

Gouvernement du Québec

Agreement

An Act respecting elections and referendums in municipalities (R.S.Q., c. E-2.2)

AGREEMENT CONCERNING NEW METHODS OF VOTING IN CONNECTION WITH A POSTAL BALLOT FOR ELECTORS NOT DOMICILED AND DOMICILED ELECTORS WHO MAKE AN APPLICATION FOR IT

AGREEMENT ENTERED INTO

BETWEEN

The MUNICIPALITY OF SAINT-FERRÉOL-LES-NEIGES, a legal person established in the public interest, having its head office at 33, rue de l'Église, Saint-Ferréol-les-Neiges, Province de Québec, here represented by the mayor, Germain Tremblay, and by the director general and secretary-treasurer, François Drouin, in accordance with resolution number 05-216, hereinafter referred to as

THE MUNICIPALITY

AND

Mr. Marcel Blanchet, in his capacity as the CHIEF ELECTORAL OFFICER OF QUÉBEC, duly appointed to that office pursuant to the Election Act (R.S.Q., c. E-3.3), acting for the purposes of this agreement in that capacity and having his head office at 3460, rue de La Pérade, Sainte-Foy, Province de Québec, hereinafter referred to as

THE CHIEF ELECTORAL OFFICER

AND

Mrs. Nathalie Normandeau, in her capacity as the MINISTER OF MUNICIPAL AFFAIRS AND REGIONS, having her head office at 10, rue Pierre-Olivier-Chauveau, Québec, Province de Québec, hereinafter referred to as

THE MINISTER

WHEREAS the council of the MUNICIPALITY, pursuant to resolution number 05-78, adopted at the meeting held on March 7, 2005, intends to avail itself of the provisions of the Act respecting elections and referendums in municipalities in order to enter into an agreement with the CHIEF ELECTORAL OFFICER and the MINISTER for the holding of a postal ballot for electors not domi-

ciled and electors domiciled who make an application to vote by mail for the general election to be held on November 6, of the year 2005 in the MUNICIPALITY;

WHEREAS sections 659.2 and 659.3 of the Act respecting elections and referendums in municipalities (R.S.Q., c. E-2.2) provide as follows:

“**659.2.** A municipality may, in accordance with an agreement made with the Minister of Municipal Affairs and Regions, and the Chief Electoral Officer, test new methods of voting during a poll. The agreement may provide that it also applies to polling held after the poll for which the agreement was entered into; in such case, the agreement shall provide for its period of application.

The agreement must describe the new methods of voting and mention the provisions of this Act it amends or replaces.

The agreement has the effect of law.

659.3. After polling during which a test mentioned in section 659.2 is carried out, the municipality shall send a report assessing the test to the Minister of Municipal Affairs, and Regions and the Chief Electoral Officer.”;

WHEREAS the MUNICIPALITY intends to avail itself of those provisions for the purposes of the vote by not domiciled electors and by electors domiciled who apply for it in writing for the general election to be held on November 6th of the year 2005 and, with the necessary adaptations, could avail itself of those provisions for the elections provided for in the agreement to be held at a later date. The adaptations must be made in an addendum to this agreement;

WHEREAS it is expedient to prescribe the procedure that will apply in the territory of the MUNICIPALITY during the said general election;

WHEREAS an agreement must be entered into by the MUNICIPALITY, the CHIEF ELECTORAL OFFICER and the MINISTER;

WHEREAS the MUNICIPALITY has sole responsibility for selecting the new method of voting;

WHEREAS the council of the MUNICIPALITY adopted, at the meeting held on July, 5 of the year 2005, resolution No. 05-216 approving the text of the agreement and authorizing the mayor and the director general and secretary-treasurer to sign the agreement;

WHEREAS the returning officer of the MUNICIPALITY is responsible for the application of this agreement and for the methods used to implement it;

CONSEQUENTLY, the parties agree as follows:

1. PREAMBLE

The preamble to this agreement forms an integral part of the agreement.

2. INTERPRETATION

Unless a contrary meaning is indicated expressly or by the context of a provision, the following expressions, terms and words have the meaning and application, for the purposes of this agreement, stated in this section.

2.1 “ENV-1 Envelope”

A non-transparent envelope of sufficient size to contain the ballot paper or papers, that does not identify the elector in any way and is marked on the reverse as follows: “Insert the ballot papers in this envelope.”

2.2 “Envelope ENV-2”

An envelope marked with the name and address of the returning officer, in which is placed ENV-1 Envelope, a photocopy of proof of identity prescribed in section 213.5 of the Act respecting elections and referendums in municipalities, as added by section 4.26 of this agreement, and the statement by the elector or the person assisting the elector.

