



Election
2002

Information for Candidates



Office of the Returning Officer

UPDATED AUGUST 2002



Candidates Seeking Election for the Office of Mayor, Councillor and School Trustee

*The material in this booklet has been compiled for the convenience of candidates seeking election for the Office of Mayor, Councillor and School Trustee in the City of Winnipeg. The information is general and has been prepared as a reference for candidates. **NOTHING IN THIS MATERIAL RELIEVES THE CANDIDATE FROM THE RESPONSIBILITIES OF COMPLYING WITH THE STATUTORY PROVISIONS.** It is suggested that candidates refer to Part IV of The City of Winnipeg Act, The Local Authorities Election Act, and The Public Schools Act, as required, for specific provisions.*

The City of Winnipeg Act provides for the election of members of Council every four years, on the fourth Wednesday in October. In 2002, the Civic Election will be held on Wednesday, October 23, 2002. The Public Schools Act provides that elections for school trustees in Winnipeg School Divisions shall be held on the same date.

The necessary forms for the filing of nominations are available from the Office of the Returning Officer, Main Floor, Council Building, 510 Main Street. Nomination papers must be filed in-person with the Returning Officer, commencing Tuesday, September 10, 2002, thru to 2:00 p.m. on Wednesday, September 25, 2002.

Copies of The City of Winnipeg Act, The Local Authorities Election Act and The Public Schools Act may be purchased from Statutory Publications, 200 Vaughan Street (Lower Level), Winnipeg, (Telephone 945-3101), if so desired.

We hope that you find the information presented in this booklet useful. Election information can also be found on the City of Winnipeg's Internet Web Page at www.city.winnipeg.mb.ca. Should you have further questions please contact the Office of the Returning Officer.

R. Kachur
Returning Officer

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DATE OF ELECTION

In accordance with *The City of Winnipeg Act* and *The Local Authorities Election Act*, the City of Winnipeg conducts an election on the fourth Wednesday of October every four years for the Office of Mayor and Councillor. The 2002 Civic Election will be held on **October 23, 2002**. Polls are open from **8:00 a.m. to 8:00 p.m.** The election for the Office of School Trustee for the School Divisions within the boundaries of the City of Winnipeg is held in conjunction with the election for the Office of Mayor and Councillor.

OFFICE OF MAYOR

The Mayor is elected at large. All eligible voters in the City of Winnipeg are entitled to cast one vote for the Office of Mayor. (Voter eligibility is defined further in “Qualifications of Electors for Mayor and Councillor” on Page 9.)

OFFICE OF COUNCILLOR

One Councillor is elected from each of the 15 wards which comprise the City of Winnipeg. Eligible voters cast one vote for the Office of Councillor in their respective Wards. (Voter eligibility is defined further in “Qualifications of Electors for Mayor and Councillor” on Page 9).

OFFICE OF SCHOOL TRUSTEE

Each School Division is divided into a certain number of Wards and more than one candidate may be elected to the Office of School Trustee for each Ward. Maps identifying the School Divisions and Ward boundaries are provided to candidates at the time they file their Nomination Papers. Eligible electors, as defined in “Qualifications of Electors for School Trustee” on Page 10, vote for the Office of School Trustee in their respective School Division Wards.

QUALIFICATIONS OF CANDIDATES

Prior to making the decision to run for office, a prospective candidate should determine if he or she qualifies under the provisions of Section 88 of *The City of Winnipeg Act* for candidates seeking election to the Office of Mayor or Councillor, and Section 22 of *The Public Schools Act* for candidates seeking election to the Office of School Trustee.

QUALIFICATIONS FOR MAYOR AND COUNCILLOR

The City of Winnipeg Act provides:

88(1) *A person is eligible to be nominated for election and elected as a member of Council if the person is*

- (a) a Canadian Citizen;*
- (b) of the full age of 18 years;*
- (c) a resident of the province;*
- (c.1) an elector as determined under The Local Authorities Election Act; and*
- (d) not subject to disqualification under The City of Winnipeg Act.*

NOTE:

1. For qualifications of an elector, refer to Section 5.1 of the Local Authorities Election Act.
2. Residency and property ownership requirements are not ward specific (ie. a candidate need not be a resident in the ward in which they are seeking election in or own property in that ward).
3. Candidates may seek election for the office of Mayor or Councillor but **NOT** both.

DISQUALIFICATIONS

The City of Winnipeg Act provides:

90(1) *The following persons are disqualified to be nominated for election to Council, or to be, or remain a member of Council:*

- (a) a judge of the Court of Queen's Bench or The Court of Appeal;*
- (b) a provincial judge, magistrate or justice of the peace;*
- (c) a member of the council of another municipality;*
- (d) a member of the Senate or House of Commons of the Parliament of Canada;*
- (e) a person who, convicted of an offence under The City of Winnipeg Act or any other Act, has not paid a fine imposed on the person for the offence;*
- (f) a person who, after his or her nomination, ceases to be qualified as an elector under The Local Authorities Election Act.*

QUALIFICATIONS FOR SCHOOL TRUSTEE

The Public Schools Act provides:

22 *A person is qualified to be nominated for and elected as a trustee of a school board if the person:*

- (a) is a Canadian Citizen;*
- (b) is of the full age of 18 years, or will be of the full age of 18 years at the date of the election;*
- (c) is an actual resident in the School Division or School District, and will have been so for a period of at least six months at the date of the election; and*
- (d) is not disqualified under any other provision of this Act or any other Act, and is not otherwise by law prohibited, from being a trustee or from voting at elections in the School Division or School District.*

- NOTE:**
- 1. Candidates for School Trustee do not have to reside within the Ward of the School Division in which they are seeking election, but must reside within the School Division itself.
 - 2. No employee and no pupil in regular attendance at school shall be a trustee of the school division or school district of which he is an employee or pupil.

CAMPAIGN PERIOD

The City of Winnipeg Act defines a **CAMPAIGN PERIOD** for candidates seeking election to the Office of Mayor and Councillor. It is only during the Campaign Period that candidates can solicit contributions and expend funds for the purposes of election. There is no legislatively-defined campaign period for candidates seeking election to the Office of School Trustee.

For candidates seeking election to the **OFFICE OF MAYOR**, the Campaign Period commences **May 1, 2002 and terminates March 31, 2003**.

For candidates seeking election to the **OFFICE OF COUNCILLOR**, the Campaign Period commences 120 days prior to Election Day, **June 25, 2002 and terminates March 31, 2003**.

Audited financial statements must be filed by nominated candidates seeking election to the Office of Mayor or Councillor by **May 31, 2003**. For candidates who register but do not file Nomination Papers, or who file and withdraw, audited financial statements must be filed no later than 60 days after Election Day, on **December 23, 2002**.

The regulations regarding campaign financing are stipulated in *The City of Winnipeg Act* and the Campaign Expenses and Contributions By-law No. 5550/90. Candidates are advised to refer to the booklet entitled "Candidate Information on Campaign Expenses and Contributions" prepared by the Office of the Returning Officer along with the respective statutory and by-law provisions.

REGISTRATION OF CANDIDATES

Every person who proposes to be a candidate for the office of Mayor or Councillor must register with the Returning Officer by filing in person the prescribed **Form 1** entitled **NOTICE OF REGISTRATION**, as provided in the "Candidate Information on Campaign Expenses and Contributions" booklet available from the Office of the Returning Officer, Main Floor, Council Building, 510 Main Street. This registration can only be done during the relevant Campaign Period, and must be completed prior to the closing of Nominations.

