Returning Officers: Prince Albert Northcote.*
February 4, 2011	Vol. 107, No. 5	*Province of Saskatchewan Expense Limits for the twelve-month period ending December 31, 2011.*

In support of the heightened transparency objective of *The Election Act, 1996*, the foregoing reports, documents and notices are available for public review at Elections Saskatchewan.

4. Statutory Compliance Assistance

The Election Act, 1996 places a duty on the OCEO to assist registered political parties, candidates, chief official agents and business managers to discharge administrative and financial reporting responsibilities, to compile requisite support documentation and to disclose annual and electoral financial details in accordance with *The Election Act, 1996* and *The Political Contributions Tax Credit Act*. To this end, the OCEO has previously published various guides for business managers. Preparations for training sessions for business managers have begun and work on electronic candidate's return form is underway. Please see the 'Finance' section of this report for further information.

5. Public Disclosure/Public Relations

In accordance with Section 232 of *The Election Act, 1996*, the Chief Electoral Officer will supply any person who so requests copies of, or extracts from, registers or any report, return or document pertaining to a registered political party or candidate, which are statutorily filed with the OCEO.

It should be noted that such reports, returns and documents may not be complete and/or may contain errors and/or omissions, as the OCEO's review and verification of such documentation may not have

been completed at time of initial public inspection. Following OCEO review and verification, all finalized reports, returns and documents remain available for public inspection at Elections Saskatchewan.

The OCEO also maintains a public relations program to raise political stakeholder and public awareness of important aspects of the OCEO's mandate, to respond to public enquires, and to liaise with registered political parties, candidates and their chief official agents and business managers.

V. Saskatoon Northwest By-Election

Saskatchewan Party MLA, Serge LeClerc announced his resignation on August 31, 2010. The Writ of Election was issued on Monday, September 20, 2010 for a Monday, October 18, 2010 By-Election.

A. Key Dates

Monday, September 20	Writ issued
Tuesday, September 21 to Thursday, September 30	Enumeration takes place
Saturday, October 2	Nominations close (2:00 p.m. CST)
Thursday, October 14	Revision Day: deadline to have names added, corrected or deleted from Voters' List (2:00 to 10:00 p.m. CST)
Tuesday, October 12	First day of advance voting (3:00 to 10:00 p.m. CST)
Wednesday, October 13	Second day of advance voting (3:00 to 10:00 p.m. CST)
Thursday, October 14	Third day of advance voting (3:00 to 10:00 p.m. CST)
Friday, October 15	Fourth day of advance voting (3:00 to 10:00 p.m. CST)
Saturday, October 16	Fifth day of advance voting (12:00 noon to 7:00 p.m. CST)
Monday, October 18	Election Day (9:00 a.m. to 8:00 p.m. CST)
Thursday, October 28	Deadline of receipt of absentee voter certificate envelopes (post marked not later than 8:00 p.m. on election day) (12 noon CST)
Saturday, October 30	Final Count
Wednesday, November 10	Return to the Writ
Wednesday, January 19, 2011	Audited candidate's return of election expenses due
Tuesday, April 19, 2011	Audited registered political party's return of election expenses due

B. Saskatoon Northwest Candidate Nomination

At the time of the Saskatoon Northwest By-Election, the OCEO recognized the existence of seven political parties in the Register of Political Parties, as maintained pursuant to Section 231 of *The Election Act, 1996.*

On Saturday, October 2, 2010, nomination of candidates concluded. At close of nomination, five of the Province's Registered Political Parties nominated candidates, as follows:

Candidate	Registered Political Party	Abbreviation
Larissa Shasko	Green Party of Saskatchewan	Green Party
Jan Dyky	New Democratic Party, Sask. Section	New Democratic Party (NDP)
Manny Sonnenschein	Progressive Conservative Party of Saskatchewan	P.C. Party of Sask.
Eric Steiner	Saskatchewan Liberal Association	Saskatchewan Liberal Party
Gordon Wyant	Saskatchewan Party	Saskatchewan Party

The Registered Political Parties' chief official agents and the candidates' business managers for the By-Election were as follows:

Candidate	Registered Political Party	Abbreviation	Business Manager	Chief Official Agent
Larissa Shasko	Green Party of Saskatchewan	Green Party	Sandra Finley	Penny Swartz
Jan Dyky	New Democratic Party, Sask. Section	New Democratic Party, Sask. Section	Doris Dick	Dale Schmeichel
Manny Sonnenschein	Progressive Conservative Party of Saskatchewan	P.C. Party of Sask.	Jeffrey Stromberg	Luke Schmidt
Eric Steiner	Saskatchewan Liberal Association	Saskatchewan Liberal Party	Trent Evanisky	Gerald Hiebert
Gordon Wyant	Saskatchewan Party	Saskatchewan Party	Ray Sladek	Saskatchewan Party Fund Inc. (Patrick Bundrock)

C. By-Election Summary

Unofficial electoral results were announced on the evening of October 18, 2010, resulting in Mr. Gordon Wyant of the Saskatchewan Party being declared Member-elect. The Green Party of Saskatchewan candidate, Progressive Conservative Party candidate, and the Saskatchewan Liberal Association candidate forfeited their respective deposits, pursuant to Section 47 of *The Election Act, 1996*, for not obtaining at least one half of the total number of valid votes cast for the candidate elected.

On October 30, 2010, the constituency Returning Officer tabulated the results of votes cast by way of absentee ballot. These figures were then reflected in the constituency results concluding the Final Count. Upon completion of the Final Count, on November 10, 2010, the constituency Returning Officer made a Return to the Writ of Election. The OCEO published notice of receipt of the Return to the Writ and the name of the candidate elected in *The Saskatchewan Gazette* on November 17, 2010.