2.3 “Form containing the statement by the elector or the person assisting the elector”

A document marked as follows:

“The elector must sign the following statement: “I qualify as an elector and I have not voted in the current election.”

A person assisting an elector must sign a statement to the effect that the person is the elector’s spouse or relative within the meaning of section 131 of the Act respecting elections and referendums in municipalities, or that the person is not the elector’s spouse or relative and has not already lent assistance to another elector during the election, and that the person will not reveal the name of the candidate for whom the elector has asked to vote.”

2.4 “Instructions to the elector”

The information given to the elector concerning the manner of voting.

2.5 “Domiciled elector”

An elector as defined in section 47(1°) of the Act respecting elections and referendums in municipalities (R.S.Q., c. E-2.2).

2.6 “Not domiciled electors”

An elector as defined in section 47(2°) of the Act respecting elections and referendums in municipalities (R.S.Q., c. E-2.2).

3. ELECTION

3.1 For the purposes of the general elections of November 6th, 2005 in the municipality, a postal ballot shall be used by not domiciled electors and by domiciled electors who make a written application to vote by mail.

3.2 Before the publication of the notice of election, the municipality must take the necessary steps to provide its electors with adequate information concerning the testing of the new method of voting.

4. AMENDMENTS TO THE ACT RESPECTING ELECTIONS AND REFERENDUMS IN MUNICIPALITIES FOR THE PURPOSES OF THE VOTE BY MAIL BY NOT DOMICILED ELECTORS AND BY DOMICILED ELECTORS WHO MAKE A WRITTEN APPLICATION FOR IT

4.1 Election officers

Section 68 of the Act respecting elections and referendums in municipalities, (R.S.Q., c. E-2.2) is replaced by the following section:

“68. The election officers of a municipality include the returning officer, the election clerk and, as the case may be, every assistant, deputy returning officer or clerk of a ballot paper reception office, deputy returning officer or clerk of a polling station, deputy returning officer or clerk of a counting office, member of an elector identification panel, officer in charge of information and order, every member, secretary or revising officer of a board of revisers and every other person whose services are temporarily required by the returning officer for the purposes of the vote by mail by not domiciled electors and by domiciled electors who make a written application for it.”

4.2 Deputy returning officer and clerk of a ballot paper reception office and deputy returning officer and clerk of a counting office

The said Act is amended by inserting the following section after section 76:

“**76.1.** The returning officer shall appoint a deputy returning officer and a clerk for each ballot paper reception office.

Where there is only one ballot paper reception office, the returning officer may perform the duties of deputy returning officer and the election clerk may perform the duties of clerk of the reception office.

The returning officer shall appoint a deputy returning officer and a clerk for each counting office.”.

4.3 Duties of the deputy returning officer of a ballot paper reception office and the deputy returning officer of a counting office

The said Act is amended by inserting the following section after section 80:

“**80.1.** The deputy returning officer of a ballot paper reception office shall, in particular,

- (1) receive envelopes from electors ;
- (2) verify if the elector is entered on the list of electors ;
- (3) verify if the photocopy of the elector’s proof of identity prescribed by section 213.5, as added by section 4.26 of the agreement entered into under section 659.2 of the Act respecting elections and referendums in municipalities, is included and signed ;
- (4) verify if the statement by the elector is signed and if the signature matches the signature appearing on the photocopy of the elector’s proof of identity ;
- (5) if the statement by the elector is not signed or if the photocopy of the elector’s proof of identity is missing, contact the elector to obtain it or them ;
- (6) if the signature of the elector on the elector’s proof of identity matches the signature on the statement by the elector, place the ENV-1 Envelope containing the ballot paper or papers in the ballot box for the elector’s polling subdivision.

80.2. The deputy returning officer of the counting office shall, in particular,

- (1) see to the arrangement of the counting office ;
- (2) ensure that the counting is properly conducted and maintain order in the counting office ;
- (3) proceed with the counting of the votes ;
- (4) ensure the secrecy of the ballot ;
- (5) transmit the results of the vote and all election materials to the returning officer.”.

4.4 Duties of the clerk of a ballot paper reception office and clerk of a counting office

The said Act is amended by inserting the following sections after section 81 :

“**81.0.1.** The clerk of a ballot paper reception office shall, in particular,

- (1) assist the deputy returning officer of the ballot paper reception office ;
- (2) mark on the list of electors the electors who have voted ;
- (3) make entries in the poll book.

81.0.2. The clerk of a counting office shall, in particular, assist the deputy returning officer of the counting office.”.