The **NOTICE OF REGISTRATION** form requires the following information to be completed: the name and address of the candidate, the candidate's official agent and auditor, as well as any chartered bank or other financial institution, including account number(s) in which accounts are to be used by the candidate for the election campaign. The Returning Officer must be notified in writing immediately of any changes to this information.

Once a candidate has filed a **NOTICE OF REGISTRATION**, he/she becomes a registered candidate. Until a candidate is registered, neither the candidate nor his/her campaign organization are entitled to accept contributions or incur any expenses. Also, the candidate may not spend any of his/her own money on the campaign before registration.

It is important to note that the candidate registration process and the nomination process are separate. A registered candidate is not entitled to have his or her name on the ballot until he or she is nominated. Registration alone does not confirm status as a candidate in the Municipal Election and being registered does not commit a candidate to file Nomination Papers.

CANDIDATES FOR MAYOR

Candidates for Mayor may register any time commencing **Wednesday, May 1, 2002, and no later than NOMINATION DAY, Wednesday, September 25, 2002**. A person who files a **NOTICE OF REGISTRATION** with the Returning Officer becomes a registered candidate on the day of filing. The Returning Officer keeps a register of every person who has filed a **NOTICE OF REGISTRATION**.

CANDIDATES FOR COUNCILLOR

Candidates for Councillor may register any time commencing **Tuesday, June 25, 2002, and no later than NOMINATION DAY, Wednesday, September 25, 2002**. A person who files a **NOTICE OF REGISTRATION** with the Returning Officer becomes a registered candidate on the day of filing. The Returning Officer keeps a register of every person who has filed a **NOTICE OF REGISTRATION**.

OFFICIAL AGENT

Every candidate for the Office of Mayor or Councillor must appoint an **OFFICIAL AGENT** who will be responsible for receiving contributions and authorizing campaign expenses. If the **OFFICIAL AGENT** ceases to hold office for any reason, the registered candidate must immediately appoint another **OFFICIAL AGENT** and advise the Returning Officer in writing of the change.

ELECTION EXPENSES/CONTRIBUTIONS

The City of Winnipeg Act requires Council to pass a by-law to regulate campaign expenses and contributions for candidates seeking election to the Office of Mayor and Councillor, including limits on the amount of contributions which may be received as well as the amount of expenses that may be incurred. **AUDITED FINANCIAL STATEMENTS**, prepared by an accredited auditor, must be filed by all candidates seeking election to the Office of Mayor and Councillor, within the prescribed deadlines.

The Public Schools Act does not regulate campaign contributions and expenses for candidates seeking election to the Office of School Trustee and candidates are not required to submit audited financial statements. The conduct of the actual campaign, including monies spent on campaigning for election to the Office of School Trustee is at the discretion of the individual.

Candidates are responsible for raising any funds required for the conduct of their campaign. Candidates seeking election to the Office of School Trustee are advised to contact the Manitoba Association of School Trustees, 191 Provencher Boulevard, Telephone: 233-1595, for general information on the role of School Boards and the Office of School Trustee.

FUNDS EXPENDED ON THE ELECTION OF CANDIDATES TO THE OFFICE OF MAYOR, COUNCILLOR OR SCHOOL TRUSTEE ARE NOT TAX-DEDUCTIBLE NOR ARE CONTRIBUTIONS MADE TO A CANDIDATE TAX-DEDUCTIBLE FOR THE CONTRIBUTOR.

For the 2002 Civic Election, the Campaign Expenses and Contributions By-law No. 5550/90 prescribes that the total expenditure limit for candidates seeking election to the Office of Mayor is determined by formula, utilizing 30 cents per elector. The total expenditure limit for candidates seeking election to the Office of Councillor is determined by formula utilizing 75 cents per elector. The Campaign Expenses and Contributions Officer will provide each candidate with a preliminary estimate of a candidate's expense limitation at the beginning of the campaign period and will certify the exact campaign expense limitation for each candidate by **September 30, 2002**.

The **CAMPAIGN EXPENSES AND CONTRIBUTIONS OFFICER** for the 2002 Civic Election is:

Name:	Bill Treytiak
Address:	P.O. Box 48056, RPO Lakewood, Winnipeg, R2J 4A3
Telephone / Fax	257-2814
E-mail	treytiak@hotmail.com

Election Expenses / Contributions (cont'd)

The role of the **CAMPAIGN EXPENSES AND CONTRIBUTIONS OFFICER** is to examine the audited financial statements which all registered Mayor and Councillor candidates are required to file, and to obtain any other related information he considers necessary for the purpose of making a report to Council, in accordance with the requirements of the by-law and *The City of Winnipeg Act*.

The **CAMPAIGN EXPENSES AND CONTRIBUTIONS OFFICER** assists candidates to comply with the provisions of the Campaign Expenses and Contributions By-law. All questions on campaign financing will be referred to the **CAMPAIGN EXPENSES AND CONTRIBUTIONS OFFICER**.

FAILURE OF A REGISTERED CANDIDATE TO COMPLY WITH THE STATUTORY AND BY-LAW PROVISIONS CAN RESULT IN PROSECUTION.

NOMINATIONS

All candidates seeking election must file **NOMINATION PAPERS** in person with the Returning Officer, or designate, during the **NOMINATION PERIOD**.

FILING NOMINATION PAPERS

NOMINATION PAPERS will be accepted after the **NOTICE OF NOMINATION** is published, commencing on **Tuesday, September 10, 2002**. **NOMINATION PAPERS must be filed no later than 2:00 p.m., on Wednesday, September 25, 2002, NOMINATION DAY.**

NOMINATION PAPERS

Each **NOMINATION PAPER** includes a declaration as to eligibility to run as a candidate in the form prescribed by *The Local Authorities Election Act*, to be taken by the candidate when filing the **NOMINATION PAPERS** during the nomination period. The onus is on the candidate filing the **NOMINATION PAPERS** to file a bona fide **NOMINATION PAPER** meeting all requirements.

The City of Winnipeg Act requires that candidates seeking election to the Office of Mayor must have a minimum of **250 signatures of qualified electors** residing within the City of Winnipeg at large. As eligibility is subject to verification with the official List of Electors, it is suggested that prospective candidates obtain extra names to ensure that the minimum requirement of 250 eligible electors is met.

The Local Authorities Election Act requires that candidates seeking election to the Office of Councillor or School Trustee must have a minimum of **25 signatures of qualified electors** whose names appear on the List of Electors for the Ward in which they are seeking election. An elector may sign the Nomination Papers of more than one candidate. As eligibility is subject to verification

Nomination Papers (cont'd)

with the Official List of Electors, it is suggested that prospective candidates obtain extra names to ensure that the minimum requirement of 25 eligible electors is met.

NOMINATION PAPERS for candidates seeking election to the Office of Mayor, Councillor or School Trustee are available from the Office of the Returning Officer, Main Floor, Council Building, 510 Main Street, from 8:30 a.m. to 4:30 p.m. Monday through Friday.

Once filed, **NOMINATION PAPERS** will be made available for public inspection and the Returning Officer will post a list of nominations in the Council Building at City Hall.

WITHDRAWAL OF NOMINATIONS

Where more candidates are nominated than are required to be elected, any candidate may submit to the Returning Officer, his/her withdrawal, in person, in writing, **prior to 2:00 p.m. on Friday, September 27, 2002**, and that withdrawal will be accepted if a sufficient number of candidates remain to fill the office.

