

**THE CORPORATION OF THE TOWN OF COBALT**  
**REGULAR COUNCIL MEETING**  
**COBALT COMMUNITY HALL**  
**April 28, 2026 at 6:30 p.m.**  
**AGENDA**

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1. **Call to Order**
2. **Disclosure of Pecuniary Interest and the General Nature Thereof**
3. **Public Meetings**
4. **Deputations/Delegation**
5. **Adoption of Meeting Agenda**

DRAFT MOTION

**BE IT RESOLVED THAT** Council approve the agenda of the Regular Meeting dated April 28, 2026 as presented.

Moved by:

Seconded by:

**DISCUSSION**  
**VOTE**

6. **Adoption of Previous Council Minutes**

DRAFT MOTION

**BE IT RESOLVED THAT** Council approve the following minutes as presented:

Regular Meeting of Council – March 31, 2026

Special Meeting of Council – April 15, 2026

Moved by:

Seconded by:

**DISCUSSION**  
**VOTE**

7. **Staff Reports**

DRAFT MOTION

**BE IT RESOLVED THAT** Council accept the staff reports as presented.

Moved by:

Seconded by:

**DISCUSSION**

7.1 Library Board Meeting Minutes – January 24, 2026

7.2 Staff Report 2026.04.28.01 – 2026 Quarter 1 Variance Report

7.3 Staff Report 2026.04.28.02 – Sharpe Lake Park

7.4 Staff Report 2026.04.28.03 – Surplus Lots – 21 North Avenue & 29 Hudson Bay Road

7.5 Staff Report 2026.04.28.04 – By-Law 2026-16 Elections Signs By-Law

**VOTE**

April 28, 2026

## 8. Items for Council consideration

### 8.1 Ombudsman Investigation Report Recommendations

#### DRAFT MOTION

**WHEREAS** Council received the Ombudsman Investigation Report at the March 31, 2026 Regular Meeting of Council;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of the Town of Cobalt adopt the following recommendations to assist the Town of Cobalt in fulfilling its obligation under the *Municipal Act, 2001* and enhancing the transparency of its meeting:

1. All members of Council for the Town of Cobalt should be vigilant in adhering to their individual and collective obligation to ensure that the municipality complies with its responsibilities under the *Municipal Act, 2001* and its procedural By-Law.
2. The Town of Cobalt should ensure that it provides public notice in advance of all committee meetings and that committee meetings are open to the public, subject to the open meeting exceptions in the *Municipal Act, 2001*
3. The Town of Cobalt should assess all advisory groups that are committee to confirm that their procedures comply with the open meeting rules in the *Municipal Act, 2001*.

Moved by:

Seconded by:

**DISCUSSION  
VOTE**

### 8.2 Municipal Property - Sharpe Lake Park (Staff Report 2026.04.28.02)

#### DRAFT MOTION

**WHEREAS** Council receive Staff Report 2026.04.28.02 with a recommendation to declare 54-01-000-45801-000, known as Sharpe Lake Park as surplus to municipal needs;

**NOW THEREFORE BE IT RESOLVED THAT** Council declare Roll #54-01-000-001-45801-0000, known as Sharpe Lake Park as surplus to municipal needs;

Moved by:

Seconded by:

**DISCUSSION  
VOTE**

### 8.3 Cobalt Paul Penna Library Board Vacancy

#### DRAFT MOTION

**WHEREAS** Council receive notice of 2 vacancies for the Cobalt Paul Penna Library Board;

**BE IT RESOLVED THAT** Council declare 2 vacant seats for Cobalt Public Library Board and directs staff to advertise;

**AND FURTHER THAT** that members of the public are invited to apply.

Moved by:

Seconded by:

**DISCUSSION  
VOTE**

**8.4 Tender to Purchase Municipal Surplus Lot – 21 North Avenue (Staff Report 2026.04.28.03)**

DRAFT MOTION

**WHEREAS** at the Regular Council Meeting on September 19, 2023, Council declared 21 North Avenue as surplus and be advertised for sale;

**AND WHEREAS** a tender has been received;

**NOW THEREFORE BE IT RESOLVED THAT** Council approve the sale of 21 North Avenue to Nick Douglas for the sum of \$14,000.00 plus applicable legal fees and directs staff to proceed with the necessary documents.

Moved by:

Seconded by:

**DISCUSSION  
VOTE**

**8.5 Tender to Purchase Municipal Surplus Lot – 29 Hudson Bay Road (Staff Report 2026.04.28.03)**

DRAFT MOTION

**WHEREAS** at the Regular Council Meeting on October 14, 2025, Council declared 29 Hudson Bay Road as surplus and be advertised for sale;

**AND WHEREAS** a tender has been received;

**NOW THEREFORE BE IT RESOLVED THAT** Council approve the sale of 29 Hudson Bay Road to Joshua Giroux for the sum of \$10,200.00 plus applicable legal fees and directs staff to proceed with the necessary documents.

Moved by:

Seconded by:

**DISCUSSION  
VOTE**

**8.6 Tender to Purchase Municipal Surplus Lot – 32 Pyrite Street North (Staff Report 2026.04.28.03)**

DRAFT MOTION

**WHEREAS** at the Regular Council Meeting on September 19, 2023, Council declared 32 Pyrite Street North as surplus and be advertised for sale;

**AND WHEREAS** a tender has been received;

**NOW THEREFORE BE IT RESOLVED THAT** Council approve the sale of 32 Pyrite Street to Ryan McDonald for the sum of \$14,000 plus applicable legal fees and directs staff to proceed with the necessary documents.

Moved by:

Seconded by:

**DISCUSSION  
VOTE**

**9. Items for Council information**  
None





# THE CORPORATION OF THE TOWN OF COBALT

## REGULAR COUNCIL MEETING COBALT COMMUNITY HALL March 31, 2026 MINUTES

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**Present:**

**Mayor:** Angela Adshead

**Councillors:** Pat Anderson  
Gary Hughes  
Jim Starchuk  
Doug Wilcox  
Stephen Ward

**Absent:** Rene Lafleur (with notice)

**Staff:** J. Allen, Interim Clerk-Treasurer  
C. Beaudoin, Deputy Clerk-Treasurer

**1. Call to Order**

Mayor Adshead called the meeting to order at 6:30 p.m.

