



Township of Douro-Dummer

894 South Street
PO Box 92
Warsaw ON K0L 3A0

www.dourodummer.ca

Clerks Department

Martina Chait-Hartwig,
Clerk/ Election Returning Officer
Ph 705-652-8392 Ext. 210
F 705-652-5044
mchaithartwig@dourodummer.ca

April 27, 2026

Dear Candidate,

Welcome to the 2026 Douro-Dummer Municipal Election

Douro-Dummer Election Officials look forward to assisting you with the election process. It is recommended that you make an appointment with the Clerk/Election Returning Officer to file your nomination papers as this process may take a half hour or more.

Candidates are welcome to drop by the office at any time, however Election Staff would appreciate an advance phone call or email message to let us know what you require so we can have the information available when you come in. We are also happy to respond to any questions you may have by email so you have the information in writing.

General Information / Tips:

- Familiarize yourself with the [Election Information](#) on the Township website.
- Campaign Signs placed on Township and County Roads and on Provincial Highways must comply with applicable regulations. Information about the regulations for each type of highway has been included in the Douro-Dummer Candidate's Guide. 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.
- You are encouraged to read through the Municipal Elections Act, 1996 as amended, and the Candidate, Voter and Third Party Advertising Guides provided by the Ministry of Municipal Affairs and use these Guides as a reference document.
- Nominations must be endorsed by at least 25 persons, and they may endorse more than one nomination. Persons endorsing a nomination must be eligible to vote in an election for an office in the Township of Douro-Dummer, if a regular election was held on the day that the person endorses the nomination. It is recommended that you obtain a few additional signatures in case the eligibility of an elector is challenged. There are enough pages included in the printed nomination package to obtain 30 signatures.

- Prior to 2018, third party advertising was not regulated for municipal and school board elections. Recent changes to the Municipal Elections Act, 1996 created a framework of rules for third party advertising. Third party advertising refers to advertisements or other materials that support, promote or oppose a candidate. Third party in this context is a person or entity who is not a candidate. Please refer to the Third Party Guide on the Ministry Website for further detail.

Please do not sign your Declaration in advance as these forms must be signed in the presence of a Commissioner (Municipal Clerk).

Election Officials are available to provide factual information and guidance, but are not in a position to provide legal advice or interpret legislation on your behalf.

Sincerely,

Martina Chait-Hartwig

Martina Chait-Hartwig
Clerk/Election Returning Officer

Enclosures

Nomination Checklist – May 1, 2026

Candidate: _____

Item	Check or N/A
<ul style="list-style-type: none"> • Form 1 – Nomination – Complete and signed/initialed by Candidate 	
<ul style="list-style-type: none"> • Form 1 – Verify name (first & last) to be used on ballot 	
<ul style="list-style-type: none"> • Form 1 – Verify qualifying address 	
<ul style="list-style-type: none"> • Form 1 – Verify nominated office (Mayor, Ward, etc.) 	
<ul style="list-style-type: none"> • Form 1 – Date and time of filing noted 	
<ul style="list-style-type: none"> • Identification reviewed and copied (candidate and agent) 	
<ul style="list-style-type: none"> • Agent Filing Nomination – Form LC47 – Signed by Candidate together with Intention to Use an Agent for Filing Election Nomination Papers 	
<ul style="list-style-type: none"> • Filing Fee Received (cash, certified cheque, money order, debit) – Keep receipt for file 	
<ul style="list-style-type: none"> • Form 2 – Endorsement of Nominations (25 signatures) 	
<ul style="list-style-type: none"> • Form LC02 – Release of Personal Info – Signed by Candidate 	
<ul style="list-style-type: none"> • Copies of information given to the candidate/agent: <ul style="list-style-type: none"> ▪ Financial Institution Letter – Candidate Version ▪ Preliminary Estimate of Campaign Expenses ▪ Preliminary Estimate of Contributions of Own Campaign ▪ Withdrawal of Nomination – Form EL19 ▪ Notice of Penalties and Refund – Form LC31 ▪ Financial Statement – Auditor’s Report (Form 4) – to be submitted after Campaign Period ▪ Declaration of Proper Use of Voters’ List – Form LC10 ▪ Use of Corporate Resources for Election Purposes Policy ▪ By-law 2021-66 – To Manage and regulate Election Signs and Election Campaign advertisements including Third Party Advertisers ▪ County of Peterborough Brochure – Signs on County Roads ▪ Broadcasters and Publishers Information Sheet – LC55 ▪ 2026 Ministry’s Guide for Candidates ▪ Township Candidates’ Guide 	
<p>Candidate gets copy of: Nomination Form 1 Endorsement Form 2 Receipt for fee paid Consent to Release Personal Info Form LC02</p>	
<p>Signature of Candidate/Agent:</p>	<p>Date:</p>
<p>Signature of RO or DRO:</p>	<p>Date:</p>

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
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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) _____

Save Form

Print Form

Clear Form

Intention to Use an Agent for Filing Election Nomination Papers

Municipal Elections Act, 1996

Date: _____

I _____, give permission to _____, to
(Name of Candidate) (Name of Agent)

file my Nomination Form 1 for the office of _____, in the
(Mayor, Deputy Mayor, Councillor, School Board Trustee)

Township of Selwyn for the _____ Municipal/School Board Election.
(Election Year)

(Candidate's Signature)

Declared before me at the _____ of the _____ this
_____ day of _____ 2026.

Signature for Commissioner of Oath



Commissioner of Oath Stamp

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

- 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.
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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

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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

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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

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Signature_____
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Given Name(s)

Qualifying Address

Suite/Unit Number

Street Number

Street Name

Municipality

Province

Postal Code

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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

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Province

Postal Code

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Signature_____
Date (yyyy/mm/dd)

Instructions

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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

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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)

The Township of Douro-Dummer

2026 Municipal Election

Candidate Consent to Release Personal Information

Candidate's Name (Please Print)

Office

In accordance with the Municipal Freedom of Information and Protection of Privacy Act, as amended, I hereby authorize the Corporation of the Township of Douro-Dummer Election Staff to include on the Township of Douro-Dummer 2026 Election Website and to make available to any persons inquiring with respect to my candidacy for elected office the following information:

Name	
Office	
Home Phone No.	
Business Phone No.	
Fax No.	
Email Address	

I acknowledge that the Municipality is publishing and/or posting this information as a public service and is in no way endorsing me, my candidacy or any position on any issue I may take. I further acknowledge that it is the Candidate's responsibility to inform the Election Returning Officer of any changes to my information above and that other information about me may be made public in accordance with the Municipal Elections Act 1996 or other applicable legislation (example: Form 1 is a public document and may be inspected by the Public)

Signature of Nominated Candidate

Date

Clerk or designate

Personal information on this form is collected under the authority of the Municipal Election Act, 1996 and will be used for authorizing candidate information to be placed on the Township of Douro-Dummer 2026 Municipal Election website or made available to any person for the municipal or school board election. Questions about this collection of personal information should be directed to the Freedom of Information Officer for the Township of Douro-Dummer.



Township of Douro-Dummer

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Clerk's Department

Martina Chait-Hartwig

Clerk/Election Returning Officer

Ph 705-652-8392 Ext. 210

F 705-652-5044

mchaithartwig@dourodummer.ca

April 27, 2026

TO: Financial Institution

RE: Municipal Election Campaign Account

A candidate, running in the 2026 Municipal Election, is required under the Municipal Elections Act, 1996 to open an account exclusively for their campaign (for example: "Campaign for John Doe" or "Jane Doe's Campaign") if they accept any contributions of money or incur any expenses.

The Act does not contain any prohibition against a municipal candidate being a signing officer on the campaign account, nor does it require the candidate to have a chief financial officer, as is the case with provincial and federal candidates.

Section 88.22 (1) (a)-(d) of the Municipal Elections Act, 1996, as amended states:

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;

Should you have any further questions on this matter, please contact the Clerk's Office at 705-652-8392 Ext. 210.

Sincerely,

Martina Chait-Hartwig

Martina Chait-Hartwig,
Clerk/Election Returning Officer



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Clerk's Department

Martina Chait-Hartwig

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Ph 705-652-8392 Ext. 210

F 705-652-5044

mchaithartwig@dourodummer.ca

April 27, 2026

TO: Financial Institution

RE: Municipal Election Campaign Account

A school board trustee candidate running in the 2026 Municipal Election is required under the Municipal Elections Act, 1996 to open an account exclusively for their campaign (for example: "Campaign for John Doe" or "Jane Doe's Campaign") if they accept any contributions of money or incur any expenses.

The Act does not contain any prohibition against a school board trustee candidate being a signing officer on the campaign account, nor does it require the candidate to have a chief financial officer, as is the case with provincial and federal candidates.

Section 88.22 (1) (a)-(d) of the Municipal Elections Act, 1996, as amended states:

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;

Should you have any further questions on this matter, please contact the Clerk's Office at 705-652-8392 Ext. 210.

Sincerely,

Martina Chait-Hartwig

Martina Chait-Hartwig,
Clerk/Election Returning Officer



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mchaithartwig@dourodummer.ca

April 27, 2026

TO: Financial Institution

RE: Municipal Election Campaign Account

A Third Party Advertiser registered in the 2026 Municipal Election is required under the Municipal Elections Act, 1996 to open an account exclusively for their campaign (for example: "Campaign for John Doe" or "Jane Doe's Campaign") if they accept any contributions of money or incur any expenses.

The Act does not contain any prohibition against a Third Party Advertiser being a signing officer on the campaign account, nor does it require the candidate to have a chief financial officer, as is the case with provincial and federal elections.

Section 88.26 (1) (a)-(d) of the Municipal Elections Act, 1996, as amended states:
A candidate shall ensure that,

- (a) no contributions of money are accepted or expenses are incurred in relation to third party advertisements that appear during an election in a municipality 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;

Should you have any further questions on this matter, please contact the Clerk's Office at 705-652-8392 Ext. 210.

Sincerely,

Martina Chait-Hartwig

Martina Chait-Hartwig,
Clerk/Election Returning Officer

2026 Municipal Election

Preliminary Estimate of Maximum Campaign Expenses

Municipal Elections Act, 1996 Section 33.0.1(1)

The following amounts are provided pursuant to Section 33.0.1(1) and 88.20 of the Municipal Elections Act, 1996.

On or before September 30, 2026 each candidate will receive a Final Certificate of Maximum Permitted Expenses pursuant to Section 88.20 (13) of the Municipal Elections Act, 1996. The Clerk's calculations are final and shall be made in accordance with the prescribed formula in Ontario Regulation 101/97.

I hereby certify the estimated maximum amount of permitted expenses for the following offices for the 2026 Municipal Election:

Preliminary Election Spending Limits (Base amount plus \$0.85/elector) - Base Amount Mayor - \$7,500 - Base Amount all other offices - \$5,000		Number of Electors	* Preliminary Maximum
Mayor Candidate	Both Wards	7,230	\$13,645.50
Deputy Mayor Candidate	Both Wards	7,230	\$11,145.50
Councillor at Large Candidate	Both Wards	7,230	\$11,145.50
Douro Ward Candidate	Ward 1	3,195	\$7,715.75
Dummer Ward Candidate	Ward 2	4,035	\$8,429.75

Dated at the Township of Douro-Dummer, in the County of Peterborough this 27th day of April 2026.

