



Township of Blandford-Blenheim

TELEPHONE/INTERNET VOTING ELECTION POLICIES and PROCEDURES for the 2026 ONTARIO MUNICIPAL ELECTIONS

Approved by the
Clerk / Returning Officer of
The Township of Blandford-Blenheim
this 28th day of May, 2026

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These Policies and Procedures have been prepared for the purposes of convenience ONLY. For accurate reference, please refer to the *Municipal Elections Act, 1996*, as amended and the *Good Government Act, 2009*.

1. AUTHORITY

On September 3, 2025, the Council of The Township of Blandford-Blenheim adopted By-law Number 2511-2025 authorizing the use of an alternative voting method, that being the Telephone/Internet Voting method.

The Municipal Elections Act, more specifically Subsection 42(3), states as follows:

Procedures and forms

- (3) The clerk shall,
- (a) establish procedures and forms for the use of,
 - (i) any voting and vote-counting equipment authorized by by-law, and
 - (ii) any alternative voting method authorized by by-law; and
 - (b) provide a copy of the procedures and forms to each candidate when his or her nomination is filed. 2009, c. 33, Sched. 21, s. 8 (22); 2016, c. 15, s. 31 (3).

Subsection 42(4), states that the clerk shall provide the procedures and forms on or before June 1 in the year of the election.

Subsection 42(4), states that the procedures and forms established 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.

In addition, the Council of The Township of Blandford-Blenheim authorized the Clerk to enter into an agreement with an eVoting Service Provider on November 5, 2025, through Resolution No. 2025-11-05-15, for the provision of Telephone/Internet Voting services for the 2026 Municipal & School Board Elections.

Subsection 11(2) of the Municipal Elections Act states that the clerk of a local municipality has responsibility for conducting elections within that municipality and responsibility for,

- a) preparing for the election;
- b) preparing for and conducting a recount in the election;
- c) maintaining peace and order in connection with the election; and
- d) in a regular election, preparing and submitting the report described in subsection 12.1 (2). 1996, c. 32, Sched., s. 11 (2); 2009, c. 33, Sched. 21, s. 8 (7).

With respect to the duties and authority of a municipal clerk, the Municipal Elections Act further states as follows:

- 12(1) A clerk who is responsible for conducting an election may provide for any matter or procedure that,
- (a) is not otherwise provided for in an Act or regulation; and
 - (b) in the clerk's opinion, is necessary or desirable for conducting the election.

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12(2) The power conferred by subsection (1) includes power to establish forms, including forms of oaths and statutory declarations, and power to require their use.

12(3) The power conferred by subsection (1) includes power to require a person, as a condition of doing anything or having an election official do anything under this Act, to furnish proof that is satisfactory to the election official of the person's identity or qualifications, including citizenship or residency, or of any other matter.

13(1) Any notice or other information that this Act requires the clerk to give shall be given in a form and manner and at a time that the clerk considers adequate to give reasonable notice or to convey the information, as the case may be.

13(2) The clerk shall provide electors, candidates and persons who are eligible to be electors with information to enable them to exercise their rights under this Act.

Subsection 42(5) states that when a by-law authorizing the use of an alternative voting method is in effect, Sections 43 (advance votes) and 44 (voting proxies) apply only if the by-law so specifies. Since the purpose for the use of the alternative voting – being Telephone/Internet Voting – was to eliminate proxies, and By-law Number 2511-2025 of The Township of Blandford-Blenheim is silent on these issues therefore voting proxies are not applicable.

The Municipal Elections Act, more specifically Section 53, also provides that the clerk may declare an emergency if he or she is of the opinion that circumstances have arisen that are likely to prevent the election being conducted in accordance with this Act and provides the authority to the clerk to make arrangements for the proper conduct of the election. Any arrangements made by the clerk, if they are consistent with the principles of the Municipal Elections Act, prevail over anything in the Act and the regulations and all such arrangements, if made in good faith, shall not be reviewed or set aside on account of unreasonableness or supposed unreasonableness.

Therefore, as Clerk of The Township of Blandford-Blenheim and Returning Officer for the 2026 Municipal & School Board Elections, I do hereby certify and approve the following procedures for conducting the 2026 Municipal & School Board Elections and also establish that the attached forms are the forms permitted to be used during this election process.

May 28, 2026
Date Approved

Sarah Matheson

Sarah Matheson
Director of Corporate Services/Clerk/
Returning Officer

2. DEFINITIONS

- a) Advance Voting - means voting conducted between the hours of 8:00 a.m. on October 13, 2026 – 8:00 a.m. on October 26, 2026
- b) Ballot - means either an image on a computer screen, or any web enabled device, of a ballot card for an election to be voted for, including all choices available to the electors and containing spaces in which the electors mark their votes; or when voting using a telephone or wireless phone, an audio set of instructions which describe all choices available to the electors and instruction to mark their selection by depressing the numbered touchtone keypad.
- c) Candidate - means a person who has been nominated under Section 33 of the Municipal Elections Act, 1996.
- d) Certified Candidate - means a candidate whose nomination has been certified by the municipal clerk under Section 35 of the Municipal Elections Act, 1996.
- e) Clerk - means the clerk of The Township of Blandford-Blenheim who is responsible for conducting this election under the authority of the Municipal Elections Act, 1996, as amended. *(This legislation provides that the clerk of a municipality may provide for any matter that is not otherwise provided for in an Act or regulation and is, in the clerk of the municipality's opinion, necessary or desirable - Section 12 of the Municipal Elections Act)*
- f) Election official - means the clerk or other person(s) appointed in writing by the clerk to carry out election duties under the Municipal Elections Act, 1996. An election official can only carry out the tasks and duties as assigned in writing by the clerk and must take the prescribed oath.
- g) Eligible Elector - means a person who is entitled to be an elector at an election held in the local municipality, if on voting day he or she meets the qualifications outlined in Section 17(2) and 17(3) of the Municipal Elections Act, 1996.
- h) Password - means an additional access control word assigned by the eVoting Service Provider to each authorized user to provide additional security for access to the voting system.
- i) Personal Identification Number (PIN) - means a unique multiple digit number assigned by the eVoting Service Provider to each voter to provide security for access to the voting system.
- j) Preliminary List of Electors - means a list of electors for The Township of Blandford-Blenheim compiled by Elections Ontario (EO) and provided to

The Township of Blandford-Blenheim between July 31 and September 1 of an election year as agreed upon by OE and the clerk.

- k) Satisfactory Identification - means the identification required under the Municipal Elections Act, 1996 (Ontario Regulation 304/13) which would provide proof of identity and residence of an individual to the satisfaction of an election official.
- l) Script - means all information flow and system prompts from the eVoting system including instructions, informational messages, error messages, and exceptions.
- m) Scrutineer - means an individual, appointed in writing by a certified candidate, to represent him or her during the voting process.
- n) Support person - means a person who has been requested by an elector to assist him or her in the voting process.
- o) Voter Assistance Centre - means a location provided by The Township of Blandford-Blenheim to assist electors with the Telephone/Internet Voting process or other general election inquiries, including revisions. The Voter Assistance Centers are on the following days, in the following locations:

Voting Period, Administration Office 47 Wilmot St. S. Drumbo

Tuesday, October 13th to Friday October 23rd – 8:00 am to 5:00 pm

Voting Day, Administration Office 47 Wilmot St. S. Drumbo

Monday, October 26th – 8:00 am to 8:00 pm

Extra days/locations:

Thursday, October 15th – Princeton Centennial Hall (35 Main Street South, Princeton) 5:00 to 8:00 pm

Tuesday, October 20th – Plattsville Arena (68 Mill St. East, Plattsville) 5:00 pm to 8:00 pm

Saturday, October 24th – Administration Office (47 Wilmot St. S. Drumbo) 10:00 am to 2:00 pm

- p) Voters' List - means the Preliminary List of Electors, as corrected by the clerk, under the provisions of Section 22 of the Municipal Elections Act 1996, c. 32, Sched., s. 22; 2006, c. 33, Sched. Z.3, s. 18 (3).
- q) Voting Day - means the final day on which the vote is to be taken in an election and shall be until 8:00 p.m. on that day. Voting day in a regular election is the fourth Monday in October – October 26, 2026.
- r) Voter Information Letter - means a sealed envelope containing a Personal Identification Number (PIN) for each person on the voters' list or who has completed an application, duly approved by an election

official, for inclusion on the voters' list, a telephone access number and internet address for voting, a Voter Assistance Centre number for assistance and a list of candidates for office. These envelopes shall be mailed individually, or hand-delivered as required, to every person on the voters' list.

3. APPLICATION

1. This procedure has been developed under the authority of Subsection 42(4) pursuant to Subsection 42(3) (a) (ii) of the Municipal Elections Act, and applies to the Telephone/Internet Voting being conducted by The Township of Blandford-Blenheim between October 13, 2026 and October 26, 2026.
2. The procedures and forms established by this document prevail over anything in the Act and its regulations, as per Subsection 42(4) of the Municipal Elections Act.
3. Where these procedures do not provide for any matter, the election shall be conducted as far as is consistent and practical within the principles of the Municipal Elections Act with the same being determined and established by the clerk.
4. These procedures may be amended, as necessary and deemed appropriate, by the clerk of the Township of Blandford-Blenheim. Any amendment to these procedures shall be signed by the clerk and a copy of the amendment(s) shall be provided forthwith to all certified candidates for office for the Township of Blandford-Blenheim and/or school boards.

4. SECRECY

1. The clerk shall require all election official(s) and/or other persons working in connection with the municipal elections to swear or affirm an oath of secrecy in accordance with Section 49 of the Municipal Elections Act, 1996.
2. No person shall interfere or attempt to interfere with an elector while in the process of accessing the Telephone/Internet Voting service or interfere or attempt to interfere in the voting process while using the Telephone/Internet Voting service unless expressly requested and authorized by an elector asking for assistance.
3. No person shall obtain or attempt to obtain information about how an elector intends to vote or has voted. Any individual requested by an elector to assist him or her in voting is required to maintain the secrecy of the vote(s) cast by the elector and shall vote according to the instructions and wishes of the elector.
4. No person shall communicate any information that might have been inadvertently obtained about how an elector intends to vote or has voted.
5. No elector shall reveal how he or she intends to vote except when obtaining assistance in voting from either a support person or an election official.
6. All electors voting at the Voter Assistance Centre(s) may vote with the assistance of a support person; however, the support person shall be required to take the appropriate oath prior to providing assistance.
7. All complaints regarding any and/or all breaches of secrecy shall be investigated by the proper authorities and shall be prosecuted according to the provisions of “Corrupt Practices and Other Offences - Penalties and Enforcement” under Sections 89 and 90 of the Municipal Elections Act, 1996.

5. PRELIMINARY LIST OF ELECTORS / VOTERS' LIST

1. The Preliminary List of Electors shall be requested from Elections Ontario (EO) in an electronic format. The list shall be reviewed by the clerk of The Township of Blandford-Blenheim and obvious errors shall be corrected as permitted under Section 22 of the Municipal Elections Act, and the list shall be approved for use as the Voters' List.
 - a. The list shall then be reproduced in paper or electronic format and distributed to those who are entitled to copies under Subsections 23(3), (4) and (5) of the Act. All certified candidates shall be entitled to two (2) copies or an electronic format and shall sign a statement acknowledging that the voters' list shall not be used for any commercial purposes.
 - b. The list shall be available in an electronic format to accommodate the administration in the voting process at the Voter Assistance Centre(s).
 - c. Additions, corrections and deletions may be made to the list in accordance with the Municipal Elections Act, 1996.
 - d. The clerk and/or the eVoting Service Provider shall produce an electronic list of the additions, corrections and deletions, as stated in paragraph (c) of this document, and make available online these additions, corrections and deletions to those who are entitled to copies of the voters' list under the Act and the same shall be the final voters' list. This list, as required under Section 27 of the Municipal Elections Act, shall be available on September 1, 2026, at the Township Administration Office located at 47 Wilmot Street South, Drumbo, Ontario.
 - e. The voters' list, as corrected by the clerk pursuant to Section 22 of the Municipal Elections Act, 1996 shall be provided to the eVoting Service Provider in computer format in order for the eVoting Service Provider to manage the Voter Information Letter.

