



Candidate Information and Nomination Package

East Zorra-Tavistock 2026 Municipal Election

As of May 1, 2026

If you have any questions regarding the 2026 Municipal Election, please contact the Municipal Clerk's Office at:

Phone: 519-462-2697

Election Email: election@ezt.ca

Website: <https://www.ezt.ca/township-office/elections/>

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Part 1: Information for Candidates

Introduction

The municipal and school board election will be held on Monday, October 26, 2026. The new term of Council begins November 18, 2026.

This document has been prepared for the purpose of supplying information to persons intending to stand for elected office. This information is intended only as a guide to certain provisions of relevant legislation and does not purport to recite all applicable statutory references. Prospective Candidates must satisfy themselves, through their own determination, that they have complied with all regulations and that they are qualified to be elected and not disqualified by law. It is the candidate's responsibility to refer to and be informed of the relevant legislation and regulations which can be found online at www.e-laws.gov.on.ca. Specific questions regarding the legislative requirements can be directed to the Municipal Clerk's office at election@ezt.ca or the Ministry of Municipal Affairs and Housing at mea.info@ontario.ca.

As the campaign progresses, candidates will receive additional information from the Clerk's Office. Therefore, it is imperative that Candidates maintain up-to-date contact information with the Clerk's Office. To make changes, use the Candidate Information Change Form. The primary mode of communication from the Municipal Clerk to Candidates will be via email unless notice is required, by law, to be sent via registered mail. It is important that you claim your mail.

Other Resources

The [Ministry of Municipal Affairs and Housing](#) provides helpful election information and guides for candidates and voters (guides can be found at <https://www.ontario.ca/page/municipal-elections>). The Candidate's Guide is included in this package.

The Ministry also provides the [Ontario Municipal Councillor's Guide](#) to use during the term of office to help elected officials understand and meet their responsibilities (this guide can be found at <https://www.ontario.ca/document/ontariomunicipal-councillors-guide>).

[Association of Municipalities of Ontario](#) (AMO) offers an online guide for those considering running for municipal office called "[Lead Where You Live: A guide on running for municipal council](#)." The guide will introduce you to some of the key steps in running for election in 2026 and will also give you a sense of what life is like as an elected member of a municipal council. Visit their website at <https://www.amo.on.ca/about-us/municipal-101/municipal-elections> for more details as well as many other helpful election and campaigning resources.

Candidates for school board offices are encouraged to visit the [Ministry of Education website](#) and to contact the office of the Director of Education of the appropriate school board to access helpful resources and obtain information on the duties and responsibilities of a trustee.

On March 26, 2026, the Township, in partnership with Oxford County municipalities, hosted a Candidate Information Meeting in preparation for the 2026 Municipal and School Board Election. The session provided prospective and returning candidates, as well as the public, with information on council roles, eligibility, nominations, and campaign finance rules. Presentations were delivered by the Ontario Ministry of Municipal Affairs and Housing and municipal consultant Nigel Bellchamber, with both in-person and virtual participation available. Copies of the presentation material are available on the Township's website linked below:

- [Presentation from the Ministry of Municipal Affairs and Housing](#)
- [Presentation from Nigel Bellchamber](#)

[Watch the Candidate Information Meeting.](#)

We encourage you to visit the election website at <https://www.ezt.ca/township-office/elections/> on an ongoing basis for municipal election information.

Clerks Office Election Staff

Meaghan Vader, Municipal Clerk and Returning Officer
Ashley Gerencser, Deputy Clerk

All municipal elections related emails should be sent to election@ezt.ca

Election helpline: 519-462-2697

Website: <https://www.ezt.ca/township-office/elections/>

Regular Office Business Hours, excluding statutory holidays are:
8:30am to 4:30pm, Monday through Friday

Individuals wishing to file their nomination for the 2026 Municipal Election are strongly encouraged to book an appointment with the Clerk. While walk-ins will be accommodated whenever possible, appointments will take priority, and the Township cannot guarantee that staff will be available to process a nomination without one.

Important Dates

Dates	Description
Present until August 12, 2026	<p>Voter Registration</p> <p>Individuals may confirm, update, or add their information to the municipal and provincial voters lists online at: https://www.registertovoteon.ca/</p>
Friday May 1, 2026	<p>Nomination Period Begins</p> <p>Candidates may begin filing nomination forms starting Friday, May 1, 2026, and may continue to file on any business day thereafter until Nomination Day (Monday to Friday, 8:30 a.m. to 4:30 p.m.). On Nomination Day, Friday, August 21, 2026, nomination forms may be submitted between 9:00 a.m. and 2:00 p.m.</p>
Friday May 1, 2026	<p>Third Party Advertisers Registration Period Begins</p> <p>Individuals, corporations, or trade unions may file the prescribed form with the Clerk to become a registered third-party advertiser. Restrictions apply regarding who is eligible to register.</p>
Friday May 1, 2026	<p>Campaign Period Begins</p> <p>The campaign period begins when a candidate files their nomination form and ends on December 31, 2026.</p> <p>Alternative time periods apply if the candidate withdraws their nomination, the Clerk rejects the nomination, or the candidate extends their campaign to eliminate a deficit.</p>
August 2026	<p>Elections Ontario to Delivery the Preliminary List of Electors</p> <p>Elections Ontario to Deliver the Preliminary List of Electors</p>

<p>Friday August 21, 2026</p>	<p>Nomination Day - End of Nomination Period</p> <p>The last day to file a nomination. On this date, nomination forms may only be submitted between the hours of 9:00 a.m. and 2:00 p.m.</p> <p>The last day for a candidate to withdraw their nomination is by filing a written notice with the Clerk no later than 2:00 p.m.</p>
<p>Friday August 21, 2026</p>	<p>Election Signs Display</p> <p>Election signs may be displayed starting on this date.</p>
<p>Monday August 24, 2026</p>	<p>Certification Day</p> <p>The Clerk shall examine all filed nomination forms prior to 4:00 p.m. and, if satisfied, certify the nominations. By 4:00 p.m., the Clerk shall also declare any candidate(s) elected by acclamation.</p>
<p>Tuesday September 1, 2026</p>	<p>Voters' List</p> <p>The Clerk shall make the Voters' List available to eligible individuals upon written request.</p>
<p>Tuesday September 1, 2026</p>	<p>Revisions to the Voters' List</p> <p>Individuals may apply to the Clerk's Office until the close of voting on October 26, 2026, to have their name added to or removed from the voters' list, or to update their information; amendments can also be made at polling locations.</p> <p>Requests may also be made to remove the name of a deceased person.</p>

<p>Tuesday October 13, 2026</p>	<p>Internet and Telephone Voting Begins</p> <p>Individuals will have the opportunity to vote via telephone and online from October 13, 2026, until 8:00PM on October 26, 2026. Details will be received via Voter Notification Cards received in the mail.</p>
<p>Monday October 26, 2026</p>	<p>Voting Day</p> <p>Individuals will have the opportunity to vote via telephone and online until 8:00PM. Details will be received via Voter Notification Cards received in the mail.</p>
<p>Tuesday October 27, 2026</p>	<p>Declaration of Results</p> <p>As soon as possible, the Clerk shall declare the results and advise the public.</p>
<p>Thursday October 29, 2026</p>	<p>Removal of Election Signs</p> <p>Election signs shall be removed by this date.</p>
<p>Friday November 6, 2026</p>	<p>Oxford County Joint Councillor Orientation</p> <p>Joint orientation hosted at the Oxford County Administration Building for all elected municipal council members in Oxford County, from 8:00am to 5:00pm.</p>
<p>Sunday November 15, 2026</p>	<p>New Term of Office Commences</p> <p>Elected members must take the oath of office before assuming their seat. The inaugural meeting of Council will be held on November 18, 2026, at Council Chambers.</p>

Thursday December 31, 2026	<p>Campaign Period Ends</p> <p>Last day for candidates and registered third-party advertisers to provide written notice of a deficit and the continuation of their campaign period.</p>
Tuesday March 30, 2026	<p>Financial Statement Filing Date</p> <p>By 2:00 p.m., last day for candidates and registered third party advertisers to file initial financial statements and auditor's reports.</p>

Elected Offices

Prospective candidates must satisfy themselves through their own determination that they are in fact qualified by law to seek elected office and that they have complied with the election financing regulations.

The Township of East Zorra-Tavistock will elect candidates for the following offices for the period commencing November 15, 2026, and ending November 14, 2030.

- a. **MAYOR**
One (1) to be elected by all electors in the Township of East Zorra-Tavistock.
- b. **DEPUTY MAYOR**
One (1) to be elected by all electors in the Township of East Zorra-Tavistock.
- c. **COUNCILLOR – WARD 1**
Two (2) to be elected by ward vote by the electors of Ward 1.
- d. **COUNCILLOR – WARD 2**
One (1) to be elected by ward vote by the electors of Ward 2.
- e. **COUNCILLOR – WARD 3**
Two (2) to be elected by ward vote by the electors of Ward 3.
- f. **THAMES VALLEY DISTRICT SCHOOL BOARD (English Public)**
Two (2) to be elected by English public school electors in Oxford County - The City of Woodstock is responsible for accepting nominations.
- g. **LONDON DISTRICT CATHOLIC SCHOOL BOARD (English Separate)**
One (1) to be elected by English separate school electors in Oxford County - The City of Woodstock is responsible for accepting nominations.

h. **CONSEIL SCOLAIRE CATHOLIQUE PROVIDENCE (French Separate)**

One (1) to be elected by French language separate school electors to represent the Counties of Oxford, Elgin, and Middlesex. The City of Woodstock is responsible for accepting nominations. Candidates can file a nomination with their local Clerk if their home municipality is more than 100 km from Woodstock. Alternatively, candidates who live outside of Oxford County may submit their nomination electronically. Contact election@cityofwoodstock.ca for more details.

i. **COUNSEIL SCOLAIRE VIAMONDE (French Public)**

One (1) to be elected by French language public school electors to represent the Counties of Oxford, Elgin, Lambton, Haldimand and Norfolk and the Municipality of Chatham-Kent. The Clerk of the City of Sarnia is responsible for conducting the election for this position. However, nominations for this position will be accepted by the Clerk (or their designate) of the City of Woodstock and forwarded to the Clerk of Sarnia.

Part 2: Qualifications for Office

Candidate Qualifications - Member of Council

A person is qualified to be elected or to hold office as a member of council only if, as of the day they file their nomination they are:

- Entitled to be an elector under the MEA, s.17(2)
 - A Canadian Citizen
 - At least 18 years of age
 - A resident of the Township of East Zorra-Tavistock, or the owner or tenant of land in the Township of East Zorra-Tavistock or the spouse of the owner or tenant of land in the Township of East Zorra-Tavistock.
 - Not prohibited from voting as noted or otherwise by law.
- Not be disqualified for violations of financial requirements or violations of requirements for filing financial information.
- Not disqualified by any Act from holding such office.
- Not disqualified under the provisions as outlined in MEA, s.90(2) and 91(1).

Note: Employees of a municipality are subject to Section 30 of the Municipal Elections Act, 1996, (MEA) which requires the municipality to give individuals that are employees a leave of absence, upon request. Such leave must begin on the day the employee is nominated and end on Voting Day. The person is deemed to have resigned immediately before making the Declaration of Office.

Candidate Qualifications – School Boards

A person is qualified to be elected or hold an office as a school board trustee only if, as of the day they file their nomination they are:

- Entitled to be an elector under the MEA, s.17(2)
 - A Canadian Citizen
 - At least 18 years of age
 - Not prohibited from voting as noted or otherwise by law.
- Qualified to be a member of the school board in accordance with the Education Act, s.219
 - A resident within the school board's area of jurisdiction; and
 - Qualified to vote for members of that school board (a supporter of that school board).

Under s.219 of the Education Act, an employee of a school board must take an unpaid leave of absence to be a candidate for any school board.

An employee of a municipality may run for a school board without taking a leave of absence.

Persons Disqualified – Member of Council

The following persons are disqualified or ineligible from being elected or from holding office as a member of council:

- Except during a leave of absence, beginning no later than the day the person is nominated, an employee of the Township of East Zorra-Tavistock of a local board.
- A person who is not an employee of the Township of East Zorra-Tavistock, but who is the Clerk, Treasurer, Integrity Commissioner, Auditor General, Ombudsman or registrar referred to in s. 223.11 or a Closed Meeting investigator referred to in s. 239.2(1) of the Township of East Zorra-Tavistock.
- A judge of any court.
- Except if they cease being a member as of 2:00pm on Nomination Day:
 - A member of the Ontario Legislature
 - A member of the House of Commons
 - A member of the Senate
- A person who is serving a sentence of imprisonment in a penal or correctional institution, including a sentence being served in the evening or on weekends (this does not include persons serving house arrest).
- A corporation.
- A person acting as executor or trustee or in any other representative capacity.
- A person convicted of a corrupt practice described in Subsection 90(3) of the Municipal Elections Act, 1996, is disqualified until the next regular election has taken place after the election to which the offence relates.
- A person convicted of a corrupt practice as described in Subsection 91(1) of the Municipal Elections Act, 1996, is ineligible to be nominated for, or elected or appointed to, any office until the next two regular elections have taken place after the election to which the offence relates. Subject to the exception in section 91 (2).
- A person disqualified for violations of financial requirements or violations of requirements for filing financial information as per s.92(1) and s.88.23(2) of the MEA.
- A member of a municipal council who knowingly votes to authorize the borrowing of any amount larger than permitted under s. 407 of the Municipal Act is disqualified from holding any municipal office for two years.
- A member of a council who voted to apply any money raised for a special purpose or collected for a sinking or retirement fund to pay current or other expenditures other than those permitted by the Municipal Act, is disqualified from any municipal office for two years.
- A member of a council where the council neglects in any year to levy the amount required to be raised for a sinking or retirement fund, is disqualified from holding any municipal office for two years, unless the member shows efforts to produce the levying of the amount.
- A member who has been found to have contravened the Municipal Conflict of Interest Act can be disqualified from holding municipal office for a period of up to seven years.
- Otherwise, ineligible or disqualified under the Education Act or any other Act.

Note: It is the responsibility of the candidate to ensure that they are qualified to seek the office for which they are being nominated.

Persons Disqualified – School Boards

The following persons are disqualified or ineligible from being elected or from holding office as a school board trustee:

- An employee of a district school board or school authority, except as provided in s. 219(5) of the Education Act (Leave of Absence), unless the individual takes an unpaid leave of absence, beginning no later than the day they are nominated and ending on Voting Day.
- A clerk, treasurer, deputy clerk, or deputy treasurer of a municipality of an upper tier municipality, all or part of which is included in the area of jurisdiction of the district school board or school authority unless the individual takes an unpaid leave of absence, beginning no later than the day they are nominated and ending on Voting Day.
- A judge of any court.
- Except if they cease being a member as of 2:00pm on Nomination Day:
 - A member of the Ontario Legislature
 - A member of the House of Commons
 - A member of the Senate
- A person who is serving a sentence of imprisonment in a penal or correctional institution, including a sentence being served in the evening or on weekends (this does not include persons serving house arrest).
- A corporation.
- A person convicted of a corrupt practice described in Subsection 90(3) of the Municipal Elections Act, 1996, is disqualified until the next regular election has taken place after the election to which the offence relates.
- A person convicted of a corrupt practice as described in Subsection 91(1) of the Municipal Elections Act, 1996, is ineligible to be nominated for, or elected or appointed to, any office until the next two regular elections have taken place after the election to which the offence relates. Subject to the exception in section 91 (2).
- A person disqualified for violations of financial requirements or violations of requirements for filing financial information in accordance with the Municipal Elections Act, 1996.
- Otherwise, ineligible or disqualified under the Education Act or any other Act.

Note: It is the responsibility of the candidate to ensure that they are qualified to seek the office for which they are being nominated.

Part 3: Nomination Procedures

Nominations Procedures

Part B of this guide details the qualifications and disqualifications of a candidate.

Every person who proposes to be a candidate must file nomination papers with the Clerk or their designate in person or by an agent. Nominations can be filed starting Friday, May 1, 2026, any time the Clerk's Office is open and up to 9 a.m. - 2 p.m. on Friday, August 21, 2026.

Individuals wishing to file their nomination for the 2026 Municipal Election are strongly encouraged to book an appointment with the Clerk. While walk-ins will be accommodated whenever possible, appointments will take priority, and the Township cannot guarantee that staff will be available to process a nomination without one.

Appointments can be made by calling 519-462-2697 or emailing election@ezt.ca

All nominations must be in the prescribed form. Each nomination for council must be endorsed by at least 25 eligible electors (this is not a requirement for school board trustees). Persons endorsing a candidate's nomination must be eligible voters for that office on the day they endorse the nomination.

The nomination filing fee is \$200 for Mayor and \$100 for all other offices. The nomination fee will be refunded to all candidates who file the required financial statements by the deadline.

Each person to be nominated for election to an office shall be nominated by a separate Nomination.

