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THE HALIFAX REGIONAL MUNICIPALITY

ALTERNATIVE VOTING BY TELEPHONE AND INTERNET

ELECTION PROCEDURES AND FORMS FOR THE 2020 MUNICIPAL ELECTION FOR THE HALIFAX REGIONAL MUNICIPALITY AND THE *CONSEIL SCOLAIRE ACADIEN PROVINCIAL*

Established by Sherryll Murphy, Returning Officer,
for the Halifax Regional Municipality for the
2020 Municipal and *Conseil scolaire acadien provincial* Election,
this 18th day of August, 2020

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AUTHORITY

WHEREAS section 146A of the *Municipal Elections Act 1989*, R.S.N.S., c.300, as amended, allows Council, by by-law, to authorize voters to vote, electronically or by mail or another voting method;

AND WHEREAS the *Municipal Elections Act* requires the by-law to provide for the system of voting for any election, including:

- the notification of electors,
- the form of the ballots,
- the swearing in and voting on election day,
- the method of counting the ballots or votes, and
- the rejection of ballots or votes;

AND WHEREAS on June 17, 2008, Regional Council of the Halifax Regional Municipality adopted By-Law Number A-400, *The Alternative Voting By-law*, authorizing voting by telephone and internet;


AND WHEREAS on April 14, 2020, Regional Council authorized, for the 2020 Municipal and *Conseil scolaire acadien provincial* Election, voting by the use of a telephone and a personal computing device commencing Tuesday October 6, 2020 and terminating on Wednesday October 14, 2020, including both dates;

AND WHEREAS on February 25, 2020 Regional Council appointed Sherryll Murphy, Acting Municipal Clerk, the Returning Officer for the 2020 Municipal and *Conseil scolaire acadien provincial* Election in the Halifax Regional Municipality;

AND WHEREAS subsection 146A(4) of the the *Municipal Elections Act* requires the Returning Officer to, not fewer than sixty days before ordinary polling day, establish procedures and forms for the conduct of voting in accordance with the by-law and to provide a copy of the procedures and forms to each candidate for election;

THEREORE I, Sherryll Murphy, Returning Officer, do hereby certify and approve the following procedures and forms for the 2020 Municipal *Conseil scolaire acadien provincial* Election in the Halifax Regional Municipality and declare that these procedures and forms are the procedures and forms to be used during telephone and internet voting for the period of time commencing on Tuesday October 6, 2020 at 8:00 a.m. and terminating on Wednesday, October 14, 2020 at 7:00 p.m..

DATED at Halifax, this ^{15th} day of August, 2020,


Sherryl Murphy
Returning Officer

Interpretation

1. In these procedures and forms,

- (a) “Act” means the *Municipal Elections Act*, 1989 R.S.N.S. c.300, as amended;
- (b) “Alternative Voting” means voting by Telephone or via the internet and includes a combination of Telephone and internet voting;
- (c) “Alternative Polling Days” means Alternative Voting commencing at 8:00 a.m. on Tuesday, October 6, 2020 and terminating at 7:00 p.m. on Wednesday, October 14, 2020;
- (d) “Automated Vote Counting System” means an automated system that records and counts votes and processes and stores election results which comprises of Electors connecting to the system using a Personal Computing Device via the Internet, or a Telephone;
- (e) “Ballot” means:
 - (i) when voting by a Personal Computing Device that is connected to the internet, an image of a ballot card on the screen of the Personal Computing Device, including all the choices available to the Electors and the spaces in which an Elector marks a vote; or
 - (ii) when voting using a Telephone, an audio set of instructions which describes all the voting choices available to the Electors and instructions on the marking of their selection by depressing the number on a touch tone keypad;
- (f) “By-law” means By-Law A-400, the *Alternative Voting By-law*, as amended;
- (g) “Candidate” means a person who has been nominated as a candidate pursuant to the *Act* and the *Education (CSAP) Act*, 1995-1996, SNS c.1, as amended;
- (h) “Deputy Returning Officer” means a person appointed under the *Act* to preside over a polling station;
- (i) “Election” means the 2020 Municipal and *Conseil scolaire acadien provincial* Election for the Municipality;
- (j) “Election Officer” means an election officer under the *Act*;
- (k) “Elector” means a person:
 - (i) qualified to vote pursuant to the *Act* or the *Education (CSAP) Act*; and
 - (ii) permitted to vote pursuant to section 7 of the By-law;