4.5 Discretion of the Chief Electoral Officer upon observing an error, emergency or exceptional circumstance

Section 90.5 of the said Act is replaced by the following section :

“**90.5.** If, during the election period within the meaning of section 364, it comes to the attention of the chief electoral officer that, subsequent to an error, emergency or exceptional circumstance, a provision referred to in section 90.1 or in the agreement entered into under section 659.2 of the Act respecting elections and referendums in municipalities does not meet the demands of the resultant situation, the chief electoral officer may adapt the provision in order to achieve its object.

The chief electoral officer shall first inform the Minister of Municipal Affairs and Regions of the decision he intends to make.

Within 30 days following polling day, the chief electoral officer shall transmit to the President or the Secretary General of the National Assembly a report of the decisions made pursuant to the first paragraph. The President shall table the report in the National Assembly within 30 days of receiving it or, if the National Assembly is not sitting, within 30 days of resumption.”.

4.6 Representatives of candidates

Sections 92 and 93 of the said Act are replaced by the following sections :

“**92.** A ticket recognized under Division III of Chapter VI may designate a person with a power of attorney to represent the candidates of the party or ticket before the deputy returning officer of a polling station, the deputy returning officer of a ballot paper reception office or the deputy returning officer of a counting office.

93. An independent candidate may designate a person with a power of attorney to represent the candidate before the deputy returning officer of a polling station, the deputy returning officer of a ballot paper reception office or the deputy returning officer of a counting office.”.

4.7 Poll runner

Section 96 of the said Act is replaced by the following section :

“**96.** A ticket recognized under Division III of Chapter VI, or an independent candidate, may designate a poll runner with a power of attorney to periodically collect, from the representative, a list of the persons who have already exercised their right to vote.”.

4.8 Power of attorney of a representative or poll runner

Section 98 of the said Act is amended

(1) by replacing the second paragraph by the following paragraph :

“The power of attorney shall be presented to the deputy returning officer of the polling station, the deputy returning officer of the ballot paper reception office or the deputy returning officer of the counting office.”;

Section 99 by replacing the words “polling station” in the third paragraph by the words “counting office”.

4.9 Notice of election

Section 99 of the said Act is amended by adding, at the end of the first paragraph, of the following subsections :

“(8) the fact that the not domiciled electors and the domiciled electors who apply for it in writing may be allowed to vote by postal ballot;

(9) the last day of the filing, by the domiciled electors, of their written application to the returning officer to vote by mail;

(10) the day on which ballot papers will be mailed out and the date and hour by which they must be returned to the returning officer;

(11) the fact that electors who are allowed to vote by mail and who have not received their ballot paper by mail not later than six days before the day fixed as the last day of the poll must contact the returning officer.”.

4.10 Written request by domiciled electors to vote by mail

The said Act is amended by adding, after section 99, the following section :

“**99.1.** In addition to the not domiciled electors, domiciled electors who make a written application for it to the returning officer on or before the last day fixed for the presentation to the board of revisers of demands for entry, striking-off or corrections to the list of electors, may be allowed to vote by mail.

The returning officer shall draw up the list of the persons who made the aforesaid application and shall transmit a copy of the same to each recognised ticket and to each interested independent candidate.”.

4.11 Notice of poll

Section 171 of the said Act is amended by adding, after the end of the first paragraph, the following subsections :

“(9) the date and hour by which the ballot papers must be received by the deputy returning officer of the ballot paper reception office;

(10) the address of the office of the returning officer and, where applicable, of the offices of the returning officer's assistants, the days and hours of opening of the office where electors who are allowed to vote by mail and who have not received their ballot papers by mail may obtain them;”.

4.12 Mailing of ballot papers by the returning officer

The said Act is amended by inserting the following sections after section 172:

“**172.1.** After the revision and the notice of poll, and not later than ten days before the day fixed as the last day of the poll, the returning officer shall mail a package to all the electors who are allowed to vote by mail and who are entered on the list of electors. The package shall include:

(1) a ballot paper for the office of mayor and a ballot paper for the office or offices of councillor. The ballots papers for the office of mayor and for the office of councillor may be of different colours. The ballot papers shall bear the initials of the returning officer. A facsimile of the initials may be engraved, lithographed or printed if the returning officer so allows;

(2) the envelopes provided for in section 2 of the agreement entered into under section 659.2 of the Act respecting elections and referendums in municipalities;

(3) the form containing the statement by the elector and by the person assisting the elector pursuant to section 2 of the agreement entered into under section 659.2 of the Act respecting elections and referendums in municipalities;

(4) the instructions for voting prescribed in section 2 of the agreement entered into under section 659.2 of the Act respecting elections and referendums in municipalities.