Candidates shall provide the Municipal Clerk with suitable proof of identity and qualifying address within the Municipality when filing a Nomination. Proof of eligibility may also include an original signed valid lease agreement, in the candidate's name. If the nomination papers are filed by an agent of the candidate, the following is also required:

- a. The Declaration of Qualification included on Form 1, the Nomination Paper, shall be signed by the candidate before being delivered by the agent,
- b. A signed letter from the candidate, appointing the agent,
- c. A copy of the candidate's ID showing the candidate's name, address and signature, and
- d. The agent's ID.

Endorsements

The nomination of a person for an office on Council shall be endorsed by at least 25 unique endorsements by "persons".

Nominations filed for a school board trustee do not require any endorsements.

Individuals may endorse more than one nomination.

A candidate may endorse themselves and/or another candidate, provided they meet the requirements to endorse a candidate.

A person filing a nomination in accordance with Section 33 of the MEA shall not canvass Municipal Staff during regular business hours, or during a Municipal Staff member's working shift, to endorse their nomination.

Endorsement Signatures shall be:

- Original (i.e. they cannot be electronic);
- signed by those who are eligible to vote in an election for an office within the municipality if a regular election was held on the day that the person endorsed the nomination; and
- On the prescribed endorsement form, which includes a declaration to confirm that the person was eligible to vote when they provided the endorsement.

The Municipal Clerk retains the original endorsement forms.

Nomination Documents

In accordance with the MEA section 88 (5), and subject to the exceptions, documents and materials filed or prepared by the Clerk or any other election official under the MEA are public records and, until their destruction, may be inspected by any person at the Clerk's Office at a time when the office is open. In accordance with the MEA section 88 (7), a person inspecting documents under this section is entitled to make extracts from them and, on payment of the fee established by the Clerk, to make copies of them.

Filing Fee

The nomination filing fee must be paid by debit, certified cheque, bank draft or money order made payable to the Township of East Zorra-Tavistock.

The Municipal Clerk responsible for accepting School Board Trustee nominations is:

Jeff Bunn, Returning Officer
City of Woodstock
election@woodstock.ca

Candidates for Conseil scolaire catholique Providence can file a nomination with their local Clerk if their home municipality is more than 100 km from Woodstock. Alternatively, candidates for this office who live outside of Oxford County may submit their nomination electronically. Contact election@cityofwoodstock.ca for more details.

Exception for Additional Nominations

If the number of nominations filed for an office and certified under Section 35 of the Act, is less than the number of persons to be elected to the office, additional nominations may be filed between 9:00 a.m. and 2:00 p.m. on the Wednesday following Nomination Day (August 26, 2026).

Certification of Nomination by Clerk

The Clerk is required to examine each nomination that has been filed. If the Clerk is satisfied that a person is qualified to be nominated, the Clerk will certify the nomination. If the Clerk is not satisfied that a person is qualified to be nominated, the Clerk will reject the nomination. The candidate will be given notice when the Clerk rejects a nomination. The Clerk's decision to certify or reject a nomination is final.

Since it is the responsibility of the candidate to ensure they meet all the qualifications and file proper nomination papers, each candidate should contact the Clerk to ensure that their nomination forms are in order or book an appointment to file the nomination. Candidates may wish to contact the Clerk in advance to determine the method to be used to certify nomination papers in order to prevent any misunderstanding.

Withdrawal of Nomination

If you decide that you want to withdraw from the election, you must notify the Municipal Clerk in writing by 2 p.m. on August 21, 2026.

Exception: If you were nominated under subsection 33 (5) (i.e. Additional Nominations), you must notify the Municipal Clerk in writing by 2 p.m. on August 26, 2026.

This must be done in person (by candidate or agent), regardless of the method of nomination using the Withdrawal of Nomination Form. Any withdrawals sent by mail, email, or fax will not be accepted.

Notwithstanding the previous paragraph regarding appearing in person, if, before the close of nominations, a candidate is unable to communicate a withdrawal due to medical reasons, the Municipal Clerk may deem the candidate withdrawn if the Clerk receives written documentation (satisfactory to the Municipal Clerk) from the candidate's Power of Attorney for Personal Care, confirming the candidate is unable to continue. The Municipal Clerk will then accept a Withdrawal of Candidacy Form from the Power of Attorney for Personal Care.

The candidate, or agent, who is submitting the withdrawal must produce identification.

If withdrawing, you are entitled to a refund of the Nomination filing fee if you submit, in the prescribed form (Financial Statement – Auditor's Report Form 4), a financial disclosure covering the financial transactions made up to the point at which you withdrew.

Changes in Office

If, after filing a Nomination for an office, a candidate decides to seek election for another office, where the Municipal Elections Act applies, the candidate shall file a second Nomination for the new office. The first Nomination is deemed to have been withdrawn at the time the second Nomination is filed.

If the two nominations are for two separate offices within the same municipality, where neither is elected by ward, the filing fee is deemed to have been paid (unless the move is to Mayor, in which case the additional \$100 is required) with the latest filing.

Change of Candidate Information

Any changes to information provided by the candidate on the Personal Information Release Consent Form or Nomination Form shall be submitted to the Municipal Clerk via the Candidate Information Change Form which can be obtained by emailing the election email.

Any changes, requested by a candidate, made to information on the East Zorra-Tavistock election website will be updated by the end of the next business day.

Part 4: Campaign Information

Campaign Information

It is the candidate's responsibility to provide voters with information about the candidate and their campaign. Only the contact information provided in the "Consent to Release Personal Information" form submitted with nominations will be placed on the candidate page of the Township's website.

Debates

The *Municipal Elections Act, 1996* does not require candidate debates to be held, and the Township is not responsible for organizing meetings or debates. Debates could be organized by community groups, media outlets, candidates, or any other interested person.

Prohibition of Canvassing around a Voter Information Center

Campaign material is not permitted at a Voter Information Center.

Where a Voter Information Center is located within a public premises, the entire property and all the boundaries associated with it are considered part of that Voter Help Center. This includes the parking lot, adjoining fences, and adjacent road allowances.

Apartment Buildings and Condominiums

The Municipal Elections Act, 1996 was changed in 2016 so that landlords and condominium corporations are not allowed to prohibit tenants or owners from displaying election signs on their premises. This includes the ability to display election signs in common areas of the building.

Additionally, no person who is in control of an apartment building, condominium building, non-profit housing cooperative or gated community may prevent a candidate or his or her representative from campaigning between 9 a.m. and 9 p.m. at the doors to the apartments, units, or houses. Following the close of nominations, the Clerk or their designate will provide all certified candidates a letter confirming their ability to campaign at these locations in order to assist candidates with gaining access.

Election Signs and other Election Advertising

To support a fair, transparent, and impartial election process, the Township has established clear rules regarding the placement, display, and removal of election signs within the Township. These rules ensure that all candidates and registered third party advertisers are treated equitably, protect the safety and accessibility of roadways and public spaces, and uphold the neutrality of municipal operations throughout the campaign period.

The Township's Election Sign By-law is included within this package. It outlines the standards and requirements governing where and how election signs may be displayed on public property. The policy specifies permitted sign locations, installer responsibilities, and the timelines that apply to placing and removing signs. It also identifies prohibited areas where signage may create hazards, visual obstructions, or the appearance of municipal endorsement.

Election signs are also required to use wooden posts. Wire posts often tangle and damage grass cutting maintenance equipment.

Also included in this package is a letter from Oxford County regarding their requirements for the placement of election signs on Oxford County property.

Candidates are responsible for ensuring that their campaign teams and volunteers understand and follow the Election Sign Policy at all times.

All election signs must be removed by October 29, 2026.

Campaign Finances

The Ministry of Municipal Affairs 2026 Candidates' Guide for Ontario Municipal and School Board Elections included in this information package contains a great deal of information about campaign finances and rules that are important for candidates to know. A candidate's campaign begins the day a nomination is filed.

Candidates are responsible for keeping records of the financial activities related to their campaign. The Municipal Elections Act, 1996 does not require the use of any specific accounting system. Candidates may want to consult with an auditor or an accountant early in the campaign to make sure that they are using a bookkeeping and accounting system that will suit their needs.

Candidates are required to open a separate bank account for their campaign if they plan to accept contributions or incur any expenses. Candidates are not permitted to use their personal bank account for campaign finances. All contributions – including contributions candidates make to themselves – must be deposited into the campaign bank account. All expenses must be paid from the campaign account (except the filing fee – this is considered a personal expense). If your financial institution will not open a campaign bank account until proof of candidacy is provided, the Clerk or their designate can provide you with a declaration that nomination papers have been filed.

Candidates are required to inform each person who contributes to their campaign that a contributor cannot make contributions exceeding,

Any contributor who has exceeded the contribution limits will have their name automatically sent to the Compliance Audit Committee for a decision on whether to commence legal proceedings against the contributor.

All candidates will be required to file a Financial Statement – Auditor’s Report Candidate - Form 4, a copy of which is included in this package. Candidates should review the form to ensure they are keeping records of all the information that must be included on the Statement. Candidates are required to keep all their campaign financial records until November 15, 2030 when the next council or school board takes office.

Other duties of candidates under the *Municipal Elections Act, 1996* include:

- 88.22** (1) A candidate shall ensure that,
- (a) no contributions of money are accepted or expenses are incurred unless one or more campaign accounts are first opened at a financial institution exclusively for the purposes of the election campaign;
 - (b) all contributions of money are deposited into the campaign accounts;
 - (c) all funds in the campaign accounts are used exclusively for the purposes of the election campaign;
 - (d) all payments for expenses are made from the campaign accounts;
 - (e) contributions of goods or services are valued;
 - (f) receipts are issued for every contribution and obtained for every expense;
 - (g) records are kept of,
 - i. the receipts issued for every contribution,
 - ii. the value of every contribution,
 - iii. whether a contribution is in the form of money, goods or services, and
 - iv. the contributor’s name and address;
 - (h) records are kept of every expense including the receipts obtained for each expense;
 - (i) records are kept of any claim for payment of an expense that the candidate disputes or refuses to pay;
 - (j) records are kept of the gross income from a fund-raising function and the gross amount of money received at a fund-raising function by donations of \$25 or less or by the sale of goods or services for \$25 or less;
 - (k) records are kept of any loan and its terms under section 88.17;
 - (l) the records described in clauses (g), (h), (i), (j) and (k) are retained by the candidate for the term of office of the members of the council or local board and until their successors are elected and the newly elected council or local board is organized;
 - (m) financial filings are made in accordance with sections 88.25 and 88.32;
 - (n) proper direction is given to the persons who are authorized to incur expenses and accept or solicit contributions under the direction of the candidate;
 - (o) a contribution of money made or received in contravention of this Act or a by-law passed under this Act is returned to the contributor as soon as possible after the candidate becomes aware of the contravention;
 - (p) a contribution not returned to the contributor under clause (o) is paid to the clerk with whom the candidate’s nomination was filed;
 - (q) an anonymous contribution is paid to the clerk with whom the candidate’s nomination was filed; and

- (r) each contributor is informed that a contributor shall not make contributions exceeding,
 - i. subject to subsection (2), a total of \$1,200 to any one candidate in an election, and
 - ii. a total of \$5,000 to two or more candidates for offices on the same council or local board.

Compliance Audits

An elector who is entitled to vote in an election and believes on reasonable grounds that a candidate has contravened a provision of the Municipal Elections Act, 1996 relating to election campaign finances, may apply for a compliance audit of the candidate's campaign finances. The application will be forwarded to the compliance audit committee. The committee will decide whether to grant or reject the application. If the application is granted, it will be forwarded to an auditor. The auditor will conduct an audit of the candidate's election campaign finances to determine whether he or she has complied with the provisions of the Act relating to campaign finances and shall prepare a report outlining any apparent contravention by the candidate. If the report concludes that the candidate appears to have contravened an election campaign finance provision, the committee shall decide whether to commence a legal proceeding against the candidate.

Furthermore, any contributor who has exceeded the contribution limits will have their name automatically sent to the Compliance Audit Committee for a decision on whether to commence legal proceedings against the contributor. As such, it is important for candidates to inform each contributor of the contribution rules as outlined above.

2026 candidates' guide

Ontario municipal council and
school board elections

2026 candidates' guide – Ontario municipal council and school board elections

Find out how to run as a candidate in Ontario municipal council and school board elections.

This guide provides information to candidates for the 2026 municipal and school board elections. The information also applies to any by-elections that may be held during the 2026–2030 council and school board term.

This guide is not meant to replace provincial legislation. It provides general information about the rules contained in the [Municipal Elections Act, 1996](#), and other legislation and regulations, such as:

- [Municipal Act, 2001](#)
- [City of Toronto Act, 2006](#)
- [Education Act](#)

New election rules for 2026

There are new requirements regarding how copies of the voters' list are to be handled. These include:

- written acknowledgements to receive a copy of the voters' list
- limits to sharing copies
- requirements to destroy copies after the campaign has ended

For more information regarding these requirements please see [the voters' list](#).

Contact us

If you have further questions or would like to give feedback on this guide, please contact us at mea.info@ontario.ca.

You can also contact your regional [Municipal Services Office](#) at the Ministry of Municipal Affairs and Housing.

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General information

Every four years, voters across Ontario elect municipal councillors and school board trustees.

The Province of Ontario sets out common rules that all candidates and voters must follow. However, municipalities are responsible for conducting elections to their council and for conducting the election of school trustees to Ontario's school boards. This guide contains information about the rules that are the same for all municipal elections, such as who is eligible to run for office, and rules about campaign spending.

Your municipality may have specific rules on issues such as:

- where and when election signs may be displayed
- whether campaign activities may occur on municipal property
- whether those who make contributions to candidates may receive a rebate

Contact your municipal clerk if you have questions about the election in your municipality.

To learn more about the duties of municipal councillors and the role of council, please see the [Ontario municipal councillor's guide](#).

The municipal clerk

Every municipality has a municipal clerk who is in charge of running the election.

Contact the municipal clerk if you are interested in becoming a candidate. You must file any election forms, such as the nomination form and campaign financial statements, with your municipal clerk. The clerk is also responsible for providing information about spending limits and filing deadlines to candidates.

If your municipality does not have a website, you could visit or contact your municipality's offices for more information.

Emergency declaration by the clerk

If the municipal clerk believes that circumstances have arisen that prevent the election from being conducted in accordance with the *Municipal Elections Act, 1996*, they may declare an emergency. This declaration is specific to the election and separate from an emergency that may be declared by the municipality or the province.

Once the clerk has declared an emergency, they can decide what arrangements to make to allow the election to appropriately proceed. The arrangements that the clerk makes will depend on the nature of the emergency.

If your municipal clerk has declared an emergency in relation to an election or by-election in your municipality, you should contact the clerk for information about the arrangements that they have put in place and how those arrangements may affect voting and campaigning.

Eligibility to run for election

Running for municipal council

To run for a position on council, you must be eligible to vote in that municipality. On the day you file your nomination, you must be a Canadian citizen aged 18 or older, and qualify as a resident or non-resident elector. For more information about eligibility to vote, please see the [2026 voters' guide](#).

You must be eligible to hold office on the day you file your nomination. For example, a person who is 17 years old but will turn 18 before nomination day must wait until they have turned 18 to file their nomination.

If your municipality has wards, you can run in any ward — you do not have to live in a particular ward to be its councillor. However, if you run in a ward where you do not live, you will not be able to vote for yourself. Having a campaign office or a business in a ward where you would not otherwise be eligible to vote does not make you eligible to vote in that ward.

Municipal employees

You cannot work for a municipality and be on its council at the same time. If you are an employee of a municipality and you want to run for office on that municipality's council, you must take a leave of absence that begins the day you are nominated. If you are elected, you must resign from your job.

If you are an employee of a municipality and you want to run for office in a different municipality, you do not have to take a leave of absence or resign. However, you should check with your employer to see if there are any policies in place that could affect you.

If you are an employee of an upper-tier municipality, you can run for office in a lower-tier municipality without taking a leave of absence or resigning unless being elected to the lower-tier council means that you would also be a member of the upper-tier council.

Who is not eligible?

The following people are not eligible to be elected to municipal office:

- any person who is not eligible to vote in the municipality
- an employee of a municipality who has not taken an unpaid leave of absence and resigned (see above)
- a judge of any court
- an MP, an MPP or a senator
- an inmate serving a sentence in a penal or correctional institution

Running for school board trustee

To run for a trustee position on a school board, you must be a resident within the jurisdiction of the board and you must be eligible to vote in a school board election. On the day you file your nomination, you must be a Canadian citizen aged 18 or older and you must meet any other qualifications to vote for the school board (for example, being a Roman Catholic, or holding French language rights). For more information about eligibility to vote, please see the [2026 voters' guide](#).

Additional information about [French-language rights](#) is available from the Ministry of Education.

School board employees

You cannot work for a school board and be a trustee in Ontario at the same time.

If you are an employee of any Ontario school board and you want to run for a trustee position on any school board in the province, you must take an unpaid leave of absence that begins the day you are nominated. If you are elected, you must resign from your job.

Municipal officials

If you are a clerk, deputy clerk, treasurer or deputy treasurer of a municipality within the jurisdiction of a school board, you are not permitted to run for office as a trustee of that board unless you take a leave of absence. If you are elected, you must resign from your job.

