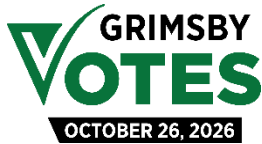


**GRIMSBY**  
**VOTES**

**OCTOBER 26, 2026**

**Candidate Package**  
**2026 Municipal Election**

If you need this document in an alternate format, please contact the Clerk's Department at 905-945-9634 or by e-mailing [elections@grimsby.ca](mailto:elections@grimsby.ca).



## The Corporation of the Town of Grimsby

### CANDIDATE INFORMATION LIST

#### Documents Within the Candidate Package

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1. Candidate Nomination Package Checklist
2. Town of Grimsby Candidate Package
3. MMAH Candidate Guide
4. Nomination Paper – Form 1
5. Endorsement of Nomination – Form 2
6. Election Sign Application Form
7. Financial Statement – Auditors Report – Candidate – Form 4
8. Financial Statement – Subsequent Expenses – Form 5
9. Declaration of Qualifications – Council
10. Declaration of Qualifications – School Board Trustee
11. Proper Use of Voter's List Form
12. Consent to Release Personal information Form
13. Ballot Name and Name Pronunciation Form
14. Use of Corporate Resources for Election Purposes Policy
15. Election Sign By-law
16. Ward Boundary Map



**2026 Candidate Nomination Package Checklist  
& Acknowledgement Form**

<b>Document Name</b>	<b>Received/Completed by Candidate (Initial)</b>
Town of Grimsby Candidate Package	
MMAH Candidate Guide	
Nomination Paper – Form 1	
Endorsement of Nomination – Form 2	
Election Sign Application Form	
Financial Statement - Auditor's Report – Candidate - Form 4	
Financial Statement - Subsequent Expenses – Form 5	
Declaration of Qualifications – Council	
Declaration of Qualifications – School Board Trustee	
Proper Use of Voter's List Form – EL 14	
Consent to Release Personal Information Form – EL 52	
Ballot Name and Name Pronunciation Form	
Identification Type _____ Expiry Date _____	
Use of Corporate Resources for Election Purposes Policy	
Election Sign By-law	
Ward Boundary Map	

I \_\_\_\_\_ have received and acknowledge the information mentioned above.

\_\_\_\_\_  
Candidate Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Please Print Name

This checklist is designed to help candidates prepare the documents required for nomination in the election. Please bring this checklist with you to your appointment

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## Clerk's Department Election Resource Staff

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Victoria Steele, Director of Legislative Services/Town Clerk  
Phone: (905) 945-9634 ext. 2171  
Email: [vsteele@grimsby.ca](mailto:vsteele@grimsby.ca)

Katie Boyko, Manager of Legislative Services/Deputy Clerk  
Phone: (905) 945-9634 ext. 2037  
Email: [kviccica@grimsby.ca](mailto:kviccica@grimsby.ca)

Owen Vernon, Elections Assistant  
Phone: (905) 945-9634 ext. 2003  
Email: [overnon@grimsby.ca](mailto:overnon@grimsby.ca)

Town Hall Business Hours: Monday- Friday 8:30 a.m. - 4:30 p.m.

## Elected Offices

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Persons elected to office during this election will be elected for a period commencing a four year term of office for the following offices:

**Mayor:** One (1) member to be elected by all electors in the Municipality.

It is the role of the Head of Council (Mayor) to:

- Act as the Chief Executive Officer of the Municipality;
- Preside over Council Meetings;
- Provide leadership to Council;
- Represent the municipality at official functions; and
- Carry out the duties of the head of Council under the Municipal Act, 2001, S.O. 2001, c.25 or any other Act.

**Ward Councillor:** Eight (8) members to be elected - two in each of the four (4) wards.

It is the role of Council:

- To represent the public and to consider the well-being and interests of the municipality as a whole;
- To develop and evaluate the policies and programs of the municipality;
- To determine which services the municipality provides;
- To ensure that administrative practices and procedures are in place to implement the decisions of Council;
- To maintain the financial integrity of the municipality; and
- To carry out the duties of Council under the Municipal Act, 2001, or any other Act.

### **English Public School Trustee for the District School Board of Niagara**

One (1) Trustee to be elected to represent Grimsby and Lincoln.

For information on meeting times, and compensation for School Trustees, candidates should contact the District School Board of Niagara at (905) 641-1550.

### **English Public School Trustee for the Niagara Catholic District School Board**

One (1) Trustee to be elected to represent Grimsby, Lincoln, and West Lincoln.

For information on meeting times, and compensation for School Trustees, candidates should contact Niagara Catholic District School Board at (905) 735-0240.

### **French Public School Trustee - Conseil Scolaire Viamonde**

One (1) Trustee to be elected to represent the combined areas of Grimsby, Lincoln, West Lincoln, and Hamilton

For information on meeting times, and compensation for School Trustees, candidates should contact Le Conseil Scolaire Viamonde at (416) 614-0844.

### **French Separate School Trustee - Conseil Scolaire Catholique MonAvenir**

One (1) Trustee to be elected to represent the combined areas of Grimsby, Lincoln, Niagara Falls, Niagara-on-the-Lake, St. Catharines, Thorold, and West Lincoln.

For information on meeting times, and compensation for School Trustees, candidates should contact Conseil Scolaire Catholique MonAvenir at (416) 397-6564.

## **Key Dates**

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### **Nomination Period**

Friday May 1, 2026 @ 9 a.m.

Candidates can register for Nominations in-person between May 1, 2026, and August 20, 2026, from 9 a.m. to 4 p.m. via appointment only. Nominations will be accepted on August 21, 2026, from 9 a.m. until 2 p.m.

### **Third Party Advertiser Registration**

Friday May 1, 2026 @ 9 a.m.

To become a Third-Party Advertiser, you must file a completed Notice of Registration in person at Town Hall with the Clerks department, as original signatures are required. Appointments can be scheduled by contacting Town Hall via [elections@grimsby.ca](mailto:elections@grimsby.ca) or by phone at (905)-945-9634 x 2003 starting May 1, 2026, at 9 a.m. until October 23 at 4:30 p.m.

## **Withdrawal of Nominations**

Friday, August 21, 2026 @ 2 p.m.

A candidate who wishes to withdraw their nomination must notify the Clerk in writing by 2 p.m. Friday, August 21, 2026. Either the candidate or an agent of the candidate must file the withdrawal form in person. Upon receiving the withdrawal form, the nomination filing fee refund will be processed following the submission of a financial statement covering all financial transactions up to the time of the withdrawal.

The candidate or agent must provide identification at the time of filing the withdrawal form. In addition, if an agent is filing the withdrawal form on behalf of a candidate, the candidate must provide the agent with a written authorization sworn before a commissioner to give to the Clerk authorizing the agent to file the withdrawal form. The Clerk will contact the candidate to confirm their intention to withdraw.

## **Certify Nomination**

Monday, August 24, 2026, prior to 4 p.m.

The Clerk will certify nominations by 4 p.m. on Monday, August 24, 2026. Once a candidate is certified, their name will be placed on the ballot unless the candidate dies or the candidate's name is removed by Court Order. Nomination papers are public documents and are available for inspection in the Clerk's Office.

In the event of the death of a certified candidate or if the candidate becomes ineligible to hold the office, the following provisions apply:

If there continues to be a contest between two (or more) candidates, the election will proceed as if the candidate who dies or becomes ineligible had not been nominated. In the event ballots have been printed, the Clerk will advertise the removal of the candidate. If there is only one candidate who would be elected by acclamation, the election for that office is void and a further by-election is required to fill the office.

## **Voters' List**

Tuesday, September 1, 2026

The voter's list is to be reproduced, with written requests for copy of the voter's list now being acceptable from candidates.

## **Revision Period**

Tuesday, September 1, 2026 - Monday, October 26, 2026

Revisions to the voter's list will be accepted at Town Hall by filing out an application to amend the voters list or an application to request a deceased person's name be removed from the voter's list.

## **Certificate of Maximum Campaign Spending Limits**

Thursday, October 1, 2026

Candidates will receive three final certificates in relation to the maximum permitted campaign spending and contribution limits.

## **Online Voting**

Monday, October 5, 2026 @ 12 p.m. – Monday, October 26, 2026 @ 8 p.m.

Online voting begins and continues to run everyday until the close of polls on election day.

## **Advanced In Person Voting**

Wednesday, October 14, 2026 @ 10 a.m. – 8 p.m.

Saturday, October 17, 2026 @ 10 a.m. – 6 p.m.

Advance polls will be open two different days at the Major Refrigeration Peach King Centre on the second floor in Multi-Purpose Room B/C.

## **Election Day**

Monday, October 26, 2026 @ 10 a.m. – 8 p.m.

Electors if they have not already voted are encouraged to visit their designated ward poll location.

## **Official Results**

Tuesday, October 27, 2026

The Clerk as soon as possible after the close of polls will generate the official results and post them on the Town of Grimsby's Website.

## **Term of Office Begins**

Sunday, November 15, 2026

The Council 2026-2030 term of office officially begins.

## **End of Campaign Period**

Thursday, December 31, 2026

Candidates campaign period officially ends.

## **Notification to the Clerk of a Deficit and Continuation of Campaign Period**

Thursday, December 31, 2026

Last day for candidates to provide notice to the clerk of a deficit and the continuation of their campaign period.

## Notice of Penalties & Filing Fee to Candidates

Monday, March 1, 2027

The clerk is to provide candidates with notice of filing requirements for initial financial statements and auditors reports.

## Deadline for Filing of Financial Statements

Tuesday, March 30, 2027

Last day for candidates to file financial statements and auditors reports, or to notify the clerk in writing of an extension made with the superior court of justice to extend the time for filing initial statements.

## Council Expectations

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Members of Council fulfill a variety of responsibilities from a ward, constituent, municipal and corporate perspective. Responding to ward constituent needs and participating in ward specific initiatives and projects will be an ongoing role of each Councillor. Members of Council are also involved in corporate initiatives and receive a variety of invitations to community meetings, flag raisings, and events.

