

2026

Municipal Election



CANDIDATE INFORMATION & NOMINATION PACKAGE

Township of Blandford-Blenheim
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Introduction

The municipal and school board election will be held on Monday, October 26, 2026. The new term of Council begins November 18, 2026, ending on November 20, 2030.

This package has been prepared for the purpose of supplying information to people intending to stand for elected office. The information is intended only as a guide to help potential candidates. It contains certain provisions of relevant legislation and does not purport to list all applicable statutory references. It is the candidate’s responsibility to refer to and be informed of the relevant legislation and regulations which can be found online at www.e-laws.gov.on.ca. Specific questions regarding the legislative requirements can be directed to the Municipal Clerk’s office (generalmail@blandfordblenheim.ca) or the Ministry of Municipal Affairs and Housing (mea.info@ontario.ca).

The Ministry of Municipal Affairs and Housing [provides helpful election information and guides for candidates and voters](#).

The province also provides a comprehensive [2026 Candidates Guide](#).

The Association of Municipalities of Ontario (AMO) offers an [online guide](#) for those considering running for municipal office as well as many other helpful election and campaigning resources.

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

Information on all aspects of the municipal election can be found on the [Blandford-Blenheim Elections](#) page.

Important Dates

May 1, 2026 (9:00 a.m. to 5:00 p.m.)	First day Nomination Paper may be filed
August 21, 2026 (9:00 a.m. to 2:00 p.m.)	Last day Nomination Papers may be filed
August 21, 2026 (before 2:00 p.m.)	Last day to withdraw nomination
August 21, 2026 (after 2:00 p.m.)	First day to put up campaign signs
August 24, 2026 (by 4:00 p.m.)	Nominations to be certified by the Clerk or rejected by the Clerk List of Candidates to be posted
September 1st to October 26th, 2026	Revision period for the voters' list, Voters' list available to candidates
October 13, 2026	Vote by internet and phone opens
October 26, 2026 (to 8:00 p.m.)	Voting Day
November 15, 2026	New Term of Council begins
December 31, 2026	End of campaign period
March 30, 2027 (by 2:00 p.m.)	Financial statements and auditor's reports are due

Elected Offices

At this election, members will be elected for the period commencing November 15, 2026, and ending November 14, 2030, for the following offices:

- a) **MAYOR**
One (1) to be elected by electors of the Township of Blandford-Blenheim.
- b) **DEPUTY MAYOR**
One (1) to be elected by electors of the Township of Blandford-Blenheim.
- c) **COUNCILLORS**
Three (3) to be elected by electors of the Township of Blandford-Blenheim.
- d) **THAMES VALLEY DISTRICT SCHOOL BOARD (English Public)**
Two (2) to be elected by public school electors of Oxford County. The City of Woodstock is responsible for accepting nominations.
- e) **LONDON DISTRICT CATHOLIC SCHOOL BOARD (English Separate)**
One (1) to be elected by separate school electors of Oxford County - The City of Woodstock is responsible for accepting nominations.
- f) **CONSEIL SCOLAIRE CATHOLIQUE PROVIDENCE (French Separate)**
One (1) to be elected by French language separate school electors to represent the Counties of Oxford, Elgin, and Middlesex. The City of Woodstock is responsible for accepting nominations. Candidates can file a nomination with their local Clerk if their home municipality is more than 100 km from Woodstock. Alternatively, candidates who live outside of Oxford County may submit their nomination electronically. Contact the Woodstock City Clerk for more details at election@cityofwoodstock.ca.
- g) **CONSEIL SCOLAIRE VIAMONDE (French Public)**
One (1) to be elected by French language public school electors to represent the Counties of Oxford, Elgin, Lambton, Haldimand and Norfolk and the Municipality of Chatham-Kent. The Clerk of the City of Sarnia is responsible for conducting the election for this position. However, nominations for this position will be

accepted by the Clerk of the City of Woodstock and forwarded to the Clerk of Sarnia.

Eligibility

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

Nomination Procedure

Every person who proposes to be a candidate must file nomination papers and supporting signatures prior to receiving any campaign contributions and prior to expending any funds on a campaign. A candidate may file papers as early as May 1, 2026, any time the Clerks office is open up to 9:00 a.m. to 2:00 p.m. pm Friday August 21, 2026, as per [Section 33 of the Municipal Elections Act, 1996](#).

The nomination package includes:

- a) [Nomination Form](#)
- b) [Endorsement signatures from at least 25 eligible electors](#)
- c) Filing fee.

Filing Fees:

- a) Mayor – \$200
- b) Deputy Mayor – \$100
- c) Councillor – \$100

The fee shall be paid in cash, debit card or by certified cheque or money order made payable to the Township of Blandford-Blenheim. The nomination fee is not considered a campaign expense. The nomination fee will be refunded to all candidates who file the required financial statements by the deadline.

Candidates are strongly encouraged to make an appointment to register a nomination. Appointments may be made by calling 519-463-5347 or emailing generalmail@blandfordblenheim.ca.

People endorsing a candidate's nomination must be eligible voters for that office on the day they endorse the nomination.

Withdrawal of Nomination

Candidates wishing to withdraw their nomination forms must do so prior to the closing of nominations (August 21st no later than 2:00 P.M.)

Exception for Additional Nominations

If the number of nominations filed for an office and certified under section 35 is less than the number of people to be elected to the office, additional nominations may be filed on the Wednesday following Nomination Day, (August 21st, 2026) between 9 am and 2 pm.

Acclamations

If there is only one certified candidate running for an office at 4:00 p.m. on Monday, August 24th, 2026, that candidate will be declared elected by acclamation. 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.

Acclaimed candidates must still file a campaign financial statement.

Certification of Nomination by Clerk

It is the responsibility of the candidate to ensure they meet all the qualifications and file proper nomination papers. Each candidate should contact the Municipal Clerk to ensure that their nomination forms are in order.

The Clerk may examine the nomination papers after the nominations period ends and may reject them, a candidate may find that their papers have been rejected and they are too late to file additional information or provide proof to the Clerk of their qualifications. Candidates may wish to contact the Clerk to determine [the method to be used to certify nomination papers](#) to prevent any misunderstanding. If nomination papers are filed early, it will assist the Clerk in certifying the papers.

Campaign Information

Campaigning

It is the candidate's responsibility to provide voters with information about the candidate and their campaign.

Only the contact information provided in the "Consent to Release Personal Information" form submitted with nominations will be placed on the candidate page of the Township's website.

Debates

The [Municipal Elections Act, 1996](#) does not require candidate debates to be held.

The Township is not responsible for organizing meetings or debates. Debates may be organized by community groups, media outlets, candidates, or any other interested person. It is the candidate's choice to participate or not.

Election Signs and Other Election Advertising

Pursuant to Section 4.05 of [By-law 1932-2015](#), **no election signs are permitted on any Township property i.e. public parks, arena, halls, fire halls, public works yards etc.**

Signs are permitted on all Township and County roads but must be off the travelled surface and off the shoulder. Signs are not allowed at sight triangles at road intersections for a distance of 29.5 feet (9 meters) in all directions. If the road intersection involves a County Road, signs are not permitted within 25 meters of the

intersection.

See a memo here regarding [Election Signs on Oxford County Road Allowances/Facilities/Properties](#).

All election signs on public property must be removed within 7 days of the election, no later than November 2nd, 2026.

No candidate or their agent or any other person shall affix, erect or otherwise display an “Election Sign” or permit or cause an election sign to be erected, affixed, or otherwise displayed prior to Nomination Day (2:00 p.m. August 21, 2026) for a municipal election.

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

Use of Municipal Resources

To protect the neutrality of the municipal corporation during the election and to prohibit contributions by the municipality during campaign periods, municipal resources cannot be used for campaigning purposes. Further, the municipality is required by the [Municipal Elections Act, 1996](#) to establish rules for using municipal resources for campaigning purposes. The [Rules for the Use of Municipal Resources During the Election Period](#) is included with this Information Package.

This policy is necessary to safeguard the interests of the municipality and to preserve public trust and overall integrity of the elections process. It also ensures that all candidates are treated equally, fairly, and consistently within the municipality.

Campaign Expenses & Finance

Campaign Contributions

[S. 88.8 and beyond of the Municipal Elections Act](#) outlines information regarding campaign contributions.

When may a candidate conduct fund-raising and incur campaign expenses?

The candidate may incur campaign expenses and may accept donations on the day they file a nomination. This is the start of the campaign period.

Further details regarding the campaign period are available in [s. 88.24 of the Municipal Elections Act](#).

What are the responsibilities of the candidate with respect to campaign finances?

It is the responsibility of the candidate to ensure that [s. 88.22 \(1\) of the Municipal Elections Act](#) is followed.

Who can make contributions?

Contributions can only be made to candidates who are nominated. It is illegal to make a contribution to a candidate who is not nominated. [S. 88.8 of the *Municipal Elections Act*](#) sets out further details.

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

- (i) 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.

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

All candidates will be required to file a [Financial Statement – Auditor’s Report Candidate - Form 4](#), a copy is included in this information package. Candidates should review the form to ensure they are keeping records of all the information that must be included on the Statement. For more information regarding completing the financial statement, see the [2026 Candidates Guide](#) (pages 29 to 35).

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

What restrictions are there on fundraising events?

The legislation prohibits fundraising functions for a person who is not a candidate. Fundraising events can only be held during the candidate's campaign period. [S. 88.10 of the *Municipal Elections Act*](#) sets out further details.

Can I borrow money for my campaign?

The candidate or their spouse, or same sex partner, may borrow money for their campaign from any bank or other recognized lending institution in Ontario. The money must be paid into the candidate's campaign account. [S. 88.17 of the *Municipal Elections Act*](#) sets out campaign account loan rules.

[Campaign expenses](#) are costs incurred for goods or services by or on behalf of a person wholly or partly for use in his or her election campaign.

Campaign expenses may only be incurred after a candidate is nominated. It is the responsibility of the candidate to ensure that copies of receipts are kept for all expenses and that transaction records are kept in the candidate's campaign account.

What Limits Are There to Campaign Spending?

The *Municipal Elections Act, 1996*, provides that the Minister has prescribed the campaign spending limits in [O. Regulation. 383/02](#).

The Clerk will provide a preliminary estimate based on the 2022 number of electors, then will provide a final calculation of the number of voters eligible to vote in the election on or before September 30, 2026. The higher of the two will be the limit.

Campaign Surpluses

If your campaign has a [surplus](#), it must be paid to the Clerk. The Clerk will hold that amount in trust for the candidate and will return it to the candidate for the next election, if the candidate runs for office on the same Council. If the candidate does not run again, the surplus becomes the property of the municipality.

Application to Extend the Time to File the Required Documents

A candidate may, within ninety-one (91) days after the last day for filing a document under [Section 88.23 of the *Municipal Elections Act*](#), apply to the Ontario Court of Justice to extend the time for filing the document.

Compliance Audits

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

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

For more information regarding campaign finance, compliance and enforcement, see the [2026 Candidates Guide](#) (pages 15 to 28).

General Election Information

Online and Phone Voting

Electors may cast their ballot remotely using an internet-connected device or phone during the Voting Period (October 14th to 26th at 8:00 p.m., Voting Day). This method enhances accessibility for individuals with mobility challenges, caregiving responsibilities, work-related time constraints, or other barriers to in-person voting. Online voting is designed to be secure, user-friendly, and compatible with assistive technologies.

Online and Phone Voting Procedures

Voting will be available during the designated voting window up to and including Voting Day. Electors will receive instructions on how to access the online voting system via their Voter Information Letter (VILs), along with necessary credentials/PINs. The Voting Procedures must be established by June 1st, 2026, and will be provided to all candidates.

The Voters' List

The Preliminary List of Electors for the Township of Blandford-Blenheim is prepared by the Elections Ontario and contains the names and addresses and school support of each person who is listed in the data and who meets the qualifications of an elector. Visit [RegisterToVoteON.ca](https://www.registertovoteon.ca) for information on eligibility, registration and how to check, update or add your information to the voters' list by August 12, 2026, or via the Township after that date.

Revision of Preliminary List of Electors and Voters' List

The Clerk of the municipality will print the Preliminary List of Electors by September 1, 2026. Applications for amendments to the Voters' List will be accepted by the Clerk commencing on September 15, 2026, and ending at 8:00 p.m. on Voting Day (October 26, 2026).

Copies of the Preliminary List of Electors may be viewed at:

The Township Administration Office – 47 Wilmot Street S. Drumbo

Preliminary Lists and Voters Lists are public documents and may be inspected by the public but access to the list must be supervised. No person shall use information obtained from these lists except for election purposes.

The Voters' List may be provided to candidates, given they fill out the form at the end of this package and [follow the applicable rules](#). See also the [2026 Candidates Guide](#) for information regarding the voter's list (pages 9 and 10).

Voter Help Centers

Information regarding Voting Help Centers will be provided to electors and on the [Township's website](#).

Voter Information Letters

In addition to the Voter Information Letter provided to each eligible elector on the Voters' List, the Clerk will place an advertisement providing notice to all residents of the municipality of the dates and times on which the voting help centers will be open. An alternative voting method is being used (vote by internet and telephone), this notice shall include instructions on how to vote using the alternative voting method.

Election Period

Prohibitions of Canvassing in Voting Places

The Clerk is the lessee of the premises used as voter help centers. As the lessee of such premises, the Clerk does not permit electioneering of any nature in or on the premises used as a voting place on Voting Day. The premises are deemed to include the entire building and the property on which it is located.

Section 48(2) of the *Municipal Elections Act, 1996* provides as follows:

"No person shall display a candidate's election campaign material or literature in a voting place."

Section 48(3) of the *Municipal Elections Act, 1996* provides as follows: *For the purpose of this section,*

'Voting place' includes any place in the immediate vicinity of the voting place designated by the Clerk."

Deputy Returning Officers are instructed to remove forthwith from any voting place any material or literature of any nature, which may be deposited therein.

Scrutineers

A candidate may appoint scrutineers, in writing, to represent them in accordance with the *Municipal Elections Act, 1996*. Scrutineers must carry proof of their appointment and provide it to election staff upon request.

Scrutineers are permitted to:

- observe the voting process at a Voter Help Center or the Township Administration Office during hours of operation, provided they do not interfere with or attempt to influence electors;
- be present when voting results are received by the Clerk, including any recount;
- access authorized election information, where applicable, after taking the required oath(s) of secrecy.

Only one candidate or their appointed scrutineer may be present at a Voter Help Center or results location at any one time. All scrutineers must take an oath of secrecy before performing their duties.

Scrutineers are subject to the same conduct rules, rights and prohibitions as candidates. Any scrutineer who fails to follow the direction of the Clerk or election staff, or who attempts to interfere with the voting process, may have their appointment revoked and be required to leave.

The use of cellular phones or other electronic devices is not permitted within a Voter Help Center or the Township Administration Office during the tabulation of votes.