Martina Chait-Hartwig

Martina Chait-Hartwig, Clerk and Election Returning Officer

2026 Preliminary Estimate of Maximum Amount of Contributions Own Campaign

Municipal Elections Act, 1996 Section 33.0.2(1)

The following amounts are provided pursuant to Section 33.0.2(1) and 88.9.1 of the Municipal Elections Act, 1996.

On or before September 30, 2026, each candidate will receive a Final Certificate of Maximum Amount of Contributions Own Campaign pursuant to Section 88.9.1 of the Municipal Elections Act, 1996. The Clerk's calculations are final and shall be made in accordance with the prescribed formula in Ontario Regulation 101/97.

I hereby certify the estimated Maximum Amount of Contributions Own Campaign for the following offices for the 2026 Municipal Election:

Preliminary Own Contribution Limits (Base amount plus \$0.20/elector) - Base Amount Mayor - \$7,500 - Base Amount all other offices - \$5,000		Number of Electors	Preliminary Maximum
Mayor Candidate	Both Wards	7,230	\$8,946.00
Deputy Mayor Candidate	Both Wards	7,230	\$6,446.00
Councillor at Large Candidate	Both Wards	7,230	\$6,446.00
Douro Ward Candidate	Ward 1	3,195	\$5,639.00
Dummer Ward Candidate	Ward 2	4,035	\$5,807.00

Dated at the Township of Douro-Dummer, in the County of Peterborough this 27th day of April, 2026.

Martina Chait-Hartwig

Martina Chait-Hartwig, Clerk and Election Returning Officer

Township of Douro-Dummer

Request for Voters' List under Section 23 of the Municipal Elections Act

I, _____, being a certified candidate for office in the 2026 Municipal Election, or otherwise eligible under section 23(3) of the Municipal Elections Act, request a copy of the Voters' List in paper format and/or electronic format.

Electronic Copy Paper Copy*

Signed: _____

Date: _____

*Note: One paper copy will be provided at no cost, additional copies of the Voters' List can be supplied (applicable photocopy fees will apply)

Anyone provided a copy of the Voters' List will be given an interim list of changes by September 30 that contains changes made to the Voters' List up to September 20.

Acknowledgement of Proper Use of Voters' List

I, _____, being a certified candidate for office in the 2026 Municipal Election, or otherwise eligible under section 23(3) of the Act, hereby acknowledge that I will use the Voter's List in accordance with the rules set out in section 23(7) and 23(8) of the Act including:

- Only using the Voters' List for electoral purposes and not commercial ones;
- Only disclosing its contents to others after obtaining written acknowledgment that they are bound by the same restrictions under section 23(8) of the Act;
- Destroying the Voters' List on or before the election campaign period ends and providing written acknowledgement of the destruction to the Township's Clerk;
- Following any other applicable rules and regulations governing the use of the Voters' List.

Signature – Recipient of Voters' List

Date

Signature – Clerk/Designate

Date

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
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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.

Notice of Penalties – Candidate

Municipal Elections Act, 1996 (s.33.1)

To:

**2026 Municipal Candidates
Township of Douro-Dummer**

Take notice that a candidate shall be subject to the penalties listed below, in addition to any other penalty that may be imposed under the *Municipal Elections Act, 1996*:

- a) if the candidate to file documents with the Municipal Clerk 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 Municipal 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.

Take notice that a candidate shall be guilty of an offence and, on conviction, is subject to the penalties listed below, in addition to any other penalty that may be imposed under the *Municipal Elections Act, 1996*:

- 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.

Penalties

In the case of a default described above:

- (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 the Municipal Elections Act applies.

Refund

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

April 29, 2026

Martina Chait-Hartwig

Date

Municipal Clerk or Designate

The Clerk shall, before voting day, give to each person nominated for an office notice of the penalties under subsections 88.23(2) and 92(1) related to election campaign finances and the refund of the nomination filing fee that the candidate is entitled to receive in the circumstances described in section 34.

Withdrawal of Nomination**

Municipal Elections Act, 1996 (s. 36)

I, _____, hereby withdraw my name as a candidate
(Name of Candidate)

for the office of _____.
(Name of Elected Office)

Date

Signature of Candidate

<p>This withdrawal delivered to me at _____ (time)</p> <p>this _____ day of _____, 2026.</p> <p>_____ Municipal Clerk or designate</p>
--

**A person who has been nominated may withdraw their nomination by filing a written withdrawal in the Clerk's office by 2 pm on Nomination Day (August 21, 2026) if the nomination was filed on or before Nomination Day and by 2 pm on August 26, 2026, if the nomination was filed under subsection 33(5).*

+Clerk may require a candidate appear in person, with identification in order to withdraw their nomination. If not, then anytime that a nomination is submitted by someone other than the nominee, the Clerk shall follow up to ensure that the withdrawal was submitted with the nominee's permission.

Broadcasters and Publishers Information Sheet Third Party Advertisers

Municipal Elections Act, 1996 (s.88.5)

There have been recent changes to the **Municipal Election Act, 1996** that broadcasters and publishers should be aware of. Major changes include the introduction of Third Parties (people advertising in support of or in opposition of Candidates or issues/questions on the ballot) and their requirements to provide similar information. This information does not negate the broadcaster or publisher's requirement to adhere to other relevant legislation or other regulatory requirements.

Election Campaign Advertisements

The Act defines an "election campaign advertisement" as an advertisement in any broadcast, print, electronic or other medium that has the purpose of promoting or supporting the election of a candidate.

Candidates

Candidates are people that have filed a Nomination Form with the Township of Douro-Dummer Clerk's Office. Only registered Candidates are able to raise or spend money related to their election campaign. You may ask to see their copy of the Nomination Form.

Candidate Requirements

An election campaign advertisement purchased by or under the direction of a Candidate must identify the Candidate.

The Candidate must also provide the following information to the broadcaster or publisher in writing:

1. The name of the Candidate.
2. The name, business address and telephone number of the individual who deals with the broadcaster or publisher under the direction of the Candidate.

A broadcaster or publisher must not allow the advertisement to appear unless these conditions have been met.

Third Parties

Third Parties are individuals, corporations or trade unions that support or oppose one or a number of Candidates, or a question on the ballot (referendum). Third Parties must file their Registration Form with the Township of Douro-Dummer Clerk's Office in order to advertise to the voters in the municipality. Only certified Third Parties are able to raise or spend money related to their Third Party advertisements. Groups, associations or businesses that are not corporations are not eligible to register as a third party advertiser in municipal elections. You may ask to see the copy of Third Party's Registration Form.

Third Party Requirements

An election campaign advertisement purchased by or under the direction of a registered Third Party must identify:

1. The legal name of the registered Third Party.
2. The municipality where the Third Party is registered.
3. A telephone number, mailing address or email address at which the registered Third Party may be contacted regarding the advertisement.

The representative of the Third Party must also provide the following information to the broadcaster or publisher in writing:

1. The name of the registered Third Party.
2. The name, business address and telephone number of the individual who deals with the broadcaster or publisher under the direction of the registered Third Party.
3. The municipality where the Third Party is registered.

A broadcaster or publisher must not allow the advertisement to appear unless these conditions have been met.

The Municipal Elections Act, 1996 sets out a restricted period for third party advertising. This restricted period runs from May 1 in the year of the election to the close of voting on voting day. For the 2022 election, the restricted period begins on the date the Third Party Advertiser registers (no earlier than May 2, 2022) to the close of voting on October 24, 2022.

The Clerk has legislative authority to request the removal of advertisements from Third Parties that have not registered.

Registering as a Third Party Advertiser in more than one municipality - If a third party advertiser registers in more than one municipality, each of those registrations is considered to be a separate advertising campaign. Once they register, they must keep each advertising campaign separate, and ensure that they follow the rules in each municipality where they are registered:

- The identification required on advertisements must indicate that the third party is registered in that municipality.
- If the third party wants to use the same advertisement in more than one municipality, the separate advertising campaigns can produce a “joint” advertisement. The advertisement would indicate that the third party is registered in both municipalities.

Issues-Based Advertising

Anyone wishing to advertise on an issue that is not about a specific candidate or a question on the ballot (referendum) may continue to do so as any typical advertiser.

Fees

A broadcaster or publisher may not charge a Third Party or Candidate more or less than their normal advertising rate. Unless offered to all Third Parties and/or all Candidates, charging less (or offering free) advertising is deemed to be a contribution.

Records

The broadcaster or publisher of an election campaign advertisement must maintain records containing the following information for a period of **four years** after the date the

advertisement appears and shall permit the public to inspect the records during normal business hours:

1. The information provided to the broadcaster or publisher in writing
2. A copy of the advertisement, or the means of reproducing it for inspection.
3. A statement of the charge made for its appearance.

Further Information on Legislation	Township Contact Information
<p>Please refer directly to Sections 88.3 and 88.5 of the Municipal Elections Act, 1996 for specific details. The legislation is available:</p> <p>Online: Government of Ontario's e-laws website (www.e-laws.gov.on.ca)</p>	<p>Martina Chait-Hartwig – Clerk/Returning Officer 705-652-8392 mchaithartwig@dourodummer.ca</p>

Use of Corporate Resources for Election Purposes Policy

Approved By: Council
Approval Date: April 17, 2018
Effective Date: April 17, 2018
Revision Date: February 3, 2026

Policy Statement

The Municipal Elections Act, 1996, as amended, establishes the election campaign finance rules for candidates running in a municipal election. Section 88(8)(4) prohibits municipalities such as The Corporation of the Township of Douro-Dummer from making campaign contributions.

The Election Finance Act, 1990, as amended, and the Canada Elections Act, 2000, as amended, establish regulations for candidates and parties running in provincial and federal elections. Section 29(1) of the Election Finance Act and Section 363(1) of the Canada Elections Act prohibit a municipal corporation from making campaign contributions to any candidate, political party or constituency association in a provincial or federal election.

As campaign contributions may take the form of money, goods or services, any use of corporate resources for election related purposes, by candidates, third party advertisers or Township staff, is not permitted.

No candidate or registered third party advertiser shall use the facilities, equipment, supplies, services, staff or other resources of the Township for any election campaign or campaign related activities.

Purpose:

This Policy provides direction to candidates, third party advertisers, members of Council and all Township staff on the administration of corporate resources and members' budgets with respect to election related matters. The purpose of this Policy is to clarify that all election candidates at the municipal, provincial and federal level, including Members of Township Council and third party advertisers are required to follow the provisions of the Municipal Elections Act, 1996, as amended, the Election Finance Act, 1990, as amended, the Elections Act, 1990, as amended, and the Canada Elections Act, 2000, as amended, as applicable.

The Policy is intended to:

- Ensure compliance with the Municipal Elections Act, 1996, as amended, the Elections Finance Act, 1990, as amended, and the Canada Elections Act, 2000, as amended, in regard to the role of the Township contributing to a candidate's and/or a registered third party's campaign;
- Ensure that candidates and registered third parties are treated fairly and consistently within the Township;
- Ensure the integrity of the election process is maintained at all times;
- Establish the appropriate uses of resources during an election period, in order to:
 - Protect the interests of Members of Council, candidates, registered third parties, Township staff and The Corporation; and
 - Ensure accountable and transparent practises.