**2. Disclosure of Pecuniary Interest and the General Nature Thereof**

None

**3. Public Meetings**

None

**4. Deputations/Delegation**

None

**5. Adoption of Meeting Agenda**

**RESOLUTION No. 2026-054**

**MOVED BY:** Councillor Anderson

**SECONDED BY:** Councillor Starchuk

**BE IT RESOLVED THAT** Council approve the agenda of the Regular Meeting dated March 31, 2026 as approved.

CARRIED

**6. Adoption of Previous Council Minutes**

**RESOLUTION No. 2026-055**

**MOVED BY:** Councillor Starchuk

**SECONDED BY:** Councillor Anderson

**BE IT RESOLVED THAT** Council approve the following minutes as presented:

6.1 Regular Meeting of Council – March 3, 2026

6.2 Special Meeting of Council – March 10, 2026

6.3 Special Meeting of Council – March 24, 2026

CARRIED

**7. Staff Reports**

**RESOLUTION No. 2026-056**

**MOVED BY:** Councillor Ward

**SECONDED BY:** Councillor Starchuk

**BE IT RESOLVED THAT** Council accept the staff reports as presented.

7.1 By-Law Enforcement – February 2026

7.2 Staff Report 2026.03.31.01 – By-Law 2026-15 Amendment No. 9 to User Fee By-Law 2023-33

7.3 Staff Report 2026.03.31.02 – By-Law 2026-16 Elections Signs By-Law

CARRIED

**8. Items for Council consideration**

**8.1 Ombudsman Investigation Final Report**

**RESOLUTION No. 2026-057**

**MOVED BY:** Councillor Starchuk

**SECONDED BY:** Councillor Anderson

**BE IT RESOLVED THAT** Council acknowledges receipt of the Ombudsman Investigation Report Final Report;

**AND FURTHER THAT** Council will post the Investigation Report on our website and have copies available for the public at the Municipal Office.

CARRIED

**8.2 Tender to Purchase Municipal Property – 17 Argentite Street**

**RESOLUTION No. 2026-058**

**MOVED BY:** Councillor Anderson

**SECONDED BY:** Councillor Ward

**WHEREAS** 17 Argentite Street was declared as surplus to municipal needs at the Regular Meeting of Council on September 19, 2023;

**AND WHEREAS** Council acknowledges receipt of the tender to Purchase Municipal Land for 17 Argentite Street by Jack Chang and Tianying Liu for \$1,054.00;

**THEREFORE BE IT RESOLVED THAT** Council approve the sale of 17 Argentite Street to Jack Chang and Tianying Liu for \$1,054.00 plus applicable fees and directs staff to proceed with the necessary documents.

CARRIED

**9. Items for Council information**

**RESOLUTION No. 2026-059**

**MOVED BY:** Councillor Wilcox

**SECONDED BY:** Councillor Hughes

**BE IT RESOLVED THAT** Council accept the items for Council information as presented.

9.1 Northeastern Public Health - Community Safety and Wellbeing Plan 2025 Meeting Minutes

9.2 OCWA – Cobalt Wetlands 2025 Performance Review

CARRIED

**10. By-Laws and Agreements**

**10.1 By-Law No. 2026-13 Tax Ratios for 2026**

**RESOLUTION No. 2026-060**

**MOVED BY:** Councillor Anderson

**SECONDED BY:** Councillor Starchuk

**BE IT RESOLVED THAT** By-Law No. 2026-13 being a By-Law to establish tax ratios for 2026 be taken as read a first, second and third time this 31<sup>st</sup> day of March, 2026;

**AND FURTHER THAT** the said By-Law be signed and sealed by the Mayor and Clerk.

CARRIED

**10.2 By-Law No. 2026-14 Tax Rates for 2026**

**RESOLUTION No. 2026-061**

**MOVED BY:** Councillor Anderson

**SECONDED BY:** Councillor Ward

**WHEREAS** at the Special Meeting of Council on March 24, 2026, the 2026 Budget was approved in the amount of \$4,346,492 which includes a Capital Budget of \$609,626 and an Operating Budget of \$3,736,866 and which requires a levy for municipal purposes in the amount of \$923,823;

**BE IT RESOLVED THAT** By-Law No. 2026-14 being a By-Law to provide for the adoption of the 2026 tax rate for Municipal and School purposes and to further provide penalty and interest for payments in default be taken as read a first, second and third time this 31<sup>st</sup> day of March, 2026;

**AND FURTHER THAT** the said By-Law be signed and sealed by the Mayor and Clerk.

CARRIED

**10.3 Draft By-Law 2026-15 – Amendment No. 9 to User Fee By-Law 2023-33**

(Staff Report 2026.03.31.01)

**RESOLUTION No. 2026-062**

**MOVED BY:** Councillor Wilcox

**SECONDED BY:** Councillor Hughes

**WHEREAS** Council received Staff Report 2026.03.31.01 which detailed a cost recovery analysis on user fees with the following recommendations:

1. Increase to Water Operating and Water Capital
2. Increase to Sewer Operating and Sewer Capital
3. Increase of \$40.00 to OPP and a new \$50.00 OPP Vacant Lot user fee

**NOW THEREFORE BE IT RESOLVED THAT** By-Law 2026-15 being a By-Law to adopt Amendment No. 9 to User Fee By-Law 2023-33 be taken as read a first, second and third time and finally passed this 31<sup>st</sup> day of March, 2026;

**AND FURTHER THAT** the said By-Law be signed and sealed by the Mayor and Clerk.

CARRIED

**10.4 By-Law No. 2026-16 Elections Signs By-Law (Staff Report 2026.03.31.02)**

**RESOLUTION No. 2026-063**

**MOVED BY:** Councillor Starchuk

**SECONDED BY:** Councillor Ward

**WHEREAS** Council received Staff Report 2026.03.31.02;

**NOW THEREFOR BE IT RESOLVED THAT** By-Law No. 2026- 16 being a By-Law to regulate election signs within the Town of Cobalt be taken as read a first, second and third time this 31<sup>st</sup> day of March, 2026;

**AND FURTHER THAT** the said By-Law be signed and sealed by the Mayor and Clerk.

DEFERRED

**11. Unfinished Business**

**12. New Business**

**12.1 Schedule of Accounts**

**RESOLUTION No. 2026-064**

**MOVED BY:** Councillor Anderson

**SECONDED BY:** Councillor Wilcox

**BE IT RESOLVED THAT** Council receives the following Schedules as presented:

Schedule No. 2026-04 in the amount of \$242,136.48

CARRIED

**13. Mayor’s Report**

Mayor Adshead reminded Council and the public of the David Brydges Bench Memorial ceremony at the Drummond Park on April 25. Mayor Adshead asked Council’s opinion on having an appreciation lunch for staff. Council gave their approval.

**14. Closed Meeting**

**RESOLUTION No. 2026-065**

**MOVED BY:** Councillor Ward

**SECONDED BY:** Councillor Starchuk

**BE IT RESOLVED THAT** Council convene in Closed Session as per Section 239 of the Municipal Act, 2001 as amended, in order to address a matter pertaining to subsection:

(2)(d) Labour relations or employee negotiations

CARRIED

**15. Business Arising from Closed Meeting**

Direction was given to Staff on Closed Session Matters.

16. **Confirmation By-Law**

**RESOLUTION No. 2026-066**

**MOVED BY:** Councillor Ward

**SECONDED BY:** Councillor Anderson

**BE IT RESOLVED THAT** By-Law No. 2026-17 being a By-Law to confirm the proceedings of Council of the Corporation of the Town of Cobalt be taken as read a first, second and third time this 31<sup>st</sup> day of March 2026;

**AND FURTHER THAT** the said By-Law be signed and sealed by the Mayor and Clerk.

CARRIED

17. **Adjournment**

**RESOLUTION No. 2026-067**

**MOVED BY:** Councillor Wilcox

**SECONDED BY:** Councillor Anderson

**BE IT RESOLVED THAT** the Regular Meeting of Council be adjourned at 8:05 p.m.

CARRIED

\_\_\_\_\_  
Angela Adshead, Mayor

\_\_\_\_\_  
Jaime Allen, Interim Clerk

# THE CORPORATION OF THE TOWN OF COBALT

## SPECIAL MEETING COBALT COMMUNITY HALL April 15, 2026 at 5:00 p.m. MINUTES

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**Present:**

**Mayor:** Angela Adshead

**Councillors:** Pat Anderson  
Gary Hughes  
Rene Lafleur  
Jim Starchuk  
Stephen Ward  
Doug Wilcox

**Staff:** J. Allen, Interim Clerk-Treasurer  
C. Beaudoin, Deputy Clerk-Treasurer

**1. Call to Order:**

Mayor Adshead called the meeting to order at 4:59 p.m.

