



Municipal Election Frequently Asked Questions

(Updated as of October 6, 2022)

Q. Is there a by-law governing campaign signs on municipal property and/or using municipal property to campaign on?

A: Yes. The Sign and Merchandise By-law No. 2005-041, as amended, states the following:

“SECTION 2.0 DEFINITIONS

2.15 ELECTION SIGN means any *sign* advertising or promoting the election of candidates”

‘SECTION 4.0 SIGNS PERMITTED FOR ALL USE CATEGORIES

4.1 f) Public election lists, public *election signs*, and candidate *signs* subject to the following:

a) Municipal Election

- i) A maximum of forty (40) signs shall be permitted for each Municipal Candidate;
- ii) Municipal Election signage size shall not exceed 30” x 32”.
- iii) Such signs shall not be erected more than six (6) weeks prior to the date of the election and shall be removed within seven days after the election.
- iv) No election sign shall be permitted on any road allowances or municipal property under the jurisdiction of The Corporation of The Town of Gananoque.
- v) All signs shall be setback in accordance with this By-law.
- vi) All *signs* in contravention of this by-law shall be removed pursuant to the authority set out in the *Municipal Act*, S.O. 2001, c. 25, paragraph 3 of Section 99.”

Q. When can election signs be posted?

A: Election signs shall not be *erected* more than six (6) weeks prior to the date of the election and shall be removed within seven (7) days after the election. Therefore, candidates may begin posting signs for the 2022 Municipal Election on **Monday, September 12, 2022**, and signs shall be removed by **Monday, October 31, 2022**.

Q. When do the debates or public meetings get scheduled?

A: Municipalities are not responsible for holding debates or public meetings. These events are arranged by separate organizations (i.e. Rotary Club, Chamber of Commerce etc.), who would contact each candidate directly.

Q: Can a Candidate use space in a Town owned facility for an election related function?

A: No. The Town of Gananoque Policy “Use of Corporate Resources – Municipal Elections” states that:

- “No candidate shall use the facilities, equipment, supplies, services, staff or other resources of the Town for any election campaign or campaign related activities.
- No candidate shall undertake campaign-related activities on Town property during regular working hours.
- No candidate shall use the services of persons during hours in which those persons receive any compensation from the Town.

This Policy is applicable to all candidates, including members of the Town of Gananoque Council.”

Q: What clock is being used for the 2022 Municipal Election?

A: The National Research Council (NRC) clock is being used as the official clock.
https://www.nrc-cnrc.gc.ca/eng/services/time/web_clock.html

Q: Can an owner of a property in Gananoque vote during the municipal election?

A: Yes, if the individual meets the following qualifications:

- They are at least 18 years old on Election Day, October 24, 2022,
- You are a Canadian citizen,
- You or your spouse lives, rents or owns property in the municipality, and
- You are not otherwise prohibited by law from voting.

Q: Can a business owner that operates a business in Gananoque vote during the municipal election?

A: No, as this is not the individual(s) primary / residential dwelling.

Q: Can a person who rents/leases an apartment for residential use vote during the municipal election?

A: Yes, if the individual meets the following qualifications:

- They are at least 18 years old on Election Day, October 24, 2022,
- You are a Canadian citizen,
- You or your spouse lives, rents or owns property in the municipality, and
- You are not otherwise prohibited by law from voting.

Q: Can a person who rents/leases an apartment **for residential use be a candidate** for the municipal election?

A: Yes, if the individual meets the following qualifications:

- You are a Canadian citizen;
- You are least 18 years old;
- You are not legally prohibited from voting, and;
- You are not disqualified by any legislation from holding municipal office.

Q: Can a person who rents/leases a store/business **for commercial use be a candidate** for the municipal election?

A: No, as this is not the individual(s) primary / residential dwelling.

Q: Can an individual who operates a business and pays commercial rent (taxes) vote in a municipal election?

A: According to the [2022 Voters' Guide](#), you are eligible to vote in the election for municipal council if you meet all of the following requirements: you are a Canadian citizen, you are aged 18 or older, you qualify to vote in the municipality. You do not qualify as an elector if you do not **personally own or rent the property in the municipality**. For example, if the property is owned by your business or your cottage is owned by a trust, you would not qualify.

Q: **If a business puts a sign in the window does that count towards the 40?**

A: Should the Candidate provide a business with a sign that is placed in its window, this sign is counted as part of the forty (40) signs allowed.

Q: **If a resident or business prints and or makes their own support sign is that counted since it was not provided by the candidate?**

A: The Sign & Merchandise By-law is silent on “home-made” signage, and therefore; these signs would not be counted as part of the forty (40) signs allotted. However, individual(s) are still required to adhere to the By-law (i.e. setback, placement on Municipal Property, road allowance etc.).

Q. What was/were the balance(s) in the Town's capital reserve(s) in 2018, and what is/are the current balances?

A. Provided is the link to the [Water Rate Study](#) which includes the 10 year Capital Plan for the application to provide municipal drinking water.

Q. What is the balance in the water and sewer capital infrastructure account, and what is the projected cost of water and sewer capital infrastructure renewal through completion?

A. Provided is the to the 2018 Year-End Reserve Balance ([Report 2019-014](#)), and the projected balances ([Report 2022-15](#))

To date Council has approved an additional \$586,203 in reserve draw, by motion, that was not in the budget, so the projections would need to be reduced accordingly.

