

# HALIFAX

P.O. Box 1749  
Halifax, Nova Scotia  
B3J 3A5 Canada

**Item No. 14.1.2**  
**Halifax Regional Council**  
**November 10, 2015**  
**December 8, 2015**

**TO:** Mayor Savage and Members of Halifax Regional Council

**SUBMITTED BY:** Original signed by   
Richard Butts, Chief Administrative Officer

Original Signed by  
Mike Labrecque, Deputy Chief Administrative Officer

**DATE:** October 23, 2015

**SUBJECT:** Amendments to By-Law A-400 – Alternative Voting By-Law

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## **ORIGIN**

This report originates from staff as a result of the upcoming Special Election for District 6 - Harbourview - Burnside - Dartmouth East.

## **LEGISLATIVE AUTHORITY**

Municipal Elections Act of Nova Scotia Section 146A. (1) permits Council to make By-Laws authorizing voters to vote by mail, electronically or by another voting method.

## **RECOMMENDATION**

It is recommended that Halifax Regional Council adopt By-Law A-403, further amending By-Law A-400, the Alternative Voting By-Law, as set out in Attachment 2.

## **BACKGROUND**

In 2008, Regional Council adopted By-Law A-400, the *Alternative Voting By-Law* (“By-Law”). This By-Law allows Regional Council to set, by resolution, the hours and dates for alternative voting. Where so set by Council, this By-Law allows an elector to vote by telephone or internet for municipal and school board elections, including special elections and has been amended from time to time to reflect the process by which e-voting has been provided for specific elections. On June 2, 2015, Regional Council approved using Alternative Voting as one of the methods of voting for the entire period of advanced polls for the Special Election.

## **DISCUSSION**

A special election is required to be held in District 6. Based on the Standing Price Agreement previously awarded by Regional Council Intelivote Services will be providing e-voting services for the Special Election.

### **Administrative Amendments**

There are some administrative amendments recommended by staff, as follows:

- The header in section 2 be changed from “Definition” to “Interpretation” for consistency with other By-Laws;
- A bracket “(“ be added before some of the clauses and subclauses for consistency with the rest of the By-Law;
- The word “and” be added at the end of clause 2(y) as 2(y) is the second to last clause;
- The semi-colon at the end of clause z be replaced with a period as this is the last clause in the section; and
- Clauses 6(i) and 6(ii) be renumbered as 6(a) and 6(b) for consistency with other By-Laws.

### **Assignment of Personal Identification Number**

Currently the By-Law under clause 2 (r) indicates that a PIN is issued to an elector for alternative voting on alternative polling days. To capture the PINS issued to the auditors, it is necessary to include the System Election Officer in this definition as PINs could be used by the auditor to verify certain aspects of the election. System Elections Officer is already defined in the By-Law to mean “(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.” Any votes cast by the System Elections Officer are not counted by the system in the tally of votes for a race.

### **Definitions of Rejected Ballot and Spoiled Ballot**

At a polling station, an elector has the option to refuse a ballot for a race (rejected ballot) or receive a ballot for a race and not mark it for any candidate (spoiled ballot). The key distinction between a rejected ballot and a spoiled ballot is whether an elector actually received a ballot in the first place. If no ballot is received by the elector, there is no ballot to account for. If a ballot is received but not marked for any candidate, the ballot must still be accounted for as an elector actually received it.

The system being used for the Special Election allows an elector to spoil a ballot by either:

- not marking the ballot at all and not casting the ballot (new part of the definition of spoiled ballot); or
- marking the ballot indicating a refusal to cast a vote for any candidate in a race (current definition of spoiled ballot).

To capture the first bullet, the definition of “spoiled ballot” needs to be refined to include accepting a ballot but refusing to cast it. The second bullet is already included within the current definition of spoiled ballot in the By-Law.

**FINANCIAL IMPLICATIONS**

There are no budget implications associated with this report.

**COMMUNITY ENGAGEMENT**

The municipality completed a citizen engagement initiative in Spring 2015 with respect to elections. Where possible, input from the public will be referenced and incorporated in the planning process.

**ALTERNATIVES**

Regional Council could refuse to enact By-Law A-403. This is not recommended by staff as the By-Law would not capture the issue of PINs to the auditors of the system and would not capture the ballots that are accepted by an elector and not cast.

**ATTACHMENTS**

- Attachment 1 Showing Proposed Changes to Alternative Voting By-Law
- Attachment 2 Amending By-Law
- Attachment 3 Clean copy incorporating changes

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A copy of this report can be obtained online at <http://www.halifax.ca/council/agendasc/cagenda.php> then choose the appropriate meeting date, or by contacting the Office of the Municipal Clerk at 902.490.4210, or Fax 902.490.4208.

