

**2024**  
**Municipal/School Board Election**  
**Regina, Saskatchewan**



# **Candidate Information Guide**

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Prepared by: Elections Regina

**Election Day: November 13, 2024**

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# Introduction

This resource is designed to assist all individuals interested in seeking election or re-election to the office of municipal Council or School Board Trustee.

We are pleased to provide an overview of the election process in Regina, Saskatchewan and a summary of the steps required to run as a candidate.

The information contained in this resource is general in nature and has been prepared as a reference for candidates but should not be considered all-encompassing. Providing this resource does not relieve candidates from the responsibilities of complying with all statutory provisions, for which candidates should refer to:

- *The Local Government Elections Act, 2015*
- *The Local Government Election Regulations, 2015*
- *The Cities Act*
- *The Education Act, 1995*
- *The Regina Municipal Election Expense Bylaw, 2007-34*
- *The Procedure Bylaw, 9004*
- *The Code of Ethics Bylaw, 2017*
- *Policy 19 for the Public School Board Association*

Copies of the Acts may be obtained from Publications Saskatchewan located at Room B19 – 3085 Albert Street or online at [Saskatchewan.ca](http://Saskatchewan.ca). Bylaws may be obtained through the Office of the City Clerk on the 15th Floor of City Hall, located at 2476 Victoria Avenue or online at [Regina.ca](http://Regina.ca).

If you have any questions about the information in this guide, or you would like more details about municipal and school board elections, please contact Elections Regina:

Visit:	Mail:
Elections Regina 1025 Park Street Regina, Saskatchewan S4N 5H4 306-751-4479	c/o Elections Regina Queen Elizabeth II Court 2476 Victoria Avenue PO Box 1790, Regina, SK S4P 3C8

Jim Nicol, Returning Officer  
 Kristina Gentile, Election Coordinator  
[Regina.ca/elections](http://Regina.ca/elections)

# Becoming an Elected Official

## **Why Run for Office**

Becoming a member of Council or a School Board Trustee is a challenging and rewarding experience. Elected officials have the opportunity to influence the future of our city. People look to you to represent their best interests and make informed decisions that will benefit the municipality and local education system.

Any challenges to being an elected official are outweighed by the benefits of being able to respond to the needs of our diverse communities in a way that benefits all.

## **Time Commitment**

Being an active member of Council or the School Board is demanding on your time. In addition to regular meetings, you will be required to attend special meetings, committee and board meetings, and various public meetings and functions. You might consider talking to a current City Councilor or School Board Trustee to find out how much time you should expect to commit.

## **Term of Office**

City Councillors and School Board Trustees are expected to serve a four-year term. That term officially begins at the first meeting of the Council or Board after the general election and continues until the first meeting of the Council or Board after the next general election, unless their offices are vacated sooner.

## Key Information

<b>Election Day</b>	Election Day is Wednesday, November 13, 2024. Polling stations will open at 9 a.m. and close at 8 p.m.
<b>Nomination Period</b>	Papers may be filed commencing September 25 to October 9, 2024. Find more information about Nominations on page 11 of this guide.
<b>Call for Nominations</b>	The Returning Officer will place a call for nominations through various communications tools, including in the Regina Leader-Post on Saturday, September 21 and Saturday, September 28, 2024.
<b>Who's Who</b>	<p>The Returning Officer is responsible for running the election. The Election Coordinator is the primary contact for candidates and can be reached at the Elections Regina office. Ensure you are aware of the Election Coordinator's name, phone number and office location when you decide to run for office:</p> <p>Kristina Gentile, Election Coordinator Elections Regina 1025 Park Street Regina, SK S4N 5H4 P: 306-751-4479 E: elections@regina.ca</p>

# Qualifications of Candidates and Agents

## Am I Eligible?

You may run for the office of municipal council or school board trustee if:

- On the day of the election, you are the full age of 18 years or will attain the full age of 18 years on or before election day;
- At the time you submit the nomination papers, are a Canadian citizen and have resided in Regina for at least three consecutive months immediately preceding the date on which nomination papers are submitted and in Saskatchewan for at least six months immediately preceding the date on which nomination papers are submitted; and
- Are not disqualified by [The Local Government Elections Act, 2015](#) or any other Act from holding the office for which you are a candidate.