(l) “Friend” means a person who votes for an Elector pursuant to section 9 of the By-law;

(m) “Legible Mark” means:

(i) (A) on the screen of a Personal Computing Device the Elector is using to mark their Ballot, an “X” mark which fills in the box provided on the Ballot opposite a Candidate’s name;

(B) after the Elector marked the Ballot, the resulting confirmation screen that is presented to the Elector which instructs the Elector to acknowledge the selection; and

(C) the Elector’s acceptance of that selection by selecting the “Vote Now” button;

that the Automated Vote Counting System is able to record and count, or:

(ii) (A) while connected to the Automated Vote Counting System via a Telephone, the response of the Elector to the audio instructions whereby the Elector presses the corresponding touchtone keypad number associated with a Candidate’s name or a question; and

(B) the resulting confirmation audio prompt that is presented to the Elector, instructing the Elector to acknowledge their selection and confirm acceptance of that selection by pressing the described keypad number or symbol (#, *);

that the Automated Vote Counting System is able to distinguish, discern, record and count;

(n) “List of Electors” means:

(i) prior to the list of electors being completed and certified pursuant to section 50A of the Act, the list of electors that has been amended and corrected by the Returning Officer under subsections 2 and 3 of section 38 of the Act, or

(ii) the list of electors that has been completed and certified by the Returning Officer pursuant to section 50A of the Act;

(o) “Municipality” means the Halifax Regional Municipality;

(p) “Ordinary Polling Day” means Saturday October 17th, 2020;

(q) “Personal Computing Device” means an electronic device that may access the internet, including a computer, laptop, tablet or gaming device;

- (r) "PIN " means the Personal Identification Number issued to:
 - (i) an Elector for Alternative Voting; or
 - (ii) to a System Elections Officer;
- (s) "Rejected Ballot" means the refusal by an Elector to accept a Ballot in a matter;
- (t) "Returning Officer" means the Returning Officer for the Municipality appointed pursuant to the *Act* and, where applicable, an assistant returning officer who is appointed pursuant to the *Act*;
- (u) "Service Provider" means Intelivote Systems Inc., a Nova Scotia Limited Company registered with the Registry of Joint Stock Companies, that has its registered office at 900 - 202 Brownlow Avenue, Office 1, Dartmouth Nova Scotia, Canada;
- (v) "Spoiled Ballot" means an internet ballot or telephone ballot that is accepted by the Elector that:
 - (i) is not marked for any Candidate in a race, or
 - (ii) is marked by an Elector indicating a refusal to cast a vote for any Candidate in a race;
- (w) "System Election Officer" means:
 - (i) a person who maintains, monitors, or audits the system, and
 - (ii) a person who has access to the system beyond the access necessary to vote by Alternative Voting;
- (x) "Telephone" includes a wireless telephone;
- (y) "Voter Help Centre" means the Centre location at 81 Ilsey Avenue, Dartmouth, Nova Scotia, or such other location as may be used, which is provided and staffed by the Municipality to assist Electors with the Alternative Voting; and
- (z) "Voter Information Letter" means a letter containing
 - (i) a PIN for each Elector on the applicable List of Electors, or
 - (ii) a PIN for each Elector who is not on the applicable List of Electors and has completed an oath or affirmation of Elector in the proscribed form attached hereto and approved by an Election Official;
 - (iii) a telephone access number and internet address for voting;

- (iv) a Voter Help Centre number for assistance;
- (v) a list of Candidates for office; and
- (vi) polling location and polling station information, including civic addresses and maps.

Application

2. These procedures and forms have been created under section 146A of the *Act*, and the By-Law, and apply to Internet and Telephone voting during the 2020 Election.

3. Where the procedures and forms do not provide for any matter, the Election shall be conducted as far as is consistent and practical within the principles of the *Act* and the By-Law, with the same being determined and established by the Returning Officer.