Report Prepared by: Derk Slaunwhite, Solicitor, 902.490.1800  
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Report Approved by: \_\_\_\_\_  
John Traves, Director, Legal Services & Risk Management, 902.490.4226

Original Signed

**Attachment 1  
(Showing Proposed Changes)**

**HALIFAX REGIONAL MUNICIPALITY BY-  
LAW NUMBER A - 400 RESPECTING  
ALTERNATIVE VOTING**

**BE IT ENACTED** by the Council of the Halifax Regional Municipality, under the authority of Section 146A of the *Municipal Elections Act*, 1989 R.S.N.S. c. 300, as amended, as follows:

**Short Title**

1. This By-law shall be known as By-law Number A - 400 and may be cited as the "Alternative Voting By-law".

**Definitions Interpretation**

2. In this by-law:

- (a) "Act" means the *Municipal Elections Act*, 1989 R.S.N.S. c. 300, as amended;
- (b) "advance poll" means the Tuesday immediately preceding ordinary polling day; and either
  - (i) one other day fixed by the Council by resolution that is either Thursday, the ninth day before ordinary polling day, or Saturday the seventh day before ordinary polling day; or
  - (ii) if Council has delegated its authority to fix a day to the Returning Officer, one other day fixed by the Returning Officer that is either Thursday, the ninth day before ordinary polling day, or Saturday the seventh day before ordinary polling day;
- (c) "alternative polling days" means any hours and dates fixed by a resolution of Council for alternative voting;
- (d) "alternative voting" means voting by telephone or via the internet and includes a combination of telephone and internet voting;
- (e) "ballot box" means a computer database in the system where cast internet ballots and telephone ballots are put;
- (f) "candidate" means a person who has been nominated as a candidate pursuant to the Act;
- (g) "Council" means the Council of the municipality;
- (ga) "Deputy Returning Officer" means a person appointed under the Act to preside over a polling station;
- (h) "Education Act" means the *Education Act*, 1995-1996 S.N.S. c. 1, as amended;
- (i) "election" means an election held pursuant to the Act, including a school board election, a special election and a plebiscite;
- (j) "Election Officer" means an election official under the Act;

- (k) “elector” means a person:
- (i) qualified to vote pursuant to the Act and the Education Act; and
  - (ii) entitled to vote for an election pursuant to section 7 of this by-law;
- (l) “final list of electors” means the final list of electors completed pursuant to section 40 of the Act;
- (m) “friend voter” means a friend who votes for an elector pursuant to section 9 of this by-law;
- (n) “internet ballot” means an image of a ballot on a computer screen including all the choices available to an elector and the spaces in which an elector marks a vote;
- (o) “municipality” means the Halifax Regional Municipality;
- (p) “normal business hours” means the time between 8:30 am and 4:30 pm Monday through to and including Friday;
- (q) “ordinary polling day” means the third Saturday in October in a regular election year and in the case of any other election means the Saturday fixed for the election;
- (r) “PIN” means the Personal Identification Number issued to:
- (i) an elector for alternative voting on alternative polling days; or
  - (ii) to a System Elections Officer;
- (ra) “plebiscite” means a plebiscite directed to be held by the Council pursuant to section 67 of the *Halifax Regional Municipality Charter* or section 56 of the *Act*;
- (s) “proxy voter” means an elector who votes by a proxy pursuant to the Act;
- (t) “regular election year” means 2008 and every fourth year thereafter;
- (u) “rejected ballot” means the refusal by an elector to accept a ballot in a race;
- (v) “Returning Officer” means a Returning Officer appointed pursuant to the Act;
- (w) “seal” means to secure the ballot box and prevent internet and telephone ballots from being cast;
- (wa) “special election” means a special election held pursuant to the *Act*, including a special election for a vacancy on a school board;
- (wb) “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;

(x) "system" means the technology, including software, that:

- (i) records and counts votes; and
- (ii) processes and stores the results of alternative voting during

alternative polling days;

(y) "System Elections 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; and

(z) "telephone ballot" means:

- (i) an audio set of instructions which describes the voting choices available to an elector; and
- (ii) the marking of a selection by an elector by depressing the number on a touch tone keypad;

### **Alternative Voting Permitted**

3. Subject to this by-law, alternative voting shall be permitted on alternative polling days.

### **Notification of Electors**

4. (1) The Returning Officer shall cause notice of alternative polling days to be published in a newspaper circulating in the municipality.

(2) The notice of alternative polling days shall:

- (a) identify the alternative polling days for alternative voting; and
- (b) inform the elector that telephone voting and internet voting is permitted during alternative polling days.

(3) The notice may include any other information the Returning Officer deems necessary.

