

Municipality of North Perth

2026 Municipal Election Procedures



Approved by the Clerk/Returning Officer for the Municipality of North Perth on June 1, 2026.

Please note: The procedures contained within this document are subject to change at any time, up to and including Voting Day, at the discretion of the Clerk/Returning Officer.

Version History

Version	Date	Description
1	June 1, 2026	Original issuance
2	October 2026	Updated to reflect final voting locations, ballot styles, special voting locations, vote tabulator processes, ballot procedures and Voting Day operational procedures.

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1. Definitions

The following definitions form part of the 2026 Municipal Election Procedures for the Municipality of North Perth. If a definition is not included in this section, the definition contained within the *Municipal Elections Act, 1996* shall apply.

Act means the *Municipal Elections Act, 1996*, S.O. 1996, c. 32, as amended.

Advanced Voting Period means the period established by the Clerk for voting prior to Voting Day in accordance with the Act.

Ballot means a ballot prepared in accordance with section 41 of the Act.

Ballot Box means the secure box in which voted ballots are deposited.

Ballot Style means a version of the ballot prepared for a particular ward and applicable school support.

Candidate means a person who has been nominated under section 33 of the Act.

Certified Candidate means a candidate whose nomination has been certified by the Clerk under section 35 of the Act.

Clerk means the Returning Officer for the Municipal Election or their designate.

Declined Ballot means a ballot offered to an elector who indicates to an election official that they decline to vote.

Election Official means a person appointed or designated by the Clerk to assist in the conduct of the Municipal Election.

Managing Officer's Final Statement means the statement completed by the Managing Officer to account for and reconcile the ballots and election records assigned to a voting location.

Memory Device means a device used by a vote tabulator to securely store programmed election information and tabulated results.

Office means an elected position governed by the Act, including Mayor, Deputy Mayor, Councillor and School Board Trustee.

Overvote means that more votes have been cast for an office than the number of candidates permitted to be selected for that office. Votes cast for an overvoted office will not be counted.

Proxy Voter means an elector appointed to vote on behalf of another elector in accordance with section 44 of the Act. A voting proxy must be appointed using the prescribed form and the appointment must be certified by the Clerk or designate.

Record of Electors means the election record maintained at a voting location identifying electors who have been issued a ballot or who have declined a ballot, as applicable.

Rejected Ballot means a ballot, or a vote cast for an office, that is rejected from the count in accordance with the Act, applicable regulations or these procedures.

Scrutineer means a person appointed in writing by a candidate in accordance with section 16 of the Act.

Secrecy Folder means an apparatus in which a ballot may be placed to conceal the names of the candidates and any marks made on the ballot.

Special Voting Location means a voting place established in accordance with subsection 45(7) of the Act.

Spoiled Ballot means a ballot that is returned by an elector before it has been cast because the elector made an error, the ballot was damaged, an incorrect ballot style was issued or another circumstance requires a replacement ballot to be issued.

Undervote means that fewer votes have been cast for an office than the number of candidates permitted to be selected for that office. Valid votes cast for that office will be counted.

Vote Tabulator means a machine that optically scans the ballots, reads the votes marked in the designated voting spaces and tabulates the results.

Voter or Elector means a person who meets the qualifications established by the Act and whose name appears on the Voters' List or is added to the Voters' List in accordance with the Act.

Voter Notification Card means correspondence containing election information sent by the Clerk to electors whose names appear on the Voters' List. A Voter Notification Card is not acceptable identification.

Voters' List means the list of all eligible voters in the Municipality of North Perth prepared from the Preliminary List of Electors provided by Elections Ontario and corrected and amended by the Clerk in accordance with the Act.

Voting Day means the day on which the final votes will be taken in the 2026 Municipal Election and in accordance with section 5 of the Act (Monday, October 26, 2026).

Voting Location means a building and its surrounding property designated by the Clerk as a place where electors may attend to vote.

Voting Screen means an area designated to provide privacy to an elector while the elector marks their ballot.

2. Overview

The *Municipal Elections Act, 1996* (the “Act”) gives the Clerk, as Returning Officer, authority to establish procedures and forms for voting and vote-counting equipment and to provide for any matter or procedure not otherwise provided for in the Act or a regulation that, in the Clerk’s opinion, is necessary or desirable for conducting the election.

The Act applies to and governs Municipal Elections in the Municipality of North Perth and is based on the following principles:

- The secrecy and confidentiality of the individual votes is paramount;
- The election should be fair and non-biased;
- The election should be accessible to the voters;
- The integrity of the process should be maintained throughout the election;
- There is to be certainty that the results of the election reflect the votes cast;
- Voters and candidates should be treated fairly and consistently within a municipality; and
- The proper majority vote governs by ensuring that valid votes be counted and invalid votes be rejected so far as is reasonably possible.

3. Application of Procedures

These procedures have been prepared to address issues and establish processes for the conduct of the 2026 Municipal Election in the Municipality of North Perth in accordance with the principles of the Act.

Any matter not specifically provided for in these procedures shall be addressed by the Clerk, as far as reasonably practicable, in accordance with the Act and the principles set out in section 2.

In accordance with subsection 12(1) of the Act, the Clerk may provide for any matter or procedure that is not otherwise provided for in an Act or regulation and that, in the Clerk’s opinion, is necessary or desirable for conducting the election.

The Clerk may amend these procedures at any time up to and including Voting Day where the Clerk considers an amendment necessary or desirable for the proper conduct of the election.

The most current version of these procedures will be made available on the Municipality’s website.

4. Voting Methods for the 2026 Municipal Election

By-law 8-2025 was passed under the authority of section 42 of the Act to authorize the use of vote tabulators in the 2026 Municipal Election. A copy of the by-law is available from the Clerk upon request.

Paper ballots will be used at all voting locations.

Vote tabulators will be used to tabulate ballots cast at the regular Voting Day voting locations and at any other voting location designated by the Clerk for the use of vote tabulators.

Where a vote tabulator is not provided at a voting location, voted ballots will be deposited into a secure ballot box and counted after 8:00 p.m. on Voting Day in accordance with these procedures.

5. Candidate Nominations

5.1 Nomination Filing

Nominations will be accepted beginning on Friday, May 1, 2026 for the following offices for the 2026 Municipal Election:

Mayor (1 to be elected)

Deputy Mayor (1 to be elected)

Councillor – Elma Ward (3 to be elected)

Councillor – Listowel Ward (3 to be elected)

Councillor – Wallace Ward (2 to be elected)

Trustee – Avon Maitland District School Board (1 to be elected from the Municipality of North Perth)

Trustee – Huron-Perth Catholic District School Board (1 to be elected from the Township of Perth East, Municipality of North Perth and Municipality of Huron East)

Trustee – Conseil Scolaire Viamonde (1 to be elected from the Regional Municipality of Waterloo, Counties of Middlesex, Wellington, Perth and Huron)

Trustee – Conseil Scolaire Catholique Providence (1 to be elected from the Counties of Oxford, Grey and Perth)

In accordance with the Act, nominations must be filed using the prescribed forms, accompanied by the prescribed nomination filing fee of \$200 for Mayor and \$100 for all other offices (Deputy Mayor, Councillor, School Board Trustee). Council candidates must submit 25 signatures endorsing their nomination. Anyone providing an endorsement signature must be eligible to vote in the municipality on the day they signed the endorsement.