	Candidate						
Eligible Voters	Jan Dyky	Larissa Shasko	Manny Sonnenschein	Eric Steiner	Gordon Wyant	Total Counted	Rejected
9,395	1,717	122	134	157	3,066	5,196	4

D. Comments on this By-Election and on the use of Emergency Powers

For the urban polls many of the experienced poll officials who worked at previous elections were available and a number of new recruits applied on the Elections Saskatchewan website or applied directly to the constituency Returning Officer.

Throughout this by-election the Saskatoon Northwest Returning Officer had a difficult time recruiting both enumerators and poll officials for five of the six polling divisions located outside the City of Saskatoon and whose polling places are located outside the City of Saskatoon.

Out of the ten Deputy Returning Officers and Poll Clerks who worked in the five rural polls during the 2007 General Election, only one agreed to be a poll official for this by-election.

Reasons cited were:

- the roads were poor because of the high amount of rainfall that year;
- the rate of pay is too low and to take a day off work, the individual would lose money;
- just not enough pay for 13-14 hours of work;
- getting too old to sit for 13-14 hours.

Despite the efforts of the Returning Officer for Saskatoon Northwest, the Acting Chief Electoral Officer received a request from the Returning Officer that poll officials from outside the constituency be used. After discussions with the Returning Officer from the neighbouring constituency of Saskatoon Meewasin, four experienced Deputy Returning Officers from that constituency were found.

As required by subsection 7(3) of *The Election Act, 1996* notice was given on October 18, 2010 to every registered political party in the province and every candidate in the constituency of Saskatoon Northwest that election staff from a neighbouring constituency were required to be appointed.

E. Recommendations Resulting from this By-Election

Following the 2009 By-Elections, the Acting Chief Electoral Officer recommended *The Election Act, 1996* be amended to:

- include a provision for the Chief Electoral Officer, in writing, to authorize the appointment of eligible voters from outside the constituency in the case of an emergency or for specialized polls such as hospital polls, remand centre polls and mobile polls; and
- reduce the minimum age for Poll Clerks and Information Officers to 16 and the need to inform candidates and political parties.

A similar recommendation is likely to be included in the report on the Saskatoon Northwest By-Election. Given the recruitment difficulties of the Saskatoon Northwest By-Election, as well as the previous difficulties experienced during the By-Elections of Regina Douglas Park and Saskatoon Riverside in 2009, the OCEO has taken note and undertaken initiatives aimed at combating the dwindling and aging pool of experienced election workers. This initiative is aimed at recruiting younger citizens who have never worked for an election before, with the goal of establishing a revitalized pool of election workers. Please see the 'Outreach' section for more details.

F. Pilot Projects used in this By-Election

The use of the next version of Elections Saskatchewan Permanent Register of Eligible Electors (ESPREE), including initial testing of an election night results module and the development and use of a daily Returning Officer Calendar.

The Calendar was well received by the Returning Officer for Saskatoon Northwest. The Office of the Chief Electoral Officer will be using the calendar feature during our upcoming General Election and expects it to be very well received by all Returning Officers, especially the new Returning Officers.

Additional pilot projects included: the expansion of training and duties of the Supervisory Deputy Returning Officer (SDRO), decreasing the threshold number of polls for using SDROs in polling places, adding a roving SDRO for the six rural polls in the constituency, conducting an extensive debriefing session after the By-Election, and using surveys to get feedback from poll officials.

VI. Financial Administration

The Chief Electoral Officer is charged with administering the Province's electoral statute, with assessing and, where applicable, reimbursing eligible election expenses paid from the Province's Consolidated Revenue Fund. The OCEO has established a system of financial review and audit to certify public reimbursement of election expenses by reviewing financial practices, documents and disclosure of Registered Political Parties and candidates. The expenses and income of Registered Political Parties and candidates are reported, the returns are audited and Elections Saskatchewan expenses are noted.

A. Total Expenditures - Elections Saskatchewan

The OCEO annually presents budgetary expenditure estimates by function - administration, constituency Returning Officer maintenance and annual electoral related activities - to the Board of Internal Economy. Actual financial results for fiscal year 2010 - 2011 are set out in summary form in the following table:

Total Expenditures
Fiscal Year 2010-2011

	Budget	**Amount**
Expenditures	$1,679,000.00	$1,755,631.00
Saskatoon Northwest	$248,000.00	$266,989.00
Capital	$15,000.00	0
Total	$1,942,000.00	$2,022,620.00

Audited financial statements will follow after the audit is complete.

B. Saskatchewan Political Contributions Tax Credit System

The political contributions tax credit system provides provincial resident taxpayers, inclusive of individuals and corporations, the opportunity to claim tax credits based on eligible contributions made to a registered political party or independent candidate for which a valid tax receipt is obtained. *The Political Contributions Tax Credit Act* governs the Province's political contributions tax credit system and provides the basis for calculating political contribution tax credits for use by provincial resident taxpayers under *The Income Tax Act, 2000 (Saskatchewan)* (the "Provincial Tax Act").

Tax receipts issued by registered political parties or independent candidates must conform to policies underlying the *The Political Contributions Tax Credit Act* to qualify under the *Provincial Tax Act.*

The Chief Electoral Officer has interpreted these policies to include the election of Members to the Legislative Assembly and necessarily related activities. Specifically, registered political parties and independent candidates may receipt contributions from provincial resident taxpayers, in accordance with *The Political Contributions Tax Credit Act*, when those contributions are used to advance the democratic process in Saskatchewan.

1. Tax Receipts

Official income tax receipts are issued under Section 8 of the *The Political Contributions Tax Credit Act* by a chief official agent on behalf of a registered political party or by a business manager in the case of an independent candidate.

Only chief official agents whose names are recorded in the Register of Political Parties maintained by the Chief Electoral Officer can issue tax receipts.