Application:

This Policy is applicable to all municipal candidates (including any acclaimed candidates), Members of Council (including a member who is not seeking re-election), Township of Douro-Dummer staff and registered third parties. This Policy shall be in effect during all municipal election campaign periods, including by-elections. This Policy also applies to acclaimed Members or Members not seeking re-election.

Administration:

This Policy shall be administered/implemented by the Clerk. Procedures may be defined, and amended from time to time, by the Clerk to address the specific implementation of this Policy.

All questions or concerns with respect to this Policy should be directed to the Clerk.

Definitions:

Election Campaign Related Activities and Materials mean any resources used to promote, support or oppose a candidate or a "yes" or "no" vote related to a question on the ballot, including but not limited to literature, banners, posters, pictures, buttons, clothing or other paraphernalia. Activity means any action or event by or on behalf of a candidate, political party, or third party advertiser meant to promote, support or oppose a candidate or a "yes" or "no" vote related to a question on the ballot during the election period. Campaign related activities do not include the appearance of elected officials acting in their capacity of Councillor, School Board Trustee, Member of Provincial Parliament, or Member of Parliament.

Campaign Period means the official campaign period of an election.

- For a municipal election, the campaign period commences on the May 1 of an election year and ends on December 31 of an election year.
- For a provincial or federal election, the election period commences on the day the writ for the election is issued and ends on voting day.
- For a by-election, the period commences the day the by-election is called and ends on voting day.

Candidate means any individual running for an elected office, including Mayor, Councillor, School Board Trustee, Member of Provincial Parliament and/or Member of Parliament or anyone authorised to act on their behalf.

Election related purpose refers to the occurrence of a municipal election or by-election. It also includes any participation in federal and provincial elections that are partisan in nature.

Nomination Day refers to the third Friday in August in a municipal election year, as defined in the Municipal Elections Act, 1996, as amended. In the case of a by-election, nomination day will be announced as legislated.

Third party, third party advertiser or registered third party means an individual, corporation or trade union that promotes, supports or opposes a candidate or a "yes" or "no" vote related to a question on the ballot in accordance with the Municipal Elections Act, 1996, as amended.

Exclusions:

Nothing in this Policy shall preclude a Member of Council from performing their job as a Councillor, nor inhibit them from representing the interests of the constituents who elected them.

References & Related Policies:

- By-law 2020-21, Council Code of Conduct, as amended.
- By-law 2021-66, By-law to Regulate Election Signs.
- Canada Elections Act, 2000, as amended.
- Elections Finance Act, 1990, as amended.
- Municipal Elections Act, 1996, as amended.
- Policy A-14, Township of Douro-Dummer Staff Code of Conduct, as amended.

Consequences of Non-Compliance:

Should a written complaint be received alleging contravention to this Policy, the Clerk or their designate, shall have the delegated authority to investigate it. If a breach of this Policy is confirmed, the person shall be required to personally repay any of the costs associated with the breach.

Review Cycle: This Policy will be reviewed on an as needed basis.

Policy Application

Communications Related Provisions

At no time shall corporate resources and/or Council Member budgets be used to sponsor or produce any election campaign related materials (municipal, provincial and federal).

Members of Council may not encourage or direct Township staff to produce or distribute election campaign related communication material of any form.

Members of Council shall not:

- Create, print, publish, sponsor or distribute any material paid for by township funds that illustrates that a Member of Council, or any other individual, is registered in any election or will be running for office;
- Profile (name or photograph), or make reference to, in any material paid for using township funds, any individual who is registered as a candidate in any election; and/or
- Create, print, publish, sponsor or distribute any material using township funds that makes reference to, or contains the names or photographs, or identifies registered candidates for municipal elections.

In a municipal election year or in the event of a by-election, corporate resources or the Members' budgets are not to be used to sponsor any advertisements, flyers or newsletters from the day prior to Nomination Day up to and including the final voting day.

The following will be discontinued for Members of Council from the day prior to Nomination Day in a municipal election year to Voting Day:

- All forms of advertising, including Township publications;
- All printing, photocopying and distribution, including printing and general distribution of newsletters unless directed and approved by Council; and
- All forums for public engagement that are led and/or organised by the Township such as "Community Coffee and Conversation" and "Lemonade and Listening".

Candidates shall not create, print, publish, sponsor, or distribute any election campaign related materials using Township funds. This prohibition also applies to the use of any Township equipment, facilities, social media or websites, if the access is Township-sponsored/funded.

In any material created, printed, sponsored or distributed by the Township of Douro-Dummer, candidates are not permitted to:

- Illustrate that an individual (either a Member of Council or any other individual) is a candidate registered in any election;
- Identify where they or any other individual will be running for office; or
- Profile or make reference to candidates in any election.

Notwithstanding the above, the minutes of Council and Committee meetings shall be exempt from this Policy.

The Township's logo, crest, coat of arms, slogan, etc. shall not be printed or distributed on any election campaign related materials, or included on any election campaign websites, except in the case of a link to the Township's website to obtain information about the municipal election.

Photographs produced for and owned by the Township of Douro-Dummer shall not be used for any election campaign related purposes.

Photographs taken utilizing Township equipment or sent through Township accounts shall not be used for any election campaign related purposes.

Candidates and third party advertisers are not permitted to engage in election campaign related activities directed at Township employees while those employees are at their workplace or engaged in work for the Township.

When an emergency is declared during the period beginning the day prior to Nomination Day up to and including final voting day, a Member of Council may use corporate resources to advise or contact their ward constituents to circulate Township produced emergency information with the approval of the Township Clerk.

Use of Township Facilities, Services and Property Provisions

Candidates shall not campaign and/or distribute campaign literature during any function hosted by the Township of Douro-Dummer, whether on Township property or not.

Members of Council, candidates and third-party advertisers shall not use any Township provided facilities for any election related purposes unless the facility is generally available for rent by the public and it is rented in accordance with the Township of Douro-Dummer rental procedures.

If Members of Council, candidates or third-party advertisers rent a facility owned or run by the Township, the posting, circulation, or distribution of campaign material is only to occur within the rented space and within the time allotted for the rental.

In accordance with the Election Sign By-law, no election campaign related signs nor any other election related material shall be displayed in any Township-owned facilities.

Technology Related Provisions

Candidates, Members of Council and third-party advertisers shall not use corporate resources or services such as computers, cell/smart phones, telephones, tablets, printers, scanners, copiers, email, file storage, voicemail, or any other equipment or technology owned by the Township of Douro-Dummer, for election related purposes.

Websites or domain names that are operated or funded by the Township of Douro-Dummer shall not include any election campaign related materials or links to any sites that feature election campaign related information, including but not limited to Instagram, Twitter, Facebook and other social media accounts to any sites that feature election campaign related material.

The digital Candidate's List shall be the only area on the Township of Douro-Dummer's website where links to external election campaign websites will be posted during the Campaign Period.

The Township's voicemail systems (including voicemail on any Township issued phone) and the Township's computer network (including the Township email system and any other corporate communication platforms) shall not be used to create, record, transmit, or store any campaign related messages or correspondence.

Distribution lists or contact lists developed utilizing corporate resources or through a contact in a Member of Council's role shall not be utilized for election purposes.

Township of Douro-Dummer Staff

In keeping with Policy A-14, Township of Douro-Dummer Staff Code of Conduct, Township Staff are expected to preserve public trust and confidence in the Township. Employees engaged in political activities must take care to separate those personal activities from their official positions.

Employees may participate in political activity at the federal, provincial or municipal levels providing that such activity does not take place during work hours or utilize Township assets, resources, or property.

During work hours, Township of Douro-Dummer employees are prohibited from displaying, producing, or distributing any promotional materials or merchandise that makes mention of, promotes, supports, or opposes a particular candidate or political party.

Employees shall not canvass or actively work in support of a candidate or political party during normal work hours, unless they are on a leave of absence without pay, lieu time, or vacation leave.

Employees shall not canvass or actively work in support of a municipal candidate or political party while wearing a uniform, badge, logo or any other item identifying them as an employee of The Corporation of the Township of Douro-Dummer, or using a vehicle owned or leased by the Township.

Employees wishing to run for federal, provincial or municipal office must request and obtain a leave of absence without pay and abide by the respective legislation governing such elections.

The Corporation of the Township of Douro-Dummer

By-law Number 2021-66

Being a By-law of the Corporation of the Township of Douro-Dummer to manage and regulate election signs and election campaign advertisements including third party advertising.

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 Douro-Dummer to pass by-laws respecting to 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 Douro-Dummer to pass by-laws respecting signs;

And Whereas subsection 63(1) of the Municipal Act, 2001, S.O.2001. c. 25, as amended authorizes The Corporation of the Township of Douro-Dummer, if it passes a by-law for prohibiting or regulating the placing of an object on a highway, to provide for the removal of any object placed on a highway in contravention of that by-law;

And Whereas section 425 of the Municipal Act, 2001, S.O.2001. c. 25, as amended establishes that any person who contravenes any by-law of The Corporation of the Township of Douro-Dummer is guilty of an offence;

And Whereas section 88.3 of the Municipal Elections Act, 1996, as amended sets out requirements for Candidates' election campaign advertisements;

And Whereas the Corporation of the Township of Douro-Dummer recognizes the importance of free speech and political campaigning as supported by the Municipal Elections Act, 1996, as amended;

And Further Whereas the Corporation of the Township of Douro-Dummer deems it necessary to enact regulations to:

- i. Achieve clarity of the position and consistency of approach for displace of election signs and election campaign advertisements within the jurisdiction of the Corporation of the Township of Douro-Dummer;
- ii. Enable the issue to be applied consistently and equitably to all candidates and third-party advertisers;
- iii. Minimize any threat to public safety from the placement of election signs;

Now Therefore the Council of The Corporation of the Township of Douro-Dummer enacts as follows:

1. Responsibility

1.1. Candidates, Council Members (including an acclaimed member or a member not seeking re-election), and Third-Party Advertisers are responsible to comply with this By-law.

2. Definitions

2.1. "Banner Flag Sign" shall mean a sign made from non-rigid, lightweight material, which is attached to and projects out horizontally in a predominantly perpendicular manner and used primarily for attracting attention.

2.2. "Banner Sign" means a sign made from non-rigid, lightweight material, which is secured or mounted to a building or other structure or airplane by its ends or corners.

2.3. "Candidate" shall have the same meaning as in the Canada Elections Act, the Election Act (Ontario) or the Municipal Elections Act, 1996, S.O. 1996, c.32, 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 S.O. 1996, c.32, as amended.

2.4. "Clerk" means the Clerk of the municipality.

2.5. "Election Campaign Advertisement" means an advertisement in any broadcast, print, electronic or other medium that has the purpose of promoting or supporting the election of a candidate.

2.6. "Election sign" means any sign as defined in this By-law that:

2.6.1. Advertises or promotes a candidate in a federal, provincial or municipal election or by-election and shall include school board trustees; or

2.6.2. That uses words, pictures or graphics or any combination thereof intended to influence persons to vote for or against any questions or by-law submitted to the electors under section 8 of the Municipal Elections Act, 1996, S.O. 1996, c.32.

2.7. "Election Sign Owner" shall be the Candidate or Third-Party Advertiser who has approved or created the Election Sign.