172.2. Not later than six days before the day fixed as the last day of the poll, the returning officer shall take the necessary steps to inform any electors allowed to vote by mail and who have not received the ballot paper or papers that they can obtain them from the deputy returning officer of the ballot paper reception office.

The electors allowed to vote by mail may then obtain a ballot paper after declaring under oath that they have not previously received the ballot paper or papers.”.

4.13 Establishment of the ballot paper reception office, polling station and counting office

Section 186 of the said Act is replaced by the following sections:

“**186.** The returning officer shall establish a ballot paper reception office at the place where the envelopes containing the ballot paper or papers are received.

The returning officer shall establish a counting office for each polling subdivision.

186.1. The returning officer shall advise each ticket recognised under Division III of Chapter VI and each independent candidate of the decision made pursuant to section 186 as replaced by section 4.13 of the agreement entered into under section 659.2 of the Act respecting elections and referendums in municipalities.”.

4.14 Free use of premises

Section 189 of the said Act is amended by inserting the words “and counting offices” after the word “stations”.

4.15 Arrangement of polling stations, ballot paper reception offices and counting offices

Section 190 of the said Act is replaced by the following section:

“**190.** The returning officer shall be responsible for the arrangement and identification of any places where the polling station or stations, the ballot paper reception office and the counting office or offices are situated.”.

4.16 Ballot paper

Section 192 of the said Act is amended by replacing the first paragraph by the following paragraphs:

“**192.** The returning officer shall cause ballot papers used for the postal ballot to be printed in the form prescribed in the Schedule to the agreement entered into under section 659.2 of the Act respecting elections and referendums in municipalities.

Schedules I to VIII of the Regulation respecting models of ballot papers and the form of the template for municipal elections and referendums made under the first paragraph of section 582 of the Act respecting elections and referendums in municipalities are struck out.”.

4.17 Repeal – Counterfoil and stub

Section 195 of the said Act is struck out.

4.18 Reverse side of ballot paper

Section 197 of the said Act is replaced by the following section:

“**197.** The ballot papers shall contain, on the reverse, as shown in the specimen in the Schedule,

- (1) a space reserved for the initials of the returning officer, that may be printed, lithographed or engraved;
- (2) the name of the municipality;
- (3) the office concerned;
- (4) the date of the poll;
- (5) the name and address of the printer.

The indication of the office concerned shall correspond to that contained in the nomination papers.”

4.19 Withdrawal of candidate – Withdrawal of authorization or recognition

Sections 198 et 199 of the said Act are replaced by the following sections:

“**198.** Where the withdrawal of a candidate occurs too late to have the ballot papers reprinted before they are sent to the electors who are allowed to vote by mail, the returning officer shall cause the particulars relating to that candidate to be uniformly crossed off the ballot papers by means of a line in ink or any other indelible substance.

The returning officer shall inform every elector who is allowed to vote by mail to whom such as ballot paper is sent of the candidate’s withdrawal.

If the withdrawal occurs after the ballot papers are sent, the returning officer must inform the electors who are allowed to vote by mail of the candidate’s withdrawal.

Any vote cast in favour of the candidate, before or after the withdrawal, is absolutely null.

199. Where the recognition of a ticket is withdrawn too late to have the ballot papers reprinted before they are sent to the electors who are allowed to vote by mail,

the returning officer shall cause the reference to the ticket to be uniformly crossed off the ballot papers by means of a line in ink or any other indelible substance.

If the recognition of a ticket is withdrawn, or if a co-candidate ceases to be such after the ballot papers have been sent, the returning officer must inform the electors who are allowed to vote by mail of the situation.”

4.20 Polling materials

Section 200 of the said Act is replaced by the following section:

“**200.** The returning officer shall ensure that a sufficient number of ballot papers, envelopes, forms for the statement by the elector and by the person assisting an elector and instructions to the elector on voting are available, and a ballot box for each polling subdivision.”

4.21 Ballot box

Section 201 of the said Act is replaced by the following section:

“**201.** Each ballot box must be made of durable material with an opening on the top so constructed that the envelope containing the ballot paper or papers may be introduced therein through the opening but cannot be withdrawn therefrom unless the box is opened.”

4.22 Delivery of materials to the deputy returning officer of a ballot paper reception office and the deputy returning officer of a polling station

Section 204 of the said Act is replaced by the following sections:

“**204.** Ten days before the day fixed as the last day of the poll, the returning officer shall deliver to the deputy returning officer of the ballot paper reception office:

- (1) a ballot box for each polling subdivision;
- (2) a copy of the list of electors;

(3) a copy of the list drawn up by the returning officer of the domiciled electors who have made an application to vote by mail pursuant to the first paragraph of section 99.1 as inserted by section 4.10 of the agreement executed under section 659.2 of the Act respecting elections and referendums in municipalities.