### **Form of Telephone and Internet Ballots**

5. (1) A telephone ballot and internet ballot shall:

(a) identify by the title "Election for Mayor" or "Election for Councillor" or "Election for School Board Member", as the case may be;

(b) identify the names or names by which they are commonly known of the candidates with given names followed by surnames, arranged alphabetically in order of their surnames and, where necessary, their given names; and

(c) warn the elector to "vote for one candidate only" or "vote for not more than (the number of candidates to be elected) candidates", as the case may be.

(2) No title, honour, decoration or degree shall be included with a candidate(s) name on an internet ballot or telephone ballot.

### **Oath**

6. Any oath that is authorized or required shall be made:

(ia) in the form specified by this by-law; or

(ib) if the form is not specified by this by-law, in the form required by the Act.

### **Electors**

7. No person shall vote by alternative voting unless:

(a) the person's name appears on the final list of electors on the date chosen by Council for the final list of electors to be completed pursuant to section 40 of the Act; or

(b) the person's name does not appear on the final list of electors and:

(i) the person appears before the Returning Officer or the Deputy Returning Officer during normal business hours during alternative polling days; and

(ii) the person swears an oath in the prescribed form to this by-law.

### **Proxy Voting**

8. A proxy voter shall not vote for an elector by alternative voting.

### **Friend Voting**

9. (1) A friend voter shall only vote for an elector by alternative voting if:

(a) an elector is unable to vote because :

(i) the elector is blind;

(ii) the elector cannot read; or

(iii) the elector has a physical disability that prevents him or her from

voting by alternative voting.

(b) the elector and the friend appear, in person, before the Returning Officer or the Deputy Returning Officer and take the prescribed oaths.

(2) A candidate shall not act as a friend voter unless the elector is a child, grandchild, brother, sister, parent, grandparent, or spouse of the candidate.

(3) The elector shall take an oath in the prescribed form to this by-law providing that he or she is incapable of voting without assistance.

(4) The friend of the elector shall take an oath in the prescribed form to this by-law that:

(a) the friend has not previously acted as a friend for any other elector in the election other than an elector who is a child, grandchild, brother, sister, parent, grandparent, or spouse of the friend of the elector;

(b) the friend will mark the ballot as requested by the elector; and

- (c) the friend will keep secret the choice of the elector.
- (5) The Returning Officer shall enter in the poll book:
- (a) the reason why the elector is unable to vote;
  - (b) the name of the friend; and
  - (c) the fact that the oaths were taken.

### **Voting**

10 (1). The system shall put internet ballots and telephone ballots cast by an elector in the ballot box.

- (2) The system shall put spoiled ballots in the ballot box.

### **Seal**

11. (1) Where alternative voting closes before the close of the polls on ordinary polling day, the system shall seal the ballot box until after the close of the poll on ordinary polling day.

(2) The system shall seal the ballot box even where fewer than ten persons from any polling district voted for a candidate during alternative polling days.

### **List of persons who voted**

12. Where alternative voting closes before the close of the polls on ordinary polling day, the system shall:

- (a) generate a list of all electors who voted by alternative voting; and
- (b) on the Final List of Electors cause a line to be drawn through the name of all the electors who voted during alternative polling days.

13. A printed and electronic copy of the lists under section 12 shall be delivered to the Returning Officer within 24 hours of the close of alternative voting.

13A. Where alternative voting closes at the close of the polls on ordinary polling day, the system shall generate a list of all electors who voted by alternative voting.

### **Counting**

14. (1) At the close of ordinary polling day, the system shall generate a count of the telephone ballots and internet ballots in the ballot box that were cast for each candidate during alternative polling days.

(2) In counting the votes that were cast for each candidate during alternative polling days, the system shall count spoiled ballots and shall not count rejected ballots.

### **Tallying of Rejected Ballots**

15. At the close of ordinary polling day, the system shall tally the number of spoiled ballots that were cast during alternative polling days and the tally shall be delivered to the Returning Officer.



### **Recount by System**

16. In the event of a recount, the system shall regenerate the election count and a printed copy of the regenerated count shall be given to the Returning Officer.

17. If the initial count and the regenerated count match, the regenerated count shall be the final count of the votes cast by alternative voting.

18. (1) If the regenerated count and the initial count do not match, the Returning Officer shall:

(a) direct one final count be regenerated by the system of the votes cast by alternative voting, and

(b) attend while the final count is being regenerated.

(2) The regenerated final count pursuant to subsection (1) shall be the final count of the votes cast by alternative voting.

### **Recount by Court**

19. (1) For a recount, the judge shall only consider the final count by the system, as determined by section 17 or 18, of the total number of votes that were cast by alternative voting for each candidate.