Council meets twice per month on Monday evenings. Councillors also share responsibilities for local Boards and Committees which generally meet in the evenings on a monthly basis. Additional meetings may be scheduled for training or educational purposes, especially in the first three months of the term.

In addition to Grimsby Council expectations, the Mayor sits on Regional Council, generally held once per month on Thursdays. The Mayor also sits on various Regional Committees generally scheduled to meet on a monthly basis.

Candidates should be aware that serving on Council requires a significant time commitment, including meetings and responsibilities during business hours, as well as evenings and weekends.

## Remuneration

Position	Salary for 2026
Mayor	\$58,741
Ward Councillor	\$29,216

In addition, the Town of Grimsby offers the following:

- Should a Member choose to use their personal cellphone and plan for Town business, the Member may be reimbursed up to \$20 per month towards a basic cellphone plan with the submission of a statement or invoice.
- Transportation or mileage at the annual CRA Kilometric Rate
- Benefits include the employers portion of OMERS, CPP & EHT

## Nomination Process

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Candidates must be qualified on the day they file their nomination paper.

Please note that a Member of Council must maintain their qualifications throughout the entire term of office or their seat will become vacant.

### **Qualification**

You can run for Council if you meet the following qualifications:

- A Canadian Citizen
- At least 18 years of age
- A resident of the Town of Grimsby or an owner or tenant of land in the Town of Grimsby, or the spouse of the owner or tenant
- Not legally prohibited from voting
- Not disqualified by any legislation from holding Municipal Office

### **Disqualification**

The following are disqualified from being elected as a member of Council or holding office as a member of Council:

- A judge of any court
- A member of the Provincial Legislature, the Federal House of Commons or Senate who has not resigned from their office by the close of Nominations. Proof of resignation must be provided by the close of Nominations
- A candidate who failed to file the necessary financial statement or exceeded the prescribed spending limit in the last municipal Election or By-election
- Employees of the Town of Grimsby who wish to run for Mayor or Councillor must take an unpaid leave of absence before filing a Nomination Paper. Documentation proving leave of absence is required

## **Nomination Form and Fee**

Candidates can register for Nominations in-person between May 1, 2026 and August 20, 2026, from 9 a.m. to 4 p.m. via appointment only. Nominations will be accepted on August 21, 2026, from 9:00 a.m. until 2 p.m. You may request an appointment with staff to explain the nomination forms and process. Appointments must be requested to submit your nomination papers. It generally takes 30 minutes to submit your nomination.

To file a Nomination, you must provide:

- Nomination Paper (Form 1)
- Endorsement of Nomination with at least 25 declarations of endorsement (Form 2). It is recommended candidates gather more than 25 endorsements to account for any errors
- Current acceptable identification showing name, qualifying address and signature
- The Nomination filing fee paid by cash, debit card, or certified cheque, payable to the Town of Grimsby
- The filing fee is \$200 for Candidates running for Mayor and \$100 for Councillors and School Board Trustee Candidates
- Election Sign Deposit Application Form paid by cash, debit card, or certified cheque, payable to the Town of Grimsby.
  - Mayor (\$250)
  - Ward Councillor/Third Party Advertiser (\$200)
  - School Board Trustee (\$200)

Please note that original signatures are required on all forms. Please use the nomination checklist to help ensure you've completed all requirements.

If Candidates do not file the required financial statement prior to the deadline as per the Municipal Elections Act, 1996, they are not eligible to receive a refund.

**A person cannot raise or spend money on an Election Campaign until they have filed the Nomination Paper.**

- Nomination fees are refunded to Candidates once they file the required financial statement
- Election Sign deposits will be refunded within ninety (90) days after Voting Day, minus any deductions for the removal of any Election Signs by the Town
- For information on the proper use of Election Signs please refer to the Towns By-law available on our official website
- Forms can be printed online or available in-person at Town Hall upon request
- Please contact our clerks department at [elections@grimsby.ca](mailto:elections@grimsby.ca) or (905) 945-9634 x 2003 to make your appointment

## Identification

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All candidates must show proof of identity and qualifying address within the Town of Grimsby at the time the Nomination Paper – Form 1 is filed. This is to ensure that only the names of qualified candidates appear on the ballot.

Acceptable pieces of identification are contained within O. Reg. 304/13. They include, but are not limited to:

- Government issued identification or form that contains the name and qualifying address e.g. driver's license, income tax assessment
- Town of Grimsby property tax bill
- Ontario Health Card

In the case of a person renting property (tenant), the Clerk will request the candidate to furnish a current lease/rental agreement for the purpose of determining eligibility to be a candidate.

## Campaign Period

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The Municipal Elections Act, 1996 imposes limitations on the expenses for candidates in municipal elections and also imposes requirements on the candidate to report the contributions received and the funds expended. The candidate should become familiar with these provisions.

You are only allowed to accept contributions or incur campaign expenses during your campaign period.

Your campaign begins on the day you file 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 withdrew
- If you were not certified as a candidate and your name did not appear on the ballot, your campaign ends on nomination day (August 21, 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
- you no longer have a deficit; or,
- June 30, 2027

## **Bank Account**

---

Once you have filed your nomination form, you are required to open a separate bank account for your campaign. Even if you are planning a very small campaign, you are not permitted to use your personal bank account for campaign finances.

All contributions – including contributions you make yourself – must be deposited into the campaign bank account. All expenses must be paid for from the campaign account (with the exception of the nomination fee and Election Sign Permit Fee).

You are not required to open a bank account if you do not raise or spend money related to your campaign.

## **Contributions**

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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 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 an average person would be charged is considered to be a contribution.

### **Not deemed to be 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.

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 in Ontario, the amount of the loan is not considered to be a contribution. Note that loans may only be guaranteed by the candidate or spouse.

### **Receiving Contributions**

You can only accept contributions after you have filed your nomination, and you cannot accept contributions after your campaign period has ended. Any contributions received outside the campaign period must be returned to the contributor. If you cannot return the contribution to the contributor, you must return it to the Clerk.

### **Qualified Contributors**

You can accept contributions from:

- individuals who normally reside in Ontario
- yourself and your spouse

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).

### **Ineligible Contributors**

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

- 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 corporations that carry on business in Ontario
- trade unions that hold bargaining rights for employees in Ontario

### **Contributor Limits**

There is a \$1,200 limit that applies to each person who contributes to your campaign. If a person makes more than one contribution (e.g. contributes money, contributes goods, and purchases a ticket to a fundraising event), the total value of all the contributions cannot exceed \$1,200.

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

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.

Candidates are required to inform contributors of contribution limits. Candidates could consider including on their receipts the contribution limits as noted above.

### **Contributions from Yourself and your Spouse**

The maximum contribution by a candidate or spouse is the lessor of \$5,000 + \$0.20 per elector for councillors and \$7,500 + \$0.20 per elector for the head of Council.

The following chart illustrates the preliminary maximum limit for candidates and/or their spouse based on the number of eligible electors.

<b>Position</b>	<b>Eligible Electors</b>	<b>Maximum Each</b>	<b>Formula</b>
Mayor	23,904	\$12,280.8	\$7,500 + \$0.20 per elector
Ward 1 Councillor	6,154	\$6,280.8	\$5,000 + \$0.20 per elector
Ward 2 Councillor	7,170	\$6,434	\$5,000 + \$0.20 per elector
Ward 3 Councillor	6,776	\$6,355.2	\$5,000 + \$0.20 per elector
Ward 4 Councillor	3,804	\$5,760.8	\$5,000 + \$0.20 per elector

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 surplus remaining must be returned to the Clerk.

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

### **Returning Ineligible Contributions**

You are required to return any contribution that was made or accepted in contravention of the Act as soon as you learn that it was an ineligible contribution. If you cannot return the contribution, you must return it 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 (e.g. someone who doesn't live in Ontario, a corporation, trade union, etc.)
- greater than the \$1200 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

## **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 be a fundraising brochure since its primary purpose is to promote your campaign, not to raise money.

Fundraising events and activities 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 the 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.

If your ticket price is more than \$100, you must include these contributions in Table 1 on your campaign financial statement. If your ticket price is less than \$100 and a person who buys a ticket makes other contributions totalling more than \$100 (including the cost of the ticket), you must record these contributions – including the cost of the ticket.

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 amount is over \$25.00.

If you sell goods (such as food and drink) at market value, the revenue is not considered to be a contribution, but must still be recorded on your campaign financial statement as “revenue not deemed a contribution”.

If you host a party or make other expressions of appreciation after the close of voting, the spending limit is ten percent (10%) of your maximum spending limit as issued by the Clerk.

## Expenses

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

The first expenses that you will incur are the nomination fee and Election Sign Deposit. These are the only expenses that do not have to be paid from your campaign bank account (since you cannot open your campaign bank account until after you have paid both fees).

You can only incur expenses during your campaign period.

Goods and 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.

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).

## Spending Limit

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There are limits on the amount a candidate may spend on expenses during the period commencing on the date the candidate is nominated under Section 33 of the Act and ending on voting day. The limits on campaign expenses are based on a formula that corresponds to the number of electors entitled to vote for the office for which the candidate is nominated on August 21, 2026.

The following chart illustrates the preliminary maximum expense limit based on the number of eligible electors. The formal certificate of maximum campaign spending limits will be provided to all candidates on October 1, 2026.