In the case of School Board Elections, there is also a qualification to reside in the division in which the candidate is seeking nomination. (Refer to Section 45 of [The Local Government Elections Act, 2015](#))

In the case of a Separate school division election, an eligible nominator must be a voter of the separate school division in accordance with subsection 36(2) of [The Local Government Elections Act, 2015](#).

## Who May Not Run

You may not run for the office of municipal council if you:

- Are a Judge of any court
- Are an auditor or solicitor of the municipality

No person is disqualified from being nominated for office as a member of Council by reason of having an interest in a contract with the City. (Refer to Sections 42, 43 & 44 of [The Local Government Elections Act, 2015](#))

## Employees

The following persons may seek nomination to the council, board or joint board with which the person is employed if the person has first obtained a leave of absence in accordance with subsection 2-54(1) of [The Saskatchewan Employment Act](#):

- Employee of the City of Regina
- Employee of a board or commission appointed by City Council
- Employee of the public or separate school board
- Employee of a joint board, as defined in *The Education Act, 1995*

If an employee is required to take a leave of absence during their campaign, the leave of absence must commence when the Candidate files their nomination paper with the nomination officer at Elections Regina. Candidates are expected to discuss these terms with their employer to fully understand the leave of absence before submitting their nomination forms.

If an employee on leave of absence is successfully elected, the employee is deemed to have resigned from their position on the day before he or she is declared elected, unless the results of the election are overturned.

## Candidates' Agents

Candidates wishing to appoint agents must complete an Appointment of Candidates' Agent form for each agent. The agent must present the appointment form and make a declaration to the Deputy Returning Officer at the poll. Once the agent makes the declaration, the agent is permitted to be at the poll in a location designated by the Deputy Returning Officer so that he or she may observe the conduct of the election. **An agent is permitted to observe, but in no way interfere with the process of the election.**

(Refer to Sections 103, 105, 134 and 172 of [The Local Government Elections Act, 2015](#))

# General Duties of Elected Officials

**Mayor and Councillors** Refer to Section 65 and 66 of [The Cities Act](#) for information on general duties of a Mayor and/or Councillor.

**School Board Trustees** Refer to Sections 85 and 87 of [The Education Act, 1995](#) for information on general duties of a School Board Trustee.

For additional information:

- Refer to Saskatchewan School Boards Association website at [saskschoolboards.ca](http://saskschoolboards.ca)
- Contact Regina Public Schools:  
Naomi Mellor  
Deputy Director/Chief Financial Officer P:  
306-523-3011
- Contact Regina Catholic Education Centre:  
Josh Kramer  
Chief Financial Officer P:  
306-791-7218



# Nominations

## Nomination Period

Nomination papers may be filed beginning September 25 to October 9, 2024, with the Election Coordinator or Nomination Officer at the Elections Regina office as follows:

September 25 to October 8 from 9 a.m. to 5 p.m.

October 9 from 9 a.m. to 4 p.m.

Nomination Day is Wednesday, October 9, 2024 – this is the last day to submit nomination papers to become a candidate. Applications will be accepted between 9 a.m. and 4 p.m. on this day at the Elections Regina office.

The Elections Regina office is located at 1025 Park Street, Regina.

## Nomination Papers

To be nominated for an elected position, a person must file nomination papers with the Returning Officer or Nomination Officer during the specified nomination period.

Nomination papers must state the name and address of the person nominated and the office for which the person is being nominated.

## Application Criteria

For the position of mayor, the application must be signed by at least 25 voters of the municipality.

For the position of councillor, the application must be signed by at least 25 voters of the ward in which the candidate is seeking nomination.

**No person can be nominated as both mayor and councillor of the same municipality and no person can be nominated as a councillor in more than one ward.**

For a position of school board trustee for the Regina Public School Board, the application must be signed by at least 10 voters of the Regina Public School Board who reside in the school subdivision where the candidate is seeking nomination.

