

2024 Calendar for Municipal and CSAP School Board Returning Officers

Please note: The information contained in this document is intended as a guide to assist in municipal and CSAP election planning. The Municipal Elections Act should be consulted for legislated dates.

March 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9 Candidates must be resident in the municipality for a period of 6 months preceding nomination day (s. 17 (1)(b)). In school district or school region for CSAP candidates [S.46 Ed CSAP Act]
10	11	12	13	14	15 Local ROs must be appointed on or before March 15 [s.4 (1B)]	16
17	18	19	20	21	22	23
24	25	26	27	28	29 Good Friday	30
31 RO must set polling divisions on or before March 31[s.9(1)].	<p>Note: Report to Council mid-March or early April on such issues as budget and recommendations on preparation of voters lists, etc.</p> <p>Note: Begin training for Returning Officers and Enumerators earlier than previous years (e.g. April or early May).</p> <p>Note: Council should determine the system of voting (type of election) for the election. Council should establish a by-law to provide for the system of voting in the election, or review the existing by-law regarding the system of voting to enable alternative voting.</p>					

April 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Easter Monday	2	3	4	5	6
7	8	9 *If first Advance Poll is Oct 10 th , person must have been resident in Province from this date onwards to be an eligible voter. [S.14 (c)]	10	11 *If first Advance Poll is Oct 12 th , person must have been resident in Province from this date onwards to be an eligible voter. [S.14 (c)]	12	13
14	15 Council must approve method of preparing preliminary list by April 15 [s. 30(1)]	16	17	18	19 No special elections after this date (unless Minister or Council requires it) [s.13 (8)]	20
21	22	23	24	25	26	27
28	29	30	Note: *Residency requirement date on first advance polling day.			

May 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 Registrar of Voters to be appointed on or before May 1 (Optional) [s. 22 (1)]	2	3	4
5	6	7	8	9	10 *Suggestion to contact Elections Nova Scotia re. Preliminary List of Electors	11
12	13	14	15	16	17	18
19	20 VICTORIA DAY	21	22	23	24	25
26	27	28	29	30	31 Enumeration must be commenced on or before May 31, unless a later date is set by RO and approved by Council [s. 24(1)]	

June 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7	8
9	10 Enumeration must be completed no later than June 10, unless a later date is set by the RO and approved by council [s.27]	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	Note: Consider booking facilities for polling stations – particularly schools. Consideration should be given to accessible locations.					

July 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 CANADA DAY	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30 Last day for preliminary list of electors to be completed [s. 21]	31			

Note: After the Preliminary list of electors has been prepared by the RO or the Registrar of Voters (if applicable) who shall give notice by at least two insertions in a newspaper circulating in the municipality that the preliminary list has been prepared and provide instructions on how a person can check to see if they are on the list and when and where revising officers will sit to receive applications for amendments [s. 34].

August 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<p>Note: Two Ads for nominations are required. The 2nd Ad must be at least 7 days preceding nomination day and the 1st Ad must be 7-14 days prior to the 2nd Ad. Additional Ads optional. Notices also must be posted at least in two public locations [s. 42 (3)].</p> <p>Revision of voters list ongoing at this time. Ads required for Revision of lists [s.34].</p>				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
<p>Last day for RO to establish procedures and forms as per by-law for alternative method voting and provide copy to candidate. [s.146A (4)]</p>						
25	26	27	28	29	30	31
				Nominations by Appointment [s.44 (9)].	Nominations by Appointment [s.44 (9)].	
<p>Note: Nomination packages should be ready for potential candidates.</p>						

September 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 LABOUR DAY	3 Nominations by Appointment [s.44 (9)]. Last day date for 2nd AD for nominations [s. 42 (3)]	4 Nominations by Appointment [s.44 (9)].	5 Nominations by Appointment [s.44 (9)].	6 Nominations by Appointment [s.44 (9)].	7
8	9 Nominations by Appointment [s.44 (9)].	10 Nomination Day [s.44]	11 Candidate may withdraw and be deemed not to have been nominated [s.53] First day for issuing proxy papers.	12 Suggest Order Ballots. For elections with alternative voting, send voter information letters.	13	14
15	16	17	18	19 *Suggested day for Notice of Poll and Advanced Poll AD.	20	21
22	23	24	25	26	27	28
29	30	Note: *The Notice of Poll Ad must be done as soon as possible after nomination day [s.50]		Note: Training sessions for local DROs and Poll Clerks and Supervisors (if applicable) are most effective during the two weeks prior to polling day. Election workers are more apt to retain the instructions from training if it is held as close as possible to the advance polling or election day. Some ROs hold meetings with candidates to go over election processes they will be experiencing at the polls and to have Q&A sessions.		

October 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8	9	10 Possible 1 st Advance Poll [s. 114 (4) (b)] 12-8pm.	11 Last day to appoint DRO and poll clerks for polling stations [s.58 (1)]. Last day for issuing proxy papers [s.76(1)]	12 Possible 1 st Advance Poll [s. 114 (4) (b)] 12- 8pm.
13	14 Thanksgiving	15 MANDATORY 2nd Advance Poll [s. 114(4)(a)]	16 Last day to issue transfer certificates [s.73(1)]	17	18 RO to deliver voting materials to DRO by 10pm [s.68]	19 Ordinary Polling Day
20	21	22 Official Count [s.125]	23	24	25	26 Last day for candidate to remove advertising, file affidavit, return/delete lists and receive refund [s. 51(3)].
27	28	29 Last day to apply for recount [s. 131(1)]	30	31	Note: If 1 st day of Advance Poll is October 10 th , the deadline for producing revised list of electors is October 7 th . If 1 st day of Advance Poll is October 12 th , the deadline for producing revised list of electors is October 9 th .	

November 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9 Last day for Poll books to be open for inspection [s.140(1A)] Last day for applications for a void election [s.158 (5)]
10	11	12	13 If election not contested and no recount required, RO must dispose of ballot box contents and unused election supplies (with some exceptions) [s.140(3)]	14	15	16 Last day for Clerk to call special meeting of council to administer oaths [s.148], if a regular meeting has not been held sooner.
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18 Last day to file Campaign Disclosure with Municipality or Secretary of School Board [s. 49A (8)]. Final List of Electors to be returned to Elections Nova Scotia, including additions and any changes recorded during Election [s.140A(1)].	19	20	21
22	23	24 Christmas Eve	25 Christmas	26 Boxing Day	27	28
29	30	31 New Year's Eve				