(4) a poll book.

The returning officer shall also deliver to the deputy returning officer all the materials required by the latter's duties."

4.23 Formalities prior to the opening of the ballot paper reception office

The said Act is amended by inserting the following sections after section 209 :

209.1. The deputy returning officer and the clerk of the ballot paper reception office must be present on the days and at the times fixed by the returning officer as the opening hours of the office.

209.2. The representatives assigned to the office where the ballot papers are received may be present on the same days and at the same times as the deputy returning officer of the ballot paper reception office."

POLLING PROCEEDINGS

4.24 Polling period for the vote by postal ballot

Section 210 of the said Act is replaced by the following section :

210. The polling period for the purposes of the vote by postal ballot shall begin ten days before the day fixed for the poll at the polling station, and end at 7 p.m. the second day prior to the day fixed for the poll at the polling station."

4.25 Repeal – voting leave

Section 213 of the said Act is struck out.

4.26 Identification of electors who vote in a postal ballot

The said Act is amended by inserting the following sections after section 213.4 :

213.5. An elector who votes in a postal ballot must transmit, with the ballot paper or papers, a photocopy of one of the following documents bearing the elector's signature: a Québec health insurance card, a Québec driver's licence or probationary licence, a Canadian passport, a certificate of Indian status, or an identification card issued by the Canadian Forces.

Where the elector's signature does not appear on one of the documents listed in the first paragraph, the elector who is allowed to vote by mail must transmit, with the document, other proof of the elector's identity bearing the elector's signature.

213.6. Where an elector who votes by mail has failed to transmit, with the ballot paper or papers, a photocopy of one of the documents listed in section 213.5, as added by section 4.26 of the agreement entered into under section 659.2 of the Act respecting elections and referendums in municipalities, or fails to sign the statement by the elector, the deputy returning officer of the ballot paper reception office must take the necessary steps to communicate with the elector and ask the elector to transmit the missing documents before 7 p.m. on the last day of the poll, failing which the elector's ballot paper or papers will be cancelled.

213.7. No person may make a note of or otherwise collect any information contained in a document transmitted by an elector in accordance with section 213.5, as added by section 4.26 of the agreement entered into under section 659.2 of the Act respecting elections and referendums in municipalities."

4.27 Postal ballot

The said Act is amended by inserting the following sections after section 228 :

228.0.1. An elector voting in a postal ballot shall mark the ballot paper in one of the circles using a pen, marker or pencil.

After marking the ballot paper or papers, the elector shall insert them in the envelope marked "ENV-1 Envelope", seal the envelope and insert it in the envelope marked "Envelope ENV-2". The elector must also place in the envelope ENV-2 a document proving the elector's identity listed in section 213.5, as added by section 4.26 of the agreement entered into under section 659.2 of the Act respecting elections and referendums in municipalities, and the statement by the elector or statement by the person assisting an elector prescribed in section 2.3 of the agreement entered into under section 659.2 of the Act respecting elections and referendums in municipalities, duly signed. The elector's name and telephone number must also be printed in block letters on the statement.

228.0.2. Where the elector who votes by mail is unable to complete the steps required to vote, they may be completed by the person assisting the elector in accordance with section 228.0.6, as amended by section 4.27

of the agreement entered into under section 659.2 of the Act respecting elections and referendums in municipalities.

That person must complete the statement of a person assisting an elector prescribed in section 2.3 of the agreement entered into under section 659.2 of the Act respecting elections and referendums in municipalities.

228.0.3. The elector who votes by mail may forward the ENV-2 envelope by mail, or leave it at the ballot paper reception office.

Every ballot paper received after 7 p.m. on the last day of the poll shall be cancelled.

228.0.4. Where the name or address of the elector who votes by mail that appears on the statement by the elector differs slightly from those entered on the list of electors, the deputy returning officer of the ballot paper reception office is required to place the envelope containing this elector's ballot paper or papers in the ballot box for the elector's polling subdivision. The particulars shall be entered in the poll book.

228.0.5. An elector who is allowed to vote by mail and who has not received a ballot paper may apply to the returning officer or the deputy returning officer of the ballot paper reception office to obtain it.

In this event, the deputy returning officer of the ballot paper reception office must verify on the list of electors if the elector has already voted. The deputy returning officer shall then give to this elector an envelope containing the ballot paper or papers bearing the initials of the returning officer.

If the deputy returning officer of the ballot paper reception office has already received an envelope from this elector, the deputy returning officer shall not permit this elector to vote and shall not give this elector another envelope.

An elector who is allowed to vote by mail may only benefit from the provisions of the first two paragraphs beginning six days before the day fixed as the last day of the poll.