2.8. "Electronic Sign" means an electronically and/or computer-controlled sign, or that part thereof, which displays illuminated copy and graphic information in a pre-arranged sequence for continuous scrolling or flashing display or other form of animation.

- 2.9. "Inflatable Sign" shall mean a sign or advertising device designed to be inflated with air or gas and may be designed to be airborne and tethered to ground, water, a building, or other structure.
- 2.10. "Motorized Sign" shall mean a sign designed with motorized movement.
- 2.11. "Public Property" means property owned, leased, or maintained by The Corporation of the Township of Douro-Dummer
- 2.12. "Third Party Advertiser" An individual, corporation or trade union who has filed with the clerk of the local municipality responsible for conducting an election a notice of registration to be a registered third party for the election as in Section 8.6 (1) of the Municipal Elections Act, 1996, as amended.
- 2.13. "Third Party Advertisement" means an advertisement in any broadcast, print, electronic or other medium that has the purpose of promoting, supporting, or opposing,
- 2.13.1. A candidate, or
- 2.13.2. A "yes" or "no" answer to a question referred to in subsection 8(1), (2) or (3) of the Municipal Elections Act but does not include an advertisement by or under the direction of a candidate or an advertisement described in Section 1, subsection (2) or (2.1) of the Municipal Elections Act, 1996, S.O. 1996, c.32.
- 2.14. "Township" means The Corporation of the Township of Douro-Dummer.
- 2.15. "Township Logo or Wordmark" means the current logo, wordmark, symbol or insignia adopted by or created by the Township of Douro-Dummer which is displayed on the Township website, social media platforms, letterhead, signage or equipment and vehicles owned by the Corporation of the Township of Douro-Dummer.
- 2.16. "Water Billboard" shall include inflatable and amphibious floating signs on water and signs mounted to motorized and non-motorized boats.

3. Implementation

- 3.1. No permit is required for the erection of Elections Signs under this By-law.
- 3.2. Election signs shall not:
- 3.2.1. Be illuminated or have flashing lights;
- 3.2.2. Have rotating parts;
- 3.2.3. Be inflatable;
- 3.2.4. Be motorized;
- 3.2.5. Simulate any traffic control device;

- 3.2.6. Have a sign area greater than 3 sq. m (32 sq. ft);
- 3.2.7. Have a sign height greater than 2m (6.6 ft).
- 3.3. No person shall at any time display on any sign or on any election campaign advertisement:
 - 3.3.1. The Township of Douro-Dummer logo or watermark, in whole or in part;
 - 3.3.2. An image of Douro-Dummer signage in whole or in part.
- 3.4. No person shall at any time place an election sign, or cause an election sign to be placed, that:
 - 3.4.1. Obstructs the visibility of intersections, private entrances, pedestrians, vehicles or traffic control devices or regulatory signage, as determined by the Manager of Public Works or their designate;
 - 3.4.2. Impedes the necessary sightlines of motorists, municipal snowplow operations, or access to a private drive;
 - 3.4.3. Is nailed or otherwise attached to or upon any utility pole, light pole, utility box, tree, planter, bench, waste receptacle, newspaper box or mail box;
 - 3.4.4. Is affixed to an airplane, a boat, dock or buoyed in the water such as an amphibious water sign or inflatable sign;
 - 3.4.5. Is on any premises used as a Voting Place/Help Centre for elections;
 - 3.4.6. Is in or on a vehicle that is parked or located on any municipal property if it is visible from the outside of the vehicle;
 - 3.4.7. Is located on a sidewalk;
 - 3.4.8. Is affixed to a permanent or official highway sign, signal or support, guardrail or other roadway structure; or
 - 3.4.9. Creates a safety hazard.
- 3.5. Election signs may be erected or displayed on private property with the consent of the owner or occupant of the property.
- 3.6. No person shall place an election sign, or cause an election sign to be placed on any property that is owned, leased or maintained by the Township of Douro-Dummer, including, but not limited to:
 - 3.6.1. Municipal Office;
 - 3.6.2. Fire Halls;
 - 3.6.3. Public Works Yards;

- 3.6.4. Community Centres;
 - 3.6.5. Public Libraries;
 - 3.6.6. Municipal Parks;
 - 3.6.7. Transfer Stations;
 - 3.6.8. Vacant parcel/lot of land owned by the Municipality.
- 3.7. Election signs shall not be placed/affixed to any building owned, leased or operated by the Township of Douro-Dummer.
- 3.8. Election signs shall not be permitted on a municipal road allowance immediately adjacent to the properties noted in subsection 3.6.
- 3.9. If a Candidate or Third-Party Advertiser has rented a space from the Township for a campaign event, they shall be allowed to place a sign at the entrance of the building provided it does not block access or create a hazard, a sign in the municipal road allowance immediately adjacent to the building. Signs may be placed one hour prior to the event and must be removed one hour after the event has completed.
- 3.10. Election signs may be placed on a municipal road allowance provided that the regulations in subsections 3.2 and 3.3 of this By-law are obeyed.
- 3.11. 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 by-election is issued.
- 3.12. 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 following the candidate becoming approved.
- 3.13. Section 88.3(2) of the Municipal Elections Act, 1996, as amended sets out that an election campaign advertisement purchased by or under the direction of a candidate shall identify the candidate. A candidate election campaign sign that states: the name of the candidate or the name of the candidate in combination with the words " Elect (candidate name); Re-elect (candidate name), Vote (candidate name) or (candidate name) for the office of (ie. Mayor, Deputy Mayor, Councillor) will be deemed to meet the requirements of the Act.
- 3.14. Section 88.3(2) of the Municipal Elections Act, 1996, as amended sets out that a candidate shall not cause an election campaign advertisement to appear unless he or she provides the following information to the broadcaster or publisher in writing:
- 3.14.1. The name of the candidate.

3.14.2. The name, business address and telephone number of the individual who deals with the broadcaster or publisher under the direction of the candidate.

4. Removal of Election Signs

- 4.1. No person shall deface, relocate, remove, willfully cause damage or permit damage to be caused to a lawfully erected Election Sign, except for the owner or their agent.
- 4.2. The Township shall not be liable for any damage or loss to an Election Sign that was displayed in accordance with this By-law or that was removed by the Township pursuant to the provisions of this By-law.
- 4.3. If the Manager of Public Works, or their designate, determines that the location of an Election Sign is in contravention of this by-law, they may remove the sign.
- 4.4. Election Signs removed by the Township shall be stored by the Township for a period of not less than one (1) week and made available for return to the owner or their agent.
- 4.5. Election Signs, not reclaimed within 15 days, may be disposed of by the Township without compensation to the owner of the sign.
- 4.6. The Township reserves the right to remove any offending Election Sign, any Election Sign which is deemed to be a hazard or otherwise that is in non-compliance with this By-law without notice to any person, including the owner or their agent and without compensation to the owner of the sign. A courtesy call may be given to the owner or their agent that the sign has been removed.
- 4.7. Where Election Signs placed on private property are causing a safety issue, the Manager of Public Works or their designate, shall remove the sign upon it being brought back to their attention and the cost of such removal may be charged back to the owner of the sign.
- 4.8. Election Signs shall be removed at the expense of the owner within one (1) week after the completion of voting on voting day.
- 4.9. Any sign that has not been reclaimed may be disposed of by the Township upon providing notice to the owner or their agent.

5. Enforcement

- 5.1. Manager of Public Works or their designate, Township By-law Enforcement Officers, Police or the Clerk or their designate may enforce this By-law.

6. Other Approval Authorities

- 6.1. Election signs or similar campaign material that will be installed or affixed to **Ministry of Transportation** road system or **The County of Peterborough** road system will require the permission of these respective approving authorities.
- 6.2. Election Signs or similar campaign material that will be installed or affixed to Poles belonging to **Hydro One Network, Bell Canada** or other public utilities will require the permission of these respective approving authorities.
- 6.3. Notwithstanding the above, should any approval authority delegate its powers and duties to the Township of Douro-Dummer for election signage and campaign advertising, this By-law will be applicable.

7. Third-Party Advertisers

- 7.1. Section 88.4 of the Municipal Elections Act, 1996, as amended, sets out provisions for third-party advertising and introduces a framework to regulate third-party advertising, which include contribution and spending limits.
 - 7.1.1. The Act defines a third-party advertisement as an advertisement in any broadcast, print, electronic or other medium that has the purpose of supporting or opposing a candidate, or a "yes" or "no" answer to a question under clause 8(1)(a)(b) or (c).
 - 7.1.2. In addition to the above, third-party advertisers are required to provide on their signs the following information:
 - 7.1.2.1. The name of the registered third party;
 - 7.1.2.2. The municipality where the registered third party is registered.
 - 7.1.2.3. A telephone number, mailing address or email address at which the registered third-party may be contacted regarding the advertisement.

8. Vandalism

- 8.1. The investigation or prosecution for any acts of vandalism to election signs or campaign material of the candidates should be referred to the Ontario Provincial Police by the complainant. The Municipality or any of its municipal employees or agents will not be responsible.
9. In the event that section or sections of this by-law thereof are found by a Court of competent jurisdiction to be invalid or ultra vires, such section, sections or parts thereof shall be deemed to be severable, with all other sections or parts of this By-law remaining in full force and effect.
10. That this By-law shall come into full force and effect immediately upon the passing thereof.

Passed in open council this 2nd day of November, 2021.

Mayor, J. Murray Jones

Acting Clerk, Martina Chait-Hartwig

For further
information,
refer to By-law
No. 2022-29

County Clerks Department

Phone: 705-743-0380

Email: info@ptbocounty.ca

**Planning & Public Works
Department**

Phone: 705-775-2737

Email:

publicworksinfo@ptbocounty.ca

County website:

[Councillor Resources - County
of Peterborough \(ptbocounty.ca\)](http://www.ptbocounty.ca)