Voter Information Letters shall be distributed by letter mail or hand delivered as required, to all eligible electors to enable them to use the Telephone/Internet Voting service.

2. The Voter Assistance Centre(s) shall be responsible for the following:
 - a. Eligible electors who attend the Voter Assistance Centre(s) and are not on the voters' list will be able to be added to the list by filling out a declaration form and providing satisfactory identification.
 - i. Their names will be added to the voters' list and they will be assigned and receive (or mailed) a Voter Information Letter containing a (PIN); and
 - ii. they will be able to vote at the Voter Assistance Centre(s) if they so wish during the voting period.
 - b. Verifying and re-issuing a Voter Information Letter to qualified voters:

The following essential notices shall be issued:

- a. Notice of Election Information. See paragraph 6.1;
- b. Notice of Revision of Voters' List. See paragraph 6.1(f);
- c. Notice of Nomination; and
- d. Certified Election Results.

The clerk reserves the right to publish additional advertisements and notices as deemed appropriate.

3. Where possible, cooperative advertising may take place - costs to be approved and shared by the participating municipalities.
4. Each person on the voters' list shall be mailed, by "Letter Mail" a sealed Voter Information Letter containing:
 - a. his or her Personal Identification Number (PIN), the telephone number(s) to call to cast a vote, and the designated internet address (URL) to access to cast a vote using the internet;
 - b. instructions on how to vote;
 - c. dates and hours of voting; and
 - d. the location(s) and telephone number(s) of the Voter Assistance Centre(s).
5. All Voter Information Letters shall be made available in English only.

7. VOTING

1. A Telephone/Internet Voting method shall be used for the 2026 Municipal & School Board Elections.
 - a. Telephone/Internet Voting:
 - i. Eligible voters shall be required to telephone a designated number or access a designated internet address and cast their vote.
 - ii. Every eligible elector shall be limited to only one vote through the use of a PIN distributed by Letter Mail, or hand-delivered as required, in a sealed and personalized Voter Information Letter.
 - iii. The eVoting Service Provider, will allow the eligible voter to vote using a telephone or the internet.

- iv. Following the voter's selection, the voting system response shall identify the voter's choice and provide the voter with the option of changing or confirming their vote.
 - v. The voting system shall enable the voter to decline from voting for an office(s) if he/she wishes to do so.
 - vi. Once the PIN has been used to complete all assigned races associated with the election it cannot be used again, and further access shall not be granted to the Telephone/Internet Voting service to vote again.
 - b. Voting will commence on October 13, 2026 at 8:00 a.m.
2. Prior to the eVote activation, being on October 13, 2026 at 8:00 a.m., the auditor or other authorized election official will generate the confirmation report that contains all candidate names running for an office (through the eVoting system by secure ID and password). The report displays in real time the sum total of votes cast for each candidate running for an office. The timing of this report activity ensures that all totals for all candidates, confirms zero (0) votes before the electronic election begins. The eVote will be activated unless any of the counts associated with the candidate names do not indicate a zero total, and unless directed otherwise by an election official.
3. Candidates or their scrutineer may be present to verify and ensure that all totals of votes cast are at zero (0) and shall be permitted to sign a document that attests to this fact.
4. The eVoting Service Provider will make available online a list to the clerk and any other appropriate individuals of the Township of Blandford-Blenheim of all voters' list individuals who have voted during the voting period if such an event has taken place. The names of individuals who have voted will be marked as voted. A list of voters who have voted will be provided or made available to the candidates or their respective scrutineer through the clerk's office or by electronic means by the eVoting Service Provider at the clerk's discretion. This list shall be provided by the eVoting Service Provider in real time or as closely as possible to real time.
5. If so allowed by the clerk, the eVoting Service Provider will make available during the course of the election, IDs and passwords for candidates and their scrutineers, who when using this authorization can connect to a Candidate module to review voter's list information previously identified by them to recognize participants in the election. This capability does not provide the candidate or their designate information on *how* a voter has voted, only if they *have* voted in the election. A voter who has voted at least one race during an election is considered a participant.
6. Candidates or their scrutineers may view this information any time after the start time of the election.
7. Where a voter is associated with multiple properties within The Township of Blandford-Blenheim, the voter may vote only once, and the qualifying address to

determine eligibility for voting shall be the place of residence of the voter. All duplication of names on the Preliminary List of Electors shall be verified by the clerk and/or election official(s), and all duplicate names of individuals shall be deleted prior to the final preparation of the voters' list. Should a voter receive more than one Voter Information Letter, the voter may only vote once and must return the other Document(s) to the Municipal Administration Office. All voters that vote more than once or who improperly use the Voter Information Letter shall be reported to the Ontario Provincial Police for further investigation as to possible corrupt practices under the Municipal Elections Act, 1996.

8. Should a Voter Information Letter be returned to the Municipal Administration Office unopened, the PIN status will be disabled by an election official in a manner that prevents the PIN from being successfully validated in the voting process. The Voter Information Letters will then be marked "unused" and be retained in a secure means and subsequently destroyed at the same time as all other Municipal Election material as provided for under Section 88(2) of the Municipal Elections Act, 1996.
9. Should a Voter Information Letter be returned to the Municipal Administration Office that has been opened but has not been used for voting purposes, the PIN status will be disabled by an election official in a manner that prevents the PIN from being successfully validated in the voting process. In this circumstance, the Voter Information Letter shall be marked unused and be retained and destroyed as in item 8 above.
10. The clerk and the election official(s) shall ensure a complete audit trail is maintained of all Voter Information Letters:
 - a. that were sent to voters on the voters' list;
 - b. that were undeliverable and returned from the Post Office;
 - c. that were returned by a voter or other individual(s) either opened or unopened but unused for voting purposes;
 - d. that were re-issued to an eligible elector;
 - e. whose PIN on the Letters were set to a status that prevented them from being validated in the voting process.
 - f. Where an eligible voter has attempted to validate his or her PIN and they have determined that the PIN has already been used, the voter can attend the location determined by the clerk, bringing satisfactory identification and have an election official confirm that the PIN has been used by an impersonator.
 - g. Prior to authorizing the re-issuance of a new Voter Information Letter which contains a new PIN, the voter shall be required to respond and answer any and all questions from the election official. The election official shall document, to his or her satisfaction, questions and answers of the voter and, if deemed appropriate, the clerk shall submit same to the Ontario Provincial Police for further investigation and prosecution.
 - h. If the election official believes that all questions have been answered truthfully and to his or her satisfaction, the election official may authorize the provision of a new Voter Information Letter which contains a new PIN or, at the discretion of the election official the elector will be required to make a declaration as to his or

her statement and take an oath which shall be given by the election official. A copy of this declaration shall also be submitted to the Ontario Provincial Police should further questioning be required in order to ascertain if corrupt practices have occurred. The elector will be required to assist and cooperate in the investigation in determining the individual(s) who has fraudulently used the voter's assigned PIN.

- i. Once the voter has properly answered all questions and if required, taken the prescribed oath, a new Voter Information Letter containing a new PIN can be issued.
- j. Where an eligible voter has received an incorrect Voter PIN, and/or school support association, the voter can contact a Voter Assistance Centre(s) and have the proper information applied to the existing PIN. The voter may re-access the system and vote all races not yet completed.

The eligible voter shall be able to re-enter the system at any time during the election using the existing PIN or the re-categorized PIN until voting for all races has been completed.

11. New PIN(s) shall not be given out over the telephone or by mail without the expressed approval of the clerk or their designate. A Voter Information Letter containing a PIN shall not be given to any person at the Voter Assistance Centre(s) unless satisfactory identification is provided and the individual has taken the required oath, if required, as administered by an election official.

8. VOTER QUALIFICATIONS

1. A person is entitled to be an elector at an election held in a local municipality if, on Voting Day, October 26, 2026, he or she:
 - i. is a Canadian citizen,
 - ii. is at least 18 years old,
 - iii. resides in the local municipality, or is the owner or tenant of land in the local municipality, or the spouse, or same-sex partner of such a person; and
 - iv. is not prohibited from voting under subsection 17(3) of the Municipal Elections Act, 1996 or otherwise, by law.

9. VOTING PROCESS

1. Eligible voters may vote by:
 - a. accessing the telephone number provided by using a touch-tone telephone - but not a rotary dial telephone. "Digi-pulse" telephones will be able to access the system if the telephone over-ride button is set to a "touch-tone" mode. Should

the preceding not be done correctly, the interactive response system will provide an error message requesting that the eligible elector obtain assistance,

b. or by accessing the internet address provided by using an internet connected device.

c. Eligible voters may vote by:

i. Attending a Voter Assistance Centre during the following hours:

Voting Period, Administration Office 47 Wilmot St. S. Drumbo

Tuesday, October 13th to Friday October 23rd – 8:00 am to 5:00 pm

Voting Day, Administration Office 47 Wilmot St. S. Drumbo

Monday, October 26th – 8:00 am to 8:00 pm

Extra days/locations:

Thursday, October 15th – Princeton Centennial Hall (35 Main Street South, Princeton) 5:00 to 8:00 pm

Tuesday, October 20th – Plattsville Arena (68 Mill St. East, Plattsville) 5:00 pm to 8:00 pm

Saturday, October 24th – Administration Office (47 Wilmot St. S. Drumbo) 10:00 am to 2:00 pm

and using a touch-tone telephone or the internet access provided. Any telephone provided at the Voter Assistance Centre shall delete any display options on the telephone.

d. Attending a Voter Assistance Centre during hours identified in paragraph (c) with a support person, taking the appropriate oath(s), and having a support person vote using a touch tone telephone or the internet access provided. In the absence of a support person, the voter may request the assistance of an election official, who may provide assistance only after the appropriate oath, if required, has been taken.

e. Attending a Voter Assistance Centre during hours identified in paragraph (c) with an interpreter, taking the appropriate oral oath(s), and voting using a touch-tone telephone or the internet access provided.

10. SCRUTINEERS

1. Scrutineers may be appointed, in writing by the candidate, as stated under Section 16 of the Municipal Elections Act, 1996. If appointed, scrutineers will be entitled to the following:
 - a. upon request and after producing the properly signed “Appointment of Scrutineer” and prescribing to the oath(s) of secrecy, they will be provided access to a Candidate module; showing them a voter sequence number and/or the elector names who are entitled to vote for their designate office, allowing them to identify, observe, and list all electors that have participated. Scrutineers may log in to the system any time after the election has started and voters have cast ballots, and determine who has voted.
 - b. upon request and after producing the properly signed appointment of scrutineer form and prescribing to the oath(s) of secrecy, they may attend a Voter Assistance Centre(s) during hours of operation to observe the process. Scrutineers who do not follow the instructions of the clerk or election official, or who attempt to interfere, influence or determine how an elector is voting, will be requested to leave the Voter Assistance Centre immediately. Their appointment will be revoked and they will not be permitted to re-attend a Voter Assistance Centre(s).
 - c. to be present at the time and place where results are received by the clerk including signing the results report indicating the final results and votes cast.
2. Use of a cellular telephone or any other electronic device shall NOT BE PERMITTED within a Voter Assistance Centre by any candidate or scrutineer.