**2. Disclosure of Pecuniary Interest and the General Nature Thereof**

None

**3. Adoption of Meeting Agenda**

**RESOLUTION No. 2026-068**

**MOVED BY:** Councillor Ward

**SECONDED BY:** Councillor Wilcox

**BE IT RESOLVED THAT** Council approve the agenda of the Special Meeting dated March 24, 2026 as presented.

CARRIED

**4. Closed Meeting**

**RESOLUTION No. 2026-069**

**MOVED BY:** Councillor Anderson

**SECONDED BY:** Councillor Starchuk

**BE IT RESOLVED THAT** Council convene in Closed Session as per Section 239 of the Municipal Act, 2001 as amended, in order to address a matter pertaining to subsection:

(2)(d) Labour relations or employee negotiations

CARRIED

**5. Business Arising from Closed Meeting**

Direction was given to Staff on Closed Session Matters.

6. **Adjournment**

**RESOLUTION No. 2026-070**

**MOVED BY:** Councillor Wilcox

**SECONDED BY:** Councillor Lafleur

**BE IT RESOLVED THAT** the Special Meeting of Council be adjourned at 6:36 p.m.

CARRIED

\_\_\_\_\_  
Angela Adshead, Mayor

\_\_\_\_\_  
Jaime Allen, Interim Clerk

DRAFT

**COBALT PUBLIC LIBRARY  
MINUTES OF THE BOARD MEETING  
January 24, 2026**

**1. Call to Order**

Meeting called to order by Chair Mary Church at 9:34 AM

**2. Attendees:** Mary Church, Marilyn Lubbock, Suzanne Othmer, Tamara Fishley, Bonnie Mederak

**Regrets** Gary Huges, Cathy Lafoy

**Members of the Public:** Gretchen Roede

**3. Declaration of Pecuniary Interest and the General Nature Thereof:** None

**4. Adoption of the Regular Meeting Agenda**

Motion #2026-01

Be it resolved that the Cobalt Public Library approve the Meeting Agenda of January 24, 2026, as presented.

Moved by: Tamara Fishley

Seconded by: Marilyn Lubbock

VOTE: Carried

**5. Approval of Previous Cobalt Public Library Board Meeting Minutes**

Motion #2026-02

Be it resolved that the Cobalt Public Library Board approves the minutes regular meeting dated December 6, 2025, as amended.

Moved by: Suzanne Othmer

Seconded by: Tamara Fishley

VOTE: Carried

**6. New Business**

**6.1 Treasurer Report**

A report was presented up to December 31, 2025. Review of the Grants that are still outstanding, two of the outstanding grants is due to items being on backorder. Two other grants will be completed shortly. We are on track to complete the Temiskaming Foundation grants on time and have the necessary paperwork completed to submit to the Foundation.

The process of finance transition with the TOC is underway. Bonnie is working closely to code deposits and expenses correctly. We suspect this will be in a work in progress for the next couple of months.

T4s for 2025 have been completed and will be distributed. All remittances have been filed and paid.

As we work on the 2026 budget, a letter will be sent to each Town/Township with the reconciled 2025 budget, so they are able to accurately discuss and budget for their financial contribution towards the library for 2026.

## **6.2 CEO Report for December 2025/ January 2026**

- Almost done working on cataloguing of the archival inventory downstairs. Then we can start upstairs.
- The Salvation Army for December 11 brought in 11 people for the Christmas Hamper registration.
- The Grocery Draw Tickets for December and January went well we made profit \$135.60 we were left with 22 tickets. The February draw is up and running. Total collect for Fundraising in 2025 was \$1,191.90 through our Easter Draw, Book Sales Vinyl Swap and Grocery Draw.
- The Giving Tree went very well for a first attempt. We collected 14 Seniors Gifts and 20 Children's gifts. The Temiskaming Lodge and NEOFACS was very happy with our success.
- We have our board games and a Bingo game now. Monthly or weekly events have started. We are currently making 3 D print prizes so that we may have some competitions going on. We had our first Bingo game with 3 participants.
- We sold our first 3D print Key chains it was bowling pin and a bowling ball.
- Santa and the Grinch were big hits this year we had 42 people in with a total of 22 children. We served hot chocolate and cookies while they waited for Santa. We also handed out bags of candy and a 3 D printed bookmark. Some of the families played board games while they wait other just socialized.
- We will be moving things around in our Children's section so that we can have a makerspace area for crafts and games.

- I have applied for a Planet Youth and North on Tap Grant. We were decline by North on Tap and have not heard back on Planet Youth. I have five Grants with balances outstanding. Two of them orders have been submitted just waiting on shipping.
- Total patron count for 2025 was 2702, and 2024 was 1863. We had an increase of 839 patron visits. Which means that we have a 45% increase.
- I am working with the Town of Cobalt getting all our financing switched over, it is a work in progress. Still waiting for the Town visa.
- Patron count for December was 175, last year was 165.

Motion #2026-03

Be it resolved that the Cobalt Public Library approves the Treasurer report and the CEO report as presented.

Moved by: Suzanne Othmer  
VOTE: Carried

Seconded by: Marilyn Lubbock

**6.3 Gretchen Roede**

Presented options for the Food Bank to help Cobalt residents. Also discussed the library help with a fundraiser for the Food Bank.

**6.4 Ministry of Finance Letter.**

Will try locating 2021 documentation that is requested.

**6.5 Final Invoice for Creative Wealth.**

Reviewed invoice and approved payment.

Motion #2026-04

Be it resolved that the Cobalt Public Library approved payment to Creative Wealth for the 2025 Invoice.

Moved by: Mary Church  
VOTE: Carried

Seconded by: Tamara Fishley

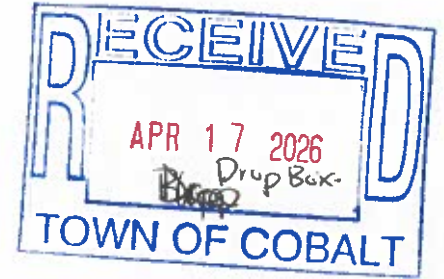
**7. Adjournment**

Be it resolved that the Regular Meeting of the Cobalt Public Library Board be adjourned at 11:04 AM.