The clerk of a ballot paper reception office shall enter the particulars in the poll book.

228.0.6. An elector who votes by mail who is unable to mark the ballot paper alone may receive assistance from

(1) a person who is the elector's spouse or relative within the meaning of section 131 ; or

(2) another person who declares, in accordance with section 2.3 of the agreement entered into under section 659.2 of the Act respecting elections and referendums in municipalities, that he or she has not already assisted another elector in the same poll.

228.0.7. The returning officer may authorize an elector who is allowed to vote by mail and whose name does not appear on the revised list of electors but has been entered or corrected by a board of revisors to take part in a postal ballot. The particulars shall be entered in the poll book.

The returning officer shall forward to the chief electoral officer a photocopy of the authorization granted to an elector domiciled in the territory of the municipality, except if the returning officer has proof that the change to the list that justified the authorization has been communicated in accordance with section 140.

228.0.8. An elector who votes by mail and who inadvertently marks or spoils a ballot paper may ask the deputy returning officer of the ballot paper reception office for another ballot paper in return for the spoiled ballot paper. The particulars shall be entered in the poll book.

228.0.9. The deputy returning officer of the ballot paper reception office shall place the ENV-1 Envelope containing the ballot paper, without opening it, in the ballot box for the elector's polling subdivision of the elector who votes by mail after verifying that this elector's signature on the statement by the elector matches the photocopy on the proof of identity. If the signatures do not match, the deputy returning officer shall cancel the ENV-1 Envelope and place it in the envelope provided for that purpose.

228.0.10. As soon as an elector has voted, the clerk of the ballot paper reception office shall indicate that fact on the list of electors in the space reserved for that purpose.

228.0.11. After processing all the envelopes received from electors who vote by mail on the last day determined by the returning officer for the return of envelopes to the ballot paper reception office, the deputy returning officer of the ballot paper reception office shall give the list of electors used to the returning officer along with the materials prescribed in section 204 as amended by section 4.20 of the agreement entered into under section 659.2 of the Act respecting elections and referendums in municipalities.

The returning officer shall promptly transmit a copy of the list of electors used to each recognised ticket and to each interested independent candidate.

The clerk of a ballot paper reception office shall enter the following particulars in the poll book:

- (1) the date of the poll and the name of the municipality;
- (2) the number of electors who have voted by mail and who have transmitted the ENV-1 Envelope;
- (3) the number of ENV-1 Envelopes rejected by each polling station.

The deputy returning officer of the ballot paper reception office shall return all polling materials to the returning officer.”.

COUNTING AND ADDITION OF VOTES

4.28 Counting of votes

Section 229 of the said Act is replaced by the following section:

“**229.** After the closing of the poll, the deputy returning officer of the counting office, assisted by the clerk of the counting office, shall proceed to the counting of the votes.

The representatives assigned to the counting office may attend.”.

4.29 Entries in poll book

Section 230 of the said Act is replaced by the following section:

“**230.** Before the ballot box is opened, the clerk of the counting office shall enter the following particulars in the poll book:

- (1) the date of the poll, the name of the municipality and the number of the counting office;
- (2) the names of the persons designated by the returning officer to count the votes;
- (3) the names of the representatives present during the counting of the votes.”.

4.30 Compiling sheet

Section 231 of the said Act is amended by replacing the words “poll clerk” by “clerk of the counting office”.

4.31 Opening of ballot box and ENV-1 envelopes and counting of votes

Section 232 of the said Act is replaced by the following sections:

“**232.** The deputy returning officer of the counting office shall open the ballot box and remove the ENV-1 envelopes one by one, open them and place the ballot paper or papers in piles depending on the office for which the election is held.

232.1. The deputy returning officer of the counting office shall count the votes by taking the ballot papers one by one, by office. The deputy returning officer shall allow each person present to examine the ballot papers without touching them.”.

4.32 Rejected ballot papers

Sections 233 and 234 of the said Act are replaced by the following sections:

“**233.** Every ballot paper marked in the way prescribed in section 228.0.1, as added by section 4.27 of the agreement entered into under section 659.2 of the Act respecting elections and referendums in municipalities, is valid. However, a ballot paper must be rejected if it

- (1) has not been furnished by the returning officer;
- (2) has not been marked;
- (3) has been marked in favour of more than one candidate;
- (4) has been marked in favour of a person who is not a candidate;
- (5) has been marked elsewhere than in one of the circles;
- (6) bears a mark by which the elector can be identified;
- (7) bears fanciful or injurious entries;
- (8) has been spoiled.