Who is not eligible?

The following people are not eligible to be elected as a school trustee:

- any person who is not eligible to vote in the school board election
- an employee of a school board or a municipal official who has not taken an unpaid leave of absence and resigned (see above)

- a judge of any court
- an MP, an MPP or a senator
- an inmate serving a sentence in a penal or correctional institution

Note for MPs, MPPs and senators

If you are an MP, MPP or senator, you may file your nomination for municipal or school board office without resigning your current seat in parliament, the legislature or the senate. However, you must resign your seat by the close of nominations (2 p.m. on Friday, August 21, 2026). If you are a federal or provincial cabinet minister, you must step down from cabinet prior to filing your nomination and must resign your seat by the close of nominations.

If you have not resigned by nomination day, your nomination will be rejected and your name will not appear on the ballot.

Nominations

Filing your nomination

To file your nomination, you must give the following to your municipal clerk:

- a [nomination form \(Form 1\)](#)
- the nomination fee
- completed [endorsement of nomination forms \(Form 2\)](#)

Note: Candidates for municipal council in municipalities with fewer than 4,000 electors and candidates for school board trustee do not have to submit endorsement signatures. Your municipal clerk will be able to tell you if you need to submit endorsement signatures.

When you fill out the nomination form, write down your name as you want it to appear on the ballot. If you normally go by a different name than your legal first name, you may use that name provided that the clerk agrees.

You do not have to provide all of your names under the box entitled “Given Name(s)” on the form. Only provide the one(s) that you want to appear on the ballot. If your legal name is a single name, you do not have to provide any given names.

Clerks can decide to allow nominations to be filed electronically. If your municipality allows electronic filing, contact the clerk for more information about how to file your nomination.

If electronic filing is not allowed in your municipality, you must file the nomination form that you have signed — the form may not be a copy and may not be scanned and submitted electronically. You must file the nomination form in person or have an agent file it on your behalf.

The clerk may require you to show identification or fill in an additional form to prove that you are eligible to be nominated. If an agent is going to file the form on your behalf, you should check with the clerk to see if you are required to provide identification or additional paperwork.

Your campaign period begins when the clerk has received your nomination. If you file your nomination electronically at a time when the clerk's office is not open, you may have to wait to begin your campaign. You should contact the clerk for more information.

The nomination fee

The fee to file a nomination is \$200 to run for head of council and \$100 for all other positions. This fee must be paid to the clerk at the time you submit your nomination form.

Your nomination fee will be refunded if you file your campaign financial statement by the deadline.

Endorsement signatures

If you are running for municipal council in a municipality that has 4,000 or more electors, you must submit 25 original signatures endorsing your nomination.

You do not have to submit endorsement signatures if you are running for:

- municipal council in a municipality that has fewer than 4,000 electors
- school trustee

You must use [Form 2](#) to collect the endorsement signatures.

Anyone providing an endorsement signature must also fill in their name and address, including the postal code.

Anyone providing an endorsement signature must be eligible to vote in the municipality on the day that they signed the endorsement. In addition to their endorsement, they will also be required to sign a declaration that they are eligible to vote in the municipality.

A person who is eligible to vote in the municipality may provide endorsements to as many candidates as they would like and may endorse candidates for any office on the municipal

council. A person who is running for a ward councillor office may submit signatures from voters who do not live in that ward.

If you submit 25 original endorsement signatures and find out later that a person (or persons) was not eligible to vote on the day that they signed the endorsement, you will not lose your nomination. The person who supplied false information (by declaring that they were eligible to endorse your nomination when they were not eligible) could be subject to prosecution.

If the clerk has allowed electronic filing, you must still collect original endorsement signatures. You can submit an electronic copy of the forms when you file your nomination. You must keep the forms with the original signatures as part of your campaign records.

The [Endorsement of Nomination Form \(Form 2\)](#) is a public document. Endorsements of candidates cannot be revoked if the document has already been filed with the clerk.

Deadline to file your nomination

The nomination period begins on May 1, 2026. The last day to file a nomination is Friday, August 21, 2026, by 2 p.m.

The clerk has until 4 p.m. on Monday, August 24, 2026, to certify or reject your nomination. The clerk must be satisfied that you are eligible to run in order to certify your nomination. If your nomination is not certified, your name will not appear on the ballot.

Where to file

If you are running for council office in a single-tier or lower-tier municipality (city, town, township, village, etc.), you must file your nomination with the clerk of that municipality.

If you are running for an office in an upper-tier municipality that does not also sit on a lower-tier council, you must file your nomination with the clerk of the upper-tier municipality. For example, a person running for county councillor in Wellington County would file their nomination with the clerk of Wellington County rather than the clerk of a lower-tier municipality such as the Town of Minto.

If you are running for a school trustee position that represents more than one municipality, contact your municipal clerk for information about where to file your nomination.

Changing your mind – withdrawal

If you decide to withdraw your nomination, you must notify the clerk in writing by the close of nominations (2 p.m. August 21, 2026).

If you withdraw your nomination, you are still required to file a campaign financial statement covering all the financial transactions you made in your campaign.

If your campaign did not have any financial transactions, you must file a financial statement reporting this. Your nomination fee will be refunded by the clerk if you file your financial statement by the deadline.

Changing your mind – running for a different office

You can only run for one office at a time. If you decide to run for a different office, your first nomination is deemed to be withdrawn when you file your second nomination.

If you decide to run for a different office on the same council or school board, and both offices are elected at large (for example, an office such as the mayor, which everyone in the municipality may vote for), everything (contributions, expenses, etc.) from your first campaign is simply transferred to your second campaign.

Example:

You file your nomination to run for deputy mayor on May 12, 2026. During the summer you decide to run for mayor instead, and file your second nomination form on June 29, 2026.

- Your first nomination for deputy mayor is deemed to be withdrawn.
- The nomination fee you paid on May 12 is transferred to your second nomination (in this case, you would have to pay an additional \$100 to make up the \$200 fee to run for head of council).
- You do not have to submit new endorsement signatures. Your initial 25 original endorsement signatures still qualify since you withdrew and filed a nomination for a different office on the same municipal council.
- Your campaign for mayor is deemed to have started on May 12.
- Any campaign contributions or expenses that occurred prior to June 29 are transferred to your mayoral campaign.
- You must file one campaign financial statement covering your campaign finances from May 12 until December 31, 2026.
- Your nomination fee will be refunded if you file your campaign financial statement by the filing deadline.

If you decide to run for a different office on the same council or school board, and one or both of the offices is elected by ward, then you must keep the two campaigns separate.

Example:

You file your nomination to run for mayor on May 12, 2026. During the summer you decide to run for councillor in ward 1 instead and file your second nomination form on June 29, 2026.

Your first nomination for mayor is deemed to be withdrawn, and your campaign for mayor ends. You may not transfer any contributions or expenses from your mayoral campaign to your ward councillor campaign.

- You must pay a separate nomination fee when you file your nomination for ward councillor.
- You do not have to submit new endorsement signatures. Your initial 25 original endorsement signatures still qualify since you withdrew and filed a nomination for a different office on the same municipal council.
- You must file a campaign financial statement covering your campaign for mayor (May 12 to June 29) – your first nomination fee will be refunded if you file this financial statement by the filing deadline.
- You must file a separate campaign financial statement covering your campaign forward councillor (June 29 to December 31) — your second nomination fee will be refunded if you file this financial statement by the filing deadline.

If you decide to run for office on a different council or school board, then you must keep the two campaigns separate. If you decide to run for council in a municipality that has more than 4,000 electors, you will need to submit original endorsement signatures from electors eligible to vote in that municipality. If you are unsure if the municipality has more than 4,000 electors, you should contact the municipal clerk.

Example:

You file your nomination to run for school board trustee on May 12. During the summer you decide to run for councillor instead, and file your second nomination form on June 29, 2026.

- Your first nomination for school board trustee is deemed to be withdrawn.
- You are required to pay a nomination fee when you file your nomination for ward councillor.
- If the municipality where you are running for ward councillor has 4,000 or more electors, you must submit 25 endorsement signatures.
- Your campaign for school board trustee ends. You may not transfer any contributions or expenses from your trustee campaign to your ward councillor campaign.

- You must file a campaign financial statement covering your campaign for schoolboard trustee (May 12 to June 29) — your first nomination fee will be refunded if you file this financial statement by the filing deadline.
- You must file a separate campaign financial statement covering your campaign forward councillor (June 29 to December 31) — your second nomination fee will be refunded if you file this financial statement by the filing deadline.

Acclamations

If there is only one certified candidate running for an office at 4 p.m. on Monday, August 24, that candidate will be declared elected by acclamation. Similarly, in a municipality where multiple candidates are elected at large, if the number of certified candidates is the same as or less than the number of offices, those candidates will be declared elected by acclamation.

If you are elected by acclamation, you must still file a campaign financial statement.

Additional nominations

If there are positions with no candidates or positions that are still vacant after the candidates who did run have been acclaimed, the clerk will call for additional nominations.

Additional nominations for the remaining vacant seats must be filed between 9 a.m. and 2 p.m. on Wednesday, August 26, 2026. The clerk must either certify or reject each nomination by 4 p.m. on Thursday, August 27, 2026.

The voters' list

The voters' list becomes a public document on September 1, 2026. As a candidate, you can request that the municipal clerk give you the part of the voters' list that relates to the office that you are running for. This request must be in writing.

To receive the voters' list from the municipal clerk, you must give the clerk a written acknowledgement confirming that you will:

- only use the list for electoral purposes, not for commercial purposes
- follow the restrictions set out in the *Municipal Elections Act, 1996*, for handling the voters' list
- only share the list with others (such as campaign workers) after obtaining a similar written acknowledgement from them

Restrictions on handling the voters' list

You are the only person who may share the voters' list. If you have given someone a copy, they are not allowed to share it further.

You must keep track of who you have shared the voters' list with. If you give someone a physical copy of the list, they must return that copy to you. If you share an electronic copy, they must destroy the copy and provide you with a written acknowledgement that the copy has been destroyed.

You cannot keep copies of the voters' list after your campaign had ended. On or before the day your campaign ends, you must:

- destroy the copy of the voters' list that you received from the clerk
- have any print copies that you shared with others returned to you and destroy them
- ensure you have received written acknowledgements from anyone who received an electronic copy confirming that the electronic copy has been destroyed

Written acknowledgements

Before you share the voters' list with someone, you must obtain a written acknowledgement from that person. That written acknowledgement must confirm that:

- they will only use the list for electoral purposes, not for commercial purposes
- they will not share or give copies to anyone else
- if they receive a physical copy, they will return it to you
- if they receive an electronic copy, they will destroy the copy and give you written confirmation that the electronic copy has been destroyed

The written acknowledgement should include the dates by which physical copies must be returned and written confirmations of destroyed electronic copies must be provided.

You must keep all written acknowledgements you have received until November 15, 2030, when the next council or school board takes office. You must also keep any written confirmations that electronic copies of the list have been destroyed.

Campaigning

Signs

Your municipality may have rules about when you can put up campaign signs and how signs may be displayed on both private and public property.

All of your campaign signs and other advertising must identify that you are responsible for the sign. This is so that people seeing the sign or advertisement can tell that it is from your campaign, rather than from a third-party advertiser.

Please see [leftover campaign inventory](#) if you plan to reuse signs from the last election.

You are responsible for ensuring that your campaign signs are removed after voting day in accordance with municipal by-laws. Your municipality may require a sign deposit or have penalties for failing to remove your signs. Contact your local clerk for more information.

You are entitled to have your nomination fee refunded if you file your campaign financial statement by the filing deadline. The clerk cannot make removing your signs a condition for receiving your refund.

Getting information out

It is up to you to provide voters with information about you as a candidate and about your campaign. The municipal clerk is not responsible for providing your contact information to voters.

All candidates' debates

The *Municipal Elections Act, 1996*, does not require candidate debates to be held, and the municipal clerk is not responsible for organizing meetings or debates. Debates can be organized by community groups, media outlets, candidates or any other interested persons.

Joint campaigns / running on a slate

There is nothing in the *Municipal Elections Act, 1996*, that would prevent like-minded candidates from campaigning on the same platform or identifying themselves as a group or slate. However, each candidate must keep their campaign finances separate and any joint expenses (for example, signs with two candidates' names on them) must be divided between the campaigns.

For information on campaign finance rules please see [campaign finance](#).

Third-party advertising

General information

There are rules for third-party advertising in Ontario's municipal council and school board elections.

A third-party advertisement is an ad that supports, promotes or opposes a candidate or a “yes” or “no” answer to a question on the ballot.

The meaning of “third-party” in this context means a person or entity who is not a candidate. Eligible individuals, corporations and trade unions can register to be third-party advertisers. Third-party advertising is separate from any candidate’s campaign and must be done independently from a candidate.

Third-party advertisers who want to spend money on advertisements during the election must register with the municipal clerk and must file a financial statement.

For more information about third-party advertising rules, including eligibility, spending limits and enforcement, see the [2026 third-party advertisers’ guide](#).

On voting day

Campaigning on voting day

The [Municipal Elections Act, 1996](#), does not prohibit campaigning on voting day. While there are restrictions on advertising for federal and provincial elections on voting day, these “blackouts” do not exist for municipal council and school board elections.

The Act prohibits the display of campaign material inside a voting place. The “voting place” could include the entire property of a building that has a voting place inside it, including the parking lot. You are not allowed to have campaign brochures, campaign buttons, signs or any other material inside the voting place.

Remaining in a voting place

As a candidate, you are allowed to stay in a voting place to observe, but you are not allowed to interfere with voters, attempt to influence how they vote, or ask a voter how they voted. Scrutineers may also stay in the voting place.

You and your scrutineers are entitled to be in the voting place 15 minutes before it opens and to inspect the ballot boxes, the ballots and any other papers or forms relating to the vote. However, you may not delay the opening of the voting place.

You and your scrutineers are entitled to place a seal on the ballot box so that ballots put in the box cannot be removed without breaking your seal.

Note: If you have been acclaimed, you are not allowed to be in the voting place or to appoint scrutineers.

Scrutineers

You may appoint a scrutineer for each ballot box in a voting place. You do not have to appoint that many scrutineers, or any scrutineers at all. If you have appointed one scrutineer for each ballot box, a scrutineer must leave while you are in the voting place.

Scrutineers may observe but they are not allowed to interfere with voters, attempt to influence how they vote, or ask a voter how they voted.

You must provide each of your scrutineers with an appointment in writing. Scrutineers may be required to show their appointment document to election officials at the voting place.

Scrutineers may be required to take an oath of secrecy.

There are no general restrictions on who you can appoint as a scrutineer (for example, a scrutineer can be any age and does not have to be a citizen). However, an acclaimed candidate cannot be appointed as a scrutineer for another candidate.

Counting votes

If your municipality is using voting machines or vote counting equipment, the clerk must have the processes and procedures for use of this equipment in place by June 1, 2026. If vote counting equipment is used, the clerk will be able to provide you with information on how the votes will be counted and how many scrutineers may be present.

The vote count begins immediately after the close of voting at 8 p.m. on October 26, 2026.

If the votes are counted manually, you and your scrutineers are entitled to view the ballots as they are counted, but you cannot touch the ballots. You and your scrutineers may object to a ballot or how it is counted (for example, if it is unclear who the vote is for or if the ballot has extra markings on it). The deputy returning officer is responsible for deciding whether to accept the objection and must keep a list of all the objections raised.

Results

After the votes have been counted, the deputy returning officer will prepare a statement showing the results and seal all the other election documents, including the ballots, inside the ballot box. You and your scrutineers are entitled to put your or their own seal on the ballot box at this time and are entitled to sign the statement showing the results.

The sealed ballot box and the statement of the results will then be delivered to the municipal clerk, who will compile the results and declare who has been elected.

Note: results announced on voting night are unofficial. It may take the clerk a few days or more to make the official declaration.

After voting day

Recounts

The [*Municipal Elections Act, 1996*](#), requires an automatic recount only if the votes are tied.

Your municipal council or school board may have a policy in place that sets out other specific circumstances under which the clerk must conduct an automatic recount. For example, a council may decide that if two candidates are within 10 votes of each other, an automatic recount will be held. The policy must be adopted on or before May 1, 2026.

A municipal council or school board may also order a recount within 30 days after the clerk has officially declared the results of the election. If you feel there should be a recount, you must either persuade council (or the school board) to order one or you may apply to the Superior Court of Justice to request that a judge order a recount. This application may be made by any eligible elector, and must be made within 30 days of the clerk declaring the results of the election.

Recounts must be conducted in the same way that the votes were originally counted, unless the recount is ordered by the court. For example, if the votes were counted by a vote tabulator, they may not be counted by hand during the recount.

If the recount is ordered by the court, the judge may order that the votes be counted in a different manner if the judge believes that the way the votes were counted the first time was an issue.

Tied votes

If two or more candidates get the same number of votes and they cannot all be elected, there is an automatic recount. The recount must be held within 15 days of the clerk declaring the results of the election. If you are one of the candidates in the tie, you are entitled to be present at the recount.