4. These procedures and forms may be amended, as necessary and deemed appropriate, by the Returning Officer.

5. (1) Any amendment to these procedures and forms shall be signed by the Returning Officer and a copy of the amendment(s) shall be provided to all Candidates.

(2) The Returning Officer may provide copies to the Candidates of the amended section(s), or provide the Candidates with a revised Procedures and Forms which incorporates the amendments.

6. An assistant Returning Officer acts in the place and in the stead of the Returning Officer when the Returning Officer is absent or at the request of the Returning Officer.

Secrecy and Interference

7. The Returning Officer and the Service Provider shall maintain and aid in maintaining the secrecy of voting.

8. No person shall interfere or attempt to interfere with an Elector while in the process of accessing the Automated Vote Counting System or interfere or attempt to interfere in the voting process while using the Automated Vote Counting System unless expressly requested and authorized by an Elector for assistance.

9. No person shall obtain or attempt to obtain information about how an Elector intends to vote or has voted. Any individual requested by an Elector to assist them in voting is required to maintain the secrecy of the vote(s) cast by the Elector and shall vote according to the instructions and wishes of the Elector.

10. No Elector shall reveal how they intend to vote except when obtaining assistance in voting from either a Friend or an Election Official.

List of Electors

11. (1) The revised List of Electors will be completed no later than August 30, 2020.

(2) The Returning Officer shall provide the Service Provider with a copy of the applicable List of Electors by September 1, 2020.
12. Any additions, corrections and deletions to the applicable List of Electors will be made in accordance with the *Act* and the By-Law.

Notices

13. The Returning Officer shall notify Electors of the following through the use of newspaper advertisements:
 - (a) that an Election is being held for the Municipality and that Alternative Voting is permitted;
 - (b) the time and dates for Alternative Voting;
 - (c) the location and hours of the Voter Help Centre; and
 - (d) the hours and locations at which a voter may appear in person before a Deputy Returning Officer in order to be added to the applicable List of Electors.
14. The Returning Officer shall determine the date(s) of all advertisements including the newspaper(s) and the notices that are to appear in order to comply with the requirements and principles of the *Act* and the By-Law.
15. Each person on the amended List of Electors shall be mailed, by regular mail, a Voter Information Letter containing:
 - (a) the Elector's PIN and the telephone number to call to cast their vote by telephone and the designated internet address (URL) to cast their vote using the Internet;
 - (b) instructions on how to vote;
 - (c) dates and hours of voting; and
 - (d) the location and telephone number of the Voter Help Centre.

Voting Procedure and Requirements

16. During Alternative Polling Days, Electors may vote by Alternative Voting.
17. Subject to the *Act*, the By-law and these procedures and forms, the Automated Vote Counting System shall allow an Elector to vote by the Internet and a Telephone during Alternative Polling Days.
18. To vote by Alternative Voting, an Elector is required to either:

- (a) telephone a designated number, or
- (b) access a designated internet address;

and cast their vote(s).

19. Electors shall be enabled to vote by Alternative Voting through the use of:

- (a) a PIN located on a personalized Voter Information Letter; and
- (b) another piece of personal information contained on the applicable List of Electors electronic file (which shall be the Date of Birth).

Voting Process

Pre-Ballot

20. (1) The Automated Vote Counting System shall provide each Elector with the option to input their PIN to access the System for the purposes of voting.

(2) Prior to providing the first Ballot for any race, the Automated Vote Counting System shall inform each person of the general qualifications under the *Act* to vote, and the qualifications under the *Education (CSAP) Act* required to vote for the *Conseil scolaire acadien provincial*.

(3) The Automated Vote Counting System shall identify to the Elector the applicable races that have been acclaimed.

Mayor Race

21. (1) If the Mayoral race has been acclaimed, the Automated Vote Counting System shall proceed to the race for Councillor.