11. SYSTEM

1. The integrity of the voting process shall be the responsibility of the clerk of The Township of Blandford-Blenheim and shall be preserved by:
 - a. ensuring that every eligible elector on the voters’ list is mailed, using Letter Mail or hand-delivered as required, a sealed Voter Information Letter which contains the voter’s unique PIN;
 - b. ensuring that no one except the eVoting Service Provider, the clerk of The Township of Blandford-Blenheim, or designate, maintains a list of Personal Identification Numbers that matches each voter’s name and address; and
 - c. providing an opportunity for eligible electors who do not appear on the voters’ list to be added to the list, or to make amendments to the list, up to and including election day, October 26, 2026, at 8:00 p.m.
2. The voting system shall be tested on several occasions. The test(s) shall include, but not be limited to the following:

- a. checking the wording of the script;
 - b. checking the Voter Assistance Centre telephones and internet access;
 - c. checking Script and input timing;
 - d. attempting to use a PIN more than once;
 - e. balancing a predetermined number of votes with those cast;
 - f. matching PINs to names and addresses;
 - g. checking the system which is used for activating PINs; and
 - h. deliberately entering the wrong information.
3. All certified candidates are to provide to the clerk the proper pronunciation of their name, in English and, in French if applicable, no later than August 19, 2026.

12. CORRUPT ELECTION PRACTICES PROVINCIAL OFFENCE AND PROSECUTION

1. Sections 89 and 90 of the Municipal Elections Act provides for penalties and enforcement of corrupt practices and other offences during an election process.
2. Although The Township of Blandford-Blenheim will be using an alternative voting method, being Telephone/Internet Voting, the principles and the integrity of the election process will remain and is enforceable.
3. Section 89 of the Municipal Elections Act continues by stating:
A person is guilty of an offence if he or she
 - a. votes without being entitled to do so;
 - b. votes more times than this Act allows;
 - c. votes in a voting place in which he or she is not entitled to vote;
 - d. induces or procures a person to vote when that person is not entitled to do so;
 - e. having appointed a voting proxy that remains in force, votes otherwise than by the proxy;
 - f. having been appointed a voting proxy, votes under the authority of the proxy when the elector has cancelled the proxy, is no longer entitled to vote or has died;
 - g. before or during an election, publishes a false statement of a candidate's withdrawal;
 - h. furnishes false or misleading information to a person whom this Act authorizes to obtain information;
 - i. without authority, supplies a ballot to anyone;
 - j. delivers to the deputy returning officer to be placed in a ballot box a paper other than the ballot the deputy returning officer gave him or her;
 - k. takes a ballot away from the voting place;
 - l. 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;
 - m. attempts to do something described in clauses (a) to (l). 1996, c. 32, Sched., s. 89."

Penalties for offences under the Act are described in Section 94.1 of the act and include amounts of fines and terms of imprisonment.

4. No person(s) shall solicit a Voter Information Letter from an eligible elector. All valid complaints or knowledge of solicitation shall be reported immediately to the Ontario Provincial Police for investigation of corrupt practices.
5. In addition, under the provisions of Section 90 of the Municipal Elections Act, if a person is convicted of an offence and the offence was committed knowingly, the offence also constitutes a corrupt practice and the person is liable, in addition to any other penalty, for a term of imprisonment of not more than six (6) months.
6. Although many provisions of the Municipal Elections Act also deal with voting places, ballots and ballot boxes, etc. the same must be used interchangeably with the

“alternative form” of voting since the principle of the Act must be maintained and is therefore enforceable and subject to penalties.

7. As such, the Municipal Clerk of The Township of Blandford-Blenheim in this alternative form of voting, has agreed to the following rules and regulations:
 - a. THAT all complaints about actions which may contravene the provisions of the Municipal Elections Act, either verbally or written, will be investigated by the clerk;
 - b. THAT all such valid complaints, once investigated to the extent and knowledge of the clerk, will be submitted to the local detachment of the Ontario Provincial Police;
 - c. THE Detachment Commander of the Ontario Provincial Police has been advised that all such complaints will be turned over to his or her office for further investigation;
 - d. THE Detachment Commander of the Ontario Provincial Police, once the investigation is completed will communicate with the Crown Attorney’s Office to determine if an individual(s) will be prosecuted.
 - e. THE clerk or any election official will not attempt to intervene in the prosecution and may be called to give evidence during prosecution.

13. MAIL TAMPERING – CRIMINAL OFFENCE AND PROSECUTION

1. The Criminal Code of Canada states that tampering with the mail of an individual is a criminal offence and a person(s) found guilty is liable to a term of imprisonment not exceeding ten (10) years.
2. Since The Township of Blandford-Blenheim will be using an alternative voting method, that being Telephone/Internet Voting, and the notification of the voting process and how electors can access the voting system in order to exercise their right to vote will be completed through the mail, mail tampering is a criminal offence under the Criminal Code of Canada.
3. As such and in order to ensure the integrity and confidence of the voting process for all electors and the candidates, the Municipal Clerk of The Township of Blandford-Blenheim in this alternative form of voting has agreed to the following rules and regulations:
 - a. THAT all complaints about actions which may contravene the provisions of the Criminal Code of Canada with respect to mail tampering, either verbally or written, will be investigated by the clerk;
 - b. THAT all such valid complaints, once investigated to the extent and knowledge of the clerk, will be submitted to the local detachment of the Ontario Provincial Police;
 - c. THE Detachment Commander of the Ontario Provincial Police has been advised that all such complaints will be turned over to his or her office for further investigation;
 - d. THE Detachment Commander of the Ontario Provincial Police, once the investigation is completed, will communicate with the Crown Attorney's Office to determine if an individual(s) will be prosecuted.
 - e. THE clerk or any election official will not attempt to intervene in the prosecution and may be called to give evidence during prosecution.

14. RESULTS

1. The Township of Blandford-Blenheim shall keep its public internet and telephone voting open until October 26, 2026 at 8:00 p.m. and its Voter Assistance Centre(s) (not polling locations) access opened until the clerk confirms that all eligible voters in the Voter Assistance Centre(s) October 26, 2026 at 8:00 p.m. have completed voting.
2. The clerk of The Township of Blandford-Blenheim, at 8:00 p.m. on October 26, 2026, providing that all eligible electors within the Voter Assistance Centre(s) have voted, shall request the close and deactivation of the Telephone/Internet Voting service and shall also request the tabulation of the results for each candidate. The final results of each candidate and polling subdivisions shall be available at 8:00 p.m. on October 26, 2026 at the Municipal Administration Office located at 47 Wilmot Street South, Drumbo, Ontario.
3. The Clerk shall report the “unofficial” results when received from the eVoting Service Provider as soon as practicable after 8:00 p.m. on October 26, 2026 at Election Headquarters located at the Municipal Administration Office located at 47 Wilmot Street South, Drumbo, Ontario.
4. Pursuant to Subsection 55(4) and subject to the provisions of Section 56 of the Municipal Elections Act, 1996 concerning “Recount”, the Clerk shall by October 26, 2026 at 8:00 p.m. at the Municipal Administration Office located 47 Wilmot Street South, Drumbo, Ontario;
 - i. declare the candidate or candidates, as the case may be, who received the highest number of votes to be elected.
 - ii. declare the result of any vote on a by-law or question.
5. The “Official Results” of each candidate shall be available at the 47 Wilmot Street South, Drumbo, Ontario as soon as possible after Voting Day. Also, the clerk shall post the “Official” results on the Municipality’s website.

15. TIE VOTE – RECOUNT PROCEDURES

1. In the case of a tie vote, as provided under Section 56 of the Municipal Elections Act, the clerk of The Township of Blandford-Blenheim shall request from the eVoting Service Provider a re-tabulation of the votes cast.
2. Pursuant to Subsection 56(2) of the Municipal Elections Act, the recount shall be held within fifteen (15) days after the clerk's declaration of the results of the election, and therefore the recount shall occur on or before November 11, 2026 at the Municipal Administration Office located at 47 Wilmot Street South, Drumbo, Ontario.
3. Pursuant to Subsection 61(1) of the Municipal Elections Act, the following persons will be authorized to attend the recount:
 - i. the clerk and any other election official appointed by the clerk for the recount procedure including the Municipal lawyer;
 - ii. every certified candidate for the office;
 - iii. the lawyer for each of the candidate(s); and
 - iv. only one (1) scrutineer for each of the candidate(s).
4. Within 15 days after the declaration of the election results, the clerk shall request the eVoting Service Provider to re-tabulate the results for the office(s) that are subject to the recount procedure. The eVoting Service Provider shall send the results of the recount by electronic mail (E-mail) and these results will be compared to the results tabulated by the Auditor assigned to the election.
5. The clerk shall announce the results of the recount and in the event of a tied vote, Subsection 62(3) of the Municipal Elections Act shall apply, being as follows:

“If the recount indicates that two or more candidates who cannot both or all be declared elected to an office have received the same number of votes, the clerk shall choose the successful candidate or candidates by lot”.
6. In the event that a tied vote occurs after the statutory recount, the following procedure shall be used and applied:
 - a. The clerk shall determine the texture and quality of the paper used for this process and each candidate or the candidates' lawyer and/or scrutineer will have an opportunity to examine the paper to be used to inscribe the names of the candidates;
 - b. The clerk shall inscribe the name of each candidate on a similar size paper and the candidates, the candidates' lawyer and/or scrutineer, without touching the paper, examine the same. In addition, all persons present will have an opportunity to examine the box which will be used for conducting the lot;

- c. Upon acceptance by the all candidates, the candidates' lawyer and/or scrutineer, that the processes outlined in paragraphs a) and b) have been adhered to, the clerk shall fold the papers bearing each candidate's name twice in two (2) equal parts and shall deposit these papers, in full view of all persons present and authorized to attend, in an open-end box that will be acceptable to all persons present. In the event of a conflict or difference of opinion as to the selection of the box, the clerk shall determine the box to be used for this process.
7. Upon completion of this process, the clerk shall hold the box and, without looking into the box, ensure that the contents have been displaced sufficiently, and request the Municipal lawyer to draw only one (1) or the required number for the purpose of determining the successful candidate(s).
8. The Municipal lawyer shall hand directly to the clerk the selected and required number of papers and the clerk shall read aloud the name of the candidate or candidates and proceed to declare this or these individuals elected.
9. Once completed, the Municipal lawyer shall remove the remaining contents from the box and provide an opportunity for all persons present to examine these slips of papers including the box.

16. AFTER VOTING DAY

1. At no time after voting day shall any information regarding the voter, PINs and ballots come together to allow anyone to know how an elector has voted.
2. All election materials shall be destroyed in accordance with the principles of Section 88 of the Municipal Election Act, 1996.

17. EMERGENCIES

Pursuant to the Municipal Elections Act, 1996, Section 53, an emergency shall be declared in the event of a flood, fire or power failure in the municipality; acute illness or accident of the clerk/returning officer or assistant returning officer which prevents her/him from conducting the election pursuant to the Municipal Elections Act.

In the event of an emergency, the clerk/returning officer shall advertise on radio and television stations if possible, and post notices on the municipality's website, to the extent possible, that the election has been delayed.