Election Signs

**Placed within a
County Road Allowance:**

Maximum size

**0.5574 square metres
(6 square feet)**

**Place as close to the fence
line/property line as possible**

**Not closer than 30 metres (100
feet) to an intersection, fire
route, trail or railway crossing**

**Election Signs may be placed
in road allowance after
issuance of writ of Election**

**Election Signs are to be
removed by candidates 48
hours after voting day**



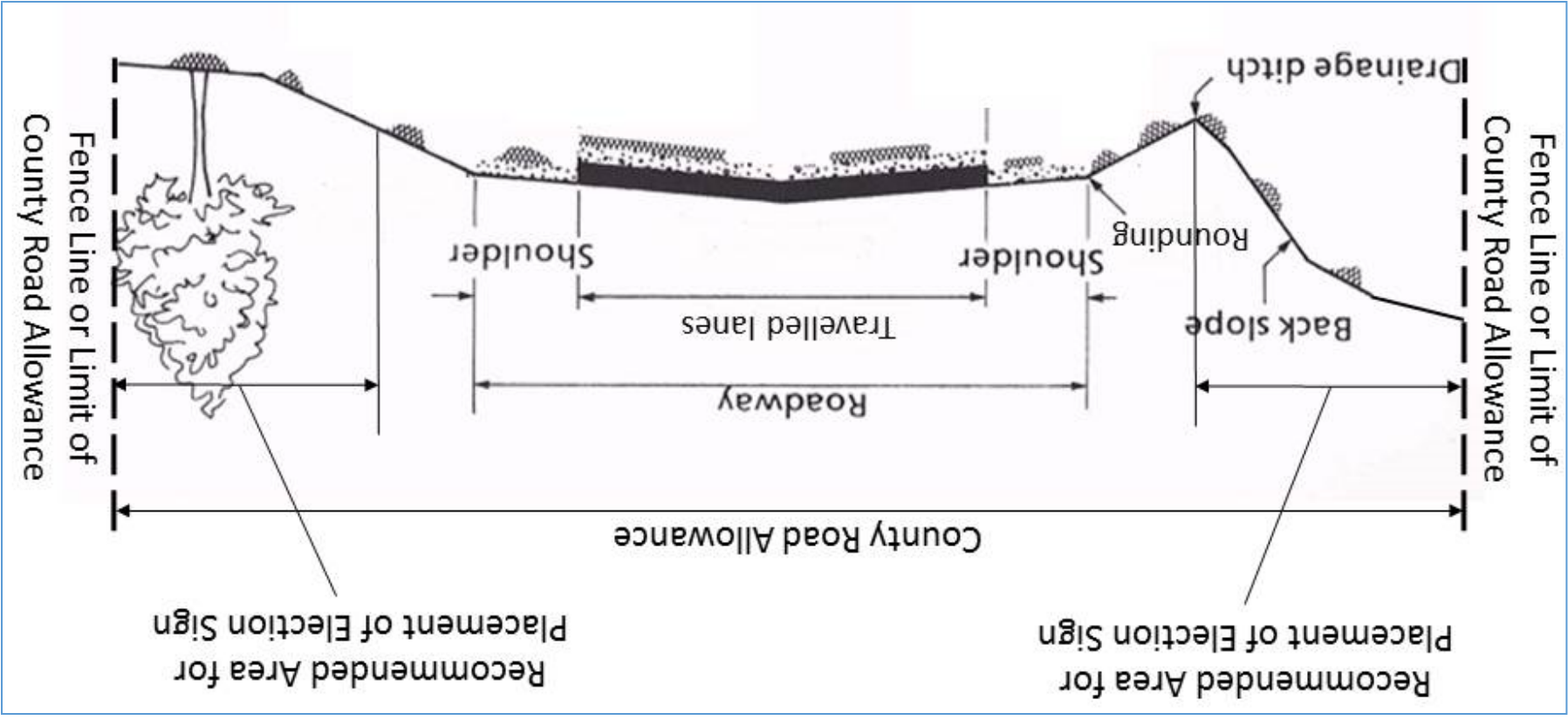
Election Signs

**Placement of
Election Signs
In
County Road Allowances**

By-law No. 2022-29

April 20, 2022

The County reserves the right to remove non-compliant Election Signs from County road allowances



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 \(Form 6\)](#)

2026 Municipal Election Information for Candidates

TOWNSHIP OF DOURO-DUMMER



Revision Dates:

April 6, 2026

Note: this guide may be amended as needed
(revision dates will be noted).

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Introduction

This guide is prepared for candidates seeking candidacy in the 2026 Municipal and School Board Election and will highlight some of the processes for the upcoming election. For a comprehensive overview, candidates are urged to review the Municipal Election Act 1996 (MEA), as amended, including applicable Regulations (www.ontario.ca/laws/statute/96m32) to fully understand all the legislative requirements. It is imperative that candidates satisfy themselves, through their own research or with the assistance of legal counsel, of the various legal and financial requirements related to their candidacy.

The Ministry of Municipal Affairs and Housing (MMAH) reviews the Municipal Elections Act, 1996 after each Ontario Municipal Election to determine if it meets the needs of Ontario communities. Since the 2022 Municipal Election, there have been no further amendments to the MEA passed in the legislature, however, a significant one previously passed came into effect. Bill 204 (Helping Tenants and Small Businesses Act, 2020) made significant changes to the mandate of Elections Ontario. This includes moving responsibility for preparing the preliminary voters' list from the Municipal Property Assessment Corporation to the Chief Electoral Officer. MMAH has prepared three guides for candidates, voters and third party advertisers which are all available online: www.ontario.ca/municipalelections.

Over the course of the next few months, candidates will receive information from the Township Clerk's Department. Please ensure that you are checking the Township's website regularly for the most current information www.dourodummer.ca or subscribe to receive email notification when new information is posted to our website: <https://www.dourodummer.ca/subscribe/>

Nomination packages will be available on the Township website and in person prior to May 1, 2026. The nomination forms and other prescribed forms are available from the Ministry of Municipal Affairs and Housing: www.ontario.ca/municipalelections.

Contact Information: Township of Douro-Dummer

Phone: 705-652-8392
Toll Free: 1-800-899-8785 (within 705
area code only)
Fax: 705-652-5044

Mailing Address:
894 South Street
P.O. Box 92
Warsaw, ON K0L 3A0

Election Staff:

Martina Chait-Hartwig
Clerk/Returning Officer
705-652-8392 x 210
mchaithartwig@dourodummer.ca

Office Location:
894 South Street, Warsaw, ON

Additional staff will be added as needed during the election period.

Summary – 2026 Municipal Election Highlights

- Nominations may be filed by candidates from Friday, May 1, 2026 to Thursday, August 20, 2026, between Monday to Thursday, 8:30 a.m. to 4:30 p.m. and Fridays from 8:30 a.m. to 4:00 p.m. On Friday, August 21, 2026 nominations can be filed from 9:00 a.m. until 2:00 p.m. at the Township Office. It is recommended that candidates please contact the Clerk's Department to book an appointment.
- Candidates running for Municipal Council must obtain 25 endorsement signatures from eligible voters in the Township in which the office is being sought. Signatures must be submitted in conjunction with the candidate's nomination papers. Nominations filed for the school board do not require the endorsement of 25 persons.
- Candidates wishing to withdraw their nomination must do so in person in writing by 2:00 p.m. Friday, August 21, 2026.
- **Voting day is Monday, October 26, 2026.**
- The Township of Douro-Dummer will be using internet and telephone voting along with paper ballots only on the day of the election allowing electors to vote from anywhere anytime within the defined voting period.
- **For the 2026 Election, internet and telephone voting will be open from October 13, 2026 at 10:00 a.m. to October 26, 2026 until 8:00 p.m.**
- **For the 2026 Election, paper ballots will only be available on October 26, 2026 from 9:30 a.m. until 8:00 p.m.**
- A contributor shall not make contributions exceeding a total of \$1,200 to any one candidate in an election. Additionally, a contributor is limited to a maximum of \$5,000 in total contributions to candidates running for office on the same Council or local board. Contributors who exceed this limit may be subject to penalties under the Municipal Elections Act.
- An individual who contravenes the contribution rules may face a fine of up to \$25,000 (\$50,000 for corporations and trade unions) and/or up to six months in prison if the offence was committed knowingly. Candidates who are convicted of contravening certain provisions of the Act also forfeit any office to which they were elected and are ineligible to run until after the next regular election has taken place.
- Expenses that are incurred by a candidate with a disability or a registered third party who is an individual with a disability, which are directly related to

the disability, and would not have been incurred but for the election to which the expenses relate are subject to the spending limit. MEA Sec. 88.19 (3) 9.

- The candidate's spending limit formula is a base amount, which varies by office, plus \$0.85 cents per elector entitled to vote for the office.
- A candidate will receive a preliminary spending limit estimate when filing their nomination and will receive a final spending limit after the close of nominations. Whichever of these two amounts is higher becomes the candidate's official spending limit.
- The deadline for filing financial statements is 2:00 p.m. on Tuesday, March 30, 2027. If a candidate does not file by this deadline and has not applied to the courts for an extension, the candidate forfeits any office won in the election, is ineligible to be elected and may not be appointed to any office until after the next regular election.
- A candidate is entitled to receive a refund of the nomination fee if they file their financial statement and auditor's report (if required), on or before 2:00 p.m. on Tuesday, March 30, 2027.
- A candidate who has a deficit may extend their campaign to Wednesday, June 30, 2027. A candidate who incurs expenses related to a recount, controverted election or compliance audit after their campaign has ended on December 31, 2026 may re-open their campaign. MEA s. 88.24 (4) and (5).
- All surplus funds must be turned over to the Clerk to be held in trust. A candidate may access their surplus if they subsequently incurs expenses related to a compliance audit, the Clerk shall return the surplus, with interest to the candidate. MEA s. 88.31 and 32. Surplus funds not required for such expenses become the property of the municipality or school board. Surplus funds may not be carried forward for use by the candidate in a subsequent election.
- Individuals who normally reside in Ontario, corporations that carry business in Ontario, or trade unions that hold bargaining rights in Ontario are eligible to register as third party advertisers provided that they register with the Clerk. Third party advertising is an advertisement in any medium that has the purpose of promoting or supporting or opposing a candidate(s). There is no registration fee for third party advertising.
- Candidates can campaign in apartment buildings, condominiums, non-profit housing co-ops or gated communities from 9:00 a.m. until 9:00 p.m. MEA s. 88.1. Landlords and condominium corporations may not prohibit tenants or owners from displaying campaign signs in their windows. MEA s. 88.2.

Key Dates

2026

Monday, May 1

- First day to file a nomination paper for the offices of Mayor, Deputy Mayor, Councillor and School Board Trustee.
 - Once the nomination paper is filed with the Clerk, the candidate can start raising and spending money on their campaign.
 - Preliminary spending limit provided to candidates.
 - Preliminary contribution limit provided to candidates running for Mayor, Deputy Mayor and Councillor (does not apply to School Board Trustee candidates).
- First day to register as a third party advertiser, a third party advertiser cannot raise or spend money on their campaign or begin advertising until their registration is certified by the Clerk.
 - Preliminary spending limit provided to third party advertiser upon certification.

Friday, August 21 at 2:00 p.m.

- Deadline for candidates to:
 - File a nomination
 - Withdraw a nomination in writing
 - Change office

Monday, August 24

- Clerk to certify candidate nomination papers by 4:00 p.m.

Thursday, September 1

- Voters List can be made available to candidates upon written request.

Sunday, September 20 to Wednesday, September 30

- A copy of the interim list of the changes to the Voters' List to each person who received a copy of the Voters' List.

Wednesday, September 30

- Final spending limits are provided to candidates and registered third party advertisers.
- Final self-contribution limit provided to candidates running for Mayor, Deputy Mayor and Councillor (does not apply to School Board Trustee candidates).

Tuesday, October 13 to Monday, October 26

- Voting Period begins Tuesday, October 13 at 10:00 a.m. until Election Day Monday, October 26 at 8:00 p.m.

Friday, October 23

- Last day to register as a third party advertiser.

Sunday, October 25

- Last day for Clerk to provide candidates with a notice of penalties related to campaign finances and refund of nomination filing fees.

Monday, October 26

- Election Day

Thursday, December 31

- Election campaign period ends for candidates and third party advertisers
- Last day for candidates and registered third party advertisers to provide written notice of a deficit and the continuation of their campaign period.
- Deadline for persons provided with a copy of the Voters List to destroy it.

2027**Tuesday, March 30 at 2:00 p.m.**

- Deadline for candidates and third party advertisers to file the initial financial statement.

Thursday, April 29 at 2:00 p.m.