**No person can be nominated as a trustee in more than one subdivision of a public school division.**

## Candidate Information Guide

For a position of School Board Trustee for the Regina Separate School Board, the application must be signed by at least 10 voters who are a voter of the Regina Separate School division in accordance with Subsection 36(2) of [The Local Government Elections Act, 2015](#).

### Other Criteria

The nomination paper is not considered complete unless the nominee's acceptance statement is:

- signed by the person being nominated,
- witnessed by two people,
- accompanied by a completed public disclosure statement, and
- accompanied by a deposit.

Only one person can be nominated for election on each nomination paper. A voter may sign the nomination papers of more than one person, candidates cannot nominate themselves.

**The onus to file a bona fide nomination paper is on the person being nominated. Elections Regina staff is not eligible to witness the nomination statement.**

*(Refer to Sections 67, 68, 69, and 70 of [The Local Government Elections Act, 2015](#))*

### Deposit & Receipts

Nomination papers for the offices of mayor, councillor, and school board trustee of the public or separate school divisions must be accompanied by a deposit of \$100.00 in cash, debit, Visa/Mastercard, certified cheque or money order made payable to the City of Regina.

When the completed nomination papers are filed with the Returning Officer or designate, a receipt shall be issued to the candidate or their agent.

### Refunds

The Returning Officer will return deposits to candidates who:

- withdraw their nomination
- are elected to office

Deposits shall be forfeited and not returned to candidates who fail to comply with the provisions of [The Regina Municipal Election Expenses Bylaw, No. 2007-34](#).

**Posting**

All nomination papers filed with the Returning Officer or designate are open to inspection by any person. Copies will be posted in the Election Office, in the foyer of City Hall, on [Regina.ca/elections](https://regina.ca/elections) and provided to anyone requesting a copy.

*(Refer to Sections 67(8) & (9) of [The Local Government Elections Act, 2015](#))*

**Withdrawal**

A person who has been nominated may withdraw their nomination at any time during the nomination period, up to the close of nominations. The requirement to withdraw is for the Returning Officer to receive a written request to withdraw signed by the nominee and witnessed by two people, or the Returning Officer or Election Coordinator.

**A request to withdraw a nomination must be filed with the Returning Officer or Election Coordinator by 4 p.m. on Thursday, October 10, 2024, at the Elections Regina office, 1025 Park Street, Regina.**

*(Refer to Section 68, 75 & 76 of [The Local Government Elections Act, 2015](#))*

**Name Order on Ballot**

Names of all duly nominated candidates will be arranged in alphabetical order by surnames on the ballot for the offices of the mayor, councillors, and trustees for the public and separate school division.

Upon candidate request, the ballot shall show in brackets:

- a name by which he is commonly known
- affiliation with a voters' organization or the word "independent", in respect to a municipal election

**Candidate information printed on ballots will be based on the information provided on the Candidate's Acceptance Form.**

*(Refer to Section 91 of [The Local Government Elections Act, 2015](#))*

# Advertising and Promotional Activities

## Advertising

Every printed advertisement, other than those provided for under this Act, having reference to an election or a vote on a bylaw or question **shall bear on its face the name of the candidate and of the person who has authorized its printing, display, and distribution.**

No advertisement or promotional material, printed or electronic, are to have any of the following artwork/branding included on them:

- the Elections Regina branding or logo
- the City of Regina logo

Candidates are permitted to use the City's community pride program logo, I Love Regina, in their print and display advertising to align with their marketing efforts. Digitally supplied artwork can be provided by the City of Regina by contacting [brand@regina.ca](mailto:brand@regina.ca) or calling Communications at 306-777-7499.

No person shall display, distribute or post in the polling place or within 100 metres of the building in which the poll is held a specimen ballot marked for a person whose name is on the ballot for election, or any other material purporting to explain how to vote, or leave any such material in a voting compartment, except as provided by *The Local Government Election Act, 2015*.