In the event of an emergency, the eVoting Service Provider under direction from the clerk/returning officer, shall stop the eVote system from accepting calls via a telephone and connections from the Internet, thus preventing the election from continuing, or starting, as the case may be.

In the event the clerk/returning officer or assistant returning officer is unable to be present to conduct procedures on voting day, there shall be a substitute qualified person appointed or available to attend to the election details.

18. ACCESSIBILITY

The clerk shall have regard for the needs of candidates and electors with disabilities.

The clerk shall ensure the Voter Assistance Centre(s) is accessible to candidates and electors with disabilities.

The clerk shall prepare a Report to be submitted to the Council 90 days after Voting Day about identification, removal, and prevention of barriers that affect voters and candidates with disabilities.

Election officials will be available for assistance during the Voting Period and on Voting Day.

The Township of Blandford-Blenheim has an Accessibility Policy. The Municipal Election for Township of Blandford-Blenheim will be conducted with having regard to the policies as established.

19. AMENDMENTS TO PROCEDURES

The clerk has the right, at any time, up to and including Voting Day, to amend the procedures contained herein. A copy of any amendment will be forwarded to each candidate.

20. ATTACHMENTS – FORMS

The following forms have been approved for use by Township of Blandford-Blenheim for the election process:

Form #	Name of Form	Section
EL07	List of Certified Candidates	(S.11(4) 2)
EL08	Certificate of Election Results	(S.11(4) 3)
EL09	Final Summary of Election Results	(S.11(4) 4)
EL10	Appointment and Oath of DRO	(S.15(1))
EL11	Appointment and oath of an Election Official	(S.15(2))
EL12(A)	Appointment of Scrutineer by Candidate	(S.16(1))
EL12(B)	Oral Oath of Secrecy	
EL14	Candidate's Declaration-Proper Use of Voters' List	(S.23(5))
EL15	Application to Amend Voters' List	(S.24)
EL16	Application for Removal of Another's Name from the Voters' List	(S.25)
EL17(A)	Notice of Nomination for Office	(S.32)
EL17(B)	Notice of Additional Nominations	(S.32)
EL18(A)	Declaration of a Qualified Candidate – Municipal	(S.35(2))
EL18(B)	Declaration of a Qualified Candidate - School Trustee	
EL19	Withdrawal of Nomination	(S.36)
EL20	Declaration of Acclamation to Office	(S.37(1))

2026 Ontario Municipal Elections – Policies, Procedures and Forms

EL21	Notice of Death/Ineligibility of Candidate	(S.39(A))
EL22	Certificate on Voters' List	(S.28(1))
EL24	Sample Notice of Election Information (For Newspaper Ad)	(S.40)
EL25(A)	Certificate and Receipt for Ballots	(S.41(1))
EL26	Oath of Qualification	(S. 52(1) 3)
EL27	Oral Oath of Friend or Interpreter	
EL29(B)	Voter Instructions (Optical Scan)	(S.52(3),(4))
EL31(A)	Statement of Election Results (Telephone/Internet Voting)	(S.55(1) A)
EL32	Declaration of Election Candidate	(S.55(4) A)
EL34	Statutory Provisions Regulating Voting Procedures	(S.48, 49)
EL35	Notice of Offence, Notice of Corrupt Practice	(S.89)
EL36	Disclaimer to Right to Office	(S.84(1)- (3))
EL37	Certificate of Maximum Campaign Expenses	(S.76(7))
EL39	Notice of Recount	(S.56 - 58)
EL40	Recount Results	(S.62(1))
EL41	Declaration of Recount Results	(S.62(4))
EL42	Notice to Candidate of Filing Requirements	(S.78(6))
EL43	Notice of Default	(S.80(3))
EL47	Election Official Application	
EL48	Refund of Nomination Fee	

Additional forms have been prepared for the 2026 Municipal Elections and will be utilized when necessary or desirable for conducting the election under the direction of the Clerk, as per Section 12(1) and 12(2) of the Municipal Elections Act, 1996, S. O. 1996.



Form EL07

LIST OF CERTIFIED CANDIDATES¹

Municipal Elections Act, 1996, s.11(4)2

NOTICE is hereby given to the Municipal Electors of the

Township of Blandford-Blenheim

That during the period commencing on May 1, 2026 and completed on Nomination Day, August 21, 2026, the following persons filed all necessary papers, declarations and fees and as Clerk, I am satisfied that such persons are qualified and that their Nominations satisfy the requirements of the Municipal Elections Act, 1996. I have, therefore, certified such candidates for the office, which follows their respective name:

NAME OF CANDIDATE	OFFICE

Dated this _____ day of _____, 2026

Municipal Clerk or designate

¹ This form may be used by the clerk responsible for nominations, to advise clerks in other municipalities who are responsible for conducting a vote for candidates elected across more than one municipal jurisdiction. While S.11 deals with police villages, the form may also be used by clerks involved with shared school trustee positions.



Form EL08

CERTIFICATE OF ELECTION RESULTS¹

Municipal Elections Act, 1996, s.11(4) 3

I hereby certify that during the municipal election held on Monday October 26, 2026, for the offices listed below, the certified candidates received the votes that follow their respective names:

Name of Candidate	Office	Votes

Dated this _____ day of _____, 2026

Municipal Clerk or designate

1 This form may be used to report election results from one municipality to another municipality for candidates elected across more than one municipal jurisdiction. While Section 11 deals with Police Villages, this form may also be used by Clerks involved with shared School Trustee positions.



Form EL09

FINAL SUMMARY OF ELECTION RESULTS¹

Municipal Elections Act, 1996 s.11(4) 4

I hereby certify that during the municipal election held on Monday October 26, 2026, for the offices listed below, the certified candidates received the votes that follow their respective names:

Name of Candidate	Office	Votes

Dated this _____ day of _____, 2026

Municipal Clerk or designate

¹ This form may be used to report the accumulated election results for candidates elected across more than one municipal jurisdiction. While Section 11 deals with Police Villages, this form may also be used by Clerks involved with shared School Trustee positions.

APPOINTMENT AND OATH OF DEPUTY RETURNING OFFICER¹

Municipal Elections Act, 1996, s.15(1)

Municipality: Township of Blandford-Blenheim:
Name of Person Appointed as Deputy Returning Officer:

The person named above is hereby appointed Deputy Returning Officer (DRO) for the above Voting Subdivision in this municipality and in addition to the duties and responsibilities of a DRO as provided in the Municipal Elections Act, 1996, is hereby delegated the following duties and responsibilities pursuant to the Municipal Elections Act, 1996.

- authority to amend the Voters' List at the Voting Place to add an Elector, remove an Elector's own name and/or correct erroneous information;
- authority to require Electors to provide proof of identity;
- authority to administer the Oral Oath of Secrecy and the Oral Oath or Affirmation of Qualification;
- authority to issue a second ballot to an Elector should an Elector return their first ballot as a cancelled ballot;
- authority to maintain peace and order at the Voting Place by removing anyone who is causing a disturbance.

Municipal Clerk or designate

I, the person named above, solemnly swear (or affirm) that I will:

- act faithfully in the capacity set out in my appointment and perform all the duties required by law without partiality, fear or affection,
- maintain and aid in maintaining the secrecy of the voting, and
- not interfere nor attempt to interfere with an Elector when she/he is marking her/his ballot, obtain or communicate any information as to how an elector is about to vote or has voted, or directly or indirectly induce an Elector to show her/his marked ballot to any person.

Declared before me at the Township of Blandford-Blenheim in the County of Oxford, this ____ day of _____, 2026.

Municipal Clerk or designate

Deputy Returning Officer

¹ This form includes some suggested tasks to be delegated to the DRO. It may be amended to reflect the duties the Clerk wishes to delegate to the DRO.

APPOINTMENT AND OATH OF AN ELECTION OFFICIAL¹

Municipal Elections Act, 1996, s.15(2)

Municipality: Township of Blandford-Blenheim
Name of Person Appointed as Election Official:

The person named above is hereby appointed an Election Official (Assistant Returning Officer) for the above Voting Subdivision in this municipality and in addition to the duties and responsibilities of an Assistant Returning Officer as provided in the Municipal Elections Act, 1996, is hereby delegated the following duties and responsibilities pursuant to the Municipal Elections Act, 1996.

- authority to assign DROs, Poll Clerks, Election Constables and Revision Officers to their various Voting Subdivisions and informing said individuals as to their appointment.
- authority to amend the Voters' List to add an Elector, remove an Elector's own name and/or correct erroneous information;
- authority to require a person to furnish proof of identity, qualifications or any other matter.
- authority to approve or deny applications for revision to the Voters' List;
- authority to certify Voting Proxy in the absence of the Clerk;
- authority to receive election results as they are reported on Election Day.

Municipal Clerk or designate

I, the person named above, solemnly swear (or affirm) that I will:

- act faithfully in the capacity of Assistant Returning Officer and perform all the duties required by law without partiality, fear or affection,
- maintain and aid in maintaining the secrecy of the voting and,
- not interfere nor attempt to interfere with an elector when she/he is marking her/his ballot, obtain or communicate any information as to how an elector is about to vote or has voted, or directly or indirectly induce an elector to show her/his marked ballot to any person.

Declared before me at the Township of Blandford-Blenheim, in the County of Oxford, this ____ day of _____, 2026.

Municipal Clerk or designate

Election Official

¹ This form includes some suggested tasks to be delegated to the Election Official. It may be amended to reflect the duties the Clerk wishes to delegate to the Election Official.



Form EL12(A)

APPOINTMENT OF SCRUTINEER BY CANDIDATE¹

Municipal Elections Act, 1996, s.16 (1)

Candidate	
Name of Candidate (please print)	
Candidate for the Office of (check one)	
<input type="checkbox"/> Mayor	<input type="checkbox"/> _____ Public District School Board
<input type="checkbox"/> Deputy Mayor	<input type="checkbox"/> _____ Catholic District School Board
<input type="checkbox"/> Councillor	<input type="checkbox"/> _____ French Public District School Board
	<input type="checkbox"/> _____ French Catholic District School Board
Scrutineer Appointment	
Name of Scrutineer Appointed (please print)	
I appoint the individual noted above as a scrutineer to represent me in the Township of Blandford-Blenheim 2026 Municipal Election.	
Date	Signature of Candidate
this day of , 2026	
Instructions to Scrutineer	
<ul style="list-style-type: none">• Scrutineers arriving at a voting place must show this form and personal identification to the election officials and take an oath of secrecy.• Candidates arriving at a voting place must show this form and personal identification to the election officials and take an oath of secrecy. A candidate who enters a voting place is considered to be a scrutineer.• Only one scrutineer per candidate may be at each ballot issuing station in the voting place and at the vote tabulator.	
Rights and Prohibitions	
Scrutineers and candidates can: <ul style="list-style-type: none">• Enter the voting place 15 minutes before it opens and inspect the ballot boxes and the ballots and all other papers, forms and documents relating to the vote (but not so as to delay the timely opening of the voting place).• Place his or her own seal on the ballot box, immediately before the opening of the voting place, so that ballots can be deposited in the box and cannot be withdrawn without breaking the seal.• Examine each ballot as they are fed into the vote tabulator (but not touch the ballot).	

¹ Amend this form to reflect the Conduct of Scrutineers for alternative voting methods being used in your municipality.



- Object to a ballot or to the counting of votes in a ballot.
- Sign the statement of the results of the election prepared by the deputy returning officer.
- Place his or her own seal on the ballot box immediately after the close of voting on each day of an advance vote, so that ballots cannot be deposited or withdrawn without breaking the seal.
- Examine the Voters' List periodically to determine who has voted or to count how many Electors have voted but may not interfere with the conduct of the voting process.

