



STAFF REPORT

TO: Council

FROM: Erin Hartley, Deputy CAO

APPROVED BY: Warren MacLeod, Chief Administrative Officer

DATE: December 10, 2025

SUBJECT: **Special Election 2026 – District 4**

ORIGIN

Vacancy due to the resignation of Councillor Anthony Gosbee.

RECOMMENDED MOTIONS

- That Council of the Municipality of the District of Shelburne hold a Special Election for the Councillor vacancy in District 4, with the Special Election date being set as Saturday, February 21, 2026;
- That electronic voting methods be used;
- That Intelivote be hired as the Municipality of Shelburne’s service provider for electronic voting at an estimated amount of \$3,000 plus HST, plus costs of voter cards and mailouts;
- That Council set the alternative voting period as February 12, 2026 at 8:00 am to February 21, 2026 at 7:00 pm;
- That Wanda Atkinson be appointed as Returning Officer for the Special Election;
- That Erin Hartley and Anita DeMings be appointed as Assistant Returning Officers for Special Election;

Staff are recommending using the same procedures, practices and framework as the 2024 Municipal Election.

Electronic voting options include online and telephone voting. A kiosk will also be available at the Municipal Administration Building for those would like to vote there.

Updated Special Election information will be posted on the municipal website beginning December 11, 2025.

BUDGET

This is an unbudgeted but mandatory item.