Q. When Council makes a motion to take funds from "general reserves", what specific reserve from the schedule is it taken from?

A. General reserves is the Town Capital Reserve funded through taxes. It is meant to be used for capital projects where there isn't a dedicated reserve, (i.e. not marina, arena police or fire).

Q. Now that the voters list is official as per MPAC (Sept 1) – how and when does someone who is not on the list get their name added?

A. At any time, an eligible Elector can contact the Town's Election Staff at 613-382-2149 ext. 1120 or 1116, via email at elections@gananoque.ca or attend the Town Hall, 30 King Street East, to see if they are on the Voter's List, or be added to the Voter's List.

Q. Is it (voting) limited to their voting day? If they plan on being out of country during the election period – is there a process to add in advance?

A. Voter Information Letters (VIL) will start being delivered the week of October 3rd by Canada Post. This letter will provide options for voting via the Internet or Telephone and contains a Personal Identification Number (PIN) which will grant access to the voting system. This voting system will allow electors to vote anytime, anywhere within North America, during the voting period of October 17th to October 24th. Any touch-tone telephone or device with access to the internet will be able to access the system.

Should an elector be out of the country prior to October 3rd, therefore, did not receive a VIL, they should contact Election Staff at 613-382-2149 ext. 1120 or ext. 1116.

Q. It is the right of an elector to exercise their franchise by deliberately spoiling their ballot. This is normally done by means of a big "X" or other line through the entire ballot, or the selection of all candidates, or the selection of none, or some other indicator such as writing "spoiled" across the ballot. In the voting method put in place for this municipal election, please confirm that there is a mechanism for electors to exercise their franchise by deliberately spoiling their ballot.

A. Yes.

Q. If the answer to the question at para 1 (see above Q.) is "no", please confirm if it your intent to add the option of spoilation to the electronic ballot system in place.

A. See above.

Q. It is generally understood that the exercise of the franchise by an elector includes voting for a "write in candidate". Is this a right in Ontario municipal elections? If yes, then please confirm that there is a mechanism for electors to exercise the franchise by "writing in" on the electronic ballot selected for the upcoming municipal election.

A. No.

Q. I've come across some people who are on the voters list as they own property in Gananoque BUT are no longer at the mailing address associated with that property. So the question is - how will they get their voting card with PIN?

A. The owners are required to come to the Town Hall with identification to receive a new Voter Information Letter (VIL) and PIN.

Q. I'm guessing you would prefer to have the lady who is NOT on the list to make an appointment with you? Or are there specifics I can pass along?

A. Anyone can attend to the Town Hall during regular business hours to be enumerated. ID is required. Once enumerated they will receive a Voter Information Letter (VIL) and PIN.

Q. It was clear in the webinar (Candidate Module Training) that candidates have the information to direct residents to where in municipal properties they can go to get assistance with on line or telephone voting. As Gananoque has a strong senior population that will be looking for this assistance, I wondered what communication will be in the local paper, on line and what will be posted at Town Hall to help residents know where they can go. A candidate should not be the one providing the direct assistance to a resident voting, so I just wanted to know what process Town staff have developed to help with residents.

A. Communications regarding Voter Information Letter (VIL), Personal Identification Numbers (PINs), Voter Assistance / Help with enumeration is located on the Town's website under:

- a) Public Notices [2022 Municipal Election - Voter Information Letter \(VIL\) Distribution - Beginning October 3, 2022 | The Corporation of the Town of Gananoque.](#)
- b) FaceBook and other social media platforms.
- c) A print version of the Public Notice is scheduled to be published in the Gananoque Reporter, October 6, 13 and 20 editions.
- d) MyFM will be broadcasting this information.
- e) The VIL contains all the pertinent information with respect to the Voting Period; Internet and phone connectivity; how, where and hours of operations for assistance; and provides a Voter Help Line number and email address.

Candidates message to a voter should be to advise a voter to attend the Town Hall if there needs to be any changes or issuance of a Voter Information Letter, etc.

Q. What accessibility accommodations are available for voters in the balloting system in place, and is the balloting system available in both official languages?

A. The Intelivote Voting System provides voters with the capability to vote from the comfort of their own home. Voting from home facilitates the voting process for persons with disabilities who may have mobility restrictions, visual impairment, and/or have a difficult time with transportation. Additionally, persons who have assistive devices set up in their homes can now use them to assist with casting a ballot privately and independently.

By allowing persons with disabilities to vote from any location and from a selection of methods, there is an increase in the capability for the voter to vote without any assistance. This provides persons with disabilities the same independence and privacy in participating in the election as other voters. If persons with disabilities do require assistance in the voting process, trained Election Officials will be present at the Voter Help / Voting Location located at the Town Hall, 30 King Street East, throughout the voting period.

The Voting system is only available in English only (*Municipal Elections Act*, Section 9(1)).

Q. How and by whom was Intelivote Systems Inc. selected as the voting service provider for the municipal election in Gananoque?

A. A Request for Proposal (RFP) seeking qualified vendors for electronic voting services was jointly issued by the Leeds and Grenville Clerks on Biddingo. Only one (1) submission was received from Intelivote.

On December 21, 2021 a Report to Council (Council-CSC-2021-06) was presented for review and consideration and subsequently By-law No. 2021-129, was passed authorizing the Mayor and Clerk to sign an Agreement with Intelivote systems Inc., for internet and telephone voting.