**NEXT MEETING:** March 14, 2026, at 9:30 A.M.



Box 170, 30 Lang St. Cobalt, ON P0J 1P0  
[cobaltpubliclibrary@gmail.com](mailto:cobaltpubliclibrary@gmail.com)  
705-679-8120



April 16, 2026

To Whom It May Concern,

Please be advised that the Cobalt Public Library Board has declared that we have two vacancies on our board. We currently have five (5) members on our board and according to the By-Law we must have seven (7) members.

**By-Law**

That the Town of Cobalt Library Board (the "Library Board") shall be composed of Seven (7) members appointed by Council, up to three (3) of the seven (7) Library Board Members may be Members of Council

Please advise the town council of this and let us know what our next steps will be. This is our second request for new members. Our previous letter was sent November 19, 2025.

Thank you in advance for all your help

Bonnie Mederak

Chief Executive Officer

Cobalt Public Library, Cobalt Public Library



**THE CORPORATION OF THE  
TOWN OF COBALT**

**BY-LAW NO. 2026-16**

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**Being a By-Law to Regulate Elections Signs within the Town of Cobalt**

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**WHEREAS** the Municipal Elections Act, 1996, S.O. 1996, c. 32, as amended, authorizes a municipality to pass By-Laws regulating signs for safety, nuisance control and protection of municipal property;

**AND WHEREAS** the Council of the Corporation of the Town of Cobalt wishes to establish clear, simple rules to protect public safety, maintain municipal neutrality, and safeguard municipal infrastructure during elections;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of the Town of Cobalt hereby enacts as follows:

1. The Council adopts a "Elections Sign By-Law" for the Town of Cobalt, identified as Schedule "A", attached hereto and forming part of this By-Law;
2. That the Clerk of the Town of Cobalt is hereby authorized to make any minor modifications or corrections of an administrative, numerical, grammatical, semantically or descriptive nature or kind to the By-Law and Schedule as may be deemed necessary after the passage of this By-Law, where such modifications or corrections do not alter the intent of the By-Law.
3. That this By-Law shall come into force and take effect on the date of its final passing.

**TAKEN AS READ** a first, second and third time and finally passed this 28<sup>th</sup> day of April 2026.

**AND FURTHER THAT** the said By-Law be signed and sealed by the Mayor and Clerk.

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Angela Adshead, Mayor

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Jaime Allen, Interim Clerk

**Schedule "A"**  
**To By-Law 2026-16**



**Elections Signs By-Law**

In accordance with  
**Municipal Elections Act, 1996**

**PART 1**  
**Short Title**

This By-Law shall be cited as the "Elections Sign By-Law".

**PART 2**  
**Severability**

If any provision or part of a provision of this By-Law is declared by a court of competent jurisdiction to be illegal or inoperative in whole or in part, or inoperative in particular circumstances, such provision or part of the provision shall be deemed to be severable, and the balance of the By-Law, or its application in other circumstances, shall not be affected and shall continue to be in full force and effect.

**PART 3**  
**Compliance with Legislation**

Nothing in this By-Law relieves any person from complying with any provision of any federal or provincial legislation, or any other By-Law of the Town of Cobalt, and without limiting the generality of the foregoing, this includes the *Municipal Act, 2001*.

**PART 4**  
**Conflict**

If a provision of this By-Law is in conflict with a provision of any applicable act, regulation, or other By-Law, the provisions that establish the higher or more restrictive standard shall apply.

**PART 5**  
**Delegation**

The administration of this By-Law is hereby delegated to the Town Clerk.

**PART 6**  
**Definitions**

**"Election Signs"** means any sign, poster, banner, or device intended to promote or oppose any candidate or question in the municipal, provincial or federal election.

**"Municipal Property"** means land, building, facilities, or infrastructure owned or controlled by the Town of Cobalt.

**"Intersection"** means the area where two or more roads meet and includes a 6 metre sight triangle measured from the point of intersection along the edges of the roads.

**"Polling Station"** means the location designate for voter to cast their ballot on advance voting day and election day.

**"Traffic Control Devices and Signage"** means stop signs, yield signs, one way traffic signs, street signs, etc.

## **PART 7 Prohibited Locations**

No election signs shall be placed on:

**Municipal Property:** Municipal buildings, parks, facilities, or any municipal infrastructure.

**On Poles and Devices:** Hydro poles, utility poles, streetlight poles, and traffic control devices and signage.

### **At Intersections:**

- Within a 3-metre sight triangle at intersections
- In a location that obstructs sightlines
- In a manner that interferes with safe vehicle or pedestrian movement

## **PART 8 Polling Station Proximity (Advance Voting Day and Election Day Only)**

On the day of an advance vote and on the day of an election, no election sign shall be located within 100 feet of the polling station. The Town of Cobalt has one polling station located at 22 Argentite Street, Cobalt.

Any such signs must be removed, regardless of whether it is located on private property or a road allowance.

Refer to Appendix "A" – Polling Station Proximity Map for the restricted area.

## **PART 9 Sign Removal**

All election signs must be removed within 72 hours, starting at 6:00 a.m. the day after the election.

## **PART 10 Enforcement**

The Clerk may have any election sign removed that does not comply with this By-Law without notice, and the owner will not be entitled to compensation.

## **PART 11 Exemptions**

Election signs placed on private property with the consent of the property owner, subject to safety restrictions, are permitted with the exception of Part 8 – Polling Station Proximity.

No additional regulations regarding sign size, number of signs, deposits, fees, or permit requirements are imposed.



**THE CORPORATION OF THE TOWN OF COBALT  
APPENDIX "5" OF SCHEDULE "A" TO  
ELECTION SIGNS BY-LAW 2026-16**

Election Sign Restricted Area – Polling Station, 22 Argentite Street



**Notes:**

1. The 100-foot circle is measured from the lot line of the polling station property.
2. On Advance Voting Day and Election Day, no election signs are permitted within this red circle, including on private property or road allowance.
3. The Town may remove any election sign that does not comply with this By-Law, without notice.



**THE CORPORATION OF THE  
TOWN OF COBALT**

**BY-LAW NO. 2026-18**

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**Being a By-Law to adopt an Elections Policy for the Corporation of the Town of Cobalt**

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**WHEREAS** 2026 is an election year for municipalities in the Province of Ontario;

**AND WHEREAS** the Municipal Elections Act, 1996, requires each municipality to establish a procedure policy for the 2026 Municipal Election;

**AND WHEREAS** in accordance with the Accessibility Standards for Customer Service, O. Reg. 429/07, each municipality must provide accessible customer service, which includes accessible elections;

**NOW THEREFORE** the Council of the Corporation of the Town of Cobalt hereby enacts as follows:

1. The Council adopts an "Elections Policy" for the Town of Cobalt, identified as Schedule "A", attached hereto and forming part of this By-Law;
2. That By-Law 2022-10, as amended, being a By-Law to provide for an Election Policy for the Town of Cobalt is hereby repealed;
3. That the Clerk of the Town of Cobalt is hereby authorized to make any minor modifications or corrections of an administrative, numerical, grammatical, semantically or descriptive nature or kind to the By-Law and Schedule as may be deemed necessary after the passage of this By-Law, where such modifications or corrections do not alter the intent of the By-Law.
4. That this By-Law shall come into force and take effect on the date of its final passing.