Scrutineers and candidates cannot:

- Be near enough to the vote tabulator to see how a voter has marked their ballot.
- Campaign at the voting place.
- Attempt, directly or indirectly, to interfere with how an elector votes
- Display a candidate's election material (including buttons, pins, etc.) in a voting place.
- Compromise the secrecy of voting.
- Obtain or attempt to obtain, in a voting place, any information about how an elector intends to vote or has voted.
- Communicate any information obtained at a voting place about how an elector intends to vote or has voted.
- Park a vehicle displaying campaign material in the parking lot of the Voting Place.

Note:

- It is no longer mandatory that scrutineers be 16 years of age or older to work at an election.
- The DRO is responsible for the conduct of the Voting Place and no candidate or scrutineer has the right to interfere with the DRO in the discharge of his or her duties.
- Anyone who is creating a disturbance at a Voting Place will be removed by the DRO.
- The seal(s) **must not** contain any writing that could be considered "election campaigning", therefore, the name of the candidate **is not** permitted on the seal;
- Scrutineers/candidates who wish to have a discussion with another candidate or scrutineer must leave the Voting Place to carry on their discussion outside of the Voting Place.
- No campaign material or literature of any nature whatsoever shall be displayed within the Voting Place. The boundaries of the Voting Place are the boundaries of the property where the Voting Place is located and **includes** the parking lot.
- Scrutineers/candidates wishing to observe the transmission of results **must** be at the Voting Place prior to the closing of the voting location at 8:00 p.m. No one will be admitted to the Voting Place after 8:00 p.m.
- Scrutineers/candidates wishing to observe the counting of advance votes **must** be at Town Hall prior to 8:00 p.m. on Election Day.
- The total of votes cast for each candidate as counted by the vote tabulating equipment is final. The DRO is not required to do a second recount.



Form EL12 (B)

ORAL OATH OF SECRECY

Municipal Elections Act, 1996, s.12(2)

I, _____, do solemnly swear (or affirm):
(state name)

That I will maintain and aid in maintaining the secrecy of the voting; and

That I will not, nor attempt to:

- interfere with an elector when he/she is marking his/her ballot;
- obtain or communicate any information as to how an elector is about to vote or has voted; or
- directly or indirectly induce an elector to show his/her marked ballot to any person.

Declared before me at the Township of Blandford-Blenheim, in the County of Oxford,
this ____ day of _____, 2026.

Municipal Clerk or designate

**TO BE DECLARED BY ANY SCRUTINEER OR CANDIDATE WISHING
TO REMAIN AT THE VOTING PLACE**



FORM EL14

CANDIDATE'S DECLARATION- PROPER USE OF VOTERS' LIST

Municipal Elections Act, 1996, s.23(4) (5);

I, _____, being a candidate for the office of _____, hereby request the Clerk to provide me with the following information when it becomes available:

a paper copy of the Voters' List. Please note that a copy of all revisions made to the Voters' List will be provided on or before Monday, September 30, 2026.

OR

an electronic copy of the Voters' List. Please note that a copy of all revisions made to the Voters' List will be provided on or before Monday, September 30, 2026.

AND

a copy of the Lists showing the name of each person who has voted at each Advance Vote.

I, the undersigned, do hereby agree to use the Voters' List for election purposes only and I understand that I am prohibited by the Municipal Elections Act, 1996 from using the Voters' List for commercial purposes.

Signature:

Date

Name: _____
(please print)

Form EL16

(Prepare in triplicate)

APPLICATION FOR REMOVAL OF ANOTHER'S NAME FROM VOTERS' LIST

Municipal Elections Act, 1996, s. 25

Municipality		
Surname of Applicant		Given Names
Full Address of Residence	Apt #	Postal Code

IN RESPECT OF

Name as Entered in Voters' List		
Full Address of Residence	Apt #	Postal Code

ENTERED ON LIST FOR

Ward No. (if any)	Voting Subdivision No. (if any)	Assessment Roll Number (to be completed by Clerk or designated election official)
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STATEMENT BY APPLICANT

I, the undersigned, hereby state:

That I have good reason to believe that the person named above as entered on the Voters' List for the said voting subdivision in this municipality is not entitled to be an elector and to have her/his name entered on the Voters' List.

(signature of applicant)

(date signed)

NOTICE OF NOMINATION FOR OFFICE

Municipal Elections Act, 1996 s.32

NOTICE is hereby given to the Municipal Electors of the
Township of Blandford-Blenheim

Nominations in the Township of Blandford-Blenheim for the offices of:

Mayor
Deputy Mayor
Councillor
Thames Valley District School Board
London District Catholic School Board
Conseil Scolaire Catholique Providence
Conseil Scolaire Viamonde

may be made by completing and filing in the office of the Clerk, nominations on the prescribed form and accompanied by the prescribed nomination filing fee of \$200.00 for the Head of Council and \$100 for all other offices. The filing fee is payable by cash, certified cheque, money order or electronic payment if specified by the Clerk.

A nomination must be signed by the candidate and may be filed in person or by an agent during regular business hours between May 1, 2026, and August 20, 2026, and between 9 am and 2 pm on August 21, 2026 (Nomination Day).

In the event there are an insufficient number of certified candidates to fill all positions available, nominations will be reopened for the vacant positions only on Wednesday, August 26, 2026, between the hours of 9 am and 2 pm and such additional nominations, if required, may be filed in the office of the Clerk.

Electors are hereby given notice that if a greater number of candidates are certified than are required to fill the said offices, voting places will be opened on the dates stated below for the purpose of voting.

ADVANCE VOTE(s) – Tuesday, October 13, 2026 (8 am) to VOTING DAY.

VOTING DAY - Monday, October 26, 2026 (10 am - 8 pm).

Dated this _____ Day of _____, 2026

Municipal Clerk or designate



Form EL17(B)

NOTICE OF ADDITIONAL NOMINATIONS

Municipal Elections Act, 1996, s.33(5)

Take Notice that the number of candidates for the office of **XX** was not sufficient to fill the number of vacancies to which candidates may be elected.

And Further Take Notice that the Clerk may receive and certify additional nominations for the remaining vacancies in the Clerk's Office between the hours of 9:00 am and 2:00 pm on August 26, 2026, subject to the provisions of Subsection 33(5) of the *Municipal Elections Act, 1996*.

Offices for Which Persons May be Nominated:

_____	_____ to be elected.
(Office)	(Number)

And Further Take Notice that the manner in which nominations shall be filed is set forth in Section 33 of the *Municipal Elections Act, 1996*. Nomination forms and full particulars of procedures to be followed may be obtained from the undersigned.

Dated this **XX** day of August, 2026.

Municipal Clerk or Designate



Form EL18(A)

DECLARATION OF A QUALIFIED CANDIDATE – MUNICIPAL

Municipal Elections Act, 1996, s.25(2)

I, _____, do hereby declare that:

1. I am a Canadian citizen.
2. I am at least 18 years of age.
3. I am qualified to be nominated and elected to the office of Mayor/Councillor.
4. I am not legally prohibited from voting.
5. I am not disqualified by any Act from holding office.

AND I make this solemn declaration conscientiously believing it to be true and knowing that it has the same force and effect as if made under oath.

Declared before me at the

Township of Blandford-Blenheim

in the County of Oxford

this _____ day of _____, 20_____.

Candidate Signature

Municipal Clerk or designate



Form EL18(B)

DECLARATION OF A QUALIFIED CANDIDATE – SCHOOL TRUSTEE

Municipal Elections Act, 1996, s.25(2)

I, _____, do hereby declare that:

1. I am a Canadian citizen.
2. I am at least 18 years of age.
3. I am qualified to be nominated and elected to the office of Mayor/Councillor.
4. I am not legally prohibited from voting.
5. I am not disqualified by any Act from holding office.

AND I make this solemn declaration conscientiously believing it to be true and knowing that it has the same force and effect as if made under oath.

Declared before me at the

Township of Blandford-Blenheim

in the County of Oxford

this _____ day of _____, 20_____.

Candidate Signature

Municipal Clerk or designate



Form EL19

WITHDRAWAL OF NOMINATION¹²

Municipal Elections Act, 1996, s.36

I, _____, hereby withdraw my name as a candidate
(Name of Candidate)

for the office of _____.
(Name of Elected Office)

Date

Signature of Candidate

THIS WITHDRAWAL DELIVERED TO ME AT _____ (time)
THIS _____ DAY OF _____, 2026.
Municipal Clerk or designate _____

1 A person who has been nominated may withdraw his or her nomination by filing a written withdrawal in the Clerk's office by 2 pm on Nomination Day (August 21, 2016) if the nomination was filed on or before Nomination Day and by 2 p.m. on August 26, 2026, if the nomination was filed under subsection 33(5).

2 Clerk may want to require a candidate to appear in person, with identification in order to withdraw their nomination. If not, then anytime that a nomination withdrawal is submitted by someone other than the nominee, the Clerk should follow up to ensure that the withdrawal was submitted with the nominee's permission.



Form EL20

DECLARATION OF ACCLAMATION TO OFFICE

Municipal Elections Act, 1996, s. 37(1)

I hereby declare the certified candidates listed below to be acclaimed to the office that follows their respective names pursuant to Section 37 of the Municipal Elections Act, 1996:

Name of Certified Candidate	Office

Dated this _____ day of _____, 2026.

Municipal Clerk or designate



Form EL21

NOTICE OF DEATH/INELIGIBILITY OF CANDIDATE

Municipal Elections Act, 1996, s.39 (a) and (b)

Notice is hereby given that _____ a candidate
(name of candidate)

for the office of _____ has died/become ineligible
to hold the office.

Since no other candidate would be elected by acclamation as a result of the death/ineligibility, the election for this office shall proceed as if the deceased/ineligible candidate had not been nominated.

or

Since, as a result of the death/ineligibility, another candidate would be elected by acclamation to office, the election for the above office is void and a by-election shall be held.

Dated this _____ day of _____, 2026.

Municipal Clerk or designate



Form EL22

CERTIFICATE OF THE VOTERS' LIST¹

Municipal Elections Act, 1996 s. 28 (1)

I hereby certify that the attached Voters' List contains the names of persons entitled to vote at the Municipal Elections to be held on Monday October 26, 2026, for the voting subdivision(s) set out below:

Municipality: Township of Blandford-Blenheim

Dated this _____ day of _____, 2026.

Municipal Clerk or designate

¹ The Voters' List for use in the Voting Subdivision should be prepared as late as possible so that as many revisions made to the List as possible can be included. Clerks may choose to create this List from a computer database.



Form EL24

SAMPLE NOTICE OF ELECTION INFORMATION (FOR NEWSPAPER AD)

Municipal Elections Act, 1996, s.40

Municipal Elections in the Township of Blandford-Blenheim for the offices of:

**Mayor
Deputy Mayor
Councillor
Thames Valley District School Board
London District Catholic School Board
Conseil Scolaire Catholique Providence
Conseil Scolaire Viamonde**

will be held on the 26th day of October, 2026

- location of voting places
- dates and times on which voting places will be open
- dates and times for advance voting
- manner in which electors may use voting proxies¹
- additional information as appropriate to the circumstance

(date)

Municipal Clerk or designate

1 If alternative voting methods are used, these may eliminate the requirement for voting proxies. If so, the notice above needs to include information and directions on the manner of alternative voting and the section on voting proxies needs to be eliminated or amended accordingly. Clerks may choose to continue to provide a mailed notice addressed to electors. If a householder mailing is used, consider the need to advertise to give notice to non-resident electors. See Form EL45 (A)

Ballot Account	Ward	Voting Subdivision

Ballots Received from the Clerk (Line a from Ballot Inventories)

English Language Public Ballots	
English Language Separate Ballots	
French Language Public Ballots	
French Language Separate Ballots	
No School Board Ballots	
Total Ballots Received	

I, the undersigned, do hereby declare that I have supplied to the Deputy Returning Officer of the said voting subdivision, the types and quantities of ballots as listed above.