Position	Eligible Electors	Maximum	Formula
Mayor	23,904	\$27,818.4	\$7,500 + \$.85 per elector
Ward 1 Councillor	6,154	\$10,230.9	\$5,000 + \$.85 per elector
Ward 2 Councillor	7,170	\$11,094.5	\$5,000 + \$.85 per elector
Ward 3 Councillor	6,776	\$10,759.6	\$5,000 + \$.85 per elector
Ward 4 Councillor	3,804	\$8,233.4	\$5,000 + \$.85 per elector

**Types of Expenses**

The following are deemed to be expenses under the Act:

- replacement value of goods retained from any previous election and used in the current election
- the value of contributions of goods and services
- audit and accounting fees
- interest on loans
- cost of holding fundraising function
- cost of holding parties and other expressions of appreciation after the close of voting
- expenses related to a recount or a controverted election
- expenses related 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
- cost of election campaign advertisements

The cost of holding fundraising functions does not include costs related to events or activities that are organized to promote public awareness of a candidate and at which soliciting of contributions is incidental nor is promotional materials in which the soliciting of contributions is incidental.

The following expenses are not subject to the spending limit:

- audit and accounting fees
- expenses related to holding a fundraising function
- expenses related to parties and other expressions of appreciation after the close of voting (subject to limits explained below)
- expenses relating to a recount or 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

### **Application of Spending Limit**

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 except for parties or other expressions of appreciation.

Note: If you incur an expense before voting day, but do not pay for it until after voting day, it would still be subject to the spending limit.

### **Preliminary Maximum Amount for Parties etc., After Voting Day**

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There are limits on the amount candidates may spend on holding parties and making other expressions of appreciation after the close of voting.

The clerk will provide each candidate with an estimated party spending limit upon filing of a nomination paper. The estimate will be calculated based on the number of electors in the previous election.

In the case of a candidate for the office of head of council of a municipality, the amount shall be calculated as \$7,500 plus 85 cents for each elector entitled to vote for the office x 10% of the amount calculated.

In the case of a candidate for another office, the amount shall be calculated as \$5,000 plus 85 cents for each elector entitled to vote for the office x 10% of the amount calculated.

By October 1, 2026, the Town clerk will provide each candidate with a final spending limit for parties etc., after voting day. The final limit will be calculated based on the number of electors on the voters list for the current election (2026). If the final limit is lower than the estimate, the higher amount becomes the candidates official spending limit.

The following chart illustrates the preliminary maximum limit for parties etc., after voting day for candidates:

<b>Position</b>	<b>Eligible Electors</b>	<b>Maximum Each</b>	<b>Formula</b>
Mayor	23,904	\$2,781.84	\$7,500 + \$0.85 per elector x \$0.10
Ward 1 Councillor	6,154	\$1,023.09	\$5,000 + \$0.85 per elector x \$0.10
Ward 2 Councillor	7,170	\$1,109.45	\$5,000 + \$0.85 per elector x \$0.10
Ward 3 Councillor	6,776	\$1,075.96	\$5,000 + \$0.85 per elector x \$0.10
Ward 4 Councillor	3,804	\$823.34	\$5,000 + \$0.85 per elector x \$0.10

### **Campaign Inventory**

If you ran in the last 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 wish to store materials such as signs for use in another election, any costs related to storage are personal costs, not campaign expenses.

A 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.

### **Campaign Financial Statement**

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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 March 30, 2027.

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

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 other than the nomination filing fee and election sign deposit, 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 beyond the nomination fee, 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.

Once filed, should you discover an error in the submitted financial statement, you may withdraw the statement and submit a corrected statement prior to the filing deadline.

If you think that you will be unable to file your financial statement by the deadline, you may apply to the Superior Court of Justice for an extension before March 30, 2027.

If you do not file the financial statement or apply for an extension by the deadline, you may file it by 2 p.m. on April 29, 2027 provided you pay a late filing fee of \$500. You will not be entitled to a refund of your nomination filing fee and election sign deposit in this case.

If, at 2 p.m. on May 1, 2027, you have not given the clerk your financial statement or written notice that you have applied to the court for an extension, you will forfeit your elected office (if you won the election) and you will be ineligible to run for office or be appointed to fill a vacancy until after the 2030 election.

## **Extended Campaigns**

Your campaign period ends on Thursday, 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 using the Notice of Extension of Campaign form on or before December 31, 2026. 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 30, 2026 (due at 2 p.m. on March 30, 2027)
- a supplementary financial statement which includes the information from your primary statement and adds financial information from your extended campaign (due at 2 p.m. on September 24, 2027)

## **Surplus and Deficit**

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 surplus remaining must be returned to the Clerk. The surplus will be held in trust, and you can use it if you incur expenses related to a recount, an application for a controverted election, or a compliance audit. If the surplus is not needed for these expenses it becomes the property of the municipality or school board.

If your campaign expenses are greater than your campaign income, your campaign will be in deficit. You are not allowed to carry forward this deficit to your next campaign if you run again for an office on the same council or school board. The campaign deficit exists on paper. You are still obligated to pay any vendors that you owe money to.

## **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.

## **Clerk's Report/Compliance Audit Committee**

The Clerk will prepare a report addressing whether each candidate has complied with the requirement to submit a financial statement and shall make the report available to the public as soon as possible after April 30, 2027.

In addition, the Clerk also has the responsibility to review the source of all contributions to ensure that no contributor has exceeded the \$1200 spending limit to each candidate and the contributor has not exceeded the aggregate spending limit of \$5000 for all offices (candidates) on the same Council. In the event of an apparent contravention the Clerk shall prepare a report for each contributor and shall forward same to the Compliance Audit Committee. The Compliance Audit Committee shall consider the report and decide whether to commence a legal proceeding against a contributor for an apparent contravention.

## **Compliance and Enforcement**

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### **Automatic Penalties**

There are three contraventions of the Act where penalties apply automatically:

- if you fail to file a financial statement or apply to the court for an extension by the filing deadline
- if your financial statement shows that you exceeded your spending limit
- 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.

### **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 run until after the next general election (2030)
- 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.

Prior to Voting Day, the Clerk shall provide each certified candidate a notice advising of penalties related to election campaign finances and the return of the nomination filing fee (if applicable) on the date the financial statement is submitted.

Candidate's financial statements are deemed to be public documents and will be posted on the Township's website in their entirety. The documents will be available to the public for inspection until the next term of Council takes office after the next election (2030).

## Record Keeping

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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 review the Campaign Financial Statement (appended) 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 takes office.

You must keep the following records:

- the 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, 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 monies received at a fundraising event or activity by donations of \$25 or more
- the terms of any loan received from a bank or other recognized lending institution

## **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. Candidates could consider including the contribution limits on the bottom of the receipts.

If you receive a cheque from a joint personal account, the receipt must be issued only to the person who signed the cheque. The contribution can only come from one 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 totaling more than \$100.

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

## **Voting Places**

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### **Advanced Voting Locations**

There will be two advance in-person voting dates for the 2026 Municipal Election as follows:

Wednesday, October 14, 2026, from 10:00 a.m. to 8:00 p.m.

- Major Refrigeration Peach King Centre
- 162 Livingston Ave, Grimsby, ON L3M 0J5

Saturday, October 17, 2026, from 10:00 a.m. to 6:00 p.m.

- Major Refrigeration Peach King Centre
- 162 Livingston Ave, Grimsby, ON L3M 0J5

Electors may use any one of the advance voting locations to cast an advance vote. At the Advance Voting Locations, a ballot marking machine will be available to assist those electors with disabilities. This machine will also be available for use at Town Hall from 10:00 a.m. to 8:00 p.m. on voting day, October 26, 2026.

## **Election Day Voting Locations**

Staff has identified five voting locations which will be used on October 26, 2026:

- Ward One (1): Niagara West YMCA
  - 325 Main St E, Grimsby, ON L3M 1R2
- Ward Two (2): Central French Immersion School (Formerly Grimsby Secondary School)
  - 5 Boulton Ave, Grimsby, ON L3M 1H6
- Ward Three (3): Major Refrigeration Peach King Centre
  - 162 Livingston Ave, Grimsby, ON L3M 0J5
- Ward Four (4): LiUNA Training Centre
  - 260 Hunter Rd, Grimsby, ON L3M 0H5
- Accessibility Voting: Town Hall
  - 160 Livingston Avenue, Grimsby, ON L3M 0J5
- Online Voting
  - Online voting will open at 12:00 p.m. on October 5 and be available until October 26 at 8:00 p.m.

## Institutions

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### **Voting Locations in Institutions**

Each institution shall be visited by Election Officials on the dates and times indicated below and be considered Advance Poll Dates strictly for residents of the institutions and assistance workers if they would like to vote.

For the 2026 Municipal Election, the following institution locations have been identified:

#### Deer Park Villa and Suites

150 Central Avenue, Grimsby, ON L3M 4Z3  
October 16, 2026, 9:00 a.m. – 11:00 a.m.

#### Lincoln Park Retirement Services

265 Main Street East, Grimsby, ON L3M 1P7  
October 16, 2026, 1:30 – 3:30 p.m.

#### Revera Maplecrest Village

85 Main Street E, Grimsby, ON L3M 1N6  
October 19, 2026, 10:00 a.m. – 12:00 p.m.

#### Shalom Manor & Gardens

12 Bartlett Avenue, Grimsby, ON L3M 4N5  
October 13, 2026, 10:00 a.m. – 12:00 p.m.

### **Attendance on Resident**

The deputy returning officer for a voting place may attend on an elector who is a resident of the institution or retirement home, to allow him or her to vote.

### **Attendance on Electors with Disabilities**

To allow an elector with a disability to vote, a deputy returning officer shall attend on the elector anywhere within the area designated as the voting place.

## Voting Methods

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### **Electronic Voting**

In 2014 Council approved the use of electronic voting as an alternative voting method through by-law 14-06, on January 20, 2014. The 2026 Municipal Election will also provide the internet voting alternative which was available in the 2014, 2018, and 2022 elections. The procedure will remain the same, with all Electors who receive their voter information letter eligible to electronically vote. Specific procedures including videos, and steps for casting a vote online will be available for electors prior to the election.

## **Vote in Person**

For the 2026 Election the Town of Grimsby will have a polling location in each ward. This allows electors the ability to vote within their ward for their convenience.