Candidates And Scrutineers have specific rights and prohibitions:

See the [Municipal Elections Act](#) for more information as well as [2026 Candidates Guide](#) (page 13).

Access to Rented Premises by Candidate or their Authorized Representatives

Section 22 of the *Tenant Protection Act* provides that

"No landlord shall restrict reasonable access to a residential complex by candidate for election to, any office at the federal, provincial or municipal level or their authorized representative, if they are seeking access for the purpose of canvassing or distributing election material."

Supporting Forms

The following forms are included in this Information Package and are required at the time of filing a nomination:

1. Nomination Paper – Ministry of Municipal Affairs Form 1
2. Endorsement of Nomination - Form 2 (not required for school board candidates)
3. Financial Statement - Auditor's Report Candidate - Form 4
4. Financial Statement - Subsequent Expenses - Form 5
5. Notice of Extension of Campaign Period - Form 6
6. [EL-02] Declaration of Qualifications – Municipal Council Candidate
7. [EL-03] Consent to Release of Personal Information
8. [EL-04] Voters' List Request Form
9. [EL-05] Election Campaign Bank Account
10. [EL-06] Notice of Filing Requirements and Penalties Related to Campaign Finances
11. [EL-07] Certificate of Maximum Expenses and Maximum Contributions to a Candidate's Own Election Campaign
12. [EL-08] Acknowledgements and Confirmations Form

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 \(Form 6\)](#)

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Policies and Procedures

The Corporation of the Township of Blandford-Blenheim

Department:	Clerk's		Effective:	May 1 st , 2018
Subject:	Use of Corporate Resources During an Election Policy		Policy Number:	
Approved by:	Rodger Mordue			
Resolution Number:	April 18, 2018, Resolution 16			
Date of Review:	Review Number:	Change:	Reference Section:	

Policy Statement

The Corporation of the Township of Blandford-Blenheim and its local boards are committed to ensuring accountable and transparent election practices, relating to the use of corporate resources.

Purpose

The purpose of this Policy is to clarify that all municipal election Candidates, Members of Council, and Township Staff are required to follow the provisions of the Act with regard to the use of corporate resources for election purposes. Where Township, municipal or related terms are used, it shall also be read to include its local boards, as applicable.

This Policy also ensures that the Township's operations, events, and facilities are used for non-partisan purposes and are not used for election campaign related purposes/activities. The policy will provide guidelines necessary for members of Council, other candidates and staff during elections in an accountable and transparent manner. 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.

Scope

This policy applies to members of Council and its local boards, Township and local board employees, registered election candidates (including acclaimed candidates), registered third parties, and members of the public.

Definitions

"Acclaimed" means a Candidate elected by acclamation pursuant to section 37 of the Act.

"Act" means the Municipal Elections Act, 1996, S.O. 1996, c. 32, as amended.

"Campaigning" means a municipal election-related activity for the purpose of supporting or opposing the election of a Candidate or a question on the ballot, and includes, without limiting the generality of the foregoing, the distribution of materials, advertising, display of signage, etc.

"Candidate" means a person who has filed a nomination for an office pursuant to section 33 of the Act, and includes a person who has filed a nomination for election to a school board pursuant to the Education Act, R.S.O. 1990, c. E.2, as amended.

"Clerk" means the Clerk of the Township or his/her designate.

"Council" means the Council of the Township.

"Member" means a member of the Council of the Township, and includes the Mayor of the Township.

"Nomination Day" means the deadline to file a nomination, for a regular election will be the fourth Friday in July.

“Policy” means this Use of Corporate Resources for Election Campaign Purposes.

“Staff” means all full-time and part-time persons hired by the Township, including but not limited to the Chief Administrative Officer, Directors, Managers, Supervisors, Coordinators, salaried employees, administrative staff, and contract, temporary, student, and cooperative placement staff.

“Township” means The Corporation of the Township of Blandford-Blenheim.

“Township resources” means real property, goods and/or services owned, controlled, leased, acquired, or operated by the Township including but not limited to: facilities, parks, materials, equipment, monetary funds, technology, Township IT systems and resources, databases, social media, intellectual property, and supplies.

“Voting Day” means, in the case of a regular election, the fourth Monday in October in the year of the election - or- in the case of a by-election, the 45th day after Nomination Day, as noted in section 5 and subsection 65(4) of the Act.

Policy

General Provisions:

In accordance with the provisions of the Municipal Elections Act, 1996, as amended:

- a) Corporate resources and funding may not be used for any election-related purposes;
- b) Staff may not canvass or actively work in support of a municipal candidate or third party during normal working hours unless they are on a leave of absence without pay, lieu time, float day or vacation leave;
- c) Municipal facilities/property may not be used for any election related purposes, which includes displaying of any campaign related signs or materials on such premises unless all candidates are afforded the same opportunity.
- d) Candidates may not campaign and/or distribute campaign literature during any function being hosted by the municipality whether on municipal property or not.

Specific Regulations:

The following, if supplied by the Township, shall be discontinued for all members of Council throughout the period from May 1st of the municipal election year until Voting Day, inclusive or in the case of a municipal by-election, for the period 60 days prior to and inclusive of Voting Day, for any members running as candidates in the by-election:

- a) All forms of advertising, including advertising in municipal publications;
- b) All printing, high speed photocopying and distribution, including printing and general distribution and display of newsletters unless so directed and approved by Council;
- c) The ordering of any stationery or office supplies or furnishings unless approved by the Municipal Clerk;
- d) Links to Council member-related web sites or social media links;
- e) The posting of information relating the activities of Council or any member of Council on the Township's website, excluding the minutes of Council and committee meetings. Only the photos and contact phone and/or email posted for each member of Council at the commencement of each term shall remain on the corporate website.

To avoid any confusion with any website or social media accounts used for Council work, members of Council who choose to create or use their own websites or social media accounts shall throughout the period from May 1st of the municipal election year until Voting Day, inclusive or in the case of a municipal by-election, for the period 60 days prior to and inclusive of Voting Day, for any members running as candidates in the by-election, shall:

- a) Include a clear statement, easily found and readable, on each website or social media account's home page indicating that the account is being used either solely for Council work, for both Council work and election campaign purposes, or solely for election campaign purposes;
- b) Include the statement in clause a) for as long as the website or account is accessible by the public.

Members of Council shall not:

- a) Print or distribute any material paid for by municipal funds that illustrates that a member of Council or any other individual is registered in any election or where they will be running for office;
- b) Profile (name or photograph), or make reference to, in any material paid for by municipal funds, any individual who is registered as a candidate in any election;

- c) Print or distribute any material using municipal funds that makes reference to, or contains the names, photographs, or identifies registered candidates for municipal elections;
- d) Use the Township website, domain names, other corporate systems, the township crest or logo for campaigning/advertising or as a substitute to distributing newsletters or flyers throughout the period from May 1st of the municipal election year until Voting Day, inclusive or in the case of a municipal by-election, for the period 60 days prior to and inclusive of Voting Day;
- e) Use the municipality's voicemail system to record election-related messages;
- f) Use the Township's computer network (including the Township email system) for election-related correspondence;
- g) Use any photographs produced for and owned by the Township of Blandford-Blenheim or any photos taken utilizing town equipment or sent through Township email accounts for any election-related purposes;
- h) Use municipal property or staff in any campaign photos or images unless all candidates are afforded the same opportunity. Photos/images of external Township facilities are permitted. Photos/images of internal Township facilities are not permitted;
- i) Use any corporate facility/property for any election-related purpose unless a market value rental fee has been established corporately and the rental of such is available to all candidates and third parties. Notwithstanding the foregoing, no facility/property shall be rented or used for any municipal election-related purpose by members of Council, candidates, third parties, or the public during any day that voting is taking place on the property, including set-up, hosting, or take-down activities;
- j) Benefit from the use of any corporate pricing established under the township's purchasing policy;
- k) Use any Council or Councillor Budgets for election-related purposes or to advertise, promote or support any candidate, third party or any position related to any questions which may be authorized to be placed on the ballot. Clauses d) g) h) i) above shall also apply to registered candidates, third parties and the public.

Staff Involvement

Staff, are discouraged from assisting with or any involvement in municipal election campaigns, including posting election signs on their property, phone and e-mail solicitations, signing nomination papers, distribution of brochures and wearing candidate buttons; due to a perceived conflict of interest.

Staff, including full time, part time and contract employees shall:

- a) Behave in a manner that is impartial, fair and unbiased toward all registered candidates and third parties;
- b) Consult with their direct Supervisor prior to agreeing to perform any task requested by a member of Council, registered candidate, or third party that exceeds their normal duties or could be construed as contributing to an election campaign;
- c) Not rent any corporate facility/property for any municipal election-related purpose to members of Council, candidates, third parties, or the public during any day that voting is taking place anywhere on the property, including set-up, hosting, or take-down activities;
- d) Take care to separate personal activities from their official positions and shall not canvass or actively work in support of a municipal candidate or third party during normal working hours unless on a leave of absence without pay, lieu time, float day or vacation leave;
- e) Request and obtain a leave of absence without pay should they wish to run for federal, provincial or municipal office and abide by the respective legislation governing such elections.

Staff may be involved in provincial and federal campaigns as long as this involvement does not affect the objectivity with which they must discharge their duties as a representative of the Township.

Policy Management

Staff are authorized and directed to take the necessary action to give effect to this policy.

The Clerk may at any time be consulted by members of Council with regard to complying with any part of this policy and will be responsible for enforcement of this policy through Council's Code of Conduct.

Nothing in this policy shall preclude a member of Council from performing their duties as a Councillor, nor inhibit them from representing their constituents.

The Clerk is delegated the authority to make administrative changes to this policy that may be required from time to time due to legislative changes or if, in the opinion of the Clerk, the amendments do not change the intent of the policy during an election period.

Limitation

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.

THE CORPORATION OF
THE TOWNSHIP OF BLANDFORD-BLENHEIM
BY-LAW 1932-2015

Being a By-Law to Regulate Signs and Other Advertising Devices within the Township of Blandford-Blenheim.

WHEREAS Section 11 of the *Municipal Act, 2001*, S.O. 2001, c.25 as amended authorizes a Municipality to pass By-Laws respecting Structures, including fences and signs;

AND WHEREAS sections 98, 99 and 99.1 refer to specific municipal powers under Part III of the *Municipal Act, 2001*, S.O. 2001, c.25 as amended for structures, including fences and signs;

AND WHEREAS section 445 of the *Municipal Act, 2001*, S.O. 2001, c.25 as amended provides that a municipality may make an order requiring a person who has contravened a by-law caused or permitted the contravention, or the owner or occupier of land on which the contravention occurred to do work to correct the contravention;

AND WHEREAS section 446 of the *Municipal Act, 2001*, S.O. 2001, c.25 as amended provides that where a municipality has the authority to direct or require a person to do a matter or thing, the municipality may also provide that, in default of it being done by the person directed or required to do it, the matter or thing shall be done at the person's expense, and that the municipality may recover the costs of doing a matter or thing by action or by adding the costs to the tax roll and collecting them in the same matter as property taxes;

AND WHEREAS it is deemed desirable to establish regulations concerning signs for the Township of Blandford-Blenheim;

NOW THEREFORE the Council of the Corporation of the Township of Blandford-Blenheim enacts as follows:

1.0 Short title

This By-Law may be cited as the "Sign By-Law".

2.0 Definitions:

2.01 In this By-Law:

"Abandoned Sign" means a sign that no longer identifies or advertises an activity, business, product or service, or identifies or advertises an activity, business, product or service which is no longer conducted or available on the premises on which the sign is located.

“Alter” means any change to a sign structure or to a sign face but does not include:

- (a) the rearrangement of numerals, letters, or copy applied directly to the face of the sign and specifically designed and intended to be periodically rearranged; and
- (b) maintenance, including replacement by identical components.

“Animated Sign” means any sign that includes action or motion of all or any part of a sign and includes a sign containing intermittent or flashing light source.

“By-Law Enforcement Officer” means an officer or employee of the Municipality whose duties include the enforcement of the By-Law.

“Chief Building Official” means the person appointed as such by the Municipality under Section 3 of the Building Code Act, 1992, S.O. 1992, c.23, as amended.

“Council” means the Council of the Municipality.

“Erect” means to attach, install, hang, place, suspend or affix a sign or letters or to build, construct, reconstruct, alter, enlarge, relocate the sign and includes changing the surface of a sign.

“Existing Sign” means a sign that was lawfully on display prior to the adoption of this By-law.

“Frontage” means a property line of the lot that abuts directly on a street or highway.

“Grade” means the average elevation of the finished surface of the ground immediately surrounding the sign.

“Height” means the vertical measurement from the average finished grade at the base of the sign to the highest point of the sign structure.

“Home Occupation” means Home Occupation as defined in the Township of Blandford-Blenheim Zoning By-Law as amended from time to time.

“Municipality” means “The Corporation of the Township of Blandford-Blenheim”.

“Mural” means any painting, drawing, sketching or other markings, containing no text or logo, that appears to be advertising a business or product and that is applied directly to a wall or other integral part of a building or structure.

“Owner” means the owner of the sign and includes the owner of the property on which the sign is erected and the owner of the business being advertised.

“Property” means a separately assessed property shown on the Municipality’s Assessment Roll.

“Real Estate Sign” means a temporary sign indicating the property on which the sign is located, or any part thereof is for sale, rent or is open for viewing for the purpose of such sale or rent of the property.

“Roof Line” means a line formed by the intersection of the exterior walls of a building with the roof of a building and in the case of a pitched roof shall be at the eaves level.

“Sign” means a sign surface containing an advertisement by means of painting or printing on, attaching bills, letters, numerals or symbols to any building, structure or device which identifies or advertises any business, group, activity or product on any premises in such a way as to be visible to the public, excluding a “Mural”. The definition of “Sign”, includes but is not limited to:

- **“Banner Sign”** means any sign composed of non-rigid material such as cloth, canvas or other similar material used for temporary purposes with or without frames.
- **“Billboard Sign”** means any sign other than a real estate sign, measuring more than 3.0 sq. m (32.0 sq. ft.) in sign face area, that directs attention to products, goods and services, activities or facilities, not provided on the premises on which the sign is located.
- **“Canopy Sign”** means a sign painted on, affixed flat to or constructed in or on the surface of a canopy.
- **“Directional Sign”** means a sign that communicates information regarding pedestrian or vehicular movement.
- **“Double Faced Sign”** means a sign having two sign faces, each face being of equal area and identical proportions to the other, and each located on the sign structure so as to be exactly opposite the other.
- **“Election Sign”** means any sign advertising or promoting a candidate in a municipal election intended to influence persons to vote for or against any candidate or any question or by-law submitted to the electors under Section 8 of the Municipal Elections Act, 1996.