No person is to post a sign on any public highway, public property, or any utility structure, or to deposit any leaflets on any parked vehicle in the City of Regina pursuant to Bylaw 9881, The Clean Property Bylaw. As defined in Bylaw 9881, signage includes posters, banners, placards, or sign boards.

*(Refer to Sections 182, 176 & 177 of The Local Government Elections Act, 2015 and Bylaw 9881.)*

**At Polls**

No candidate, agent or any other person shall:

- canvas or solicit votes in the polling place or within 100 metres of the building where the poll is held
- make any communication to a person intending to vote other than through the Deputy Returning Officer

No person shall directly or indirectly induce a person to display their ballot in a manner that reveals how they have voted.

**Signs Prohibited**

Election signs cannot be placed on:

- City land which is used as a park and/or has upgraded landscaping including public reserves, buffer strips or portions of street right-of way
- private lots or parcels owned and managed by the City
- any City structure, including buildings, fences, retaining walls, utility poles and traffic signal equipment

**Candidate Profile**

Candidates have the option of submitting a candidate profile with their nomination papers. These profiles may include a statement of up to 150 words, a recent head and shoulders photograph of the candidate, social media handles and contact information.

Candidate profiles will be posted on [Regina.ca/elections](https://regina.ca/elections)

**Only profiles received by nomination day, October 9, will be included on the Elections Regina website.**

### Profile Statement

A Candidate Profile statement must be:

- submitted at the same time as the nomination form, between September 25 and October 9
- submitted online at **Regina.ca/elections** under “Info for Candidates” or by printed copy (online is preferable)
- signed by the candidate if submitted in printed form

Online submissions will be available on September 25.

Once submitted, the statement cannot be changed. Statements must be confined to information about the candidate, the candidate’s policies, and the candidate’s intentions, if elected. Statements must be a maximum of 150 words. Statements in excess of 150 words will be reduced to end at the last complete sentence or phrase within the 150-word limit.

The Returning Officer will not edit any statements, except to reduce the length to 150 words. Incorrect spelling, grammar or other obvious errors will not be corrected.

Statements must be free of defamatory or vulgar language. The Returning Officer will have final decision on whether to accept the statement.

### Profile Video

Candidates will have the opportunity to have a one-minute video filmed free of charge. Candidates must select a time slot when submitting their nomination papers. Videos will be filmed in early October.

The video script must be:

- submitted at the same time as the nomination form between September 25 and October 9
- submitted online at **Regina.ca/elections** under “Info for Candidates” or in printed copy (online is preferable)

Online submissions will be available on September 25.

Once submitted, the script cannot be changed. Videos must be confined to information about the candidate, the candidate’s policies, and the candidate’s intentions, if elected.

Videos must be a maximum of 60 seconds. Scripts in excess of the time

limit will be reduced to end at the 60-second mark.

Scripts must be free of defamatory or vulgar language. The Returning Officer will have the final decision on whether to accept the script.

### **Photographs**

By submitting a photograph, the candidate is granting permission to the Returning Officer to publish the photograph for election purposes. The candidate must be the sole owner of all copyrights of the photograph or have the full authority of the copyright owner(s) to grant to the Returning Officer the rights required to publish the photograph for election purposes.

Images must be:

- a recent head and shoulders shot of the candidate alone
- approximately 5 inches wide x 5 inches high (480 pixel x 480 pixel)
- in colour
- resolution of 72 dpi or greater
- .jpg or .png format
- submitted online at [Regina.ca/elections](https://regina.ca/elections) under the “Info for Candidates” section, between September 25 and October 9.

If preferred to bring in person, the technology on which the photo is submitted (i.e. USB) must be clearly labelled with the candidate’s first and last name and phone number.

The Returning Officer will not return photographs and cannot guarantee the quality of reproduced images.

### **Contact Information**

Contact information may include home telephone, work telephone, cell number, fax number and e-mail address.