(2) If the Mayoral race has not been acclaimed, the Automated Vote Counting System shall provide an Elector with three options, as follows:

(a) to accept the Ballot for the Mayoral race by marking the Ballot for a Candidate; or

(b) to accept the Ballot for the Mayoral race by casting a Spoiled Ballot;
or

(c) to refuse a Ballot for the Mayoral race (Rejected Ballot) by indicating they "Decline to Vote".

(3) The Elector shall indicate their selection by marking a Legible Mark:

(a) that is an "X" which fills in a box opposite a Candidate's name on the screen of a Personal Computing Device that accesses the internet and is connected to the Automated Vote Counting System; or

(b) by pressing a number on a touchtone Telephone that corresponds to the Candidate's name while the Telephone is connected to the Automated Vote Counting System.

(4) The Automated Vote Counting System shall respond and identify the Elector's choice and provide the Elector with the option of changing or confirming their vote.

22. The Automated Vote Counting System shall then proceed to the Candidates for District Councillor.

Councillor Race

23. (1) If the Councillor race has been acclaimed, the Automated Vote Counting System shall proceed to the races for the *Conseil scolaire acadien provincial*.

(2) If the Councillor race has not been acclaimed, the Automated Vote Counting System shall provide an Elector with three options, as follows:

(a) to accept the Ballot for the Councillor race by marking the Ballot for a Candidate; or

(b) to accept the Ballot for the Councillor race by casting a Spoiled Ballot; or

(c) to refuse a Ballot for the Councillor race (Rejected Ballot) by indicating they "Decline to Vote"; or

(3) The Elector shall indicate their selection by marking a Legible Mark:

(a) that is an "X" which fills in a box opposite a Candidate's name on the screen of a Personal Computing Device that accesses the internet and is connected to the Automated Vote Counting System; or

(b) by pressing a number on a touchtone Telephone that corresponds to the Candidate's name while the Telephone is connected to the Automated Vote Counting System.

(4) The Automated Vote Counting System shall respond and identify the Elector's choice and provide the Elector with the option of changing or confirming their vote.

24. The Automated Vote Counting System shall then proceed to the races for the *Conseil scolaire acadien provincial*.

Conseil scolaire acadien provincial

25. The Automated Vote Counting System shall inform the Elector if the *Conseil scolaire acadien provincial* races have been acclaimed.

26. If the races have not been acclaimed, the Automated Vote Counting System shall:

(a) emphasize that only qualified Electors may vote for the *Conseil scolaire acadien provincial* Candidates; and

(b) inform the Elector of the requirements required by clause 3 (h) and section 13 of the *Education (CSAP) Act* to vote for the *Conseil scolaire acadien provincial* Candidates.

27. An Elector will be presented with a screen to confirm they are qualified to vote for the *Conseil scolaire acadien provincial* and that they wish to receive a Ballot.

28. An Elector who is qualified and has selected the option receive a Ballot for the *Conseil scolaire acadien provincial* Candidates, shall click the "Submit" button which shall confirm their qualifications to vote and request a Ballot from the Automated Vote Counting System.

29. (1) If the qualifications have been confirmed, the Automated Vote Counting System shall provide an Elector with three options, as follows:

(a) to accept the Ballot for the *Conseil scolaire acadien provincial* race by marking the Ballot for a Candidate; or

(b) to accept the Ballot for the *Conseil scolaire acadien provincial* race by casting a Spoiled Ballot; or

(c) to refuse a Ballot for the *Conseil scolaire acadien provincial* race (Rejected Ballot) by indicating they "Decline to Vote".

(2) The Elector shall indicate their selection by marking a Legible Mark

(a) that is an "X" which fills in a box opposite a Candidate's name on the screen of a personal computer that accesses the internet and is connected to the Automated Vote Counting System; or

(b) by marking a Legible Mark by pressing a number on a touchtone Telephone that corresponds to the Candidate's name while the Telephone is connected to the Automated Voting.

(3) In the event the Elector has entered into the Ballot screen which contains the list of Candidates for *Conseil scolaire acadien provincial* race in error, the Automatic Voting Counting System shall allow the Elector the option to exit the System without voting.

(4) If the Elector has not chosen to exit the Automated Vote Counting System, the System shall respond and identify the Elector's choice and provide the Elector with the option of changing or confirming their vote.