(2) The final count by the system, as determined by section 17 or 18, of the total number of votes that were cast by alternative voting for each candidate shall be added to the judge's count of the number of votes for each candidate cast by non alternative voting.

### **Secrecy**

20. An election officer and system election officer shall maintain and aid in maintaining the secrecy of the voting.

21. Every person in attendance at a polling station, or at the counting of the votes, shall maintain and aid in maintaining the secrecy of the voting.

### **Other Methods of Voting**

22. If voting via the Internet through the unsupervised use of a personal computing device is permitted during an election, voting shall be permitted by some other means on each advance polling day and on ordinary polling day.

### **Severability**

23. If a court of competent jurisdiction should declare any section or part of a section of this by-law to be invalid, such section or part of a section shall not be construed as having persuaded or influenced Council to pass the remainder of the by-law and it is hereby declared that the remainder of the by-law shall be valid and shall remain in force.

### **Prohibitions**

24. 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 his or her PIN; or

(c) sell, gift, transfer, assign or purchase a PIN.

25. No person shall:

(a) interfere or attempt to interfere with an elector who is casting an internet ballot or telephone ballot;

(b) interfere or attempt to interfere with alternative voting; or

(c) attempt to ascertain the name of the candidate for whom an elector is about to vote or has voted.

26. No person shall, at any time, communicate or attempt to communicate any information relating to the candidate for whom an elector has voted.

### **Offences and Penalty**

27. (1) A person who:

(a) violates any provision of this by-law; or

(b) permits anything to be done in violation of any provision of this by-law; is guilty of an offence.

(2) A person who contravenes subsection (1) of this section is guilty of an offence and is liable, on summary conviction, to a penalty of not less than five thousand dollars and not more than ten thousand dollars and in default of payment, to imprisonment for a term of two years less a day, or both.

(3) In determining a penalty under subsection (2), a judge shall take into account:

(a) the number of votes attempted to be interfered with;

(b) the number of votes interfered with; and

(c) any potential interference with the outcome of an election.

(4) Pursuant to section 146A of the Act:

(a) the limitation period for the prosecution of an offence under this by-law is two years from the later of the date of the commission of the offence and the date on which it was discovered that an offence had been committed; and

(b) *The Remission of Penalties Act*, 1989 SNS c. 397, as amended, does not apply to a pecuniary penalty imposed by this by-law.

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 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 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 the Halifax Regional Municipality.
2. I have been ordinarily resident in the Halifax Regional Municipality for a period of three months immediately preceding ordinary polling day in this election.
3. I have not voted before in this election.
4. I am a Canadian citizen and of the full age of eighteen years, or will be on ordinary polling day.
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.

<b>Address of Elector</b>	<b>Elector's Date Name of Birth</b>	<b>Signature of Elector</b>	<b>Consents to Being added to Voters List*</b>
_____			_____
_____			_____
_____			_____
_____			_____
_____			_____
_____			_____
_____			_____
_____			_____

(\*write "yes" or "no")

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

\_\_\_\_\_  
Returning Officer or Deputy  
Returning Officer

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

**HALIFAX REGIONAL MUNICIPALITY BY-LAW A-400  
FORM 31A BY-LAW  
SECTION 7**

**OATH OR AFFIRMATION OF ELECTOR NOT ON LIST OF ELECTORS FOR  
USE WHEN ELECTOR CAN VOTE ONLY FOR REGIONAL/DISTRICT  
SCHOOL BOARD**

I swear (or solemnly affirm) that:

1. On this date I actually reside in Polling Division Number \_\_\_\_\_ of the Halifax Regional Municipality.
2. I have been ordinarily resident in the school region/district in which my polling division is located for a period of three months immediately preceding ordinary polling day in this election.
3. I have not voted before in this election.
4. I am a Canadian citizen and of the full age of eighteen years, or will be on ordinary polling day.
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.

<b>Address of Elector</b>	<b>Elector's Date Name of Birth</b>	<b>Signature of Elector</b>	<b>Consents to Being added to Voters List*</b>
_____			_____
_____			_____
_____			_____
_____			_____
_____			_____
_____			_____
			(*write "yes" or "no")

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

\_\_\_\_\_  
Returning Officer or Deputy  
Returning Officer

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



**HALIFAX REGIONAL MUNICIPALITY BY-LAW A-400  
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.
2. I have been ordinarily resident in the Province of Nova Scotia for a period of three months immediately preceding ordinary polling day in this election.
3. I have not voted before in this election.
4. I am a Canadian citizen and of the full age of eighteen years, or will be on ordinary polling day.
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.