ACCLAMATION

Where only one candidate is nominated for the particular office, the Returning Officer will declare the candidate duly elected by **ACCLAMATION** upon the close of nominations at **2:00 p.m. on Wednesday, September 25, 2002**.

MATERIAL/INFORMATION SUPPLIED TO ALL CANDIDATES

Candidates who have officially filed Nomination Papers with the Returning Officer will receive a package of supplies, including: a Candidate's Information Booklet, List of Electors containing the names of all eligible electors within the Ward in which he/she is seeking election; a Street Index; Polling Subdivision Lists; Maps outlining electoral ward boundaries, PSD delineations; voting locations and catchment areas, etc.

A copy of the **LIST OF ELECTORS** will also be available in electronic format at a charge of \$100 for candidates seeking election to the Office of Mayor and \$50 per Ward for candidates seeking election to the Office of Councillor. Candidates purchasing diskette(s) are required to sign an acknowledgement of the conditions imposed by Council regarding the use of the diskette.

POLITICAL CAMPAIGN SIGNS

Campaign signs are permitted in all zoning districts throughout the City and are regulated under the Winnipeg Zoning By-law No. 6400/94, Sections 1212(4) and 1212(6). Campaign signs shall not be erected prior to the date the election is officially proclaimed, on **Tuesday, September 10, 2002**, and shall be removed within seven days following Election Day, on **Wednesday, October 30, 2002**. There are no regulations regarding the size of political campaign signs. Campaign signs do not include identification signs reading “(name of candidate) campaign headquarters or (name) constituency (or other electoral area) office”.

In accordance with the ruling of the Supreme Court of Canada on September 2, 1993 (City of Peterborough vs Kenneth Ramsden), campaign signs are to be allowed within public rights-of-way provided they do not create a dangerous condition or cause damage to public property. For vehicular safety reasons, this would preclude most signs on medians and within 10 meters of an intersection. This implies small scale signage that does not impede the movement of pedestrians or vehicles or obscure the visibility of traffic and traffic control devices (e.g. signals, stop signs, directional signs and parking meters).

The Local Authorities Election Act stipulates the following signage restrictions for voting locations during all polling hours:

129.1(2) A person, except an election officer acting under this Act, who posts or authorizes the posting of a sign, poster or placard that refers to an election, within a building or within 50 metres of the entrance to a building in which there is a polling place, and who fails to remove it before the day on which voting is permitted at the polling place, is guilty of an offence.

NO CAMPAIGN MATERIAL OR LITERATURE OF ANY NATURE WHATSOEVER OF ANY CANDIDATE IN THE ELECTION SHALL BE DISPLAYED WITHIN A POLLING LOCATION

QUALIFICATIONS OF ELECTORS

The Local Authorities Election Act and *The Public Schools Act*, govern eligibility to vote for the Offices of Mayor, Councillor and School Trustee.

QUALIFICATIONS OF ELECTORS FOR MAYOR AND COUNCILLOR

Recent amendments contained in *Bill 7 The Local Authorities Election Amendment Act* assented to on May 23, 2002, further define the qualifications of non-resident owners for municipal elections and sets the maximum number of non-resident owners of a parcel of land who may vote at two.

The Local Authorities Election Act now provides:

Qualification of electors

5(1) Subject to this Act, the right to have his name placed upon the list of electors of, and to vote at elections in, local authorities belongs to each of the following persons; that is to say, a person who

- (a) is a Canadian citizen of the full age of 18 years, or who will be 18 years of age at the date of the election, and is not disqualified under this Act, or otherwise by law prohibited, from voting; and
- (b) is an actual resident in the authority and will have been resident therein for a period of six months at the date of the election.

Qualification of non-resident owners for municipal elections

5(1.1) In an election in a municipality, a person who is a non-resident of the municipality has the right to be named in the list of electors and to vote, if he or she

- (a) has the qualifications of an elector stated in clause (1)(a); and
- (b) subject to subsection (1.3), has been for at least six months at the date of the election the registered owner of land that is assessed in the latest revised realty assessment roll of the municipality.

“Registered owner” defined

5(1.2) For the purpose of clause (1.1)(b), the registered owner of land is

- (a) a tenant or occupier of it, if his or her name is entered on the latest revised realty assessment roll as the owner of a right, interest, or estate in it;
- (b) if no person qualifies under clause (a), the person who purchased it under an agreement for sale that is subject to the *Veterans’ Land Act (Canada)*; or
- (c) if no person qualifies under clause (a) or (b), the owner.

Maximum of two non-resident voters per property

5(1.3) If three or more persons qualify as registered owners of the land under the applicable clause of subsection (1.2),

- (a) no more than two of them may register as non-resident owners; and
- (b) each person registered must do so with the written consent of the number of those persons who, together with the person registering, are a majority of the registered.

- NOTE:**
1. Despite the possibility of multiple property ownership, a person’s name may be entered only once on the List of Electors. An elector is allowed only one vote for Mayor and may vote in only one Ward for Councillor.
 2. Persons who have resided within the City of Winnipeg for six months prior to Election Day but who have moved to another Ward are still qualified to vote for Mayor and Councillor, but must vote in the Ward where they reside on Election Day.

QUALIFICATIONS OF ELECTORS FOR SCHOOL TRUSTEE

The Public Schools Act provides that, for the purpose of electing School Trustees,

“an elector means a person entitled to vote under clause 5(1)a or 5(1)b of The Local Authorities Election Act.”

- NOTE:**
1. An elector must be a resident in the School Division for six months prior to Election Day.
 2. A property owner who does not reside in the School Division does not have the right to vote for School Trustee.

LIST OF ELECTORS

For the 2002 Civic Election, the City of Winnipeg will exercise the power under Section 11(11) of *The Local Authorities Election Act*, to utilize the **NATIONAL REGISTER OF ELECTORS** compiled by Elections Canada. The City of Winnipeg intends to update the List prior to August 1, 2002. All inquiries in this regard should be forwarded to the:

Enumerator, Election Office
Main Floor, Council Building
510 Main Street
Winnipeg, R3B 1B9
Telephone No. 986-8500

REVISIONS

The City of Winnipeg will conduct a **REVISION PERIOD** for the purpose of updating the List of Electors by making corrections or adding or deleting names. The **REVISION PERIOD** will be held on **Tuesday, August 27, Wednesday, August 28, and Thursday, August 29, 2002**, between the hours of **1:00 p.m. and 9:00 p.m.** The **REVISION PERIOD** will be advertised in the local newspapers and will be conducted at:

City Hall
Main Floor, Council Building
510 Main Street
Winnipeg, R3B 1B9

Persons whose names do not appear on the **LIST OF ELECTORS** and who are eligible to vote will be required to take an **AFFIDAVIT** prior to voting.

NAMES OBSCURED

As provided by law, any person can request to have his/her name and address obscured from the List of Electors. All such requests must be made in writing to the Enumerator or the Revising Officer prior to conclusion of the **REVISION PERIOD, Thursday, August 29, 2002, 9:00 p.m.** The Revising Officer will advertise in the newspaper to advise electors of this provision prior to the **REVISION PERIOD.**

VOTERS NOTICES

Each eligible voter whose name appears on the **LIST OF ELECTORS**, as revised, will receive a **VOTERS NOTICE** by mail in early October, advising of where to vote, the polling subdivision, hours of voting, and the particulars of Advance Polling and Vote by Mail.