If the recount shows that there is still a tie, then the legislation states that the clerk will choose the winner by lot. This means putting the names of the tied candidates into a hat (or other suitable container) and drawing the name of the winner.

Wrapping up your campaign

After voting day, remove any election signs that have been put up and take down your campaign website, if you have one. If you would like to keep using your website, remove any references to the campaign. Websites that say “Vote for me” which are left up for years after the election can make it look like you are attempting to campaign for the next election early.

Your campaign must end on December 31, 2026, unless you have a deficit and inform the clerk in writing that you are going to extend your campaign. Once your campaign has ended, you should close your campaign bank account and prepare your campaign financial statement.

The deadline to file financial statements is the last Friday in March. Since March 26, 2027, falls on Good Friday, and March 29 is Easter Monday, financial statements **may be filed with the clerk until 2 p.m. on Tuesday, March 30, 2027.**

Term of office

The council and school board term of office will run from November 15, 2026, to November 14, 2030.

Campaign finance

General information

Record keeping

You are responsible for keeping records of the financial activities related to your campaign. The *Municipal Elections Act, 1996*, does not require you to use any specific accounting system. You may want to consult with an auditor or an accountant early in your campaign to make sure that you are using a bookkeeping and accounting system that will suit your needs.

You should also look through the [campaign financial statement \(Form 4\)](#) that you will be required to file to make sure that you are keeping records of all the information that must be included on the statement.

You are required to keep all of your campaign financial records until November 15, 2030, when the next council or school board takes office.

You must keep the following campaign records:

- receipts issued for every contribution including when you accepted the contribution and the date you issued the receipt (remember to issue receipts to yourself for any contributions you make)
- the value of every contribution, whether it is in the form of money or goods or services, and the contributor's name and address
- all expenses, including the receipts obtained for each expense
- any claim for payment of an expense that the campaign disputes or refuses to pay
- the funds raised and expenses incurred from each separate fundraising event or activity
- the terms of any loan received from a bank or other recognized lending institution

Campaign period

You may accept contributions or incur campaign expenses during your campaign period only.

Your campaign period begins on the day the clerk receives your nomination.

In most cases, your campaign will end on December 31, 2026. Exceptions are if you:

- withdrew your nomination, your campaign ends on the date you informed the clerk in writing that you wanted to withdraw
- were not certified as a candidate and your name did not appear on the ballot, your campaign ends on nomination day (August 21, 2026)
- know you will not have any more financial activity, you can end your campaign at anytime after voting day and before December 31, 2026

If you have extended your campaign to pay down a deficit, the end date for the extended campaign period will be the earliest of:

- the day you notify the clerk in writing that you will be ending your campaign and not accepting any more contributions
- June 30, 2027

Bank account

You must open a bank account exclusively for your campaign if you accept any contributions of money (including contributions from yourself or your spouse) or incur any expenses. You do not have to open a campaign bank account if you do not spend any money and do not receive any contributions of money. If you receive contributions of goods or services, but no contributions of money, you do not have to open a campaign bank account.

You cannot use your personal bank account for campaign finances, even if you are planning a very small campaign.

All contributions — including contributions you make to yourself — must be deposited into the campaign bank account. All expenses must be paid from the campaign account.

The nomination fee is considered to be a personal expense, not a campaign expense. You do not need to have a campaign bank account in order to pay the nomination fee.

Contributions and campaign income

Contributions

Campaign contributions are any money, goods or services that are given to you for use in your campaign, including money and goods that you contribute to yourself.

If you are given a special discount on a good or service that you are purchasing for your campaign, the difference between what you were charged and what the market value would be is considered to be a contribution.

Corporations and other businesses are not permitted to make contributions to candidates. If you are being offered a discount, you should make sure that whoever is offering the discount is entitled to make a personal contribution to your campaign.

If a professional who would normally charge for a service gives you that service for free, the market value of the service is considered to be a contribution.

If you sell tickets to a fundraising event, the cost of the ticket is considered to be a contribution. If you sell goods at a fundraising event for more than their market value, the difference between what the person attending the fundraising event paid you and what they would have normally paid for the item is considered to be a contribution.

If you have inventory such as signs left over from a previous campaign and you use them again, the current market value of the signs (what it would cost you to buy those signs today) is considered to be a contribution that you make to your campaign.

If you or your spouse guarantees your campaign loan and the campaign is unable to repay the full amount, any unpaid balance is considered to be a contribution by the guarantor.

Things that are not contributions

If you have volunteers working for your campaign, the value of their volunteer labour is not considered to be a contribution.

A cash donation of \$25 or less received at a fundraising event is not considered to be a contribution, and you may accept such donations without keeping track of who gave them to you. You will have to report the total amount of money that you received from these donations on your financial statement.

The value of free political advertising, provided that such advertising is made available to all candidates and is in accordance with the *Broadcasting Act (Canada)* is not considered to be a contribution.

If you obtain a campaign loan from a bank or a recognized lending institution, the amount of the loan is not considered to be a contribution.

Who can make a contribution

You can accept contributions only from individuals who are residents of Ontario. Corporations and trade unions are not permitted to make contributions to candidates.

If your spouse is not a resident of Ontario, they can still make contributions to your campaign. They may not make contributions to any other candidate.

Groups such as clubs, associations or ratepayer's groups are not eligible to make contributions. The members of these groups may make individual contributions from their personal funds (as long as they are residents of Ontario).

Who cannot make a contribution

The following individuals and organizations are not permitted to make contributions to municipal council and school board campaigns:

- a corporation
- a trade union
- an individual who is not normally a resident in Ontario
- a federal political party, constituency association, or a registered candidate in a federal election
- a provincial political party, constituency association, or a registered candidate or leadership contestant
- a federal or provincial government, a municipality or a school board

When you can receive contributions

You can only accept contributions after the clerk has received your nomination, and you cannot accept contributions after your campaign period has finished. Any contributions received outside the campaign period must be returned to the contributor. If you cannot return the contribution to the contributor, you must turn it over to the clerk.

Contribution limits – contributions from yourself and your spouse

If you are running for municipal council, there is a limit on the total amount that you and your spouse may collectively contribute to your own campaign. The contribution limit is calculated based on the number of electors who are eligible to vote for the office that you are running for. The formula to calculate the limit is:

- for head of council: \$7,500 plus \$0.20 per eligible elector
- for council member: \$5,000 plus \$0.20 per eligible elector

There is a cap of \$25,000. If the formula results in a number greater than \$25,000, the limit will still be \$25,000.

The clerk will tell you what your self-funding limit is.

All of the contributions that you and your spouse make to your own campaign count towards this limit, including:

- contributions of money
- the value of goods or services that you or your spouse donate to the campaign
- the value of any inventory from the previous election that you use again in this campaign

This limit does not apply to school board trustee candidates.

Contribution limits – contributions from other people

There is a \$1,200 limit that applies to contributions from other individuals. If a person makes more than one contribution (for example, contributes money, contributes goods, and purchases a ticket to a fundraising event), the total value of all the contributions cannot exceed \$1,200.

If you are running for mayor in the City of Toronto, the limit is \$2,500.

The maximum total amount that a contributor can give to candidates in the same jurisdiction (for example, running for the same council or for the same school board) is \$5,000.

You are required to inform every contributor of the contribution limits. An easy way to ensure compliance is to include the contribution limits on the receipt that you provide for each contribution.

Only a contribution that is \$25 or less can be made in cash. All contributions above \$25 must be made by cheque, money order, or by a method that clearly shows where the funds came from (such as certain debit, credit or electronic transfer transactions).

Contribution receipts

You must issue a receipt for every contribution you receive. The receipt should show who made the contribution, the date, and the value. If the contribution was in goods or services, you must determine the value of the goods or services and issue a receipt for the full value.

If you receive a contribution from a joint account, the contribution can only come from one person. You must determine who is making the contribution and issue the receipt to that person.

You are required to list the names and addresses of every contributor who gives more than \$100 total to your campaign in your financial statement. You should keep a record of the names and addresses of every contributor, regardless of the value of their contribution, because the same contributor may make multiple contributions that end up totalling more than \$100.

Note: Contribution receipts are not tax receipts. Contributions to municipal council and school board campaigns cannot be credited against provincial or federal income taxes.

Returning ineligible contributions

You are required to return any contribution that was made or accepted in contravention of the [Municipal Elections Act, 1996](#), as soon as you learn that it was an ineligible contribution. If you cannot return the contribution, you must turn it over to the clerk.

Contributions should be returned or paid to the clerk if the contribution is:

- made outside your campaign period
- from an anonymous source (except for donations of \$25 or less at a fundraising event)
- from an ineligible source (someone who doesn't live in Ontario, a corporation, etc.)
- greater than the individual \$1,200 limit or the \$5,000 total limit per jurisdiction
- a cash contribution greater than \$25
- from funds that do not belong to the contributor who gave them to you

Unused contributions

If your campaign ends with a surplus, you can withdraw the value of contributions that you and your spouse made from the surplus. If you still have a surplus once you have withdrawn your contributions, the remaining surplus must be turned over to the clerk.

You are not permitted to refund eligible contributions made by anyone other than yourself or your spouse.

Contribution rebates

Your municipality may have a contribution rebate program. Contact your clerk for more information.

Contributions to municipal council and school board campaigns are not tax deductible.

Fundraising

Fundraising functions are events or activities held by you, or on your behalf, for the primary purpose of raising money for your campaign. If you hold an event to promote your campaign and you happen to receive some contributions or ask people to consider contributing to your campaign, this would not qualify as a fundraising event.

Similarly, if you have a sentence in your campaign brochure asking people to make a contribution or giving them information about how to contribute, this would not make the production of the brochure a fundraising expense since its primary purpose is to promote your campaign, not to raise money. Fundraisers can only be held during your campaign period. You must record the gross income (including ticket revenue and other revenue) and the expenses related to each event and activity on your campaign financial statement.

If you sell tickets to an event, the ticket price is considered to be a contribution to your campaign and you must issue a receipt to each person who purchases tickets. If the ticket price is higher than \$25, tickets cannot be paid for in cash.

Campaign income

If you raise funds by selling goods or services for more than fair market value, the difference between the fair market value and the amount paid is considered to be a contribution. If the good or service is sold for \$25 or less, the amount paid is considered to be campaign income that is not a contribution.

Campaign expenses

Expenses

Campaign expenses are the costs that you incur (or that a person such as your campaign manager incurs under your direction) during your campaign.

Reminder: the nomination fee is a personal expense rather than a campaign expense. It should not be reported on your campaign financial statement.

Expenses must be paid from your campaign bank account. If you use a credit card to pay for purchases, you should make sure that you keep clear records showing that the expense on the credit card was reimbursed from the campaign account.

Any taxes such as HST paid on purchases should be included in the amount of the expense.

You can incur expenses only during your campaign period, except for expenses related to the preparation of an auditor's report. If you are required to include an auditor's report with your financial statement, you may incur these expenses after the campaign period has ended. These expenses must also be reported on your financial statement.

Goods and services

Goods or services that are contributed to your campaign are also expenses. They should be treated as if the contributor gave you money and you went out and purchased the goods and services. You must record both the contribution and the expense.

Spending limits

Candidates are subject to two spending limits — a general limit, and a separate limit for expenses relating to parties and expressions of appreciation after voting day.

General spending limit

The general spending limit for your campaign is calculated based on the number of electors who are eligible to vote for the office that you are running for. The formula to calculate the limit is:

- for head of council: \$7,500 plus \$0.85 per eligible elector
- for council member or trustee: \$5,000 plus \$0.85 per eligible elector

When you file your nomination, the clerk will give you an estimate of your general spending limit. This estimate will be based on the number of electors in the previous election.

On or before September 30, 2026, the clerk must give you a final general spending limit which is based on the number of electors on the voters' list for the current election.

If the spending limit estimate that you received when you filed your nomination is higher than the final spending limit you receive in September, the estimate becomes your official spending limit.

While most of your expenses will be subject to the general spending limit, the following expenses are not:

- expenses related to holding a fundraising event or activity

- expenses relating to a recount
- expenses relating to a court action for a controverted election
- expenses relating to a compliance audit
- expenses incurred by a candidate with a disability that are directly related to the candidate's disability and would not have been incurred if not for the election
- audit and accounting fees

Note: Any materials, events or activities must have fundraising as the primary purpose in order to be exempt from the spending limit. An incidental mention of contributions is not enough to qualify as fundraising.

When the general spending limit applies

Your spending limit covers expenses that you incur between the beginning of your campaign and voting day. Expenses that you incur between the day after voting day and the end of your campaign are not subject to the spending limit.

Note: If you incur an expense before voting day, but don't get around to paying for it until after voting day, it would still be subject to the spending limit.

Spending limit for parties and expressions of appreciation

The spending limit for expenses related to holding parties and other expressions of appreciation after the close of voting is calculated as 10% of the amount of your general spending limit.

Expenses related to parties and expressions of appreciation are subject to the specific spending limit regardless of whether they are incurred before or after voting day.

Leftover campaign inventory

If you ran in the last municipal council or school board election and you want to reuse leftover goods such as signs or office supplies, you must establish the current market value of the goods – what it would cost you to purchase them today. You must record the current market value as an expense.

If you have inventory left at the end of your campaign it becomes your personal property. If you want to store materials such as signs for use in another election, any costs related to storage are personal costs, not campaign expenses.

Note to accountants: The value of all goods must be recorded as an expense regardless of whether the campaign ends with used or unused goods in inventory. Do not deduct the

value of unused goods from the campaign expenses, as this will result in the campaign having a surplus on paper that the candidate does not actually have.

Surplus and deficit

If your campaign has a surplus after you have refunded contributions made by yourself or your spouse, you must pay the surplus over to the clerk when you file your financial statement. The surplus will be held in trust, and you can use it if you incur expenses related to a compliance audit. If the surplus is not needed for these expenses, it becomes the property of the municipality or the school board.

If your campaign expenses are greater than your campaign income, your campaign will be in deficit.

Note: Ending your campaign with a deficit may result in questions being raised about how expenses were paid for, and whether you contributed more than your self-funding limit by paying outstanding expenses with personal funds.

Campaign advertisements

When campaign advertising appears in broadcast, print, electronic or other media, the broadcaster or publisher of the advertising must keep certain records:

- a written copy of the candidate's name, as well as the name, business address and telephone number of the individual who deals with the broadcaster or publisher under the direction of the candidate (this could be the candidate themselves)
- a copy of the advertisement (or the means of reproducing the advertisement for inspection)
- a statement of the charge made for its appearance

These records will be kept for four years after the date the advertisement appears.

Broadcasters and publishers must allow the public to inspect the records during this time.

If your campaign includes advertising that is broadcast or published, you must record the name of the broadcaster or publisher as well as their contact information in Schedule 3 of the campaign financial statement (Form 4).

Campaign financial statement

It is your responsibility as a candidate to file a **complete and accurate financial statement on time**.

The filing deadline is 2 p.m. on the last Friday in March following the election. Since March 26, 2027, falls on Good Friday and March 29, 2027, is Easter Monday, financial statements may be filed with the clerk until **2 p.m. on Tuesday, March 30, 2027**.

If you have a bookkeeper or accountant complete the financial statement for you, you are still responsible for ensuring that it is complete and accurate and filed on time.

Financial statements are not required to have original signatures. You should contact your clerk for information about whether you can file your financial statement electronically if you are not able to file your statement in person.

If you filed a nomination form, you must file a financial statement. This includes candidates who withdrew their nomination, candidates who were not certified and did not appear on the ballot, and candidates who were acclaimed.

If you did not receive any contributions (including contributions from yourself) or incur any expenses, you are only required to fill out the first page of the financial statement and sign it.

If you received contributions or incurred any expenses you must complete the relevant parts of the financial statement.

If your campaign contributions (including contributions from yourself) or campaign expenses are greater than \$10,000, you must have your financial statement audited and include the auditor's report when you submit your financial statement to the clerk.

Filing early

You can file your campaign financial statement after you have ended your campaign. If you file your statement early and then discover an error, you can submit a corrected statement at any time before the filing deadline on March 30, 2027. Your original statement is deemed to be withdrawn when you file the corrected statement. You cannot withdraw a financial statement without submitting a corrected one.

Applying for an extension

If you think that you will be unable to file your financial statement by the deadline, you may apply **before March 30, 2027**, to the Superior Court of Justice for an extension. If the court grants the extension, you will receive the refund of your nomination fee if you file by the deadline given to you by the court.

Grace period for filing

If you have not filed your financial statement by the deadline, you may file your financial statement within 30 days after the deadline if you pay the municipality a \$500 late filing fee. This grace period ends at 2 p.m. on Thursday, April 29, 2027. You will not receive a refund of your nomination fee if you file during the 30-day grace period.

If you have not filed your financial statement by the end of the 30-day grace period and you did not apply to the court for an extension prior to the deadline, automatic penalties apply:

- you will forfeit your elected office (if you won the election)
- you will be ineligible to run for office or be appointed to fill a vacancy until after the 2030 election

If you did not file your financial statement by the end of the grace period, you may still file it for the purposes of having your finances on the record. The clerk will accept the financial statement and make it available to the public. The penalties will still apply.