234. Every ballot paper that does not bear the initials of the returning officer must be rejected.”.

4.33 Repeal – Failure to detach the stub of a ballot paper

Section 235 of the said Act is struck out.

4.34 Objections as to the validity of a ballot paper

Section 237 of the said Act is replaced by the following section:

“**237.** The deputy returning officer of the counting office shall consider every objection raised by a representative in respect of the validity of a ballot paper and make a decision immediately.

The objection and the decision of the deputy returning officer of the counting office shall be entered in the poll book.”.

4.35 Statement of poll

Section 238 of the said Act is replaced by the following section:

“**238.** After examining all the ballot papers received, the deputy returning officer of the counting office shall draw up a statement of votes indicating

(1) the total number of electors who have voted by mail, which must match the number of envelopes placed in the ballot box;

(2) the number of ballot papers given in favour of each candidate;

(3) the number of ballot papers rejected in the counting of votes.

The statement must be drawn up separately for each office for which a poll was held at the polling station.

The deputy returning officer of the counting office shall draw up a sufficient number of copies of the statement of votes to provide, in addition to the deputy returning officer’s copy, a copy for the returning officer and for each representative assigned to the counting office.”.

4.36 Copy for representatives

Section 240 of the said Act is amended by replacing the words “polling station” in the first paragraph by the words “counting office”.

4.37 Separate envelopes

Sections 241 and 242 of the said Act are replaced by the following section:

“**241.** After drawing up the statement of votes, the deputy returning officer of the counting office shall place the ballot papers marked in favour of each candidate, the ballot papers rejected in the counting of votes and the statement of votes in separate envelopes.

The deputy returning officer shall then seal the envelopes. The deputy returning officer and the clerk of the counting office and the representatives assigned to the counting office who wish to do so shall affix their initials to the seals.

The envelopes and the poll book shall be placed in the ballot box. Before closing the ballot boxes, the returning officer shall give the deputy returning officer of the counting office an envelope for the polling subdivision concerned containing the ballot papers cancelled upon reception by the deputy returning officer of the ballot paper reception office.

The envelope shall be placed in the ballot box without being opened.

A copy of the statement of votes shall be placed in the ballot box.”.

4.38 Closing of ballot box

Section 243 of the said Act is replaced by the following section:

“**243.** The deputy returning officer of the counting office shall close and seal the ballot box. The deputy returning officer and the clerk of the counting office and the representatives assigned to the counting office who wish to do so shall affix their initials to the seals.”.

4.39 Adjournment

Section 248 of the said Act is amended by inserting the words “of the counting office” after the words “deputy returning officer” in the second paragraph.

4.40 New summary counting of votes

Section 250 of the said Act is amended by replacing the words “poll clerk” in the first paragraph by the words “clerk of the counting office”.

RECOUNT OR RE-ADDITION OF VOTES

4.41 Application for recount

Section 262 of the said Act is amended by replacing the words “a poll clerk” in the first paragraph by the words “the clerk of a counting office”.

4.42 Applicable provisions

Section 269 of the said Act is amended by inserting the words “as amended by the agreement entered into under section 659.2 of the Act respecting elections and referendums in municipalities” after the words “Division V”.

ELECTORAL CONDUCT

4.43 Assistance to an elector

Section 281 of the said Act is replaced by the following section:

“**281.** A person who has given assistance to another elector who as voted by mail may not disclose for which candidate the elector has voted.”.

4.44 Partisan publicity and partisan work

Section 283 of the said Act is replaced by the following section:

“**283.** No person may, on the premises of a ballot paper reception office or polling station, use a sign to indicate his political affiliation or support for or opposition to a ticket or candidate or ideas promoted or opposed by the latter, or engage in any other form of partisan publicity.

The building in which the ballot paper reception office or polling station is located and any neighbouring place where the sign or partisan publicity may be seen or heard by the electors waiting in line are deemed to be the premises of a ballot paper reception office or a polling station.”.

PENAL PROVISIONS

4.45 Offences

Section 586 of the said Act is amended by adding the following paragraph:

“(13) every person who falsely claims to be the spouse, the relative, or the person cohabiting with an elector who is allowed to vote by mail.”.

4.46 Alteration of imitation of initials

Section 633 of the said Act is amended by adding the words “or the returning officer” after the words “deputy returning officer” in paragraph 2.

4.47 Leave

Section 635 of the said Act is amended by striking out paragraph 1.

4.48 Retention of documents

Section 658.1 of the said Act is amended by adding the following paragraph:

“However, the photocopies of the proof of identity referred to in section 213.5, as added by section 4.26 of the agreement entered into under section 659.2 of the Act respecting elections and referendums in municipalities, must be destroyed once the deadline for presenting a motion to contest an election has expired, or once the decision made concerning such an application has become final.”.