Polls will be open on voting day from 10 a.m. – 8 p.m.

Any voter with the need for Accessible Voting Equipment can vote at Town Hall.

## **Proxy Voting**

An elector with a disability that is homebound or otherwise unable to go to a Voting Location may appoint another person to act as a voting proxy to cast a ballot on his or her behalf. The appointment must be made on the prescribed form available on the Town's Election webpage. Once completed, the voting proxy may be exercised at any advance voting location or on the final voting day. On the final voting day, the proxy must be exercised at a Voting Location on behalf of the person who is unable to attend. The appointment of a proxy may only be made after 2:00 p.m. on Nomination Day, August 21, 2026 and is null and void after the final voting day.

## **Additional Information**

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### **Town Election Website**

Please visit the Town of Grimsby's Election websites for an up-to-date list of candidates and other important messages or events throughout the election year.

[Elections | Town of Grimsby](#)

[2026 Municipal Election | Let's Talk Grimsby](#)

### **Ministry of Municipal Affairs and Housing – Election Website**

This website contains information about municipal elections, the Province of Ontario 2026 Municipal Elections Candidates and Voters Guide as well as the Ministry's commitment to promote greater accessibility for electors and candidates with disabilities. [Municipal elections | ontario.ca](#)

### **Service Ontario – e-Laws Website**

This website contains all current statutes including the Municipal Elections Act, 1996, the Ontarians with Disabilities Act, 2001 and the Accessibility for Ontarians with Disabilities Act.

# 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](mailto:mea.info@ontario.ca).

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

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## General information

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

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

Your municipality may have specific rules on issues such as:

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

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

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

## The municipal clerk

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

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

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

## Emergency declaration by the clerk

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

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

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

## Eligibility to run for election

### Running for municipal council

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

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

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

### Municipal employees

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

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

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

## Who is not eligible?

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

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

## Running for school board trustee

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

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

## School board employees

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

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

## Municipal officials

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

## Who is not eligible?

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

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

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

## Note for MPs, MPPs and senators

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

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

# Nominations

## Filing your nomination

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

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

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

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

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

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

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

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

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

## The nomination fee

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

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

## Endorsement signatures

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

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

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

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

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

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

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

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

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

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

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

## Deadline to file your nomination

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

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

## Where to file

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

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

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

## Changing your mind – withdrawal

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

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

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

## Changing your mind – running for a different office

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

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

### **Example:**

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

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

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

### **Example:**

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

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

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

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

**Example:**

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

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

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

## Acclamations

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

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

## Additional nominations

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

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

## The voters' list

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

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

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

## Restrictions on handling the voters' list

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

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

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

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

## Written acknowledgements

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

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

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

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

## Campaigning

### Signs

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

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

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

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

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

## Getting information out

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

## All candidates' debates

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

## Joint campaigns / running on a slate

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

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

## Third-party advertising

### General information

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

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

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

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

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

## On voting day

### Campaigning on voting day

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

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

### Remaining in a voting place

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

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

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

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

## Scrutineers

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

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

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

Scrutineers may be required to take an oath of secrecy.

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

## Counting votes

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

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

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

## Results

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

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

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

## After voting day

### Recounts

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

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

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

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

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

### Tied votes

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

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

## Wrapping up your campaign

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

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

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

## Term of office

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

# Campaign finance

## General information

### Record keeping

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

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

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

You must keep the following campaign records:

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

## Campaign period

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

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

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

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

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

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

## Bank account

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

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

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

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

## Contributions and campaign income

### Contributions

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

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

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

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

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

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

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

### Things that are not contributions

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

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

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

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

### Who can make a contribution

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

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

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

### Who cannot make a contribution

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

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

### When you can receive contributions

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

## Contribution limits – contributions from yourself and your spouse

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

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

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

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

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

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

This limit does not apply to school board trustee candidates.

## Contribution limits – contributions from other people

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

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

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

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

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

## Contribution receipts

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

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

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

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

## Returning ineligible contributions

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

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

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

## Unused contributions

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

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

## Contribution rebates

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

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

## Fundraising

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

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

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

## Campaign income

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

## Campaign expenses

### Expenses

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

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

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

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

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

## Goods and services

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

## Spending limits

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

### General spending limit

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

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

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

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

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

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

- expenses related to holding a fundraising event or activity

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

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

### When the general spending limit applies

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

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

### Spending limit for parties and expressions of appreciation

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

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

### Leftover campaign inventory

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

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

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

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

## Surplus and deficit

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

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

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

## Campaign advertisements

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

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

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

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

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

## Campaign financial statement

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

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

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

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

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

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

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

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

### Filing early

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

### Applying for an extension

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

## Grace period for filing

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

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

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

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

## Separate statement for each office

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

## Extended campaigns

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

Your campaign may be extended until June 30, 2027.

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

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

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

## Auditor's report

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

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

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

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

## Compliance and enforcement

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

### Automatic penalties

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

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

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

### Compliance audits

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

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

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

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

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

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

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

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

## Penalties

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

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

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

# Completing the financial statement

## General information

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

Candidates must use [Form 4](#).

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

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

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

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

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

## Tips for completing Form 4

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

### Box A: Name of candidate and office

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

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

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

## Box B: Declaration

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

## Box C: Statement of campaign income and expenses

### Loan

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

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

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

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

### Income

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

### Example

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

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

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

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

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

## Sign deposit

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

## Expenses

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

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

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

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

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

## Box D: Calculation of surplus or deficit

### Campaign deficit

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

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

### Campaign surplus

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

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

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

## Schedule 1: Contributions

Schedule 1 includes a summary of contributions from your campaign.

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

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

### Contributions from yourself and/or your spouse

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

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

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

### Contributions totalling \$100 or less

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

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

### Goods and services from candidate or spouse

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

### Inventory from previous campaign

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

### Contributions totalling more than \$100

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

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

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

### Goods and services from individuals other than candidate or spouse

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

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

### Example:

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

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

**Example:**

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

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

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

## Schedule 2: Fundraising events and activities

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

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

Contributions received at a fundraising event may include:

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

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

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

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

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

### Anonymous contributions

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

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

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

### Schedule 3: Broadcasters and publishers

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

### Auditor's report

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

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

## Forms referred to in this guide

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

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

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

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

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

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

**Instructions**

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

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

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

**Declaration of Qualification**

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

\_\_\_\_\_  
Signature of Nominee

\_\_\_\_\_  
Date (yyyy/mm/dd)

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

**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 \_\_\_\_\_

<b>Name of person providing endorsement – 1</b>			
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)	

<b>Name of person providing endorsement – 2</b>			
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)

**Part 1 – Instructions to Candidates and Registered Third Parties**

Complete this form and prepare your election sign deposit in the appropriate amount identified in Part 2. Payment may be made by cash, debit or cheque payable to the Town of Grimsby. Receipts will be given at the time of submission. This form and payment is to be submitted alongside submitting your nomination papers

**Part 2 – Candidate and Registered Third Party Identification & Fee**

Please select the appropriate category:

- Mayor (\$250.00)
- Ward Councillor (\$200.00)
- Registered Third Party or School Board Trustee (\$200.00)

Note: The election sign deposit should **not** be reflected on your Form 4 – Financial Statement.

**Part 3 – Candidate or Registered Third Party Information**

<b>Last Name</b>	<b>First Name</b>
<b>Telephone number:</b>	<b>Email address:</b>
<b>Contact person (if different than above):</b>	
<b>Telephone number:</b>	<b>Email address:</b>

**Part 4 – Declaration of Candidate/Registered Third Party or Authorized Representative**

I am paying the election sign deposit which entitles me to place election signs in the Town of Grimsby for the applicable 2026 Municipal Election, as prescribed in the Town of Grimsby Election Sign By-law. I have read and will abide by the provisions of the Town of Grimsby Election Sign By-law. I understand that any contraventions of the Election Sign By-law will be deducted from the acquired election sign deposit. Further, I understand that if contraventions exceed the acquired election sign deposit, I will be issued an invoice within ninety (90) days of Voting Day. Election sign penalties are a personal responsibility of the candidate as they are penalties and will not be included on your Form 4 – Financial Statement.

**Signature of Candidate/Registered Third Party**

**Date:**

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**For office use only:**

Received by (signature):

Date:

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**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		Contribution Limit
General	Parties and Other Expressions of Appreciation	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. _____	+ \$	_____
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2.	_____	+ \$	_____
3.	_____	+ \$	_____
4.	_____	+ \$	_____
5.	_____	+ \$	_____
<b>Total Expenses subject to spending limit for parties and other expressions of appreciation</b>		<b>= \$</b>	<b>_____ C3</b>

**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.	_____	+ \$	_____
<b>Total Expenses not subject to spending limits</b>		<b>= \$</b>	<b>_____ C4</b>

**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)		+ \$	_____ <b>D1</b>
If there is a surplus, deduct any refund of candidate's or spouse's contributions to the campaign		- \$	_____
Surplus (or deficit) for the campaign		= \$	_____ <b>D2</b>

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).	+ \$	
<b>Less:</b> Ineligible contributions paid or payable to the contributor	– \$	
Contributions paid or payable to the clerk, including contributions from anonymous sources exceeding \$25	– \$	
<b>Total Amount of Contributions (record under Income in Box C)</b>	<b>= \$</b>	<b>1A</b>

### 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 (\$)
<b>Total</b>		

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 (\$)
<b>Total</b>				

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 (\$)
<b>Total</b>				

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 (\$)
<b>Total</b>				

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)** = \$ \_\_\_\_\_

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**Schedule 3 – Broadcasters and Publishers**

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

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

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

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

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

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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)
<b>Contact Information</b>			
Last Name or Single Name		Given Name(s)	Licence Number
<b>Address</b>			
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

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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.