<b>Address of Elector</b>	<b>Elector's Date Name of Birth</b>	<b>Signature of Elector</b>	<b>Consents to  Being added to Voters List*</b>
_____			_____
_____			_____
_____			_____
_____			_____
_____			_____
_____			_____
			_____

(\*write "yes" or "no")

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

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Returning Officer or Deputy  
Returning Officer

(Le présent formulaire est également disponible en français)

**The Voters List may be used in future municipal, provincial or federal elections.**

(Date of Birth will be removed from 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. A ce jour, je réside dans la section de vote numéro \_\_\_\_\_ de la municipalité régionale d'Halifax.
2. J'ai habituellement résidé dans la province de la Nouvelle-Écosse pendant la période de trois mois précédant immédiatement le jour ordinaire du scrutin de cette élections.
3. Je n'ai pas voté lors de cette élection.
4. Je suis citoyen(ne) canadien(ne), j'ai dix-huit ans ou plus ou les aurai le jour de scrutin.
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 condamnée pour corruption au cours des six années précédant le jour du scrutin selon la Loi sur les élections municipales.

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  
électers

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(Indiquer oui ou non)

Juré (ou déclaré solennellement à:

\_\_\_\_\_ dans le comté de la Municipalité  
régionale d'Halifax de \_\_\_\_\_  
le \_\_\_\_\_  
jour du mois de \_\_\_\_\_  
de l'an \_\_\_\_\_  
en ma présence

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Directeur du scrutin  
Sous-directeur du scrutin

**(A translation of this form is available in English)**

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.

**Attachment 2  
(Amending By-law)**

**HALIFAX REGIONAL MUNICIPALITY BY-  
LAW NUMBER A - 403 RESPECTING  
ALTERNATIVE VOTING**

**BE IT ENACTED** by the Council of the Halifax Regional Municipality, under the authority of Section 146A of the *Municipal Elections Act*, 1989 R.S.N.S. c. 300, as amended, that By-law A-600, the Alternative Voting By-law, is further amended as follows:

1. Section 2 is amended by:
  - (a) striking out the header “Definitions”;
  - (b) adding the header “Interpretation”;
  - (c) adding a colon after the words “issued to” in clause r;
  - (d) renumbering the words “an elector for alternative voting on alternative polling days” as subclause (i) of clause r;
  - (e) adding the word “or” after the semi-colon at the end of the newly numbered subclause (i);
  - (f) adding subclause ii of clause r after subclause (i) as follows:
    - (ii) to a System Elections Officer;
  - (g) adding the words and colon “is accepted by the elector that:” after the words “ballot that” in clause wb;
  - (h) numbering the phrase “is marked by an elector indicating a refusal to cast a vote for any candidate in a race;” as subclause ii of clause wb;
  - (i) adding subclause (i) of clause wb as follows:
    - (i) is not marked for any candidate in a race; or
  - (j) adding the bracket (“ before subclause “i)” and “ii)” of clause y;
  - (k) striking out the period at the end subclause “(ii)” of clause y;
  - (l) adding a semi-colon and the word “and” at the end of subclause “(ii)” of clause y;
  - (m) striking out the semi colon at the end of subclause “(ii)” of clause z; and
  - (n) adding a period at the end of subclause “(ii) of clause z.
2. Section 6 is amended by:
  - (a) striking out the comma after the word “by-law” and before the word “or” in clause (i);
  - (b) adding a semi-colon after the word “by-law” and before the word “or” in clause (i); and

(c) renumbering clauses (i) (ii) as clauses (a) and (b).

3. Section 18 is amended by adding the bracket “(“ before clauses “a)” and “b)”.

Done and passed in Council this     day of     , 2015.

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Mayor

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Acting Municipal Clerk

**Attachment 3  
(Incorporating Proposed Changes)**

**HALIFAX REGIONAL MUNICIPALITY BY-  
LAW NUMBER A - 400 RESPECTING  
ALTERNATIVE VOTING**

**BE IT ENACTED** by the Council of the Halifax Regional Municipality, under the authority of Section 146A of the *Municipal Elections Act*, 1989 R.S.N.S. c. 300, as amended, as follows:

**Short Title**

1. This By-law shall be known as By-law Number A - 400 and may be cited as the "Alternative Voting By-law".

**Interpretation**

2. In this by-law:

(a) "Act" means the *Municipal Elections Act*, 1989 R.S.N.S. c. 300, as amended;

(b) "advance poll" means the Tuesday immediately preceding ordinary polling day; and either

(i) one other day fixed by the Council by resolution that is either Thursday, the ninth day before ordinary polling day, or Saturday the seventh day before ordinary polling day; or

(ii) if Council has delegated its authority to fix a day to the Returning Officer, one other day fixed by the Returning Officer that is either Thursday, the ninth day before ordinary polling day, or Saturday the seventh day before ordinary polling day;