The business manager of an independent candidate is eligible to issue tax receipts if the Returning Officer in accordance with Subsection 48(2) of *The Election Act, 1996* certifies the candidate's nomination.

- Tax receipts may be issued for eligible contributions of $25.00 or more received by a registered political party or independent candidate.

Effective with the 2004 taxation year, the tax credit available to provincial resident taxpayers is calculated in accordance with the following formula:

- where the total eligible contribution is $400 or less, the amount of the tax credit a taxpayer is entitled to claim for a taxation year is 75 percent of the total contribution, or
- where the total eligible contribution is greater than $400 but not greater than $750, the tax credit is $300 plus 50 percent of the amount by which the total contribution exceeds $400; and
- where the total eligible contribution is greater than $750, the tax credit a taxpayer is entitled to claim is lesser of:
    - $475 plus 33 percent of the amount by which the total contribution exceeds $750; or
    - $650.

C. Annual Financing Reporting

In accordance with Section 250 of *The Election Act, 1996*, the chief official agent of a registered political party shall annually file, prior to May 1st an audited fiscal period return in prescribed form detailing that party's financial activities for the preceding calendar year.

This annual financing reporting is undertaken on a *Registered Political Party's Fiscal Period Return* (Form E-521). Form E-521 reporting excludes expenses incurred during an election campaign period - such expenses are reported pursuant to Section 251 of *The Election Act, 1996*.

Form E-521 requires that individual donations of money and commercial value exceeding $250 received in a year from an individual, corporation, trade union, unincorporated organization or association or any other person or group of persons be reported.

To deter contributions from third party agents, registered political parties must enclose with their Form E-521, copies, certified by the party's chief official agent, of every statement or document a party received pursuant to subsections 240(6) and (7) of *The Election Act, 1996*. An auditor's report filed in accordance with Section 237 of *The Election Act, 1996* must also accompany a registered political party's Form E-521.

Depicted in the following tables is a summary of registered political party contributions received, and expenses incurred, for the fiscal year 2010.

Fiscal Year 2010						
Contributions			**Expenses**			
Registered Political Party	Total Contributions	Cash on Hand	Operating Expenses	Advertising	Other	Total
Green Party of Saskatchewan	$10,539.50	$842.27	$8,320.50	$2,998.00	$2,400.00	$13,718.50
New Democratic Party, Sask. Section	1,342,431.87	816,274.04	1,239,497.10	121,745.71	196,839.49	1,558,082.30
Progressive Conservative Party of Saskatchewan	13,374.00	7,201.40	4,780.90	-	8,744.00	13,524.90
Saskatchewan Liberal Association	105,563.17	1,830.34	107,745.62	1,975.00	-	109,720.62
Saskatchewan Marijuana Party	1,700.00	63.18	1,845.68	600.00	-	2,445.68
Saskatchewan Party	3,032,775.00	1,160,257.00	2,952,949.00	250,663.00	656,512.00	3,860,124.00
Western Independence Party of Saskatchewan (W.I.P.)	2,090.00	2,140.44	442.34	117.60	-	559.94
Note: The information provided for 2010 is from fiscal returns as filed. Office review is ongoing and any required changes will be reported in the subsequent Annual Report.						

Pursuant to Section 232 of *The Election Act, 1996*, the *Registered Political Party Form* (E-521) returns are available for public inspection at Elections Saskatchewan. Returns may be viewed on the Elections Saskatchewan website.

D. Annual/Campaign Period Reporting

In accordance with Section 13 of the *Political Contributions Tax Credit Act,* a Chief Official Agent of a participating Registered Political Party must file a reconciliation of tax receipts used for the preceding calendar year. This reconciliation is filed with the Chief Electoral Officer in prescribed form on or by the last day of April. This annual reporting is undertaken on an *Annual Report of Contributions (Registered Political Party)* (Form P-602) and details the aggregate amount of contributions receipted, the number of tax receipts issued, spoiled or duplicated, and the number of tax receipts retained (i.e., unused).

Where an independent candidate participates in the Province's political contributions tax credit system, that candidate's business manager must file, in prescribed form, a reconciliation of tax receipts provided for use during the campaign period, together with the aggregate amount of contributions receipted, in accordance with Section 12 of the *The Political Contributions Tax Credit Act.* Independent candidates campaign period reporting is submitted on a *Campaign Period Report of Contributions (Independent Candidate)* (Form P-606).

The aggregate value of political contribution tax credit receipts for 2002 was $2,010,183.89, for 2003 was $4,253,132.34, for 2004 was $1,811,834.88, for 2005 was $2,070,248.98, for 2006 was 2,383,382.00, for 2007 was $6,148,827.10, for 2008 was $2,158,018.64 for 2009 was $2,487,000.16, and for 2010 was $3,912,136.36.

For 2003, $11,110 was receipted and reported for independent candidates. Registered political parties, which issued tax receipts, and the aggregate value of those receipts for 2004 - 2010 are set out in the following tables.

1. Political Contributions Receipted

Political Contributions Receipted							
(Calendar Year 2004 - 2010)							
Registered Political Party	Aggregate Receipted Contributions						
	2004	*2005*	*2006*	*2007*	*2008*	*2009*	*2010*
Green Party of Saskatchewan	-	$8,231.61	$6,206.00	$22,202.82	$4,810.00	$6,600.21	$9,686.00
New Democratic Party, Sask. Section	855,799.18	1,016,582.49	$1,014,666.63	1,513,128.14	692,250.19	840,413.57	934,275.83
New Green Alliance	13,373.00	-	-	-	-	-	-
Progressive Conservative Party of Saskatchewan	-	-	4,540.00	11,850.00	7,870.00	7,055.00	13,274.00
Saskatchewan Liberal Association	122,556.38	166,084.88	242,512.71	565,462.37	134,499.49	93,517.49	76,984.18
Saskatchewan Marijuana Party	-	-	1,876.21	5,235.00	3,102.00	5,772.26	1,700.00
Saskatchewan Party	816,063.40	877,500.00	$1,106,037.45	4,025,889.26	1,315,381.96	1,533,641.63	2,874,216.35
Western Independence Party of Saskatchewan (W.I.P.)	4,042.92	1,850.00	7,543.00	5,059.51	105.00	-	2,000.00
Independent	-	-	-	-	-	-	-
Total	$1,811,834.88	$2,070,248.98	$2,383,382.00	$6,148,827.10	2,158,018.64	$2,487,000.16	3,912,136.36