**If a candidate statement or photograph, in the sole opinion of the Returning Officer, does not reasonably comply with the criteria above or is otherwise unsuitable for publication, the Returning Officer will request that the candidate re-submit profile information. The candidate will have two business days to re-submit profile information to the satisfaction of the Returning Officer but must re-submit no later than the nomination deadline of 4 p.m. on October 9, 2024.**

# Campaigning

## Social Media

Candidates are prohibited from campaigning on Elections Regina and City of Regina's social media channels, such as Facebook, X (Twitter), Instagram and YouTube.

Candidates may create their own social media channels for this purpose. If you wish to provide Elections Regina with your social media URLs, links to them will be provided on your candidate profile at [Regina.ca/elections](https://regina.ca/elections).

## Canvassing

Canvassing at polling places is strictly prohibited. This includes communicating with a person intending to vote.

## Voter's List

A voter's list will be produced 31 days prior to election day and made available for public review. Eligible voters are required to register to vote either in advance of the election or they will have the opportunity to register at the polls.

A complete list of polling places and maps for the city and each ward and subdivision will be made available at [Regina.ca/elections](https://regina.ca/elections).

## Who Can Vote?

A voter must vote in the city ward and public school board subdivision in which they reside; or must be the owner of assessable land situated in the municipality.

A person can be registered as a voter in a municipality or school division if she/he:

- is a Canadian citizen on the day of the election
- is the full age of 18 years on the day of the election
- on the day of the election:
  - in the case of a municipality, other than a resort village:
    - has resided in the municipality or on land now in the municipality for at least three consecutive months immediately preceding the day of the election or
    - is the owner of assessable land situated in the municipality or of land now situated in the municipality for at least three consecutive months immediately preceding the day of the election



- and has resided in Saskatchewan for at least six consecutive months immediately preceding the day of the election

**Who Can Vote? (cont.)**  
she/he:

In the case of a school division, a person can be registered as a voter if

- has resided in the school division or on land now in the school division for at least three consecutive months immediately preceding the day of election and has resided in Saskatchewan for at least six months immediately preceding the day of the election

In the case of a separate school division, in addition to the requirements set out above, voters must be of the religious faith of the minority that established that separate school division, whether Protestant or Roman Catholic, and on being registered as a voter in that separate school division, that person shall not qualify to be registered as a voter in respect of any other school division.

A person who is registered as a voter in a public school division is not qualified to be registered as a voter in respect of any other school division.

*(Refer to Section 36 of [The Local Government Elections Act, 2015](#))*

**Students & Armed Forces**

In accordance with section 4 of *The Act*, Students and those enlisted with Armed Forces, as well as their spouses and dependents, are exempt from the three (3) and six (6) month residency requirements. The ordinary residency for these people is determined in accordance with section 3 and 4 of *The Act*.

**Voter Identification**

Voters are required to produce identification that clearly shows their name and place of residence to verify their identity on the voter list prior to receiving a ballot. A full list of all acceptable pieces of identification is on page 31 of this guide.

*(Refer to Section 110 of [The Local Government Elections Act, 2015](#))*

**Opportunities to Vote**

**Advance Polls** shall be held at the following locations to allow voters to vote prior to Election Day from Friday, November 1 to Monday, November 4:

Poll	Name	Address	Time
35A	City Hall & City Hall Drive Thru	2476 Victoria Avenue 2476 Victoria Avenue (Entrance from 12th Avenue, onto Smith Street)	10 a.m. – 6 p.m. 7 a.m. – 6 p.m.
35B	Northgate Mall	489 Albert Street	10 a.m. - 6p.m.
35C	North West Leisure Centre	1127 Arnason Street	10 a.m. – 6 p.m.
35D	South Leisure Centre	170 Sunset Drive	10 a.m. – 6 p.m.
35E	Victoria Square Mall	2223 E Victoria Avenue	10 a.m. – 6 p.m..