**Read a first, second and third time and finally passed** this 28<sup>th</sup> day of April 2026.

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Angela Adshead, Mayor

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Jaime Allen, Clerk

**Schedule “A”  
To By-Law 2026-18**



**Municipal Election  
Procedural Policy**

In accordance with  
**Municipal Elections Act, 1996**

## 1. Elections Officers

The Clerk shall for the purposes of an election appoint in writing a deputy returning officer (DRO) and a voting clerk for each voting station established in the municipality. No candidate or spouse of a candidate is eligible to be appointed as an elections officer.

If an election officer does not attend at the opening of the voting place or becomes unable to perform their duties at the voting place, the Municipal Clerk shall appoint another person to act in their place. No person shall be appointed an election officer who has not attained the age of eighteen years.

DRO and Voting Clerks will be remunerated at the following rates for services:

DRO	\$250.00 per day (Advance and Election Day) \$ 60.00 for training seminar
Voting Clerk	\$200.00 per day (Advance and Election Day) \$ 60.00 for training seminar

## 2. Duties of Elections Officers

### 2.1. Deputy Returning Officer (DRO) - Duties

The Deputy Returning Officer shall perform all statutory duties in accordance with the Municipal Elections Act, 1996, perform all duties in accordance with this policy, and shall obey all orders and directions of the Clerk. The Deputy Returning Officer shall also act as Assistant Revising Officer for the purpose of revising the Voters' List under Section 24 of the Act at the voting station.

### 2.2. Voting Clerks - Duties

The voting clerk shall assist the deputy returning officer in the performance of the duties of their office and shall obey their orders.

## 3. Oaths

Every Supervisor, Deputy Returning Officer, Voting Clerk, Revision Clerk, Scrutineer, Election Officer and any other person authorized to attend at a voting place shall, before entering upon their duties, take and subscribe an Oath on **Form EL10** for the DRO and **Form EL11** for all others.

## 4. Accessible Elections

Our mission is to identify, remove and prevent accessibility barriers, and to treat everyone equally with respect, without discrimination because of a disability.

The municipality shall provide an election in a way that respects the dignity and independence of people with disabilities. Election officers will give the electors with disabilities the same

opportunity to access the voting place as other electors.

Election officers will communicate with electors with disabilities in ways that take into account their disability. Election officers who communicate with electors will be trained on how to interact and communicate with electors with various types of disabilities.

Election officers shall welcome electors with disabilities who are accompanied by a service animal in the voting place. The Municipal Clerk will ensure that all election officers are properly trained on how to interact with electors with disabilities who are accompanied by a service animal.

Election officers shall welcome electors with disabilities who are accompanied by a support person. Any elector with disability accompanied by a support person will be allowed to enter the voting place with their support person.

In the event of a planned or unexpected disruption in the facility usually used by electors with disabilities, the Municipal Clerk will make every reasonable effort to provide notice of the disruption in service to the public, including information about the reason for the disruption, its anticipated duration, and a description of alternative facilities, if any are available.

The Municipal Clerk will provide accessibility customer service training to all election staff, including election officers and third parties.

An Accessible Customer Service Feedback Form will be available from the DRO, if requested by the elector with disabilities. This process will provide person the opportunity to give feedback on the provision of municipal services to electors with disabilities.

## 5. Voting Days

Regular Voting Day: Pursuant to Section 5 of the *Municipal Elections Act, 1996* voting day in a regular election is the fourth Monday in October. When a holiday falls on this Monday, voting day will be the next succeeding day which is not a holiday. In 2026, voting day will be **Monday, October 26, 2026**.

Advanced Voting: Pursuant to Section 43 of the *Municipal Elections Act, 1996*, at least 30 days before voting day, the council shall pass a By-Law establishing one or more dates for an advance vote and the hours during which voting places shall be open. **In 2026, the advanced vote will be Saturday, October 17, 2026.**

## 6. Voting Places

Pursuant to Section 45 of the *Municipal Elections Act, 1996*, the voting place for the 2026 election will be the Golden Age Club, and this facility shall be accessible. The voting place boundaries shall include an area outside the building which includes the municipal parking lot.

### **6.1. Definition of Elector**

Section 17.(2) of the Municipal Act states that a person is entitled to be an elector at an election held in a local municipality if, on voting day, they,

- (a) resides in the local municipality or is the owner or tenant of land there, or the spouse of such owner or tenant;
- (b) is a Canadian citizen;
- (c) is at least 18 years old; and
- (d) is not prohibited from voting under subsection 17.(3) or otherwise by law.

### **6.2. Persons Prohibited from Voting**

Section 17.(3) of the Municipal Act states that the following are prohibited from voting:

1. A person who is serving a sentence of imprisonment in a penal or correctional institution.
2. A corporation.
3. A person acting as executor or trustee or in any other representative capacity, except as a voting proxy in accordance with section 44.
4. A person who was convicted of the corrupt practice described in subsection 90 (3), if voting day in the current election is less than five years after voting day in the election in respect of which they were convicted.

## **7. Notice Requirements**

### **7.1. Elections Officers**

Selected at discretion of the Clerk.

### **7.2. Voters' List**

Advertising for the stating of locations within the Municipal Offices for viewing and revisions of the Voters' List will be done in a September edition of the Temiskaming Speaker and in the September edition of the Weekender.

### **7.3. Advanced Vote & Proxy Voting**

Advertising for the dates of the Municipal Election, Advance Vote and Proxy Voting will be done in an early October edition of the Temiskaming Speaker and in an early October edition of the Weekender.

### **7.4. Nominations**

Advertising for candidates for the October 26, 2026 Municipal Elections will be done in an August edition of the Temiskaming Speaker and in an August edition of the Weekender.

All notices above should also be given by posting the notice, clearly visible and legible, in the Municipal Office and any other place as prescribed by the Clerk.

## 8. Voters' List

The preliminary list of electors (PLE) will be sent to the municipalities and municipal clerks will prepare revisions and return to the Elections Ontario by September 2, 2026. Once the revisions are completed, the new list becomes the Voters List and shall be reproduced by the Clerk.

Revisions to the Voters' List can be done between **September 2 and October 26, 2026**, by making application in writing to the Municipal Clerk using the Application to Amend Voters' List **Form EL15** and **Form EL16**.

One copy of the Voters' List shall be kept at the office of the Municipal Clerk throughout the period of revision of the Voters' List, available for public inspection during normal office hours, under supervision only. One copy of the Voters' List will be distributed to the candidates pursuant to Section 23 of the Act will be at no charge. **Candidates may request a Voters List by using Form EL14 (Candidate's Declaration–Proper Use of Voters' List)**. Additional copies of the Voters' List distributed will be borne by the applicant at the rate established by the municipality to make photocopies.

It is noted that all Voters' Lists are for election purposes only and not for Commercial purposes, and each list produced should have affixed a warning from the Municipal Clerk that the list is to be used for election purposes only.

A voter shall cast their votes subject to the information provided by the Voters' List in respect to that voter. Notwithstanding the foregoing, any voter may make application for revision of school board support on voting day up to the close of the voting place.