Cannot Use PIN Again

30. Once an Elector's PIN has been used to vote for all the races in which the Elector is eligible to vote, the PIN cannot be used again.

Re-entry into Automated Vote Counting System

31. Prior to the final confirmation of the Ballot, if an Elector is disconnected or not otherwise able to cast their votes in all races in which the Elector is entitled to vote, an Elector shall be able to re-enter the Automated Vote Counting System at any time during Alternative Polling Days using their assigned PIN and cast votes for all the races in which the Elector has not yet voted.

Time for Alternative Voting and System Set to Zero

32. (1) Unless subsection 9A(2) of the By-law applies, Alternative Voting will commence at 8:00 am on Tuesday, October 6, 2020 and terminate at 7:00 p.m. on Wednesday October 14, 2020.

(2) Prior to the activation of the Automated Vote Counting System at 8:00 a.m. on Tuesday October 6, 2020, the Service Provider shall allow access by the Returning Officer and a System Election Officer, or other authorized Election Official, to the Automated Vote Counting System by secure ID for the purposes of providing a list of all the Candidates' names including the sum total of votes cast to ensure that all totals for Candidates indicate "0".

(3) Pursuant to section 9A of the By-law, the Automated Vote Counting System shall not be set to "active" status until confirmation that all the counts associated with each of the Candidates' names indicate a zero total.

Duplication of Address of Elector

33. Where an Elector's name appears on the applicable List of Electors at more than one location in the Municipality, the Elector may vote only once and the qualifying address to determine eligibility for voting shall be at the place of residence of the Elector.

Voting More than Once

34. All Electors that vote more than once or who improperly use the Voter Information Letter shall be reported to the appropriate authorities for a possible criminal investigation for breach of the law.

Returned Unopened Voter Information Letter

35. Voter Information Letters returned to the Municipality unopened will be held securely by the Returning Officer and destroyed as set out in sections 140 and 141 of the *Act*.

Returned Opened Voter Information Letter

36. Any Voter Information Letters returned to the Municipality opened will be reviewed to determine if the PIN has been used, and if the PIN has not been used for all eligible races the Returning Officer or their designate will disable the PIN. If the PIN has been used for all eligible races, the System will have recorded this fact and the Elector's name

will have been struck off the applicable List of Electors that is generated at the end of the Alternative Voting.

Hours of Voter Help Centre

37. The Voter Help Centre shall be open:

(a) subject to section 49, between the hours of 8:00 am to 8:00 pm commencing October 6, 2020 and terminating on October 14, 2020; and

(b) such other hours as directed by the Returning Officer.

Lost Voter Information Letter with PIN

38. The Voter Help Centre shall be responsible for verifying, disabling and re-issuing a PIN to an Elector.

Voter Information Letter Not Received

39. (1) Where an Elector notifies the Voter Help Centre concerning a Voter Information Letter that was **not received** by the Elector but a Voter Information Letter was mailed to the Elector, then

(a) the Election Official shall verify that the Elector is on the applicable List of Electors and that the PIN was not used to vote; and

(b) the Elector shall satisfy the Election Officials that they did not receive a Voter Information Letter,

and the Voter Help Centre shall disable the Elector's PIN that was never received and electronically mark the PIN in the Automated Vote Counting System as not having been received by the Elector.

Voter Information Letter Lost

(2) Where an Elector notifies the Voter Help Centre concerning a Voter Information Letter that was **received** by the Elector but subsequently lost, then

(a) the Election Official shall verify that the Elector is on the applicable List of Electors and that the PIN was not used to vote; and

(b) the Elector shall satisfy the Election Official that they lost the Voter Information Letter that they had received; and

the Voter Help Centre shall disable the Elector's PIN that was lost and electronically mark the PIN in the Automated Vote Counting System as having been lost.

Re-Issuing Voter Information Letter with PIN

40. (1) Prior to the issuance of a Voter Information Letter resulting from an Elector contacting the Voter Help Centre under section 39, the Elector shall be required to respond and answer all questions of the Election Official.