Nomination forms must be signed by the candidate and may be filed in person or by an agent by booking an appointment with the Clerk, during regular business hours between May 1, 2026 and August 21, 2026. On August 21, 2026 (Nomination Day) nominations can be filed between 9:00 a.m. and 2:00 p.m. without an appointment.

When filing, the candidate must provide identification which includes their name and qualifying address. Where an agent files a nomination on behalf of a candidate, the agent must provide written authorization from the candidate, the agent's own original

identification and the original identification required from the candidate. The Clerk may take reasonable steps to verify the written authorization.

5.2 Municipal Freedom of Information and Protection of Privacy Act

Upon filing, nomination papers become part of the public record and shall be disclosed to members of the public upon request.

Candidates are asked to sign the Notice and Declaration of Collection of Personal Information to ensure the public nature of this information is clear. Should a candidate refuse to sign this form, this information cannot be withheld as it is considered public in accordance with subsection 88(5) of the Act.

Candidate information will be posted to the Municipality's website as soon as possible after they are received by the Clerk.

5.3 Withdrawing a Nomination

If a candidate wishes to withdraw their nomination, they must submit the Withdrawal of Nomination form to the Clerk before the close of the nomination period at 2:00 p.m. on Friday, August 21, 2026.

5.4 Certification of Nomination Papers

The Clerk will review each nomination paper received to confirm the nomination complies with the Act by 4:00 p.m. on Monday, August 24, 2026. Once satisfied, the Clerk shall certify the nomination paper. If not satisfied, the Clerk shall reject the nomination and shall notify the nominee and all other candidates for that office. The Clerk's decision to certify or reject a nomination is final.

6. Third Party Advertiser Registrations

In accordance with section 88.6 of the Act, eligible third party advertisers may file a notice of registration with the Clerk in the prescribed form and with a declaration of qualification.

Registrations can be filed starting with the opening of the nomination period on May 1, 2026 until October 23, 2026.

7. Ballots

In accordance with section 41 of the Act, ballots will contain the names of all certified candidates for the offices for which an election is being conducted. The Clerk will determine the layout, format, ballot styles, wording and other details respecting the ballots.

A composite paper ballot will be used. Ballot styles will be prepared based on the offices for which an elector is entitled to vote, including the elector's ward and applicable school support.

An office for which a candidate has been acclaimed will not appear as a contest on the ballot.

Election officials shall confirm the appropriate ballot style before issuing a ballot to an elector. Electors will be instructed to mark the ballot in the designated voting space beside the name of each candidate of their choice, up to the number of candidates permitted to be selected for each office. It is the elector's responsibility to mark the ballot according to the instructions in order for it to be valid and counted properly.

In accordance with subsection 41(2) of the Act, the following additional rules apply to ballots:

- Only the names of certified candidates shall appear on the ballot.
- The candidates' names shall appear on the ballot in alphabetical order, based on their surnames and, in the case of identical surnames, their forenames.
- If the candidate wishes, and the Clerk agrees, another name that the candidate also uses may appear on the ballot instead of or in addition to their legal name.
- No reference to a candidate's occupation, degree, title, honour or decoration shall appear on the ballot.
- If the surnames of two or more candidates for an office are identical or, in the Clerk's opinion, so similar as to cause possible confusion, every candidate's qualifying address shall appear under the candidate's name.
- A space for marking the ballot shall appear to the right of each candidate's name.
- All ballots for the same office shall be identical or as nearly alike as possible.

8. Voters' List

The Preliminary List of Electors (PLE) is provided to the Municipality of North Perth by Elections Ontario. Electors are encouraged to confirm voter registration status for all applicable properties in advance of the delivery of the PLE to the Municipality of North Perth.

Electors are encouraged to confirm school board support with MPAC prior to June 1, 2026.

Elections Ontario will deliver the PLE to the Clerk on August 14, 2026. The Clerk is required to correct and amend the database using information held by the municipality. The result is the Voters' List.

No person shall use the information obtained from these lists except for election purposes. The use or sale of these lists for commercial purposes is strictly prohibited.

8.1 Additions and Revisions to the Voters' List

After the PLE has been distributed and corrected/amended by the Clerk, electors are encouraged to ensure they are on the voters' list with the correct information by contacting the Municipality.

Electors may make application to be added to or amend the voters' list up to and including Election Day. Eligible voters who are not on the voters' list will be able to be added to the list by filling out Application to Amend Voters' List form. To assist with satisfying that the elector is qualified, in accordance with subsection 17(2) of the Act applicants will be requested to provide proof of identification and association with the qualifying address as per the items identified on the Voter Identification form. If the Clerk is satisfied, as per subsection 24(3) of the Act, their name will be added to the voters' list. For individuals who cannot provide the required identification a Declaration of Identity form may be completed. A voter may also be added to the voters' list during the advanced voting period and on voting day at any voting location. They will need to show acceptable identification in order to be added to the list. A list of acceptable voter identification is included in Appendix A.

The Clerk has the authority to remove a person's name from the voters' list if the Clerk is satisfied that the person has died (without an application to change the voters' list). The Clerk is also able to remove a deceased person's name from the voters' list without a hearing, when an application has been filed.

8.2 Additions and Revisions for Special Voting Locations

In accordance with subsections 45(7) and (8) of the Act, special voting locations will be offered at institutions and retirement homes.

The following procedures will apply when reviewing and updating the Voters' List for residents of these locations:

1. An Election Official will contact the administrator of each special voting location and request a current list of residents in a manner agreed upon by the Election Official and the administrator.
2. The resident information provided by the administrator may be used by the Clerk to assist in reviewing and updating the Voters' List in accordance with the Act.
3. Eligible electors who do not appear on the Voters' List may apply to be added to the Voters' List in accordance with the Act and these procedures.
4. Information identifying persons who are no longer residents of the special voting location will be referred to the Clerk for review and any action authorized by the Act.
5. The administrator may be required to certify or declare that the resident information provided is true and correct to the best of their knowledge.

8.3 Information Respecting Electors Who Have Voted

The Clerk may provide candidates with election information authorized by the Act respecting electors who have voted.

Any information provided shall be in the form and manner determined by the Clerk and shall only be used for an authorized election purpose.

No election record shall disclose how an elector voted.