	YYYY	MM	DD	to	YYYY	MM	DD
<b>For the reporting period from</b>							

**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**

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

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**Box D: Declaration**

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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

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# The Corporation of the Town of Grimsby

## DECLARATION OF QUALIFICATIONS

I, \_\_\_\_\_ a nominated candidate for the office of:

- Mayor
- Council Member    Ward: \_\_\_\_\_

### 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 of:
  - Mayor
  - Council Member    Ward: \_\_\_\_\_
2. Without limiting the generality of paragraph 1 above, I am at least eighteen (18) years of age, a Canadian citizen, a resident of the Town of Grimsby or the owner or tenant of land in the Town of Grimsby or the spouse of such owner or tenant.
3. I am not ineligible, disqualified or prohibited under the *Municipal Elections Act, 1996*, the *Municipal Act, 2001*, or any other Act to be elected to or hold the above-mentioned office.
4. Without limiting the generality of the disqualifications under paragraph 3 above,
  - I am not an employee of the Town of Grimsby, or if I am an employee of the Town of Grimsby, I am on an unpaid leave of absence as provided for under section 30 of the *Municipal Elections Act, 1996*.
  - I am not a person who is not an employee of the Town of Grimsby, but who is the Clerk, Treasurer, Integrity Commissioner, Auditor General, Ombudsman or registrar referred to in section 223.11 of the *Municipal Act, 2001* or an investigator referred to in subsection 239.2 (1), of the Town of Grimsby, or if I am, I am on an unpaid leave of absence as provided for by section 30 of the *Municipal Elections Act, 1996*.
  - I am not a person who is not an employee of the Town of Grimsby but who holds any administrative position with the Town of Grimsby, or if I am, I am on an unpaid leave of absence as provided for by section 30 of the *Municipal Elections Act 1996*.
  - I am not a judge of any court.
  - 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 Town of Grimsby prior to 2:00 p.m. on Nomination Day, August 21, 2026. I understand the Clerk of the Town of Grimsby will reject my nomination for the above-mentioned office if I fail to provide proof of resignation by this deadline.

- I am not a member of the Executive Council of Ontario or a federal Minister of the Crown
  - I am not a public servant within the meaning of the *Public Service of Ontario Act, 2006*, or if I am a public servant, I have followed and will continue to follow all the relevant provisions of Part V of such *Act*.
  - I am not a Federal employee within the meaning of the *Public Service Employment Act*, or if I am a Federal employee, I have followed and I will continue to follow all of the relevant provisions of Part 7 of such *Act*.
  - I am not a person who was 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 that relates to an election to which this *Act* applies and if I am such a person, two regular elections have been held since the election to which the offence relates.
  - I am not disqualified from being elected to or holding office by reason of any violations of the election campaign financial requirements, violations for not filing the financial statement or any other violations pursuant to section 88.23 of the *Municipal Elections Act, 1996*.
5. I am not prohibited from voting in the municipal election under subsection 17(3) of the *Municipal Elections Act, 1996*.
6. Without limiting the generality of paragraph 5 above, I am not,
- A person who is serving a sentence of imprisonment in a penal or correctional institution.
  - A corporation.
  - A person acting as executor or trustee or in any other representative capacity except as a voting proxy in accordance with section 44 of the *Municipal Elections Act, 1996*.
  - Prohibited because of a conviction of a corrupt practice described in subsection 90 (3) of the *Municipal Elections Act, 1996*.

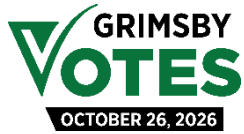
**AND** I make this solemn Declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*.

Declared before me at the Town of Grimsby this \_\_\_\_ day of \_\_\_\_\_ 2026.

\_\_\_\_\_  
(Signature of Clerk or Designate)

\_\_\_\_\_  
(Signature of Candidate)

Personal information on this form is collected under the authority of the *Municipal Elections Act, 1996* and will be used to ensure candidate qualifications and will be available for public inspection in the office of the Clerk, Town of Grimsby until the records are destroyed. Questions about this collection of personal information should be directed to the Clerks office, 160 Livingston Avenue Grimsby, Ontario L3M 0J5.



## The Corporation of the Town of Grimsby

### DECLARATION OF QUALIFICATIONS SCHOOL BOARD TRUSTEES

I, \_\_\_\_\_ a nominated candidate for the office of:

- English Trustee for District School Board for Niagara
- English Trustee for Niagara Catholic District School Board
- French Trustee for Conseil Scolaire Viamonde
- French Trustee for Conseil Scolaire Catholique MonAvenir

#### Do Solemnly Declare That:

1. I am qualified pursuant to the *Municipal Elections Act, 1996* and the *Education Act* to be elected to and to hold the office of Trustee for the above noted School Board.
2. Without limiting the generativity of paragraph 1, on Voting Day, October 26, 2026, I am a resident of the area of jurisdiction of the School Board, a Canadian citizen and will be at least eighteen (18) years of age.
3. I am qualified under the *Education Act* to vote for members of the School Board to which I am seeking office.
4. I am not ineligible or disqualified under the *Municipal Elections Act, 1996*, the *Education Act*, the *Municipal Conflict of Interest Act* or any other Act to be elected to or hold the above-mentioned office.
5. Without limiting the generality of paragraph 4,
  - I am not an employee of the School Board or if I am an employee of the School Board, I am on an unpaid leave of absence as provided for by section 219 of the *Education Act* and section 30 of the *Municipal Elections Act, 1996*.
  - I am not a clerk or treasurer or deputy-clerk or deputy treasurer of any municipality within the area of jurisdiction of the School Board or if I am such a person, I am on an unpaid leave of absence as provided for by section 219 of the *Education Act* and section 30 of the *Municipal Elections Act, 1996*.
  - 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 Town of Grimsby prior to 2:00 p.m. on nomination day, August 21, 2026. I understand that the Clerk of the Town of Grimsby will reject my nomination for the above-mentioned office if I fail to provide proof of resignation by this deadline.

- I am not a member of the Executive Council of Ontario of a federal Minister of the Crown.
  - I am not a person who was 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 that relates to an election to which this Act applies and if I am such a person, two regular elections have been held since the election to which the offence relates.
  - I am not disqualified from being elected to or holding office by reason of any violations of the election campaign financial requirements or violations for not filing the financial statement pursuant to section 88.23 of the *Municipal Elections Act, 1996*.
6. I am not prohibited from voting at the municipal election under subsection 17(3) of the *Municipal Elections Act, 1996*.
7. Without limiting the generality of paragraph 6,
- I am not a person who is serving a sentence of imprisonment in a penal or correctional institution.
  - I am not a corporation.
  - I am not a person acting as an executor or trustee or in any other representative capacity, except as a voting proxy in accordance with section 44 of the *Municipal Elections Act, 1996*.
  - I am not prohibited because of a conviction of a corrupt practice described in subsection 90(3) of the *Municipal Elections Act, 1996*.

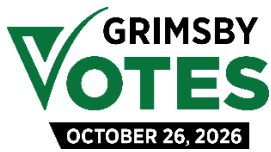
**AND** I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effects as if made under oath and by virtue of the *Canada Evidence Act*.

Declared before me at the Town of Grimsby this \_\_\_\_\_ day of \_\_\_\_\_, 2026

\_\_\_\_\_  
(Signature of Clerk or designate)

\_\_\_\_\_  
(Signature of Candidate)

Personal information on this form is collected under the authority of the *Municipal Elections Act, 1996* and will be used to ensure candidate qualifications and will be available for public inspection in the office of the Clerk, Town of Grimsby until the records are destroyed. Questions about this collection of personal information should be directed to the Clerks office, 160 Livingston Avenue Grimsby, Ontario L3M 0J5.



# The Corporation of the Town of Grimsby

## PROPER USE OF THE VOTER'S LIST

I \_\_\_\_\_ being a candidate for the office of

- Mayor
- Council Member
- School Board Trustee

hereby request the Clerk to provide me with the following information when it becomes available:

- A printed copy of the Voter's List after all revisions have been made (20 cents per page).
- A USB drive containing the voterslist after all revisions have been made (10\$).
- Access to the voterslist via the candidate portal online after all revisions have been made (No charge, the email you provide to us will be sent a guide on how to use the website and your login credentials).

\*The fees above correspond with the Town of Grimsby's 2026 User Fees.

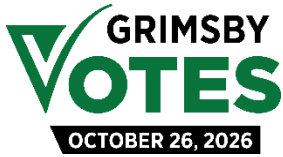
I, the undersigned, agree to use the Voter's List for election purposes only and understand that I am prohibited by the Municipal Elections Act, 1996 from using the Voter's List for commercial purposes.

Access to the Voter's List is for the candidate only and will not be posted on any websites, social media, and or shared with the public.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Please print name



The Corporation of the Town of Grimsby

CONSENT TO RELEASE PERSONAL INFORMATION

By signing below, I agree to publish the following information on the Town of Grimsby website for the 2026 Election page:

Name: \_\_\_\_\_

Position Sought: \_\_\_\_\_

Phone #: \_\_\_\_\_

Email: \_\_\_\_\_

Candidate Website Address: \_\_\_\_\_

**Please provide the foregoing in the manner you would like it to appear on the website.**

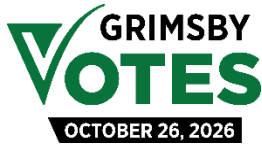
Election Officials will require the Candidate to provide identification which shows the person's name and qualifying address, at the time the person files their nomination with the Town Clerk.