Separate statement for each office

If you filed a nomination and then changed your mind and filed a nomination for a different office, you may be required to file a separate financial statement for each campaign.

Extended campaigns

Your campaign period ends on December 31, 2026. However, if your campaign has a deficit, you can extend your campaign in order to do some additional fundraising. If you want to extend your campaign, you must notify the clerk on or before December 31, 2026, using the [Notice of Extension of Campaign Period form \(Form 6\)](#).

Your campaign may be extended until June 30, 2027.

If you extend your campaign, you must file two financial statements:

- a financial statement reflecting your campaign until December 31, 2026, (due March 30, 2027)
- a supplementary financial statement that includes the information from your initial statement and adds financial information from your extended campaign

The supplementary financial statement must be filed with the clerk by 2 p.m. on Friday, September 24, 2027.

Auditor's report

You must have an auditor review your financial statement and provide a report if any of the following are true:

- your campaign expenses exceed \$10,000
- the contributions you received (including contributions from yourself) exceed a total of \$10,000
- both your expenses and your contributions exceed \$10,000 each

The auditor's report must be prepared by an auditor licensed under the [Public Accounting Act, 2004](#). Before you hire someone to prepare the report, ensure that they are properly qualified.

You can incur expenses relating to the auditor's report after December 31, 2026. These expenses do not count toward your spending limit. Include these expenses on the financial statement that you are filing.

Compliance and enforcement

Enforcement of the [Municipal Elections Act, 1996](#), is done through the courts. The Ministry of Municipal Affairs and Housing does not have a role in investigating elections or in determining penalties.

Automatic penalties

There are three contraventions of the [Municipal Elections Act, 1996](#), where penalties apply automatically:

1. if you fail to file a financial statement by the end of the 30-day grace period or fail to apply to the court before March 30, 2027, for an extension by the filing deadline
2. if your financial statement shows that you exceeded your spending limit
3. if you fail to turn over your surplus to the clerk when you file your financial statement

The penalty is that you forfeit your office (if you won the election) and you become ineligible to run or be appointed to fill a vacancy until after the 2030 election.

Compliance audits

Each municipality and school board must establish a compliance audit committee.

If an eligible elector believes that you have contravened the election finance rules, they may apply for a compliance audit of your campaign finances. The application must be in writing and must set out the reasons why they believe you contravened the rules.

An application for a compliance audit must be submitted to the municipal clerk who conducted the election within 90 days of the deadline to file the campaign financial statement.

The compliance audit committee will consider the application and decide whether to grant or reject the application. You may appeal the committee's decision to the Superior Court of Justice within 15 days after the decision is made.

If the committee grants the application, it will appoint an auditor to conduct a compliance audit of your campaign finances. The auditor is entitled to have access to all of the financial records related to your campaign. The auditor will produce a report, which you are entitled to receive.

The compliance audit committee will meet to consider the auditor's report. If the report concludes that there is an apparent contravention of the [Municipal Elections Act, 1996](#), the committee will decide whether to commence legal action.

The compliance audit committee does not have any authority to set penalties. Only the court can decide if you contravened the Act and, if so, which penalties should apply.

A person who does not want or who is not able to apply for a compliance audit may decide to commence legal action on their own. A prosecution related to the 2026 election must be commenced by November 15, 2030.

Penalties

If you are convicted of an offence, you may be subject to the following penalties:

- a fine of up to \$25,000
- ineligibility to vote or run in the next general election
- up to six months in prison
- forfeiture of your elected office, if the judge finds that you committed the offence knowingly

If you are convicted of exceeding the spending limit, you may also be fined the amount by which you exceeded the limit.

Completing the financial statement

General information

All candidates must file a financial statement. This includes candidates who withdrew their nomination, candidates who were not certified and did not appear on the ballot, and candidates who were acclaimed.

Candidates must use [Form 4](#).

All candidates must complete Box A: Name of Candidate and Office and Box B: Declaration.

- **If you did not receive any contributions** (including contributions from yourself) or incur any expenses, check the box indicating this, and complete the Declaration in Box B. No further information is required.
- **If you did receive contributions** (including contributions from yourself) or incur expenses, you must fill in the information in Box C, Box D, Schedule 1 and Schedule 2, as appropriate. You may find it easier to fill out the form if you start with the more detailed sections such as the tables in Schedule 1 before filling in Box C (Statement of Campaign Income and Expenses).

If you received contributions or incurred expenses in excess of \$10,000, you must include an auditor's report with your financial statement.

Your completed financial statement must be submitted to the clerk by **2 p.m. on Tuesday, March 30, 2027**.

Supplementary financial statements must be submitted to the clerk by **2 p.m. on September 24, 2027**.

Tips for completing Form 4

Learn more about how to correctly fill out the campaign financial statement.

Box A: Name of candidate and office

Record your general spending limit and your spending limit for parties and other expressions of appreciation.

Note: automatic penalties will apply if the form reports that either of the spending limits have been exceeded.

If you are running for a council position, record your self-funding limit.

Box B: Declaration

By signing the form, you are declaring that the information recorded in the financial statement is true and accurate. If your financial statement was prepared by someone else, you as the candidate are still responsible for its accuracy.

Box C: Statement of campaign income and expenses

Loan

If you obtained a loan for your campaign, you must record the name of the bank or recognized lending institution and the amount borrowed.

You are permitted to get a loan only from a bank or other recognized lending institution in Ontario, and it must be paid directly into your campaign bank account. You may not receive a loan from family members or from any corporate accounts that you may have access to.

The loan is not considered to be campaign income, and paying it back is not a campaign expense. However, if you or your spouse guarantee the loan and the campaign does not repay all of it, the remaining balance is considered to be a contribution (since the guarantor is basically providing the campaign the means to repay the loan). This amount counts towards your self-funding limit.

Any interest that the campaign pays on the loan is a campaign expense.

Income

Your campaign income includes all contributions received from yourself, your spouse and other eligible contributors. This includes the value of contributions of goods and services. Income also includes any refunds of deposits, interest earned by your campaign bank account, and revenue from fundraising events or activities that is not deemed a contribution (for example, if you sold refreshments at market value).

Example

You have 100 t-shirts printed to sell at a fundraiser. The cost to the campaign is \$10 per shirt, and you sell them for \$25 each.

The \$25 is not a contribution. You do not have to collect names and contact information, or issue a contribution receipt to anyone who buys a shirt.

The \$1,000 that you spent on the shirts must be recorded as a campaign expense.

The \$2,500 that you raised by selling the shirts must be recorded as revenue from fundraising events not deemed a contribution.

If you sell goods (such as food and drink) at market value, the revenue is not considered to be a contribution and must be recorded as revenue from fundraising events not deemed a contribution.

Sign deposit

If your municipality requires a deposit for election signs, this should be recorded as a campaign expense and paid for using campaign funds. If your deposit is refunded, record the amount under Income.

Expenses

Your campaign expenses include the value of any goods or services that have been contributed to your campaign (it is as if the contributor gave money to the campaign, which the campaign then spent on acquiring the goods or services).

The general spending limit applies only to expenses incurred until the end of voting day. Expenses incurred after voting day are not subject to the spending limit.

Note: An expense subject to the general spending limit that was incurred prior to voting day but not paid for until after voting day is still subject to the limit.

Some types of expenses are not subject to the general spending limit even if they are incurred prior to voting day.

Expenses related to parties and expressions of appreciation after voting day are subject to that spending limit regardless of when they are incurred.

Box D: Calculation of surplus or deficit

Campaign deficit

At the top of Box D, you must subtract the total amount of your campaign expenses from the total amount of your campaign income. If your expenses are greater than your income, your campaign is in deficit.

If you have extended your campaign in order to fundraise, you must still file a financial statement reflecting your campaign finances to December 31, 2026.

Campaign surplus

At the top of Box D, you must subtract the total amount of your campaign expenses from the total amount of your campaign income. If your income is greater than your expenses, your campaign has a surplus.

You are entitled to reimburse contributions made by yourself or your spouse out of the surplus. For example, if the surplus was \$500 and you contributed \$400 to your campaign, you may deduct that \$400, leaving your campaign with a surplus of \$100. If the surplus was \$500 and you contributed \$600, you may deduct \$500 of your contribution, leaving your campaign with \$0. You may not deduct more than the value of the surplus.

If, after deducting contributions made by yourself or your spouse, the campaign still has a surplus, these funds must be turned over to the clerk.

Schedule 1: Contributions

Schedule 1 includes a summary of contributions from your campaign.

The following tables are included in Schedule 1 and need to be filled in, if applicable:

- Table 1: Contributions in goods or services from candidate or spouse
- Table 2: Inventory of campaign goods and materials from previous municipal campaign used in this campaign
- Table 3: Monetary contributions from individuals other than candidate or spouse where contributions exceed \$100 per contributor
- Table 4: Contributions in goods or services from individuals other than candidate or spouse where contributions exceed \$100 per contributor

Contributions from yourself and/or your spouse

If you are running for municipal council, you and your spouse are subject to limits on how much you can contribute to your campaign. This limit applies to contributions of money, goods and services, as well as the value of any inventory from a previous campaign that you have used in your current campaign.

Record these amounts on the lines provided in Schedule 1. Do not include them in the tables of contributions (Table 1 or Table 2). The other reason to identify the contributions from you and your spouse is because those contributions can be reimbursed by you and your spouse if the campaign ends with a surplus.

Note: you must report the full amount of the contributions made by you and your spouse, including any amounts that have been reimbursed from a surplus.

Contributions totalling \$100 or less

If the total amount contributed (including the value of goods and services) from a single contributor is \$100 or less, you do not need to provide details on the form. Simply indicate the total value of all such contributions on the line provided at the top of Schedule 1.

If an anonymous contribution is \$100 or less, include it in the total value of contributions not exceeding \$100 per contributor. Any anonymous contribution that is greater than \$25 must be turned over to the clerk.

Goods and services from candidate or spouse

If you or your spouse contribute goods and services to your campaign, this must be recorded as a contribution. Record any contributions in Table 1 of Schedule 1.

Inventory from previous campaign

Any inventory from a previous campaign that you are using again is a contribution in goods that you make to your campaign and counts towards your self-funding limit. You must calculate the current market value (for example, if you have 100 signs left over from 2022 and use them again, you must calculate how much it would cost to purchase those same signs in 2026) and record it in Table 2. This inventory must also be recorded as a campaign expense.

Contributions totalling more than \$100

If a contributor makes 1 or more contributions totalling more than \$100 (including the value of goods and services and the cost of tickets to fundraising events), you must record all of these contributions in the tables provided in Schedule 1 (Tables 3 and 4).

If an anonymous contribution is more than \$100, include it in the total value of contributions exceeding \$100 per contributor, and include it in Table 3 (listing “anonymous” as the name of the contributor). Any anonymous contribution that is greater than \$25 must be turned over to the clerk.

Note: it is the total amount contributed that matters — if an individual buys a ticket to a fundraising event for \$50, and then later in the campaign contributes \$75, each of these contributions must be recorded in Table 3 because the total exceeds \$100.

Goods and services from individuals other than candidate or spouse

Eligible contributors may donate goods and services to the campaign. These must be recorded as a contribution and as an expense (as if the contributor donated money, which the campaign then spent on the goods and services).

Corporations and trade unions are not permitted to make contributions to candidates. This includes contributions of goods and services.

Example:

Your friend spends \$150 on coffee and baked goods which they donate for a campaign event. You should record a contribution of \$150 in goods or services from your friend and record an expense of \$150.

If you are given a special discount on a good or service that you are purchasing for your campaign, you should record the expense as if you were not given the discount (since the value of the discount is considered to be a contribution of the good or service to your campaign).

Example:

Your order for campaign signs would normally cost \$500, but the vendor lets you have them for \$300 because he wants to help your campaign. You should record an expense of \$500 for the signs and record a contribution of \$200 in goods or services from the vendor.

Note: As businesses are not permitted to make contributions, the contribution would have to be a personal contribution from the vendor.

Contributions in goods or services from individuals other than the candidate or spouse must be recorded in Table 4 of Schedule 1.

Schedule 2: Fundraising events and activities

The cost of holding fundraising events or activities is not subject to the spending limit. However, in order to be considered a fundraising cost, the primary purpose for the expense must be related to fundraising rather than promoting the candidate. Incidental fundraising that happens to occur during a promotional event is not sufficient to make it a fundraising event. Similarly, a line at the bottom of a campaign brochure asking people to donate does not make the production of the brochure a fundraising expense.

If you have included costs of fundraising events/activities as an expense in Box C, you must provide details of these events and activities in Schedule 2.

Contributions received at a fundraising event may include:

- the price of the ticket
- if goods or services are offered for sale, any amount of money paid that exceeds their market value (for example, if a \$100 item is sold for \$175, the purchaser has made a \$75 contribution to the campaign)
- personal cheques collected from contributors at the event

If contributors have donated goods or services for the fundraising event, these must be recorded as contributions and as expenses.

These contributions must be recorded in Schedule 1, and where the total from a contributor exceeds \$100, be detailed in the appropriate tables. Refer to the section above [Schedule 1: Contributions](#) for more information.

The fundraising event may also generate revenue that is not considered to be a contribution:

- donations of \$25 or less
- if goods or services are offered for sale, the market value of those goods and services sold (for example, if a \$100 item is sold for \$175, \$100 is revenue)
- the amount paid for goods or services offered for sale for \$25 or less

Anonymous contributions

You may keep anonymous contributions that do not exceed \$25 each that are received at a fundraiser (such as those collected by passing the hat or having a tip jar). Report the total amount of money received from these donations in Schedule 2 for that fundraiser.

All other anonymous contributions must be turned over to the clerk.

You will then subtract the contribution as paid or payable to the clerk to arrive at the Total for Part II Contributions in Schedule 2.

Schedule 3: Broadcasters and publishers

If your campaign had any advertising that was broadcast or published, you must record the name of each broadcaster and publisher, along with their contact information.

Auditor's report

If your campaign expenses or the contributions you received total more than \$10,000, you must have an auditor review your financial statement and provide a report.

The auditor's report must be prepared by an auditor licensed under the [Public Accounting Act, 2004](#). Before you hire someone to prepare the report, you should ensure that they are properly qualified.

Forms referred to in this guide

You can get copies of forms from your municipal clerk, or you can download them from the [Government of Ontario's Central Form Repository](#).

[Nomination Paper \(Form 1\)](#)

[Endorsement of Nomination \(Form 2\)](#)

[Financial Statement – Auditor’s Report – Candidate \(Form 4\)](#)

[Financial Statement – Subsequent Expenses \(Form 5\)](#)

[Notice of Extension of Campaign Period \(Form 6\)](#)

Instructions

It is the responsibility of the person being nominated to file a complete and accurate nomination paper. Please print or type information (except signatures).

Nomination paper of a person to be a candidate at an election to be held in the following municipality

Nominated for the Office of			Ward Name or Number (if any)		
Nominee's name as it is to appear on the ballot paper (subject to agreement of the municipal clerk)					
Last Name or Single Name			Given Name(s)		
Nominee's full qualifying address					
Suite/Unit Number	Street Number	Street Name			
Municipality			Province		Postal Code
Mailing Address <input type="checkbox"/> Same as qualifying address					
Suite/Unit Number	Street Number	Street Name			
Municipality			Province		Postal Code
Email Address			Telephone Number	Telephone Number 2	

Declaration of Qualification

I, _____, declare that I am presently legally qualified (or would be presently legally qualified if I were not a member of the Legislative Assembly of Ontario or the Senate or House of Commons of Canada) to be elected and to hold the office for which I am nominated.

Signature of Nominee

Date (yyyy/mm/dd)

Date Received (yyyy/mm/dd)	Time Received	Initial of Nominee or Agent (if filed in person)	Signature of Clerk or Designate
----------------------------	---------------	--------------------------------------------------	---------------------------------

Certification by Clerk or Designate

I, the undersigned clerk of this municipality, do hereby certify that I have examined the nomination paper of the aforesaid nominee filed with me and am satisfied that the nominee is qualified to be nominated and that the nomination complies with the Act.

Signature

Date Certified (yyyy/mm/dd)

Instructions

- Candidates must obtain a minimum of 25 original signatures.
- An individual providing an endorsement signature must be a Canadian citizen, aged 18 or older and have a qualifying address in the municipality. An individual may sign an endorsement for more than one person seeking nomination.
- The qualifying address provided must include the postal code.

Personal information collected on this form is obtained under the authority of sections 33 and 95 of the *Municipal Elections Act, 1996*. Under section 88 of the *Municipal Elections Act, 1996* (and despite anything in the *Municipal Freedom of Information and Protection of Privacy Act*) documents and materials filed with or prepared by the clerk or any other election official under the *Municipal Elections Act, 1996* are public records and, until their destruction, may be inspected by any person at the clerk's office at a time when the office is open.

Name of person seeking nomination

Last Name or Single Name

Given Name(s)

Endorsement signatures for the nomination of a person for an office in the municipality of _____ in the year _____.