2. Saskatchewan Tax Credits Issued

Saskatchewan Tax Credits Issued	
For Political Contributions (2001-2010)	
Tax Year	
2001	$1,663,123.32
2002	$2,010,183.89
2003	$4,253,132.34
2004	$1,811,834.88
2005	$2,070,248.98
2006	$2,383,382.00
2007	$6,148,827.10
2008	$2,158,018.64
2009	$2,487,000.16
2010	$3,912,136.36
Total Tax Credits Issued	$28,897,887.67

Pursuant to subsection 16(2) of *The Political Contributions Tax Credit Act* and Section 232 of *The Election Act, 1996,* annual registered political party and independent candidate campaign filings, on Form P-602 and P-606, respectively, are available for public inspection at Elections Saskatchewan.

VII. General Election Preparedness and Initiatives

On June 17, 2010, and February 16, 2011, the Office of the Chief Electoral Officer met for one day planning and strategy sessions for the upcoming November 7, 2011 General Election.

Moderating these sessions was Lorne Gibson, former Chief Electoral Officer for Elections Alberta. In preparation for the planning retreat, Mr. Gibson interviewed all staff within the organization. The purpose of these interviews was to gauge the elections knowledge, experience and workloads of the existing staff members to be able to undertake and complete the project assignments in advance of the next election. Based on the interviews conducted and the subsequent planning session, election readiness projects were identified.

During theses one day sessions, projects were prioritized along with detailed work plans. Timelines were planned with critical milestone dates in preparation for the upcoming election. The Acting Chief Electoral Officer has involved all staff in the planning process, empowering them to take charge of their respective position responsibilities and maintain their focus on mission critical activities.

A. Operations

Operations is undergoing significant change and improvements. At the time of writing, many of OCEO forms and all manuals are being updated. Updates are necessary to adapt to technological and/or legislative changes. These process changes are being undertaken and strategized to maximize usability and functionality for the end-user.

B. Accessibility

After the 2007 General Election there was a complaint to the Saskatchewan Human Rights Commission by a voter in a Saskatoon constituency, who, when he arrived at his polling place found that it was not accessible. As part of the *Memorandum of Agreement* to settle this complaint, the OCEO agreed to do an audit of accessibility for all polling places in the province prior to the 2011 Provincial General Election.

As part of the polling division review an *Accessibility Checklist* is required to be completed by the Returning Officer for each polling place.

The OCEO has begun to revitalize the outreach program for voters with disabilities. At the time of writing, the Chief Operating Officer is taking the lead on the project.

C. Training

After the 2007 Provincial General Election the OCEO conducted a debriefing session with all Returning Officers. Election Clerks and Field Liaison Officers were also asked to provide input into the electoral process, including the training program. From the feedback received during this process, the OCEO has made significant changes to the form and content of its training materials and delivery of training.

Conducting training has also been made more effective and efficient with a fixed date election. The result has been the creation of a more fulsome training program with fixed dates running over the summer of 2011, in both Saskatoon and Regina.

New Returning Officers were given a one-day orientation session in November 2010, immediately followed by a second day of mapping training. Due to the new mapping requirements, the OCEO requested that all Returning Officers review their constituency maps.

Following these sessions, the OCEO has held Pre-Writ training sessions in May 2011 for all Returning Officers and Election Clerks. The purpose of this Pre-Writ session was to begin the process of electoral planning at the constituency level. The new Returning Officer evaluation program was also introduced during these sessions and will be discussed later in this report.

Two-day enumeration sessions for all Returning Office staff were completed in June 2011. During these sessions election staff were given general instruction on the enumeration process and trained on the use of the electronic database (Elections Saskatchewan Permanent Register of Eligible Electors [ESPREE]) in order to facilitate the enumeration process.

Such training has facilitated risk aversion and increased communication. Training election workers as a team has enabled all workers to be more extensively integrated in the election process and ensures all units are able to function in an integrated manner as well as independently.

A final two and a half day training session on the electoral process itself is currently scheduled for mid to late August 2011.

D. Evaluation

As part of the ongoing commitment of the OCEO to ensure the effective and efficient running of an election, a Returning Officer evaluation program has been implemented. It is an objective assessment based on completed assignments, source documents and clear performance criteria.

This program will provide Elections Saskatchewan with the ability to monitor, track and evaluate the performance of a Returning Officer as it relates to the successful management and delivery of an electoral event. It will establish clear expectations and a benchmark for Returning Officers to measure their performance, as well as provide a basis for dialogue between the OCEO and Returning Officers regarding contractual expectations, teamwork facilitation, overall event delivery and how the OCEO can direct our support efforts. It also operates as an evaluation tool for the OCEO in determining if our training efforts have been focused and effective.

E. Finance

Upwards of 10,000 people are hired to work during an electoral event. Due to the short term nature of an election and the high cost of licensing fees within the government payroll system, it was decided it would be more cost effective to utilize a professional payroll service provider to meet our unique requirements.

Through the Request For Proposal selection process Ceridian was chosen. The Manager of Election Finance has been working with Ceridian to set up a payroll system that allows us to make all the required payroll and tax deductions while maintaining an effective payment schedule for such a large contingent of election workers.