- **“Fascia Sign”** means a sign located in such a manner that the sign surface is parallel to the main wall of the building to which it is attached.
- **“Ground Sign”** means a freestanding sign directly supported by uprights or braces, which are embedded in the ground and is designated and intended not to be readily moved and which is not attached to any other building or structure.
- **“Inflatable Sign”** means a non-rigid sign supported by air or other gas pressure.
- **“Memorial Sign”** means a sign noting historical information about a building to which it is attached or the site upon which the sign is erected.
- **“Pedestal Sign”** means a non-illuminated free standing sign resting on the ground and constructed in a manner such that it can be placed or repositioned.
- **“Portable Sign”** means a temporary advertising device and includes any and all signs constructed so as to be readily moved or transported whether or not the sign is fixed to the ground, mounted on a vehicle or affixed to a freestanding structure but does not include a Sandwich Board Sign.
- **“Projecting Sign”** means a sign, the face of which is not parallel with the surface of the building or structure to which the sign is directly attached.
- **“Real Estate Sign”** means a temporary sign indicating the property on which the sign is located, or any part thereof is for sale, rent or is open for viewing for the purpose of such sale or rent of the property.
- **“Roof Sign”** means any sign that is erected, on or above the roof line of a building and includes an inflatable sign.
- **“Sandwich Board Sign”** means a non-illuminated sign consisting of two (2) flat surfaces joined at one (1) end and resting on the ground.
- **“Temporary Sign”** means a sign that is limited as to a specific and defined time that can be erected or displayed and does not utilize a permanent foundation
- **“Window Sign”** means a sign placed, painted or affixed upon a window facing the outside, and intended to be seen from the exterior of the window.

“Sight Triangle” means on a corner lot within the triangular spaces formed by the street lines and a line drawn from a point in one street line to a point in the other street line, each such point being 9 m (29.5 ft.) measured along the street line from the point of intersection of the street lines. Where the two street lines do not intersect at a point, the point of intersection of the street lines shall be deemed to be the intersection of the tangents to the street lines.

“Sign Face Area” means the area of the single surface of any sign within the outer edge of the frame or border of a sign. In the case of a multi-faced sign (excluding “Sandwich Board Signs and Doubled Faced Signs”), each side shall be counted in computing the sign face.

“Street” means a public highway or public road which affords the principal access to abutting lots but does not include a lane or private right-of-way.

“Street Line” means the limit of the street allowance and is the dividing line between a lot and a street.

“Vehicle” means a motor vehicle, tractor, trailer, truck, camper, boat, motorcycle, motorized snow vehicle, mechanical equipment or any vehicle drawn, propelled or driven by any kind of power.

“Zone” means an area delineated on a Map Schedule of the Zoning By-Law and designated by such by-law for a specific use or specific uses.

“Zoning By-Law” means any By-Law in effect within the Municipality that was passed pursuant to Section 34 of the *Planning Act*, R.S.O. 1990, c.P.13, as amended.

3.0 General Requirements

- 3.01 Except as otherwise provided in this By-Law, no sign shall be erected without a permit being issued by the Chief Building Official.
- 3.02 A permit issued pursuant to Subsection 3.01 shall expire, if the work as allowed by the permit is not commenced within six (6) months from the date the permit was issued.

- 3.03 Notwithstanding any provision contained in this By-Law, no person shall erect or maintain any sign, in such a location or of such construction so as to block or interfere with the visibility or operation of any traffic sign, traffic signal or other traffic related appurtenance or that obstructs the view of a vehicle driver or a pedestrian so as to create an unsafe situation.
- 3.04 Nothing in this By-Law shall serve to relieve any person from the obligation to comply with all other applicable law.
- 3.05 Every sign shall be designed, constructed and erected in conformity with the provisions of this By-Law and in compliance with the Ontario Building Code, O. Reg. 332/12, as amended.
- 3.06 Every sign, sign message and structure must be maintained in a proper state of repair.
- 3.07 This By-Law shall not apply to an existing sign, provided that no such sign shall be reconstructed, substantially altered or moved unless such sign is made to comply with the provisions of this By-Law in all respects.

4.0 General Sign Provisions

- 4.01 The provisions of this section shall apply to all signs within the Township of Blandford-Blenheim.
- 4.02 No person shall erect a sign unless it is in conformity with this By-Law and pertains to the use of the property with the exception of "Billboard Signs" and "Election Signs".
- 4.03 To apply for a sign permit, the applicant shall submit an application on the prescribed form to the Municipality, which shall be accompanied by the following unless deemed unnecessary by the Chief Building Official.
- (a) Drawings and specifications showing:
- (i) plans of the proposed sign drawn to scale including construction details, supporting framework, footings, foundation, illumination details, height and weight, area, clearance height and elevation in relation to adjacent grade and the sign type (two (2) copies required to be submitted);
 - (ii) materials and specifications (including colours);
 - (iii) a site plan showing the proposed location of the sign in relation to the building and the boundaries of the lot upon which the sign is to be situated;
 - (iv) the size and location of existing signs on the property.
 - (v) drawings for the proposed sign MAY be required to be sealed by a Professional Engineer licensed to practice engineering in Ontario, if required by the Chief Building Official.

- (vi) the proposed site plan MAY be required to be confirmed by an Ontario Land Surveyor (OLS), if required by the Chief Building Official.
 - (b) For a sign affixed to any wall, plans showing the elevation of the building on which the proposed sign is to be erected, doors, windows and other openings, wall area, location and colour of the proposed sign;
 - (c) Where a proposed sign will front on a Provincial Highway, a copy of the approval from the Ministry of Transportation;
 - (d) A permit fee as prescribed in the Municipality's Building By-Law.
- 4.04 The Chief Building Official shall issue a permit for any sign, if a complete application has been received together with all required supporting documentation and the appropriate fee, and the sign for which an application has been made complies with this By-Law and other applicable law.
- 4.05 No person shall erect any sign on or over property owned by the Municipality and/or County of Oxford without the consent of the Municipality and/or the County of Oxford.
- 4.06 No person shall erect the following, except unless authorized by this by-law:
- (a) a roof sign;
 - (b) a sign within a "Sight Triangle";
 - (c) a sign attached to a tree, tree grating, protector, utility pole or light standard;
 - (d) a sign located on or over property owned by the Municipality, a public utility or local board;
 - (e) a sign erected or painted on a vehicle where the vehicle is parked or located in such a manner so to make the vehicle visible from a street; or
 - (f) a sign that encroaches upon any vertical or horizontal spatial clearance required by Hydro One and/or an electrical utility company, for electrical wires, poles, or light standards.
- 4.07 The following signs are permitted in all zones:
- (a) authorized "Directional Signs";
 - (b) signs required to be posted by government order, rule or regulation;
 - (c) memorial plaques, cornerstones, historical markers and like monuments;
 - (d) election signs;
 - (e) national, provincial and municipal flags or emblems or political, civic, educational, cultural and religious organizations; and
 - (f) real estate signs.
- 4.08 One (1) "Temporary Sign" not exceeding 6.0 sq. m (64.59 sq. ft.) in sign face area may be erected on a construction site indicating the nature of the project and the developers and related personnel, professions or trades involved in the development of the site. The sign may be on display for not longer than thirty (30) days after the completion of construction. Notwithstanding Subsection 3.03, no permit shall be required for a sign erected pursuant to this section.

- 4.09 One (1) "Temporary Sign" used to identify a subdivision or other development not to exceed 6.0 sq. m (64.59 sq. ft.) in sign face area may be erected at the entrance of the subdivision or other development until the subdivision or other development is substantially complete as determined by the Municipality. Notwithstanding Subsection 3.03, no permit shall be required for a sign erected pursuant to this section.
- 4.10 The Owner of the land on which a sign is erected shall remove the sign or cause the sign to be removed within fourteen (14) days of the sign becoming an "Abandoned Sign". In the event that the sign(s) is/are not removed within this time period, the Municipality or its agents may enter upon the property and carry out the removal of the sign(s) at the expense of the owner OR may take legal action in order to get the sign removed.
- 4.11 All illuminated signs shall be so constructed as to direct light away from an adjacent Residential Zone.
- 4.12 Not more than one (1) Ground Sign shall be erected on any property except as follows:
- (a) where there is more than one (1) building on the property and the property frontage exceeds 50.0 m (164.0 ft.), one (1) additional "Ground Sign" may be erected for every 50.0 m (164.04 ft.) of frontage; or
 - (b) where the property fronts on more than one (1) street, additional "Ground Signs" on each street shall be permitted based upon the calculations set out in Subsection 4.12(a).
- 4.13 Signs erected by or for the Government of Canada, the Government of Ontario, The County of Oxford, the Township of Blandford-Blenheim, or any local board as defined in the Municipal Act are exempt from this by-law, however such sign requiring "General Review" as required by the Ontario Building Code shall require a permit under this by-law and must comply with the Ontario Building Code and other provisions of this by-law.

5.0 Residential

- 5.01 In addition to the requirements contained in Section 4.0, the requirements of this section shall apply to all signs in any R1, R2, R3, RR, RE Zones as defined by the Zoning By-Law.
- 5.02 One (1) "Ground Sign" or "Fascia Sign" identifying a home occupation permitted under the Zoning By-Law and indicating not more than the name, occupation and operating hours of the occupant shall be permitted and any such

sign shall:

- (a) not exceed 1.0 sq. m (10.8 sq. ft.) in sign face area;
- (b) not be illuminated,
- (c) not be flashing or animated;
- (d) if a "Ground Sign", not to exceed 1.2 m (3.94 ft.) and
- (e) not be closer than 2.0 m (6.56 ft.) to any property line.

6.0 Mobile Home Park

- 6.01 In addition to the requirements contained in Section 4.0, the requirements of this section shall apply to all signs in any RMH Zones as defined by the Zoning By-Law.
- 6.02 One (1) "Ground Sign" or "Fascia Sign" identifying a home occupation permitted Under the Zoning By-Law and indicating not more than the name, occupation and operating hours of the occupant shall be permitted and any such sign shall comply with section 5.02(a) to (e).
- 6.03 One (1) "Ground Sign" identifying the Mobile Home Park and listing any information pertaining to operations of the Mobile Home Park and any such sign shall:
- (a) shall not exceed 3.0 sq. m. (32.29 sq. ft.) in sign face area;
 - (b) not be flashing or animated;
 - (c) not exceed 2.4 m (8.0 ft.) in height; and
 - (d) not be closer than 2.0 m (6.56 ft.) to any property line

7.0 Agriculture

- 7.01 In addition to the requirements contained in Section 4.0, the requirements of this section shall apply to all signs in any A1, A2 and AB Zones as defined by the Zoning By-Law.
- 7.02 One (1) "Ground Sign" or "Fascia Sign" identifying a home occupation permitted under the Zoning By-Law and indicating not more than the name, occupation and operating hours of the occupant shall be permitted and any such sign shall:
- (a) not exceed 1.0 sq. m (10.8 sq. ft.) in sign face area;
 - (b) if a "Ground Sign", not exceed 1.2 m. (3.94 sq. ft.) in height from grade; and
 - (c) not be closer than 2.0 m (6.56 ft.) to any property line.

- 7.03 In addition to the sign referred to in Subsection 7.02, one (1) "Ground Sign" or "Fascia Sign" for the purpose of advertising the sale of produce shall be permitted and the sign shall:
- (a) not exceed 3.0 sq. m (32.3 sq. ft.) in sign face area;
 - (b) if a "Ground Sign", the sign shall not exceed 2.4 m (8.0 ft.) in height from grade; and
 - (c) not be closer than 2.0 m (6.56 ft.) to any property line.
- 7.04 The requirements of Section 8.0 shall apply to properties located within an Agricultural Zone, as defined in the Zoning By-Law, where the Zoning By-Law permits commercial, industrial or institutional uses.
- 7.05 One (1) "Billboard Sign" may be permitted and shall comply with the requirements of Section 12.0 of this By-Law.

8.0 Commercial, Industrial, Institutional, Mixed Use and Open Space Zones

- 8.01 In addition to the requirements contained in Section 4.0, the requirements of this section shall apply to all signs in any V, CC, HC, ME, MG, MR, I, REC, OS Zones, as defined in the Zoning By-Law.
- 8.02 A "Fascia Sign" shall be permitted with a maximum sign face area of 1.0 sq. m (10.76 sq.ft.) per lineal meter (3.28 ft.) of building frontage on a street line; and
- (a) for buildings fronting on more than one street line, the building frontage on each street shall be deemed to be separate building frontages for the purpose of calculating the permitted areas of signs and shall not be combined; and
 - (b) where letters or symbols are used as a sign, then the sign shall be deemed to be the area contained within a line surrounding all of the letters or symbols.
- 8.03 In an Industrial (ME, MG, MR) Zone, as defined by the Zoning By-Law, the provisions of Subsection 8.02 shall apply except that the maximum permitted sign area will be 1.5 sq. m (16.1 sq. ft.) for each linear meter (3.28 ft.) of building frontage.
- 8.04 A "Ground Sign" may be erected and such sign shall:
- (a) not be greater than 8.0 m (26.25 ft.) in height from grade;
 - (b) if erected in a sight triangle, be located in such a manner as to not impede vision between a height of 0.6 m (2.0 ft.) and 3.0 m (9.8 ft.) above the centerline grade of the intersecting streets;
 - (c) not exceed 6 sq. (64.58 sq. ft.) in sign face area; and
 - (d) not be closer than 2.0 m (6.56 ft.) to any property line
- 8.05 One (1) "Billboard Sign" may be permitted in an Industrial or Highway

Commercial Zone and shall comply with the requirements of Section 12.0 of this By-Law.

9.0 Portable Signs

- 9.01 In addition to the requirements contained in Section 4.0, the requirements of this section shall apply to all portable signs.
- 9.02 Only one (1) "Portable Sign" is permitted per property at any one time except where properties with a frontage exceeding 50.0 m (164.0 ft.) or part thereof, an additional Portable Sign is permitted, provided that no "Portable Sign" may be located closer than 30.0 m (98.44 ft.) from any other "Portable Sign".
- 9.03 No electrical extension cord shall pass over a sidewalk, pedestrian walkway, roadway, driveway, aisle or parking space.
- 9.04 "Portable Signs" shall:
- (a) not require a permit;
 - (b) not be permitted in any Residential zone as defined in the Zoning By-Law for a period exceeding more than three (3) days and shall not be used for commercial purpose;
 - (c) not have a sign face area greater than 6.0 sq. m (64.60 sq. ft.);
 - (d) not be closer than 0.3 m (1 ft.) to any lot line;
 - (e) not occupy any space required for off-street parking required by the Zoning By-Law;
 - (f) not be placed on property owned by the municipality;
 - (g) not be located within any "Sight Triangle"; and
 - (h) have permanently affixed to it in a visually prominent location the name and phone number of the sign owner.