(2) Where an Election Official believes that all questions have been answered truthfully and to their satisfaction, the Election Official may recommend to the Returning Officer or their designate, that a new Voter Information Letter be issued.

41. A new Voter Information Letter shall not be issued to an Elector without the expressed approval of the Returning Officer or their designate.

Electors Not Appearing on List of Electors

42. (1) Electors who do not appear on the applicable List of Electors shall be enabled to participate in Alternative Voting by complying with section 36 of the *Act*.

(2) Each person who is added to the applicable List of Electors and provided with a Voter Information Letter containing:

- (a) the Elector's PIN and the telephone number to call to cast their vote by telephone and the designated internet address (URL) to cast their vote using the Internet;
- (b) instructions on how to vote;
- (c) dates and hours of voting; and
- (d) the location and telephone number of the Voter Help Centre.

System

43. The integrity of the voting process shall be the responsibility of the Returning Officer and shall be preserved by:

(a) ensuring that every Elector on the amended List of Electors is mailed, using regular mail or such other means determined by the Returning Officer, a sealed Voter Information Letter which contains the Elector's PIN; and

(b) ensuring that no person except the Service Provider and the Returning Officer maintains a list of PINs that matches each Elector's name and address.

44. The Automated Vote Counting System shall be tested by the Returning Officer and, if applicable, an appointed System Election Officer.

45. The final test shall occur no later than September 30, 2020 and the test(s) shall include:

- (a) checking the wording of the script;
- (b) attempting to use a PIN more than once;
- (c) balancing a predetermined number of votes with those cast;

- (d) matching PINs to names and addresses;
- (e) checking the system which is used for activating PINs through the revision process;
- (f) deliberately entering the wrong information; and
- (g) any other functions as determined appropriate by the Returning Officer.

Criminal Offence and Prosecution

46. The *Criminal Code* of Canada provides that tampering with the mail of an individual is a criminal offence and a person(s) found guilty is liable to a term of imprisonment not exceeding ten (10) years. This applies to information mailed to the Electors for Alternative Voting.

47. In addition to the *Criminal Code*, the By-law creates offences including that no person shall:

- (a) use another person's PIN to vote or access the system unless the person is a Friend voter;
- (b) take, seize, or deprive an Elector of their PIN;
- (c) sell, gift, transfer, assign or purchase a PIN;
- (d) interfere or attempt to interfere with an Elector who is casting an internet ballot or telephone ballot;
- (e) interfere or attempt to interfere with Alternative Voting;
- (f) attempt to ascertain the name of the Candidate for whom an Elector is about to vote or has voted; and
- (g) at any time, communicate or attempt to communicate any information relating to the Candidate for whom an Elector has voted.

48. To ensure the integrity and confidence of the voting process for Alternative Voting, the Returning Officer of the Municipality agrees to the following rules and regulations:

- (a) all complaints about actions which may contravene the provisions of the *Criminal Code* will be submitted to the local policing authorities; and
- (b) the Returning Officer or any Election Official will not attempt to intervene in the prosecution and may be called to give evidence during prosecution.

Results

49. The Municipality and the Service Provider shall keep Alternative Voting open until

7:00 pm on Wednesday, October 14, 2020, and its Voter Help Centre access opened until the Returning Officer confirms that all eligible Electors who have activated their PIN and date of birth in the Automated Vote Counting System before 7 pm have been provided the opportunity to complete voting.

50. At the close of the Advanced Polling Days, the Automated Vote Counting System shall be set to CLOSED status.

51. Once the system is in CLOSED status no additional Alternative Voting shall occur and the vote results shall be secured in the system.

52. The Returning Officer shall be able to access the system and produce the result report.

53. The Returning Officer shall report the results of the Alternative Voting during Alternative Polling Days following close of polls on Ordinary Polling Day.

Inspection of Elector Who Were Added, Deleted, and Voted

54. (1) A Candidate who desires access to the List of Electors to determine who has voted and who has been added or removed from the List of Electors, must request access to the Automated Vote Counting System from the Returning Officer, or their delegate, and, if such request is granted, use the login and secure password provided to the Candidate

(2) A Candidate will be provided with an encrypted USB that contains the applicable portion of the Preliminary List of Electors.