- The identification provided may be an original, a certified copy or a notarized copy of the document.
- The identification provided must be valid.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Please print name



**The Corporation of the Town of Grimsby**

**BALLOT NAME AND NAME PRONUNCIATION  
FORM**

Please fill out the following to confirm your name as it is to appear on the ballot for the 2026 Town of Grimsby Municipal Election:

First Name: \_\_\_\_\_

Initials (optional): \_\_\_\_\_

Last Name: \_\_\_\_\_

Please fill out the following to confirm the phonetic pronunciation of your name as it is to sound on the accessible voting audio recording for the 2026 Town of Grimsby Municipal Election:

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Phonetic pronunciation examples:

Wayne Gretzky – Way-n gret-skee  
Hayley Wickenheiser – Hay-lee Wik-en-hi-ser

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



<b>Title:</b>	<i>Use of Corporate Resources for Election Purposes</i>		
<b>Policy Owner:</b>	<i>Clerks</i>	<b>Approved By:</b>	<i>Council</i>
<b>Effective Date:</b>	<i>November 17, 2025</i>	<b>Approval Date:</b>	<i>November 17, 2025</i>
<b>Revision Date:</b>	<i>As required</i>	<b>Next Review:</b>	<i>As required</i>
<b>Revision #:</b>		<b>No. of Pages:</b>	<i>6</i>

## 1.0 DIRECTIVE STATEMENT

This policy is to ensure that the Town of Grimsby is in compliance with the Municipal Elections Act, 1996 (The Act), as amended, which requires the Town to establish rules and procedures for Candidates running in a municipal election. Public funds and resources are not to be used for any election related purposes, including the promotion of, or opposition to, the candidacy of a person for elected office.

## 2.0 DIRECTIVE PURPOSE

The purpose of this policy is to provide a clear approach and direction regarding the use of municipal resources during the election Campaign Period in accordance with The Act.

This policy outlines the Town of Grimsby's expectations of all election Candidates, sitting members of Council, and municipal Employees during municipal, provincial, and federal election campaigns; including any by-elections.

- No member/Candidate shall use the facilities, equipment, supplies, services, Staff or other resources of the Municipality (including letterhead, business cards, e-mail accounts, computers, photographic or video materials created by Town resources and any Councillor budgets) for any election campaign or campaign-related activities;
- No member/Candidate shall undertake campaign-related activities on Municipal property; and
- No member/Candidate shall use the services of persons during hours that those people receive any compensation from the Municipality. No photographic or video materials may be posted of themselves with Town Employees in uniform.

## 3.0 DEFINITIONS

*Blackout Period* – means the temporary period from the day prior to Nomination Day to and including Voting Day that certain privileges are discontinued for sitting members of Municipal Council and the Mayor.



*Candidate* – means a person who has filed a nomination to run in a municipal, provincial or federal election and shall be deemed to include a person seeking to influence other persons to vote for or against any Candidate or any question or by-law submitted to the electors under Section 8 of The Act.

*Campaign Period* – means the date a Candidate files their nomination through to and including Voting Day.

*Corporate Resources* – means Town of Grimsby Staff, events, funds, information, and assets.

*Election Period* – means the official Campaign Period of a municipal, regional, provincial, or federal election, by-election, or political party contest as outlined below:

<b>Regular Municipal Election</b> (includes Local Councillors, Regional Councillors, Regional Chair and School Board Offices)	The Election Period commences on the first day nominations may be filed and ends on Voting Day.
<b>Municipal By-Election</b> (includes Local Councillors, Regional Councillors, Regional Chair and School Board offices)	The Election Period commences on the first day nominations may be filed and ends on Voting Day.
<b>Provincial or Federal Elections</b>	The Election Period commences the day the writ for the Election is issued and ends on Voting Day.
<b>Provincial party leadership and nomination contests</b>	The Election Period commences with the date of registration as a Candidate with the Chief Electoral Officer of Ontario and ends after the date fixed for the leadership vote as filed with the Chief Electoral Officer of Ontario.
<b>Federal party leadership and nomination contests</b>	The Election Period commences when a contestant first receives contributions, incurs expenses or borrows money or is deemed to be a contestant in accordance with sections 478.2 (2) and 476.2 of the Canada Elections Act and ends with the date of selection.



*Employee or Staff* – means full-time, part-time, and contract Employees, paid by the Town of Grimsby.

*Municipal Facilities* – means any real property owned or under the control of the Town of Grimsby.

*Nomination Day* – means the third Friday in August in the year of the election.

*Town or Town of Grimsby* – means the Corporation of the Town of Grimsby

*The Act* – means the Municipal Elections Act, 1996, as amended from time to time, and includes any regulation made thereunder.

*Voting Day* – means the day on which the final vote is to be taken in an election.

#### **4.0 SPECIFIC POLICY REQUIREMENTS**

##### **Section 1: Statutory Provisions**

This policy operates along with and as a supplement to existing legislation and Town policies governing the use of municipal resources during an election Campaign Period:

- The Municipal Elections Act, 1996, as amended
- The Finance Election Act, 1990, as amended
- The Canada Elections Act, 2000, as amended
- The Council Code of Conduct (By-law 20-74)
- The Town of Grimsby Clerks Election Procedures

##### **Section 2: Technology-Related Provisions**

Candidates and members of Council shall not use Municipal Resources, for any election-related purposes, including computers, call/smart phones, tablet, printers, scanners, or other services such as email, internet, and file storage.

Web sites or domain names that are funded by the Town of Grimsby shall not include any election-related campaign material or links to sites that feature election-related campaign material. The online list of Candidates shall be the only area of the Town of Grimsby's website where links to external election campaign websites may be posted during the Election Period.



The Town of Grimsby's voicemail system is not to be used to record election-related messages nor shall the computer network, including the Town of Grimsby's e-mail system, be used to distribute election campaign-related correspondence. Candidates are permitted to link to any Town document available to the public or on a public Town webpage from their campaign website.

Sitting members of Council who choose to create or use social media accounts for campaigning must include, for the duration of the Election Period, a clear statement on each campaign website or social media account's home page indicating that the account is being used for election campaign purposes and is not related to their duties as a member of Council.

### **Section 3: Facility-Related Provisions**

Candidates shall abide by the Municipal Election Sign By-law for the posting of signs and notices. In addition, no campaign-related signs nor any other election-related material shall be displayed on any municipally owned or leased building/property where municipal offices are located.

Candidates shall not use any municipally provided facilities for any election-related purposes.

Candidates may not campaign and/or distribute campaign literature during any function being hosted by the Town of Grimsby, whether on municipal property or not.

### **Section 4: Communications-Related Provisions**

Members of Council are responsible for ensuring that the content of any communication material, printed, hosted or distributed by the Town of Grimsby, is not election-related. Candidates shall not print or distribute any election campaign-related material using municipal funds.

Photographs or videos produced for and owned by the Town of Grimsby shall not be used by Candidates for any election purposes.

No advertising paid for by and owned by the Town of Grimsby shall contain the name of the Councillor or the Mayor unless consistent with their duties as an elected official.

The Town of Grimsby's logo, crest or any variation of it shall not be printed, posted or distributed on any election materials or included on any election campaign-related



website, website platforms, social media pages except in the case of a link to the Town's website to obtain information about the municipal election.

Members of Council, including the Mayor, shall not deliver any unsolicited material outside of their existing ward where the printing and/or distribution costs are paid by the municipality. Care should be taken to ensure that the mailing of newsletters be restricted to the Member's ward only.

Members of Council cannot enter into joint ventures using Corporate Resources outside of their existing wards from Nomination Day to Voting Day, unless specifically approved by Council. At all other times, a signed agreement between ward Councillors is required.

Distribution lists or contact lists developed using municipal resources or through contact in a member's official duties shall not be used for election campaign related purposes.

### **Section 5: Employee Provisions**

Staff shall not canvass or actively work in support of a municipal, provincial or federal Candidate or party during normal working hours unless they are on a leave of absence without pay, lieu time, float day or vacation leave.

Employees engaged in political activities must take care to separate those personal activities from their official positions. Employees may participate in political activity at the federal, provincial and municipal levels, providing that such activity does not take place during work hours or use corporate assets, resources, or property. Notices, posters or similar material in support of a particular Candidate or political party are not to be produced, displayed or distributed by Employees on Town of Grimsby work sites.

### **Section 6: Blackout Period Provisions**

No member of Council, including the Mayor, shall advertise, print, photocopy, or distribute any newsletters unless directed and approved by Council.

No member of Council, including the Mayor, shall order office furniture or furnishings, except those of an emergency nature; or order any stationery or business cards, except within reason and as needed to carry out their current duties.

Members may attend Town events during the Blackout Period in their capacity as an elected official provided there is no campaigning at the event.



Members shall ensure their backgrounds and attire during any virtual events and meetings held by the Town are neutral, without reference to the election campaign.

## **5.0 LIMITATIONS**

This policy does not preclude a member of Council or Regional Council from performing their duties as a Councillor, Mayor, Regional Councillor, or Regional Chair nor inhibit them from representing the interests of the constituents who elected them.

Nothing in this Policy shall preclude Staff from exercising their civic right and duty to participate in an election process, including a municipal election process, as a private citizen.

## **6.0 IMPLEMENTATION**

This policy shall become effective immediately upon approval by Council.

## **7.0 RATIONALE AND LEGISLATIVE AUTHORITY**

It is necessary to establish on the appropriate use of Corporate Resources during an Election Period to protect the interests of both members of Council and the Town of Grimsby.

The Act prohibits a municipality from making a contribution to a Candidate. The Act also prohibits a Candidate, or someone acting on the Candidate's behalf, from accepting a contribution from a person who is not entitled to make a contribution.

As a contribution may take the form of money, goods or services, any use by a Member of Council of the Corporation's resources for their election campaign would be viewed as a contribution by the Municipality to the member, which is a violation of The Act.