10.0 Sandwich Board & Pedestal Signs

- 10.01 In addition to the requirements contained in Section 4.0, the requirements of this section shall apply to all "Sandwich Board Signs" and "Pedestal Signs" and includes any wind activated attention devices.
- 10.02 Only one (1) "Sandwich Board Sign" or "Pedestal Sign" shall be permitted for each business, with a maximum of two (2) "Sandwich Board Signs", "Pedestal Signs" or combination of both permitted per property frontage.
- 10.03 "Sandwich Board Signs" and "Pedestal Signs" shall:
- (a) not require a permit;

- (b) not have an sign face area exceeding 1.0 sq. m (10.8 sq. ft.) per sign surface and a height not exceeding 1.2 m (4.0 ft.);
- (c) not be closer than 0.30 m (1.0 ft.) to the street line;
- (d) if placed on a public sidewalk or walkway, leave a minimum 1.8 m (6.0 ft.) wide unobstructed pedestrian corridor;
- (e) not be placed in a location that will interfere with parking spaces, parking meters, crosswalks, landscape planters, street furniture, trees, utility poles and fire hydrants;
- (f) not create an obstruction to vehicle or pedestrian traffic or a hazard to public safety;
- (g) only be displayed during the business hours of the premises; and
- (h) not be illuminated.

10.04 The sign owner shall maintain public liability insurance (minimum two million dollar (\$2,000,000) liability insurance) while the sign is placed within the public right-of-way and when requested by the Township, provide proof of coverage.

11.0 Inflatable Signs

11.01 In addition to the requirements contained in Section 4.0, the requirements of this section shall apply to all inflatable signs.

11.02 Only one (1) "Inflatable Sign" shall be permitted per property unless the property has a frontage exceeding 90.0 m (295.3 ft.) in which case an additional inflatable sign is permitted provided that no "Inflatable Sign" may be located closer than 30.0 m (98.44 ft.) to any other "Inflatable Sign" or "Portable Sign".

11.03 Notwithstanding Subsection 9.02, if there is a "Portable Sign" on the property, then only one (1) "Inflatable Sign" is permitted.

11.04 An "Inflatable Sign" shall only be located on the property to which the sign refers.

11.05 "Inflatable Signs" shall:

- (a) not require a permit;
- (b) not be placed closer than 3.0 m (9.84 ft.) to a public sidewalk, or where there is no public sidewalk, the street line and under no circumstances shall an "Inflatable Sign" be located on a public right-of-way;
- (c) not occupy any space required for off-street parking required by the Zoning By-Law;
- (d) not be placed on property owned by the Municipality;
- (e) not be located within any "Sight Triangle"; and
- (f) not create an obstruction to vehicle or pedestrian traffic or a hazard to public safety.

12.0 Billboard Signs

- 12.01 In addition to the requirements contained in Section 4.0, the requirements of this section shall apply to all "Billboard Signs".
- 12.02 "Billboard Signs" shall only be permitted on properties zoned Agricultural, Industrial and Highway Commercial, as defined in the Zoning By-Law.
- 12.03 Only one (1) "Billboard Sign" shall be permitted on a property.
- 12.04 "Billboard Sign" shall:
- (a) not have a sign face area exceeding 18.6 sq. m (200 sq. ft.);
 - (b) shall not be located within 300 m (984.3 sq. ft.) distance from another "Billboard Sign";
 - (c) shall not be located within 152.5 m (500 ft.) distance from a residential use;
 - (d) shall not be closer to the street line than the front of the nearest building on the property or setback requirement for the zone in which the "Billboard Sign" is located, whichever is greater;
 - (e) not exceed a maximum height of 8 m (26.25 ft.); and
 - (f) shall be maintained in a neat and clean manner free from any loose materials at all times.

13.0 Timing

No candidate or his agent or any other person shall affix, erect or otherwise display an "Election Sign" or permit or cause an election sign to be erected, affixed, or otherwise displayed prior to Nomination Day for a municipal election. Notwithstanding Subsection 3.01, no permit shall be required for a sign erected pursuant to this section.

14.0 Administration and Enforcement:

- 14.01 This By-Law shall be administered and enforced by the Chief Building Official and/or designated person appointed by the Municipality.
- 14.02 The Chief Building Official and/or designated person appointed by the Municipality may enter upon any lands at any reasonable time to inspect all signs for the purpose of determining or effecting compliance with this By-Law.
- 14.03 Upon the erection of any sign, the owner/agent shall notify the Chief Building Official for inspection.
- 14.04 If after an inspection, the Chief Building Official is satisfied that a sign has been erected in contravention of any of the provisions of this By-Law, or of the

conditions of a permit issued pursuant to this By-Law, the Chief Building Official may issue an order requiring the Owner to remedy such contraventions as may be outlined in the order.

- 14.05 An Order issued under subsection 14.04 shall contain:
- (a) the municipal address and/or the legal description of the property on which the non-complying sign was erected;
 - (b) a description of the By-Law and/or permit provision(s) that have not been complied with;
 - (c) a statement that the sign must be brought into compliance with the provisions of this By-Law and/or the conditions of the permit issued for the sign;
 - (d) the date by which the sign must be brought into compliance with the order;
 - (e) a statement that if the order is not complied with, the sign may be removed and disposed of by the Municipality at the expense of the owner.

15.0 Minor Variance

- 15.01 Any owner or an authorized agent of the owner wishing to apply for a minor variance to receive relief from any of the provisions of this by-law shall:
- (a) submit a minor variance application on the prescribed form;
 - (b) provide the required fee as set out in the Fees and Charges By-Law;
 - (c) provide a letter from the owner or authorized agent of the owner outlining the reason for variance
 - (d) provide the required documents as set out in subsection 4.03

15.02 The Chief Building Official shall prepare a report with a recommendation for the consideration of Council.

15.03 The Chief Building Official or designated person shall notify the applicant of the hearing date with Township Council. If the applicant does not attend at the appointed time and place, Council may proceed in the absence of the applicant and the applicant will not be entitled to further notice in the proceeding.

15.04 Council decision on the variance shall be final.

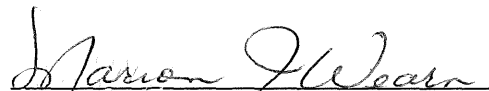
16.0 Repeals and Effective Date

16.01 In addition to the following By-Laws being repealed, any prior By-Law that is inconsistent with the terms of this By-Law is hereby repealed:
By-Law No. 1886-2015

16.02 This By-Law shall come into full force and effect on the final passing hereof.

READ a First and Second time this 21st day of October, 2015.

READ a Third time and Finally Passed this 21st day of October, 2015

A handwritten signature in cursive script, appearing to read "Marion J. Wearn", written above a horizontal line.

MAYOR: Marion Wearn

A handwritten signature in cursive script, appearing to read "Rodger Mordue", written above a horizontal line.

CLERK: Rodger Mordue

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April 14, 2026

Attention: Candidates for 2026 Municipal Election

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

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

Placement of election signage is not permitted as follows:

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

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

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

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

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

Yours truly,



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

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

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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)

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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.
- 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

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Street Name

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Postal Code

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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**

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Given Name(s)

Qualifying Address

Suite/Unit Number

Street Number

Street Name

Municipality

Province

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Last Name or Single Name

Given Name(s)

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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

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Qualifying Address

Suite/Unit Number

Street Number

Street Name

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Street Name

Municipality

Province

Postal Code

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Suite/Unit Number

Street Number

Street Name

Municipality

Province

Postal Code

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Signature_____
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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_____
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Last Name or Single Name

Given Name(s)

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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

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Qualifying Address

Suite/Unit Number

Street Number

Street Name

Municipality

Province

Postal Code

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Given Name(s)

Qualifying Address

Suite/Unit Number

Street Number

Street Name

Municipality

Province

Postal Code

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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_____
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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

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Signature

Date (yyyy/mm/dd)

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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

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

Last Name or Single Name

Given Name(s)

Qualifying Address

Suite/Unit Number

Street Number

Street Name

Municipality

Province

Postal Code

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

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

Last Name or Single Name

Given Name(s)

Qualifying Address

Suite/Unit Number

Street Number

Street Name

Municipality

Province

Postal Code

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

Signature_____
Date (yyyy/mm/dd)

Instructions

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

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

For the campaign period from (day clerk received nomination)

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

to

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

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

Box A: Name of Candidate and Office

Candidate's name as shown on the ballot		
Last Name or Single Name	Given Name(s)	
Office for Which the Candidate Sought Election	Ward Name or Number (if any)	
Municipality		
Spending Limit	Parties and Other Expressions of Appreciation	Contribution Limit
General		Contributions from Candidate and Spouse
\$	\$	\$

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

Box B: Declaration

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

Signature of Candidate _____
Date (yyyy/mm/dd)

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

Box C: Statement of Campaign Income and Expenses

LOAN

Name of bank or recognized lending institution

Amount borrowed
\$

INCOME

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

+ \$

Revenue from items \$25 or less

+ \$

Sign deposit refund

+ \$

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

+ \$

Interest earned by campaign bank account

+ \$

Other (provide full details)

1. + \$

2. + \$

3. + \$

4. + \$

5. + \$

6. + \$

Total Campaign Income (Do not include loan)

= \$ **C1**

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

1. Expenses subject to general spending limit

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

+ \$

Advertising

+ \$

Brochures/flyers

+ \$

Signs (including sign deposit)

+ \$

Meetings hosted

+ \$

Office expenses incurred until voting day

+ \$

Phone and/or internet expenses incurred until voting day

+ \$

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

+ \$

Bank charges incurred until voting day

+ \$

Interest charged on loan until voting day

+ \$

Other (provide full details)

1. + \$

2. + \$

3. + \$

4. + \$

5. + \$

6. + \$

Total Expenses subject to general spending limit

= \$ **C2**

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

1. + \$

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

Total Expenses subject to spending limit for parties and other expressions of appreciation = \$ _____ **C3**

3. Expenses not subject to spending limits

Accounting and audit		+ \$	_____
Cost of fundraising events/activities (list details in Part IV of Schedule 2)		+ \$	_____
Office expenses incurred after voting day		+ \$	_____
Phone and/or internet expenses incurred after voting day		+ \$	_____
Salaries, benefits, honoraria, professional fees incurred after voting day		+ \$	_____
Bank charges incurred after voting day		+ \$	_____
Interest charged on loan after voting day		+ \$	_____
Expenses related to recount		+ \$	_____
Expenses related to controverted election		+ \$	_____
Expenses related to compliance audit		+ \$	_____
Expenses related to candidate's disability (provide full details)			
1.	_____	+ \$	_____
2.	_____	+ \$	_____
3.	_____	+ \$	_____
4.	_____	+ \$	_____
5.	_____	+ \$	_____
Other (provide full details)			
1.	_____	+ \$	_____
2.	_____	+ \$	_____
3.	_____	+ \$	_____
4.	_____	+ \$	_____
5.	_____	+ \$	_____

Total Expenses not subject to spending limits = \$ _____ **C4**

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

Box D: Calculation of Surplus or Deficit

Excess (deficiency) of income over expenses
(Income minus Total Expenses) (C1 – C5) + \$ _____ **D1**

If there is a surplus, deduct any refund of candidate's or spouse's contributions to the campaign - \$ _____

Surplus (or deficit) for the campaign = \$ _____ **D2**

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

Schedule 1 – Contributions

Part I – Summary of Contributions

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

Part II – Contributions from candidate or spouse

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Schedule 2 – Fundraising Events and Activities

Complete a separate schedule for each event or activity held.

Additional schedule(s) attached, if completed manually.

Fundraising Event/Activity 1

Description of fundraising event/activity _____

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

Part I – Ticket revenue

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

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

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

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

Part II – Other revenue deemed a contribution

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

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

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

Part III – Other revenue not deemed a contribution

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

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

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

Part IV – Expenses related to fundraising event or activity

Provide details

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

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

Schedule 3 – Broadcasters and Publishers

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

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

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

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

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

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

Professional Designation of Auditor

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

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

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

Report is attached

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

Instructions

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

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

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

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

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

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

Box A: Name of Candidate and Office

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

Box B: Name of Registered Third Party

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

Box C: Summary of Expenses

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

Box D: Declaration

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

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

Date (yyyy/mm/dd)

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

Instructions

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

Box A: Name of Candidate and Office

Name of Candidate

Last Name or Single Name

Given Name(s)

Office for Which the Candidate Sought Election

Ward Name or Number (if any)

Municipality

Box B: Name of Registered Third Party

Name of Registered Third Party

Municipality

Official Representative (if trade union or corporation)

Last Name or Single Name

Given Name(s)

Box C: Declaration

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

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

Date (yyyy/mm/dd)

Time Filed

Date Filed (yyyy/mm/dd)

Signature of Clerk or Designate

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Declaration of Qualifications MUNICIPAL COUNCIL CANDIDATE 2026 Municipal Election

I, _____, candidate for the office of:

(please print)

	Mayor
	Deputy Mayor
	Councillor

do solemnly declare that:

1. I am qualified pursuant to the *Municipal Elections Act, 1996* and the *Municipal Act, 2001* to be elected to and to hold the office identified above.
2. Without limiting the generality of paragraph 1:
 - a. I am at least eighteen (18) years of age,
 - b. I am a Canadian citizen,
 - c. I am a resident of the Township of Blandford-Blenheim or the owner or tenant of land in the Township of Blandford-Blenheim or the spouse of such owner or tenant.
3. I am not ineligible or disqualified under the *Municipal Elections Act, 1996*, the *Municipal Act, 2001*, the *Municipal Conflict of Interest Act, 1990* or any other Act to be elected to or hold the above-mentioned office.
4. I am not an employee of the Township of Blandford-Blenheim or the County of Oxford (Mayor) or I am an employee of the Township of Blandford-Blenheim or the County of Oxford (Mayor) on an unpaid leave of absence as provided for by section 30 of the *Municipal Elections Act, 1996*.
5. I am not a Clerk, Treasurer, Integrity Commissioner, Auditor General, Ombudsman, Registrar for lobbying matters, or Closed Meeting Investigator for the Township of Blandford-Blenheim or the County of Oxford (Mayor).
6. I am not a judge of any court.
7. I am not a member of the Assembly as provided in the *Legislative Assembly Act* or of the Senate or House of Commons of Canada or, if I am such a person, I will provide proof of my resignation in a form satisfactory to the Clerk of the Township of Blandford-Blenheim prior to 2:00 p.m. on nomination day, August 21, 2026. I understand that the Clerk of the Township of Blandford-Blenheim will reject my nomination for the above-mentioned office if I fail to provide proof of resignation by this deadline.