## 9. Appointment of Scrutineer

Any candidate appointing a scrutineer to represent them during the voting, counting of votes and recounting of votes, shall make the appointment in writing using the Appointment of Scrutineer **Form EL12 (A)** and shall provide one copy of such appointment to the Municipal Clerk and one copy to the Scrutineer to show proof of their appointment to the election official in charge of the voting place or where votes are being counted. The form should also have information advising scrutineers of the secrecy of proceedings under the Act. Before being admitted to a Voting Place, a scrutineer shall show his appointment and take the Oral Oath of Secrecy **Form EL12(B)** from the DRO.

A Municipal Council appointing a scrutineer during the voting, counting of votes and recounting of votes on By-Laws or Questions, shall make the appointment in writing using the Appointment of Scrutineer **Form EL13**, and shall provide one copy of such appointment to the Municipal Clerk and one copy to the Scrutineer to show proof of their appointment to the election official in charge of the voting place or where votes are being counted. The back of the form should advise the scrutineer of the secrecy of proceedings under the Act.

## 10. Declaring an Emergency

If an emergency is declared by the Municipal Clerk under Section 53 of the Act, it is recommended that the Ontario Provincial Police or other local police force be immediately notified.

## 11. Nominations

**Nomination Day is Friday, August 21, 2026.** Nominations will be accepted **until 2:00 p.m.** that day.

The Municipal Clerk may post names unofficially as received, including date and time, clearly identified as unofficial, in the municipal office for public display.

The Municipal Clerk shall examine and certify nominations pursuant to Section 35 of the Act on **Monday, August 24, 2026**, and prepare the “List of Certified Candidates” on **Form EL07**.

If the number of nominations filed for an office and certified is less than the number of persons to be elected to the office, additional nominations for the remaining vacant seats must be filed between 9:00 a.m. and 2:00 p.m. **on Wednesday, August 26, 2026** and the Clerk must certify or reject each nomination by 4:00 p.m. **on Thursday, August 28, 2026**

Candidates who file more than one nomination should be advised by the Municipal Clerk that in the instances where a candidate who has been nominated for an office is nominated for another office to which the Act applies, the first nomination shall be deemed to have been withdrawn at the time the second nomination is filed. The filing fee is deemed to have been paid with the latest filing, if the two nominations are for the same Council of local board.

Pursuant to Section 33 of the Act, a nomination paper must be filed in the Municipal Clerk's office in person or by agent only, faxed nomination documents will not be accepted, **original signatures are required.**

Pursuant to Section 33 of the Act, a nomination shall be filed in the Municipal Clerk's office and shall be accompanied by the prescribed nomination filing fee of \$200.00 for Head of Council and \$100.00 for all other offices, which shall be in the form of cash, debit, certified cheque, money order or any other electronic method as determined by the clerk. The candidate is entitled to receive a refund of the nomination filing fee if they withdraws the nomination under Section 36 of the Act, is elected to the office, or receives at least 2% of the votes cast in the election for the office. Candidates failing to obtain at least 2% of the vote will default the deposit and the Municipal Clerk shall deposit the amount in a trust fund.

Any written withdrawal of a nomination filed in the Municipal Clerk's office pursuant to Section 36 of the Act shall be on the Withdrawal of Nomination **Form EL19** and received no later than 2:00 p.m. on Friday, August 21, 2026.

## 12. Appointment of Voting Proxy

The Municipal Clerk may delegate authority for the issuance of proxies.

Only a person who is entitled to be on the voters' list (on the voters' list or who's name shall be added to the voters' list pursuant to an Application to Amend Voters' List certified by the Municipal Clerk) may appoint another person who is also so entitled as their voting proxy pursuant to Section 44 of the Act.

All proxy appointments shall be made by using the prescribed Form 3 for Appointment of Voting Proxy. The Form 3 may be distributed anytime but cannot be certified by the Municipal Clerk until after **Nomination Day on Friday, August 21, 2026.**

A person appointed as a proxy may only act for one person, unless the person is the spouse, sibling, parent, child, grandparents or grandchild of the persons making the appointment.

The Municipal Clerk shall keep an active list of all proxy applications certified.

The Municipal Clerk or designate shall be available for proxy certification as follows:

<b>After August 24, 2026:</b>	<b>Regular Office Hours</b>
<b>Advanced Vote October 17, 2026:</b>	<b>10:00 a.m. to 6:00 p.m.</b>
<b>Regular Vote October 26, 2026:</b>	<b>Regular Office Hours</b>

## 13. Form of Ballot

Each clerk shall decide on the use of the composite ballot or separate ballot.

## 14. Procedures at the Voting Place

### 14.1. Persons allowed in the Voting Place

No person shall remain in the voting place when the vote is being taken or the votes are being counted except those persons permitted under Section 47 of the Act.

### 14.2. Campaign Material within Voting Place

No campaign material or literature of any nature relating to any candidate in the election shall be displayed within the voting place. This includes campaign buttons or any other advertising materials.

Candidates are not allowed to engage in hand shaking in the voting place.

### 14.3. Opening of Voting Place

The DRO of the Voting Place shall:

Arrive at least **1 hour prior** to the opening of the voting place, and early enough to set up the voting place. Ensure that all necessary supplies and equipment for the voting

place have been received, inspect the voting place, confirm arrangements and notify the Municipal Clerk immediately of any problems.

Ensure that every Voting Clerk, Assistant Revision Clerk, scrutineer, or election officer and other person authorized to attend at a voting place shall, before entering upon their duties, take and subscribe an Oath in **Form EL10** for DRO and **Form EL11** for other election officers.

Ensure that all persons entitled to remain in the voting place are wearing the appropriate identification badge.

Arrange voting compartments to ensure secrecy, place pencils for marking ballots in the voting compartments.

Post Voting Instructions **Form EL29** in clear view of persons entering the voting place, and also affix at least one copy inside each voting compartment.

Post at least two copies of Statutory Provisions Regulating Voting Procedures **Form EL34** in clear view of persons in the voting place, and also affix at least one copy inside the voting compartment.

Post Notice of Offence - Notice of Corrupt Practice form EL35 in clear view of persons in the voting place.

Set out all voting place supplies for use at the voting place in an orderly manner.

Complete the Certificate and Receipt for Ballots Form EL25. Check to ascertain that the ballots supplied are those set out in the receipt and note if any quantity differs. Retain the copy of the receipt in your records to be placed in the ballot box and returned to the Municipal Clerk at the close of the voting place.

Consult with the persons appointed as Voting Clerk and inform them of their duties in assisting you.

For the regular voting place, immediately upon receipt of a List of Persons Who Voted at an Advanced Vote for EL28, make or cause to be made an entry on each of the voters' lists for the voting place, opposite the name of each elector whose name appears on the Certificate, showing that such elector has already voted at the advanced voting.

Candidates or scrutineers may enter the voting place 15 minutes before it opens.

During the fifteen minutes prior to the opening of the voting place, candidates or scrutineers are entitled to inspect ballots, other papers, forms and documents relating to the voting place, but must not impede opening of the voting place.

#### **14.4. Procedures for Voting in Institutions and Retirement Homes**

At the opening of the voting place, the DRO is to show the empty ballot box to all present, seal the ballot box, and place seals upon it in such a manner as to prevent it from being opened without breaking the seal. The remaining seals should be retained for use after the close of the voting place.

