

Information about Mail-in Ballots:

Eligible voters who will be out of the City on election day as well as on all advance poll days, or who wish to use contactless voting due to health concerns around the COVID-19 pandemic, can participate in the 2020 municipal election by mail-in ballot.

Starting on Monday, August 31, qualified electors can apply to vote using a mail-in ballot. When applying, the elector must complete a voter's registration form and declaration, as well as produce the necessary voter identification. Photo identification, such as a Saskatchewan driver's license, is the best option but there are other options available.

A ballot package will be mailed to the elector at their address. It will contain:

- A ballot;
- Instructions on how to complete and return the ballot package; and
- A return envelope.

In order for a mail-in ballot to be counted, it must be received by the Returning Officer by 8:00 p.m. on November 9, 2020. Ballots should be returned to City Hall, except on Election Day (November 9) when they should be delivered to the polling station.

This year, there are two options for applying for a mail-in ballot:

Option 1 – In Person Application – Available until November 6:

Step 1: Apply in person at City Hall for a mail-in ballot. The voter meets with the returning officer and provides their proof of identification out of the options listed in The Regulations. The voter fills out and signs a voter declaration form (stating their name, residence, and eligibility to vote) as well as their application to vote by mail in ballot. The returning officer witnesses the voter's signature on both forms.

Step 2: The returning officer notes the date the application was approved on the poll book and enters the voter into the registry of mail-in ballot applicants.

Step 3A: *If the Notice of Poll has already been posted and ballots printed:*

The returning officer hands a ballot kit to the voter and records the date of mailing.

Step 3B: *If the application is made before ballots are available:*

The returning officer mails a ballot kit to all voters listed on the mail-in registry once ballots become available, likely by mid-October.

Step 4: The voter completes their ballot and places it inside the ballot security envelope. This sealed envelope goes inside the voter confirmation envelope, which is signed and dated by the voter. This then goes inside a pre-addressed envelope to the returning officer which is delivered through whatever method the voter prefers (mail, courier, direct delivery).

Step 5: The returning officer marks that the ballot has been received on the registry, and places the unopened voter confirmation envelope into a ballot box dedicated to mail in ballots, where the ballots will remain until the close of polls on election day.

Option 2 – Electronic Application – Available until October 28:

Step 1: The voter will download the voter's registration form and declaration of person requesting mail-in ballot form from meadowlake.ca/p/elections or request a copy of the form by emailing elections@meadowlake.ca. They will complete the form have their form witnessed by someone who meets the eligibility requirements. This can be another eligible voter, certain professions, election officials, or someone who is authorized to witness oaths. The witness will review the identification provided by the voter to satisfy themselves that the voter's identity has been established. The witness will be required to provide their signature on the voter registration form, as well as print their first and last name under the signature line. The voter will submit their completed form and a copy of their ID via email to elections@meadowlake.ca, or by fax or mail to City Hall at 306-236-4299.

NOTE: For electronic applications, the ID **must** include a photo of the voter and a copy of their signature. For example, a driver's license or passport.

Step 2: The returning officer prints (or receives) the application and ID submitted by the voter and reviews the forms for accuracy. If there are any errors, they will contact the voter to resubmit forms. If all requirements are met, an email will be sent to the voter advising them that their application has been approved and a ballot will be mailed to them after ballots are printed in October. The returning officer notes the date the application was approved on the poll book and enters the voter into the registry of mail-in ballot applicants. The application will be kept with the other election records and destroyed three months after the election in accordance with legislation.

Step 3: The returning officer mails a ballot kit to all voters listed on the mail-in registry once ballots become available, likely by mid-October.

Step 4: The voter completes their ballot and places it inside the ballot security envelope. This sealed envelope goes inside the voter confirmation envelope, which is signed and dated by the voter. This then goes inside a pre-addressed envelope to the returning officer which is delivered through whatever method the voter prefers (mail, courier, direct delivery).

Step 5: The returning officer marks that the ballot has been received on the registry, and places the unopened voter confirmation envelope into a ballot box dedicated to mail in ballots, where the ballots will remain until the close of polls on election day.

The voter's registration forms, declarations of persons requesting mail-in ballots, and voter confirmation envelopes and certificates may be inspected by candidates or candidates' agents at the election office at City Hall during normal business hours starting on the day following nomination day and ending at the close of polls on election day. Candidates or their agents have the right to object to a person's entitlement to vote. An objection does not necessarily disqualify someone from voting.