Name of person providing endorsement – 1

Last Name or Single Name

Given Name(s)

Qualifying Address

Suite/Unit Number

Street Number

Street Name

Municipality

Province

Postal Code

I endorse _____ as a candidate and declare that I am qualified to be an elector in this municipality.

Signature

Date (yyyy/mm/dd)

Name of person providing endorsement – 2

Last Name or Single Name

Given Name(s)

Qualifying Address

Suite/Unit Number

Street Number

Street Name

Municipality

Province

Postal Code

I endorse _____ as a candidate and declare that I am qualified to be an elector in this municipality.

Signature

Date (yyyy/mm/dd)

Name of person providing endorsement – 3

Last Name or Single Name

Given Name(s)

Qualifying Address

Suite/Unit Number

Street Number

Street Name

Municipality

Province

Postal Code

I endorse _____ as a candidate and declare that I am qualified to be an elector in this municipality.

Signature_____
Date (yyyy/mm/dd)**Name of person providing endorsement – 4**

Last Name or Single Name

Given Name(s)

Qualifying Address

Suite/Unit Number

Street Number

Street Name

Municipality

Province

Postal Code

I endorse _____ as a candidate and declare that I am qualified to be an elector in this municipality.

Signature_____
Date (yyyy/mm/dd)**Name of person providing endorsement – 5**

Last Name or Single Name

Given Name(s)

Qualifying Address

Suite/Unit Number

Street Number

Street Name

Municipality

Province

Postal Code

I endorse _____ as a candidate and declare that I am qualified to be an elector in this municipality.

Signature_____
Date (yyyy/mm/dd)

Instructions

All candidates must complete Boxes A and B. Candidates who receive contributions or incur expenses must complete Boxes C, D, Schedule 1 and Schedule 2 as appropriate. Candidates who use a broadcaster or publisher for an election campaign advertisement must complete Schedule 3. Candidates who receive contributions or incur expenses in excess of \$10,000 must also attach an Auditor's Report.

All surplus funds (after any refund to the candidate or their spouse) shall be immediately paid to the clerk who is responsible for the conduct of the election.

For the campaign period from (day clerk received nomination)

YYYY	MM	DD
------	----	----

to

YYYY	MM	DD
------	----	----

- Initial filing reflecting finances from start of campaign to December 31 (or 45 days after voting day in a by-election)
- Supplementary filing reflecting finances from start of campaign to end of extended campaign period

Box A: Name of Candidate and Office

Candidate's name as shown on the ballot

Last Name or Single Name	Given Name(s)
Office for Which the Candidate Sought Election	Ward Name or Number (if any)

Municipality

Spending Limit General \$	Parties and Other Expressions of Appreciation \$	Contribution Limit Contributions from Candidate and Spouse \$
---------------------------------	-----------------------------------------------------	---------------------------------------------------------------------

I did not accept any contributions or incur any expenses. (Complete Boxes A and B only)

Box B: Declaration

I, _____, declare that to the best of my knowledge and belief that these financial statements and attached supporting schedules are true and correct.

Signature of Candidate

Date (yyyy/mm/dd)

Date Filed (yyyy/mm/dd)	Time Filed	Initial of Candidate or Agent (if filed in person)	Signature of Clerk or Designate
-------------------------	------------	----------------------------------------------------	---------------------------------

Box C: Statement of Campaign Income and Expenses

LOAN

Name of bank or recognized lending institution

Amount borrowed
\$

INCOME

Total amount of all contributions (from line 1A in Schedule 1)

+ \$

Revenue from items \$25 or less

+ \$

Sign deposit refund

+ \$

Revenue from fundraising events not deemed a contribution
(from Part III of Schedule 2)

+ \$

Interest earned by campaign bank account

+ \$

Other (provide full details)

1. _____ + \$

2. _____ + \$

3. _____ + \$

4. _____ + \$

5. _____ + \$

6. _____ + \$

Total Campaign Income (Do not include loan)

= \$ _____ **C1**

EXPENSES (Note: Include the value of contributions of goods and services)

1. Expenses subject to general spending limit

Inventory from previous campaign used in this campaign
(list details in Table 2 of Schedule 1)

+ \$

Advertising

+ \$

Brochures/flyers

+ \$

Signs (including sign deposit)

+ \$

Meetings hosted

+ \$

Office expenses incurred until voting day

+ \$

Phone and/or internet expenses incurred until voting day

+ \$

Salaries, benefits, honoraria, professional fees incurred until voting day

+ \$

Bank charges incurred until voting day

+ \$

Interest charged on loan until voting day

+ \$

Other (provide full details)

1. _____ + \$

2. _____ + \$

3. _____ + \$

4. _____ + \$

5. _____ + \$

6. _____ + \$

Total Expenses subject to general spending limit

= \$ _____ **C2**

2. Expenses subject to spending limit for parties and other expressions of appreciation

1. _____ + \$

2.	_____	+ \$	_____
3.	_____	+ \$	_____
4.	_____	+ \$	_____
5.	_____	+ \$	_____
Total Expenses subject to spending limit for parties and other expressions of appreciation		= \$	C3

3. Expenses not subject to spending limits

Accounting and audit	_____	+ \$	_____
Cost of fundraising events/activities (list details in Part IV of Schedule 2)	_____	+ \$	_____
Office expenses incurred after voting day	_____	+ \$	_____
Phone and/or internet expenses incurred after voting day	_____	+ \$	_____
Salaries, benefits, honoraria, professional fees incurred after voting day	_____	+ \$	_____
Bank charges incurred after voting day	_____	+ \$	_____
Interest charged on loan after voting day	_____	+ \$	_____
Expenses related to recount	_____	+ \$	_____
Expenses related to controverted election	_____	+ \$	_____
Expenses related to compliance audit	_____	+ \$	_____
Expenses related to candidate's disability (provide full details)			
1.	_____	+ \$	_____
2.	_____	+ \$	_____
3.	_____	+ \$	_____
4.	_____	+ \$	_____
5.	_____	+ \$	_____
Other (provide full details)			
1.	_____	+ \$	_____
2.	_____	+ \$	_____
3.	_____	+ \$	_____
4.	_____	+ \$	_____
5.	_____	+ \$	_____
Total Expenses not subject to spending limits		= \$	C4

Total Campaign Expenses (C2 + C3 + C4) = \$ **C5**

Box D: Calculation of Surplus or Deficit

Excess (deficiency) of income over expenses (Income minus Total Expenses) (C1 – C5)	_____	+ \$	D1
If there is a surplus, deduct any refund of candidate's or spouse's contributions to the campaign	_____	- \$	
Surplus (or deficit) for the campaign		= \$	D2

If line D2 shows a surplus, the amount must be paid in trust, at the time the financial statements are filed, to the municipal clerk who is responsible for the conduct of the election.

Schedule 1 – Contributions

Part I – Summary of Contributions

Contributions in money from candidate and spouse	+	\$	
Contributions in goods and services from candidate and spouse (include value listed in Table 1 and Table 2)	+	\$	
Total value of contributions not exceeding \$100 per contributor • Include ticket revenue, contributions in money, goods and services where the total contribution from a contributor is \$100 or less (do not include contributions from candidate or spouse).	+	\$	
Total value of contributions exceeding \$100 per contributor (from line 1B; list details in Table 3 and Table 4) • Include ticket revenue, contributions in money, goods and services where the total contribution from a contributor exceeds \$100 (do not include contributions from candidate or spouse).	+	\$	
Less: Ineligible contributions paid or payable to the contributor	–	\$	
Contributions paid or payable to the clerk, including contributions from anonymous sources exceeding \$25	–	\$	
Total Amount of Contributions (record under Income in Box C)	=	\$	1A

Part II – Contributions from candidate or spouse

Table 1: Contributions in goods or services
(Note: Must also be recorded as Expenses in Box C.)

Description of Goods or Services	Date Received (yyyy/mm/dd)	Value (\$)
Total		

Additional information is listed on separate supplementary attachment, if completed manually.

Table 2: Inventory of campaign goods and materials from previous municipal campaign used in this campaign
(Note: Value must be recorded as a contribution from the candidate and as an expense.)

Description	Date Acquired (yyyy/mm/dd)	Supplier	Quantity	Current Market Value (\$)
Total				

Additional information is listed on separate supplementary attachment, if completed manually.

Part III – Contributions exceeding \$100 per contributor – individuals other than candidate or spouse

Table 3: Monetary contributions from individuals other than candidate or spouse

Name	Full Address	Date Received (yyyy/mm/dd)	Amount Received (\$)	Amount Returned to Contributor or Paid to Clerk (\$)
Total				

Additional information is listed on separate supplementary attachment, if completed manually.

**Table 4: Contributions in goods or services from individuals other than candidate or spouse
(Note: Must also be recorded as Expenses in Box C.)**

Name	Full Address	Description of Goods or Services	Date Received (yyyy/mm/dd)	Value (\$)
Total				

Additional information is listed on separate supplementary attachment, if completed manually.

**Total for Part III – Contributions exceeding \$100 per contributor
(Add totals from Table 3 and Table 4 and record the total in Part 1 – Summary of Contributions)** \$ _____ **1B**

Schedule 2 – Fundraising Events and Activities

Complete a separate schedule for each event or activity held.

Additional schedule(s) attached, if completed manually.

Fundraising Event/Activity 1

Description of fundraising event/activity _____

Date of event/activity (yyyy/mm/dd) _____

Part I – Ticket revenue

Admission charge (per person) \$ _____ **2A**

(If there are a range of ticket prices, attach complete breakdown of all ticket sales)

Number of tickets sold x _____ **2B**

Total Part I (2A X 2B) (include in Part I of Schedule 1) = \$ _____

Part II – Other revenue deemed a contribution

Provide details (e.g., revenue from goods sold in excess of fair market value)

1.	_____	+ \$	_____
2.	_____	+ \$	_____
3.	_____	+ \$	_____
4.	_____	+ \$	_____
5.	_____	+ \$	_____

Total Part II (include in Part I of Schedule 1) = \$ _____

Part III – Other revenue not deemed a contribution

Provide details (e.g., contribution of \$25 or less; goods or services sold for \$25 or less)

1.	_____	+ \$	_____
2.	_____	+ \$	_____
3.	_____	+ \$	_____
4.	_____	+ \$	_____
5.	_____	+ \$	_____

Total Part III (include under Income in Box C) = \$ _____

Part IV – Expenses related to fundraising event or activity

Provide details

1.	_____	+ \$	_____
2.	_____	+ \$	_____
3.	_____	+ \$	_____
4.	_____	+ \$	_____
5.	_____	+ \$	_____

Total Part IV Expenses (include under Expenses in Box C) = \$ _____

Schedule 3 – Broadcasters and Publishers

Complete if candidate used a broadcaster or publisher for an election campaign advertisement.

Table 5: Contact information for broadcasters and publishers used during the election campaign

Name	Type of Advertisement (e.g. print, television, radio etc)	Contact Information

Additional information is listed on separate supplementary attachment, if completed manually.

Auditor's Report – *Municipal Elections Act, 1996* (Section 88.25)

A candidate who has received contributions or incurred expenses in excess of \$10,000 must attach an auditor's report.

Professional Designation of Auditor

Municipality		Date (yyyy/mm/dd)
Contact Information		
Last Name or Single Name		Licence Number
Given Name(s)		
Address		
Suite/Unit Number	Street Number	Street Name
Municipality		Postal Code
Province		
Telephone Number	Email Address	

The report must be done in accordance with generally accepted auditing standards and must:

- set out the scope of the examination
- provide an opinion as to the completeness and accuracy of the financial statement and whether it is free of material misstatement

Report is attached

Personal information, if any, collected on this form is obtained under the authority of sections 88.25 and 95 of the *Municipal Elections Act, 1996*. Under section 88 of the *Municipal Elections Act, 1996* (and despite anything in the *Municipal Freedom of Information and Protection of Privacy Act*) documents and materials filed with or prepared by the clerk or any other election official under the *Municipal Elections Act, 1996* are public records and, until their destruction, may be inspected by any person at the clerk's office at a time when the office is open. Campaign financial statements shall also be made available by the clerk in an electronic format free of charge upon request.

Instructions

This form must be completed by any candidate or registered third party who has:

- incurred costs related to a compliance audit, after the supplementary filing period has passed; and
- applied for the return of their surplus funds from the clerk in order to defray those costs.

Any surplus funds remaining when the costs have been defrayed shall be immediately paid to the clerk who was responsible for the conduct of the election.

A new form must be completed and filed with the clerk 90 days after the surplus was returned to the candidate or third party advertiser, and every 90 days thereafter, until:

- the costs are defrayed and any remaining surplus has been paid to the clerk, or
- there is no surplus remaining.

For the reporting period from	YYYY	MM	DD	to	YYYY	MM	DD
--------------------------------------	------	----	----	----	------	----	----

Box A: Name of Candidate and Office

Candidate's name as shown on ballot	
Last Name or Single Name	Given Name(s)
Office for Which the Candidate Sought Election	Ward Name or Number (if any)
Municipality	

Box B: Name of Registered Third Party

Name of Registered Third Party	Municipality
Official Representative (if trade union or corporation)	
Last Name or Single Name	Given Name(s)

Box C: Summary of Expenses

Surplus at Start of Reporting Period	\$	(A)
Expenses related to compliance audit (provide full details)		
1. _____	+ \$	
2. _____	+ \$	
3. _____	+ \$	
4. _____	+ \$	
5. _____	+ \$	
Total Expenses	= \$	(B)
Surplus Remaining (A) – (B)	= \$	
Amount Paid to Clerk (if applicable)	\$	

Box D: Declaration

I, _____, declare that to the best of my knowledge and belief that these financial statements and attached supporting schedules are true and correct.

Signature of Candidate or Registered Third Party (or Official Representative)

Date (yyyy/mm/dd)

Time Filed	Date Filed (yyyy/mm/dd)	Signature of Clerk or Designate

Instructions

- To be completed and filed with the clerk by a candidate or registered third party requesting an extension of the campaign period due to a deficit.
- This notice must be filed on or before December 31 in the year of a regular election and 45 days after voting day in the case of a by-election.

Box A: Name of Candidate and Office

Name of Candidate

Last Name or Single Name

Given Name(s)

Office for Which the Candidate Sought Election

Ward Name or Number (if any)

Municipality

Box B: Name of Registered Third Party

Name of Registered Third Party

Municipality

Official Representative (if trade union or corporation)

Last Name or Single Name

Given Name(s)

Box C: Declaration

I, _____, hereby give notice and declare to the clerk that I (or the registered third party that I represent) have a deficit and wish the campaign period to be extended in accordance with section 88.24.

Signature of Candidate or Registered Third Party (or Official Representative)

Date (yyyy/mm/dd)

Time Filed

Date Filed (yyyy/mm/dd)

Signature of Clerk or Designate

Bank Account Form 2026 Municipal and School Board Election

Election Bank Account

Section 88.22 of the Municipal Elections Act, 1996 as amended states that:

Duties of candidate

88.22 (1) A candidate shall ensure that,

(a) no contributions of money are accepted, or expenses are incurred unless one or more campaign accounts are first opened at a financial institution exclusively for the purposes of the election campaign.

As such, you must open a bank account if you accept any contributions (including contributions of money from yourself) or incur any expenses. All contributions (including contributions you make yourself) must be deposited into the campaign bank account. All expenses must be paid from the campaign account.

As per 88.17(1), any loans must be from a bank or recognized lending institution in Ontario, and must be paid directly into the campaign account; loans from family, corporations, or personal credit are not permitted.

Note: Campaign contributions are only permitted from Ontario residents, the candidate, and the candidate's spouse. Corporations and trade unions are not permitted to make contributions to candidates. This includes contributions of money, goods and services, or any special discounts on goods and services.

The nomination fee is considered to be a personal expense – not a campaign expense. If, after you pay the nomination fee, you do not spend any money on your campaign, and do not accept any contributions, you do not have to open a bank account.

In accordance with the Municipal Elections Act, 1996, as amended, I understand that I must have an election campaign bank account open if I accept contributions or incur expenses and will provide the Clerk with written proof of the existence of such bank account prior to the close of nomination day, August 21, 2026 at 2:00 p.m. I understand that failure to provide the Clerk with sufficient written proof of the existence of an election bank account, prior to 2:00 p.m. on August 21, 2026 may result in my nomination being rejected. Sufficient written proof shall include the bank account number and opening balance on documentation provided by the financial institution.

I will not accept contributions of money or incur expenses in accordance with the Municipal Elections Act, 1996 as amended and, as a result, will not be opening an election campaign bank account. If this changes I will provide the Clerk with written proof of the existence of such bank account prior to the close of nomination day, August 21, 2026 at 2:00 p.m.

Candidate's Name (please print)

Candidate's Signature

Date

Personal information on this form is collected under the authority of the Municipal Elections Act, 1996, and will be used for authorizing candidate information to be placed on the Township of East Zorra-Tavistock's website. Questions about this collection of personal information should be directed to the Clerk, PO Box 100, 89 Loveys Street, Hickson ON, N0J 1L0.