8. I am not a public servant within the meaning of the *Public Service of Ontario Act, 2006* or I have acted in accordance with Part V of the *Public Service of Ontario Act, 2006* and any regulations made under that Part.
9. I am not a member of the Executive Council of Ontario or a federal Minister of the Crown.
10. I am not prohibited from voting in the Municipal and School Board election under subsection 17(3) of the *Municipal Elections Act, 1996*, and I am not:
 - a. a person who is serving a sentence of imprisonment in a penal or correctional institution.
 - b. a person who was convicted of a corrupt practice described in subsection 90(3) of the *Municipal Elections Act, 1996*, if October 26, 2026, is less than five years after voting day in the election in respect of which I was convicted.
11. I have not been nominated for another office for the 2026 Municipal and School Board Election for which the *Municipal Elections Act, 1996* applies.
12. I am not disqualified from being elected to or holding office by reason of any violations of the election campaign financial requirements or for not filing the financial statement under the *Municipal Elections Act, 1996*.
13. I was not convicted of a corrupt practice under the *Municipal Elections Act, 1996* or of an offence under the Criminal Code (Canada), in connection with an act or omission with respect to a municipal or school board election in which two regular elections have taken place after the election to which the offense relates.
14. I am not registered as a registered third-party advertiser in any municipality for the 2026 Municipal and School Board Election.

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

(Name of Candidate – please print)

Declared before me at the Township of
Blandford-Blenheim
this ____ day of _____, 2026

(Signature of candidate)

(Signature of Clerk or Designate)

Personal information on this form is collected under the authority of the *Municipal Elections Act, 1996* and will be used for the nomination process in the municipal election and will be available for public inspection in the office of the Clerk. Questions about this collection of personal information should be directed to the Clerk at 47 Wilmot St. S. Drumbo, ON.



Consent to Release of Personal Information 2026 Municipal and School Board Election

Name of Candidate: _____

Candidate for the Office of:

<input type="checkbox"/>	Mayor
<input type="checkbox"/>	Deputy Mayor
<input type="checkbox"/>	Councillor

In accordance with the *Municipal Freedom of Information and Protection of Privacy Act*, as amended, I hereby authorize Election staff to include on the Township of Blandford-Blenheim's website and make available to any person the following information with respect to my candidacy for elected office **(include only information you would like made public)**:

Telephone (home)
Number:

Mobile Phone Number: _____

Campaign Office: _____

Email Address: _____

Website/Social Media: _____

Candidates Signature

Personal information on this form is collected under the authority of the *Municipal Elections Act, 1996* and will be used for the nomination process in the municipal election and will be available for public inspection in the office of the Clerk. Questions about this collection of personal information should be directed to the Clerk at 47 Wilmot St. S. Drumbo, ON.

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Voters' List Request Form 2026 Municipal Election

Pursuant to the provisions of Section 23(4) of the *Municipal Elections Act, 1996*, as amended, certified candidates are entitled to receive a copy of the part of the voters' list that contains the names of the electors who are entitled to vote for that office. This copy is not permitted to be delivered prior to September 1, 2026.

I hereby declare that:

1. I am a candidate for the office of:

<input type="checkbox"/>	Mayor
<input type="checkbox"/>	Deputy Mayor
<input type="checkbox"/>	Councillor

2. I understand that, according to the provisions of the *Municipal Elections Act*, **myself, or any other person acting on my behalf, shall only use the voters' list for election purposes and that the voters' list cannot be published, posted, or made available to the public in any manner.**
3. I will follow the restrictions set out in the *Municipal Elections Act, 1996*, for handling the Voters' List.
4. I will manage, control, and safeguard the Voters' List throughout my campaign. This includes maintaining an accurate record of every individual with whom the Voters' List is shared and the format in which it is provided. I will ensure that all copies of the Voters' List are securely handled and are used only for electoral purposes.

I further acknowledge and agree that I will not retain any copy of the Voters' List after my campaign has ended. On or before the day my campaign ends, I will:

- a. permanently destroy the copy of the Voters' List that I received from the Clerk;
 - b. retrieve and permanently destroy all physical (paper) copies of the Voters' List that I shared with others; and,
 - c. ensure that all electronic copies of the Voters' List provided to others have been permanently destroyed, and that I have received and retained written acknowledgements from each recipient confirming such destruction.
5. I will only share the Voters' List with others (such as campaign workers) after obtaining a written acknowledgement from each person to whom the Voters' List is provided. Each written acknowledgement must confirm that the individual:

- a. will use the Voters' List solely for electoral purposes, and not for commercial purposes or non-electoral purposes;
 - b. will not share or distribute the Voters' List, in whole or in part, to any other person;
 - c. will return any physical (paper) copy of the Voters' List to me upon request or upon completion of its use; and,
 - d. will permanently destroy any electronic copy of the Voters' List and provide me with written confirmation that the electronic copy has been destroyed.
6. I will immediately notify the Clerk of any loss, breach, or suspected misuse, and understand that access may be suspended or revoked.

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

OR

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

Electronic Format

Paper Format

Candidate's Name

Candidate's Signature



Election Campaign Bank Account 2026 Municipal Election

Election Campaign Bank Account

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

Duties of candidate

88.22 (1) A candidate shall ensure that,

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

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

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

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

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

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

OR

Form: EL-05

Year: 2026

I will not accept contributions of money or incur expenses in accordance with the *Municipal Elections Act, 1996* as amended and, as a result, will not be opening an election campaign bank account. If this changes I will provide the Clerk with written proof of the existence of such bank account prior to incurring any campaign expenses.

Candidate's Name

Candidate's Signature

Date



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

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

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

Section 33.1 of the *Municipal Election Act* states that the clerk shall, before voting day, give to each person nominated for an office notice of

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

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

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

Penalties

Effect of default by candidate 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.

Penalties 88.23 (2)

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

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

Offences by candidate 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.

Compliance Audit of Candidate's Campaign Finances

Application by elector 88.33 (1)

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

Appointment of auditor 88.33 (10)

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

Duty of auditor 88.33 (12)

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

Powers of auditor 88.33 (15)

For the purpose of the audit, the auditor,

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

88.33 (17) Decision

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

Refund

Refund 34

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

Filing Requirements

Filing Date 88.30 (1)

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

Candidates' financial statements, etc. 88.25 (1)

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

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

Same 88.25 (2)

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

Error in financial statement 88.25 (3)

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

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

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

Same 88.25 (5)

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

Supplementary report 88.25 (6)

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

Auditor 88.25 (7)

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

Exception re auditor's report 88.25 (8)

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

Electronic filing 88.25 (11)

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

Documents filed after filing date 88.25 (12)

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

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

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



Notice of Filing Requirements and Penalties Related to Campaign Finances - Acknowledgement 2026 Municipal Election

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

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

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

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

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

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

Candidate's Name

Candidate's Signature

Date

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

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

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

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

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

MAYOR

Maximum Contributions to a candidate's own campaign: \$ 8,721.00

Maximum Campaign Expense Limit: \$ 12,689.25

DEPUTY MAYOR

Maximum Contributions to a candidate's own campaign: \$ 6,221.00

Maximum Campaign Expense Limit: \$ 10,189.25

COUNCILLOR

Maximum Contributions to a candidate's own campaign: \$ 6,221.00

Maximum Campaign Expense Limit: \$ 10,189.25

Sarah Matheson – Returning Officer

The number of electors used for the final calculation of contribution and spending limits will be the greater of the number determined from the voters' list from the 2022 election as it existed on

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

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

Section 88.19 (3) of the *Municipal Elections Act* states that:

(3) Without restricting the generality of subsections (1) and (2), the following amounts are expenses:

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

In accordance with the requirements of section 33.0.1 and 33.0.2 of the *Municipal Elections Act, 1996* as amended, I hereby acknowledge receipt of the maximum amounts described in section 88.9.1 and 88.20 (6) of the *Municipal Election Act, 1996 as amended*.

Candidate's Name

Candidate's Signature

Date



Acknowledgements and Confirmations 2026 Municipal Election

In accordance with the *Municipal Elections Act, 1996, as amended* (or the "Act"), I, _____
acknowledge the following: (name of candidate)

Election Campaign Bank Account (EL-05)

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

Notice of Filing Requirements and Penalties Related for Campaign Finances (EL-06)

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

Certificate of Maximum Expenses and Maximum Contributions to a Candidate's Own Election Campaign (EL-07)

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

2026 Election Sign Requirements

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

2026 Online & Phone Voting Procedures

5. That I have received the Township's Online Voting Procedures for the 2026 Municipal and School Board Election from the Clerk or their designate, and that I have reviewed these procedures and will ensure that I and any scrutineers appointed by myself or my campaign comply with them during any applicable activities.

Candidate's Signature

Date

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Form EL07

LIST OF CERTIFIED CANDIDATES¹

Municipal Elections Act, 1996, s.11(4)2

NOTICE is hereby given to the Municipal Electors of the

Township of Blandford-Blenheim

That during the period commencing on May 1, 2026 and completed on Nomination Day, August 21, 2026, the following persons filed all necessary papers, declarations and fees and as Clerk, I am satisfied that such persons are qualified and that their Nominations satisfy the requirements of the Municipal Elections Act, 1996. I have, therefore, certified such candidates for the office, which follows their respective name:

NAME OF CANDIDATE	OFFICE

Dated this _____ day of _____, 2026

Municipal Clerk or designate

¹ This form may be used by the clerk responsible for nominations, to advise clerks in other municipalities who are responsible for conducting a vote for candidates elected across more than one municipal jurisdiction. While S.11 deals with police villages, the form may also be used by clerks involved with shared school trustee positions.



Form EL08

CERTIFICATE OF ELECTION RESULTS¹

Municipal Elections Act, 1996, s.11(4) 3

I hereby certify that during the municipal election held on Monday October 26, 2026, for the offices listed below, the certified candidates received the votes that follow their respective names:

Name of Candidate	Office	Votes

Dated this _____ day of _____, 2026

Municipal Clerk or designate

1 This form may be used to report election results from one municipality to another municipality for candidates elected across more than one municipal jurisdiction. While Section 11 deals with Police Villages, this form may also be used by Clerks involved with shared School Trustee positions.



Form EL09

FINAL SUMMARY OF ELECTION RESULTS¹

Municipal Elections Act, 1996 s.11(4) 4

I hereby certify that during the municipal election held on Monday October 26, 2026, for the offices listed below, the certified candidates received the votes that follow their respective names:

Name of Candidate	Office	Votes

Dated this _____ day of _____, 2026

Municipal Clerk or designate

¹ This form may be used to report the accumulated election results for candidates elected across more than one municipal jurisdiction. While Section 11 deals with Police Villages, this form may also be used by Clerks involved with shared School Trustee positions.

APPOINTMENT AND OATH OF DEPUTY RETURNING OFFICER¹

Municipal Elections Act, 1996, s.15(1)

Municipality: Township of Blandford-Blenheim:
Name of Person Appointed as Deputy Returning Officer:

The person named above is hereby appointed Deputy Returning Officer (DRO) for the above Voting Subdivision in this municipality and in addition to the duties and responsibilities of a DRO as provided in the Municipal Elections Act, 1996, is hereby delegated the following duties and responsibilities pursuant to the Municipal Elections Act, 1996.

- authority to amend the Voters' List at the Voting Place to add an Elector, remove an Elector's own name and/or correct erroneous information;
- authority to require Electors to provide proof of identity;
- authority to administer the Oral Oath of Secrecy and the Oral Oath or Affirmation of Qualification;
- authority to issue a second ballot to an Elector should an Elector return their first ballot as a cancelled ballot;
- authority to maintain peace and order at the Voting Place by removing anyone who is causing a disturbance.

Municipal Clerk or designate

I, the person named above, solemnly swear (or affirm) that I will:

- act faithfully in the capacity set out in my appointment and perform all the duties required by law without partiality, fear or affection,
- maintain and aid in maintaining the secrecy of the voting, and
- not interfere nor attempt to interfere with an Elector when she/he is marking her/his ballot, obtain or communicate any information as to how an elector is about to vote or has voted, or directly or indirectly induce an Elector to show her/his marked ballot to any person.

Declared before me at the Township of Blandford-Blenheim in the County of Oxford, this ____ day of _____, 2026.

Municipal Clerk or designate

Deputy Returning Officer

¹ This form includes some suggested tasks to be delegated to the DRO. It may be amended to reflect the duties the Clerk wishes to delegate to the DRO.

APPOINTMENT AND OATH OF AN ELECTION OFFICIAL¹

Municipal Elections Act, 1996, s.15(2)

Municipality: Township of Blandford-Blenheim
Name of Person Appointed as Election Official:

The person named above is hereby appointed an Election Official (Assistant Returning Officer) for the above Voting Subdivision in this municipality and in addition to the duties and responsibilities of an Assistant Returning Officer as provided in the Municipal Elections Act, 1996, is hereby delegated the following duties and responsibilities pursuant to the Municipal Elections Act, 1996.

- authority to assign DROs, Poll Clerks, Election Constables and Revision Officers to their various Voting Subdivisions and informing said individuals as to their appointment.
- authority to amend the Voters' List to add an Elector, remove an Elector's own name and/or correct erroneous information;
- authority to require a person to furnish proof of identity, qualifications or any other matter.
- authority to approve or deny applications for revision to the Voters' List;
- authority to certify Voting Proxy in the absence of the Clerk;
- authority to receive election results as they are reported on Election Day.

Municipal Clerk or designate

I, the person named above, solemnly swear (or affirm) that I will:

- act faithfully in the capacity of Assistant Returning Officer and perform all the duties required by law without partiality, fear or affection,
- maintain and aid in maintaining the secrecy of the voting and,
- not interfere nor attempt to interfere with an elector when she/he is marking her/his ballot, obtain or communicate any information as to how an elector is about to vote or has voted, or directly or indirectly induce an elector to show her/his marked ballot to any person.

Declared before me at the Township of Blandford-Blenheim, in the County of Oxford, this ____ day of _____, 2026.

Municipal Clerk or designate

Election Official

¹ This form includes some suggested tasks to be delegated to the Election Official. It may be amended to reflect the duties the Clerk wishes to delegate to the Election Official.



Form EL12(A)

APPOINTMENT OF SCRUTINEER BY CANDIDATE¹

Municipal Elections Act, 1996, s.16 (1)

Candidate	
Name of Candidate (please print)	
Candidate for the Office of (check one)	
<input type="checkbox"/> Mayor	<input type="checkbox"/> _____ Public District School Board
<input type="checkbox"/> Deputy Mayor	<input type="checkbox"/> _____ Catholic District School Board
<input type="checkbox"/> Councillor	<input type="checkbox"/> _____ French Public District School Board
	<input type="checkbox"/> _____ French Catholic District School Board
Scrutineer Appointment	
Name of Scrutineer Appointed (please print)	
I appoint the individual noted above as a scrutineer to represent me in the Township of Blandford-Blenheim 2026 Municipal Election.	
Date	Signature of Candidate
this day of , 2026	
Instructions to Scrutineer	
<ul style="list-style-type: none">• Scrutineers arriving at a voting place must show this form and personal identification to the election officials and take an oath of secrecy.• Candidates arriving at a voting place must show this form and personal identification to the election officials and take an oath of secrecy. A candidate who enters a voting place is considered to be a scrutineer.• Only one scrutineer per candidate may be at each ballot issuing station in the voting place and at the vote tabulator.	
Rights and Prohibitions	
Scrutineers and candidates can: <ul style="list-style-type: none">• Enter the voting place 15 minutes before it opens and inspect the ballot boxes and the ballots and all other papers, forms and documents relating to the vote (but not so as to delay the timely opening of the voting place).• Place his or her own seal on the ballot box, immediately before the opening of the voting place, so that ballots can be deposited in the box and cannot be withdrawn without breaking the seal.• Examine each ballot as they are fed into the vote tabulator (but not touch the ballot).	