City Clerk or Designate

I, the undersigned Deputy Returning Officer for the said voting subdivision, do hereby declare that I received from the Clerk of this Municipality, the types and quantities of ballots as delivered to me or, if different, as verified by me.

Deputy Returning Officer

Ballot Count

Ballots Counted by Vote Tabulator	
Cancelled Ballots	
Defective Ballots	
Audio Ballots	
Unused Ballots	
Total Ballot Count	

DRO's Signature	
Poll Clerks Signature	



Form EL26

OATH OF QUALIFICATION¹

Municipal Elections Act, 1996, s.52 (1) 3

I am the person named or intended to be named on the voters' list or document shown to me; and I have not before voted at the election now being held in the Township of Blandford-Blenheim. I am a Canadian citizen, at least 18 years of age and a resident of the Township of Blandford-Blenheim or a non-resident owner or tenant of land in the Township of Blandford-Blenheim, or the spouse of such owner or tenant.

NAME (please print)	SIGNATURE

¹ This form to be used for electors who have been objected to under paragraphs 2 and 3 of subsection 52(1) of the MEA.



Form EL27

ORAL OATH OF FRIEND OR INTERPRETER

Municipal Elections Act, 1996

ORAL OATH OF FRIEND OF ELECTOR

I, (name of friend), a friend of (name of elector), an elector who is unable to vote without assistance, and who is entitled to vote in this municipality declare that I will:

- mark the ballot as directed by the elector; and
- keep secret the manner in which this elector voted.

ORAL OATH OF INTERPRETER

I, (name of interpreter) acting as interpreter for (name of elector), an elector entitled to vote in this municipality, declare that I will faithfully translate the necessary oaths as well as any lawful questions necessarily put to the elector and his/her answers at this voting place.

ORAL OATH OF VOTE WITH ASSISTANCE

I, (name of elector) being an elector entitled to vote in this municipality of (insert municipality) swear or solemnly affirm I require assistance to mark my ballot.



Form EL28

LIST OF PERSONS WHO VOTED AT AN ADVANCE VOTE

Municipal Elections Act, 1996, s.43(5) b

Name of Municipality: Township of Blandford-Blenheim

I hereby certify that during the advance voting held on _____ for the
(Date of advance vote)

above advance vote station(s), the following persons voted:

NAME OF ELECTOR	QUALIFYING ADDRESS

Dated this _____ day of _____, 2026.

Deputy Returning Officer

If your municipality is not capable of preparing a Voters' List for use on Voting Day which has the Advance Poll voters already struck from the List, a form similar to EL28 may be used to advise each DRO of the names of the voters shown on the list for the polling subdivision in which they will be working on Voting Day that voted at an Advance Poll. This list will be certified by the Clerk and direct the DRO to cross the name off the Voters' List and indicate that the voter voted at the Advance Poll.



Form EL29 (B)

VOTING INSTRUCTIONS (Optical Scan)

Municipal Elections Act, 1996, s. 52 (3), (4)

VOTING INSTRUCTIONS

In the 2026 Municipal Elections, voters in the Township of Blandford-Blenheim will vote using telephone and internet voting.

Eligible voters may cast their ballot by:

- Calling the designated telephone number using a touch-tone telephone; or
- Accessing the designated voting website using an internet-connected device.

Each eligible elector will receive a Voter Information Letter containing:

- A Personal Identification Number (PIN);
- The telephone number and website address for voting; and
- Instructions on how to cast their ballot.

To vote, electors must enter their PIN and follow the instructions provided by the voting system.

After making selections, voters will have the opportunity to review and confirm their choices before submitting their ballot.

Once a ballot has been submitted and all races associated with the voter have been completed, the PIN cannot be used again.

Electors requiring assistance may attend a Voter Assistance Centre during the voting period for support with the voting process.



Form EL31(A)

**STATEMENT OF ELECTION RESULTS
Telephone/Internet Voting**

Municipal Elections Act, 1996, s.54(4)

Municipality		At large	

Office	Candidate Name	Number of Votes
Mayor		
Deputy Mayor		
Councillor		
Thames Valley District School Board		
London District Catholic School Board		
Conseil Scolaire Catholique Providence		



Conseil Scolaire Viamonde		

Total Number of Electors Who Voted	
Total Votes Cast	
Rejected/Declined Ballots	
Over Votes	
Under Votes	
Certified Correct By	

Deputy Returning Officer: _____

Date: _____



DECLARATION OF ELECTION CANDIDATE¹

Municipal Elections Act, 1996, s. 55(4) a

I, _____, Clerk (or designated election official)
(name of Clerk or designate)

of the Corporation of the Township of Blandford-Blenheim

in the County of Oxford.

declare the following candidate or candidates
elected as a result of the Municipal Election held Monday, October 26, 2026

NAME OF GOVERNMENT BODY (Council, School Board, etc.)

OFFICE	ELECTED CANDIDATE
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____

Date

Municipal Clerk or designate

¹ The Clerk shall as soon as possible after Voting Day declare the candidate or candidates who received the highest number of votes to be elected (s.55(4) a)

STATUTORY PROVISIONS REGULATING VOTING PROCEDURES¹

Municipal Elections Act, 1996 (s.48, 49)

Prohibition

s.48(1) While an elector is in a voting place, no person shall attempt, directly or indirectly, to influence how the elector votes.

No Election Campaign Material

s.48(2) Without limiting the generality of subsection (1), no person shall display a candidate's election campaign material or literature in a voting place.

Secrecy

s.49(1) Every person who is present in a voting place or at the counting of the votes shall help to maintain the secrecy of the voting.

Offences

s.49(2) No person shall,
(a) interfere or attempt to interfere with an elector who is marking the ballot;
(b) obtain or attempt to obtain, at a voting place, information about how an elector intends to vote or has voted; or
(c) communicate any information obtained at a voting place about how an elector intends to vote or has voted.

Same, Revealing a Vote

s.49(3) No elector shall,
(a) take a photograph or video recording of his or her marked ballot; or
(b) show his or her marked ballot to any person so as to reveal how he or she has voted, except in connection with obtaining assistance in voting under paragraph 4 of subsection 52(1).

No Requirement of Disclosure

s.49(4) No person shall, in a legal proceeding relating to an election, be required to disclose how he or she voted at the election.

¹ The Clerk may post copies of this notice in the voting place

**NOTICE OF OFFENCE
NOTICE OF CORRUPT PRACTICE¹**

Municipal Elections Act, 1996 (s. 89, 90)

Offences: Section 89 of the *Municipal Elections Act, 1996*:

A person is guilty of an offence if he or she,

- (a) votes without being entitled to do so;
- (b) votes more times than the Act allows;
- (c) votes in a voting place in which he or she is not entitled to vote;
- (d) induces or procures a person to vote when that person is not entitled to do so;
- (e) having appointed a voting proxy that remains in force, votes otherwise than by the proxy;
- (f) having been appointed a voting proxy, votes under the authority of the proxy when the elector has cancelled the proxy, is no longer entitled to vote, or has died;
- (g) before or during an election, publishes a false statement of a candidate's withdrawal;
- (h) furnishes false or misleading information to a person whom this Act authorizes to obtain information;
- (i) without authority, supplies a ballot to anyone;
- (j) delivers to the deputy returning officer to be placed in a ballot box a paper other than the ballot the deputy returning officer gave him or her;
- (k) takes a ballot away from the voting place;
- (l) at an election, takes, opens or otherwise deals with a ballot, a ballot box, or a book or package of ballots without having the authority to do so;
- (m) attempts to do something described in clauses (a) to (l)

Corrupt Practices: Section 90 of the *Municipal Elections Act, 1996*:

90 (1) If, when a person is convicted of an offence under section 89, the presiding judge finds that the offence was committed knowingly, the offence also constitutes a corrupt practice.

Bribery

(2) An offence described in subsection (3) constitutes a corrupt practice and a person who commits it is, on conviction, disqualified from voting at an election until the next regular election has taken place after the election to which the offence relates, in addition to being liable to any other penalty provided for in this Act.

(3) No person shall, directly or indirectly,

- (a) offer, give, lend, or promise or agree to give or lend any valuable consideration, in connection with the exercise or non-exercise of an elector's vote;
- (b) advance, pay or cause to be paid money intending that it be used to commit an offence referred to in clause (a), or knowing that it will be used to repay money used in that way;
- (c) give, procure or promise or agree to procure an office or employment in connection with the exercise or non-exercise of an elector's vote;
- (d) apply for, accept or agree to accept any valuable consideration or office or employment in connection with the exercise or non-exercise of an elector's vote;
- (e) give, procure or promise or agree to procure an office or employment to induce a person to become a candidate, refrain from becoming a candidate or withdraw his or her candidacy;
- (f) offer, give, lend, or promise or agree to give or lend any valuable consideration in order to induce a person to become a candidate, refrain from becoming a candidate or withdraw his or her candidacy.

Corrupt practices by election officials: miscounting votes

(4) A deputy returning officer or other election official who knowingly miscounts the votes or knowingly prepares a false statement of the votes is guilty of an offence that constitutes a corrupt practice. 1996, c. 32, Sched., s. 90 (4); 2009, c. 33, Sched. 21, s. 8 (58).

Same: false ballot

(5) A deputy returning officer who knowingly places in a ballot box a paper that purports to be, but is not, a ballot capable of being used as such at an election, is guilty of an offence that constitutes a corrupt practice. 1996, c. 32, Sched., s. 90 (5); 2009, c. 33, Sched. 21, s. 8 (59).

Neglect of duty

(6) A clerk or other election official who wilfully fails to perform a duty imposed by this Act is guilty of an offence that constitutes a corrupt practice.

¹ The Clerk may choose to post this notice in the voting place.

(prepare in triplicate)

DISCLAIMER TO RIGHT TO OFFICE

Municipal Elections Act, 1996 (s. 84 (1) - (3))

I, _____, hereby disclaim all right to the office of
(Name of Elected Candidate)

_____ to which I was elected in the Municipal
(Name of Elected Office)

Election of October 26, 2026.

Date

Signature of Candidate

THIS DISCLAIMER DELIVERED TO ME AT _____ (time) THIS
 _____ DAY OF _____.

 Municipal Clerk or designate

NOTE: A person who has been elected may disclaim all right to the office within 90 days after Voting Day unless an application is made under s. 83(1)(b) questioning his or her election (s. 84(1)). The disclaimer shall be in writing and addressed to the Clerk who conducted the election (s. 84(2)).

A person whose election is questioned in an application under s. 83(1)(b) may, within seven days after being served with the application, disclaim all right to the office (s. 84(3)). The disclaimer shall be made and delivered in accordance with section 84(4).

ALSO NOTE: Clerk may want to require the elected official to appear in person, with identification, in order to disclaim rights to an office. If not, anytime that a disclaimer is submitted by someone other than the elected official, the Clerk should follow up to ensure that the disclaimer was submitted with the elected official's permission.