Place the ballot box on a desk, counter, table or otherwise so that it is raised above the floor and in full view of all present. The box shall be kept locked and sealed until it is required to be opened for the purpose of counting the votes at the close of the voting place.

Post Voting Place poster in a conspicuous, well lit place at the voting place where it can be clearly seen by the electors.

Open the voting place precisely at 10 o'clock in the forenoon of voting day and advanced voting day.

#### **14.5. Requests for a Ballot at the Voting Place**

Electors voting at a voting place must show identification prior to obtaining a ballot.

The DRO will give the person a ballot only if satisfied that the person is entitled to vote at the voting place and the person presents the proof of identity and residence or complete the prescribed declaration that they are the elector shown on the Voters' List, or that such person is entitled to vote under an approved Application to Amend Voters' List form EL15 issued by the clerk.

Verify name on the Voters' List - or the Application to Add, Correct or Delete the Applicant's Own Name from the Voters' List submitted by the person to determine if the person is on or is entitled to be on the list.

Place initials on the ballot.

Require the voting clerk to indicate on their voters' list opposite the person's name the numerical order in which the person was given a ballot paper.

If the DRO, a scrutineer or a candidate objects to the person voting, the DRO shall have the fact of the objection and by whom it was made recorded on the Voters' List next to the person's name.

When an objection has been made as described in paragraph 3, the DRO shall give the person a ballot if the person takes an oath or affirmation stating that they is entitled to be an elector for the voting place and has not already voted in the election. The DRO shall record, that the oath was taken, on the Voters' List next to the person's name.

The DRO may permit an elector who needs assistance in voting to have such assistance, as the DRO considers necessary.

If the DRO is satisfied that such person is the person designated in the voters' list or in a certificate issued by the clerk, and that such person is otherwise entitled to vote, then the DRO shall place their initials on the back of the ballot, so placed that when the ballot is folded the initials can be seen without opening the ballot paper and deliver the ballot paper to the elector.

Upon delivery of the ballot paper, the elector is required to immediately proceed into the compartment provided for the purpose and therein to mark the ballot with a cross, with a pen or pencil within the circle or circular space provided to the right of the name of the candidate for whom the elector intends to vote (or to the right of the By-Law or question response for which the elector intends to vote.

The elector must then fold the ballot so as to conceal the names of the candidates (or the question) and the marks upon the face of it and so as to expose the initials of the DRO.

The elector is then to leave the compartment without delay and without showing the face of the ballot paper to anyone, or so displaying it as to make known how the elector has marked it, to deliver the ballot papers so folded to the DRO.

Upon delivery of the ballot paper to the DRO by the elector, without unfolding the ballot paper or in any way disclosing the names of the candidates or marks made by the elector, the DRO is required to verify their initials and at once deposit the ballot paper in the ballot box.

The elector shall forthwith leave the voting place.

A person whose ballot has been placed in the ballot box shall be deemed to have voted and is not, under any circumstances, entitled to another ballot.

A non-resident elector shall not be permitted to vote in the school board election. In accordance with Section 52 of the Municipal Elections Act, 1996, the following procedure shall be followed when a person enters a voting place and requests a ballot. The DRO shall give the person a ballot only if satisfied that the person is entitled to vote at the voting place and the person presents the prescribed proof of identity and residence or completes an application in the prescribed form, including a statutory declaration that they are the elector shown on the voters' list.

#### **14.6. Procedures in Extraordinary Circumstances**

Procedures in extraordinary circumstances shall be enforced by the DRO.

##### **14.6.1. Voter unable to enter Voting Place**

A person who is unable to enter the voting place to cast their vote due to physical disability, shall be permitted to vote immediately outside of the voting place. In such circumstances, the Deputy Returning Officer may deliver the appropriate ballot(s) to the voter at their vehicle outside the voting place where the voter shall be permitted to

mark their ballot in secret. The DRO shall then without delay and without showing the face of the ballot paper to anyone, or so displaying it as to make known how the elector has marked it, and return the ballot to the voting place and deposit it in the ballot box.

**14.6.2. Voter assistance as necessary – Section 52 of the Election Act**

Pursuant to Section 52 of the Act, the DRO may permit an elector who needs assistance in voting to have such assistance as the DRO considers necessary. The elector requiring assistance shall take the Oral Oath of Incapacity to Vote Without Assistance. Any person providing such assistance to an elector shall take the Oral Oath of Friend of Elector attached as Form EL27. All Election Officers have taken the Oath of Secrecy.

**14.6.3. Oath for Translator – Language Barrier**

Where the DRO does not understand the language of the elector, an interpreter provided by the elector may translate to the elector their answers. Any person acting as interpreter for an elector shall take the Oral Oath of Interpreter EL27.

**14.6.4. Voter not on the Voter's List**

If a person representing themselves to be an elector applies to the DRO at the voting place for a ballot and the person's name does not appear on the voters' list or in an Application to Amend the Voters' List Form EL15 certified approved by the Municipal Clerk or designate as being entitled to vote at the voting place, the person is entitled to have their name entered on such voters' list and to receive a ballot and to vote if they makes application to the Revision Clerk using the Application to Amend the Voters' List Form EL15 or the Affidavit of Residence Form EL01. Where a person is voting under an Application to Amend the Voters' List Form EL15 issued by the Municipal Clerk or designate, the DRO shall enter or cause to be entered on the voters' list maintained by the Voting Clerk the name and address of the person voting.

**14.6.5. An elector requesting to vote that is already shown as having voted**

Where an elector entitled to vote at the voting place applies for a ballot paper and it appears that another person has voted as such elector or that an entry has been made in the voters' list in error that such elector has voted, if such person takes the Oath of Qualification form EL26 and otherwise establishes their identity to the satisfaction of the Deputy Returning Officer, they is entitled to receive a ballot and the Deputy Returning Officer shall enter or cause to be entered on the voters' list maintained by the Voting Clerk the name and address of such elector and shall enter "sworn" beside the name entered.

**14.6.6. Objection to Person Voting**

If the DRO receives an objection to a person voting, from a scrutineer or a certified candidate, the DRO shall have the fact of the objection and by whom it was made recorded on the Voters' List next to the person's name. Then the DRO shall give the

person a ballot if the person takes an Oath of Qualification Form EL26 stating that they are named on the Voters' List for the voting place and has not already voted in the election.

**14.6.7. “Sworn” or “Refused to be Sworn” Affidavit**

In any circumstance where the Deputy Returning Officer requires an elector, friend of elector, or interpreter to take an oath or affidavit, the Deputy Returning Officer shall enter or cause to be entered on the voters' list maintained by the Voting Clerk the word "Sworn" or "Refused to be Sworn", whichever is appropriate.

**14.6.8. Ballot Spoiled – Voter Requesting another Ballot**

An elector who has inadvertently dealt with, or accidentally spoiled, their ballot in such a manner that it cannot be conveniently used, upon returning it to the DRO, is entitled to obtain another ballot, and the DRO shall immediately write the word "Canceled" upon the first-mentioned ballot and preserve it to be returned to the Clerk.