¹ Amend this form to reflect the Conduct of Scrutineers for alternative voting methods being used in your municipality.



- Object to a ballot or to the counting of votes in a ballot.
- Sign the statement of the results of the election prepared by the deputy returning officer.
- Place his or her own seal on the ballot box immediately after the close of voting on each day of an advance vote, so that ballots cannot be deposited or withdrawn without breaking the seal.
- Examine the Voters' List periodically to determine who has voted or to count how many Electors have voted but may not interfere with the conduct of the voting process.

Scrutineers and candidates cannot:

- Be near enough to the vote tabulator to see how a voter has marked their ballot.
- Campaign at the voting place.
- Attempt, directly or indirectly, to interfere with how an elector votes
- Display a candidate's election material (including buttons, pins, etc.) in a voting place.
- Compromise the secrecy of voting.
- Obtain or attempt to obtain, in a voting place, any information about how an elector intends to vote or has voted.
- Communicate any information obtained at a voting place about how an elector intends to vote or has voted.
- Park a vehicle displaying campaign material in the parking lot of the Voting Place.

Note:

- It is no longer mandatory that scrutineers be 16 years of age or older to work at an election.
- The DRO is responsible for the conduct of the Voting Place and no candidate or scrutineer has the right to interfere with the DRO in the discharge of his or her duties.
- Anyone who is creating a disturbance at a Voting Place will be removed by the DRO.
- The seal(s) **must not** contain any writing that could be considered "election campaigning", therefore, the name of the candidate **is not** permitted on the seal;
- Scrutineers/candidates who wish to have a discussion with another candidate or scrutineer must leave the Voting Place to carry on their discussion outside of the Voting Place.
- No campaign material or literature of any nature whatsoever shall be displayed within the Voting Place. The boundaries of the Voting Place are the boundaries of the property where the Voting Place is located and **includes** the parking lot.
- Scrutineers/candidates wishing to observe the transmission of results **must** be at the Voting Place prior to the closing of the voting location at 8:00 p.m. No one will be admitted to the Voting Place after 8:00 p.m.
- Scrutineers/candidates wishing to observe the counting of advance votes **must** be at Town Hall prior to 8:00 p.m. on Election Day.
- The total of votes cast for each candidate as counted by the vote tabulating equipment is final. The DRO is not required to do a second recount.



Form EL12 (B)

ORAL OATH OF SECRECY

Municipal Elections Act, 1996, s.12(2)

I, _____, do solemnly swear (or affirm):
(state name)

That I will maintain and aid in maintaining the secrecy of the voting; and

That I will not, nor attempt to:

- interfere with an elector when he/she is marking his/her ballot;
- obtain or communicate any information as to how an elector is about to vote or has voted; or
- directly or indirectly induce an elector to show his/her marked ballot to any person.

Declared before me at the Township of Blandford-Blenheim, in the County of Oxford,
this ____ day of _____, 2026.

Municipal Clerk or designate

**TO BE DECLARED BY ANY SCRUTINEER OR CANDIDATE WISHING
TO REMAIN AT THE VOTING PLACE**



FORM EL14

CANDIDATE'S DECLARATION- PROPER USE OF VOTERS' LIST

Municipal Elections Act, 1996, s.23(4) (5);

I, _____, being a candidate for the office of _____, hereby request the Clerk to provide me with the following information when it becomes available:

a paper copy of the Voters' List. Please note that a copy of all revisions made to the Voters' List will be provided on or before Monday, September 30, 2026.

OR

an electronic copy of the Voters' List. Please note that a copy of all revisions made to the Voters' List will be provided on or before Monday, September 30, 2026.

AND

a copy of the Lists showing the name of each person who has voted at each Advance Vote.

I, the undersigned, do hereby agree to use the Voters' List for election purposes only and I understand that I am prohibited by the Municipal Elections Act, 1996 from using the Voters' List for commercial purposes.

Signature:

Date

Name: _____
(please print)

Form EL16

(Prepare in triplicate)

APPLICATION FOR REMOVAL OF ANOTHER'S NAME FROM VOTERS' LIST

Municipal Elections Act, 1996, s. 25

Municipality		
Surname of Applicant		Given Names
Full Address of Residence	Apt #	Postal Code

IN RESPECT OF

Name as Entered in Voters' List		
Full Address of Residence	Apt #	Postal Code

ENTERED ON LIST FOR

Ward No. (if any)	Voting Subdivision No. (if any)	Assessment Roll Number (to be completed by Clerk or designated election official)
-------------------	---------------------------------	---

STATEMENT BY APPLICANT

I, the undersigned, hereby state:

That I have good reason to believe that the person named above as entered on the Voters' List for the said voting subdivision in this municipality is not entitled to be an elector and to have her/his name entered on the Voters' List.

(signature of applicant)

(date signed)

NOTICE OF NOMINATION FOR OFFICE

Municipal Elections Act, 1996 s.32

NOTICE is hereby given to the Municipal Electors of the
Township of Blandford-Blenheim

Nominations in the Township of Blandford-Blenheim for the offices of:

Mayor
Deputy Mayor
Councillor
Thames Valley District School Board
London District Catholic School Board
Conseil Scolaire Catholique Providence
Conseil Scolaire Viamonde

may be made by completing and filing in the office of the Clerk, nominations on the prescribed form and accompanied by the prescribed nomination filing fee of \$200.00 for the Head of Council and \$100 for all other offices. The filing fee is payable by cash, certified cheque, money order or electronic payment if specified by the Clerk.

A nomination must be signed by the candidate and may be filed in person or by an agent during regular business hours between May 1, 2026, and August 20, 2026, and between 9 am and 2 pm on August 21, 2026 (Nomination Day).

In the event there are an insufficient number of certified candidates to fill all positions available, nominations will be reopened for the vacant positions only on Wednesday, August 26, 2026, between the hours of 9 am and 2 pm and such additional nominations, if required, may be filed in the office of the Clerk.

Electors are hereby given notice that if a greater number of candidates are certified than are required to fill the said offices, voting places will be opened on the dates stated below for the purpose of voting.

ADVANCE VOTE(s) – Tuesday, October 13, 2026 (8 am) to VOTING DAY.

VOTING DAY - Monday, October 26, 2026 (10 am - 8 pm).

Dated this _____ Day of _____, 2026

Municipal Clerk or designate



Form EL17(B)

NOTICE OF ADDITIONAL NOMINATIONS

Municipal Elections Act, 1996, s.33(5)

Take Notice that the number of candidates for the office of **XX** was not sufficient to fill the number of vacancies to which candidates may be elected.

And Further Take Notice that the Clerk may receive and certify additional nominations for the remaining vacancies in the Clerk's Office between the hours of 9:00 am and 2:00 pm on August 26, 2026, subject to the provisions of Subsection 33(5) of the *Municipal Elections Act, 1996*.

Offices for Which Persons May be Nominated:

_____	_____ to be elected.
(Office)	(Number)

And Further Take Notice that the manner in which nominations shall be filed is set forth in Section 33 of the *Municipal Elections Act, 1996*. Nomination forms and full particulars of procedures to be followed may be obtained from the undersigned.

Dated this **XX** day of August, 2026.

Municipal Clerk or Designate



Form EL18(A)

DECLARATION OF A QUALIFIED CANDIDATE – MUNICIPAL

Municipal Elections Act, 1996, s.25(2)

I, _____, do hereby declare that:

1. I am a Canadian citizen.
2. I am at least 18 years of age.
3. I am qualified to be nominated and elected to the office of Mayor/Councillor.
4. I am not legally prohibited from voting.
5. I am not disqualified by any Act from holding office.

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

Declared before me at the

Township of Blandford-Blenheim

in the County of Oxford

this _____ day of _____, 20_____.

Candidate Signature

Municipal Clerk or designate



Form EL18(B)

DECLARATION OF A QUALIFIED CANDIDATE – SCHOOL TRUSTEE

Municipal Elections Act, 1996, s.25(2)

I, _____, do hereby declare that:

1. I am a Canadian citizen.
2. I am at least 18 years of age.
3. I am qualified to be nominated and elected to the office of Mayor/Councillor.
4. I am not legally prohibited from voting.
5. I am not disqualified by any Act from holding office.

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

Declared before me at the

Township of Blandford-Blenheim

in the County of Oxford

this _____ day of _____, 20_____.

Candidate Signature

Municipal Clerk or designate



Form EL19

WITHDRAWAL OF NOMINATION¹²

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

THIS WITHDRAWAL DELIVERED TO ME AT _____ (time)
THIS _____ DAY OF _____, 2026.
Municipal Clerk or designate _____

1 A person who has been nominated may withdraw his or her nomination by filing a written withdrawal in the Clerk's office by 2 pm on Nomination Day (August 21, 2016) if the nomination was filed on or before Nomination Day and by 2 p.m. on August 26, 2026, if the nomination was filed under subsection 33(5).

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



Form EL20

DECLARATION OF ACCLAMATION TO OFFICE

Municipal Elections Act, 1996, s. 37(1)

I hereby declare the certified candidates listed below to be acclaimed to the office that follows their respective names pursuant to Section 37 of the Municipal Elections Act, 1996:

Name of Certified Candidate	Office

Dated this _____ day of _____, 2026.

Municipal Clerk or designate



Form EL21

NOTICE OF DEATH/INELIGIBILITY OF CANDIDATE

Municipal Elections Act, 1996, s.39 (a) and (b)

Notice is hereby given that _____ a candidate
(name of candidate)

for the office of _____ has died/become ineligible
to hold the office.

Since no other candidate would be elected by acclamation as a result of the death/ineligibility, the election for this office shall proceed as if the deceased/ineligible candidate had not been nominated.

or

Since, as a result of the death/ineligibility, another candidate would be elected by acclamation to office, the election for the above office is void and a by-election shall be held.

Dated this _____ day of _____, 2026.

Municipal Clerk or designate



Form EL22

CERTIFICATE OF THE VOTERS' LIST¹

Municipal Elections Act, 1996 s. 28 (1)

I hereby certify that the attached Voters' List contains the names of persons entitled to vote at the Municipal Elections to be held on Monday October 26, 2026, for the voting subdivision(s) set out below:

Municipality: Township of Blandford-Blenheim

Dated this _____ day of _____, 2026.

Municipal Clerk or designate

¹ The Voters' List for use in the Voting Subdivision should be prepared as late as possible so that as many revisions made to the List as possible can be included. Clerks may choose to create this List from a computer database.



Form EL24

SAMPLE NOTICE OF ELECTION INFORMATION (FOR NEWSPAPER AD)

Municipal Elections Act, 1996, s.40

Municipal Elections in the Township of Blandford-Blenheim for the offices of:

**Mayor
Deputy Mayor
Councillor
Thames Valley District School Board
London District Catholic School Board
Conseil Scolaire Catholique Providence
Conseil Scolaire Viamonde**

will be held on the 26th day of October, 2026

- location of voting places
- dates and times on which voting places will be open
- dates and times for advance voting
- manner in which electors may use voting proxies¹
- additional information as appropriate to the circumstance

(date)

Municipal Clerk or designate

1 If alternative voting methods are used, these may eliminate the requirement for voting proxies. If so, the notice above needs to include information and directions on the manner of alternative voting and the section on voting proxies needs to be eliminated or amended accordingly. Clerks may choose to continue to provide a mailed notice addressed to electors. If a householder mailing is used, consider the need to advertise to give notice to non-resident electors. See Form EL45 (A)

Ballot Account	Ward	Voting Subdivision

Ballots Received from the Clerk (Line a from Ballot Inventories)

English Language Public Ballots	
English Language Separate Ballots	
French Language Public Ballots	
French Language Separate Ballots	
No School Board Ballots	
Total Ballots Received	

I, the undersigned, do hereby declare that I have supplied to the Deputy Returning Officer of the said voting subdivision, the types and quantities of ballots as listed above.

City Clerk or Designate

I, the undersigned Deputy Returning Officer for the said voting subdivision, do hereby declare that I received from the Clerk of this Municipality, the types and quantities of ballots as delivered to me or, if different, as verified by me.

Deputy Returning Officer

Ballot Count

Ballots Counted by Vote Tabulator	
Cancelled Ballots	
Defective Ballots	
Audio Ballots	
Unused Ballots	
Total Ballot Count	

DRO's Signature	
Poll Clerks Signature	



Form EL26

OATH OF QUALIFICATION¹

Municipal Elections Act, 1996, s.52 (1) 3

I am the person named or intended to be named on the voters' list or document shown to me; and I have not before voted at the election now being held in the Township of Blandford-Blenheim. I am a Canadian citizen, at least 18 years of age and a resident of the Township of Blandford-Blenheim or a non-resident owner or tenant of land in the Township of Blandford-Blenheim, or the spouse of such owner or tenant.

NAME (please print)	SIGNATURE

¹ This form to be used for electors who have been objected to under paragraphs 2 and 3 of subsection 52(1) of the MEA.



Form EL27

ORAL OATH OF FRIEND OR INTERPRETER

Municipal Elections Act, 1996

ORAL OATH OF FRIEND OF ELECTOR

I, (name of friend), a friend of (name of elector), an elector who is unable to vote without assistance, and who is entitled to vote in this municipality declare that I will:

- mark the ballot as directed by the elector; and
- keep secret the manner in which this elector voted.

ORAL OATH OF INTERPRETER

I, (name of interpreter) acting as interpreter for (name of elector), an elector entitled to vote in this municipality, declare that I will faithfully translate the necessary oaths as well as any lawful questions necessarily put to the elector and his/her answers at this voting place.

ORAL OATH OF VOTE WITH ASSISTANCE

I, (name of elector) being an elector entitled to vote in this municipality of (insert municipality) swear or solemnly affirm I require assistance to mark my ballot.



Form EL28

LIST OF PERSONS WHO VOTED AT AN ADVANCE VOTE

Municipal Elections Act, 1996, s.43(5) b

Name of Municipality: Township of Blandford-Blenheim

I hereby certify that during the advance voting held on _____ for the
(Date of advance vote)

above advance vote station(s), the following persons voted:

NAME OF ELECTOR	QUALIFYING ADDRESS

Dated this _____ day of _____, 2026.

Deputy Returning Officer

If your municipality is not capable of preparing a Voters' List for use on Voting Day which has the Advance Poll voters already struck from the List, a form similar to EL28 may be used to advise each DRO of the names of the voters shown on the list for the polling subdivision in which they will be working on Voting Day that voted at an Advance Poll. This list will be certified by the Clerk and direct the DRO to cross the name off the Voters' List and indicate that the voter voted at the Advance Poll.