CERTIFICATE OF MAXIMUM CAMPAIGN EXPENSES - CANDIDATE

Municipal Elections Act, 1996 (s.88.20(13))

TO:

_____	_____
(Name of Candidate)	(Office)
_____	_____
(Address)	(Postal Code)

FROM:

The Clerk, or designated election official, of

The Township of Blandford-Blenheim

I hereby certify that the maximum campaign expenses that a candidate is permitted to incur for the office of _____ in the Municipal Election to be held October 26, 2026, is _____.¹

Date Municipal Clerk or designate

In accordance with MEA, s.88.20(12)(13), the Clerk shall give candidates a preliminary calculation of the maximum campaign expenses at the time of filing the nomination paper, based upon the number of electors on the Voters' List as September 15 in the 2022 municipal election, including changes made that day.

On or before September 30, 2026², the Clerk shall give a "final" certificate of the applicable maximum campaign expenses to each candidate. The number of electors to be used in this final calculation is to be the greater of the number of electors from the September 15, 2022 Voters' List, including changes made on that day, or the 2026 Voters' List as of September 15, including changes made on that day.

Certificate to be given to candidate in accordance with Section 13.

¹ Formula for calculation provided in Section 88.20(6) (15).

² The National Day of Truth and Reconciliation falls on September 30. If it is recognized as a statutory holiday by your municipality, this date can be moved to October 1, 2026.

CERTIFICATE OF MAXIMUM AMOUNT OF CONTRIBUTIONS - OWN CAMPAIGN

Municipal Elections Act, 1996 (s.33.0.2, 88.9.1)

TO:

_____ / _____ (Name of Candidate)	_____ (Office)
_____ (Address)	_____ (Postal Code)

FROM:

The Clerk, or designated election official, of _____ The Township of Blandford-Blenheim
--

I hereby certify that the maximum contribution amount a candidate¹ may provide to their own campaign for the office of _____ in the Municipal Election to be held October 26, 2026, is _____.²

_____ Date Municipal Clerk or designate

In accordance with MEA, s.33.0.2(1), the Clerk shall give the candidate a preliminary calculation of the permitted amount of contributions to a candidate's own campaign as of the filing date, using the number of electors from the Voters' List as it existed on September 15 of the previous election, adjusted for applications under s.24 and s.25 that were approved as of that day. (s.88.9.1(7))

On or before September 30, 2026³, the Clerk shall give the candidate a final calculation of the maximum permitted amount of contributions to a candidate's own campaign. The number of electors to be used in this final calculation is to be the greater number of electors for the office from the Voters' List as it existed on September 15 of the previous election, adjusted for changes on that day or the number of electors on September 15 in the year of the current election, adjusted for changes made on that day.

In accordance with s.88.9.1(5), the Clerk is not required to give a certificate if the maximum amount is \$25,000.

Certificate to be given to candidate in accordance with Section 13.

¹ The contribution limit applies to the total amount of contributions made by yourself and/or your spouse to your campaign. This includes any contributions of goods and the replacement value of any inventory from a previous campaign that you are using in your current campaign.

² Formula for calculation provided in Section 88.9.1(1).

³ The National Day of Truth and Reconciliation falls on September 30. If it is recognized as a statutory holiday by your municipality, this date can be moved to October 1, 2026.

CERTIFICATE OF MAXIMUM AMOUNT OF EXPENSES FOR PARTIES ETC. AFTER VOTING DAY - CANDIDATE

Municipal Elections Act, 1996 (s.88.20(9)(13))

TO:

_____ / _____ (Name of Candidate) (Office)
_____ (Address) _____ (Postal Code)

FROM:

The Clerk, or designated election official, of _____ The Township of Blandford-Blenheim
--

I hereby certify that the maximum amount of expenses for holding parties and making other expressions of appreciation after the close of voting that a candidate is permitted to incur for the office of _____ in the Municipal Election to be held October 26, 2026, is _____.¹

_____ Date _____ Municipal Clerk or designate

In accordance with MEA, s., the 88.20(13), the Clerk shall give candidates a preliminary certificate of the maximum amount permitted on or before September 30, 2026².

The number of electors to be used in this final calculation is to be the greater of the number of electors from the September 15, 2022 Voters' List, including changes made on that day, or the 2026 Voters' List as of September 15, including changes made on that day.

Certificate to be given to candidate in accordance with Section 13.

¹ Formula for calculation provided in Section 88.20(6) (15).

² The National Day of Truth and Reconciliation falls on September 30. If it is recognized as a statutory holiday by your municipality, this date can be moved to October 1, 2026.



Form EL39

NOTICE OF RECOUNT¹

Municipal Elections Act, 1996 (s.56-58)

I, _____, Clerk (or designated election official)
(name of Clerk or designate)

of the Township of Blandford-Blenheim in the County of Oxford.

hereby declare that a recount of the votes cast in the Municipal Election

held October 26, 2026, for _____ shall be held
(office or by-law/question)

on:

Date: _____

Time: _____

Place: _____

The recount is being conducted pursuant to section _____ of the *Municipal Elections Act, 1996*.

Dated this day: _____

Municipal Clerk or designate

¹ A recount may be held pursuant to Sections 56, 57 or 58.

RECOUNT RESULTS

Municipal Elections Act, 1996 (s.62(1))

The recount results for the following office or the by-law/question conducted on the _____ day of _____, 2026, in the Township of Blandford-Blenheim.

are as follows:

Office _____	Number of Votes	Number of Votes if all disputed ballots excluded
<i>List Candidates or By-law/Question</i>		

Total Number of Ballots Disputed _____ (date) _____

Municipal Clerk or designate

DECLARATION OF RECOUNT RESULTS

Municipal Elections Act, 1996 (s. 62 (4))

I, _____, Clerk (or designated election official)
(name of Clerk or designate)

of the Township of Blandford-Blenheim in the County of Oxford

declare that:

- (1) On the _____ day of _____, 2026, I conducted a recount of the
ballots cast in the Municipal Election held October 26, 2026, for:
the office(s) of:

the following question or by-law:

- (2) No application has been made for a judicial recount under section 63 of the
Municipal Elections Act, 1996.
- (3) The successful candidate(s) elected is/are:

- (4) The result of the vote upon the question or by-law is:

(date)

Clerk or designate



Form EL42(A)

NOTICE TO CANDIDATE OF FINANCIAL STATEMENT FILING REQUIREMENTS

Municipal Elections Act, 1996 (s.88.25)

TO:

_____ / _____	
(Name of Candidate)	(Office)
_____	_____
(Address)	(Postal Code)

FROM:

The Clerk or designated election official of

The Township of Blandford-Blenheim

TAKE NOTICE EVERY CANDIDATE SHALL FILE by March 30, 2027, with the Clerk with whom their nomination was filed a financial statement and auditor's report in accordance with s.88.25 of the *Municipal Elections Act, 1996*.

- 88.25 (1) On or before 2:00 p.m. on the filing date, a candidate shall file with the Clerk with whom the nomination was filed a financial statement and auditor's report, each in the prescribed form, reflecting the candidate's election campaign finances,
 - (a) in the case of a regular election, as of December 31 in the year of the election;
 - (b) in the case of a by-election, as of the 45th day after Voting Day.
- (2) If a candidate's election campaign ends as described in paragraph 3 of subsection 88.24(1), the financial statement and auditor's report must reflect the candidate's election campaign finances as of the day the election campaign period ended.
- (3) If an error is identified in a filed financial statement, the candidate may withdraw the statement and, at the same time, file a corrected financial statement and auditor's report on or before the applicable filing date under section 88.30.
- (4) If the candidate's election campaign period continues during all or part of the supplementary filing period, the candidate shall, before 2:00 pm on the supplementary filing date, file a supplementary financial statement and auditor's report for the supplementary reporting period.
- (5) If a candidate's election campaign period ends as described in paragraph 3 of subsection 88.24(1) and the election campaign period continued during all or part of the supplementary filing period, the candidate shall, before 2:00 pm on the supplementary filing date, file a supplementary financial statement and auditor's report for the period commencing on the day the candidate's election campaign period ends and including the six-month period following the year of the election.
- (6) A supplementary financial statement or auditor's report shall include all the information contained in the initial statement or report filed under subsection (1) updated to reflect the changes to the candidate's campaign finances during the supplementary reporting period.
- (7) An auditor's report shall be prepared by an auditor licensed under the *Public Accounting Act, 2004*.
- (8) No auditor's report is required if the total contributions received and total expenses incurred



in the election campaign up to the end of the relevant period are each equal to or less than \$10,000.

Date

Municipal Clerk or designate

Note: At least 30 days before the filing date, the Clerk shall give notice to candidates of all the filing requirements under MEA, s.88.25, along with the candidate's entitlement to receive a refund of the nomination filing fee if the candidate meets the requirements of MEA, s.34 and the penalties set out in MEA, s.88.23(2) and s.92(1)

Notice to be given in accordance with MEA, s.13.



FORM EL42(A)(cont'd)

NOTICE OF PENALTIES

- 88.23 (1) A candidate is subject to the penalties listed in subsection (2), in addition to any other penalty that may be imposed under this Act,
- (a) if the candidate fails to file a document as required under section 88.25 or 88.32 by the relevant date;
 - (b) if a document filed under section 88.25 shows on its face a surplus, as described in section 88.31, and the candidate fails to pay the amount required by subsection 88.31 (4) to the clerk by the relevant date;
 - (c) if a document filed under section 88.25 shows on its face that the candidate has incurred expenses exceeding what is permitted under section 88.20; or
 - (d) if a document filed under section 88.32 shows on its face a surplus and the candidate fails to pay the amount required by that section by the relevant date.
- 88.23(2) Subject to subsection (7), in the case of a default described in subsection (1),
- (a) the candidate forfeits any office to which he or she was elected and the office is deemed to be vacant, and
 - (b) until the next regular election has taken place, the candidate is ineligible to be elected or appointed to any office to which this Act applies.
- 92(1) A candidate is guilty of an offence and, on conviction, in addition to any other penalty that may be imposed under this Act, is subject to the penalties described in subsection 88.23(2),
- (a) if the candidate incurs expenses that exceed the amount determined for the office under section 88.20; or
 - (b) if the candidate files a document under section 88.25 or 88.32 that is incorrect or otherwise does not comply with that section.



Form EL42(B)

NOTICE TO REGISTERED THIRD PARTY FINANCIAL STATEMENT FILING REQUIREMENTS

Municipal Elections Act, 1996 (s.88.29)

TO:

(Name of Registered Third Party)		
_____		_____
(Address)		(Postal Code)

FROM:

The Clerk or designated election official of _____
The Township of Blandford-Blenheim

TAKE NOTICE THAT EVERY REGISTERED THIRD PARTY SHALL FILE by March 30, 2027, with the Clerk with whom their nomination was filed a financial statement and auditor's report in accordance with s.88.29 of the Municipal Elections Act, 1996.

- 88.29 (1) On or before 2:00 p.m. on the filing date, a registered third party shall file with the Clerk of the municipality in which he, she or it registered a financial statement and auditor's report, each in the prescribed form, reflecting the registered third party's campaign finances in relation to third party advertisements,
- (a) in the case of a regular election, as of December 31 in the year of the election;
 - (b) in the case of a by-election, as of the 45th day after Voting Day.
- (2) If an error is identified in a filed financial statement, the registered third party may withdraw the statement and, at the same time, file a corrected financial statement and auditor's report on or before the applicable filing date under section 88.30.
- (3) If the campaign period for the registered third party in relation to an election in the municipality continues during all or part of the supplementary reporting period, the registered third party shall, before 2:00 pm on the supplementary filing date, file a supplementary financial statement and auditor's report for the supplementary reporting period.
- (4) A supplementary financial statement or auditor's report shall include all the information contained in the initial statement or report filed under subsection (1), updated to reflect the changes to the registered third party's campaign finances during the supplementary reporting period.
- (5) An auditor's report shall be prepared by an auditor licensed under the *Public Accounting Act, 2004*.
- (6) No auditor's report is required if the total contributions received and total expenses incurred in the registered third party's campaign in relation to third party advertisements during an election in the municipality up to the end of the relevant period are each equal to or less than \$10,000.



