



Authority

On March 24, 2025, the Council of The Corporation of the City of Belleville adopted By-law Number 2025-49 authorizing the use of an alternative voting method (Internet and Telephone Voting), and the Use of Vote Tabulators for the 2026 Municipal Election.

Section 42(3) of the Municipal Elections Act (the Act) states that:

- (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.

Subsection 11(2) of the Act states that the Clerk of a local municipality is responsible for conducting elections within that municipality and responsible 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) (a plan regarding the identification, removal and prevention of barriers affecting Electors and Candidates with disabilities).

Section 12(1) of the Act states:

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.

The power conferred by Section 12(1) includes the power to establish forms, including forms of oaths and statutory declarations, and the power to require their use. It also includes the power to require a person, as a condition of doing anything, or having an Election Official do anything under the 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.

Section 13 of the Act states:



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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.

Subsection 42(4)2 of the Act states:

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.

Subsection 42(5) states that when a by-law authorizing the use of an alternative voting method is in effect, Section 44 (voting proxies) applies only if the by-law so specifies. By-law Number 2025-49 is silent on the matter of voting proxies, therefore voting proxies are not applicable.

Section 53 of the Act provides that the Clerk may declare an emergency if they are 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 that they consider advisable for the conduct of the election. Any arrangements made 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.

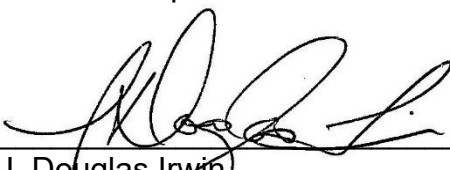
Amendments To Procedures

The Clerk may, at any time, up to and including Election Day, amend the procedures.

Forms

In addition to any prescribed forms, the Clerk, pursuant to Sections 12(1) and 12(2) of the Municipal Elections Act, shall determine and establish any forms for the 2026 Municipal Election, deemed desirable for conducting the election process.

Therefore, as Clerk of the City of Belleville and Returning Officer for the 2026 Municipal and School Board Elections, I do hereby certify and approve the procedures for conducting the 2026 Municipal and School Board Elections.



J. Douglas Irwin
City Clerk / Returning Officer

May 29, 2026
Date

Amendments

Any amendments to these Procedures shall be listed here including the date in which the amendment was made. Such amendments shall be provided to all Candidates.



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Amendment	Date	Signature of the City Clerk