(c) "alternative polling days" means any hours and dates fixed by a resolution of Council for alternative voting;

(d) "alternative voting" means voting by telephone or via the internet and includes a combination of telephone and internet voting;

(e) "ballot box" means a computer database in the system where cast internet ballots and telephone ballots are put;

(f) "candidate" means a person who has been nominated as a candidate pursuant to the Act;

(g) "Council" means the Council of the municipality;

(ga) "Deputy Returning Officer" means a person appointed under the Act to preside over a polling station;

(h) "Education Act" means the *Education Act*, 1995-1996 S.N.S. c. 1, as amended;

(i) "election" means an election held pursuant to the Act, including a school board election, a special election and a plebiscite;

- (j) "Election Officer" means an election official under the Act;
- (k) "elector" means a person:
  - (i) qualified to vote pursuant to the Act and the Education Act; and
  - (ii) entitled to vote for an election pursuant to section 7 of this by-law;
- (l) "final list of electors" means the final list of electors completed pursuant to section 40 of the Act;
- (m) "friend voter" means a friend who votes for an elector pursuant to section 9 of this by-law;
- (n) "internet ballot" means an image of a ballot on a computer screen including all the choices available to an elector and the spaces in which an elector marks a vote;
- (o) "municipality" means the Halifax Regional Municipality;
- (p) "normal business hours" means the time between 8:30 am and 4:30 pm Monday through to and including Friday;
- (q) "ordinary polling day" means the third Saturday in October in a regular election year and in the case of any other election means the Saturday fixed for the election;
- (r) "PIN" means the Personal Identification Number issued to:
  - (i) an elector for alternative voting on alternative polling days; or
  - (ii) to a System Elections Officer;
- (ra) "plebiscite" means a plebiscite directed to be held by the Council pursuant to section 67 of the *Halifax Regional Municipality Charter* or section 56 of the *Act*;
- (s) "proxy voter" means an elector who votes by a proxy pursuant to the Act;
- (t) "regular election year" means 2008 and every fourth year thereafter;
- (u) "rejected ballot" means the refusal by an elector to accept a ballot in a race;
- (v) "Returning Officer" means a Returning Officer appointed pursuant to the Act;
- (w) "seal" means to secure the ballot box and prevent internet and telephone ballots from being cast;
- (wa) "special election" means a special election held pursuant to the *Act*, including a special election for a vacancy on a school board;
- (wb) "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;



- (x) “system” means the technology, including software, that:
  - (i) records and counts votes; and
  - (ii) processes and stores the results of alternative voting during alternative polling days;
- (y) “System Elections 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; and
- (z) “telephone ballot” means:
  - (i) an audio set of instructions which describes the voting choices available to an elector; and
  - (ii) the marking of a selection by an elector by depressing the number on a touch tone keypad.

### **Alternative Voting Permitted**

- 3. Subject to this by-law, alternative voting shall be permitted on alternative polling days.

### **Notification of Electors**

- 4. (1) The Returning Officer shall cause notice of alternative polling days to be published in a newspaper circulating in the municipality.
  - (2) The notice of alternative polling days shall:
    - (a) identify the alternative polling days for alternative voting; and
    - (b) inform the elector that telephone voting and internet voting is permitted during alternative polling days.
  - (3) The notice may include any other information the Returning Officer deems necessary.

### **Form of Telephone and Internet Ballots**

- 5. (1) A telephone ballot and internet ballot shall:
  - (a) identify by the title “Election for Mayor” or “Election for Councillor” or “Election for School Board Member”, as the case may be;
  - (b) identify the names or names by which they are commonly known of the candidates with given names followed by surnames, arranged alphabetically in order of their surnames and, where necessary, their given names; and
  - (c) warn the elector to “vote for one candidate only” or “vote for not more than (the number of candidates to be elected) candidates”, as the case may be.

(2) No title, honour, decoration or degree shall be included with a candidate(s) name on an internet ballot or telephone ballot.

**Oath**

6. Any oath that is authorized or required shall be made:

- (a) in the form specified by this by-law; or
- (b) if the form is not specified by this by-law, in the form required by the Act.

**Electors**

7. No person shall vote by alternative voting unless:

- (a) the person's name appears on the final list of electors on the date chosen by Council for the final list of electors to be completed pursuant to section 40 of the Act; or
- (b) the person's name does not appear on the final list of electors and:
  - (i) the person appears before the Returning Officer or the Deputy Returning Officer during normal business hours during alternative polling days; and
  - (ii) the person swears an oath in the prescribed form to this by-law.

