

Date	March 3, 2026
To	Board of Trustees
From	Trustee Jan Sawyer
Subject	Motion re: Request for Information Follow-up on Election Costs
Resource Staff	Kelsey Duebel, Director Board and Superintendent Relations
Reference	Trustees Handbook Section 5.4.2 Enquiries and Requests for Information October 22, 2024 Response to RFI: Anticipated Election 2025 Costs

ISSUE

At the December 9th, 2025 public board meeting, a request for information from Administration was made. Section 5.7.2 of the Trustees' Handbook states that: *Trustees may request that the response to their Request for Information (RFI) appear as an agenda discussion item for a Board or committee meeting. Trustees wishing to do so may seek Board approval for a formal Information report from Administration through a notice of motion.*

RECOMMENDATION

That the response to the request for information regarding election costs from the December 9th, 2025 board meeting be brought forward as an Information Report and placed on the agenda for discussion at the public board meeting following the completion of the report.

BACKGROUND

The following Request for Information was submitted at the December 9, 2025 board meeting: Related to the most recent Trustee election, my understanding is that the City of Edmonton coordinates the Trustee election in conjunction with the Municipal election, and they invoice the Division for this cost. As such, can Administration provide the Division's share of the most recent election cost, and how this compares to the last Trustee election? Secondly, does the Division receive funding from the Province to cover this cost and if so, is that based on the actual cost or a different formula?

RELATED FACTS

- Trustee elections for Edmonton Public Schools are administered by the City of Edmonton as part of the municipal election process. The Division does not conduct these elections independently; rather, the City coordinates the election and subsequently invoices the Division for its share of the costs.

- For the 2021 municipal election, the Division's share of election administration costs was **\$1,633,322**, representing approximately 29% of the total election cost allocation under the established cost-sharing arrangement.
- The 2025 trustee election took place under revised provincial requirements that ballots be counted manually rather than by electronic tabulators. Manual counting processes typically require additional personnel, extended counting timelines, and increased operational supports. As a result, these procedural changes may have affected both the duration required to finalize election results and the overall cost of administering the election.
- Trustees are responsible for oversight of Division finances and stewardship of public funds, access to detailed information regarding election costs supports informed governance, fiscal transparency, and accountability to the public. Comparative information between election cycles is particularly valuable for understanding the financial impact of procedural or legislative changes and for informing future planning.
- Access to this information will assist the Board in fulfilling its fiduciary responsibility and ensuring transparency regarding expenditures associated with trustee elections.

CONSIDERATIONS and ANALYSIS

Providing information regarding the Division's share of trustee election costs supports principles of transparency, accountability, and informed governance. Election administration represents a significant public expenditure and is directly connected to the Board's statutory responsibilities and democratic processes.

Trustees are responsible for stewardship of Division resources and must be able to understand the financial implications of required expenditures, including those mandated through legislation or administered by external partners. Access to detailed cost information allows trustees to:

- assess financial impacts across election cycles
- understand cost drivers and variances
- evaluate the effects of legislative or procedural changes
- ensure appropriate budgeting for future elections

Comparative data between the most recent election and previous elections provides important context for determining whether cost differences are attributable to inflationary pressures, operational changes, legislative requirements, or other factors.

The most recent election was conducted using manual ballot counting processes. Because such processes typically require increased staffing, extended timelines, and additional administrative supports, they may affect both total cost and operational efficiency. Understanding the magnitude of these impacts is important for financial oversight and long-term planning.

Access to this information may also support coordinated provincial advocacy. School boards across Alberta operate within similar legislative frameworks and may experience comparable cost pressures related to election administration. Reliable cost data enables evidence-informed dialogue with provincial partners regarding funding structures, cost-sharing arrangements, or policy considerations related to election requirements.

The information requested is administrative in nature and relates to expenditures already incurred. As such, it should be readily available and suitable for public reporting. Providing this information would support transparency for both trustees and the public regarding how public funds are used to administer trustee elections.

NEXT STEPS

If approved, an Information Report will be presented for discussion at the public board meeting following completion of the report.

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