Another initiative the OCEO began was the creation of an electronic expense return form (E-412). This will allow electronic access to the election expense return form for business managers and candidates. It is expected that completion of this form will reduce data entry and calculation errors, as well as improve the accuracy of the expense returns. Improving the accuracy of the mathematical computations and date entry will help to reduce the time spent by Elections Saskatchewan finance staff on reviewing election expense returns. The end goal is to reduce the time and cost of reviewing expense returns while reducing the time required for reimbursement.

F. Technology

ESPREE (Elections Saskatchewan Permanent Register of Eligible Electors)

Work on a daily Election Calendar for Returning Officers was completed March 31, 2010 and piloted in the Saskatoon Northwest By-Election. This calendar includes a daily check-off list of duties which can be viewed by the OCEO and Field Liaison Officers for the constituencies for which they are assigned.

The new Election Night Results Module is almost complete and will be finalized in the summer of 2011 for use in the General Election. This Module will display live results after the close of polls on Election Night.

Intranet System within Office and Call Tracking Database

The development of a call tracking database and an internal intranet are well underway. The call tracker database is completed, while the intranet is scheduled for completion by August 2011. Both resources will be valuable for increasing internal office communication.

G. GIS / Mapping

As all but seven constituency maps had not been updated since 2003, the OCEO's GIS and Mapping unit undertook the substantial project of updating and detailing new constituency maps for the entire province. This marks the first time constituency maps have been produced 'in-house'.

This was a considerable undertaking with an aggressive timeline for completion. The project began with the Returning Officers being trained extensively on the look and feel of the new maps and mapping procedures. The existing Returning Officers were trained in May or September 2010; the new Returning Officers were trained in November, 2010.

The Returning Officers were then asked to review their maps and polling division boundaries in order to ensure the boundaries were logically placed. Boundaries were also re-numbered in a logical, consistent fashion, and polling places were located with a focus on accessibility.

Aside from the new appearance there are a number of additional advantages to the new maps:

- They have been colour-coded to denote various areas such as: residential/nonresidential; parks; lakes; creeks; reserves, etc. Formerly, such distinctions were not noted.
- The maps detail civic lots and addresses. Previously the maps only noted the street names. This will assist in the enumeration process and provide increased information to Returning Officers, candidates, and their representatives.
- Using lot and township data, the mapping project has been able to establish voter number estimates, and reassess poll boundaries appropriately. This has in turn led to an overhaul of all poll keys and descriptions. Updated descriptions will be included on the Returning Officers' proclamations.
- The provincial population growth contributed to the need for these significant revisions. The new maps have been updated to include all new streets and developments across the province.
- The northern and rural maps have been vastly improved. Returning Officers from rural constituencies have made use of RM (Rural Municipality) maps to further detail maps and poll boundaries.
- All maps will be accessible on the new Elections Saskatchewan website. This will be in place as of August 2011. As always, they will be available for all stakeholders and members of the public.

As well as providing vastly improved maps to all electoral stakeholders, this project will provide a superior base for the upcoming Constituencies Boundaries Commission scheduled for 2012.

At the time of writing this project is nearing completion and feedback to date suggests it has been a success.

H. Communications

After an extensive Agency of Record competition and selection process, Brown Communications was contracted in February 2011 as the new advertising agency. Under the direction of Brown Communications, the OCEO underwent an internal branding workshop and completed a brand framework. A creative platform and brand guidelines have been approved along with a media plan for the 2011 General Election. The new creative platform effectively communicates a consistent Elections Saskatchewan brand that reflects our values and vision. This brand is easy to understand, easy to recognize, and easy to remember while remaining flexible.

In addition, the Communications unit is coordinating the Community Relations Officer (CRO) outreach program detailed in the 'Outreach' section.

Advertising

Brochures, recruitment posters and other advertising literature have been updated in terms of aesthetics and content. An aggressive advertising campaign is underway aimed at aiding the OCEO in recruiting election workers for the General Election and raising awareness on the electoral process (including the new voter I.D. requirements).

Website

The development of a completely new website is well underway and at the time of writing is nearing completion.

In addition to an updated appearance, the new website will feature the updated maps, poll keys, and an overhauled 'where do I vote' feature which will allow site visitors to easily and quickly find their constituency and polling place. The appropriate polling location will be indicated on a map similar in appearance and functionality to the commonly utilized Google street maps.

An updated 'apply online' application will allow interested parties to apply easily and directly to their constituencies to serve as election workers.

The new website will also feature a constantly updated news stream providing site visitors with up to date election related news and information.

All updates have been strategized with the end-user in mind, ensuring ease of use, functionality and accessibility for all interested parties.

Social Media

Elections Saskatchewan will have an increased social media presence throughout summer 2011 and the election period. Elections Saskatchewan has also purchased two domain names: www.showupandvote.com and www.showupandvote.ca aimed at creating a memorable Election 'tag line' and appealing to youth and first time voters.

I. Outreach

Due to the recognized need for a new pool of election workers, the OCEO has launched a pilot outreach project focused on spreading awareness of the forthcoming Election and the electoral process and aimed at recruiting election workers.

To this end, eight students have been hired as youth and aboriginal Community Relations Officers (CROs) for May-September, and part-time in the fall leading up to the General Election.

Community events have been identified within communities across every constituency. With the assistance of a Communication Coordinator these CROs are attending a variety of events across the province promoting the General Election and advancing the Elections Saskatchewan hiring campaign.

The CROs will also be conducting outreach within various communities such as, but not limited to: homeless/ transient populations of Saskatchewan; Aboriginal and Métis communities - urban, rural and on/off reserve; new immigrant communities; first time voters; and the disabled population.