9. Secrecy

All election officials, candidates, scrutineers or other persons authorized to be in the voting place during voting hours are required to take the Oath of Secrecy in the form required and provided by the Clerk.

Every person who is present in the voting place or at the counting of the votes shall help to maintain the secrecy of the voting.

No person shall:

- Interfere with a voter or attempt to interfere with a voter who is marking a ballot;
- Obtain or attempt to obtain, at a voting place, information about how a voter intends to vote or has voted; or
- Communicate any information obtained at a voting place about how a voter intends to vote or has voted.

No voter shall take a photograph or video recording of their marked ballot or show their marked ballot to any person so as to reveal how they voted. If they require assistance in the voting location, an exception may be granted.

No person other than the voter shall be allowed to enter the voting screen while a voter is voting or be in any position to see how a voter marks a ballot unless a voter requires assistance, in which case the voter and their designated assistant shall swear the appropriate oral oaths.

10. Notices and Communication

All advertisements relating to notices or information required pursuant to the Act will be published in the local newspaper(s) and/or posted on the Municipality's website.

The Clerk shall determine the date(s) of all advertisements including in which newspaper(s) the notices are to appear in order to comply with the requirements and principles of the Act.

The Municipality will also utilize a variety of social media tools to publicize and promote the Municipal Election.

At the end of September 2026, the Clerk will send a Voter Notification Card (VNC) by mail to each voter whose name appears on the voters' list.

The Municipality's voters' list provider will generate a data file containing the names of voters for the Clerk to use in the preparation of the VNCs. Cards will include information on the advance and regular voting period, the list of voting locations, and hours of voting.

Any undeliverable VNCs will be returned to the Clerk by Canada Post and will be stored within a secure storage area and securely destroyed after the election.

Voters who have misplaced their VNC may refer to the Municipality's website or call the Clerk to get information on dates, times and voting locations.

11. Election Officials

The Clerk shall, in writing, appoint election officials for the purposes of carrying out these procedures and may designate their titles and duties, as outlined below. These titles and duties are subject to change as needed.

Candidates, their spouses and children are not eligible to be appointed as election officials in any capacity.

Clerk/Returning Officer

The Clerk is responsible for preparing for and conducting the election and maintaining peace and order in connection with the election.

The Clerk may appoint such election officials that they consider necessary to assist with the election, shall make such appointments in writing and shall require all election officials to take an oath to protect the secrecy of the voting process and all related matters.

The Clerk may delegate such powers and duties to other election officials as the Clerk deems advisable but shall retain and may continue to exercise any and all of the powers delegated to such election officials.

Managing Officer

The Clerk appoints a Managing Officer for each voting location to:

- Pick up ballots, tabulators and voting supplies at the Municipal Office.
- Arrive at the voting location no later than 9:00 a.m. on Voting Day.
- Be responsible for all election officials and ensure that staffing levels are sufficient at each voting location (is the final authority on any problems that arise at their assigned voting location and, where necessary, in consultation with the Clerk).
- Ensure that the voting location is set up, that traffic flow is adequate and that all equipment is operational.
- Ensure that the proper administrative and legislative conduct of the voting location is maintained throughout the day (voters, candidates, scrutineers, etc.).
- Act, when possible, as Greeter and direct all voters to appropriate Officer.
- Act as point of contact for all voters requiring assistance.
- Assist and fill in for other positions when required.
- At 8:00 p.m., after the last voter has voted, assist the Tabulator Officer with closing of the vote tabulator and collecting necessary forms.
- Complete voting place statement with Ballot/Tabulator Officers and manage all closing procedures.
- Return tabulators, ballots and other supplies to the Municipal Office after the voting location has been fully closed.

Ballot/Revision Officer

The Clerk appoints Ballot/Revision Officers for each voting location to:

- Arrive at the voting place no later than 9:00 a.m. on Voting Day.
- Assist with posting of signage and other opening procedures as required.
- Assist voters in completing an Application to Amend the Voters' List form and enforce revision requirements.
- Use the paper voters' list to locate voters and strike them off as voted.
- Check that a voter's identification is sufficient before issuing a ballot.
- Issue written oaths of qualification to voters if identification is insufficient.
- Issue ballots to voters in secrecy folders and brief them on voting procedures.
- Assist voters as required or issue oaths to 'friends of voters'.
- After close of poll, assist Managing Officer with the removal of signage, packing and loading supplies, and other duties (as needed).

Tabulator Officer

The Clerk appoints a Tabulator Officer for each voting location to:

- Arrive at the voting location no later than 9:00 a.m.
- Set up the vote tabulator and initialize prior to the opening of the voting location.
- Set up the ballot box.
- Turn on the tabulator.
- Produce zero totals report and post at opening of voting place (10:00 a.m.).
- Receive completed ballots in secrecy folders from voters.
- Process ballots through the vote tabulator.
- Advise voters of any potential errors and overvotes on the ballot.
- Refer voters to Ballot/Tabulator Officer if they need to correct their ballot.
- At the close of the voting place, closing the vote tabulator as specified in procedures.
- Securely seal the ballot box.
- Assist Managing Officer with tabulator closing procedures and clean up.
- Assist Managing Officer with packing and loading supplies (as needed).

Greeter

The Clerk appoints a Greeter for each voting location to:

- Arrive at the voting location no later than 9:00 a.m.
- Assists with voting location set up and take down, opening and closing.
- Greets voters upon entry in a friendly and helpful manner.
- Assists voters in any capacity, as required. For example, opening doors if required.
- Ensure that voters do not go into areas that do not relate to voting.

- Ask voters who have their voter notification card to have acceptable identification ready to present to the Ballot/Revision Officer.
- Direct voters to the correct voting location if they are unable to vote at that location.
- Ensure the voter leaves the voting location after voting – no loitering.
- After close of poll, assist Managing Officer with signage take down and other duties.

12. How Often a Voter May Vote

A qualified elector is entitled to vote:

- only once in the Municipality of North Perth;
- for as many candidates for an office as there are members to be elected, but only once for each candidate; and
- only once on any by-law or question included on the ballot.

A voter is entitled to **one ballot only** in the Municipality of North Perth regardless of the number of properties they may own in separate wards. A voter who owns multiple properties must vote in the ward in which they reside.

A person who has been appointed as a voting proxy remains entitled to vote in their own right, notwithstanding that they have voted as a voting proxy for another voter. A proxy voter shall not be issued the proxy ballot and their own ballot at the same time.

13. Appointment of a Voting Proxy

If a voter is unable, for any reason, to vote on any of the available voting days, they shall be able to appoint another person to act and vote on their behalf as their voting proxy using the prescribed form.

A proxy must be someone who is eligible to vote in the Municipality of North Perth.

In accordance with subsections 44(4) and 44(6) of the Act, proxy forms will be issued and certified during regular business hours Monday to Friday starting August 24, 2026 until October 26, 2026.