4.49 Other modifications

The words “days before polling day”, “days after polling day”, “day fixed for the poll” and “polling day” are replaced, in the provisions of the Act respecting elections and referendums in municipalities that are not amended by this agreement, by the words “days before the day fixed for the poll at the polling station”, “days after the day fixed for the poll at the polling station”, “day fixed for the poll at the polling station” and “day of the poll at the polling station”, respectively.

5. DURATION AND APPLICATION OF AGREEMENT

The returning officer of the municipality is responsible for the application of this agreement and, consequently, for the proper conduct of the testing of the new method of voting in the general election held on November 6th, of the year 2005 and for any subsequent polls held before December 31st, 2013.

6. AMENDMENT

The parties agree that this agreement may be amended as needed to ensure the proper conduct of the general election held on November 6th, of the year 2005 and any subsequent poll held before the end of its application.

All amendments must be noted in the assessment report.

7. ASSESSMENT REPORT

Within 120 days following the end of the general election held on November 6th, of the year 2005, the returning officer of the municipality shall forward, in accordance with section 659.3 of the Act respecting elections and referendums in municipalities (R.S.Q., c. E-2.2), an assessment report to the Chief Electoral Officer and the Minister, which report shall cover the following points in particular:

— preparations for the election (selection of the new method of voting, communications plan, establishment of the polling station or stations, ballot paper reception office and counting offices, etc.);

— the conduct of the poll;

— the cost of using a postal ballot:

– costs relating to the adaptation of voting methods;

– costs relating to the vote of electors who have voted by mail, including, without limitation, the number of these electors;

— the advantages and disadvantages of using the new methods of voting;

— statistics on the postal ballot, including:

– the number of domiciled electors who have made an application to vote by mail;

– the number of domiciled electors who have voted by mail;

– the number of not domiciled electors entered on the list of electors;

– the number of not domiciled electors who have voted by mail;

– the number of domiciled electors who could have voted by the traditional method;

– the number of domiciled electors who have voted by the traditional method;

– the number of cancelled ENV-1 envelopes.

8. APPLICATION OF THE ACT RESPECTING ELECTIONS AND REFERENDUMS IN MUNICIPALITIES

The Act respecting elections and referendums in municipalities (R.S.Q., c. E-2.2) applies to the general election held on November 6th, of the year 2005 in the municipality, subject to the provisions of the said Act amended or replaced by this agreement for the purposes of the vote by postal ballot for not domiciled electors and for domiciled electors who have made a written application for it.

9. EFFECT OF AGREEMENT

This agreement has effect from the time when the returning officer takes the first action in connection with an election to which the agreement applies.

AGREEMENT SIGNED IN TRIPLICATE

At Saint-Ferréol-les-Neiges, on the 8th day of July in the year 2005

THE MUNICIPALITY OF SAINT-FERRÉOL-LES-NEIGES

By: _____
GERMAIN TREMBLAY, *Mayor*

FRANÇOIS DROUIN,
Director general and Secretary-Treasurer

At Québec, on the 19th day of July in the year 2005

THE CHIEF ELECTORAL OFFICER

MARCEL BLANCHET

At Québec, on the 30th day of August in the year 2005

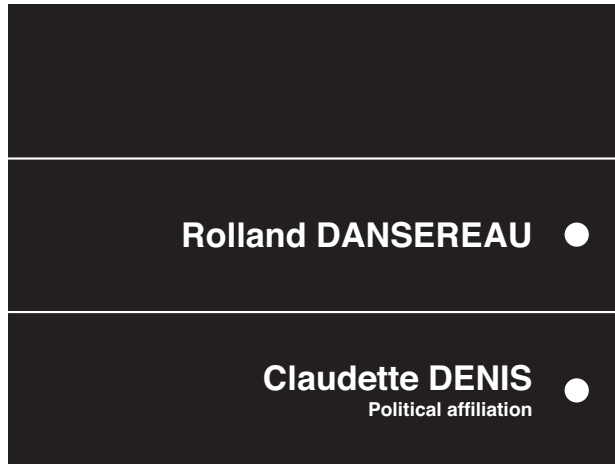
THE MINISTER OF MUNICIPAL AFFAIRS AND REGIONS

DENYS JEAN, *Deputy Minister*

SCHEDULE

MODEL BALLOT PAPER

MODEL OF THE OBVERSE OF A BALLOT PAPER WITH TWO CANDIDATES



MODEL OF THE REVERSE OF A BALLOT PAPER WITH TWO CANDIDATES

Initials of returning officer	<input type="text"/>
Name of municipality	
Name or number of office	
Date of poll	
Name and address of printer	