VIII. Liaison

To improve the electoral process in Saskatchewan, the Office of the Chief Electoral Officer:

- maintains a liaison with various stakeholder groups in the province in order to receive feedback on election legislation, policies and procedures;
- educates stakeholder groups about the OCEO;
- reviews and assesses new electoral administration initiatives on an on-going basis; and
- maintains a liaison with all independent officers of the Legislative Assembly.

In the 2010 - 2011 fiscal year, OCEO representatives participated in federal, provincial, territorial electoral meetings, conferences and workshops, along with meetings of the independent officers as summarized below.

A. Registered Political Party Advisory Committee

The ad-hoc Registered Political Advisory Committee was formed in 2001 to afford registered political party representatives the opportunity to advise on the administration of the Act and Tax Credit Act, with particular emphasis on the future needs of Saskatchewan's electorate and political stakeholders.

On June 24, 2010 a meeting of the Registered Political Party Advisory Committee was held to:

- Provide an update on staffing of the Office of the Chief Electoral Officer;
- Discuss contingencies in the event that no amendments are made to *The Election Act, 1996*;
- Prepare for November 7, 2011 Provincial General Election in regards to: staff planning, review of polling division boundaries, forms E516, E401, and E403, and discuss Returning Officer vacancies;
- Discuss the possibility of a referendum on Time Vote/Senate nominee selection;
- Discuss the development of a candidate return electronic filing system.

On February 9, 2011 a meeting of the Registered Political Party Advisory Committee was held to give an update on election preparations and other matters since the June 2010 meeting. These included:

- A report on the administration of the Saskatoon Northwest By-Election;
- An update on review and revision of polling division boundaries and maps for all 58 constituencies;
- An interpretation Bulletin on the Expenses of Advertising on the Internet;
- Preparations for the November 7, 2011 General Election including: Staffing of the Office of the Chief Electoral Officer, staff planning for the 2011 General Election, update on the hiring of Returning Officers, timing of Enumeration, other General Election preparations to date; and
- The possibility of a Time Vote and/or Senate Nominee Selection in conjunction with the General Election.

B. Presentation to Legislative Interns

The Acting Chief Electoral Officer (ACEO) gave a follow-up presentation to the 2010 Legislative Interns regarding additional questions on the role of the Office Chief Electoral Officer on April 16, 2010. He also gave a presentation to the 2011 Legislative Interns on the role of the Office of the Chief Electoral Officer on January 17, 2011.

C. Saskatchewan Social Science Teachers' Institute

In April 2010, the ACEO gave a presentation to the Saskatchewan Social Sciences Teachers' Institute on the role of the Office of the Chief Electoral Officer/Elections Saskatchewan. Discussions continue to take place in regards to the possibility of a partnership with the Ministry of Education regarding a tie-in with educational materials from Elections Saskatchewan and the school curriculum.

D. Manitoba Communications and Schools Program

On May 2, 2010 the Communications Consultant and the ACEO met with the communications and schools program staff at Elections Manitoba. This meeting was arranged to discuss and share ideas on community outreach and the development of an education school program. Elections Manitoba has developed and implemented an integrated education program. This program (Your Power to Choose) includes a curriculum guide with hands-on activities, in-class workshops and resources for running student elections. In addition, Elections MB conducts school workshops and provides resource packages for student election organizers.

In the near future it is Elections Saskatchewan's intention to develop and implement a similar school program and resources for Saskatchewan educators and students.

E. Conference on Election Law and Administration

The ACEO attended this conference in Halifax from May 17-18, 2009. Topics discussed included:

- Electoral independence;
- Third party registration and regulation;
- Issues in electoral finance;
- Dealing with offences and contraventions;
- Referendums, plebiscites and services to municipalities, school boards and boundaries commissions;
- Access: accommodating challenges of electors; and
- Process and procedures: improved access and enhanced voting opportunities.

F. Software Users Group Meeting

The ACEO, the Manager of Information Technology and Register of Electors and the Communications Consultant represented the OCEO at the Software Users Group Meeting in Edmonton on June 10 and 11, 2010.

Representatives from Elections Alberta, Elections Northwest Territories and Elections Nunavut also attended along with representatives of the software firm that developed the original AROES and has customized the software for Elections NWT, Elections Nunavut and Elections Saskatchewan. Based on jurisdictional presentations, all attendees noted possible future improvements for their software.

G. National Register of Electors Workshop

The ACEO and the Manager of Information Technology and Register of Electors represented the OCEO at the National Register of Electors Workshop in Ottawa on June 20 and 21, 2010. Elections Canada sponsored this workshop to bring together representatives from across Canada to discuss developments regarding the National Register, with the focus on best practices and technology used to develop and maintain permanent registers of electors across the country.

H. Conference of Canadian Election Officials

Federal, provincial and territorial Chief Electoral Officers and senior staff have met annually since 1975 at the Conference of Canadian Election Officials to discuss all facets of electoral administration. Elections British Columbia hosted the 2010 Conference of Canadian Election Officials in Victoria, British Columbia from July 19-23, 2010. The ACEO attended the Conference on behalf of the OCEO. Deliberations focused on the future role of the organization and its annual conference, compliance and enforcement issues, partnerships, legislative trends, governance of electoral management bodies, the legislative process, relationships with legislators, profiles of voters and non-voters, services to voters with special needs, recruitment of election officials, e-voting, independence and accountability of legislative officers including Chief Electoral Officers, civic and democratic engagement, and collaboration opportunities amongst jurisdictions. R. Kenneth Carty was a keynote speaker on the topic of the Citizens Assembly on Electoral Reform of British Columbia.