If a voter has moved since the List of Electors was prepared, the voter will be directed to vote at the polling location and in the polling subdivision for his/her current address. Electors who have moved or who require further information on polling locations, Advance Polls or Vote by Mail, can receive additional information by contacting the Election Office at 986-8500, via E-mail at elections@city.winnipeg.mb.ca, or by viewing our web site at www.city.winnipeg.mb.ca.

AUTOMATED VOTING

In accordance with the provisions of *The City of Winnipeg Act*, the City of Winnipeg will again be utilizing automated voting for the quick and accurate tabulation of votes. The City of Winnipeg first utilized an automated voting system for the 1995 Civic Election. The system chosen has been widely used throughout the world and is manufactured by the world's leading vendor of voting technology.

Based on a paper-based ballot, the system utilizes optical scanning technology to determine voter intention. A paper-based ballot system is user-friendly and provides for appropriate audit control. Each optical scanner contains a memory pack which records the details of all ballots inserted into the optical scanner. One voting machine, made up of an optical scanner mounted on a large ballot box, is present in each polling location. Once the polls close, the memory pack prints out a tabulation of the votes cast and the memory pack is taken from the voting machine and transported to Election Headquarters. The contents of each memory pack are then electronically read into the central tabulation unit, which compiles the results of all races. All election results will be reported by the Returning Officer within **90 minutes** of the closing of the polls.

Each eligible voter will receive one paper ballot containing all three races to be voted on: Office of Mayor, Office of Councillor and Office of School Trustee. Each race is colour-coded: Office of Mayor – white; Office of Councillor – pink; and Office of School Trustee – yellow. The candidates' names will appear in alphabetical order. If a voter is not eligible to vote for School Trustee, the ballot will only contain the Offices of Mayor and Councillor.

The voter marks his or her vote on the paper ballot by joining the arrow pointing to the candidate(s) of choice for each of the races. Voters will need to choose one candidate each for the Office of Mayor and Councillor, and multiple candidates for the Office of School Trustee. Voters will mark their ballots with black felt marker pens which will be provided in the voting booths.

ADVANCE POLLS

An **ADVANCE POLL** will be held for eligible electors from all areas of the City at **City Hall, Council Building, 510 Main Street**, commencing Monday, September 30, through to Monday, October 21, 2002.

ADVANCE POLLS will also be held in community locations for eligible electors residing within their respective Community area commencing October 15, 2002.

All advance polls are accessible to persons with disabilities

The **ADVANCE POLLS** will also utilize the automated voting technology. All votes cast at the **ADVANCE POLLS** will be tabulated immediately after the closing of polls on Election Day, 8:00 p.m., **Wednesday, October 23, 2002**.

For more information on Advance Poll locations, dates and times, please contact the Election Office at 986-8500.

VOTE BY MAIL

An elector who is unable to vote on Election Day or at the Advance Polls, for any reason, including owing to physical disability, may apply to **VOTE BY MAIL**.

The application **must** be made in writing and forwarded to the Returning Officer, Council Building, 510 Main Street, and must provide the reason for the request. **APPLICATIONS TO VOTE BY MAIL** are available from the Returning Officer. Applications can be made commencing **Monday, September 30, 2002**. The deadline for Vote by Mail applications to be accepted by the Returning Officer is **4:30 p.m., Wednesday, October 16, 2002**, 7 days prior to Election Day.

Once the application is approved, the Returning Officer will forward a ballot with instructions by mail or delivery to the elector. The elector must return the ballot to the Returning Officer, Main Floor, Council Building, 510 Main Street, **PRIOR TO** the closure of the polls at **8:00 p.m. on Wednesday, October 23, 2002**, Election Day.

HOSPITAL POLLS

The Returning Officer will also establish a poll in various City hospitals, where patients of the hospital, who are eligible electors, may vote.

For more information on Hospital Poll locations, please contact the Election Office at 986-8500.

SCRUTINEERS

A **SCRUTINEER** is a representative of the candidate, 18 years of age and duly authorized by a candidate to observe voting and the count at the poll. A maximum of **TWO** scrutineers are permitted for any one poll and may be present together or replace one another. If a scrutineer is intended to visit more than one poll in any one polling location, it is necessary for the candidate to provide written authorization for each poll. As well, a candidate is entitled to appoint two persons to act as scrutineers-at-large to attend at the polling locations. **Authorization forms will be included in the material supplied to duly nominated candidates.**

RESULTS REPORTING

At the closing of polls, 8:00 p.m., Election Day, an **ELECTION OFFICER** will program the voting machine to tabulate the votes cast, providing a print-out on-location. The Memory Pack from each Voting Machine will then be transported to **ELECTION HEADQUARTERS**, City Hall, 510 Main Street.

ELECTION HEADQUARTERS

All Memory Packs from each of the Voting Locations will be transported to **ELECTION HEADQUARTERS**, City Hall, 510 Main Street. The contents of these Memory Packs will be electronically read into the central tabulation unit, which will compile the results of all races. As each Memory Pack is read into the central tabulation unit, the election results will become available, and the results will be projected on large screen monitors. All Election results will be reported by the Returning Officer within 90 minutes of the closing of the polls.

KEY CONTACT PERSONS

ELECTION OFFICE

986-8500

E-mail: elections@city.winnipeg.mb.ca

Web Site: www.city.winnipeg.mb.ca

CITY HALL INFORMATION SERVICE

986-2171

RETURNING OFFICER	RICHARD KACHUR	986-2428
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ENUMERATOR	MARC LEMOINE	986-7131
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REVISING OFFICER	URSULA GOERES	986-2408
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CAMPAIGN EXPENSES AND CONTRIBUTIONS OFFICER	BILL TREYTIK	257-2814
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MANITOBA ASSOCIATION OF SCHOOL TRUSTEES (M.A.S.T.)	HEATHER DEMETRIOFF	233-1595
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ASSISTANT ENUMERATOR:	MICHAEL BRESCH	986-2555
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ASSISTANT RETURNING OFFICERS:	MONIQUE WRIGHT	986-2185
	BRENT OLYNYK	986-3831
	GERRY BERKOWSKI	986-2893
	BOB MACCALLUM	986-2136
	WAYNE GULENCHYN	986-2454
	JO-ANN PARK	986-3732
	BONNIE GRESCHUK	986-2483
	CAROL FREEMAN	986-3157
	INGA SKUNDBERG	986-3856
	DIANE TIMMINS	986-5414
	MARC PITTET	986-4229
	JOSIE MARQUES	986-4228
	CARLOS GAMEIRO	986-6631

IMPORTANT DATES

2002

- May 1 **REGISTRATION** and **CAMPAIGN PERIOD** for Mayoralty candidates begins
- May 6 - August 3 Enumerator prepares List of Electors from Elections Canada's **NATIONAL REGISTER OF ELECTORS**
- June 25 **REGISTRATION** and **CAMPAIGN PERIOD** for Councillor candidates begins
- August 27, 28 and 29 Official **REVISION PERIOD** for List of Electors (1:00 p.m. to 9:00 p.m.)
- September 10 Returning Officer begins accepting duly completed **NOMINATION PAPERS** during normal working hours up until 2:00 p.m., September 25, 2002
- Upon filing nomination papers, candidates will receive an information package, including PSD Maps and a List of Electors
- Election signs may be erected
- September 25 **NOMINATION DAY** - receipt of nominations ends promptly at 2:00 p.m.
- September 27 Candidates may, in writing, withdraw their nomination up to 2:00 p.m.
- September 30 **ADVANCE POLL** opens at City Hall, Council Building, 510 Main Street.
- Returning Officer begins accepting written applications for **VOTE BY MAIL** through to October 16, 2002
- Campaign Expenses and Contributions Officer to deliver certified expense limitations to candidates
- ELECTION NOTICE**, including List of Nominations, Hours of Voting, Advance Polls, Vote by Mail, etc. appears in newspaper