Form EL29 (B)

VOTING INSTRUCTIONS (Optical Scan)

Municipal Elections Act, 1996, s. 52 (3), (4)

VOTING INSTRUCTIONS

In the 2026 Municipal Elections, voters in the Township of Blandford-Blenheim will vote using telephone and internet voting.

Eligible voters may cast their ballot by:

- Calling the designated telephone number using a touch-tone telephone; or
- Accessing the designated voting website using an internet-connected device.

Each eligible elector will receive a Voter Information Letter containing:

- A Personal Identification Number (PIN);
- The telephone number and website address for voting; and
- Instructions on how to cast their ballot.

To vote, electors must enter their PIN and follow the instructions provided by the voting system.

After making selections, voters will have the opportunity to review and confirm their choices before submitting their ballot.

Once a ballot has been submitted and all races associated with the voter have been completed, the PIN cannot be used again.

Electors requiring assistance may attend a Voter Assistance Centre during the voting period for support with the voting process.



Form EL31(A)

**STATEMENT OF ELECTION RESULTS
Telephone/Internet Voting**

Municipal Elections Act, 1996, s.54(4)

Municipality		At large	

Office	Candidate Name	Number of Votes
Mayor		
Deputy Mayor		
Councillor		
Thames Valley District School Board		
London District Catholic School Board		
Conseil Scolaire Catholique Providence		



Conseil Scolaire Viamonde		

Total Number of Electors Who Voted	
Total Votes Cast	
Rejected/Declined Ballots	
Over Votes	
Under Votes	
Certified Correct By	

Deputy Returning Officer: _____

Date: _____



DECLARATION OF ELECTION CANDIDATE¹

Municipal Elections Act, 1996, s. 55(4) a

I, _____, Clerk (or designated election official)
(name of Clerk or designate)

of the Corporation of the Township of Blandford-Blenheim

in the County of Oxford.

declare the following candidate or candidates
elected as a result of the Municipal Election held Monday, October 26, 2026

NAME OF GOVERNMENT BODY (Council, School Board, etc.)

OFFICE	ELECTED CANDIDATE
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____

Date

Municipal Clerk or designate

¹ The Clerk shall as soon as possible after Voting Day declare the candidate or candidates who received the highest number of votes to be elected (s.55(4) a)

STATUTORY PROVISIONS REGULATING VOTING PROCEDURES¹

Municipal Elections Act, 1996 (s.48, 49)

Prohibition

s.48(1) While an elector is in a voting place, no person shall attempt, directly or indirectly, to influence how the elector votes.

No Election Campaign Material

s.48(2) Without limiting the generality of subsection (1), no person shall display a candidate's election campaign material or literature in a voting place.

Secrecy

s.49(1) Every person who is present in a voting place or at the counting of the votes shall help to maintain the secrecy of the voting.

Offences

s.49(2) No person shall,
(a) interfere or attempt to interfere with an elector who is marking the ballot;
(b) obtain or attempt to obtain, at a voting place, information about how an elector intends to vote or has voted; or
(c) communicate any information obtained at a voting place about how an elector intends to vote or has voted.

Same, Revealing a Vote

s.49(3) No elector shall,
(a) take a photograph or video recording of his or her marked ballot; or
(b) show his or her marked ballot to any person so as to reveal how he or she has voted, except in connection with obtaining assistance in voting under paragraph 4 of subsection 52(1).

No Requirement of Disclosure

s.49(4) No person shall, in a legal proceeding relating to an election, be required to disclose how he or she voted at the election.

¹ The Clerk may post copies of this notice in the voting place

**NOTICE OF OFFENCE
NOTICE OF CORRUPT PRACTICE¹**

Municipal Elections Act, 1996 (s. 89, 90)

Offences: Section 89 of the *Municipal Elections Act, 1996*:

A person is guilty of an offence if he or she,

- (a) votes without being entitled to do so;
- (b) votes more times than the Act allows;
- (c) votes in a voting place in which he or she is not entitled to vote;
- (d) induces or procures a person to vote when that person is not entitled to do so;
- (e) having appointed a voting proxy that remains in force, votes otherwise than by the proxy;
- (f) having been appointed a voting proxy, votes under the authority of the proxy when the elector has cancelled the proxy, is no longer entitled to vote, or has died;
- (g) before or during an election, publishes a false statement of a candidate's withdrawal;
- (h) furnishes false or misleading information to a person whom this Act authorizes to obtain information;
- (i) without authority, supplies a ballot to anyone;
- (j) delivers to the deputy returning officer to be placed in a ballot box a paper other than the ballot the deputy returning officer gave him or her;
- (k) takes a ballot away from the voting place;
- (l) at an election, takes, opens or otherwise deals with a ballot, a ballot box, or a book or package of ballots without having the authority to do so;
- (m) attempts to do something described in clauses (a) to (l)

Corrupt Practices: Section 90 of the *Municipal Elections Act, 1996*:

90 (1) If, when a person is convicted of an offence under section 89, the presiding judge finds that the offence was committed knowingly, the offence also constitutes a corrupt practice.

Bribery

(2) An offence described in subsection (3) constitutes a corrupt practice and a person who commits it is, on conviction, disqualified from voting at an election until the next regular election has taken place after the election to which the offence relates, in addition to being liable to any other penalty provided for in this Act.

(3) No person shall, directly or indirectly,

- (a) offer, give, lend, or promise or agree to give or lend any valuable consideration, in connection with the exercise or non-exercise of an elector's vote;
- (b) advance, pay or cause to be paid money intending that it be used to commit an offence referred to in clause (a), or knowing that it will be used to repay money used in that way;
- (c) give, procure or promise or agree to procure an office or employment in connection with the exercise or non-exercise of an elector's vote;
- (d) apply for, accept or agree to accept any valuable consideration or office or employment in connection with the exercise or non-exercise of an elector's vote;
- (e) give, procure or promise or agree to procure an office or employment to induce a person to become a candidate, refrain from becoming a candidate or withdraw his or her candidacy;
- (f) offer, give, lend, or promise or agree to give or lend any valuable consideration in order to induce a person to become a candidate, refrain from becoming a candidate or withdraw his or her candidacy.

Corrupt practices by election officials: miscounting votes

(4) A deputy returning officer or other election official who knowingly miscounts the votes or knowingly prepares a false statement of the votes is guilty of an offence that constitutes a corrupt practice. 1996, c. 32, Sched., s. 90 (4); 2009, c. 33, Sched. 21, s. 8 (58).

Same: false ballot

(5) A deputy returning officer who knowingly places in a ballot box a paper that purports to be, but is not, a ballot capable of being used as such at an election, is guilty of an offence that constitutes a corrupt practice. 1996, c. 32, Sched., s. 90 (5); 2009, c. 33, Sched. 21, s. 8 (59).

Neglect of duty

(6) A clerk or other election official who wilfully fails to perform a duty imposed by this Act is guilty of an offence that constitutes a corrupt practice.

¹ The Clerk may choose to post this notice in the voting place.

(prepare in triplicate)

DISCLAIMER TO RIGHT TO OFFICE

Municipal Elections Act, 1996 (s. 84 (1) - (3))

I, _____, hereby disclaim all right to the office of
(Name of Elected Candidate)

_____ to which I was elected in the Municipal
(Name of Elected Office)

Election of October 26, 2026.

Date

Signature of Candidate

THIS DISCLAIMER DELIVERED TO ME AT _____ (time) THIS
 _____ DAY OF _____.

Municipal Clerk or designate

NOTE: A person who has been elected may disclaim all right to the office within 90 days after Voting Day unless an application is made under s. 83(1)(b) questioning his or her election (s. 84(1)). The disclaimer shall be in writing and addressed to the Clerk who conducted the election (s. 84(2)).

A person whose election is questioned in an application under s. 83(1)(b) may, within seven days after being served with the application, disclaim all right to the office (s. 84(3)). The disclaimer shall be made and delivered in accordance with section 84(4).

ALSO NOTE: Clerk may want to require the elected official to appear in person, with identification, in order to disclaim rights to an office. If not, anytime that a disclaimer is submitted by someone other than the elected official, the Clerk should follow up to ensure that the disclaimer was submitted with the elected official's permission.

CERTIFICATE OF MAXIMUM CAMPAIGN EXPENSES - CANDIDATE

Municipal Elections Act, 1996 (s.88.20(13))

TO:

_____	_____
(Name of Candidate)	(Office)
_____	_____
(Address)	(Postal Code)

FROM:

The Clerk, or designated election official, of

The Township of Blandford-Blenheim

I hereby certify that the maximum campaign expenses that a candidate is permitted to incur for the office of _____ in the Municipal Election to be held October 26, 2026, is _____.¹

Date Municipal Clerk or designate

In accordance with MEA, s.88.20(12)(13), the Clerk shall give candidates a preliminary calculation of the maximum campaign expenses at the time of filing the nomination paper, based upon the number of electors on the Voters' List as September 15 in the 2022 municipal election, including changes made that day.

On or before September 30, 2026², the Clerk shall give a "final" certificate of the applicable maximum campaign expenses to each candidate. The number of electors to be used in this final calculation is to be the greater of the number of electors from the September 15, 2022 Voters' List, including changes made on that day, or the 2026 Voters' List as of September 15, including changes made on that day.

Certificate to be given to candidate in accordance with Section 13.

¹ Formula for calculation provided in Section 88.20(6) (15).

² The National Day of Truth and Reconciliation falls on September 30. If it is recognized as a statutory holiday by your municipality, this date can be moved to October 1, 2026.

CERTIFICATE OF MAXIMUM AMOUNT OF CONTRIBUTIONS - OWN CAMPAIGN

Municipal Elections Act, 1996 (s.33.0.2, 88.9.1)

TO:

_____ / _____ (Name of Candidate)	_____ (Office)
_____ (Address)	_____ (Postal Code)

FROM:

The Clerk, or designated election official, of _____ The Township of Blandford-Blenheim
--

I hereby certify that the maximum contribution amount a candidate¹ may provide to their own campaign for the office of _____ in the Municipal Election to be held October 26, 2026, is _____.²

_____ Date Municipal Clerk or designate

In accordance with MEA, s.33.0.2(1), the Clerk shall give the candidate a preliminary calculation of the permitted amount of contributions to a candidate's own campaign as of the filing date, using the number of electors from the Voters' List as it existed on September 15 of the previous election, adjusted for applications under s.24 and s.25 that were approved as of that day. (s.88.9.1(7))

On or before September 30, 2026³, the Clerk shall give the candidate a final calculation of the maximum permitted amount of contributions to a candidate's own campaign. The number of electors to be used in this final calculation is to be the greater number of electors for the office from the Voters' List as it existed on September 15 of the previous election, adjusted for changes on that day or the number of electors on September 15 in the year of the current election, adjusted for changes made on that day.

In accordance with s.88.9.1(5), the Clerk is not required to give a certificate if the maximum amount is \$25,000.

Certificate to be given to candidate in accordance with Section 13.

¹ The contribution limit applies to the total amount of contributions made by yourself and/or your spouse to your campaign. This includes any contributions of goods and the replacement value of any inventory from a previous campaign that you are using in your current campaign.

² Formula for calculation provided in Section 88.9.1(1).

³ The National Day of Truth and Reconciliation falls on September 30. If it is recognized as a statutory holiday by your municipality, this date can be moved to October 1, 2026.

CERTIFICATE OF MAXIMUM AMOUNT OF EXPENSES FOR PARTIES ETC. AFTER VOTING DAY - CANDIDATE

Municipal Elections Act, 1996 (s.88.20(9)(13))

TO:

_____ / _____ (Name of Candidate) (Office)
_____ (Address) _____ (Postal Code)

FROM:

The Clerk, or designated election official, of _____ The Township of Blandford-Blenheim
--

I hereby certify that the maximum amount of expenses for holding parties and making other expressions of appreciation after the close of voting that a candidate is permitted to incur for the office of _____ in the Municipal Election to be held October 26, 2026, is _____.¹

_____ Date _____ Municipal Clerk or designate

In accordance with MEA, s., the 88.20(13), the Clerk shall give candidates a preliminary certificate of the maximum amount permitted on or before September 30, 2026².

The number of electors to be used in this final calculation is to be the greater of the number of electors from the September 15, 2022 Voters' List, including changes made on that day, or the 2026 Voters' List as of September 15, including changes made on that day.

Certificate to be given to candidate in accordance with Section 13.

¹ Formula for calculation provided in Section 88.20(6) (15).

² The National Day of Truth and Reconciliation falls on September 30. If it is recognized as a statutory holiday by your municipality, this date can be moved to October 1, 2026.



Form EL39

NOTICE OF RECOUNT¹

Municipal Elections Act, 1996 (s.56-58)

I, _____, Clerk (or designated election official)
(name of Clerk or designate)

of the Township of Blandford-Blenheim in the County of Oxford.

hereby declare that a recount of the votes cast in the Municipal Election

held October 26, 2026, for _____ shall be held
(office or by-law/question)

on:

Date: _____

Time: _____

Place: _____

The recount is being conducted pursuant to section _____ of the *Municipal Elections Act, 1996*.

Dated this day: _____

Municipal Clerk or designate

¹ A recount may be held pursuant to Sections 56, 57 or 58.

RECOUNT RESULTS

Municipal Elections Act, 1996 (s.62(1))

The recount results for the following office or the by-law/question conducted on the _____ day of _____, 2026, in the Township of Blandford-Blenheim.

are as follows:

Office _____	Number of Votes	Number of Votes if all disputed ballots excluded
<i>List Candidates or By-law/Question</i>		

Total Number of Ballots Disputed _____ (date) _____

Municipal Clerk or designate

DECLARATION OF RECOUNT RESULTS

Municipal Elections Act, 1996 (s. 62 (4))

I, _____, Clerk (or designated election official)
(name of Clerk or designate)

of the Township of Blandford-Blenheim in the County of Oxford

declare that:

- (1) On the _____ day of _____, 2026, I conducted a recount of the
ballots cast in the Municipal Election held October 26, 2026, for:
the office(s) of:

the following question or by-law:

- (2) No application has been made for a judicial recount under section 63 of the *Municipal Elections Act, 1996*.

- (3) The successful candidate(s) elected is/are:
- _____

- (4) The result of the vote upon the question or by-law is:
- _____

(date)

Clerk or designate



Form EL42(A)

NOTICE TO CANDIDATE OF FINANCIAL STATEMENT FILING REQUIREMENTS

Municipal Elections Act, 1996 (s.88.25)

TO:

_____ / _____	
(Name of Candidate)	(Office)
_____	_____
(Address)	(Postal Code)

FROM:

The Clerk or designated election official of

The Township of Blandford-Blenheim

TAKE NOTICE EVERY CANDIDATE SHALL FILE by March 30, 2027, with the Clerk with whom their nomination was filed a financial statement and auditor's report in accordance with s.88.25 of the *Municipal Elections Act, 1996*.

