

October 26, 2021

Sandra MacDonald, President AMCTO  
2680 Skymark Avenue, Suite 610  
Mississauga ON L4W 5L6

**Re: Professional Development Day on Municipal and School Board Election Day,  
October 24, 2022.**

Please be advised the Council of the Municipality of Chatham-Kent at its regular meeting held on October 25, 2021 passed the following motion:

WHEREAS Monday, October 24 2022 is Municipal and School Board election day, and municipal clerks who administer Municipal and School Board elections are in the middle of planning for this important democratic event.

AND WHEREAS municipalities have statutory authority to use schools as polling places under section 45 of the Municipal Elections Act, 1996.

AND WHEREAS schools are often the largest, most centrally located and accessible facility in communities which make them ideal locations to host polling stations.

AND WHEREAS many school boards across the Province already work with municipalities to schedule a Professional Development Days (PD Days) on municipal election day every four years.

AND WHEREAS the Municipality of Chatham-Kent's municipal clerk runs the elections for St. Clair Catholic District School Board, Lambton-Kent District School Board, Conseil Scolaire Catholique Providence and Conseil Scolaire Viamonde.

AND WHEREAS in 2018, approximately 25% of school boards agreed to make Municipal and School Board Election Day a PD Day. Approximately another 60% had PD days in October already. Almost 30% of had days within a week of municipal election day and there are a number of school boards that schedule PD Days on Mondays already. And therefore, it is possible to make arrangements for a PD Day to fall on Municipal and School Board Election Day.

AND WHEREAS school boards and municipalities can work together, to increase these rates and make it easier for local voters to cast their ballots while ensuring student safety.

AND WHEREAS partnering with municipalities once every four years to ensure that municipal and school board elections fall on a PD Day has a number of benefits to School boards, schools and the broader community including:

- Easing the facilitation of Election Day so that Clerks can ensure a smooth democratic process which elects school board trustees as well as local council members.
- Ensuring public health promotion and protection through more adequate physical distancing in these larger venues.
- Enhancing the principles of safe schools for both students and teachers by reducing the number of people in the school.
- Providing voters with a large, accessible location to cast their votes for their school board and municipal representatives.

AND WHEREAS school boards are entering into deliberations about the 2022-2023 School year calendar in order to submit their proposed calendars to the Ministry of Education by May 2022.

THEREFORE, Administration is recommending Council pass a motion that requests that St. Clair Catholic District School Board, Lambton-Kent District School Board, Conseil Scolaire Catholique Providence and Conseil Scolaire Viamonde schedule a Professional Development Day on Municipal and School Board Election Day, October 24, 2022.

If you have any questions or comments, please contact Judy Smith at [ckclerk@chatham-kent.ca](mailto:ckclerk@chatham-kent.ca)

Sincerely,



Judy Smith, CMO  
Director Municipal Governance  
Clerk /Freedom of Information Coordinator

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Lambton Kent District School Board (LKDSB)  
St. Clair Catholic District School Board (SCDSB)  
Conseil scolaire Viamonde  
Conseil Scolaire Catholique Providence  
Ontario Municipalities