- Candidates and third party advertisers who did not file their financial statement by Tuesday, March 30, 2027 may file it within the 30 day grace period provided they pay a \$500 late filing fee. Any candidate who files within the 30 day grace period is not entitled to receive their refund of nomination filing fee.

Monday, June 28

- Last day for an eligible elector in the Township of Douro-Dummer to file a compliance audit application.

Wednesday, June 30

- End of extended campaign period.

Friday, September 24 at 2:00 p.m.

- Deadline for candidates and third party advertisers to file the supplementary financial statement (applies only to those who extended their campaign period).

Monday, October 25 at 2:00 p.m.

- Candidates and third party advertisers who did not file their financial statement by Friday, September 24, 2027 may file the statement within the 30 day grace period if they pay a \$500 late filing fee.

Thursday, December 23

- Last day for an eligible elector in the Township of Douro-Dummer to file a compliance audit application.

What voting method will be used by the Township?

The Township will offer internet and telephone voting along with paper ballots for the 2026 election. Internet and telephone voting allow electors to vote from anywhere within the defined voting period using a telephone or the internet.

For the 2026 elections, the voting period will be from October 13, 2026 at 10:00 a.m. to October 26, 2026 until 8:00 p.m. for internet and telephone voting. Paper Ballot voting will be available from 9:30 a.m. until 8:00 p.m. on October 26, 2026 only.

Eligible voters will receive a personalized voting instruction letter by mail before Election Day. The voting package will provide details on how to vote online, by phone or using a paper ballot. The information will also include a secret PIN number that electors use to access the voting system. The PIN number, in conjunction with proof of identity, as prescribed in Ontario Regulation 304/13: Voter Identification, will be required for voters to vote. By combining the PIN number and proof of identity, the integrity of the vote is maintained.

Electronic and telephone voting stations will also be available at the Township Office during the defined voting period for public use.

What are the Offices for Township of Douro-Dummer Council?

The Township of Douro-Dummer has a five (5) member Council consisting of:

Election by General Vote (At large):

Mayor (1)

Deputy Mayor (1)

Councillor at Large (1)

Election by Ward Electors Only:

Councillor (1) Douro Ward

Councillor (1) Dummer Ward

Council will serve a term of four (4) years commencing November 15, 2026 until November 14, 2030. The Mayor and the Deputy Mayor will also serve on the upper tier County of Peterborough Council. The Mayor and Deputy Mayor will each have one vote on County Council. Council members will also be appointed to various Boards and Committees.

What are the Offices for School Board Trustee?

Trustee (1), Public School Board - Kawartha Pine Ridge District School Board for the Township of Cavan Monaghan, Township of Douro-Dummer, Township of Asphodel-Norwood and the Township of Otonabee-South Monaghan (nominations accepted by Cavan Monaghan). <http://www.kprschoools.ca>

Trustee (1), Peterborough-Victoria-Northumberland and Clarington Catholic District School Board for the Townships of Asphodel-Norwood, Cavan Monaghan, Douro-Dummer, Trent Lakes, Havelock-Belmont-Methuen, Otonabee-South Monaghan, North Kawartha and Selwyn (nominations accepted by Selwyn). <http://www.pvnccdsb.on.ca/>

Trustee (1), Conseil Scolaire Viamonde (Secteur 1) (French Language Public School Board) for the Counties of Northumberland, Peterborough, and Haliburton, the City of Kawartha Lakes, the City of Peterborough, the City of Quinte West and Durham Region (nominations accepted by the City of Oshawa). <https://csviamonde.ca/>

Trustee (1), Conseil Scolaire Catholique MonAvenir (Region 11) (French Language Separate School) for Durham Region, Peterborough County, Northumberland County, Hastings County, City of Kawartha Lakes, City of Peterborough and City of Quinte West (nominations accepted by the City of Oshawa). <https://www.cscmonavenir.ca>

How do I know if I am eligible to hold an office as a member of Council?

Eligibility rules for members of Council are set out in Section 256 and 258 of the Municipal Act, 2001 and Section 17, 29, and 30 of the Municipal Elections Act, 1996.

In order to run for office in a municipality, a person must be:

1. A Canadian citizen;
2. At least 18 years old;
3. A resident of the municipality or owner or tenant of land there, or the spouse of such owner or tenant;
4. Not prohibited from voting under subsection (3) or otherwise by law; and
5. Not disqualified by any other Act from holding office.

Examples of those ineligible to seek candidacy include:

- Persons that did not file their financial statements from the 2022 Election
- Employees of the municipality (Council position) ** Exception – leave of absence effective the date of nomination.
- A person who is the Clerk, Treasurer, Integrity Commissioner, Ombudsman, or registrar of the municipality, but is not an employee.
- A public servant within the meaning of the Public Service of Ontario Act, 2006, except in accordance with Part V of the Act or any regulations made under it
- A Judge of any court
- A Senator, MP, or MPP ** Exception – must resign as of Nomination Day
- A corporation
- A person serving a sentence of imprisonment
- A person acting as executor, trustee, or in any other representative capacity

How do I know if I am eligible to hold an office as a member of District School Board?

Eligibility rules for members of a school board are set out in Section 219 of the Education Act, R.S.O., 1990.

In order to run for office as a member of a district school board, a person must be qualified to vote for members of that school board and is a resident in its area of jurisdiction.

A person is ineligible if they are:

- An employee of a district school board or school authority ** Exception – leave of absence effective the date of nomination
- A clerk, treasurer, or deputy clerk or treasurer of a municipality all or part of which is included in the area of jurisdiction of the district school board or the school authority ** Exception – leave of absence effective the date of nomination
- A Senator, MP, or MPP
- Otherwise ineligible or disqualified under the Education Act or any other Act.

Who Can Vote in a Municipal Election?

A person is entitled to vote if, on voting day, they (MEA s. 17 (2), as amended),

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

Eligibility is determined by a person's relationship to property, specifically ownership and/or occupancy. In other words, a person is entitled to one vote in every municipality and school board jurisdiction in which they own or occupy property. This is not the case in a provincial or federal election where, irrespective of the number of properties owned in different municipalities, a person is entitled to only one vote, based on the location of their primary residence.

How many electors are there in the Township of Douro-Dummer?

The approximate number of electors is as follows based on the 2022 List of Electors:

Douro Ward	3,194
Dummer Ward	4,031
Total	7,225

Nomination Process

Candidates must complete and sign their Nomination Paper (PR Form 1) and have them **submitted in person** by either the candidate or an agent filing on behalf of a candidate. If the Nomination Paper is filed by an agent on behalf of the candidate, the **Nomination Form must be accompanied by a form (LC47) that is commissioned by a Commissioner of Oaths** stating that the candidate gives permission to the agent to file the nomination on their behalf, form LC47 is available through the Clerks Department. The agent must provide a copy of the candidate's identification as well as providing their own identification. It is the responsibility of the candidate to satisfy themselves that they are qualified to be nominated for an office.

The nomination of the person for an office on Council must be endorsed **by at least 25 persons** and the **person endorsing the nomination must be eligible to vote in an election for an office within the municipality** if a regular election was held on the day that the person endorses the nomination. (PR Form 2)

Nominations filed for the School Board do not require the endorsement of 25 persons.

A fee is required at the time the Nomination Paper is filed. Filing fees are \$200 for the Head of Council (Mayor) and \$100 for all other offices, including School Board Trustee positions and must be paid by cash, certified cheque (payable to the Township of Douro-Dummer), money order or interac. E-Transfers, online payments and credit card payments will not be accepted.

- ✓ The deadline for submission of a nomination is August 21, 2026 at 2:00 p.m.
- ✓ The deadline for the withdrawal of a nomination is August 21, 2026 at 2:00 p.m.
- ✓ Nominations are unofficial until formal certification by the Clerk on August 24, 2026.

Identification will be required to be produced by all candidates (including incumbents) and agents filing on behalf of a candidate.

Examples of acceptable identification:

An original copy of a document listed below if the document shows the person's name, qualifying address and signature:

- Ontario driver's licence (photo card).
- Ontario Health Card (photo card).
- Ontario motor vehicle permit (plate portion).
- A mortgage, lease or rental agreement.
- An insurance policy.
- A loan or financial agreement with a financial institution.

Note: A passport alone is not considered acceptable identification, a passport must be accompanied by one of the above noted documents to verify the qualifying address.

The Association of Municipalities of Ontario (AMO) offers several free resources for anyone considering running in the 2026 election including Lead Where You Live, a comprehensive guide for candidates. They also provide several free workshops and leadership programs designed to support spiring candidates and returning elected officials that can be found at the following link: www.amo.on.ca/amo-education-workshops/election-resources-supporting-your-run-municipal-office-2026 (www.amo.on.ca)

Exception for Additional Nominations

If the number of nominations filed for an office is less than the number of persons to be elected to an 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.

Refund of Nomination Deposit

A candidate is entitled to receive a refund of the nomination filing fee if they file their financial statements with the Clerk by the filing date. For the 2026 Municipal Election, the filing date is before 2:00 p.m. on March 30, 2027.

Examination and Certification of Nominations by Clerk

The Clerk shall examine each nomination that has been filed before 4:00 p.m. on the Monday following Nomination Day – August 24, 2026. Any additional nominations filed under the Municipal Elections Act Section 33 (5) shall be examined before 4:00 p.m. on the Thursday following Nomination Day – August 27, 2026.

Withdrawal of Nominations

A person may withdraw their nomination by filing a written withdrawal with the Clerks Department before 2:00 p.m. on August 21, 2026.

Acclamations

If, at 4:00 p.m. on August 24, 2026 the number of certified candidates for an office is the same as or less than the number to be elected, the Clerk shall immediately declare the candidate or candidates elected by acclamation.

Candidates – Helpful Checklist for Nominations

- ✓ Neatly print or type out the on-line Nomination Paper (PR Form 1). The name that appears on the Nomination Paper is the name that will appear on the ballot. With the agreement of the Clerk some flexibility can be allowed for first names e.g. Tony for Anthony. Last names cannot be amended.
- ✓ Are you a Canadian citizen and at least 18 years old?

- ✓ Verify your qualifying address. Do you own, are the tenant of land, or the spouse of an owner or tenant of land in the Township?
- ✓ Confirm office being nominated for. e.g. Mayor, Councillor, Trustee
- ✓ Confirm that you have the endorsement of 25 persons (PR Form 2) who are eligible to vote in the election in the Township in which the office is being sought.
- ✓ Have you read the Ministry of Municipal Affairs and Housing Municipal Guide for Candidates or Third Party Advertisers to ensure that you understand your obligations?
- ✓ Can you produce the appropriate identification? If an agent is filing on your behalf (requires Form LC47) you must provide a certified copy of your identification and ensure that the agent can produce appropriate identification for themselves. Copies of identification, including the agent's, will be retained on file.
- ✓ Provide confirmation to the Clerk's Department of the contact information you wish to be made public (e.g. email address? business phone?).
- ✓ Can you provide the appropriate filing fee in the form of cash, debit, certified cheque (payable to the Township of Douro-Dummer) or money order.

What are the regulations governing election signs?