**14.6.9. Only Voter permitted in Voting Privacy Booth**

Notwithstanding that an elector may require assistance in voting, while an elector is in a voting compartment for the purpose of marking the ballot, no other person shall be allowed to enter the booth or to be in a position from which they can see how the elector marks the ballot.

**14.7. Closing of the Voting Place**

The DRO shall close the voting place promptly at 6:00 p.m. advanced voting day and at 7:00 p.m. on the regular voting day. Every elector qualified to vote at the voting place who is inside the voting place at the time fixed for closing of the voting place, is entitled to vote.

**14.8. Closing of Advanced Voting Place**

**DRO** - Without interference with the seal affixed to the ballot box at the opening of the advanced voting place, the DRO shall seal the ballot box by placing one seal over the edge of the lid next to the lock, another seal over the edge of the lid at the opposite end to the lock, and another seal over the ballot slot so that ballots cannot be deposited or withdrawn from it without breaking the seal. Any candidate or scrutineer present who desires to do so shall affix their seal to the ballot box in such a manner that it cannot be opened or any ballots deposited or withdrawn from it without breaking the seal.

Immediately thereafter the DRO shall deliver to the Municipal Clerk for safekeeping the ballot box, the List of Persons Who Voted at an Advanced Vote form EL28. The DRO will place all cancelled, declined and unused ballots for each office, By-Law or question in separate envelopes, and clearly endorse upon each envelope an indication as to its contents, and return these and all other election materials and documents used at the advanced voting place.

### **14.9. Closing of Regular Voting Place**

DRO - At the close of the Regular Voting, the DROs shall place all canceled, declined and unused ballots for each office, By-Law or question in separate envelopes, and clearly endorse upon each envelope an indication as to its contents.

Count the number of electors whose names appear on the voters' list maintained by the voting clerk to have voted and make an entry at the end thereof as to the number of electors who have voted.

Then, in the presence and in the full view of the persons entitled to be present, the DRO is to open the ballot box for the advanced voting place and the regular voting place, and proceed to count the number of votes pursuant to Section 54 of the Act, giving full opportunity to those present to examine each ballot.

The DRO shall reject from the count all ballots and votes in a ballot that do not comply with the prescribed rules.

#### **14.9.1. Rejected Ballots**

The deputy returning officer shall reject from the count:

- a) all votes in a ballot, if the ballot i) was not supplied by the DRO, or ii) contains writing or marks that may identify the elector, or is torn, defaced or otherwise dealt with by the elector in a way that may identify him or her;
- b) all votes in a ballot for an office, if votes have been cast for more candidates for the office than are to be elected;
- c) all votes in a ballot on a By-Law, if votes have been cast for both the affirmative and negative on the By-Law;
- d) all votes in a ballot on a question, if votes have been cast for more than one answer on the question;
- e) any vote in a ballot, if the vote is not marked inside the space provided for marking the ballot.

A scrutineer or certified candidate may object to a ballot, or to the counting of some votes in a ballot, on the ground that the ballot or votes do not comply with the prescribed rules. The DRO shall decide on all objections, establish a list in which the objections are summarized and individually numbered using the List of Objections to Vote Count form EL30 and write the number of each objection on the back of the relevant ballot and initial the number. The DRO to indicate on each objection listed in the statement "Objected to by (candidate's name or the candidate's scrutineer or the scrutineer's name in the case of a By-Law or question)".

As soon as possible after counting the votes, the DRO shall place for each office, By-Law

or question all used ballots that have not been objected to, all used ballots that have been objected to but which have been counted in whole or in part, all rejected ballots, and all ballots used but unmarked in separate envelopes, and clearly endorse upon each envelope an indication as to its contents. Every candidate or scrutineer present shall be permitted to write their name upon the envelopes.

The DRO shall carry out all procedures required of them pursuant to Section 55 (1) of the Act.

The DRO shall prepare a statement in duplicate showing the results of the election at the voting place using the Statement of Election Results form EL31 and shall permit the Voting Clerk and such candidates or their scrutineer as are present and desire to sign upon the Statement of Election Results.

The DRO shall place the ballots and all other materials and documents related to the election, except the original Statement of Election Results form EL31, in the ballot box, seal the ballot box so that ballots cannot be deposited in or withdrawn from it without breaking the seal, and deliver the original Statement of Election Results and the ballot box to the clerk.

## **15. Election Results**

Pursuant to Section 55 (4) of the Act, the Municipal Clerk shall declare the candidate or candidates elected using the Declaration of Election - Candidate Form EL32, and declare the result of any vote on a By-Law or question using the Declaration of Results - By-Laws or Questions Form EL33.

## **16. Recounts**

The Clerk may use forms EL39, EL40, and EL41 if a recount of votes is necessary. The clerk will conduct the recount pursuant to Section 56 of the Act.

## **17. Disposal of Records**

Subject to a Judge's order or recount proceedings, after ninety days from declaring the results under Section 55 of the Act, the Municipal Clerk shall proceed to destroy the election records pursuant to Section 88 of the Act.



## THE CORPORATION OF THE TOWN OF COBALT

### BY-LAW NO. 2026-19

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#### Being a By-Law to Confirm the Proceedings of Council of the Corporation of the Town of Cobalt

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**WHEREAS** pursuant to Section 5(1) of the Municipal Act, 2001, S.O. 2001, c. 25 as amended, the powers of a municipality shall be exercised by its Council;

**AND WHEREAS** pursuant to Section 5(3) of the Municipal Act, 2001, S.O. 2001, c. 25 as amended, a municipal power, including a municipality's capacity rights, powers and privileges under Section 8 of the Municipal Act, 2001, S.O. 2001, c. 25 as amended, shall be exercised by By-Law unless the municipality is specifically authorized to do otherwise;

**AND WHEREAS** it is deemed expedient that the proceedings of the Council of the Corporation of the Town of Cobalt at this Session be confirmed and adopted by By-Law.

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of the Town of Cobalt hereby enacts as follows:

1. **THAT** the actions of the Council of The Corporation of the Town of Cobalt in respect of all recommendations in reports and minutes of committees, all motions and resolutions and all actions passed and taken by the Council of the Corporation of the Town of Cobalt, documents and transactions entered into during the April 28, 2026 Council meeting, are hereby adopted and confirmed, as if the same were expressly embodied in this By-Law.
2. **THAT** the Mayor and proper officials of The Corporation of the Town of Cobalt are hereby authorized and directed to do all the things necessary to give effect to the action of the Council of The Corporation of the Town of Cobalt during the said meetings referred to in paragraph 1 of this By-Law.
3. **THAT** the Mayor and the Chief Administrative Officer or Clerk are hereby authorized and directed to execute all documents necessary to the action taken by this Council as described in Section 1 of this By-Law and to affix the Corporate Seal of The Corporation of the Town of Cobalt to all documents referred to in said paragraph 1.

**TAKEN AS READ** a first, second and third time and passed this 28<sup>th</sup> day of April, 2026.

**AND FURTHER THAT** the said By-Law be signed and sealed by the Mayor and Clerk.

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Angela Adshead, Mayor

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Jaime Allen, Interim Clerk