In order to be appointed as a proxy, a person shall:

- Complete an application in the prescribed form at the Municipal Office with the Clerk or designate, including the statutory declaration that they are the person appointed as a voting proxy; and
- If the Clerk or designate is satisfied that the person who appointed the voting proxy is a qualified voter and that the person appointed is a qualified voter to act as the voting proxy, the Clerk or designate shall certify the document.

The Clerk or designate shall provide a certified copy of the original document to the voting proxy in order for them to present this at a voting location.

When a proxy has been certified by the Clerk or designate this shall be entered and indicated as such on the voters' list.

A person acting as a voting proxy must present the certified document and acceptable identification to an election official distributing ballots at a voting location and must take the prescribed oath.

The election official at a voting location will confirm that the voter is indicated as a proxy on the voters' list, in addition to reviewing the certified proxy document, before issuing the ballot. The election official at a voting location will add a note to confirm that the voter has cast a ballot as a proxy.

A person shall not appoint more than one (1) voting proxy to vote on their behalf.

A voter is allowed to act as a proxy only once for a non-related person or is allowed to act as a proxy more than once if they are voting on behalf of immediate family members (spouse, sibling, parent, children, grandparent, and grandchild). However, they cannot act as a proxy for both family members and a non-related person for the same election.

A person who votes as a voting proxy is also entitled to vote in their own right.

14. Candidates and Scrutineers

A candidate may appoint one or more scrutineers in writing in accordance with section 16 of the Act. A scrutineer shall present the written appointment to the Managing Officer upon entering a voting location and whenever requested.

After presenting the appointment, the scrutineer shall take the prescribed oath before exercising any scrutineer rights.

Candidates and scrutineers are subject to the authority of the Clerk and the Election Officials responsible for the conduct of the voting location. A candidate or scrutineer shall not obstruct, interfere with or attempt to direct an Election Official in the performance of their duties.

The Managing Officer may require a candidate or scrutineer to leave the voting location where the person:

- Contravenes the Act or these procedures;
- Interferes with an Election Official or elector;
- Compromises or attempts to compromise the secrecy of the vote;
- Campaigns within the voting location or elsewhere on the voting place premises;
- Disrupts the orderly conduct of the vote; or
- Refuses to comply with a lawful direction of an Election Official.

During the 15 minutes before the opening of a voting location, candidates and scrutineers who are entitled to be present may inspect, but shall not touch, ballots, the Voters' List, forms and other election documents, provided their inspection does not delay the opening of the voting location.

Only one scrutineer for each candidate, or the candidate personally acting as their own scrutineer, may remain at a voting location at one time, unless the Clerk authorizes otherwise.

A candidate or scrutineer may:

- Observe election procedures from the location designated by the Managing Officer;
- Be present before the opening and after the closing of the voting location;
- Inspect election documents at the times and in the manner permitted by the Act;
- Make an objection to an elector's entitlement to vote in accordance with the Act;
- Place a seal on a ballot box where permitted;
- Observe the closing procedures; and
- Sign a copy of the vote tabulator results tape, where applicable.

A candidate or scrutineer shall not:

- Attempt to influence how an elector votes;
- Campaign, distribute campaign material or display campaign advertising at the voting location or elsewhere on the premises;
- Communicate with electors, except as expressly permitted by an Election Official;
- Act as an interpreter or assist an elector with marking a ballot;
- Touch ballots, the Voters' List, Voter Notification Cards or other election records;
- Sit at a table used by Election Officials;
- Enter a voting screen or position themselves so they may see how an elector marks a ballot;
- Obtain or communicate information about how an elector has voted or intends to vote;
- Make or receive a telephone call within the voting area;
- Photograph, audio record or video record within the voting location; or
- Interfere with the processing of a ballot through a vote tabulator.

Where a candidate or scrutineer objects to an elector's entitlement to vote, the Election Official shall record the objection and may require the elector to take the prescribed oath. The decision respecting the elector's entitlement to receive a ballot shall be made by the Election Official in accordance with the Act and these procedures.

A person who has been acclaimed to an office may attend a voting location to vote if they are an eligible elector but shall not remain at the voting location in the capacity of a

candidate or scrutineer unless otherwise authorized under the Act for another contested office.

15. Vote Tabulators

Vote tabulators will be used to tabulate ballots cast at the Municipality's advanced and regular Voting Day voting locations.

A ballot box without a vote tabulator may be used at a special voting location or other voting location designated by the Clerk. Ballots cast at a location where a vote tabulator is not provided shall remain secured in the ballot box and shall not be counted until after the close of voting at 8:00 p.m. on Voting Day.

15.1 Programming Vote Tabulators

The vote tabulators shall be programmed so that a printed record of the number of votes cast for each candidate can be produced upon the close of voting locations.

The vote tabulators shall be programmed so that the following ballots will be returned by the tabulator to the voter for inspection:

- A ballot that is damaged or defective or has been marked in such a way or not marked sufficiently that it cannot be processed by the vote tabulator.

The vote tabulators will be programmed to accept and will not return a ballot which has some designated voting spaces marked for an office but with fewer votes cast than that which is allowable, known as undervotes.

If a damaged or defective ballot is returned, the voter will be given an opportunity to complete another ballot.

15.2 Testing Vote Tabulators

Prior to use in the election, each vote tabulator and associated election media shall be subjected to logic and accuracy testing under the direction of the Clerk.

Testing shall include all ballot styles programmed for use in the election and shall confirm that the tabulator:

- Correctly identifies and processes valid ballots;
- Correctly records votes for each candidate;
- Accepts under-voted ballots;
- Appropriately identifies ballots requiring voter review;
- Correctly processes each ballot style; and
- Produces results that correspond with the predetermined results of the test deck.

Test results shall be documented and retained as election records. Any discrepancy identified during testing shall be investigated and corrected, and the affected testing shall be repeated before the equipment is approved for use.

15.3 Test Documentation

A complete record of all testing phases shall be retained. In the event that the competency of the voting equipment is questioned, all printouts, reports, and the test decks shall be retained for verification purposes. The Clerk shall, at the completion of the test, retain the programs, test materials and ballots in the manner provided for in the Act for the keeping of election records. The Clerk shall have access to the pre-audited group of ballots and other materials used in the programming of the vote tabulators.

16. Voting Locations and Procedures

A complete list of voting locations for the advanced voting period and voting day may be obtained from the Clerk or found on the Municipality's website, when available.

Special voting locations will be established in accordance with subsection 45(7) of the Act. Voting at special voting locations will be conducted using paper ballots deposited into a secured ballot box. A vote tabulator will not be used at these locations. Following the close of voting at each location, the ballot box will be sealed and securely returned to the Clerk. Ballots shall not be counted prior to the close of voting at 8:00 p.m. on Voting Day.