Election signs must be removed within forty-eight (48) hours after Election Day (October 28, 2026). No election sign shall be greater than 3.0 square metres in sign area and 2 metres in height. Election signs are not permitted within any municipal road allowance. Wherever possible election signs should be installed on private property with the property owner's permission. The Township has the authority to remove any signs deemed to cause a safety hazard. A full version of the Election Sign By-law is available on the Township website:

<https://www.dourodummer.ca/council-and-corporate-services/elections/>

It is the candidate's responsibility to familiarize themselves with Peterborough County and Provincial regulations. As an additional resource please see the attached County of Peterborough website:

<https://peterboroughcounty.civicweb.net/filepro/documents/278242/?preview=278258>

Candidates access to Apartment Buildings, Condominiums etc. (or their Authorized Representative)

Candidates cannot be prohibited from campaigning at the doors to apartments, units, or houses within apartment buildings, condominiums, non-profit housing co-ops or gated communities from 9:00 a.m. until 9:00 p.m. Landlords and condominium corporations may not prohibit tenants or owners from displaying campaign signs in their windows.

Use of Corporate Resources Policy

Purpose

This Policy provides direction to candidates, third party advertisers, members of Council and all Township staff on the administration of corporate resources and members' budgets with respect to election related matters. The purpose of this Policy is to clarify that all election candidates at the municipal, provincial and federal level, including Members of Township Council and third party advertisers are required to follow the provisions of the Municipal Elections Act, 1996, as amended, the Election Finance Act, 1990, as amended, the Elections Act, 1990, as amended, and the Canada Elections Act, 2000, as amended, as applicable.

Application

This Policy is applicable to all municipal candidates (including any acclaimed candidates), Members of Council (including a member who is not seeking re-election), Township of Douro-Dummer staff and registered third parties. This Policy shall be in effect during all municipal election campaign periods, including by-elections. This Policy also applies to acclaimed Members or Members not seeking re-election. A full version of the Policy is available on the Township website:

<https://www.dourodummer.ca/council-and-corporate-services/elections/>

What kind of remuneration is paid to a Township Councillor?

The Township adopts a By-law to establish Council remuneration each term of Council. Candidates are encouraged to review the by-law.

Candidates' Financial Responsibilities

As a candidate, how much may I spend to run a campaign?

Candidates are advised to refer to the 2026 Candidates Guide for information on campaign contributions, fund-raising, and campaign expenses. The provincial guide is available online from the Ministry of Municipal Affairs and Housing's website.

<https://www.ontario.ca/document/2026-candidates-guide-ontario-municipal-council-and-school-board-elections>

The candidate must have filed their nomination form before incurring any costs/revenues. The maximum spending limit for candidates to run their election campaign is based on a base amount plus the number of electors eligible to vote for the particular office for which the candidate is running.

Candidates will be provided with an estimate of campaign expense when they file their nomination. The Clerk shall, after determining from the Voters' List the number of electors eligible to vote for each office as of September 20 of the previous election and use that number to calculate the maximum amount of campaign expenses that may be incurred by a candidate and prepare a certificate of this amount. **A copy of the certificate confirming the final maximum spending limit will be provided by September 30, 2026 to candidates.**

Post Election Parties/Expressions of Appreciation After Voting Day (s. 88.20 (9) and O. Reg. 101/97 s. 6)

All candidates have limits on the amount they may spend towards the cost of holding parties and making other expressions of appreciation after the close of voting. The spending limit for these is 10% of the maximum spending limit provided by the Clerk to the candidate on September 30, 2026.

Maximum Contributions to a Candidates own Campaign (s. 88.9.1)

A candidate or their spouse shall not make contributions to their own election campaign that exceeds the amount provided for in a formula in the Act or \$25,000. The Clerk will provide candidates with a certified contribution limit for their own election campaigns by September 30, 2026. Contributions by a candidate or their spouse to their own election campaign are not subject to review by the Clerk to whether they exceed contribution limits under section 88.9 of the Act (MEA s. 88.9.1 (8))

This limit does not apply to school board trustee candidates.

Contributions MEA s. 88.15

Campaign contributions are any money, goods and services given to and accepted by a person for their election campaign, or given to and accepted by another person who is acting under the person's direction and include:

- ✓ The amount charged for admission to a fund-raising function.
- ✓ The difference between the amount paid and the market value of a good or service sold at a fund-raising function.
- ✓ The difference between the amount paid and the market value of a good or service purchased for the campaign.
 - Example: Your order for campaign signs would normally cost \$500, but the vendor agrees to sell them to you for \$300. You must 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.
- ✓ Any unpaid but guaranteed balance of a campaign loan.
- ✓ Election signs from previous municipal campaigns that are reused – the current market value of the sign (i.e. what it would cost you to buy those signs today) is considered a contribution that you make to your campaign.

Candidates should advise contributors to their campaign that the contributor's name, address and contribution amount will posted as public information electronically (i.e. posted on the Township website) and that every contribution made will be posted.

Goods & Services Donated and Deemed Not to be Contributions

The following are deemed not to be contributions:

- ✓ The value of services provided by voluntary unpaid labour.
- ✓ The value of services provided voluntarily by employees of an entity as long as they do not receive extra compensation from their employer.
- ✓ An amount of \$25 or less that is donated at a fund-raising function.
- ✓ The amount received for goods and services sold at a fund-raising function, if the amount is \$25 or less.
- ✓ The value of free political advertising provided it is in accordance with the Broadcasting Act (Canada) and is made available to all candidates.
- ✓ A campaign loan by a candidate and their spouse from a bank or a recognized lending institution in Ontario is not considered to be a contribution.

Timing of Contributions

Contributions can be solicited by or accepted on behalf of a person seeking local municipal office if that person has been duly nominated as a candidate. Contributions may only be accepted during a candidate's campaign period (in the event of a campaign that was not extended this occurs from the time the nomination is filed up until

December 31, 2026). Any contributions received outside the campaign period that cannot be returned to the contributor, including any anonymous contributions, must be turned over to the Clerk. Candidates must make reasonable efforts to satisfy themselves that a contributor is entitled to make contributions.

Eligible Contributors MEA s. 88.8 (3)

Only the following may make contributions:

- ✓ An individual who is normally a resident in Ontario.
- ✓ Yourself and your spouse.

Ineligible Contributors

The following shall **not** contribute to a campaign:

- ✓ A federal political party registered under the Canada Elections Act or any federal constituency association or registered candidate in a federal election.
- ✓ A provincial political party, constituency association, registered candidate or leadership contestant registered under the Election Finances Act.
- ✓ The Crown in right of Canada or Ontario, a municipality or local board.
- ✓ A trade union.
- ✓ A corporation.

Note: See the Ministry of Municipal Affairs and Housing for third party contributions.

Contribution Limits

A contributor shall not make contributions exceeding a total of \$1,200 to any one candidate in an election. This limit is never to be exceeded regardless of the number of offices a candidate may have been nominated for during an election period. In addition to this, a contributor shall not make contributions exceeding a total of \$5,000 to multiple candidates for office on the same council or local board. Candidates are required to inform each of their contributors of their contribution limits.

Only a contribution that is \$25 or less can be made in cash. All contributions above \$25 must be made in a manner that associates the contributor's name and account with the payment or by a money order signed by the contributor.

For school trustees:

There are no limits on how much a school trustee candidate and their spouse can contribute to their campaign. Contributions that the candidate and their spouse make to their campaign do not count toward the \$5,000 limit.

If the school trustee candidate's campaign ends with a surplus, they can withdraw the value of contributions that they and their spouse made from the surplus. If there is still a surplus once they have withdrawn their contributions, the surplus remaining must be turned over to the Clerk.

School trustee candidates are not permitted to refund contributions made by anyone other than themselves or their spouse.

Contribution Refunds

Where the candidate learns a contribution has been made or accepted in contravention to any provision of the Act, the candidate must immediately return the contribution. If this is not possible, any such contribution should be paid to the Clerk. The following are examples of a contribution which must be returned or paid to the Clerk:

- ✓ Issued/received outside a candidate's campaign period.
- ✓ Issued/received from anonymous sources (except for cash donations less than \$25 received as part of the fund-raising event e.g. "pass-the-hat").
- ✓ Issued/received from ineligible sources (e.g. individuals not residents of Ontario).
- ✓ Issued/received in excess of the \$1,200 per contributor limit or the \$5,000 total limit.
- ✓ Issued/received a **cash** contribution in excess of \$25.
- ✓ Issued/received from funds not belonging to the contributor.

Frequently Asked Questions Regarding Campaign Contributions

How can contributions of cash be made?

Cash contributions may only be accepted up to \$25; contributions more than \$25 must be made in a manner that associates the contributor's name and account with the payment or by a money order signed by the contributor.

What is the definition of contributions of goods and services?

Any contributions or donations of goods or services the candidate receives are considered campaign contributions under the Act and must be treated as such. This includes all goods or services provided for free or at a reduced cost such as campaign signs sold at a discount or a free advertising space.

Goods and services donated or contributed to the campaign must come from persons eligible to contribute to candidates' campaigns. This means that businesses, trade unions, federal and provincial political parties, or other persons and entities prohibited from contributing money to campaigns cannot contribute good or services.

Donations or contributions of goods or services 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. All donated goods and services should be supported by an invoice that can be linked to the person who made the donation and must be recorded with a value as if it were money.

If a vendor is willing to sell goods and services to the campaign at less than market value, the difference between market value and what the campaign paid must be recorded as a contribution. When you record the expense, you should record what you paid plus the value of the discount. As businesses are not permitted to make contributions, the discount would have to be a personal contribution from the vendor.

Who can accept campaign contributions?

Only the candidate and those persons authorized by the candidate can accept campaign contributions. Contributions can only be accepted during the campaign period and only from a person or entity entitled to make a contribution.

How are anonymous contributions handled?

An anonymous contribution cannot be accepted. The only exception to this rule is a donation received at a fund-raising function held on behalf of a candidate (ex. "pass-the-hat" donations). Each of these donations must be \$25 or less. However, the total revenue from any such donation source must be reported as part of the candidate's financial statement. Any anonymous contribution received that cannot be returned must be paid to the Clerk.

Are contributions income tax-deductible?

Contributions to municipal and school board campaigns **are not** income tax-deductible.

Can signs, brochures, and any other election materials from a previous campaign be reused?

Campaign expenses include the value of any goods held in inventory by a candidate from a previous campaign that are to be used in the 2026 campaign. The inventory of reusable campaign materials remaining on hand at the end of a campaign becomes the property of the candidate and must be valued and reported as closing inventory on their financial statement.

Fund-raising

Fund-raising activities are to only be held for a candidate and must occur within their campaign period.

The MEA defines a fund-raising function as an event or activity,

- a) held by a candidate or under a candidate's direction for the purpose of fund-raising for their election campaign, or
- b) held by a registered third party or under its direction for the purpose of fund-raising in relation to third party advertisements.

Candidates must record the gross income (including ticket revenue and other revenue) and the expenses related to each event and activity on their campaign financial statement. The price of admission to a fund-raising function and/or any amount paid for a good or service (offered for sale in excess of fair market value) is to be considered and treated as a campaign contribution.

If a candidate holds an event to promote their campaign and they happen to receive some contributions or ask people to consider contributing to their campaign, this would not qualify as a fund-raising event. Similarly, if a candidate has a sentence in their campaign brochure asking people to make a contribution or giving them information about how to contribute, this would not be a fund-raising brochure since its primary purpose is to promote their campaign, not to raise money.