I. FSIN Meeting

At the request of the Federation of Saskatchewan Indian Nations (FSIN) Chief Guy Lonechild, the ACEO and the Communications Consultant met with Chief Lonechild and members of his staff on August 30, 2010 in Regina. The purpose of this meeting was to discuss the FSIN's desire to increase First Nations participation in provincial elections. In this discussion Chief Lonechild expressed his desire for the FSIN to raise political awareness of First Nations people and to encourage them to vote. Concerns expressed by Lonechild were the high mobility rates among First Nations population, transportation to polling stations and their accessibility, language and literacy barriers and access to electoral information as obstacles to greater participation. For the next general election, the OCEO has hired Aboriginal Community Relations Officers to assist in recruiting workers for the election and to assist in raising awareness of the electoral process. Returning Officers have been instructed,as part of their mapping process, to offer polling locations on reserves.

J. Visitor Program, New Brunswick Provincial General Election

The Communications Consultant and Operations Consultant were invited to be part of a visitor program for the New Brunswick Provincial General Election. Elections New Brunswick had a number of new initiatives for their first time fixed date election. The visitor program began Sunday, September 26th, 2011 and concluded on Monday night, September 27th after the count.

These new initiatives included:

- The implementation of Ballot Issuing Officers used at larger polling locations. The voting procedure streamlined and minimized voting time by allowing electors to go to the next available table, similar to when you do your banking and go to the next available teller.
- Piloting an "Employment of High School Students" program. This program allowed high school students aged 16-17 to gain a better understanding of and sensitivity towards community issues by volunteering as election officials during Advance Polling Days and Election Day.
- The offering of curb side voting to electors who were not able to physically access the polling station in their community.

In addition to observing the activities involving these initiatives, opportunities were available to visit numerous polling locations of various sizes, including a campus polling location for students attending the University of New Brunswick.

K. Presentation at Cowessess First Nation

Upon request, on October 25, 2010 the ACEO made a presentation to students on the Cowessess First Nation regarding the secrecy of voting and other pointers for them to begin to elect a student council.

L. Invitation to Attend FSIN Legislative Assembly and Pow-Wow Trade Show

Elections Saskatchewan was invited to attend and observe the fall session of the Federation of Saskatchewan Indian Nations (FSIN) Legislative Assembly held on October 28, 2010. The Legislative Assembly deals

with a variety of issues of mutual concern to the members of First Nations. The Legislative Assembly discussed and passed various ordinances, statues, regulations and codes. Also in discussion was the supervision of the activities of the Executive power.

On October 29 - 31, 2010, the FSIN held their annual Pow-Wow at the Credit Union Centre in Saskatoon. Elections Saskatchewan was there with a display booth at the Pow-Wow Trade Show.

The ACEO and the OCEO Communications Consultant greeted attendees at the booth and handed out information regarding the 2011 General Election and available General Election employment opportunities. A contest was held where participants could enter their name and address to win one of several prizes. Entrants were asked if they wished to be contacted regarding future election employment opportunities. The names of those interested were entered in a database as future employment contacts.

M. Advisory Committee of Electoral Partners

This committee meets annually hosted by Elections Canada to provide an ongoing forum to discuss issues of mutual interest with the provincial and territorial electoral agencies. On behalf of the OCEO, the ACEO participated in a Committee meeting on November 26, 2010 in Ottawa. The topics for discussion included proposed changes for political financing in Québec, the centre for the study of democratic citizenship, accessibility issues, technological standard for e-voting and i-voting and a preliminary post mortem on the New Brunswick General Election. Also included were committee reports from the E-Voting Committee, Recruitment and Training Committee, and the Technology Committee.

N. Council on Government Ethics Laws (COGEL)

The ACEO attended the COGEL Conference in Washington D.C. from December 5-8, 2010. Sessions attended included discussions about i-voting, social media, international perspectives, campaign finance regulation, new media, communicating about our mission through the media, campaign finance legislation, and strategic planning in changing times. The ACEO served on the Global Affairs Committee for 2010.

O. Technology Committee of the Canadian Conference of Election Officials

The ACEO and/or the Manager of Information Technology & Register of Electors represented the OCEO on a number of conference calls throughout the year. The Communications Consultant and the Operations Consultant represented the OCEO at the meeting of the working committee in Ottawa on February 24, 2011. The purpose of the meeting was to have a round table discussion on application functionality and processes implemented in the past year by each jurisdiction. Other topics discussed were the use of financial modules in the application, and current and future application development. A demonstration on the Elections Saskatchewan Election Night Results module was also presented. The Communications Consultant and Operations Consultant also received a tour of Elections Canada Headquarters.

P. Saskatchewan Council of Social Science Teachers

The ACEO and the Communications Consultant attended the Saskatchewan Council of Social Science Teachers meeting in Moose Jaw in March 2011 and gave a presentation on Saskatchewan's electoral process and set up a trade show display.

Q. Meetings with Other Independent Officers of the Legislative Assembly

The Independent Officers of the Legislative Assembly in Saskatchewan get together most months on the third Wednesday of the month for a luncheon meeting to discuss matters of mutual interest.

R. Ongoing Liaison with Other Jurisdictions

Throughout the reporting period, the OCEO has received valuable assistance from all Canadian federal, provincial and territorial electoral jurisdictions. The Office thanks all other election Offices across the country for their valuable assistance while continuing to research best practices in other jurisdictions.

On-going liaison is greatly assisted through the use of the Canadian Election Resource Library (CERL). This on-line extranet resource is based at the office of Elections Manitoba and was launched in the spring of 2004. A nominal annual subscription fee from the electoral offices across the country subsidizes the coordinator's salary and benefits. CERL members may interact with other CERL members by replying to messages or starting their own message thread. CERL members may also view on-line forms, legislation, manuals/guides, policies and reports from other jurisdictions across the country.

The jurisdictions that we have done the most in-person liaison with are our fellow prairie provinces of Alberta and Manitoba. See elsewhere in this report on the fact finding missions to Manitoba regarding their communications and school programs.

