



Media Attendance at a Voting Place	City Clerk – Election Office
	Procedure No.: EO-24-23

1. Purpose

- 1.1 To maintain the privacy and secrecy of the vote, this policy establishes restrictions respecting the entering, filming, or photographing by the media inside a voting place on voting days without prior approval from the City Clerk.

2. Application

- 2.1 This policy applies to election officials designated by the City Clerk, electors, and all media at a voting place during City of Hamilton elections and/or by-elections. Any existing policies that apply to the media also apply at the voting place.

3. Legislative Authority

- 3.1 The City Clerk may provide for any matter or procedure that is not otherwise provided for in an Act or regulation and that, in their opinion, is necessary or desirable for conducting the election. *Reference MEA s.12.*

4. Policy

Definitions

- 4.1 In this Procedure:

“**Media**” means members of the news media that provide news to the general public or targeted public and can include print media (newspapers and magazines), broadcast news (radio and television) and internet-based news (online version of traditional news publications as well as standalone online news media).

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- 4.2 Prior to the advance vote and election day, media will be advised by the City Clerk that if they wish to film or photograph inside of a voting place on voting days, they must obtain prior written approval from the City Clerk.
- 4.3 Media will submit any requests to film inside of a voting place to the City Clerk through the Corporate Communications Officer.
- 4.4 The Managing Deputy Returning Officer at a voting place will be advised in advance where media has received approval to film inside of a voting place.
- 4.5 If media arrives at a voting place unexpectedly, the Managing Deputy Returning Officer shall notify the Ward Centre immediately and follow instructions from the Ward Centre. The Managing Deputy Returning Officer will deny entry to the media until they receive approval from the Ward Centre.
- 4.6 If permission is granted from the City Clerk, media may film or photograph from the doorway of the voting place but only with the permission of the occupants of the voting place at the time of the filming.
- 4.7 The Managing Deputy Returning Officer shall ensure that voting place staff, electors and other individuals in the voting place have agreed to be filmed or photographed and will advise the media of this agreement prior to filming.

5. Legislation

Municipal Elections Act, 1996, S.O. 1996, CHAPTER 32

6. Revision History

Policy Approved	October 2023
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