**Proxy Voting**

8. A proxy voter shall not vote for an elector by alternative voting.

**Friend Voting**

9. (1) A friend voter shall only vote for an elector by alternative voting if:

- (a) an elector is unable to vote because :
  - (i) the elector is blind;
  - (ii) the elector cannot read; or
  - (iii) the elector has a physical disability that prevents him or her from voting by alternative voting.

(b) the elector and the friend appear, in person, before the Returning Officer or the Deputy Returning Officer and take the prescribed oaths.

(2) A candidate shall not act as a friend voter unless the elector is a child, grandchild, brother, sister, parent, grandparent, or spouse of the candidate.

(3) The elector shall take an oath in the prescribed form to this by-law providing that he or she is incapable of voting without assistance.

(4) The friend of the elector shall take an oath in the prescribed form to this by-law that:

- (a) the friend has not previously acted as a friend for any other elector in the election other than an elector who is a child, grandchild, brother, sister, parent, grandparent, or spouse of the friend of the elector;

- (b) the friend will mark the ballot as requested by the elector; and
  - (c) the friend will keep secret the choice of the elector.
- (5) The Returning Officer shall enter in the poll book:
- (a) the reason why the elector is unable to vote;
  - (b) the name of the friend; and
  - (c) the fact that the oaths were taken.

### **Voting**

10 (1). The system shall put internet ballots and telephone ballots cast by an elector in the ballot box.

(2) The system shall put spoiled ballots in the ballot box.

### **Seal**

11. (1) Where alternative voting closes before the close of the polls on ordinary polling day, the system shall seal the ballot box until after the close of the poll on ordinary polling day.

(2) The system shall seal the ballot box even where fewer than ten persons from any polling district voted for a candidate during alternative polling days.

### **List of persons who voted**

12. Where alternative voting closes before the close of the polls on ordinary polling day, the system shall:

(a) generate a list of all electors who voted by alternative voting; and

(b) on the Final List of Electors cause a line to be drawn through the name of all the electors who voted during alternative polling days.

13. A printed and electronic copy of the lists under section 12 shall be delivered to the Returning Officer within 24 hours of the close of alternative voting.

13A. Where alternative voting closes at the close of the polls on ordinary polling day, the system shall generate a list of all electors who voted by alternative voting.

### **Counting**

14. (1) At the close of ordinary polling day, the system shall generate a count of the telephone ballots and internet ballots in the ballot box that were cast for each candidate during alternative polling days.

(2) In counting the votes that were cast for each candidate during alternative polling days, the system shall count spoiled ballots and shall not count rejected ballots.

### **Tallying of Rejected Ballots**

15. At the close of ordinary polling day, the system shall tally the number of spoiled ballots that were cast during alternative polling days and the tally shall be delivered to the Returning Officer.

### **Recount by System**

16. In the event of a recount, the system shall regenerate the election count and a printed copy of the regenerated count shall be given to the Returning Officer.

17. If the initial count and the regenerated count match, the regenerated count shall be the final count of the votes cast by alternative voting.

18. (1) If the regenerated count and the initial count do not match, the Returning Officer shall:

(a) direct one final count be regenerated by the system of the votes cast by alternative voting, and

(b) attend while the final count is being regenerated.

(2) The regenerated final count pursuant to subsection (1) shall be the final count of the votes cast by alternative voting.

### **Recount by Court**

19. (1) For a recount, the judge shall only consider the final count by the system, as determined by section 17 or 18, of the total number of votes that were cast by alternative voting for each candidate.

(2) The final count by the system, as determined by section 17 or 18, of the total number of votes that were cast by alternative voting for each candidate shall be added to the judge's count of the number of votes for each candidate cast by non alternative voting.

### **Secrecy**

20. An election officer and system election officer shall maintain and aid in maintaining the secrecy of the voting.

21. Every person in attendance at a polling station, or at the counting of the votes, shall maintain and aid in maintaining the secrecy of the voting.

### **Other Methods of Voting**

22. If voting via the Internet through the unsupervised use of a personal computing device is permitted during an election, voting shall be permitted by some other means on each advance polling day and on ordinary polling day.

### **Severability**

23. If a court of competent jurisdiction should declare any section or part of a section of this by-law to be invalid, such section or part of a section shall not be construed as having persuaded or influenced Council to pass the remainder of the by-law and it is hereby declared that the remainder of the by-law shall be valid and shall remain in force.

### **Prohibitions**

24. 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 his or her PIN; or

(c) sell, gift, transfer, assign or purchase a PIN.

25. No person shall:

(a) interfere or attempt to interfere with an elector who is casting an internet ballot or telephone ballot;

(b) interfere or attempt to interfere with alternative voting; or

(c) attempt to ascertain the name of the candidate for whom an elector is about to vote or has voted.