Notice of Filing Requirements and Penalties Related for Campaign Finances 2026 Municipal Election

All candidates must retain this copy, sign the acknowledgement page, and return the acknowledgement page to the Township's Clerk before the candidate's nomination will be certified.

In accordance with the *Municipal Elections Act, 1996* as amended, every candidate is required to file a financial statement.

Section 33.1 of the Municipal Act states that the Clerk shall, before voting day, give to each person nominated for office notice of:

- a. the penalties under subsection 88.23(2) and 92(1) related to the election campaign finances; and
- b. the refund of the nomination filing fee that the candidate is entitled to receive in the circumstances described in section 34.

Section 88.25(9) of the Municipal Act states that at least 30 days before the filing date, the Clerk shall give notice of the following matters to every candidate whose nomination was filed with him or her.

1. All the filing requirements of this section.
2. The candidate's entitlement to receive a refund of the nomination filing fee is he or she meets the requirements of section 34.
3. The penalties set out in subsection 88.23(2) and 92(1).

Filing Requirements

88.30(1) Filing Date

The filing date for documents that are to be filed under section 88.25 is the last Friday in March following the election (March 30, 2027).

88.25(1) Candidates' financial statements, etc.

On or before 2 p.m. on the filing date, a candidate shall file with the Clerk with whom the nomination was filed a financial statement and auditor's report, each in the prescribed form, reflecting the candidate's election campaign finances,

- a. in the case of a regular election, as of December 31 in the year of the election. (January 4, 2027)

88.25(2) Same

If a candidate's election campaign period ends as described in paragraph 3 of subsection 88.24 (1), the financial statement and auditor's report must reflect the candidate's election campaign finances as of the day the election campaign period ended.

88.25(3) Error in financial statement

If an error is identified in a filed financial statement, the candidate may withdraw the statement and, at the same time, file a corrected financial statement and auditor's report on or before the applicable filing date under section 88.30.

88.25(4) Supplementary financial statement and auditor's report

If the candidate's election campaign period continues during all or part of the supplementary reporting period, the candidate shall, before 2 p.m. on the supplementary filing date, file a supplementary financial statement and auditor's report for the supplementary reporting period.

88.25(5) Same

If a candidate's election campaign period ends as described in paragraph 3 of subsection 88.24 (1) and the election campaign period continued during all or part of the supplementary reporting period, the candidate shall, before 2:00 p.m. on the supplementary filing date, file a supplementary financial statement and auditor's report for the period commencing on the day the candidate's election campaign period ends and including the six-month period following the year of the election.

88.25(6) Supplementary report

A supplementary financial statement or auditor's report shall include all the information contained in the initial statement or report filed under subsection (1), updated to reflect the changes to the candidate's campaign finances during the supplementary reporting period.

88.25(7) Auditor

An auditor's report shall be prepared by an auditor licensed under the Public Accounting Act, 2004.

88.25(8) Exception re auditor's report

No auditor's report is required if the total contributions received and total expenses incurred in the election campaign up to the end of the relevant period are each equal to or less than \$10,000.

88.25(11) Electronic filing

The clerk may provide for electronic filing under this section and may establish conditions and limits with respect to electronic filing.

88.25(12) Documents filed after filing date

If the documents required to be filed under this section are not filed by 2 p.m. on the day that is 30 days after the applicable day for filing the documents, the clerk shall accept the documents only for the purpose of making the documents available under subsection 88 (9.1).

Penalties

88.23 (1) Effect of default by candidate

A candidate is subject to the penalties listed in subsection (2), in addition to any other penalty that may be imposed under this Act,

- a. if the candidate fails to file a document as required under section 88.25 or 88.32 by the relevant date;
- b. if a document filed under section 88.25 shows on its face a surplus, as described in section 88.31, and the candidate fails to pay the amount required by subsection 88.31 (4) to the clerk by the relevant date;
- c. if a document filed under section 88.25 shows on its face that the candidate has incurred expenses exceeding what is permitted under section 88.20; or
- d. if a document filed under section 88.32 shows on its face a surplus and the candidate fails to pay the amount required by that section by the relevant date.

88.23(2) Penalties

Subject to subsection (7), in the case of a default described in subsection (1),

- a. the candidate forfeits any office to which he or she was elected and the office is deemed to be vacant; and
- b. until the next regular election has taken place, the candidate is ineligible to be elected or appointed to any office to which this Act applies.

92(1) Offences by candidate

A candidate is guilty of an offence and, on conviction, in addition to any other penalty that may be imposed under this Act, is subject to the penalties described in subsection 88.23 (2),

- a. if the candidate incurs expenses that exceed the amount determined for the office under section 88.20; or
- b. if the candidate files a document under section 88.25 or 88.32 that is incorrect or otherwise does not comply with that section.

Compliance Audit of Candidate's Campaign Finances

88.33(1) Application by elector

An elector who is entitled to vote in an election and believes on reasonable grounds that a candidate has contravened a provision of this Act relating to election campaign finances may apply for a compliance audit of the candidate's election campaign finances, even if the candidate has not filed a financial statement under section 88.25.

88.33(10) Appointment of auditor

If the committee decides under subsection (7) to grant the application, it shall appoint an auditor to conduct a compliance audit of the candidate's election campaign finances.

88.33 (12) Duty of auditor

The auditor shall promptly conduct an audit of the candidate's election campaign finances to determine whether he or she has complied with the provisions of this Act relating to election campaign finances and shall prepare a report outlining any apparent contravention by the candidate.

88.33(15) Powers of auditor

For the purpose of the audit, the auditor,

- a. is entitled to have access, at all reasonable hours, to all relevant books, papers, documents or things of the candidate and of the municipality or local board; and
- b. has the powers set out in section 33 of the Public Inquiries Act, 2009 and section 33 applies to the audit.

88.33(17) Decision

The committee shall consider the report within 30 days after receiving it and, if the report concludes that the candidate appears to have contravened a provision of the Act relating to election campaign finances, the committee shall decide whether to commence a legal proceeding against the candidate for the apparent contravention.

Refund

34 Refund

A candidate is entitled to receive a refund of the nomination filing fee if the documents required under subsection 88.25 (1) are filed on or before 2:00 p.m. on the filing date in accordance with that subsection.

Notice is hereby given in accordance with the provisions of the Municipal Act, 1996.

The prescribed Financial Statement – Auditor’s Report Candidate - Form 4 is included in this Candidate Information and Nomination Package for review.

I hereby acknowledge the receipt of the notice of filing requirements and penalties related to campaign finances in accordance with Section 33.1 and 88.25 (9) of the Municipal Election Act, 1996 as amended.

Candidate’s Name (please print)

Candidate’s Signature

Date



Voters List Request Form 2026 Municipal and School Board Election

In accordance with Section 23(4) of the Municipal Elections Act, 1996, (MEA), upon written request by a certified candidate (by submitting this completed form), on or after September 30, 2026, the Municipal Clerk shall provide each certified candidate with an copy of the 2026 East Zorra-Tavistock Municipal Election Voters' List containing the names of the electors who are entitled to vote for that office.

To be completed by certified candidates requesting a copy of the Township of East Zorra-Tavistock Voters' List.

Candidate Name	
Nominated Office	
Ward (if applicable)	
Agent Name (if applicable)	

1. I the undersigned, that according to the provisions of the Municipal Elections Act, myself, or any other person action on my behalf, shall only use the voters' list for election purposes and that the voters' list cannot be published, posted, or made available to the public in any manner.
2. I will follow the restrictions set out in the Municipal Elections Act, 1996, for handling the Voters' List.
3. I will manage, control, and safeguard the Voters' List throughout my campaign. This includes maintaining an accurate record of every individual with whom the Voters' List is shared and the format in which it is provided. I will ensure that all copies of the Voters' List are securely handled and are used only for electoral purposes.
4. I further acknowledge and agree that I will not retain any copy of the Voters' List after my campaign has ended. On or before the day my campaign ends, I will:
 - a. Permanently destroy the copy of the Voters' List that I received from the Clerk;
 - b. Retrieve and permanently destroy all physical (paper) copies of the Voters' List that I shared with others; and
 - c. Ensure that all electronic copies of the Voters' List provided to others have been permanently destroyed, and that I have received and retained written acknowledgements from each recipient confirming such destruction.

5. I will only share the Voters' List with others (such as campaign workers) after obtaining a written acknowledgement from each person to whom the Voters' List is provided. Each written acknowledgement must confirm that the individual is:
- a. Will use the Voters' List solely for electoral purposes, and not for commercial purposes or non-electoral purposes;
 - b. Will not share or distribute the Voters' List, in whole or in part, to any other person;
 - c. Will return any physical (paper) copy of the Voters' List to me upon request or upon completion of its use; and,
 - d. Will permanently destroy any electronic copy of the Voters' List and provide me with written confirmation that the electronic copy has been destroyed.
6. I will immediately notify the Clerk of any loss, breach, or suspected misuse, and understand that my access may be suspended or revoked.

I do not wish to receive a copy of the Voters' List containing the names of the electors who are entitled to vote for the office for which I am a candidate

OR

I request a copy of the Voters' List containing the names of the electors who are entitled to vote for the office for which I am a candidate. I would like the list provided in the following format:

Electronic Format Paper Format

Candidate Signature

Date

Personal information on this form is collected under the authority of the Municipal Elections Act, 1996, and will be used for authorizing candidate information to be placed on the Township of East Zorra-Tavistock's website. Questions about this collection of personal information should be directed to the Clerk, PO Box 100, 89 Loveys Street, Hickson ON, N0J 1L0.

Declaration of Qualifications for Municipal Council Candidates 2026 Municipal and School Board Election

I, _____, candidate for the office of: _____
(Candidate Name, please print) (list office)

Do solemnly declare that:

1. I am qualified pursuant to the Municipal Elections Act, 1996 and the Municipal Act, 2001 to be elected to and to hold the office identified above.
2. Without limiting the generality of paragraph 1:
 - I am at least eighteen (18) years of age,
 - I am a Canadian citizen,
 - I am a resident of the Township of East Zorra-Tavistock, or the owner or tenant of land in the Township of East Zorra-Tavistock or the spouse of such owner or tenant.
3. I am not ineligible or disqualified under the Municipal Elections Act, 1996, the Municipal Act, 2001, the Municipal Conflict of Interest Act, 1990 or any other Act to be elected to or hold the above-mentioned office.
4. I am not employed by the Township of East Zorra-Tavistock. If I am employed by the Township of East Zorra-Tavistock, I confirm that I have taken an unpaid leave of absence in accordance with section 30 of the Municipal Elections Act, 1996, effective before filing my nomination and continuing as required by law.
5. I am not a Clerk, Treasurer, Integrity Commissioner, Auditor General, Ombudsman, Registrar for lobbying matters, or Closed Meeting Investigator for the Township of East Zorra-Tavistock.
6. I am not a judge of any court.
7. I am not a member of the Assembly as provided in the Legislative Assembly Act or of the Senate or House of Commons of Canada or, if I am such a person, I will provide proof of my resignation in a form satisfactory to the Clerk of the Township of East Zorra-Tavistock prior to 2:00 p.m. on nomination day, August 21, 2026. I understand that the Clerk of the Township of East Zorra-Tavistock will reject my nomination for the above-mentioned office if I fail to provide proof of resignation by this deadline.
8. I am not a public servant within the meaning of the Public Service of Ontario Act, 2006 or I have acted in accordance with Part V of the Public Service of Ontario Act, 2006 and any regulations made under that Part.

9. I am not a member of the Executive Council of Ontario or a federal Minister of the Crown. If I am or was such a person, I confirm that I have resigned from Cabinet prior to filing this nomination, as required by the 2026 Candidates' Guide — Ontario Municipal Council and School Board Elections.
10. I am not prohibited from voting in the Municipal and School Board election under subsection 17(3) of the Municipal Elections Act, 1996, and I am not:
- A person who is serving a sentence of imprisonment in a penal or correctional institution.
 - A person who was convicted of a corrupt practice described in subsection 90(3) of the Municipal Elections Act, 1996, if October 26, 2026, is less than five years after voting day in the election in respect of which I was convicted.
11. I have not been nominated for another office, and I understand that I may only be nominated for one office for the 2026 Municipal and School Board Election for which the Municipal Elections Act, 1996 applies.
12. I am not disqualified from being elected to or holding office by reason of any violations of the election campaign financial requirements or for not filing the financial statement under the Municipal Elections Act, 1996.
13. I was not convicted of a corrupt practice under the Municipal Elections Act, 1996 or of an offence under the Criminal Code (Canada), in connection with an act or omission with respect to a municipal or school board election in which two regular elections have taken place after the election to which the offence relates.
14. I am not registered as a registered third party advertiser in any municipality for the 2026 Municipal and School Board Election.

AND I make this solemn Declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.

Candidate's Name (please print)

Declared before me at the Township of East Zorra-Tavistock
this ____ day of _____, 2026.

Signature of Candidate

Signature of Clerk or designate

Certificate of Maximum Expenses and Maximum Contributions to a Candidate's Own Election Campaign 2026 Municipal Election

All candidates must retain this document, sign its acknowledgment page, and return the acknowledgment page to the Town Clerk's Office before the candidate's nomination will be certified.

Section 88.9.1 of the Municipal Elections Act states "a candidate for an office on a council and his or her spouse shall not make contributions to the candidate's own election campaign that, combined, exceed an amount calculated in accordance with that section". This limit does not apply to school board trustee candidates.

Section 88.20 (6) of the Municipal Elections Act states that during the period that begins on the day a candidate is nominated under section 33 and ends on voting day, his or her expenses shall not exceed an amount calculated in accordance with the prescribed formula. This amount does not apply to expenses described in Paragraphs 3 and 5 to 9 of subsection 88.19 (3) listed on page 2.

In accordance with the requirements of section 33.0.1 and 33.0.2 of the Municipal Elections Act, 1996 as amended, I hereby certify that the preliminary calculation of the maximum amounts described in section 88.9.1 and 88.20 (6) are as follows:

Mayor

Maximum Contributions to a Candidate's Own Campaign (88.9.1(1)(a))	\$8,654.20
Maximum Campaign Expense Limit (O.Reg. 101/97)	\$12,405.35

Deputy Mayor

Maximum Contributions to a Candidate's Own Campaign (88.9.1(1)(a))	\$6,154.20
Maximum Campaign Expense Limit (O.Reg. 101/97)	\$9,905.35

Councillor – Ward 1

Maximum Contributions to a Candidate's Own Campaign (88.9.1(1)(a))	\$5,483.60
Maximum Campaign Expense Limit (O.Reg. 101/97)	\$7,055.30

Councillor – Ward 2

Maximum Contributions to a Candidate's Own Campaign (88.9.1(1)(a))	\$5,234.20
Maximum Campaign Expense Limit (O.Reg. 101/97)	\$5,995.35

Councillor – Ward 3

Maximum Contributions to a Candidate's Own Campaign (88.9.1(1)(a))	\$5,436.40
Maximum Campaign Expense Limit (O.Reg. 101/97)	\$6,854.70

The number of electors used for the final calculation of contribution and spending limits will be the greater of the number determined from the voters' list from the 2022 election as it existed on September 15, 2022, or the number determined from the voters' list for the 2026 election as it exists on September 20, 2026. The contribution and expense limits using the 2022 information have been included in this certificate. The Clerk will provide a "final" maximum contribution and spending limit calculation using the number of voters eligible to vote in the 2026 election (if the number of eligible voters is greater than that of 2022) to each certified candidate on or before September 30, 2026.

A certificate of the applicable maximum amounts is hereby given in accordance with the provisions of the *Municipal Elections Act, 1996*.

Meaghan Vader, Clerk/Returning Officer

Expenses

Section 88.19 (3) of the Municipal Elections Act states that: (3) without restricting the generality of subsections (1) and (2), the following amounts are expenses:

1. The replacement value of goods retained by the person, individual, corporation or trade union from any previous election in the municipality and used in the current election.
2. The value of contributions of goods and services.
3. Audit and accounting fees.
4. Interest on loans under section 88.17.
5. The cost of holding fund-raising functions.
6. The cost of holding parties and making other expressions of appreciation after the close of voting.
7. For a candidate, expenses relating to a recount or a proceeding under section 83 (controversed elections).
8. Expenses relating to a compliance audit.
9. Expenses that are incurred by a candidate with a disability or a registered third party who is an individual with a disability, are directly related to the disability, and would not have been incurred but for the election to which the expenses relate.
10. The cost of election campaign advertisements (within the meaning of section 88.3) or third party advertisements, as the case may be.

Candidate's Name (please print)

Date

Candidate's Signature



Consent to Release Information
2026 Municipal and School Board Election
(Municipal Freedom of Information and Protection of Privacy Act)

Personal information on the Nomination Paper – Form 1 is collected under the authority of the Municipal Elections Act and will be used to assist the Clerk in the administration of the 2026 Municipal Election. Questions regarding the collection of this information should be forwarded to the Clerk, PO Box 100, 89 Loveys Street, Hickson ON, N0J 1L0 (519) 462-2697.