Important Dates (cont'd)

October 15	ADVANCE POLLS open in Community locations
October 16	Deadline for Returning Officer to accept written applications for VOTE BY MAIL until 4:30 p.m.
October 21	ADVANCE POLL at City Hall closes at 4:30 p.m.
OCTOBER 23	ELECTION DAY - 8:00 a.m. - 8:00 p.m.
October 24	DECLARATION OF ELECTION RESULTS by Returning Officer at 12:00 Noon
	POLL BOOKS may be inspected until 4:30 p.m.
October 30	Deadline for removal of ELECTION SIGNS
November 14	Deadline for candidates to file application for RECOUNT in the Court of Queen's Bench
December 23	Deadline to file AUDITED STATEMENTS for those candidates who did not file nomination papers, or who withdrew

2003

March 31	CAMPAIGN PERIOD ends for candidates
May 31	Deadline to file AUDITED STATEMENTS for all candidates who filed nomination papers

COUNCIL AND ITS POWERS

The **INAUGURAL MEETING** of the newly elected Council will be held on **TUESDAY, NOVEMBER 5, 2002**. At the **INAUGURAL MEETING**, the Mayor will appoint Members of Council as Chairpersons to the Standing Committees and identify a Deputy Mayor. The Mayor, the Deputy Mayor and the Chairpersons of the Standing Committees constitute the Executive Policy Committee.

An **ORGANIZATIONAL MEETING** will be held on **WEDNESDAY, NOVEMBER 13, 2002** at which Members of Council will be appointed or elected to other offices, including the Speaker, Deputy Speaker, the Standing Committees, various Sub-Committees, and Boards and Commissions. The Mayor and Councillors are required to attend all meetings of City Council and each Councillor must serve on one Standing Committee. In addition to each member serving on a Standing Committee, all Councillors are members of a Community Committee which meets monthly. Further, Members of Council are elected to various Boards and Commissions at the Organization Meeting held in November of each year.

The powers of the City are exercised by Council. The Mayor and Councillors hold office for a term of four years. The Mayor is the head of Council and the chief officer of the City. The Mayor is chairperson of Executive Policy Committee and is an ex-officio member of each of the four Standing Committees. The powers of the City are defined in *The City of Winnipeg Act*. The administration and operating structure of the City is defined in The Organization By-law No. 7100/97.

City Council meets at least once a month on Wednesday at 9:30 a.m. in the Council Chamber, Council Building, 510 Main Street. Council sets the Schedule of Meetings for Council and its Committees, usually in November or December of the preceding year, but Special Meetings are not uncommon. The conduct and procedures followed at Council and Committee Meetings is set forth in The Procedure By-law No. 5400/90, and in accordance with the provisions of *The City of Winnipeg Act*.

THE ROLE OF SCHOOL BOARDS

The primary function of a school board is the determination of policy. These policies are, in effect, the laws under which a division or district operates. Implementation of that policy--that is, the day-to-day management of school business--is the role of the administrative staff hired by a school board.

A school board sets policy through the decisions it makes at public meetings. *The Public Schools Act* provides that "An act or proceeding of a school board that is not done or taken at a regular or special meeting of the school board, is not valid or binding on any person affected thereby" (Section 35). Combined with the requirement that "Every school board shall hold its meetings openly, and no person shall be excluded or removed from any meeting except for improper conduct" [Section 30(3)], legislation assures that school board business is conducted in an open manner.

In addition to full school board meetings, trustees also attend the meetings of any committees on which they serve. Most school boards have a number of standing committees that deal with areas such as finance, personnel, curriculum, and facilities. Special or ad hoc committees may also be appointed from time to time to deal with special projects or emerging issues. Unlike regular or special school board meetings, committee meetings do not have to be held in public, but may be held "in camera". These committees rarely make final decisions themselves. Their role generally is to investigate, deliberate, and report back to the full board. The board then has the option of adopting the recommendations of the committee at its public meeting, modifying any proposed course of action, or rejecting a committee report outright.

The decisions made by a school board at its meetings set the direction for the school division and district. The school board employs administrators to see that this direction is implemented in an effective and efficient manner. The two most senior administrators of a school division or district are the superintendent and the secretary-treasurer. By law, all school boards must employ a secretary-treasurer; he or she is a chief financial officer of the division or district. In addition, most school boards employ a superintendent, who is the division or district's chief educational officer. In some instances, both positions are held by the same individual. *The Public Schools Act* lists those responsibilities that a school board may delegate to its secretary-treasurer or superintendent. An effectively managed school division or district is one in which the senior administrators and school board work closely together, each respecting and drawing upon the other's areas of expertise.

Preparing for and participating in school board and committee meetings are the main functions of a school trustee. Although school trustees do not receive a salary for time spent on school board business, they do receive a payment referred to as an indemnity. This indemnity varies in amount from several hundred to several thousand dollars a year. Along with reimbursement for out of pocket expenses incurred by trustees in the course of school board business, this indemnity ensures that trustees are able to serve in that capacity without causing them undue financial hardship.

QUESTIONS & ANSWERS

The following provides answers to specific questions that are common relative to election procedures and processes.

QUALIFICATIONS FOR CANDIDATES

1. *What are the qualifications for candidates for election to the Office of Mayor and Councillor?*

A person is eligible to be nominated for election and elected as a member of Council if the person is

- (a) a Canadian Citizen;
- (b) of the full age of 18 years;
- (c) a resident of the province;
- (c.1) an elector as determined under *The Local Authorities Election Act*; and
- (d) not subject to disqualification under *The City of Winnipeg Act*.

[Section 88(1) of The City of Winnipeg Act]

Some people are disqualified to be nominated for election to Council, or to be, or remain a member of Council. For further information see Page 2 of this booklet, and Section 90(1) of *The City of Winnipeg Act*.)

- NOTE:**
- 1. For qualifications of an elector, refer to Section 5.1 of the Local Authorities Election Act.
 - 2. Residency and property ownership requirements are not ward specific (ie. a candidate need not be a resident in the ward they are seeking election in or own property in that ward).
 - 3. Candidates may seek election for the office of Mayor or Councillor but **NOT** both.

2. *What are the qualifications for candidates for election to the Office of School Trustee?*

A person is qualified to be nominated for election and elected as a trustee of a school board if the person:

- (a) is a Canadian Citizen;
- (b) is of the full age of 18 years, or will be of the full age of 18 years at the date of the election;
- (c) is an actual resident in the School Division or School District, and will have been so for a period of at least six months at the date of the election; and
- (d) is not disqualified under any other provision of this Act or any other Act, and is not otherwise by law prohibited, from being a trustee or from voting at elections in the School Division or School District.

[Section 22 of The Public Schools Act]

Qualifications For Candidates (cont'd)

- NOTE:**
1. Candidates for School Trustee do not have to reside in the Ward of the School in which they are seeking election, but must be a resident elector of the School Division.
 2. No employee and no pupil in regular attendance at school shall be a trustee of the school division or school district of which he is an employee or pupil.

NOMINATIONS

3. *When can a candidate file Nomination Papers?*

Nomination Papers will be accepted by the Returning Officer beginning **TUESDAY, SEPTEMBER 10, 2002**, and must be filed no later than 2:00 p.m., Wednesday, September 25, 2002.