Expenses

Any costs incurred for goods or services by or on behalf of a person wholly or partly for use in their election campaign are considered expenses. This includes any goods or services that are donated or provided at reduced cost to the candidate.

The nomination fee is a personal expense. It is not considered to be a campaign expense and should not be reported on the campaign financial statement.

Candidates can only incur expenses during the campaign period except for expenses related to the preparation of an auditor's report. If a candidate is required to include an auditor's report with their financial statement, they may incur these expenses after the campaign period has ended and report them on their financial statement.

Campaign Inventory

Campaign expenses include the value of any goods held in inventory by a candidate from a previous campaign for use in the 2026 Municipal Election campaign period. The inventory of reusable campaign materials remaining on hand at the end of a campaign becomes the property of the candidate and must be valued and reported as closing inventory on their financial statement.

Deadline for Claiming Expenses

The 2026 Municipal Election campaign period ends on December 31, 2026. A campaign is also deemed to end on August 21, 2026 if a nomination is rejected by the Clerk or on the date a candidate submits their withdrawal.

Financial Statements and Disclosure

It is the responsibility of the candidate to file a complete and accurate financial statement (PR Form 4) in person at the Township Office by the deadline applicable to their respective campaign. All nominated candidates for the 2026 Municipal Election (including those who have withdrawn or were not elected) must disclose their contributions and expenses, using the prescribed form, no later than 2:00 p.m. on March 30, 2027,

If campaign contributions (including contributions from the candidate) or campaign expenses are greater than \$10,000, the candidate must have their financial statement audited and include the auditor's report when submitting the financial statement to the Clerk.

If a candidate is unable to file their financial statement by the deadline, they may apply to the Superior Court of Justice for an extension before the filing deadline. If the financial statement is not filed by the deadline, the candidate may file their financial statement within 30 days after the deadline, if they pay the municipality a \$500 late filing fee. Candidates will not receive a refund of their nomination fee if they file during the 30-day grace period.

If the financial statement is not filed by the end of the 30-day grace period and the candidate did not apply to the court for an extension prior to the deadline, the candidate

will forfeit their elected office and they will be ineligible to run for office or be appointed to fill a vacancy until after the 2026 election.

Note: Candidate's financial statements are deemed to be public documents and will be posted to the Township's website in their entirety.

Campaign Surplus and Deficits

If the candidate's campaign has a surplus after they have refunded contributions made by themselves or their spouse, the candidate must pay the surplus over to the Clerk when they file their financial statement. The surplus will be held in trust and can be used if the candidate incurs expenses related to a recount, an application for a controverted election, or a compliance audit. If the surplus is not needed for these expenses, it becomes the property of the municipality or the school board.

Record Keeping/Accounting System

Consulting with an auditor (specifically one with experience in campaign financing) on an election campaign accounting system is advisable. This will ensure that a candidate's record keeping and accounting procedures are followed in a satisfactory manner and allow for any necessary audits to be carried out at minimal cost. The auditor is required to examine and to report as to whether the financial statement presents fairly the information contained in the accounting records on which the financial statement is based. Further information regarding campaign accounting requirements can be found in the MEA.

The following is an excerpt from Section 88.22, MEA:

- (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 Audit Committee

As per the MEA, a Compliance Audit Committee will be constituted and delegated full authority to address applications requesting an audit of a candidate's financial statement. The Committee's term will be equal to that of the elected council. A Terms of Reference will be established by the Clerk. The central role of the Committee will be to review applications and grant or reject audit requests. Where granted, the Committee will appoint an auditor to review the final statement and, where indicated, the Committee will decide whether legal proceedings shall be commenced.

Notice of Penalties

Further to MEA s. 33.1, the Clerk shall, before Voting Day, give notice of the penalties under section 88.23 (2) and section 92 (1) related to election campaign finances and the refund of the nomination filing fee that the candidate is entitled to receive as per MEA s. 34.

MEA s. 88.23,

- (1) 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.
- (2) Subject to subsection (7), in the case of a default described in subsection (1),
- a. the candidate forfeits any office to which they were 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.
- (3) In the case of a default described in subsection (1), the Clerk shall,
- a. notify the candidate in writing that the default has occurred;
 - b. if the candidate was elected, notify the council or board to which they were elected in writing that the default has occurred; and
 - c. make available to the public the name of the candidate and a description of the nature of the default.

Section 92

- (1) 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.

Accessibility Provisions within the Municipal Elections Act

Pursuant to MEA s. 12.1, the Clerk shall have regard to the needs of electors and candidates with disabilities. The Clerk shall also prepare an accessibility plan regarding the identification, removal and prevention of barriers that affect electors and candidates with disabilities and shall make the plan available to the public before voting day.

Within 90 days after voting day, the Clerk shall submit a report to Council about the identification, removal and prevention of barriers that affect electors and candidates with disabilities.

Accessibility Resources for Candidates

Candidates must also have regard for the needs of electors with disabilities. Campaign offices, election materials and canvassing should all be reviewed in order ensure that accessibility has been considered for all electors, including those with disabilities.

The Township of Douro-Dummer has an Integrated Accessibility Standards Policy and maintains Accessibility Standards for Customer Service. For more information on the provision of service to persons with disabilities, please visit the Township's website www.dourodummer.ca or contact the Clerk.

Third Party Advertising

The MEA regulates third party advertising for elections. For more details on the responsibilities of third party advertisers, refer to the MEA and Ontario's 2026 Third Party Advertisers' Guide linked below:

<https://www.ontario.ca/document/2026-third-party-advertisers-guide>

Third Party Advertising Definition:

An advertisement is any broadcast, print, electronic or other medium that has the purpose of promoting, supporting or opposing,

- (a) a candidate, or
- (b) a "yes" or "no" to a question on a ballot.

This does not include:

- an advertisement by and under the direction of a candidate;
- where no expenses are incurred by the person or entity in relation to the advertisement;
- when given or transmitted by an individual to employees, by a corporation to its shareholders, directors, members or employees or by a trade union to its members or employees.

Advertising that does not cost money to post or to broadcast, such as comments made on social media, will not be considered to be third party advertising. A social media post that is paid for to be sponsored, boosted, or promoted in a feed is an advertisement.

Registration of Third Party Advertisers – MEA s. 88.6

Individuals, corporations, or trade unions are eligible to register as a third party advertiser provided that they have formally registered with the local Clerk as a third party advertiser. Registration allows a third party advertiser to promote or oppose any candidate that the electors in the municipality can vote for.

Registrations can be accepted by the Clerk, or designate, from May 1, 2026 to October 23, 2026. There is no registration fee for third party advertising. The Clerk will review the registration and then certify the notice of registration if deemed compliant or reject the registration (MEA s. 88.6 (13)).

The following are not permitted to register:

- municipal election candidates;
- Federal and Provincial political parties, constituency associations, registered candidates and leadership contestants;

- Federal and Provincial government, a municipality or local board.

If third party advertisers want to advertise in more than one municipality, they are required to register in each municipality. This also means that each registration is a separate campaign with its own spending limits.

Third Party Advertising Requirements - MEA s.88.4, s.88.21

No individual, corporation or trade union is permitted to incur expenses for a third party advertisement that appears during the restricted period unless they are a registered third party. The restricted period is the date registration is filed and ends at the close of voting on Voting Day.

Contributions by corporations and trade unions to candidates are banned, however, corporations and trade unions can contribute to third party advertisers. Money, goods and services are considered contributions.

The following are permitted to contribute to a third party advertiser:

- an individual who is normally resident in Ontario.
- a corporation that carries on business in Ontario.
- a trade union that holds bargaining rights for employees in Ontario.
- the registered third party and in the case of an individual, their spouse (subject to MEA s.88.12(5)).

Contributions:

- cannot be made or accepted unless a third party has registered;
- maximum contribution from a single contributor is \$1,200 to a registered third party and \$5,000 to two or more registered third parties in a municipality.
- there is no limit on how much a registered third party (and, if the third party is an individual, their spouse) can contribute to their own advertising campaign.

Expenses:

- subject to maximum expense limit;
- required to record expenses and file a financial statement (PR Form 8_
- expenses

Mandatory Information to be included in Third Party Advertisements

The third party advertiser must be registered at the time of the advertisement.

The ad **must** contain the following:

- ✓ name of the registered third party;
- ✓ municipality where the third party is registered;

- ✓ a telephone number, mailing address or email address at which the third party may be contacted regarding the advertisement.

A registered third party is not permitted to allow third party advertisement to appear during the restricted period unless the broadcaster/publisher has been provided with the ad requirements as noted above in writing.

Third party advertisers are required to identify themselves on campaign advertisements and signs, so that it is clear who is responsible for each sign and advertisement that appears or is broadcast.

The broadcaster/publisher retains records with respect to the third party advertisement - MEA s. 88.5 (4) - that includes the following:

- Required information that must be provided to the broadcaster as per s. 88.5 (2);
- A copy of the advertisement or the means to reproduce upon request; and
- A statement of the charge

The broadcaster must retain the record for four (4) years after the date of the appearance of the advertisement and permit inspection during normal business hours.

Municipal Authority to Remove Advertisements

A municipality may require the following to remove or discontinue the advertising:

- ✓ A person who has contravened the provisions for third party advertisers or caused/permitted the contravention;
- ✓ The owner or occupier of the land on which the contravention occurred.

Campaign Period – MEA s. 88.28

Contributions can only be made to a registered third party for third party advertisements, and can only be made during the campaign period - MEA s. 88.12. A third party advertiser that is registered can only incur expenses during the campaign period. The campaign period is determined by the application of the following rules.

The 2026 election campaign:

- ✓ begins on the day, but not before May 1, 2026, the third party registers for the election (registration must be certified by the Clerk); and
- ✓ ends on December 31, 2026.

Filing Requirements – MEA s. 88.29, s. 88.30

All registered third parties are required to file a financial statement using the prescribed form. Candidates, whose campaign contribution and total expenses are each equal to

or less than \$10,000, are not required to file an auditor's report with the financial statement.

A registered third party whose campaign contributions in the municipality exceed \$10,000 or whose total campaign expenses exceed \$10,000 is required to file an auditor's report with the financial statement.

The registered third party must file their financial statements and auditors report using the prescribed forms by 2:00 p.m. on March 30, 2027 for the filing period ending December 31, 2026.

Notice of Default – MEA s. 88.27 (2)

The Clerk is required to notify the registered third party in writing that a default has occurred and the nature of the default. The Clerk also has to make this information public.

Electronic Versions of Financial Statements – MEA s. 88 (9.1)

The Clerk shall make the financial statements filed under MEA s. 88.25, s. 88.29 and s. 88.32 available at no charge for viewing by the public on the municipal website or in another electronic format as soon as possible after the documents are filed.

Penalties – MEA s. 88.23, s. 88.27, s. 88.35

As with candidates, there is a 30 day grace period for those who missed the deadline to file a financial statement and auditor's report, provided that the third party advertiser pays a \$500 late filing fee to the municipality.

Third party advertisers are subject to spending limits and must file financial statements with the Clerk and the Clerk must review the statements for possible contraventions and submit any identified contribution to the Compliance Audit Committee. The Clerk is required to publicly identify the third parties who file or did not file a financial statement.