THE CORPORATION OF THE TOWN OF GRIMSBY

BY-LAW NO. 26-11

A BY-LAW TO MANAGE AND REGULATE ELECTION SIGNS IN THE TOWN OF GRIMSBY

Whereas Section 11 of the Municipal Act, 2001 authorizes the Corporation of the Town of Grimsby to pass by-laws respecting spheres of jurisdiction that include highways, structures, including fences and signs; and

Whereas Section 63 of the Municipal Act, 2001 authorizes the Corporation of the Town of Grimsby, if it passes a by-law for prohibiting or regulating the placing of an object on a Highway, to provide for the removal of any object placed on a Highway in contravention of that by-law; and

Whereas Section 99 of the Municipal Act, 2001 provides rules which apply to a by-law of a municipality respecting advertising devices, including signs; and

Whereas Section 425 of the Municipal Act, 2001 establishes that any person who contravenes any by-law of the Corporation of the Town of Grimsby is guilty of an offence; and

Whereas Section 426 of the Municipal Act, 2001 permits a municipality to establish a system of fines for offences under a by-law of a municipality passed under the Municipal Act, 2001; and

Whereas Section 436 of the Municipal Act, 2001 authorizes a municipality to pass a by-law providing that the municipality may enter onto land at any reasonable time for the purpose of carrying out an inspection to determine compliance with a by-law, direction, order of licence; and

Whereas Subsection 446(1) of the Municipal Act, 2001 provides that if a person is directed or required to do a matter or thing, 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

Whereas Subsection 446 (2) of the Municipal Act, 2001 authorizes a municipality to enter upon land at any reasonable time for the purposes of Subsection 446(1); and

Whereas to provide clarity and ease of reference, Council for the Corporation of the Town of Grimsby deems it desirable to outline provisions related to Election Signs; and

Whereas Council for the Corporation of the Town of Grimsby recognize the importance of the right to freedom of expression and recognizes that Election Signs are a protected form of expression under the Canadian Charter of Rights and Freedoms; and

Whereas the Council for the Corporation of the Town of Grimsby seeks to protect the constitutional right to freedom of expression, subject only to such reasonable limits prescribed by law as can be demonstrably justified in a free and democratic society.

Now therefore the Council of the Corporation of the Town of Grimsby enacts as follows:

**1. Definitions**

In this By-law:

"Act" means the *Municipal Elections Act, 1996*, S.O. 1996., c.32, Sched.

"Advance Voting Day" means one (1) or more days that are designed for electors to cast ballots prior to Voting Day.

"Boulevard" means the portion of the Road between a street line and the edge of the curb, or, where there is no curb, that portion of the Road which is travelled or designed to be travelled by vehicles, and includes medians, bulges and traffic islands.

"By-Election" means an election other than a regular Election.

"Campaign Office" means a building or structure, or part of a building or structure, used by a Candidate, an agent of a Candidate, or a Registered Third Party Advertiser, as part of an Election campaign and is registered with the Town Clerk as the Candidate or Registered Third Party Advertiser's Campaign Office.

"Campaign Office Election Sign" means a sign displayed at a Campaign Office which displays the name of a Candidate in a municipal or school board Election, or with the name of a Candidate and/or the name and/or logo of a political party in a federal or provincial Election, or the name of a Registered Third Party Advertiser and the location of the Candidate's or Registered Third Party Advertiser's Campaign Office in any Election.

"Candidate" means: a candidate within the meaning of the Canada Elections Act, the Election Act (Ontario), or the Act.

"Election" means any federal, provincial, or municipal election, by-election, and any question or by-law submitted to the electors and includes an election to a local board.

"Election Sign" means a sign for an Election or a Registered Third Party Advertiser that promotes, supports or opposes a Candidate, political party, or any question or by-law to the electors under section 8 of the Act.

"Municipal Act" means the *Municipal Act, 2001*, S.O. 2001, c. 25.

"Municipal Law Enforcement Officer" means a Municipal Law Enforcement Officer appointed by the Town.

"Owner" means a Candidate or Registered Third Party Advertiser who Places or permits the Placing of an Election Sign or any person described on the Election Sign, which, in the absence of evidence to the contrary, shall be deemed to be the person described in or who benefits from the message of the Election Sign.

"Park" means any land or premises under the control and/or ownership of the Town for park and recreational purposes and includes any lane, walkway, or public parking area leading thereto, and also includes any and all buildings, structures, equipment, facilities, and improvements located in or on such land.

"Placed" means to attach, install, erect, build, construct, reconstruct, move, display or affix, and "Places" and "Placing" shall have the corresponding meaning.

"Private Property" means real property that is not Public Property.

"Public Property" means real property owned by the Town, the Corporation of the Regional Municipality of Niagara, or the Province of Ontario, and includes any Boulevard or Road.

"Registered Third Party Advertiser" means an individual, corporation, or trade union that is registered in accordance with the requirements for registration in a municipal, provincial, or federal Election or referendum.

"Road" means a common and public highway, street, avenue, parkway, driveway, square, place, bridge, viaduct or trestle, designed and intended for use by the general public for the passage of vehicles and includes all lands lying within the limits of the road allowance or right-of-way which are owned by or under the jurisdiction of the Town.

"Sight Triangle" means a triangular space that is formed by the intersection of the boundaries or two (2) Roads of a corner lot, and a line joining two (2) points that are six (6) metres back from the intersection. Where the two (2) road lines do not

intersect at a point, the point of intersection of the projection of the road lines or the intersection of the angles to the road lines.

"Sign" means any sign, surface or structure and any component or appurtenant parts, used or capable of being used as a visual medium to attract attention to a specific subject matter or to create a design or convey a message, and includes posters, placards, bulletins, notices, and/or signs temporarily affixed to the ground.

"Town" means the Corporation of the Town of Grimsby.

"Town Clerk" means the appointed Town Clerk of the Corporation of the Town of Grimsby.

"Vehicle" includes a motor vehicle, a trailer whether or not affixed to a motor vehicle, traction engine, farm tractor, road building machine, bicycle and any vehicle drawn, propelled or drive by any kind of power, including muscular power, but does not include a motorized snow vehicle or a street car (i.e., electric/steam railway) and excludes stationary equipment (i.e., hitch trailer).

"Voting Day" means Voting Day as defined by the Act.

"Voting Location" means a place where electors cast their ballots in an Election as approved by Federal, Provincial or Municipal Election Officials, as applicable.

## **2. General Administration**

2.1. The Town Clerk is responsible for the administration of this By-law.

2.2. In a municipal Election, no Candidate or Registered Third Party Advertiser shall Place or permit to be Placed an Election Sign without obtaining an Election Sign permit and making payment of the prescribed Election Sign deposit.

2.3. The Election Sign permits shall be:

- a) in the form prescribed by the Town; and
- b) accompanied by the prescribed Election Sign deposit as set out in Section 9.

2.4. Subject to subsection 2.3, Election Signs shall only be Placed or permitted to be Placed:

- a) the day following Nomination Day, as defined under the Act; in respect of a municipal Election;
- b) the day following Nomination Day, as defined under the Act, for a By-election; or
- c) in the case of a federal or provincial Election, the day the Writ of Election is issued or any day thereafter.

2.5. Election Signs Placed or permitted to be Placed by a Registered Third Party Advertiser shall include the following information in accordance with the Act:

- a) the name of the Registered Third Party;
- b) the municipality where the Registered Third Party is registered; and
- c) contact information for the Registered Third Party including a telephone number, mailing address and/or an email address.

2.6. Where a person does not register as a Registered Third Party Advertiser in accordance with the Act, *Election Act*, or *Canada Elections Act*, as the case may be, the person shall not be permitted to Place Election Signs.

## **3. Sign Guidelines**

3.1. An Election Sign shall not exceed the following maximum size and height requirements:

- a) Height and width of 5 feet.

#### 4. General Prohibitions

- 4.1. No Owner or Person shall Place or permit to be Placed an Election Sign except in accordance with this By-law.
- 4.2. No Candidate in a municipal Election shall Place or permit to be Placed an Election Sign in any ward or geographic area which the Candidate has not been nominated for office in respect of.
- 4.3. No Owner shall Place or permit to be Placed an Election Sign that:
- a) displays a logo, crest, trademark or official mark, in whole or in part, owned or licensed by the Town;
  - b) is illuminated, has flashing lights, or rotating parts;
  - c) simulates any traffic sign, traffic signal, any other sign that directs the movement of traffic, or any official sign;
  - d) uses words such as "stop", "look", "one way", "danger", "yield" or any similar phrases, symbols, lights or characters in such a manner as to tend to interfere with, mislead or confuse traffic;
  - e) is in a state of disrepair or is located where it is a general hazard to public safety;
  - f) impedes or obstructs the Town's maintenance operations;
  - g) impedes or obstructs the passages of pedestrians where they are reasonably expected to walk;
  - h) is affixed to public utility poles, telephone poles, hydro poles, light standard or any other utility infrastructure;
  - i) is Placed on, painted on, attached to, or supported by a tree, stone or other natural object;
- 4.4. Two (2) Election Signs may be displayed on or in a Vehicle provided:
- a) the display of such Election Sign complied with the other provisions of this By-law;
  - b) such Election Sign, if on the exterior of the Vehicle, is mounted flush on the body of the Vehicle;
  - c) such Election Sign is not displayed so as to contravene provisions of sections 73 (1) or 74 (1) of the *Highway Traffic Act, R.S.O. 1990, c.H.8.*
- 4.5. Election Signs, including signs attached to Vehicles, are not permitted to be Placed in any way on Public Property, including but not limited to, municipal offices, Town parks, cemeteries, arenas, libraries, and fire halls.
- 4.6. No person shall deface or willfully cause damage to a lawfully erected Election Sign.
- 4.7. The Town or any of its employees, agents or contractors will not be responsible for investigating or prosecuting for any acts of vandalism-to or theft-of Election Signs.