16.1 Opening a Voting Location Where a Vote Tabulator is Used

Before the voting location opens, the Election Officials shall set up the vote tabulator, ballot box, voting screens, signs, forms and other required equipment.

The Tabulator Officer shall use the security key or authorized access method to open the vote tabulator.

For each vote tabulator, the Tabulator Officer shall:

1. Confirm that the ballot box is empty before it is assembled and secured;
2. Confirm that the vote tabulator and ballot box are securely connected;
3. Open the vote tabulator in the presence of the Election Officials and any candidates or scrutineers entitled to be present;
4. Print the required zero totals reports;
5. Verify that the totals for all candidates are zero;
6. Sign the zero totals report;
7. Permit candidates or scrutineers present to sign the report if they wish;
8. Display or secure the zero totals reports as directed by the Clerk; and
9. Confirm that the vote tabulator is ready to accept ballots.

If any total is not zero or the equipment does not operate properly, the Tabulator Officer shall immediately notify the Managing Officer and the Clerk.

Voting shall not be delayed where the Clerk authorizes the use of the auxiliary ballot compartment or another backup process. Ballots deposited into an auxiliary

compartment shall be secured and processed through an authorized vote tabulator as directed by the Clerk.

16.2 Opening a Special Voting Location

Before voting begins at a special voting location, the Election Officials shall:

1. Confirm that the ballot box is empty;
2. Assemble and securely seal the ballot box while leaving the ballot slot accessible;
3. Set up the voting screens to protect the secrecy of the vote;
4. Display the required signs;
5. Organize the Voters' List, Record of Electors, ballots and forms;
6. Confirm the number and style of ballots received; and
7. Complete the required opening portions of the Managing Officer's Final Statement and Certificate for Receipt of Ballots.

16.3 Accessibility and Assistance

The Municipality will conduct the election in a manner that has regard to the needs of electors and candidates with disabilities.

The Managing Officer may permit an elector who requires assistance to receive the assistance the elector considers necessary, subject to the required oath and the protection of voting secrecy.

Available assistance may include:

- A magnifying sheet or other available visual aid;
- Physical assistance that does not involve marking the ballot;
- Assistance from the Managing Officer to mark the ballot as directed by the elector;
- Assistance from a friend or family member selected by the elector; and
- Assistance from an interpreter selected by the elector.

Where a person will accompany an elector behind the voting screen or assist with marking the ballot, the Election Official shall administer the applicable oath.

A candidate or scrutineer shall not act as an interpreter or assist an elector with marking a ballot.

Election Officials shall:

- Speak directly to the elector;
- Ask the elector what assistance is required;
- Avoid making assumptions about an elector's disability;
- Obtain permission before touching an assistive device;
- Ensure service animals are not touched or distracted;

- Keep accessible routes free of obstructions; and
- Provide sufficient time for the elector to complete the voting process.

16.4 Staff Communication

The Managing Officer at each voting location shall act as the single point of contact for all other voting location staff and shall be responsible for communicating questions and requests to the appropriate staff member.

This includes contacting the Municipal Office if supplies are needed at the voting location, if there is a security concern or if the Managing Officer is otherwise unable to answer a question from staff or the public.

16.5 Elector Whose Name Appears on the Voters' List

Voters who arrive at a voting location and indicate that they are already on the voters' list shall be directed to the ballot issuing table. An election official will review their identification to verify they are on the voters' list.

An elector whose name appears on the Voters' List shall present identification showing the elector's name and qualifying address.

Photo identification is not required.

A Voter Notification Card may assist in locating an elector on the Voters' List but is not acceptable identification.

Where the elector cannot provide acceptable identification but appears on the Voters' List, the Election Official may require the elector to complete a Declaration of Identity and take the prescribed oath.

Before issuing a ballot, the Election Official shall:

1. Verify the elector's identity and entitlement to vote;
2. Locate the elector on the Voters' List;
3. Confirm the elector's ward and school board support;
4. Confirm the correct ballot style;
5. Enter the elector on the Record of Electors, where required;
6. Strike the elector's name from the Voters' List;
7. Initial the appropriate ballot;
8. Place the ballot in a secrecy folder; and
9. Explain the voting process without attempting to influence the elector.

16.6 Elector Whose Name Does Not Appear on the Voters' List

An eligible elector whose name does not appear on the Voters' List may apply to be added by completing the prescribed Application to Amend the Voters' List.

The Election Official shall:

1. Review the elector's identification;
2. Confirm the elector's eligibility and qualifying address;
3. Confirm the elector's ward and school board support;
4. Require the elector to complete the prescribed application and oath;
5. Add the elector to the Voters' List where authorized;
6. Add the elector to the Record of Electors;
7. Select and initial the correct ballot style; and
8. Issue the ballot in a secrecy folder.

If the individual does not have an acceptable piece of identification and is not on the voters' list, an election official shall not be able to add them to the voters' list and they shall not receive a ballot.

16.7 Casting a Ballot Where a Vote Tabulator Is Used

Upon receiving a ballot, the voter shall immediately proceed to an unoccupied voting screen. Using the ballot marking pen provided, the voter will vote by filling in the designated space next to the candidate(s) of their choice for each office.

After marking the ballot behind the voting screen, the voter shall:

1. Insert the ballot into the secrecy folder with the election official's initials showing.
2. Leave the voting screen without delay.
3. Deliver the secrecy folder containing the ballot to the election official at the vote tabulator.

The election official at the vote tabulator, in the presence of the voter and without removing the ballot from the secrecy folder, shall:

1. Verify the initials of the appropriate election official.
2. Insert or assist the voter to insert the secrecy folder containing the ballot, with the initials of the appropriate election official face down into the feed area of the vote tabulator until the vote tabulator draws the ballot from the secrecy folder in full view of the voter.

16.8 Casting a Ballot Where No Vote Tabulator Is Used

After receiving a ballot, the elector shall proceed to an available voting screen and privately mark the ballot using the ballot-marking pen provided.

After marking the ballot, the elector shall:

1. Place the ballot in the secrecy folder;
2. Leave the voting screen without delay; and
3. Deposit the ballot into the secured ballot box as directed by the Election Official.

An Election Official shall not inspect the face of the ballot before it is deposited.

16.9 Elector Declines to Vote

An elector may decline to vote by advising the Ballot/Revision Officer.

The Election Official shall:

1. Verify the elector's identity and confirm that the elector's name appears on the Voters' List;
2. Offer the appropriate ballot to the elector;
3. Write "declined" on the ballot after the elector declines it;
4. Strike the elector's name from the Voters' List;
5. Record the elector on the Record of Electors, where required;
6. Note that the elector declined to vote; and
7. Place the declined ballot in the designated envelope.

A declined ballot shall not be processed through a vote tabulator or deposited into the ballot box as a cast ballot.