4. *How many signatures are required for nomination for Mayor and Councillor?*

Nomination papers filed by prospective candidates must contain the signatures of at least 250 eligible electors for Mayor and 25 eligible electors for Councillor. As eligibility is subject to verification with the official List of Electors, it is suggested that candidates obtain additional names to ensure that the minimum requirement of eligible voters is met.

5. *How do I know that the signatures on the Nomination Paper represent eligible voters?*

It is incumbent upon the candidate filing the Nomination Papers to ensure that each of the signatories are eligible voters whose names appear on the List of Electors.

6. *Can a candidate be nominated for more than one office?*

The City of Winnipeg Act prohibits nomination for both Mayor and Councillor or as a Councillor in more than one Ward [Section 90(2) of *The City of Winnipeg Act*]. *The Public Schools Act* does not prohibit nomination for both School Trustee and Councillor or School Trustee and Mayor.

7. *Can a nominated candidate withdraw from the Election?*

Where more candidates are nominated for a particular office than are required to be elected, any candidate may withdraw providing that he or she submits a written withdrawal, in person to the Returning Officer by 2:00 p.m. on September 27, 2002.

Nominations (cont'd)

8. *Are there other requirements candidates should know?*

Yes. Candidates for the Office of Mayor and Councillor must register with the Returning Officer and are required to appoint an official agent, an auditor, and file an audited statement for the campaign. The Registration Period for candidates for the Office of Mayor is May 1 to September 25, 2002. The Registration Period for candidates for the Office of Councillor is June 25 to September 25, 2002. No funds can be solicited or expended on a candidate's campaign until he or she is registered.

Candidates for the Office of School Trustee are required to file Nomination Papers but are not required to appoint an official agent, auditor or file an audited statement. *The Public Schools Act* does not regulate campaign contributions and expenses for candidates for the Office of School Trustee.

ACCLAMATIONS

9. *How can a candidate be acclaimed?*

Where the number of candidates for any office is equal to the number of offices to be filled, the Returning Officer shall declare the candidate elected by acclamation on Nomination Day, September 25, 2002.

CAMPAIGNING

10. *When does the CAMPAIGN PERIOD begin and end?*

For a candidate seeking election to the **OFFICE OF MAYOR**, the Campaign Period commences on May 1, 2002, and ends on March 31, 2003.

For a candidate seeking election to the **OFFICE OF COUNCILLOR**, the Campaign Period commences on June 25, 2002, and ends on March 31, 2003.

For a candidate seeking election to the **OFFICE OF SCHOOL TRUSTEE**, *The Public Schools Act* does not stipulate a specific campaign period.

11. *Can a person declare himself/herself as a candidate for Mayor or Councillor and campaign before formally registering with the Returning Officer?*

No. Until a person registers as a candidate, the person, or any individual, corporation, organization or trade union acting on behalf of the person, shall not campaign, accept contributions or incur expenses for the purpose of the election of the person.

[Section 97(1) The City of Winnipeg Act]

Campaigning (cont'd)

12. *Can a candidate use his or her own funds for the election campaign?*

Yes. A candidate for Mayor or Councillor may use his or her own funds for an election campaign providing that all of the regulations are properly accorded. (i.e., the candidate must be properly registered, file an audited statement showing all funds, be within the maximum expenditure limit, etc.)

The conduct of the campaign for School Trustee, including money spent on the election campaign, is at the discretion of the individual.

13. *What is the maximum contribution limit for candidates?*

No individual, corporation, organization or trade union shall make a contribution to a registered candidate for the Office of Mayor which in total exceeds \$1,500 in value, or a contribution to a registered candidate for the Office of Councillor which in total exceeds \$750 in value.

The conduct of the campaign for School Trustee, including money spent on the election campaign, is at the discretion of the individual.

14. *What is the expenditure limit for candidates?*

The expenditure limit is based upon a formula utilizing 75 cents per elector for candidates for the Office of Councillor and 30 cents per elector for candidates for the Office of Mayor. The Campaign Expenses and Contributions Officer will provide each candidate for the Office of Mayor and Councillor written notification of their certified campaign expenditure limits, on or before Monday, September 30, 2002.

The conduct of the campaign for School Trustee, including money spent on the election campaign, is at the discretion of the individual.

15. *Can a registered Political Party make contributions towards a candidate's campaign?*

No. A registered Political Party under *The Canada Elections Act* and *The Elections Finances Act* or a constituency association of a registered party is not allowed to make contributions to a candidate's campaign.

[Section 95(1) of The City of Winnipeg Act]

Campaigning (cont'd)

16. *Can I get an income tax receipt for contributions to a candidate?*

No. Contributions made to a candidate are not tax-deductible nor are funds expended on the election of candidates to the Office of Mayor, Councillor, and School Trustee, tax deductible.

17. *Can candidates canvas in apartment buildings?*

Yes. Upon filing Nomination Papers with the Returning Officer, a candidate will be provided with an entry letter permitting access to apartment buildings, in accordance with the provisions of *The Residential Tenancies Act*.

ELECTORAL WARD BOUNDARIES

18. *Are the boundaries the same for Mayor, Councillor and School Trustee?*

The Mayor represents the City at large. The electoral boundaries for the Office of Councillor are the Wards of the City of Winnipeg. The School Division boundaries are **NOT** the same as the Ward boundaries for the Office of Mayor and Councillor. Therefore, electors living within the same school division may actually vote for different Councillors, dependent on the boundaries and will be provided with the appropriate ballot at the polling place. Candidates are supplied with electoral maps when they file Nomination Papers.

LIST OF ELECTORS

19. *I was not enumerated this year, and will not be on the List of Electors. How can I get my name on the List of Electors?*

The City is not conducting a door-to-door enumeration, but rather is utilizing the **NATIONAL REGISTER OF ELECTORS** compiled by Elections Canada. To ensure that you are on the List of Electors, inquiries should be forwarded to the Election Office at 986-8500, or via E-mail to elections@city.winnipeg.mb.ca, prior to August 1, 2002.

Revisions to the List of Electors will be held at City Hall, 510 Main Street, from 1:00 p.m. to 9:00 p.m. on Tuesday, August 27, Wednesday, August 28, and Thursday, August 29, 2002. A notice will appear in both daily newspapers confirming the revision period dates, times and locations. The Revision Period provides for the final opportunity for electors to request additions, deletions or corrections to the List of Electors.

20. *Are copies of the List of Electors available to the public upon request?*

No. *The Local Authorities Election Act* allows for copies of the List of Electors to be provided to candidates and the Returning Officer for election purposes. Only nominated candidates will receive a copy of the List of Electors. Upon filing Nomination Papers, candidates will be supplied with two copies of the List of Electors pertaining to their area and will have the option of purchasing the List of Electors in electronic format.

21. *Must I have my name on the List of Electors?*

An elector can choose to have his/her name obscured from the List of Electors by making a request in writing to the Enumerator or Revising Officer prior to the conclusion of the Revision Period on August 29, 2002.

Revising Officer, Election Office
Main Floor, Council Building
510 Main Street
Winnipeg, R3B 1B9
Telephone No. 986-8500

POLLING LOCATIONS

22. *How does a person find out where to vote?*

Persons on the List of Electors, including those whose names have been obscured, will receive a **VOTERS NOTICE** in early October, identifying their voting location. All candidates will be supplied with a list of Polling Locations, including related maps, when they file their Nomination Papers.