Timing for Inspection of Electors Who Voted

55. A Candidate who has been granted access under section 54, may access the Automated Vote Counting System respecting the applicable portion of the List of Electors:

(a) at anytime after access has been granted; and

(b) up to 7:00 in the afternoon (7:00 pm) on the last day of Alternative Voting (October 14, 2020);

and the information provided to the Candidate must comply with section 56.

Accessible Information

56. (1) The information provided to or accessed by a Candidate's is limited to

(a) for a Candidate for Mayor and *Conseil scolaire acadien provincial*, a list of all those Electors within the Municipality who voted during Alternative Polling Days up to the date and time indicated in the electronic mail or to the time of query in the Automated Vote Counting System; and

(b) for any other Candidate, access to a list of all those Electors within the Candidate's district who voted during Alternative Polling Days up to the date

and time indicated in the electronic mail or to the time of query in the Automated Vote Counting System.

(2) An Elector's information provided to or accessed by a Candidate under 56(1) must be limited to the Elector's residential address, mailing address, and legal name.

HALIFAX REGIONAL MUNICIPALITY BY-LAW A-400

**FORM 26
BY-LAW SECTION 9**

**OATH OR AFFIRMATION OF FRIEND OF ELECTOR REQUIRING ASSISTANCE
FOR ALTERNATIVE VOTING
(UNRELATED)**

(For use by a person who is not a Candidate and who is not related to the Elector)

You swear (or solemnly affirm) that:

- (a) you have not previously acted as a friend for any other elector in the election who is not a child, grandchild, brother, sister, parent, grandparent, or spouse;
- (b) you will carry out the wishes of the elector on whose behalf you act; and
- (c) you will keep secret the name of the candidate or candidates for whom you mark the internet ballot or telephone ballot.

NOTE: A Candidate shall not act as a friend of an Elector who is not a child, grandchild, brother, sister, parent, grandparent, or spouse of the candidate. A person who is not a Candidate may act as a friend for one unrelated Elector and any number of electors who are a child, grandchild, brother, sister, parent, grandparent, or spouse of the friend.

HALIFAX REGIONAL MUNICIPALITY BY-LAW A- 400

**FORM 26A
BY-LAW SECTION 9**

**OATH OR AFFIRMATION OF FRIEND OF ELECTOR REQUIRING ASSISTANCE
FOR ALTERNATIVE VOTING
(CANDIDATE/RELATIVE)**

**(For use by a person, including a Candidate, who is related to the
Elector)**

You swear (or solemnly affirm) that:

- (a) the Elector on whose behalf you acted is a child, grandchild, brother, sister, parent, grandparent, or spouse,
- (b) you will carry out the wishes of the elector on whose behalf you act; and
- (c) you will keep secret the name of the Candidate or Candidates for whom you mark the Ballot.

NOTE: A Candidate shall not act as a friend of an Elector who is not a child, grandchild, brother, sister, parent, grandparent, or spouse of the Candidate. A person who is not a Candidate may act as a friend for one unrelated Elector and any number of electors who are a child, grandchild, brother, sister, parent, grandparent, or spouse of the friend.

HALIFAX REGIONAL MUNICIPALITY BY-LAW A- 400

**FORM 31
BY-LAW SECTION 7**

**OATH OF AFFIRMATION OF ELECTOR
NOT ON LIST OF ELECTORS**

I swear (or solemnly affirm) that:

1. On this date, I actually reside in Polling Division Number _____ of Polling District Number _____ of the Halifax Regional Municipality.
2. As of the first advance polling day in this election, I have been ordinarily resident in:
 - the Province of Nova Scotia for a period of six (6) months; and
 - the Municipality (or in an area annexed to the Municipality).
3. I have not previously voted in this Election at any other polling place, and I will not or will not attempt to vote at any other polling place.
4. As of the first advance polling day, I was a Canadian citizen and of the full age of eighteen years.
5. I am not the returning officer, a person serving a sentence in a penal or reform institution, or a person convicted of bribery under the *Municipal Elections Act* in the six years preceding ordinary polling day.
6. I wish to be added to the list of electors for the purpose of voting in this election.