IX. Other

A. Continuing Education and Professional Development

In March 2010, the ACEO met each staff member individually, to discuss his or her training and development plans for the 2010 - 2011 fiscal year. This is especially important, as there are many new staff members in the OCEO who have not previously worked in a General Election.

The OCEO is committed to innovation, creativity, and administrating a superior electoral process and experience for all stakeholders. In order to achieve these goals the OCEO is committed to continuing education. In this reporting period, the OCEO staff have taken advantage of the following continuing education opportunities:

Acting Administrative Coordinator

Parliamentary Program, Legislative Bldg, Regina
April, 2010
Advanced Word and Proof Reading Course, Regina
May 4, 2010
Proof Reading and Grammar Workshop, Saskatoon
May 5, 2010
Saskatchewan Ombudsman Conflict Resolution Workshop, Saskatoon
May 10, 2010
Ombudsman Fairness Principles Workshop, Regina
October 13, 2011
Privacy Commissioner: Access and Privacy - Best Practices, Regina
October 13, 2011

Administrative Services Consultant

Parliamentary Program, Legislative Bldg, Regina
April, 2010
Advanced Word and Proof Reading Course, Regina
May 4, 2010

Mapping Consultant

Parliamentary Program, Legislative Bldg, Regina
April, 2010
Advanced Word and Proof Reading Course, Regina
May 4, 2010

GIS Technicians

Parliamentary Program, Legislative Bldg, Regina
April, 2010
Advance Techniques for Labels + Annotations, Regina
April 20, 2010
ESRI Regional User Conference, Regina
September 30 - October 1, 2011

Communications Consultant

Parliamentary Program, Legislative Bldg, Regina
April, 2010
Advanced Word and Proof Reading Course, Regina
May 4, 2010
Saskatchewan Ombudsman Conflict Resolution Workshop, Saskatoon
May 10, 2010
Advanced Excel Course, Regina
May 17 - 18, 2010
Advanced Access Database Course, Regina
June 21 - 22, 2010
CCEO Technology Workshop Committee, Ottawa
Feb. 23 – 35, 2011
Client Relationship Management Workshop + Expo, Regina
March 16, 2011

Operations Consultants

Project Management Training, Saskatoon
June 12 - 13, 2010
Elections Canada Training Session for Returning Officers, Saskatoon
September 13 - 14, 2010
CCEO Technology Workshop Meeting, Ottawa
September 23 - 25, 2010
Ombudsman Fairness Principles Workshop, Regina
October 13, 2011
Privacy Commissioner: Access and Privacy - Best Practices, Regina
October 13, 2011

Financial Compliance Consultant

Parliamentary Program, Legislative Bldg, Regina
April, 2010
Proof Reading and Grammar Workshop, Saskatoon
May 5, 2010
CMA Provincial Conference, Regina
June 9, 2010

Senior Technical Analyst

Client Relationship Management Workshop + Expo, Regina
March 16, 2011

Manager of Information Technology and Register of Electors

I-Procurement Training, Regina
June, 2010
National Register of Electors Workshop, Ottawa
June 21-22, 2010

Manager of Election Finances

Parliamentary Program, Legislative Bldg, Regina
April, 2010
CMA Annual Conference "Creating Possibilities using Emerging Strategies", Regina
May 12-13, 2010
I-Procurement Training, Regina
June, 2010
Lean Workshop, Regina
October 13, 2010

Acting Chief Electoral Officer

HR Public Service Commission Workshop on New Policy, Regina
January 20, 2011
Saskatchewan Ombudsman Conflict Resolution Workshop, Saskatoon
May 10, 2010

B. Staffing

The Hamilton Report was commissioned in January 2009 and was made public on April 28, 2010. It calls for 13 permanent full-time positions (see 2009 - 2010 jurisdictional reports for more details).

After more than 29 months as Acting Chief Electoral Officer without a deputy or assistant, it was finally possible to hire a deputy on a two-year term. Saundra Arberry has been on the job as Chief Operating Officer for almost three months to date. Saundra's experience as the Chief Electoral Officer of the Northwest Territories from 2006-2009, as well as her extensive civil service experience in the NWT and most recently with the City of Yellowknife, has been quickly put to use.

Although there are still only four permanent positions in the OCEO, staffing now stands at:

- 4 permanent full-time positions filled;
- 1 two-year full-time term position to March 31, 2013;
- 8 one-year full-time term positions to March 31, 2012;
- 3 part-time positions.

David Wilkie, who was appointed as Acting Chief Electoral Officer effective November 1, 2008, remains as Acting CEO for an unspecified period, however no movement on the appointment process is expected for at least two years.

The OCEO has managed to fill the necessary positions with temporary and contract employees to ensure a successful 2011 General Election; however, it must be noted that this is by no means a long term solution. For stability and the medium and long-term viability of Elections Saskatchewan, permanent staff are a necessity.

C. Budgetary Changes/Impacts

With the first fixed date election set for November 2011, the OCEO was able to present a more detailed election budget than in the past. The budget included cost scenarios for a general election with enumeration either inside the Writ or outside the Writ in the month preceding the election, as well as estimates for a Time Vote referendum.

The OCEO requested approval for a longer and more thorough enumeration outside the Writ, but was not approved. Since that time, The Board of Internal Economy has approved an additional $15 million for enumeration outside the Writ.

D. Voter Identification

Bill 161, *The Election Amendment Act, 2010* was introduced for first reading on November 30, 2010 and was proclaimed on May 18, 2011. This legislation will require that the voter provide the Deputy Returning Officer with satisfactory evidence of the voter's identity and ordinary residence whether or not the individual's name appears on the Voters' List.

Vouching will also remain an option to prove identity and ordinary residence, but no voter shall vouch for more than one other voter at an election. The forms of acceptable identity will be outlined in regulation rather than in legislation. Although the regulations are not drafted, the Government has indicated that the forms of acceptable identity will be similar to that of Elections Canada.