**Mobile Polls (Voting from Residence):** those who are unable to visit a polling station or complete a mail-in ballot due to a disability or limited mobility can apply to have a representative come to their residence to cast their vote. The Mobile Poll will be conducted from November 1 to November 13, 2024:

- Deadline for applications is October 22, 2024, at 4:30 p.m.
- All applicants will be advised in writing by October 29, 2024, of when the poll is scheduled to be at their residence

**Opportunities to Vote  
(cont.)**

**Mail-in Ballots** are available to all eligible voters. Voters can apply online or by email, mail, fax or in person at the Election Office in June. Ballots must be received at the Elections Regina Office before 8 p.m. on Election Day in order to be counted. Mail-in ballots may also be utilized by voters receiving care in a hospital, personal care facility or similar institution.

**Regular Polls** will take place on Wednesday, November 13, 2024, from 9 a.m. to 8 p.m. in 34 locations across the city. This information can be found at [Regina.ca/elections](https://regina.ca/elections).

A voter must vote at the polling place designated for their residence. All 34 regular polling places are accessible to persons who use mobility-assisted devices.

**Special Polls** have been established for voters at hospitals, seniors' centres, and special care homes. Hours of operation for special polls will vary between 9 a.m. and 7 p.m., depending on the number of eligible voters at the poll. Special Polls will be conducted from November 1 to November 4, with the exception of hospitals and the Wascana Rehabilitation Centre which will operate on Election Day between the hours of 9 a.m. and 7 p.m.

*(Refer to Section 30 & 83 of [The Local Government Elections Act, 2015](#))*

# Campaign Contributions and Expenses

## Mayor & Councillors

Candidates for the office of mayor or councillor are required to publicly disclose details of all election campaign contributions and expenses, as stated in *Bylaw 2007-34, The Regina Municipal Election Expenses Bylaw*.

Total election expenses for a candidate shall not exceed:

- a) \$73,859, in the case of a candidate for Mayor
- b) \$12,236 in the case of a candidate for Councillor

Election expense limits in Section 4 of *Bylaw No. 2007-34* and disclosure requirements in Section 5 of *Bylaw No. 2007-34* shall apply to all election expenses incurred, whether or not paid, and contributions, whether received or pledged, **during the period from June 1 to December 31 of the year of the general election.**

(Refer to [Bylaw No. 2007-34](#))

## Public School Board

Candidates for the office of Trustee of the Board of Education of the Regina School Division No. 4 of Saskatchewan are required to make public disclosure of details of all election campaign contributions and expenses.

(Refer to [Policy 19 – Regina Board of Education Election Contribution and Expenses](#))

## Separate School Board

There are no requirements for candidates for the office of Trustee of the Regina Separate School Division No. 81 to disclose campaign contributions and expenses.

# Observation of Election Process

## Mail-in Ballot Process

Mail-in ballots will be mailed out to voters in late October. Candidates will be notified of the first mail-out date. Once Elections Regina starts receiving mail-in ballot kits back from voters, Candidates and/or their agents will be welcome to oversee the process of receiving the ballot kits at the Elections Regina Office.

Mail-in ballots accepted prior to the close of advance polls on November 4<sup>th</sup> will be processed the following day. Candidates and their agents are invited to attend and oversee the process at the Election Office. Results will not be printed or transmitted until the close of polls on election day.

On Election Day, any ballots that were accepted after the last day of Advance Polls, will be processed at the close of polls on election day, at the Elections Regina office. Candidates and/or their agents will receive an invite to attend and oversee the process and ballots being fed through the vote counting machines.

## Special Polls

Special Polls will be held from November 1 to November 4 at facilities across the city. Special Polls will also be held at the General and Pasqua hospitals and Wascana Rehabilitation Centre on Election Day.

Candidates and/or their agents are welcome to attend and oversee the voting process at these polls. Please reach out to [elections@regina.ca](mailto:elections@regina.ca) or call (306) 751-4479 to discuss the schedule with the Special Poll Coordinator.

Special Poll ballots accepted prior to the close of polls on November 4<sup>th</sup> will be processed the following day. Candidates and their agents are invited to attend and oversee the process at the Election Office. Results will not be printed or transmitted until the close of polls on election day.