Name of Candidate: _____

Candidate for the office of:

- Mayor
- Deputy Mayor
- Councillor

I the undersigned, acknowledge that the Nomination Paper – Form 1 that I have filed with the Clerk contains personal information and I am aware that the document is a public record under the Municipal Elections Act, 1996 and may be inspected by any person.

I further acknowledge that the Township of East Zorra-Tavistock’s website will include a list of all candidates, the office for which they are running and their qualifying address. I request the following additional contact information to also be posted:

- Campaign Phone Number _____
- Campaign Email _____

** I understand that I may not incur any campaign expenses (including costs incurred to establish a dedicated campaign email address and/or phone number, where relevant), until the date my nomination is filed.*

Candidate Signature

Date

Personal information on this form is collected under the authority of the Municipal Elections Act, 1996, and will be used for authorizing candidate information to be placed on the Township of East Zorra-Tavistock’s website. Questions about this collection of personal information should be directed to the Clerk, PO Box 100, 89 Loveys Street, Hickson ON, N0J 1L0.

Acknowledgements and Confirmations 2026 Municipal and School Board Election

I, _____, acknowledge my responsibilities as a candidate in the 2026 municipal election in accordance with the *Municipal Elections Act, 1996*, as amended, by initialing each item below and signing this document.

1. Election Campaign Bank Account Interview (EL04)

That I must have an election campaign bank account opened at a financial institution exclusively for the purposes of the election campaign if I accept contributions or incur expenses, and that I have received the Election Campaign Bank Account Overview document (form EL-05) from the Clerk or their designate.

2. Notice of Filing Requirements and Penalties Related to Campaign Finances (EL05)

That every candidate is required to file a financial statement, and I have received the notice of filing requirements and penalties related to campaign finances (form EL-06) in accordance with Section 33.1 and 88.25 (9) of the Municipal Election Act, 1996, as amended, from the Clerk or their designate.

3. Certificate of Maximum Expenses and Maximum Contributions to a Candidate's Own Election Campaign (EL37)

That, in accordance with the requirements of section 33.0.1 and 33.0.2 of the Municipal Elections Act, 1996 as amended, I have received the maximum amounts described in section 88.9.1 and 88.20 (6) of the Municipal Election Act, 1996, as amended (form EL-07), from the Clerk or their designate.

4. Financial Statement Filing Requirements (Form 4)

That I shall file by March 30, 2027, a financial statement and auditor's report in accordance with section 88.25 of the Municipal Elections Act.

5. Election Sign Acknowledgement

That I have reviewed and understand the Township's election sign requirements and applicable Oxford County guidelines, and will ensure that all election signs placed by myself or my campaign comply with these requirements, including proper placement, safety (visibility), permitted locations, content identification, and required removal timelines.

Candidate Signature

Date

April 14, 2026

Attention: Candidates for 2026 Municipal Election

Re: Election Signs on Oxford County Road Allowances/Facilities/Properties

Candidates in the upcoming municipal election are asked to adhere to the following requirements with respect to placement of election signs or any other election advertising material within Oxford County road allowances and on County owned property.

Placement of election signage is not permitted as follows:

- In proximity to intersections where sign would pose a safety hazard by obstructing Driver sightlines
- In the median portion of Oxford Road 2, east of Oxford Road 4, in Woodstock
- On the grounds of County owned facilities/property

All election signs and any other election advertising must clearly identify the candidate or third party advertiser and shall not incorporate flashing lights or animation.

Placement of election signage that does not adhere to the requirements above or is deemed to cause visibility problems and/or constitute a hazard will be removed and the candidate may be invoiced for the costs. Any signs that are removed may be picked up at a County or Area Municipality facility; locations will be available upon request.

Please remove all election signs by no later than October 30, 2026.

If you have questions or comments, please contact Oxford County at 519 539-9800.

Yours truly,



Melissa Abercrombie, P.Eng., PMP
Director of Public Works

Cc Frank Gross, Senior Manager of Transportation and Waste Management Services
Cc Shawn Vanacker, Supervisor of Road Operations
Cc Shannon Noonan, Supervisor of Traffic Management

**THE CORPORATION OF THE
TOWNSHIP OF EAST ZORRA-TAVISTOCK
COUNTY OF OXFORD
BY-LAW #2026 - 13**

A by-law to manage and regulate election signs in the Township of East Zorra-Tavistock.

WHEREAS subsection 5(3) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides that a municipal power shall be exercised by by-law;

WHEREAS subsection 11(3), paragraph 1 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended authorizes The Corporation of the Township of East Zorra-Tavistock to pass by-laws respecting highways over which it has jurisdiction; and,

WHEREAS subsection 11(3), paragraph 7 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended authorizes The Corporation of the Township of East Zorra-Tavistock to pass by-laws respecting signs; and,

AND WHEREAS Section 88.2 of the Municipal Elections Act, 1996, as amended, outlines provisions for the permitting of posting election signage;

AND WHEREAS the Council of the Corporation of the Township of East Zorra-Tavistock deems it necessary to have an Election Sign By-law for the Township of East Zorra-Tavistock;

NOW THEREFORE COUNCIL OF THE TOWNSHIP OF EAST ZORRA-TAVISTOCK ENACTS AS FOLLOWS:

Short Title

This By-law may be cited as the 'Election Sign By-law'

Section 1 – Definitions

1.1 In this By-law:

“Billboard” means an outdoor sign erected and maintained by a person responsible for a business, or corporation engaged in the sale or rental of the space on the billboard to a Candidate or Registered Third Party for the purposes of advertising, promoting,

opposing, or taking a position with respect to:

- (a) any Candidate or political party in an election under the Canada Elections Act, the Election Act (Ontario) or the Municipal Elections Act, 1996 as amended;
- (b) an issue associated with a person or political party in an election under the Canada Elections Act, the Election Act (Ontario) or the Municipal Elections Act, 1996 as amended; or
- (c) a question, law or by-law submitted to the electors under the Canada Elections Act, the Election Act (Ontario) or the Municipal Elections Act, 1996 as amended;

“Boulevard” means all parts of the Road Allowance, excluding any Roadway or Sidewalk.

"Candidate" shall have the same meaning as in the Canada Elections Act, the Election Act (Ontario) or the Municipal Elections Act, 1996, as applicable, and shall be deemed to include a person seeking to influence other persons to vote for or against any question or by-law submitted to the electors under section 8 of the Municipal Elections Act, 1996;

“Election” means a federal or provincial election or by-election, a municipal election, or by-election, a school board election or by-election, a federal, provincial or municipal referendum and any question submitted to the electors by a federal, provincial, or municipal government.

"Election Sign" shall mean any sign:

- (a) Advertising or promoting a candidate in a federal, provincial or municipal elections or by-election;
- (b) That uses words, pictures or graphics or any combination thereof intended to influence person to vote for or against any question or by-law submitted to the electors under Section 8 of the Municipal Elections Act, 1996.

"Highway" shall have the same meaning as the Highway Traffic Act, RSO 1990, c. H. and includes a common and public highway, street, parkway, driveway, square, place, bridge, viaduct, or trestle, any part of which is intended for, or used by the general public for the passage of vehicles and includes the area between the lateral property lines thereof.

"Mobile Sign" shall mean any sign mounted on a trailer or other freestanding structure, which is designed in such a matter so as to facilitate its movement from place to place, but does not include a sign attached to a motorized vehicle where the principle use of the vehicle is transportation of people, goods or other materials.

"Municipal Law Enforcement Officer" shall mean a person appointed by the Council of The Corporation of Township of East Zorra-Tavistock for the purposes of enforcing Township bylaws and for the purposes of this by-law shall include the Ontario Provincial Police.

"Owner" shall mean the registered owner of a property or his/her agent and, in the case of a condominium, shall mean the corporation or a person authorized to act on behalf of the corporation.

"Portable Sign" shall mean a temporary advertising device and includes any and all signs constructed so as to be readily moved or transported whether or not the sign is fixed to the ground, mounted on a vehicle or affixed to a freestanding structure but does not include a Sandwich Board Sign or Pedestal Sign.

"Public Property" shall mean property owned by or under the control of East Zorra-Tavistock or any of its agencies, boards or commissions, including public highways, and shall be deemed to include Public Utility Poles, regardless of whether the poles are owned by or under the control of the Township.

"Public Utility Pole" shall mean a pole owned or controlled by an entity which provides a municipal or public utility service, including the Township, Bell Canada, Hydro and any subsidiaries thereof.

"Third Party Advertiser" shall mean:

(a) in the case of a federal or provincial election, a person, entity or group, other than a registered party, registered association, candidate or nomination contestant, that conducts election advertising.

(b) In the case of the Township of East Zorra-Tavistock municipal election, an individual, corporation or trade union that is a registered third party pursuant to section 88.6 of the Municipal Elections Act, 1996, as amended.

"Vehicle Election Sign" shall mean an election sign as defined in Section 1.2 which is displayed on a vehicle and includes a sign painted or otherwise exhibited on a vehicle or a sign displayed on shrink wrapping placed over a vehicle.

"Visibility Triangle" shall mean a triangular area formed within a lot by:

(a) intersecting streets and a straight line connecting them 9.0 m (29.5 ft.) from their point of intersection;

(b) the intersection of a street and any portion of a driveway within 5.0 m (16.4 ft.) of property line and a straight line connecting them 5.0 m (16.4 ft.) from their point of intersection; or

(c) the intersection of an alley and a street, or two alleys and a straight line connecting them 5.0m (16.4 ft.) from their point of intersection.

"Voting Place" shall mean a place where electors cast their ballots and:

(a) When a Voting Place is located on Public Property, includes all of the area enclosed by the lot lines of the Public Property and any Highway abutting; or

(b) When a Voting Place is located on Private Property, includes all of the common elements of the Private Property and any Highway immediately abutting.

Section 2 – General Provisions

- 2.1 No person shall Place or permit to be Placed an Election Sign except in accordance with this by-law.
- 2.2 With the exception of a billboard sign and an election sign on vehicles, no person shall place or permit to be placed an election sign that:
- i. Has a greater sign area than 3 square metres (32 square feet)
 - ii. Has a sign height greater than 2.13 metres (7 feet)
- 2.3 No Person or Candidate shall Candidate shall erect, attach, place or display any Election Sign or permit to be erected, attached, placed or displayed any Election Sign:
- i. on or overhanging Public Property, including a Township Park or a facility that is owned or operated by the Township;
 - ii. which include electronic display that incorporates in any manner any flashing or moving illumination which varies in intensity or which varies in colour and signs which have any visible moving parts or visible mechanical movement of any description;
 - iii. on any Official Sign or Official Sign structure;
 - iv. in a location that would, by reason of size, location, or illumination, obstruct the vision of drivers or pedestrians, or obstruct or detract from the visibility or effectiveness of any traffic sign or control device on public streets and roads or which are located in a sight triangle;
 - v. which make use of words such as "STOP", "LOOK", "ONE WAY", "DANGER", "YIELD", or any similar words, phrases, symbols, lights or characters in such manner as to tend to interfere with, mislead, or confuse traffic;
 - vi. on a tree, stone or other natural object;
 - vii. without Ontario One Call approval, where applicable;
 - viii. in a location where the Election Sign:
 - a. obstructs or impedes any required fire escape, fire exit, door, window etc., or so as to prevent or impede access of firefighters to any part of a building;
 - b. constitutes a danger or hazard to the general public.
- 2.4 No Person to whom the Election Sign relates, shall erect, attach, place or display or permit to be erected, attached, placed or displayed any Election Sign not in compliance with the requirements of this By-law.
- 2.5 No Person shall pull down, deface or remove a lawfully erected Election Sign on private property without the consent of the Candidate to whom the sign relates or the Owner of the property on which the Election Sign is erected.

- 2.6 No Person shall erect, attach, place or display or permit to be erected, attached, placed or displayed an Election Sign in such a position that such Election Sign would contravene any other applicable legislation.
- 2.7 No Person shall display the Township of East Zorra-Tavistock logo, crest, trademark or seal, in whole or in part, on any Election Sign.
- 2.8 No Person or Candidate, to whom the Election Sign relates, shall erect, attach, place or display or permit to be erected, attached, placed or displayed any Election Sign on private property without the consent of the owner or occupant of such property.
- 2.9 No Person shall erect, attach, place or display or permit to be erected, attached, placed or displayed any Election Sign except as in accordance with the Ontario Building Code Act, 1992, S.O. 1992, c. 23, as amended.
- 2.10 No person shall hinder or obstruct, or attempt to hinder or obstruct, any Municipal Law Enforcement Officer or Infrastructure & Community Services Employee while exercising any power or performing any duty under this By-law.
- 2.11 No Person shall erect, attach, place or display or permit to be erected, attached or displayed an Election Sign on any Public Property, with the exception of a Highway, pursuant to the provisions of Section 2.2 of this By-law

Section 3 – Election Sign Placement Timing

- 3.1 No person shall place or permit to be placed an election sign for a federal or provincial election or by-election earlier than the day the writ of election or byelection is issued.
- 3.2 No person shall place or permit to be placed an election sign for a municipal election prior to Nomination Day.
- 3.3 Election signs may be erected on campaign offices once the candidate has filed his or her nomination with the Clerk.
- 3.4 Every Person or Candidate, to whom the Election Sign relates, shall remove the Election Sign no later than 72 hours following the Voting Day of the election for which the Election Signs were erected, attached, placed or displayed. For the purpose of this subsection, the Candidate shall be responsible for the removal of his or her Election Signs within the prescribed time frame.

Section 4 – Election Signs on Public Property and Highways

- 4.1 No person shall place or permit to be placed an election sign on public property or in a park.
- 4.2 No person shall place or permit to be placed an election sign that:
- i. is on a roadway;
 - ii. impedes or obstructs the passage of pedestrians on a sidewalk;
 - iii. is less than 10 metres from a roadway on a highway where pedestrians are prohibited;
 - iv. is on a median or island located within the roadway;
 - v. is within a sight triangle;
 - vi. in addition to a sight triangle, any location that would, by reason of size or location, obstruct the vision of drivers or pedestrians, or obstruct or detract from the visibility or effectiveness of any traffic sign or control device or any other sign authorized pursuant to the Sign By-law so as to endanger any person or risk damage to any vehicle.
- 4.3 No person shall place or permit to be placed an election sign on a highway structure.
- 4.4 No person shall damage or foul a highway or any public structure when placing an election sign.
- 4.5 No person shall place or permit to be placed an election sign at a voting place.
- 4.6 No person shall place on or affix to, or permit to be placed on or affixed to a motor vehicle, an election sign, where the motor vehicle is parked at a voting place.
- 4.7 No person shall place or permit to be placed an election sign outside of the ward where that candidate is running for office, except if it is a sign erected at the candidate's campaign office.
- 4.8 Candidate and third party advertisements for those seeking office in a municipality or other jurisdiction other than the Township of East Zorra-Tavistock are not permitted within the geographical limits of the Township.

Section 5 – Removal of Election Signs

- 5.1 The Clerk or a Municipal Law Enforcement Officer may remove any Election Sign erected in contravention of this by-law without notice.
- 5.2 The Township may recover the expense for the removal of an election sign under this By-law from the Owner of such sign, and may commence proceedings against

the Owner to recover such costs.

- 5.3 Election signs removed in accordance with this By-law may be destroyed or otherwise disposed of by the Township without notice and without compensation to any party.
- 5.4 The registered third party, or the candidate, as the case may be, to whom an election sign relates shall be responsible for the erection and display of the election sign and shall ensure that all the requirements of this by-law are met.
- 5.5 Any sign that has been removed by the Township will be stored until one week after the completion of voting on voting day.
- 5.6 Candidates, or an agent on their behalf, can reclaim all removed signs for up to seven (7) days following voting day, during regular office hours.
- 5.7 Any sign that has been removed in accordance with Section 5 and not reclaimed in accordance with section 5.6 may be destroyed or otherwise disposed of by the Township without notice and without compensation to the owner of the sign.
- 5.8 This By-law only regulates election signs located within the jurisdiction of the municipality. Any signs located on a County Road must abide by the County of Oxford Sign By-law or any other applicable Provincial or Federal Statute or Regulation.

Section 6 – Offence and Penalty

- 6.1 Every person who contravenes any provision of this By-law is guilty of an offence and on conviction is liable to a fine as provided for in the Provincial Offences Act, R.S.O. 1990, c. P.33.

Section 7 – Administration

- 7.1 The administration of this By-law is delegated to the Clerk.
- 7.2 The Township of East Zorra-Tavistock shall not be liable for any damage or loss to any signs for the purpose of an election campaign that was displayed in accordance with this By-law or that was removed by an Officer of the Township of East Zorra-Tavistock.
- 7.3 Nothing in this by-law relieves any person of the responsibility for adhering to other applicable laws which regulate signs or for obtaining the approval of the Federal and Provincial governments or agencies thereof as required, or for obtaining the approval of the property owner.
- 7.4 This by-law shall come into force and effect on the day it is passed.

READ A FIRST AND SECOND TIME THIS 15th DAY OF APRIL, 2026.

READ A THIRD AND FINAL TIME AND PASSED THIS 15th DAY OF APRIL, 2026

Phil Schaefer, Mayor

seal

Meaghan Vader, Clerk