#### 5. Public Property and Roads

- 5.1. In addition to the limitations in subsection 4.2, an Owner shall not Place or permit to be Placed an Election Sign on Public Property that is not in accordance with this By-law, and where applicable, the Ministry of Transportation's requirements.
- 5.2. With respect to Public Property and Roads, no Owner shall Place or permit to be Placed an Election Sign that:
- a) is within a Park;
  - b) interferes with the safe operation of vehicular traffic or the safety of pedestrians, including the visibility of warning devices and traffic signals;
  - c) impedes, hinders or prevents parking of Vehicles on private or public

lands, or on a Road;

- d) is on a Road, except as otherwise permitted by this By-law;
- e) is on or within any Public Property, including any structures or items legally placed within the Public Property;
- f) is located 1.8 metres (6 feet) away from the face of the curb or edge of pavement of a Road and where there is a Sidewalk, not within 0.6 metres (2 feet) of such Sidewalk;
- g) clause 5.2 (f) does not apply when the Sidewalk is less than 0.6 metres (2 feet) from the main wall of an adjacent building, in which case the Election Sign shall be placed at the furthest distance possible from the Sidewalk or from the face of the curb or edge of pavement;
- h) is anywhere between the curb or edge of pavement of a Road and the Sidewalk, where there is a Sidewalk;
- i) be Placed on a boundary fence line or noise attenuation wall which is located on Public Property;
- j) no Owner shall dig, drill or drive into asphalt, concrete, brick or any other hard improved surface on a Road when placing an Election Sign;
- k) is within a Sight Triangle;
- l) is less than 3 metres (9.8 feet) from or within a Community Safety Zone designated by the municipality.

## **6. Private Property**

6.1. Subject to subsection 4.2, Election Signs are permitted on Private Property, provided that:

- a) the property owner, tenant, or occupant of the property consents to the Placement of the Election Sign; and
- b) no Election Sign shall be located so as to obstruct or impede any fire escape, fire exit, door, window, scuttle, skylight, flue or air intake or exhaust nor so as to prevent or impede the free access of emergency personnel to any part of the building including, but not limited to, emergency water connections, or fire hydrants.

6.2. No Owner or Person shall be permitted to Place or permit to be Placed more than three (3) Election Signs per Candidate and/or Registered Third Party Advertiser on any one parcel of land that is Private Property bearing the following zoning categories under the Town's Zoning By-law No. 14-45, as amended, provided that the Election Signs are a minimum of one (1) metre apart: Rural And Agricultural; Commerical; or Employment.

6.3. On all other parcels of land that are Private Property not referred to section 6.2, no Owner or Person shall be permitted to Place or permit to be Place more than one (1) Election Sign per Candidate and/or Registered Third Party Advertiser, unless the Private Property consists of multiple residential properties, then one (1) Election Sign per Candidate and/or Third Party Advertiser per dwelling unit will be permitted, providing that the Election Signs are a minimum of one (1) metre apart.

6.4. No Owner or Person shall Place or be permitted to Place an Election Sign on or in a Voting Location on the day(s) that location is being used for voting.

## **7. Removal of Election Signs**

7.1. For a municipal Election, every Person, Owner, Candidate or Registered Third Party Advertiser shall remove all Election Signs Placed or permitted to be Placed by the respective Person, Owner, Candidate or Registered Third Party Advertiser from all locations within two (2) days following Voting Day.

7.2. The Town Clerk or Municipal Law Enforcement Officer may remove any Election Sign Placed in contravention of this By-law without notice.

- 7.3. The Town Clerk may make regulations under this By-law prescribing rules and procedures for the retrieval and destruction of Election Signs removed under this By-law, without limitation, the form of and any information required to be provided to the Town Clerk to authorize the release of an Election Sign, dates on or by which an Election Sign may be retrieved or destroyed, and the manner in which notice may be given to an Owner relating to the retrieval and destruction of an Election Sign.
- 7.4. Election Signs that have been removed for contravention of this By-law will be subject to a deduction from the Election Sign deposit outlined in Section 9.
- 7.5. The Town Clerk or designate may destroy any Election Sign which has been removed and not claimed and retrieved by the Owner within ninety (90) days of Voting Day.

**8. Power of Entry**

- 8.1. The Town may enter on land at any reasonable time for the purpose of carrying out an inspection to determine whether or not the provisions of this By-law are being complied with.
- 8.2. The Town's power of entry may be exercised by an employee, inspector, or agent of the Town or by a member of the police force with jurisdiction, as well by any person under their direction.
- 8.3. No person shall hinder or obstruct, or attempt to hinder or obstruct, a Municipal Law Enforcement Officer who is exercising a power or performing a duty under this By-law.

**9. Fees**

- 9.1. The prescribed Election Sign deposit must be paid by cash, debit or cheque payable to the Town of Grimsby, and is as follows:
  - a) \$250.00 for Mayor and Regional Councillor; and
  - b) \$200.00 for Ward Councillor, Registered Third Party Advertisers, and School Board Trustees; and
- 9.2. Election Sign deposits will be refunded within ninety (90) days after Voting Day, minus any deductions for the removal of any Election Signs by the Town.
- 9.3. Where an Election Sign has been placed in contravention of any provision of this By-law, a Municipal Law Enforcement Officer may remove the Election Sign without further notice at a cost of \$25.00 per Election Sign, which will be deducted from the acquired Election Sign deposit.
- 9.4. If the remaining Election Sign deposit of a Candidate or Registered Third Party Advertiser is insufficient to cover the amount of a deduction under section 9.3, the Town will issue an invoice to the Candidate and Registered Third Party Advertiser, within ninety (90) days of Voting Day.

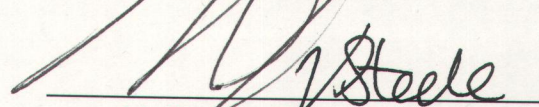
**10. Force and Effect**

- 10.1. Upon enactment of this By-law, regulations related to Election Signs outlined in By-law 10-48, as amended, be and is hereby repealed.
- 10.2. This By-law shall come into force and take effect on the day of the final passing.

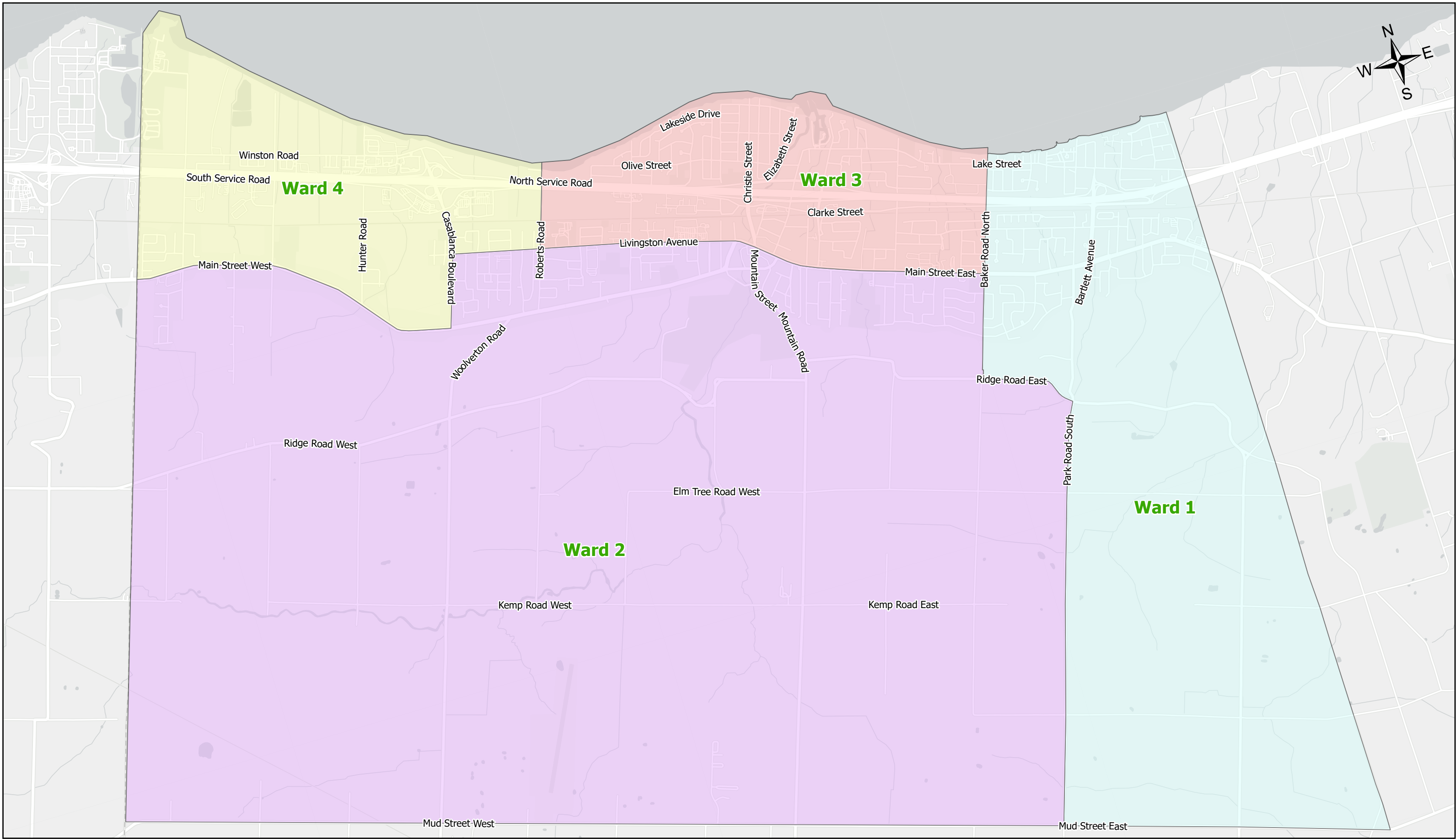
Read a first time, considered, and passed this 9<sup>th</sup> day of March, 2026.



J.A. Jordan, Mayor



V. Steele, Town Clerk



Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

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 disclaimers located at: [https://maps-grimsby.hub.arcgis.com/app/  
 ed8ec0904a7941b1876f38d95d9fbc08].

# Town of Grimsby Ward Map



### Legend

- Ward 1
- Ward 2
- Ward 3
- Ward 4