In addition, inquiries can be made to the Election Office at 986-8500 or via E-mail to elections@city.winnipeg.mb.ca

23. *Are polling locations wheelchair accessible?*

Yes. All polling locations are accessible. Signage will be posted where necessary to indicate access entrances for persons with disabilities.

ELECTION DAY

24. *Are there any restrictions prohibiting political activities near a polling place on Election Day?*

Yes. No person except an Election Officer is permitted to distribute a circular, card or other paper referring to an election within 50 metres of the polling place.

Similarly, no person shall post or authorize the posting of a sign, poster or placard referring to an election within a building or within 50 metres of the entrance to a building, except election officials.

25. *Is a scrutineer allowed to wear a badge indicating the candidate for whom the person represents?*

A scrutineer of a candidate may wear a badge or ribbon that indicates **by colour** the candidate for whom the person is a scrutineer, but does not show the name, initials, or an abbreviation of the name of, or insignia used by a political party or candidate.

[Section 129.2(2) of The Local Authorities Election Act]

26. *How many scrutineers can a candidate have at one poll?*

Two scrutineers per candidate are allowed at each poll.

[Section 82(2) of The Local Authorities Election Act]

27. *Can a candidate appoint scrutineers on a shift basis?*

Yes, provided the candidate has authorized each relief scrutineer with the duly completed Form for Appointment of Scrutineers.

28. *If a candidate has only one scrutineer at a polling place, and there is more than one poll at that polling place, does the candidate have to provide the scrutineer with an authorization form for each poll at that polling place?*

Yes.

29. *How many scrutineers-at-large can each candidate appoint?*

Two may be appointed by each candidate, in writing, utilizing the Form for Appointment of Scrutineers. A scrutineer-at-large is entitled to be present in any polling place in the Ward.

[Section 82(3) of The Local Authorities Election Act]

Election Day (cont'd)

30. *Can a candidate undertake the duties of a scrutineer he has appointed?*

Yes. The candidate may also assist a scrutineer in the performance of those duties and may be present at any place at which his or her scrutineer is authorized to attend.

[Section 82(4) of The Local Authorities Election Act]

31. *Where may I obtain forms for appointment of scrutineers?*

Copies of the forms for the appointment of scrutineers will be provided to each candidate upon filing Nomination Papers.

32. *Is there a blackout period for campaign advertising?*

No. In 1991, changes to *The Broadcast Act* eliminated the blackout period for political advertising.

33. *On Election Day, where do I report signage infractions?*

Election Day signage infractions, i.e. signage posted within the 50 metre restriction, should be reported to the Election Office, at 986-8500.

VOTING

34. *Who can vote?*

The following are the conditions an elector must meet to receive **MAYOR/COUNCILLOR** ballots:

- a) Be a Canadian Citizen;
- b) Be 18 years of age or over on the date of election;
- c) Be an actual resident OR own land in the City of Winnipeg for a period of six months as at the date of election.

[Refer to Section 5(1) of The Local Authorities Election Act for details]

Voting (cont'd)

The following are the conditions an elector must meet to receive **SCHOOL TRUSTEE** ballots:

- a) Be a Canadian Citizen;
- b) Be 18 years of age or over on the date of Election;
- c) Have six months residency on Election Day in the School Division.
[Refer to Sections 23(2) of The Public Schools Act and 5(1) of The Local Authorities Election Act for details]

35. *My name does not appear on the List of Electors. Can I still vote?*

Yes, providing you meet the qualifications of an elector.

To find out which Voting Location you should attend, contact the Election Office at 986-8500 or via E-mail to elections@city.winnipeg.mb.ca.

36. *I have changed my address within the past six months to another area in the City of Winnipeg. Can I vote and, if so, where?*

If you have moved to another School Division, you will not be eligible to vote for the Office of School Trustee but will be eligible to vote for the Office of Mayor and Councillor. You must vote in the polling subdivision in which you now reside. To determine your voting location contact the Election Office at 986-8500 or visit our web site at www.city.winnipeg.mb.ca.

37. *I did not receive a Voters Notice in the mail. Does this mean I cannot vote?*

A **VOTERS NOTICE** is not necessary in order for you to vote, providing you meet the qualifications of an elector.

If your name is not on the List of Electors, you will be required to take an affidavit at the polling place where you are entitled to vote. Please ensure you bring appropriate identification (photo ID if possible). To determine your voting location, contact the Election Office at 986-8500 or visit our web site at www.city.winnipeg.mb.ca.

38. *My (wife, husband, son, daughter, neighbour, etc.) received a Voters Notice, but I did not. Why not?*

Voters Notices are not always delivered the same day, and the notice may yet arrive within the next day or two. Voters Notices are not required in order to vote.

Voting (cont'd)

- 39. *I have moved to a different Ward within the City since the enumeration and a Voters Notice addressed to me at my former address has been forwarded to me. Do I still vote at the polling place shown on the card?***

No. You must vote in the polling subdivision in which you presently reside, at the polling place where you are entitled to vote. To determine your voting location contact the Election Office at 986-8500 or visit our web site at www.city.winnipeg.mb.ca.

- 40. *I own land in one School Division, but reside in another School Division. Am I eligible to vote for school trustee in both School Divisions?***

No. You are only eligible to vote in the division where you are an actual resident, providing you have at least six months residency on Election Day.

- 41. *I just purchased property in the School Division and reside there, but have not lived in the division for the required six months. Does this entitle me to a ballot for School Trustee?***

No. You do not meet the requirements of a voter for the Office of School Trustee.
[Section 23(2) of The Public Schools Act]

- 42. *Where do I vote if I own property in one Ward but actually reside in another?***

You must vote in the Ward (Polling Subdivision) where you actually reside.

- 43. *Where do I vote if I don't live in Winnipeg but own more than one piece of property in different Wards or School Divisions?***

Providing you are a qualified elector, you are eligible to vote for Offices of Mayor and Councillor in only one of the electoral wards. You are only allowed to vote in one Ward, as advised by the Enumerator. You may advise the Enumerator, prior to **August 1, 2002**, of the Ward that you would prefer to be listed as an Elector, otherwise the Enumerator will select the Ward where you will be named as an Elector. You cannot vote for the Office of School Trustee as you must have six months residency in the School Division on Election Day.

[Section 5(4) of The Local Authorities Election Act]

Voting (cont'd)

44. *How do I know that my ballot has been counted by the voting machine?*

After an elector has voted, the ballot is placed into the optical scanning machine, at which time the elector will hear the processing, and can see the number count increase by one.

45. *Will the optical scanning device read a spoiled ballot?*

The optical scanning device will return a spoiled ballot to the elector; the elector then has the option of recasting his/her vote. If an elector does not wish to recast his/her vote, the ballot will be inserted into the scanning device which will read all races where the elector has properly indicated his or her choices.

46. *Can I get time off work to vote?*

In civic elections, there is no requirement to provide a minimum amount of time for employees to vote. Employees should be advised that if their work schedule does not permit adequate time for them to vote on Election Day, they should take advantage of the Advance Polls or Vote By Mail.

ADVANCE POLL

47. *When and where will the Advance Poll be held?*

To accommodate electors, an **ADVANCE POLL** will be conducted at City Hall commencing **Monday, September 30** until **Monday, October 21, 2002**. In addition, there will be an Advance Poll location in each of the Community areas, and in several seniors' residences.

48. *Who can vote at Advance Polls?*

Advance Polls are held for the purpose of accommodating persons who are qualified to vote and have reason to believe that they will be unable to vote on the day of the election at the polling place at which they would normally vote.