16.10 Spoiled or Replacement Ballot

Where an elector makes an error in marking a ballot or requests a replacement before the ballot has been cast, the elector shall return the ballot in the secrecy folder.

The Election Official shall:

1. Not ask how the elector marked the ballot;
2. Not inspect the elector's selections;
3. Write "spoiled" on the back of the ballot without viewing its face;
4. Give the spoiled ballot to the Managing Officer for placement in the designated Rejected Ballots envelope;
5. Issue an initialed replacement ballot of the same ballot style;
6. Direct the elector to return to a voting screen; and
7. Ensure the spoiled ballot is included in the final ballot reconciliation.

A spoiled ballot shall not be processed through the vote tabulator.

16.11 Damaged Ballot

A torn, folded, stained or otherwise damaged ballot shall not be taped, repaired or forced through a vote tabulator.

Where the elector remains present, the ballot shall be treated as a spoiled ballot and a replacement ballot of the same ballot style shall be issued.

Where the elector has left and the ballot cannot be processed, the ballot shall be secured and the Managing Officer shall contact the Clerk for direction.

16.12 Incorrect Ballot Style Issued

If an incorrect ballot style has been issued but has not been marked, the Election Official shall:

1. Ask the elector to return the ballot in the secrecy folder;
2. Notify the Managing Officer;
3. Confirm the elector's ward and school board support;
4. Mark the incorrect ballot "spoiled" without viewing its face;
5. Secure the spoiled ballot in the designated envelope;
6. Issue the correct ballot style; and
7. Account for both ballots in the final reconciliation.

If the incorrect ballot has already been marked or accepted by the vote tabulator, no person shall attempt to retrieve, alter or replace the cast ballot. The Managing Officer shall immediately contact the Clerk for direction.

16.13 Ballot Rejected by the Vote Tabulator While the Elector Is Present

If the vote tabulator cannot read or rejects a ballot while the elector is present, the Tabulator Officer may attempt to reinsert the ballot in another permitted orientation.

If the ballot is rejected again, the elector shall be offered the opportunity to:

- Return the ballot and receive a replacement ballot; or
- Cast the ballot using a process authorized by the Clerk, where applicable.

Where a replacement is requested, the original ballot shall be marked "rejected" on the back without viewing its face, secured in the designated envelope and accounted for in the ballot reconciliation.

If the elector declines a replacement ballot, the Election Official shall follow the procedure directed by the Clerk for securing and accounting for the rejected ballot.

16.14 Ballot Rejected After the Elector Has Left

If a ballot is rejected after the elector has left the voting location, the Tabulator Officer shall notify the Managing Officer.

In the presence of any candidates or scrutineers entitled to observe, the Managing Officer will prepare a replacement ballot containing the same marks appearing in the designated voting spaces on the original ballot.

The replacement ballot shall be clearly marked "replacement" on its reverse and processed through the vote tabulator.

The original ballot shall be marked "rejected," placed in the designated Rejected Ballots envelope and accounted for in the Managing Officer's Final Statement.

The Managing Officer and Election Officials shall take all reasonable steps to preserve the secrecy of the original ballot during this process.

16.15 Ballot Removed from the Voting Location

A person shall not remove a ballot from the voting location.

If a person leaves the voting location with a ballot, the Election Official shall notify the Managing Officer and document the incident.

The elector shall not be issued another ballot.

Where the elector is known, an appropriate notation shall be made on the Voters' List and Record of Electors.

For ballot-accounting purposes, the Managing Officer shall follow the process directed by the Clerk to record the missing ballot.

If the ballot is later returned, it shall not be processed as a cast ballot. It shall be marked and secured as directed by the Clerk and reflected in the final ballot reconciliation.

16.16 Vote Tabulator Is Not Operational

If a vote tabulator becomes unavailable while voting is taking place, the Managing Officer shall immediately notify the Clerk and document the issue.

Voting shall continue using the auxiliary ballot compartment or other backup ballot-box process authorized by the Clerk.

The Election Officials shall:

1. Secure the vote tabulator against further use where directed;
2. Maintain custody and security of all ballots;
3. Continue issuing ballots in the ordinary manner;
4. Direct electors to deposit marked ballots into the secured auxiliary compartment;
5. Avoid opening the auxiliary compartment while voting continues; and
6. Process the secured ballots through an authorized vote tabulator when directed by the Clerk.

If the vote tabulator cannot be restored or replaced in a reasonable time after the close of voting, the secured ballot box and vote tabulator shall be returned to the Municipal Office for completion of tabulation using approved backup equipment.

16.17 Closing an Advance Voting Location

At the designated closing time, the Election Official shall announce that the voting location is closed.

Every qualified elector who is in the voting location or in line at the designated closing time shall be permitted to vote.

After the last elector has completed voting, the Election Officials shall:

1. Confirm that all ballots presented for tabulation have been processed or securely deposited as directed;
2. Record the number of ballots cast or processed;
3. Secure the vote tabulator against receiving additional ballots;
4. Seal the ballot box so that it cannot be opened or receive ballots without breaking the seal;
5. Secure the vote tabulator, memory device and election results against unauthorized access;
6. Complete the required ballot-accounting statement;
7. Secure the Voters' Lists, Record of Electors, completed forms, declined ballots, rejected ballots and unused ballots;
8. Package all election records and supplies as directed by the Clerk; and
9. Return the secured equipment, ballots and records to the Clerk.

No results for an advance voting location shall be printed, accessed, communicated or released before 8:00 p.m. on Voting Day.

16.18 Closing a Regular Voting Day Location

At precisely 8:00 p.m. on Voting Day, the Managing Officer shall close the voting location.

Every qualified elector who is in the voting location or in line at 8:00 p.m. shall be brought into the voting location, where space permits, and allowed to vote.

After the last elector has voted, the Election Officials shall:

1. Confirm that all ballots have been processed or otherwise secured;
2. Record the number of ballots processed by the vote tabulator;
3. Initiate the authorized vote-tabulator closing procedure;
4. Ensure that no further ballots can be accepted;
5. Print the required results tapes;
6. Sign the results tapes and permit candidates or scrutineers present to sign if they wish;
7. Provide a copy of the results tape to a candidate or scrutineer upon request, as authorized by the Clerk;
8. Communicate the results to the Clerk using the approved method;
9. Turn off and secure the vote tabulator;
10. Seal the ballot box so that it cannot be opened or receive ballots without breaking the seal;
11. Complete the Managing Officer's Final Statement;
12. Reconcile all ballots and election records;
13. Securely package the results tapes, zero totals reports, Voters' Lists, Record of Electors, completed forms, declined ballots, rejected ballots and unused ballots;

14. Place other used forms, unused forms and supplies into the designated transport containers; and
15. Return the ballot box, vote tabulator, ballots, election records and supplies to the Municipal Office.