Name of Elector (Please Print)	Civic Address of Elector	Date of Birth
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_____	_____	_____
_____	_____	_____

Sworn (or affirmed) at _____
in the Halifax Regional Municipality _____
this ____ day of _____, _____, before me

Deputy Returning Officer

Applicant

The Voters List may be used in future municipal, provincial or federal elections.
(Date of Birth will be removed from final list of electors.)

**FORM 31B BY-LAW
SECTION 7**

**OATH OR AFFIRMATION OF ELECTOR NOT ON LIST OF ELECTORS
FOR USE WHEN ELECTOR CAN VOTE ONLY FOR
CONSEIL SCOLAIRE ACADIEN PROVINCIAL**

I swear (or solemnly affirm) that:

1. On this date I actually reside in Polling Division Number _____ of the Halifax Regional Municipality (the "Municipality").
2. As of the first advance polling day in this election, I have been ordinarily resident in:
 - the Province of Nova Scotia for a period of six (6) months; and
 - in the school region of the Municipality in which my polling division is located.
3. I have not previously voted before in this Election at any other polling place, and I will not or will not attempt to vote at any other polling place.
4. As of the first advance polling day, I was a Canadian citizen and of the full age of eighteen years.
5. I am not the returning officer, a person serving a sentence in a penal or reform institution, or a person convicted of bribery under the *Municipal Elections Act* in the six years preceding ordinary polling day.
6. I wish to be added to the list of electors for the purpose of voting in this election.

Name of Elector (Please Print)	Civic Address of Elector	Date of Birth
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Sworn (or affirmed) at _____
in the Halifax Regional Municipality
this ____ day of _____, _____, before me

Deputy Returning Officer

Applicant

(A translation of this form is available in French.)

The Voters List may be used in future municipal, provincial, or federal elections.
(Date of Birth will be removed from the final list of electors.)

MUNICIPALITÉ RÉGIONALE D'HALIFAX A-400

FORMULAIRE 31B
ARTICLE 7

**SERMENT OU DÉCLARATION SOLENNELLE DE L'ÉLECTEUR(TRICE) NON
INSCRIT(E) SUR LA LISTE DES ÉLECTEURS À UTILISER LORSQUE
L'ÉLECTEUR(TRICE) NE PEUT VOTER QUE POUR LE
CONSEIL SCOLAIRE ACADIEN PROVINCIAL**

Je jure (ou déclare solennellement) que :

1. À la date d'aujourd'hui je réside dans la section de vote numéro _____ de la municipalité régionale de Halifax (la municipalité).
2. À le premier jour de scrutin anticipé dans cette élection, j'ai ordinairement résidé dans :
 - la province de la Nouvelle-Écosse pendant la période de six mois; et
 - la municipalité.
3. Je n'ai voté, lors de ces élections, dans aucun autre bureau de vote et n'essayerai pas de le faire.
4. À le premier jour de scrutin anticipé dans cette élection, j'étais citoyen(ne) canadien(ne), j'ai dix-huit ans ou plus.
5. Je ne suis pas le(la) directeur(trice) du scrutin, une personne purgeant une peine dans un établissement pénitentiaire ou un centre d'éducation surveillée ou une personne condamné pour corruption ou subornation au cours des six années précédant le jour du scrutin selon la loi sur les élections municipales.

Nom de l'électeur(trice)
(EN MAJUSCULES SVP)

Adresse de l'électeur(trice)

Date de
naissance de
l'électeur(trice)

Signature de
l'électeur(trice)

Consent à ce
que son nom
soit ajouté à la
liste des
électeurs
(indiquer oui
ou non)

Juré (ou déclaré solennellement à :

dans le comté de :

le _____
devant moi

Scrutateur

(Le présent formulaire est également disponible en anglais.)

La liste des électeurs pourra servir lors d'élections municipales, provinciales ou fédérales ultérieures. (La date de naissance ne figurera pas sur la liste finale des électeurs.)