Date

Municipal Clerk or designate

Note: At least 30 days before the filing date, the Clerk shall give notice to registered third parties of all the filing requirements under MEA, s.88.29 and the penalties set out in subsections 88.27(1) and 92(4).

Notice to be given in accordance with MEA, s.13.



FORM EL42(B)(cont'd)

NOTICE OF PENALTIES

- 88.27(1) Subject to subsection (6) and in addition to any other penalty that may be imposed under this Act, an individual, corporation or trade union that is registered as a registered third party in relation to an election in a municipality is not entitled to register in relation to a subsequent election in the municipality until after the next regular election has taken place,
- (a) if the registered third party fails to file a document as required under section 88.29 or 88.32 by the relevant date;
 - (b) if a document filed under section 88.29 shows on its face a surplus, as described in section 88.31, and the registered third party fails to pay the amount required by subsection 88.31(4) to the clerk by the relevant date;
 - (c) if a document filed under section 88.29 shows on its face that the registered third party has incurred expenses exceeding what is permitted under section 88.21; or
 - (d) if a document filed under section 88.32 shows on its face a surplus and the registered third party fails to pay the amount required by that section by the relevant date.
- 92(4) A registered third party is guilty of an offence and, on conviction, in addition to any other penalty that may be imposed under this Act, is subject to the penalties described in subsection 88.27(1),
- (a) if the registered third party incurs expenses that exceed the amount determined for the office under section 88.21; or
 - (b) if the registered third party files a document under section 88.29 or 88.32 that is incorrect or otherwise does not comply with that section.



Form EL43(A)

NOTICE OF DEFAULT-CANDIDATES

Municipal Elections Act, 1996 (s. 88.23(3))

TO:

_____ / _____
(Name of Candidate) (Office)

(Address) (Postal Code)

FROM:

The Clerk, or designated election official of

The Township of Blandford-Blenheim

TAKE NOTICE that you are in default of the requirements of the *Municipal Elections Act, 1996*, because:

A.	You failed to file documents with the Municipal Clerk as required by Section 88.25 or 88.32 of the <i>Municipal Elections Act, 1996</i> on or before the relevant date, or
B.	You failed to pay the amount of the surplus shown in documents which were filed with the Municipal Clerk by the relevant date as required by Section 88.31(4) of the <i>Municipal Elections Act, 1996</i> , or
C.	A document filed under Section 88.25 of the <i>Municipal Elections Act, 1996</i> shows on its face that you have incurred expenses exceeding the amount permitted under Section 88.20 of that Act.
D.	You failed to pay the amount under s.88.32 and failed to pay the amount required by that section to the Clerk by the relevant date.

NOTICE OF DEFAULT¹

PLEASE SELECT THE APPROPRIATE SECTIONS ONLY

- (I) If this notice indicates that you have failed to file a document required by Section 88.25 or 88.32 of the *Municipal Elections Act, 1996* the following provisions and penalties apply:

TO A SUCCESSFUL CANDIDATE

- (i) you forfeit any office to which you were elected and the office shall be deemed to be vacant
- (ii) until the next regular election has taken place, you are ineligible to be elected or appointed to any office to which the *Municipal Elections Act, 1996* applies.

OR

TO AN UNSUCCESSFUL CANDIDATE

- (i) until the next regular election has taken place, you are ineligible to be elected or appointed

¹ this portion of the suggested notice of default form provides suggested wording depending on the status of the candidate (elected or not elected) and the type of default.



to any office to which the *Municipal Elections Act, 1996* applies.

Form EL43 (A)(Cont'd)

Notice of Penalties

Sections 91, 92 and 94 of the *Municipal Elections Act, 1996* set out penalties with respect to violations under the Act as follows:

Corrupt practice and ineligibility for office

- 91.(1) If a person is convicted of a corrupt practice under this Act, or of an offence under the Criminal Code (Canada) in connection with an act or omission that relates to an election to which this Act applies, then, in addition to any other penalty provided for in this Act,
- (a) any office to which the person was elected is forfeited and becomes vacant, and
 - (b) the person is ineligible to be nominated for, or elected or appointed to, any office until the next two regular elections have taken place after the election to which the offence relates.

Exception

- 91.(2) However, if the presiding judge finds that the person committed the corrupt practice or offence under the Criminal Code (Canada) without any intent of causing or contributing to a false outcome of the election, clause (1)(b) does not apply.

Offences by candidate

- 92.(1) A candidate is guilty of an offence and, on conviction, in addition to any other penalty that may be imposed under this Act, is subject to the penalties described in subsection 88.23(2),

Exception

- 92.(2) However, if the presiding judge finds that the candidate, acting in good faith, committed the offence inadvertently or because of an error in judgement, the penalties described in subsection 88.23(2) do not apply.

Additional Penalty, Candidates

- 92.(3) if the expenses incurred by or under the direction of a candidate exceed the amount determined for the office under section 88.20, the candidate is liable to a fine equal to the excess, in addition to any other penalty provided for in the Act.

General Offence

94. A person who contravenes any provision of this Act or regulation under this Act or a by-law passed by a municipality under this Act is guilty of an offence.

General penalty, individual

- 94.1 (1) An individual who is convicted of an offence under this Act is liable to the following penalties in addition to any other penalty provided for in this Act:
- 1. For any offence, a fine of not more than \$25,000.



2. For any offence other than a corrupt practice, the penalties described in subsection 88.23 (2) and 88.27 (1).
3. For an offence under section 90, imprisonment for a term of not more than six months.
4. For any offence that the presiding judge finds that the individual committed knowingly, imprisonment for a term of not more than six months.

Same, corporation or trade union

(2) A corporation or trade union that is convicted of an offence under this Act is liable to a fine of not more than \$50,000 in addition to any other penalty provided for in this Act.

Date

Clerk or designate



Form EL43(B)

NOTICE OF DEFAULT-REGISTERED THIRD PARTIES

Municipal Elections Act, 1996 (s. 88.27(1))

TO:

(Name of Registered Third Party)	
_____	_____
(Address)	(Postal Code)

FROM:

The Clerk, or designated election official of

The Township of Blandford-Blenheim

TAKE NOTICE that you are in default of the requirements of the *Municipal Elections Act, 1996*, because:

A.	You failed to file documents with the Municipal Clerk as required by Section 88.29 or 88.32 of the <i>Municipal Elections Act, 1996</i> on or before the relevant date, or
B.	You failed to pay the amount of the surplus shown in documents which were filed with the Municipal Clerk by the relevant date as required by Section 88.31(4) of the <i>Municipal Elections Act, 1996</i> , or
C.	A document filed under Section 88.29 of the <i>Municipal Elections Act, 1996</i> shows on its face that you have incurred expenses exceeding the amount permitted under Section 88.21 of that Act.
D.	You failed to pay the amount under s.88.32 and failed to pay the amount required by that section to the Clerk by the relevant date.

NOTICE OF DEFAULT

If this notice indicates that you have failed to file a document required by Section 88.29 or 88.32 of the *Municipal Elections Act, 1996* the following provisions and penalties apply:

Under section 88.27(1) of the *Municipal Elections Act, 1996* and in addition to any other penalty that may be imposed under this Act, an individual, corporation or trade union that is registered as a third party in relation to an election in a municipality is not entitled to register in relation to a subsequent election if the municipality until after the next regular election has taken place.



Form EL43 (Cont'd)

Notice of Penalties

Sections 91, 92 and 94 of the *Municipal Elections Act, 1996* set out penalties with respect to violations under the Act as follows:

Corrupt practice and ineligibility for office

- 91.(1) If a person is convicted of a corrupt practice under this Act, or of an offence under the Criminal Code (Canada) in connection with an act or omission that relates to an election to which this Act applies, then, in addition to any other penalty provided for in this Act,
- (a) any office to which the person was elected is forfeited and becomes vacant, and
 - (b) the person is ineligible to be nominated for, or elected or appointed to, any office until the next two regular elections have taken place after the election to which the offence relates.

Exception

- 91.(2) However, if the presiding judge finds that the person committed the corrupt practice or offence under the Criminal Code (Canada) without any intent of causing or contributing to a false outcome of the election, clause (1)(b) does not apply.

Offences by registered third party

- 92.(4) A registered third party is guilty of an offence and, on conviction, in addition to any other penalty that may be imposed under this Act, is subject to the penalties described in subsection 88.27(1),
- (a) if the registered third party incurs expenses that exceed the amount determined for the office under section 88.21; or
 - (b) if the registered third party files a document under section 88.29 or 88.32 that is incorrect or otherwise does not comply with that section.

Exception

- 92.(5) However, if the presiding judge finds that the registered third party, acting in good faith, committed the offence inadvertently or because of an error in judgement, the penalty described in subsection 88.27(1) does not apply.

Additional Penalty, Registered Third Party

- 92.(6) if the expenses incurred by or under the direction of a registered third party exceed the amount determined under section 88.21, the registered third party is liable to a fine equal to the excess, in addition to any other penalty provided for in the Act.

General Offence

94. A person who contravenes any provision of this Act or regulation under this Act or a by-law passed by a municipality under this Act is guilty of an offence.



Form EL43 (Cont'd)

General penalty, individual

94.1 (1) An individual who is convicted of an offence under this Act is liable to the following penalties in addition to any other penalty provided for in this Act:

1. For any offence, a fine of not more than \$25,000.
2. For any offence other than a corrupt practice, the penalties described in subsection 88.23 (2) and 88.27 (1).
3. For an offence under section 90, imprisonment for a term of not more than six months.
4. For any offence that the presiding judge finds that the individual committed knowingly, imprisonment for a term of not more than six months.

Same, corporation or trade union

(2) A corporation or trade union that is convicted of an offence under this Act is liable to a fine of not more than \$50,000 in addition to any other penalty provided for in this Act.

Date

Municipal Clerk or designate



Form EL48

REFUND OF NOMINATION FILING FEE

Municipal Elections Act, 1996 (s. 15)

Municipality: The Township of Blandford-Blenheim

Candidate Name: _____

Office: _____

Date Nomination Filed: _____

Nomination Filing Fee Paid: \$ _____

Notice

Pursuant to the Municipal Elections Act, 1996, a candidate is entitled to receive a refund of the nomination filing fee if the documents required under subsection 88.25(1) (financial statements) are filed on or before 2:00 p.m. on the filing date in accordance with that subsection.

Clerk's Certification

I hereby certify that the above-noted candidate:

HAS complied with the filing requirements under subsection 88.25(1) of the Municipal Elections Act, 1996 and is entitled to receive a refund of the nomination filing fee.

HAS NOT complied with the filing requirements under subsection 88.25(1) of the Municipal Elections Act, 1996 and is not entitled to receive a refund of the nomination filing fee.

Amount Refunded: \$ _____



Date Refunded: _____

Method of Refund: _____

Dated at the _____

this _____ day of _____, 20_____.

Municipal Clerk or designate