26. No person shall, at any time, communicate or attempt to communicate any information relating to the candidate for whom an elector has voted.

### **Offences and Penalty**

27. (1) A person who:

(a) violates any provision of this by-law; or

(b) permits anything to be done in violation of any provision of this by-law; is guilty of an offence.

(2) A person who contravenes subsection (1) of this section is guilty of an offence and is liable, on summary conviction, to a penalty of not less than five thousand dollars and not more than ten thousand dollars and in default of payment, to imprisonment for a term of two years less a day, or both.

(3) In determining a penalty under subsection (2), a judge shall take into account:

(a) the number of votes attempted to be interfered with;

(b) the number of votes interfered with; and

(c) any potential interference with the outcome of an election.

(4) Pursuant to section 146A of the Act:

(a) the limitation period for the prosecution of an offence under this by-law is two years from the later of the date of the commission of the offence and the date on which it was discovered that an offence had been committed; and

(b) *The Remission of Penalties Act*, 1989 SNS c. 397, as amended, does not apply to a pecuniary penalty imposed by this by-law.

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 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.

**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 the Halifax Regional Municipality.
2. I have been ordinarily resident in the Halifax Regional Municipality for a period of three months immediately preceding ordinary polling day in this election.
3. I have not voted before in this election.
4. I am a Canadian citizen and of the full age of eighteen years, or will be on ordinary polling day.
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.

<b>Address of Elector</b>	<b>Elector's Date Name of Birth</b>	<b>Signature of Elector</b>	<b>Consents to Being added to Voters List*</b>
_____			_____
_____			_____
_____			_____
_____			_____
_____			_____
_____			_____
_____			_____
_____			_____

(\*write "yes" or "no")



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

\_\_\_\_\_  
Returning Officer or Deputy  
Returning Officer

**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 31A BY-LAW  
SECTION 7**

**OATH OR AFFIRMATION OF ELECTOR NOT ON LIST OF ELECTORS FOR  
USE WHEN ELECTOR CAN VOTE ONLY FOR REGIONAL/DISTRICT  
SCHOOL BOARD**

I swear (or solemnly affirm) that:

1. On this date I actually reside in Polling Division Number \_\_\_\_\_ of the Halifax Regional Municipality.
2. I have been ordinarily resident in the school region/district in which my polling division is located for a period of three months immediately preceding ordinary polling day in this election.
3. I have not voted before in this election.
4. I am a Canadian citizen and of the full age of eighteen years, or will be on ordinary polling day.
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.

<b>Address of Elector</b>	<b>Elector's Date Name of Birth</b>	<b>Signature of Elector</b>	<b>Consents to Being added to Voters List*</b>
_____			_____
_____			_____
_____			_____
_____			_____
_____			_____
_____			_____

(\*write "yes" or "no")

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

\_\_\_\_\_  
Returning Officer or Deputy  
Returning Officer

**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.
2. I have been ordinarily resident in the Province of Nova Scotia for a period of three months immediately preceding ordinary polling day in this election.
3. I have not voted before in this election.
4. I am a Canadian citizen and of the full age of eighteen years, or will be on ordinary polling day.
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.

<b>Address of Elector</b>	<b>Elector's Date Name of Birth</b>	<b>Signature of Elector</b>	<b>Consents to  Being added to Voters List*</b>
_____			_____
_____			_____
_____			_____
_____			_____
_____			_____
_____			_____
_____			_____

(\*write "yes" or "no")

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

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Returning Officer or Deputy  
Returning Officer

(Le présent formulaire est également disponible en français)

**The Voters List may be used in future municipal, provincial or federal elections.**

(Date of Birth will be removed from 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. A ce jour, je réside dans la section de vote numéro \_\_\_\_\_ de la municipalité régionale d'Halifax.
2. J'ai habituellement résidé dans la province de la Nouvelle-Écosse pendant la période de trois mois précédant immédiatement le jour ordinaire du scrutin de cette élections.
3. Je n'ai pas voté lors de cette élection.
4. Je suis citoyen(ne) canadien(ne), j'ai dix-huit ans ou plus ou les aurai le jour de scrutin.
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 condamnée pour corruption au cours des six années précédant le jour du scrutin selon la Loi sur les élections municipales.

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  
électers

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(Indiquer oui ou non)

Juré (ou déclaré solennellement à :

\_\_\_\_\_ dans le comté de la Municipalité  
régionale d'Halifax de \_\_\_\_\_  
le \_\_\_\_\_  
jour du mois de \_\_\_\_\_  
de l'an \_\_\_\_\_  
en ma présence

---

Directeur du scrutin  
Sous-directeur du scrutin

**(A translation of this form is available in English)**

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.