

Voter Qualifications - General

Generally, a person is entitled to vote in a municipal election if he or she is:

- a Canadian citizen;
- at least 18 years of age;
- a resident in the City of Oshawa or the owner or tenant of land in the City of Oshawa or the spouse of such owner or tenant; and
- not prohibited by law from voting.

Voter Qualifications – School Board Trustees

- In order to vote for a Durham District School Board Trustee, you must be a public school supporter.
- In order to vote for a French-Language Public School Board Trustee, you must be a French Language public school supporter.
- In order to vote for a Durham Catholic District School Board Trustee, you must be a Catholic (separate) school supporter.
- In order to vote for a French-Language Catholic School Board Trustee, you must be a French Language Catholic school supporter.
- Non-resident owners or tenants of commercially and industrially assessed lands are not eligible to vote for school board purposes.

Some of the Acceptable Forms of Identification

- Ontario Driver's Licence
- Ontario Health Card (green photo card)
- Ontario Photo Card
- Mortgage statement, lease or rental agreement relating to property in Ontario
- Income Tax Assessment Notice
- Document from a Band Council in Ontario established under the Indian Act (Canada)
- Statement of Old Age Security or Canada Pension Plan Benefits (T4A-OAS or T4A-P)
- Statement of Direct Deposit for Ontario Works or Ontario Disability Support Program
- Transcript or report card from a post-secondary school

Note – The Voter Notification Card issued by the City of Oshawa will **NOT** be an acceptable form of identification.

Voting Locations and Wards

The City of Oshawa has contains five (5) Wards, and for the purposes of the municipal election, each Ward has been divided further into Voting Subdivisions, with a Voting Place located within each Subdivision. The Voter Notification Card will provide each voter with the

information regarding where to vote at an Advance Poll as well as where to vote on Voting Day.

Regardless of how many properties an elector may own or rent in the City, each elector is only entitled to one vote.

Races in the 2022 Municipal Election

Voters will vote for:

- One (1) Regional Chair and One (1) Mayor, elected at large across all wards

AND

- One (1) Regional and City Councillor and One (1) City Councillor elected from each of the five wards

This will result in one Regional Chair and a total of 11 members of Council (one Mayor and one Regional/City Councillor and one City Councillor from each ward).

Eligible voters will also vote for their school board trustees as applicable:

- Three (3) Trustees, Durham District School Board
- Two (2) Trustees, Durham Catholic District School Board
- One (1) Conseiller(ère), Conseil scolaire Viamonde
- One (1) Conseiller(ère), Conseil scolaire catholique MonAvenir

Marking the Ballot

- Voters in the 2018 Municipal Election will vote by filling in the oval to the right of the name of the candidate of their choice.
- Voters with disabilities may vote using an audio headset and a handheld input device or a sip/puff input device which are available at advance voting polls and at City Hall on Voting Day.

Hours of Work

- On Voting Day, election officials must arrive at the Voting Place no later than 9:00 a.m.
- The Voting Place must remain open from 10:00 a.m. to 8:00 p.m.
- Election officials are advised to pack their own lunch and dinner as they must remain in the Voting Place at all times.

Election Officials – Duties and Responsibilities

The following is a list of duties and responsibilities for Managing Deputy Returning Officer (M.D.R.O.), Tabulator Deputy Returning Officer (T.D.R.O.), Deputy Returning Officer (D.R.O.), Revising Deputy Returning Officer (R.D.R.O.) and Information Clerk.

Managing Deputy Returning Officer

One M.D.R.O. is appointed for each location and is responsible for the overall management of the Voting Place. M.D.R.O.s are also required to work at one Advance Voting Place.

