

Subject: Candidate Update #2

Dear Candidate,

Information Sessions for Candidates and Third Party Advertisers

The Elections Office will be holding two information sessions for candidates and third party advertisers via Zoom. An English session will take place on Wednesday, September 2, 2020, from 6:00 p.m. to 8:00 p.m., and a French session will take place on Thursday, September 3, 2020, from 6:00 p.m. to 8:00 p.m.

The information sessions will cover topics that include what to expect on voting days, COVID-19 safety measures, voting by special mail-in ballot, voting by proxy, accessibility features, election signs, campaign finances, the Voters' List, rules for scrutineers and more.

As the sessions will take place via Zoom, registration is required. To register, please contact the Elections Office by telephone at 613-580-2660 or by email at elections@ottawa.ca. The deadline to register to attend either session is Tuesday, September 1, 2020, at 4:30 p.m. Please note that an email address will be required in order to invite you as a participant in Zoom.

Presentation materials (PowerPoint presentation) and a link to join the meeting will be emailed to participants prior to the session. Presentation materials will also be available online on ottawa.ca/vote under the Key Dates and Resources section should you not be able to attend the session. If a session does not have any registered participants by Tuesday, September 1, 2020, at 4:30 p.m., the session will be cancelled.

Voters' List for Candidates

Copies of the Voters' List will become available for candidates' use on Tuesday, September 8, 2020. The Voters' List is to be used for election purposes only. Any other use would be in violation of the Municipal Elections Act, 1996 (the "MEA").

You may obtain a copy by making a written request to the Elections Office using the Request for a Copy of the Voters' List application form attached to this letter. You are entitled to the portion of the Voters' List that contains the names of electors eligible to vote for the office for which you are nominated (City Councillor, Ward 19 – Cumberland).

The Voters' List will be available in both a printed copy (booklet) and an electronic copy (flash drive). There will be no charge for the first copy of the Voters' List regardless of its format. The second copy ordered, whether it be paper or flash drive, will cost \$20.00 +

HST. Only one (1) additional copy will be made available to each candidate for an office on Council. The voter data on the Voters' List offered on the flash drive will be in a fixed format text file.

Please be advised that the Voters' List will only be available for pick-up, by appointment only, at the Elections Office located at 1221 Cyrville Road, Unit B. If a candidate wishes to have an agent pick up a copy of the Voters' List, the agent must present authorization in writing from the candidate as well as the request form with an original signature from the candidate.

Voters' List – Public Access

Starting Saturday, September 5, 2020, until Monday, October 5, 2020, electors may verify their information on the Voters' List by:

- Using the online tool “Am I on the Voters' List?” on ottawa.ca/vote;
- By calling the Elections Office at 613-580-2660; or
- By calling the City's Call Centre at 3-1-1.

The Voters' List will also be available for viewing in-person at the Elections Office, by appointment only, from Tuesday, September 8, 2020, to Monday, October 5, 2020. Electors are encouraged to check the Voters' List to make sure that their name and qualifying address are correct. Electors are also encouraged to verify that their school support designation is correct, since this data is required by the Municipal Property Assessment Corporation for its elector database.

Voters' List - Revision Process

Additions or Amendments

To add or make changes to their information on the Voters' List, an elector can:

- Visit ottawa.ca/vote and use the online tool “Am I on the Voters' List?” from Saturday, September 5, 2020, to Sunday, September 13, 2020 at 5 p.m.; or
- Complete an Application to Add or Amend My Information on the Voters' List form and bring it with them to their voting place on voting days. A copy of this form can be downloaded from ottawa.ca/vote or picked up at the Elections Office, by appointment only, any Client Service Centre open to the public, excluding the Walter Baker Sports Centre. Electors are encouraged to fill out their paperwork before going to their voting place in order to expedite the voting process. The Application to Add or Amend My Information on the Voters' List form will also be available at every voting place on voting days.

The final day to add or amend information on the Voters' List is Monday, October 5, 2020.

Removal of a Person's Name

If an elector wishes to remove their name from the Voters' List, or if a person's name appears on the Voters' List and another elector has reason to believe that the person's name should no longer be there (e.g. the person is deceased or has moved), the elector may take the following steps to have the name removed:

- Complete an Application to Remove a Name from the Voters' List form; and
- Mail or deliver it to the Elections Office along with the supporting information as to why the person's name should be removed from the Voters' List. Please note that an appointment is required to enter the Elections Office.

A copy of this form can be picked up at the Elections Office, by appointment only, any Client Service Centre open to the public, excluding the Walter Baker Sports Centre, or downloaded from ottawa.ca/vote.

The final day to remove a name from the Voters' List is Monday, October 5, 2020.

Interim List of Changes to the Voters' List

In accordance with the MEA, the interim list of changes (additions, amendments and deletions) to the Voters' List will be provided to each certified candidate on Monday, September 14, 2020. The interim list will be provided to candidates in the same format (printed or flash drive) as their original request for a copy of the Voters' List, free of charge.