On Election Day, any ballots that were processed at a special poll on Election Day will be processed at the close of polls on election day at the Elections Regina office. Candidates and/or their agents will receive an invite to attend and oversee the process and ballots being fed through the vote counting machines.

## Do's and Don'ts for Candidates

### Opening the Polls

Prior to opening the poll, a register tape is printed from the vote counting unit to indicate there are no votes registered for any of the candidates, bylaws, or questions. The candidate or candidate's agent may be present to witness the printing of the register tape from the vote counting unit and may request a copy of the register tape.

### Conduct at the Polls

Candidates and their agents are welcome to attend the polls and Election Regina office to respectfully oversee the election process. Candidates and/or their agents are not to interfere with the election process or hinder voters from completing their ballot. If an agent or candidate is found to be obstructing a voter's ability to vote or obstructing the election process, they will be escorted out of the poll and not permitted back in.

Candidates and/or agents are not permitted to campaign (wear branded clothing, hand out pamphlets, post signage, etc.) within 100m of the poll, which includes inside the poll.

Abusive or disrespectful behaviour towards voters, election workers or Elections Regina staff will not be tolerated at any of our locations. Please act respectfully and if there are any concerns that require escalation, please reach out to the Election Coordinator for assistance.

### Objecting to a Vote

Candidates and their agents can object to a voter and review the process of the election official verifying information if they think something was missed or that a voter is not eligible to vote. The election official will confirm with the voter that their information is accurate and true, and if the voter declares that the information is accurate, they are still able to cast their vote. The objection will be noted on the voter's registration and/or the voter list.

# Election Day

## Agents at Polls

Prior to opening the poll, a register tape is printed from the vote counting unit to indicate there are no votes registered for any of the candidates, bylaws, or questions. The candidate or candidate's agent may be present to witness the printing of the register tape from the vote counting unit and may request a copy of the register tape.

## Challenging a Voter

During the time the polls are open, a candidate or candidate's agent may object to the entitlement of any person intending to vote. If the agent believes that the voter is not entitled to vote and objects, the Deputy Returning Officer will re-confirm the information sworn on the voter list/poll book with the voter. If the voter indicates that the declaration is correct, the objection raised by the agent will be noted on the voter list, the name of the agent raising the objection will be noted and the entry will be initialed by the Deputy Returning Officer.

Should the voter indicate that he or she made a mistake in completing the registration and is not entitled to vote, the information will be noted on the voter list/poll book and the voter will not be issued any ballots and will forfeit the right to vote.

## Election Central

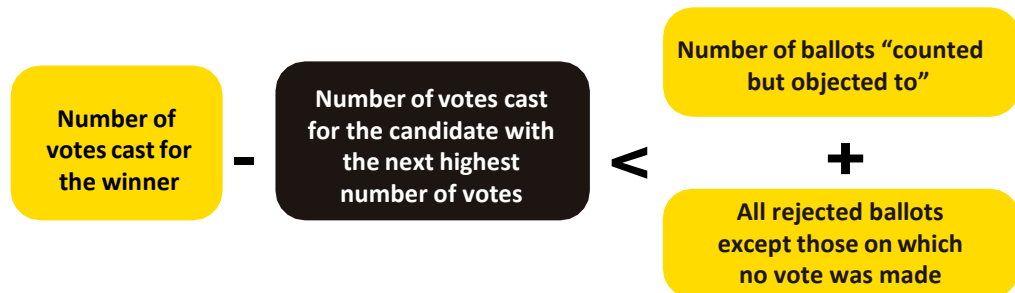
Media will broadcast from City Hall on Election Day (2476 Victoria Avenue). An Election Results Centre will be established in Henry Baker Hall to provide up-to-the-minute election results. Candidates and members of their election campaign are welcome to watch incoming results in Henry Baker Hall.

Results are typically received between 8:30 p.m. and 10:30 p.m.

Official election results are announced on Thursday, November 14, 2024, at 1 p.m. at City Hall by the Returning Officer.