Voted ballots shall remain secured in the sealed ballot box. They shall not be attached to the Voters' List.

16.19 Ballot Reconciliation

The Managing Officer shall complete the Managing Officer's Final Statement using:

- The Certificate for Receipt of Ballots;
- The vote tabulator results tape, where applicable;
- The number of unused ballots;
- The number of declined ballots;
- The number of rejected or spoiled ballots;
- The number of cast ballots; and
- Any other ballot-accounting information required by the Clerk.

For a voting location using a vote tabulator, the ballot reconciliation should establish that:

Total ballots received = unused ballots + declined ballots + rejected or spoiled ballots + cast ballots

The Managing Officer shall also compare the number of electors recorded as having voted with the number of ballots cast and investigate any discrepancy.

If the voting location cannot be reconciled initially, the Managing Officer and Election Officials shall review the records and recount the applicable ballot categories.

If the voting location cannot be reconciled within 60 minutes after the last elector has voted, the Managing Officer shall securely package all ballots and records and return them to the Municipal Office for further review under the direction of the Clerk.

A discrepancy does not authorize an Election Official to open a sealed ballot box or alter an election record unless expressly directed by the Clerk.

16.20 Closing a Special Voting Location

At the designated closing time, any qualified elector who is in line shall be permitted to vote.

After the last elector has voted, the Election Officials shall:

1. Secure any completed forms;

2. Place declined ballots in the designated envelope;
3. Count and secure unused ballots;
4. Complete the applicable portions of the Managing Officer's Final Statement;
5. Seal the ballot box by covering the ballot slot and securing the box so it cannot be opened without breaking the seal;
6. Remove and securely package all election records, signs and supplies; and
7. Return the sealed ballot box, ballots, forms and supplies as directed by the Clerk.

The ballot box shall remain sealed until after 8:00 p.m. on Voting Day.

After 8:00 p.m., the ballots shall be counted in the manner and at the location directed by the Clerk. The count shall be conducted only by authorized Election Officials and may be observed by candidates and scrutineers entitled to be present.

The Election Officials shall complete the applicable statement and reconcile:

Total ballots received = unused ballots + declined ballots + rejected or spoiled ballots, if any + cast ballots

17. Results

The Act provides that the total number of votes cast for each candidate at an advanced voting location or at a special voting location that has reduced opening hours shall not be printed and closing procedures not followed until after 8:00 p.m. on voting day.

Once the advanced voting period and the special voting place voting closes, the ballot boxes containing the ballots cast during the advanced voting period will be securely stored by the Clerk until 8:00 p.m. on voting day at which time they will then be tabulated by an election official using the same procedure outlined above.

All regular voting locations will close at 8:00 p.m. on voting day. Once the votes have been tabulated, the Managing Officer at each voting location will communicate the results by telephone to the Clerk at the Municipal Office. The results will be posted on screen in the Council Chambers and Committee Room at the Municipal Office.

If, at the close of the voting, the Clerk is of the opinion that it is not possible to count the votes with the vote tabulators, he or she may direct that all the votes cast in the election shall be counted manually following as far as practicable the provisions of the Act governing the counting of votes. The total of votes cast for each candidate, as tabulated by any such manual vote counting process as accepted by the Clerk is deemed to be final.

The Clerk shall, at the completion of the count, retain the programs, memory cards, test materials and ballots in the same manner as is provided for in the Act for the keeping of election records and shall not alter or make changes to the materials.

Unofficial results will be made available when all the necessary information has been received and verified.

The Clerk will make an official declaration of election results as soon as possible after voting day.

18. Recounts

In accordance with section 60 of the Act, a recount shall be conducted in the same manner as the original count, whether manually or using vote-counting equipment, unless otherwise ordered by a judge.

Where votes were originally counted using vote tabulators, the recount shall be conducted using vote tabulators in accordance with the Act and these procedures. Where votes were originally counted manually, the recount shall be conducted manually.

The Clerk shall attend the recount and shall ensure that the ballots, election records, vote tabulators and any other documents or equipment considered relevant to the recount are available.

18.1 Vote Tabulator Procedures

Where vote tabulators are used for the recount:

1. Each vote tabulator shall be prepared and tested before the recount in accordance with procedures established by the Clerk.
2. A zero totals report shall be generated before ballots are processed to confirm that no votes are recorded for any candidate.
3. The ballots subject to the recount shall be processed through the designated vote tabulator.
4. After all applicable ballots have been processed, a results tape shall be generated.
5. Results relating to an office that is not subject to the recount shall not form part of the recount results.
6. The vote tabulator, election media, ballots and recount records shall be secured following completion of the recount.

18.2 Processing Ballots

Ballots shall be processed as follows:

1. The applicable ballot box or ballot transfer box shall be opened by an Election Official. Where ballots are processed one box at a time, the ballots from one box shall be processed and returned to their original box before the next box is opened.
2. Ballots shall be processed through the vote tabulator in a manner that maintains the secrecy of the vote.

3. Candidates, scrutineers and other persons entitled to be present may observe the recount in accordance with the Act but shall not interfere with the processing of ballots or the operation of the vote tabulator.
4. Where the Act restricts the examination of individual ballots during a recount conducted using vote-counting equipment, candidates, scrutineers and other persons present shall observe the recount in accordance with those restrictions.

18.3 Ballot Not Accepted by the Vote Tabulator

Where a ballot is torn, damaged or otherwise cannot be processed by a vote tabulator, and there are marks in the designated voting spaces that can be reproduced for tabulation purposes:

1. The original ballot shall be marked “rejected.”
2. An Election Official shall prepare a replacement ballot containing the same marks appearing in the designated voting spaces on the original ballot.
3. The replacement ballot shall be clearly marked “replacement” on the reverse and assigned an identifying number. The same identifying number shall be recorded on the original rejected ballot.
4. The replacement ballot shall be processed through the vote tabulator.
5. The original rejected ballot shall be placed in the designated envelope and retained with the recount records.

The replacement-ballot process shall be carried out in a manner that preserves the secrecy of the vote and permits those entitled to observe the recount to observe the process without handling the ballots.

18.4 Completion of Recount

Following completion of the recount, the Clerk shall determine and announce the results of the recount in accordance with the Act and shall provide the required recount information to the candidates for the office that was recounted.

The recount shall be conducted in accordance with the Act, these procedures and any applicable court order. Where a court order establishes a manner or procedure for conducting the recount that differs from these procedures, the court order shall prevail.

19. Financial Filings

19.1 Candidates

Candidates are responsible for all financial aspects of their own election campaign. The provisions relative to the financial responsibilities are found under sections 88.8 to 88.32.

A candidate shall file with the Clerk a financial statement in accordance with the legislation reflecting the candidate’s election campaign finances.

Financial statements are still required from candidates who have withdrawn their nomination.