Advance Poll (cont'd)

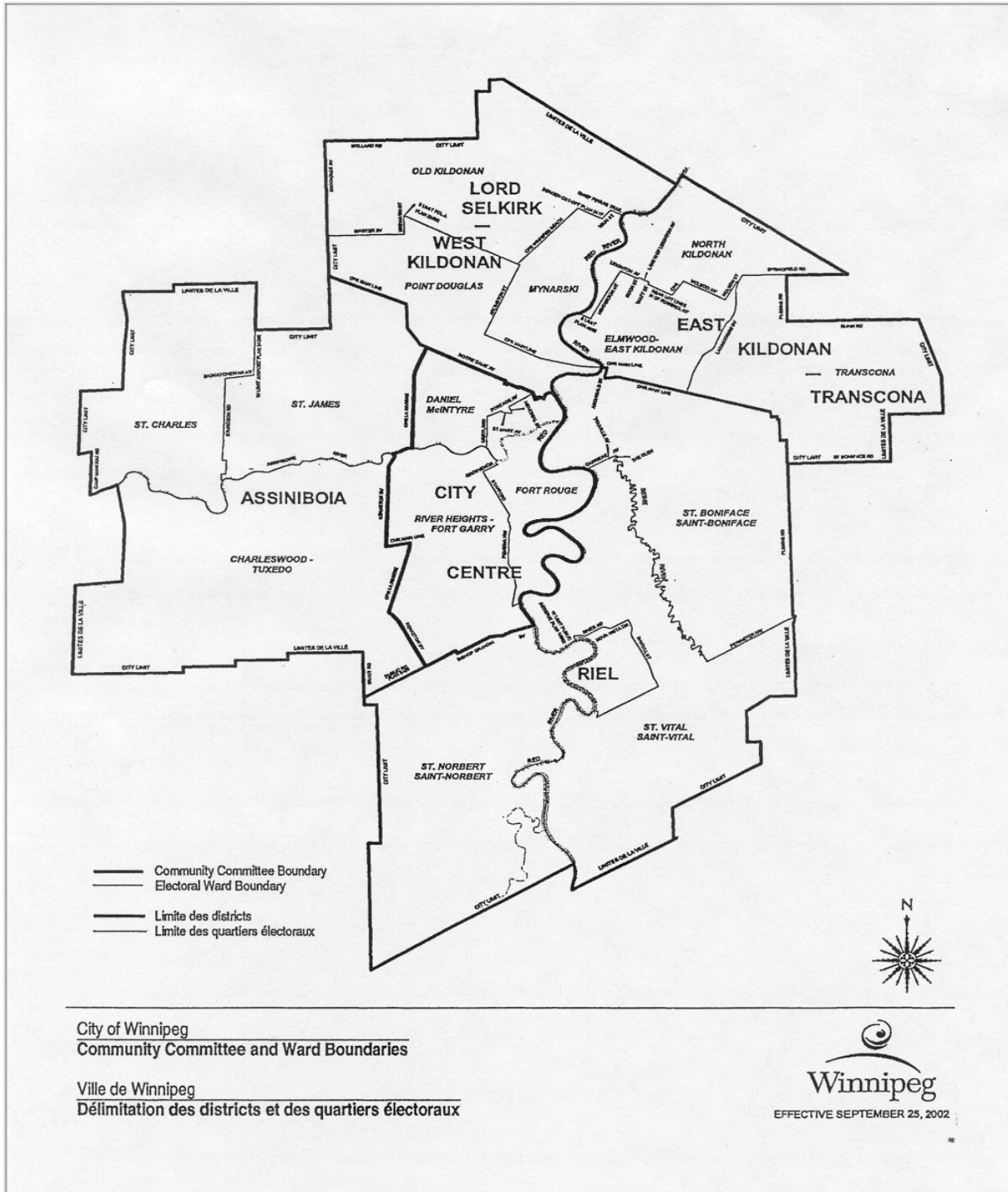
49. *I will be out of the City for the Advance Polls, and on Election Day. Is there any other way I can vote?*

An elector may apply to **Vote By Mail**. The application **must** be made in writing to the Returning Officer, Council Building, 510 Main Street, and must provide the reason for the request. Applications to Vote By Mail are available from the Returning Officer and can be made commencing **Monday, September 30, 2002 through to 4:30 p.m., Wednesday, October 16, 2002.**

Where it is confirmed that the applicant is entitled to vote, a ballot with instructions will be forwarded, by mail or delivery, to the elector. The elector must return the ballot to the Office of the Returning Officer, Main Floor, Council Building, 510 Main Street, **PRIOR TO** the closure of the polls at 8:00 p.m. on **Wednesday, October 23, 2002**, Election Day.

APPENDIX A

On November 15, 2001, the Winnipeg Wards Boundaries Commission established new boundaries and names for each of the fifteen wards in The City of Winnipeg, which come into force on September 25, 2002.



APPENDIX B

On November 8, 2001, the Minister of Education, Training and Youth, announced that the number of school divisions within The City of Winnipeg would be reduced from 9 to 6 by merging the following divisions:-

- Fort Garry School Division with Assiniboine South School Division
- St. Boniface School Division with St. Vital School Division
- River East School Division with the urban portion of the Transcona-Springfield School Division;

and creating new division boundaries. The cap on the maximum number of trustees in any single school division was set at 9.

Information on school divisions within The City of Winnipeg is as follows:

Louis Riel School Division	Ward 1	2 to be elected
900 St. Mary's Road	Ward 2	2 to be elected
Winnipeg, Manitoba R2M 3R3	Ward 3	3 to be elected
Phone: 257-7827 / Fax: 256-8553	Ward 4	2 to be elected
Superintendent: Terry Borys		
Secretary – Treasurer: Rene Appelmans		
Pembina Trails School Division	Ward 1	3 to be elected
181 Henlow Bay	Ward 2	3 to be elected
Winnipeg, Manitoba R3Y 1M7	Ward 3	3 to be elected
Phone: 488-1757 / Fax: 487-3667		
Superintendent: Paul Moreau		
Secretary-Treasurer: Craig Stahlke		
River East Transcona School Division	Ward 1	2 to be elected
589 Roch Street	Ward 2	1 to be elected
Winnipeg, Manitoba R2K 2P7	Ward 3	1 to be elected
Phone: 667-7130 / Fax: 661-5618	Ward 4	2 to be elected
Superintendent: John Carlyle	Ward 5	2 to be elected
Secretary-Treasurer: TBA		
St. James – Assiniboia School Division	King Edward – Deer Lodge Ward	3 to be elected
2574 Portage Avenue	Kirkfield – St. Charles Ward	3 to be elected
Winnipeg, Manitoba R3J 0H8	Silver Heights – Booth Ward	3 to be elected
Phone: 888-7951 / Fax: 831-0859		
Superintendent: Ron Weston		
Secretary-Treasurer: Mike Friesen		
Seven Oaks School Division	Ward 2	4 to be elected
830 Powers Street	Ward 3	4 to be elected
Winnipeg, Manitoba R2V 4E7		
Phone: 586-8061 / Fax: 589-2504		
Acting Superintendent: Brian O'Leary		
Secretary-Treasurer: Edward Johns		
Winnipeg School Division	Ward 1	3 to be elected
1577 Wall Street East	Ward 2	3 to be elected
Winnipeg, Manitoba R3E 2S5	Ward 3	3 to be elected
Phone: 775-0231 / Fax: 783-0118		
Superintendent: Janet Schubert		
Secretary-Treasurer: David Bell		