**Request for Recount**

After the Returning Officer has declared the official results of a vote, any voter or candidate in the municipality or school division may request a recount. A recount will only be considered where:



The person requesting the recount must deliver an official notice to the Returning Officer within four business days of the declaration of the results of the vote. Such notices may be obtained from Elections Regina.

*(Refer to Sections 158, 159, 160, 161, 166 and 167 of The Local Government Elections Act, 2015.)*

**Tie Vote**

A tie vote, where two or more candidates for a vacant office have an equal amount of votes, the returning officer shall resolve the tie vote using the process outlined in section 141.1 of the Act.

*(Refer to Section 141.1 The Local Government Elections Act, 2015.)*



# Candidate Checklist

- △ Decide which office you would like to represent (Mayor, Councillor, School Board Trustee)
- △ Ensure you are qualified to hold office (citizenship, residency, etc.) and are not disqualified under *The Local Government Elections Act, 2015* and *The Education Act*
- △ Note the requirements and deadlines for filing your nomination paper
- △ Note the name and contact number of the Returning Officer and Election Coordinator on [page 5](#) of this guide
- △ Attend the Candidates' Information Night (September 19, 2024, at 5:30 p.m. please email [elections@regina.ca](mailto:elections@regina.ca) to register)
- △ Obtain a copy of the latest polling area information from [Regina.ca/elections](https://regina.ca/elections)
- △ Familiarize yourself with [voter eligibility requirements](#)
- △ Know advance, mobile, special poll and mail-in ballot voting opportunities in your ward or school subdivision in case you are asked by voters
- △ Appoint persons to act as your official agent, if required, and file the appropriate form with the Election Coordinator
- △ Know the restrictions on allowable campaign expenses, statutory requirements for election signage and which political activities are not permitted at voting places on Election Day or during your campaign
- △ Promote and vote on Election Day: November 13, 2024

## Important Dates

<b>Nominations</b>	<b>Wednesday, September 25 to Wednesday, October 9</b>
Final Day for Filing	Wednesday, October 9 by 4 p.m.
Final Day for Withdrawal	Thursday, October 10 by 4 p.m.
Candidate Information Night	September 19 at 5:30 p.m. City Hall, Darlene Hincks Committee Room

### **Advance Polls**

Friday, November 1 to Monday, November 4

### **Mobile Poll (Voting from Residence)**

Friday November 1 to Wednesday, November 13  
Application Deadline: Tuesday, October 22

### **Mail-in Ballots**

Application Deadline: Wednesday, November 13

### **Voter Information**

Voter information will be sent via email in late-October to those who registered online by October 8. Printed copies of voter details are also available upon request. Eligible voters can also type their address into the “My Voter Info” section on [Regina.ca/elections](http://Regina.ca/elections) and pull up their voting information. A sample of the voter information card will be available on the website this fall.

### **Council Orientation Sessions**

Successfully elected candidates will be contacted directly with additional information respecting Council Orientation, which is scheduled to take place between November 19 and 29.

## Other Resources

### Included in Package

*(available for pickup from the Elections*

*Regina office or printed from*

[Regina.ca/elections](https://regina.ca/elections))

Form I – Nomination/Candidate’s Acceptance Form and Disclosure Form – Mayor or Councillor

Form J – Nomination/Candidate’s Acceptance Form – Public or Separate School Board Trustee

Form T – Appointment of Candidate’s Agent Form

### Upon Candidacy

Once candidacy has been confirmed or upon request, the following resources can be provided to candidates:

- Form P – Sections 185.1, 185.11, 185.21 and 185.22 of *The Local Government Election Act, 2015*
- Large polling area maps
  - Municipal Wards
  - Public School Subdivisions
- A copy of the Voter list for the specified area of candidacy
- Copies of bylaws and policies:
  - *Bylaw 2007-34 The Regina Municipal Election Expenses Bylaw*
  - *Bylaw 9881 The Clean Property Bylaw*
  - *Bylaw 9900 The Regina Traffic Bylaw, 1997, Schedule H*
  - *Bylaw \_\_\_\_\_ The Election Bylaw*
  - Policy 19 – Public School Board Election Contributions and Expenses