- 88.25 (1) On or before 2:00 p.m. on the filing date, a candidate shall file with the Clerk with whom the nomination was filed a financial statement and auditor's report, each in the prescribed form, reflecting the candidate's election campaign finances,
 - (a) in the case of a regular election, as of December 31 in the year of the election;
 - (b) in the case of a by-election, as of the 45th day after Voting Day.
- (2) If a candidate's election campaign ends as described in paragraph 3 of subsection 88.24(1), the financial statement and auditor's report must reflect the candidate's election campaign finances as of the day the election campaign period ended.
- (3) If an error is identified in a filed financial statement, the candidate may withdraw the statement and, at the same time, file a corrected financial statement and auditor's report on or before the applicable filing date under section 88.30.
- (4) If the candidate's election campaign period continues during all or part of the supplementary filing period, the candidate shall, before 2:00 pm on the supplementary filing date, file a supplementary financial statement and auditor's report for the supplementary reporting period.
- (5) If a candidate's election campaign period ends as described in paragraph 3 of subsection 88.24(1) and the election campaign period continued during all or part of the supplementary filing period, the candidate shall, before 2:00 pm on the supplementary filing date, file a supplementary financial statement and auditor's report for the period commencing on the day the candidate's election campaign period ends and including the six-month period following the year of the election.
- (6) A supplementary financial statement or auditor's report shall include all the information contained in the initial statement or report filed under subsection (1) updated to reflect the changes to the candidate's campaign finances during the supplementary reporting period.
- (7) An auditor's report shall be prepared by an auditor licensed under the *Public Accounting Act, 2004*.
- (8) No auditor's report is required if the total contributions received and total expenses incurred



in the election campaign up to the end of the relevant period are each equal to or less than \$10,000.

Date

Municipal Clerk or designate

Note: At least 30 days before the filing date, the Clerk shall give notice to candidates of all the filing requirements under MEA, s.88.25, along with the candidate's entitlement to receive a refund of the nomination filing fee if the candidate meets the requirements of MEA, s.34 and the penalties set out in MEA, s.88.23(2) and s.92(1)

Notice to be given in accordance with MEA, s.13.



FORM EL42(A)(cont'd)

NOTICE OF PENALTIES

- 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.
- 88.23(2) Subject to subsection (7), in the case of a default described in subsection (1),
- (a) the candidate forfeits any office to which he or she was elected and the office is deemed to be vacant, and
 - (b) until the next regular election has taken place, the candidate is ineligible to be elected or appointed to any office to which this Act applies.
- 92(1) 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.



Form EL42(B)

NOTICE TO REGISTERED THIRD PARTY FINANCIAL STATEMENT FILING REQUIREMENTS

Municipal Elections Act, 1996 (s.88.29)

TO:

(Name of Registered Third Party)		
_____		_____
(Address)		(Postal Code)

FROM:

The Clerk or designated election official of _____ The Township of Blandford-Blenheim

TAKE NOTICE THAT EVERY REGISTERED THIRD PARTY SHALL FILE by March 30, 2027, with the Clerk with whom their nomination was filed a financial statement and auditor's report in accordance with s.88.29 of the Municipal Elections Act, 1996.

- 88.29 (1) On or before 2:00 p.m. on the filing date, a registered third party shall file with the Clerk of the municipality in which he, she or it registered a financial statement and auditor's report, each in the prescribed form, reflecting the registered third party's campaign finances in relation to third party advertisements,
- (a) in the case of a regular election, as of December 31 in the year of the election;
 - (b) in the case of a by-election, as of the 45th day after Voting Day.
- (2) If an error is identified in a filed financial statement, the registered third party may withdraw the statement and, at the same time, file a corrected financial statement and auditor's report on or before the applicable filing date under section 88.30.
- (3) If the campaign period for the registered third party in relation to an election in the municipality continues during all or part of the supplementary reporting period, the registered third party shall, before 2:00 pm on the supplementary filing date, file a supplementary financial statement and auditor's report for the supplementary reporting period.
- (4) A supplementary financial statement or auditor's report shall include all the information contained in the initial statement or report filed under subsection (1), updated to reflect the changes to the registered third party's campaign finances during the supplementary reporting period.
- (5) An auditor's report shall be prepared by an auditor licensed under the *Public Accounting Act, 2004*.
- (6) No auditor's report is required if the total contributions received and total expenses incurred in the registered third party's campaign in relation to third party advertisements during an election in the municipality up to the end of the relevant period are each equal to or less than \$10,000.



Date

Municipal Clerk or designate

Note: At least 30 days before the filing date, the Clerk shall give notice to registered third parties of all the filing requirements under MEA, s.88.29 and the penalties set out in subsections 88.27(1) and 92(4).

Notice to be given in accordance with MEA, s.13.



FORM EL42(B)(cont'd)

NOTICE OF PENALTIES

- 88.27(1) Subject to subsection (6) and in addition to any other penalty that may be imposed under this Act, an individual, corporation or trade union that is registered as a registered third party in relation to an election in a municipality is not entitled to register in relation to a subsequent election in the municipality until after the next regular election has taken place,
- (a) if the registered third party fails to file a document as required under section 88.29 or 88.32 by the relevant date;
 - (b) if a document filed under section 88.29 shows on its face a surplus, as described in section 88.31, and the registered third party 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 88.29 shows on its face that the registered third party has incurred expenses exceeding what is permitted under section 88.21; or
 - (d) if a document filed under section 88.32 shows on its face a surplus and the registered third party fails to pay the amount required by that section by the relevant date.
- 92(4) A registered third party 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 88.27(1),
- (a) if the registered third party incurs expenses that exceed the amount determined for the office under section 88.21; or
 - (b) if the registered third party files a document under section 88.29 or 88.32 that is incorrect or otherwise does not comply with that section.



Form EL43(A)

NOTICE OF DEFAULT-CANDIDATES

Municipal Elections Act, 1996 (s. 88.23(3))

TO:

_____ / _____
(Name of Candidate) (Office)

(Address) (Postal Code)

FROM:

The Clerk, or designated election official of

The Township of Blandford-Blenheim

TAKE NOTICE that you are in default of the requirements of the *Municipal Elections Act, 1996*, because:

A.	You failed to file documents with the Municipal Clerk as required by Section 88.25 or 88.32 of the <i>Municipal Elections Act, 1996</i> on or before the relevant date, or
B.	You failed to pay the amount of the surplus shown in documents which were filed with the Municipal Clerk by the relevant date as required by Section 88.31(4) of the <i>Municipal Elections Act, 1996</i> , or
C.	A document filed under Section 88.25 of the <i>Municipal Elections Act, 1996</i> shows on its face that you have incurred expenses exceeding the amount permitted under Section 88.20 of that Act.
D.	You failed to pay the amount under s.88.32 and failed to pay the amount required by that section to the Clerk by the relevant date.

NOTICE OF DEFAULT¹

PLEASE SELECT THE APPROPRIATE SECTIONS ONLY

- (I) If this notice indicates that you have failed to file a document required by Section 88.25 or 88.32 of the *Municipal Elections Act, 1996* the following provisions and penalties apply:

TO A SUCCESSFUL CANDIDATE

- (i) you forfeit any office to which you were elected and the office shall be deemed to be vacant
- (ii) until the next regular election has taken place, you are ineligible to be elected or appointed to any office to which the *Municipal Elections Act, 1996* applies.

OR

TO AN UNSUCCESSFUL CANDIDATE

- (i) until the next regular election has taken place, you are ineligible to be elected or appointed

¹ this portion of the suggested notice of default form provides suggested wording depending on the status of the candidate (elected or not elected) and the type of default.



to any office to which the *Municipal Elections Act, 1996* applies.

Form EL43 (A)(Cont'd)

Notice of Penalties

Sections 91, 92 and 94 of the *Municipal Elections Act, 1996* set out penalties with respect to violations under the Act as follows:

Corrupt practice and ineligibility for office

- 91.(1) If a person is convicted of a corrupt practice under this Act, or of an offence under the Criminal Code (Canada) in connection with an act or omission that relates to an election to which this Act applies, then, in addition to any other penalty provided for in this Act,
- (a) any office to which the person was elected is forfeited and becomes vacant, and
 - (b) the person is ineligible to be nominated for, or elected or appointed to, any office until the next two regular elections have taken place after the election to which the offence relates.

Exception

- 91.(2) However, if the presiding judge finds that the person committed the corrupt practice or offence under the Criminal Code (Canada) without any intent of causing or contributing to a false outcome of the election, clause (1)(b) does not apply.

Offences by candidate

- 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),

Exception

- 92.(2) However, if the presiding judge finds that the candidate, acting in good faith, committed the offence inadvertently or because of an error in judgement, the penalties described in subsection 88.23(2) do not apply.

Additional Penalty, Candidates

- 92.(3) if the expenses incurred by or under the direction of a candidate exceed the amount determined for the office under section 88.20, the candidate is liable to a fine equal to the excess, in addition to any other penalty provided for in the Act.

General Offence

94. A person who contravenes any provision of this Act or regulation under this Act or a by-law passed by a municipality under this Act is guilty of an offence.

General penalty, individual

- 94.1 (1) An individual who is convicted of an offence under this Act is liable to the following penalties in addition to any other penalty provided for in this Act:
- 1. For any offence, a fine of not more than \$25,000.



2. For any offence other than a corrupt practice, the penalties described in subsection 88.23 (2) and 88.27 (1).
3. For an offence under section 90, imprisonment for a term of not more than six months.
4. For any offence that the presiding judge finds that the individual committed knowingly, imprisonment for a term of not more than six months.

Same, corporation or trade union

(2) A corporation or trade union that is convicted of an offence under this Act is liable to a fine of not more than \$50,000 in addition to any other penalty provided for in this Act.

Date

Clerk or designate



Form EL43(B)

NOTICE OF DEFAULT-REGISTERED THIRD PARTIES

Municipal Elections Act, 1996 (s. 88.27(1))

TO:

(Name of Registered Third Party)	
_____	_____
(Address)	(Postal Code)

FROM:

The Clerk, or designated election official of

The Township of Blandford-Blenheim

TAKE NOTICE that you are in default of the requirements of the *Municipal Elections Act, 1996*, because:

A.	You failed to file documents with the Municipal Clerk as required by Section 88.29 or 88.32 of the <i>Municipal Elections Act, 1996</i> on or before the relevant date, or
B.	You failed to pay the amount of the surplus shown in documents which were filed with the Municipal Clerk by the relevant date as required by Section 88.31(4) of the <i>Municipal Elections Act, 1996</i> , or
C.	A document filed under Section 88.29 of the <i>Municipal Elections Act, 1996</i> shows on its face that you have incurred expenses exceeding the amount permitted under Section 88.21 of that Act.
D.	You failed to pay the amount under s.88.32 and failed to pay the amount required by that section to the Clerk by the relevant date.

NOTICE OF DEFAULT

If this notice indicates that you have failed to file a document required by Section 88.29 or 88.32 of the *Municipal Elections Act, 1996* the following provisions and penalties apply:

Under section 88.27(1) of the *Municipal Elections Act, 1996* and in addition to any other penalty that may be imposed under this Act, an individual, corporation or trade union that is registered as a third party in relation to an election in a municipality is not entitled to register in relation to a subsequent election if the municipality until after the next regular election has taken place.



Form EL43 (Cont'd)

Notice of Penalties

Sections 91, 92 and 94 of the *Municipal Elections Act, 1996* set out penalties with respect to violations under the Act as follows:

Corrupt practice and ineligibility for office

- 91.(1) If a person is convicted of a corrupt practice under this Act, or of an offence under the Criminal Code (Canada) in connection with an act or omission that relates to an election to which this Act applies, then, in addition to any other penalty provided for in this Act,
- (a) any office to which the person was elected is forfeited and becomes vacant, and
 - (b) the person is ineligible to be nominated for, or elected or appointed to, any office until the next two regular elections have taken place after the election to which the offence relates.

Exception

- 91.(2) However, if the presiding judge finds that the person committed the corrupt practice or offence under the Criminal Code (Canada) without any intent of causing or contributing to a false outcome of the election, clause (1)(b) does not apply.

Offences by registered third party

- 92.(4) A registered third party 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 88.27(1),
- (a) if the registered third party incurs expenses that exceed the amount determined for the office under section 88.21; or
 - (b) if the registered third party files a document under section 88.29 or 88.32 that is incorrect or otherwise does not comply with that section.

Exception

- 92.(5) However, if the presiding judge finds that the registered third party, acting in good faith, committed the offence inadvertently or because of an error in judgement, the penalty described in subsection 88.27(1) does not apply.

Additional Penalty, Registered Third Party

- 92.(6) if the expenses incurred by or under the direction of a registered third party exceed the amount determined under section 88.21, the registered third party is liable to a fine equal to the excess, in addition to any other penalty provided for in the Act.

General Offence

94. A person who contravenes any provision of this Act or regulation under this Act or a by-law passed by a municipality under this Act is guilty of an offence.



Form EL43 (Cont'd)

General penalty, individual

94.1 (1) An individual who is convicted of an offence under this Act is liable to the following penalties in addition to any other penalty provided for in this Act:

1. For any offence, a fine of not more than \$25,000.
2. For any offence other than a corrupt practice, the penalties described in subsection 88.23 (2) and 88.27 (1).
3. For an offence under section 90, imprisonment for a term of not more than six months.
4. For any offence that the presiding judge finds that the individual committed knowingly, imprisonment for a term of not more than six months.

Same, corporation or trade union

(2) A corporation or trade union that is convicted of an offence under this Act is liable to a fine of not more than \$50,000 in addition to any other penalty provided for in this Act.

Date

Municipal Clerk or designate



Form EL48

REFUND OF NOMINATION FILING FEE

Municipal Elections Act, 1996 (s. 15)

Municipality: The Township of Blandford-Blenheim

Candidate Name: _____

Office: _____

Date Nomination Filed: _____

Nomination Filing Fee Paid: \$ _____

Notice

Pursuant to the Municipal Elections Act, 1996, a candidate is entitled to receive a refund of the nomination filing fee if the documents required under subsection 88.25(1) (financial statements) are filed on or before 2:00 p.m. on the filing date in accordance with that subsection.

Clerk's Certification

I hereby certify that the above-noted candidate:

HAS complied with the filing requirements under subsection 88.25(1) of the Municipal Elections Act, 1996 and is entitled to receive a refund of the nomination filing fee.

HAS NOT complied with the filing requirements under subsection 88.25(1) of the Municipal Elections Act, 1996 and is not entitled to receive a refund of the nomination filing fee.

Amount Refunded: \$ _____



Date Refunded: _____

Method of Refund: _____

Dated at the _____

this _____ day of _____, 20_____.

Municipal Clerk or designate