Strike-off Lists

Strike-off lists contain the names of electors who have voted in a ward for which you are nominated. Copies of Strike-Off List for Ward 19 – Cumberland will be available to candidates on Wednesday, September 30, 2020, by appointment only, at the Elections Office. You may obtain an electronic (flash drive) or printed copy of the list by emailing your request to the Elections Office at elections@ottawa.ca. If a candidate wishes to have an agent pick up a copy of their strike-off lists, the agent must present authorization in writing from the candidate and it must include an original signature from the candidate.

By-election Brochure and Voter Notification Letters

As described in the Ward 19 (Cumberland) – Vacancy Options (July 15) Council report, the Elections Office will send a by-election brochure to every household in Ward 19 (Cumberland) at the end of August 2020. This brochure will provide information related to voting in the 2020 Cumberland By-election including how to verify, add or amend information on the Voters' List, voting dates and times, the options an elector has to

vote (voting by special mail-in ballot, in-person voting, and voting by proxy), and the COVID-19 safety measures that will be implemented at all voting places.

Voter Notification letters will be mailed to electors who appear on the Voters' List in early September 2020. This notification will advise electors where, when and how they may vote. Electors will also be advised that personal identification will also be required as prescribed by the MEA. A complete list of acceptable types of identification can be found on ottawa.ca/vote.

In addition to the Voter Notification letter, an elector may also search for their voting place by using the "Where Do I Vote?" tool on ottawa.ca/vote. This tool will be available from Saturday, September 5, 2020, until Monday, October 5, 2020.

Voting Places

Voting places in the 2020 Cumberland By-election will offer "anywhere voting" which means that electors can vote at any voting place regardless of their address. As such, electors can vote at any of the following voting places during Advance Vote Days on Monday, September 28, 2020, and Tuesday, September 29, 2020, and on Voting Day, Monday, October 5, 2020. Voting places will be open from 10 a.m. to 8 p.m.

| Voting Place | Address |
|---------------------------------------|---------------------------|
| Bearbrook Community Hall | 8720 Russell Road |
| Carlsbad Springs Community Centre | 6020 Piperville Road |
| François Dupuis Recreation Centre | 2263 Portobello Boulevard |
| Navan Memorial Centre | 1295 Colonial Road |
| Redeemer Alliance Church | 4825 Innes Road |
| R.J. Kennedy Arena and Community Hall | 1115 Dunning Road |
| Sarsfield Community Hall | 3585 Sarsfield Road |
| South Fallingbrook Community Centre | 998 Valin Street |

Reminder: COVID-19 Safety Measures for In-person Voting

Due to COVID-19, a number of safety measures will be implemented at voting places. These include the requirement to wear a mask, in accordance with the City's Temporary Mandatory Mask By-law, limiting the number of electors in a voting place, physical distancing markers, hand sanitizing stations, single use stationery, and acrylic barriers. Disposable masks will be available at voting places should an elector not have one.

Due to the above noted safety measures, it is expected that wait times may be longer than normal and lines may form outside of the voting place.

Voting Place Maps

Voting place maps for the 2020 Cumberland By-election are now available on ottawa.ca/vote. These maps identify the voting places to be used on voting days. The first copy of these maps is free. Additional copies can be purchased for a fee of \$10.82 + HST each.

Please contact the Elections Office by phone at 613-580-2660 or by email at elections@ottawa.ca to arrange your pick-up time or to place your order.

Reminder: Election Sign Restrictions – Public and Private Property

Every candidate must ensure that all City of Ottawa sign by-laws as well as any provincial and federal regulations governing election signs are adhered to at all times.

Please be advised, that pursuant to City of Ottawa By-law No. 2004-239 (Temporary Signs on Private Property) the first day an election sign could be placed on private property was Thursday, August 6, 2020.

In accordance with City of Ottawa By-law No. 2003-520 (Temporary Signs on Public Property) the first day an election sign can be placed on public property is Saturday, September 5, 2020.

Every election sign must be removed within forty-eight (48) hours following Voting Day.

Any concerns or complaints regarding signs should be directed to 3-1-1.

I trust this information is satisfactory. Should you have any questions or require any additional information, please contact the Elections Office by telephone at 613-580-2660, by email at elections@ottawa.ca or visit the Elections website at ottawa.ca/vote.

Yours truly,



M. Rick O'Connor, CMO
City Clerk

Previous Candidate Updates

In the previous candidate updates, you were provided with information on the following topics:

Update #1

- The Elections Office and COVID-19
- Amendments to the Municipal Elections Act, 1996
- Nomination and Withdrawals
- Authorization of Agents
- Candidate's Name as it is to Appear on the Ballot
- Pronunciation of a Candidate's Name on the Accessible Vote Tabulator
- Consent by Candidate – Release of Contact Information
- Campaigning During the COVID-19 Pandemic
- Voting in the 2020 Cumberland By-election
- Restricting Candidate and Scrutineer Access to Long Term Care Facilities
- Information Session for Candidates and Third Party Advertisers
- Contribution Rebate Program
- 2020 Cumberland By-election Map
- Election Sign Restrictions – Public and Private Properties
- Elections' Interpretation Bulletin: Election Campaign Signs – Requirements under the Municipal Elections Act, 1996
- Access to Multi-residential Premises by Candidates and Their Representatives as well as the Display of Campaign Signs
- Canadian Radio-television and Telecommunications Commission (CRTC) – On-air Personalities as Candidates