Core Responsibilities:

- Picks up all Voting Place supplies and ballots, from City Hall.
- Must arrive at the Voting Place at 8:00a.m.
- Calls their Election Officials the Saturday prior to Voting Day to confirm they will be working on Voting Day.
- Contacts their Election Captain to report and staffing issues the Saturday prior to Voting Day.
- Ensures Voting Place is set up and ready to receive Voters before 10:00 a.m.
- Declares the Voting Place open at 10 a.m. and closed at 8 p.m.
- Supervises and controls of all Voting Place activities
- Supervises all Voting Place staff
- Ensures Scrutineers and candidate representatives are following guidelines set forth within the voting location
- Administers Oaths
- Issues bundles of ballots to Deputy Returning Officers throughout the day
- Inserts ballots into the ballot box through the vote tabulator when required to assist the T.D.R.O.
- Completes ballot reconciliations and all required forms at the close of voting
- Assists the T.D.R.O. to ensure prompt return of election results and vote tabulator to Election Results Centre
- Returns all voting supplies to Election Returns Centre

Tabulator Deputy Returning Officer

One Tabulator Deputy Returning Officer (T.D.R.O.) is appointed for each Voting Place and is responsible for the tabulation of all votes at the Voting Place and generation of the election result tape after the close of voting.

Core Responsibilities:

- Pick up the tabulator and ballot box from City Hall
- Must arrive at the Voting Place at 9 a.m. on Voting Day
- Assists with set up of the Voting Place to ensure it opens at 10:00 a.m.
- Sets-up the vote tabulator prior to opening the Voting Place
- Ensures the vote tabulator is working properly
- Assists voters with disabilities use assistive devices when voting
- Receives completed ballots from voters
- Inserts ballots into the ballot box through the vote tabulator
- Advises voters of errors resulting in rejection of their ballot
- Generates a totals tape at the close of voting

- Returns election results and vote tabulator promptly to the Election Results Centre at the close of poll

Deputy Returning Officer

The Deputy Returning Officer (D.R.O.) is responsible for issuing ballots to electors and maintaining the Voters' List.

Core Responsibilities:

- Must arrive at the Voting Place at 9 a.m.
- Assists with set up of the Voting Place to ensure it opens at 10:00 a.m.
- Directs electors whose name does not appear, or whose entry on the Voters' List is to be revised, to the Revising Deputy Returning Officer
- Verifies required identification provided by electors
- Locates and crosses-off electors' names on the Voters' List using an ePoll Book
- Determines the type of ballot to be issued
- Issues ballots to electors
- Instructs electors on voting procedure
- Administers Oaths
- Assists voters with disabilities
- Reconciles the ballot count after the end of voting
- Assists the Voting Place Supervisor with opening and closing the Voting Place

Revising Deputy Returning Officer

The Revising Deputy Returning Officer (R.D.R.O.) is responsible for adding, changing or removing Voters' names or information on the Voters' List and issuing ballots to Voters and maintaining the Voters' List.

Core Responsibilities:

- Must arrive at the Voting Place at 9:00 a.m.
- Assists with set up of the Voting Place to ensure it opens at 10:00 a.m.
- Assists voters who need to add, change or remove their name or information on the Voters' List using an ePoll Book
- Verifies required identification provided by electors
- Locates and crosses-off electors' names on the Voters' List using an ePoll Book
- Determines the type of ballot to be issued
- Issues ballots to electors
- Instructs electors on voting procedure
- Administers Oaths
- Assists voters with disabilities
- Reconciles the ballot count after the end of voting
- Assists the Voting Place Supervisor with opening and closing the Voting Place

Information Clerk

The Information Clerk is responsible for providing information and assisting voters, while maintaining and sanitizing voting equipment at the Voting Place.

Core Responsibilities:

- Must arrive at the Voting Place at 9:00 a.m.
- Assists voters entering and exiting Voting Place
- Greets voters and requests they have appropriate identification ready
- Directs voters within the Voting Place
- Assists persons with disabilities as required
- Sanitizes voting equipment as required
- Frequently checks the parking lot, entrance, hallway(s), and the Voting Place to ensure that any barriers, and campaign material, are removed
- Assists the Voting Place Supervisor with opening and closing the Voting Place