In accordance with sections 88.25 and 88.30 of the Act, on or before 2:00 p.m. on March 26, 2027, a candidate shall file with the Clerk with whom the nomination was filed a financial statement and, where required by the Act, an auditor's report, each in the prescribed form, reflecting the candidate's election campaign finances, as of December 31 in the year of the election.

The Clerk or designate will review all financial statements and identify any contributions made to candidates (and third party advertisers) in excess of the legislated limit. If there are any apparent contraventions, it is required that the Clerk report these to the Municipal Election Compliance Audit Committee for further investigation.

19.2 Third Party Advertisers

In accordance with section 88.29 of the Act, on or before 2:00 p.m. on March 26, 2027, a registered third party shall file a financial statement and, where required by the Act, an auditor's report, each in the prescribed form, reflecting the registered third party's campaign finances in relation to third party advertisements, as of December 31 in the year of the election.

20. Compliance Audit

Every municipality is required to appoint a Compliance Audit Committee. The purpose of this Committee is to receive and review any applications that may be received by an eligible voter who believes that a candidate has contravened the Act relating to campaign finances.

Candidates should familiarize themselves with the campaign finance requirements and penalty provisions under the Act for themselves or any contributor to their campaign.

The Municipality of North Perth has partnered with the other municipalities in Perth County to establish one Compliance Audit Committee to act on behalf of each of the municipalities.

21. Election Records

21.1 Candidates

Use of the Voters' List, list of changes to the Voters' List and all other documentation containing personal voter information shall be protected by the candidate and shall not be used for any other purpose other than the 2026 Municipal Election.

All voter information obtained by the candidate during the 2026 Municipal Election shall be destroyed by the candidate after the election, either by returning the documents to the Clerk for destruction or by securely shredding or deleting it from the candidate's computer or other devices.

As per the Proper Use of the Voters' List form signed by each candidate, the Voters' List is for election purposes only and if records are shared by the candidates with others, such as campaign workers, they are prohibited by the Act from using the list for commercial or any other purposes and all shared and associated election records shall also be protected and destroyed, once the election has taken place.

21.2 Clerk and Election Officials

Subject to a judge's order or recount proceedings, after 120 days from the declaration of the election results the Clerk shall destroy the ballots in the presence of two witnesses. The Clerk may also destroy any other election documents and materials related to the election records with the exception of the campaign financial statements filed by the candidates, in accordance with section 88(4) of the Act.

Prior to the destruction of records, a "records destruction form" must be completed and approved by the Clerk in accordance with the Municipality of North Perth retention by-law and corporate destruction process. As the destruction of election records is carried out, the two witnesses shall complete the "witness statements as to the destruction of ballots" form.

The ballots and any other documents shall not be destroyed if a court orders that they be retained or if a recount has been commenced and not finalized within 120 days.

The Clerk shall retain candidate financial statements and auditor's report until the next regular election has taken place to elect members of council or a local board for the following term.

22. Corrupt Practices, Offences and Penalties

Sections 89 and 90 of the Act provide for penalties and enforcement of corrupt practices and other offences during an election process.

These include a person who:

- Votes without being entitled to do so;
- Votes more times than the Act allows;
- Votes in a voting place in which they are not entitled to vote;
- Induces or procures a person to vote when that person is not entitled to do so;
- Having appointed a voting proxy that remains in force, votes otherwise than by the proxy;
- Having been appointed a voting proxy, votes under the authority of the proxy when the voter has cancelled the proxy, is no longer entitled to vote or has died;
- Before or during an election, publishes a false statement of a candidate's withdrawal;
- Furnishes false or misleading information to a person whom this Act authorizes to obtain information;
- Without authority, supplies a ballot to anyone;

- Delivers to the deputy returning office to be placed in a ballot box a paper other than the ballot the Election Official gave to them;
- Takes a ballot away from the voting place;
- At an election, takes, opens or otherwise deals with a ballot, a ballot box, or a book or package of ballots without having authority to do so; or
- Attempts to do something described above.

An individual who is convicted of an offence under the Act is liable to penalties that include but are not limited to a maximum fine of \$25,000 and/or a maximum imprisonment of six months.

23. Emergencies

In accordance with section 53 of the Act, the Clerk may declare an emergency if they are of the opinion that circumstances have arisen that are likely to prevent the election being conducted in accordance with the Act.

Upon declaring an emergency, the Clerk is authorized to make any arrangements they consider advisable for the conduct of the election.

The arrangements made by the Clerk, if they are consistent with the principles of the Act, prevail over anything in the Act and the regulations made under it.

If made in good faith, the Clerk's declaration of emergency and arrangements shall not be reviewed or set aside on account of unreasonableness or supposed unreasonableness.

The emergency continues until the Clerk declares that it has ended.

24. Contact Information

For more information about the 2026 Municipal Election, you can contact the Clerk/Returning Officer, by:

Telephone: 226-306-7173

Email: clerks@northperth.ca

Website: www.northperth.ca/election

In-person: Municipality of North Perth
Municipal Office
330 Wallace Avenue North
Listowel, ON N4W 1L3

Appendix A: Acceptable Documents for Voter Identification

1. An Ontario driver's licence
2. An Ontario Health Card (photo card) **(must show address)**
3. An Ontario Photo Card
4. An Ontario motor vehicle permit (vehicle portion)
5. A cancelled personalized cheque
6. A mortgage statement, lease or rental agreement relating to property in Ontario
7. An insurance policy or insurance statement
8. A loan agreement or other financial agreement with a financial institution
9. A document issued or certified by a court in Ontario
10. Any other document from the government of Canada, Ontario or a municipality in Ontario or from an agency or such a government
11. Any document from a Band Council in Ontario established under the Indian Act (Canada)
12. An income tax assessment notice
13. A Child Tax Benefit Statement
14. A Statement of Employment Insurance Benefits Paid T4E
15. A Statement of Old Age Security T4A (OAS)
16. A Statement of Canada Pension Plan Benefits T4A (P)
17. A Canada Pension Plan Statement of Contributions
18. A Statement of Direct Deposit for Ontario Works
19. A Statement of Direct Deposit for Ontario Disability Support Program
20. A Workplace Safety and Insurance Board Statement of Benefits T5007
21. A property tax assessment
22. A credit card statement, bank account statement, or RRSP, RRIF, RHOSP or T5 statement
23. A CNIB Card or a card from another registered charitable organization that provides services to persons with disabilities
24. A hospital card or record
25. A document showing campus residence, issued by the office or officials responsible for student residence at a post-secondary institution
26. A document showing residence at a long-term care home under the Fixing Long-Term Care Act, 2021, issued by the Administrator for the home
27. A utility bill for hydro, water, gas, telephone or cable TV or a bill from a public utilities commission
28. A cheque stub, T4 statement or pay receipt issued by an employer
29. A transcript or report card from a post-secondary school