



CANDIDATE PACKAGE

2026 MUNICIPAL ELECTION

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Introduction

Thank you for your interest in serving on Front of Yonge Council. Being a member of municipal council is a significant four-year commitment that requires considerable time and energy. While the experience can be both rewarding and challenging, it offers a meaningful opportunity to contribute to your community and help shape its future.

This guide has been developed to provide candidates with clear and concise information on the requirements, responsibilities, and key timelines associated with running for municipal office. Whether you are a first-time candidate or have prior experience, this resource is designed to help you navigate the process with clarity and confidence.

The *Municipal Elections Act, 1996*, as amended (the Act) sets out in detail the requirements to be met by candidates for office. These requirements have been summarized for your convenience. We urge you to obtain your own updated copy of the Act which can be downloaded from the Province of Ontario E-Laws website.

It is important to note that the contents of this document are intended only as a guide to certain provisions of relevant legislation and do not intend to recite all applicable statutory references. Prospective candidates must satisfy themselves through their own determination that they have complied with the election financing and other regulations and that they are not disqualified by law to be elected.

As this election year progresses, additional information will be made available to all registered candidates, including but not limited to:

- Voters' List
- Any other supplements required to be issued or that are requested such as updated notices to candidates

We will be providing you with this information as it becomes available.

We wish you the best on a successful campaign. Please do not hesitate to contact me if you have questions.

Jennifer Ault
Clerk and Returning Officer
Tel. 613-923-2251, ext. 103
Email: jault@frontofyonge.com
Office Hours: 9:00 a.m. to 4:30 p.m.

Important Dates

Date	Detail
May 1, 2026	Nomination Period begins; Forms may be filed at the Main Municipal Office Hall between 9:00 a.m. and 4:00 p.m. throughout the Nomination Period
August 21, 2026	Nomination Day: Nominations accepted until 2:00 p.m.
August 22, 2026	Nominations are to be certified or rejected by the Clerk. List of Candidates will be posted by 4:00 p.m.
September 1, 2026	Revision period for the Voters' list begins. Voters' list is reproduced for candidates and other authorized persons (if requested)
September 30, 2026	Maximum Campaign Expenses and Contributions – Own Campaign Calculation provided to candidates
October 19, 2026	Advanced Voting Day – Paper Ballots Municipal Office 10 a.m. to 4:30 p.m.
October 19 to October 23, 2026	Advanced Voting Period Internet & Telephone available off-site 24/7 during this period
October 26, 2026	Voting Day – 10:00 a.m. to 8:00 p.m. Polling station will be located at Mallorytown Legion, 13 Quabbin Road Internet & Telephone also available off-site during this time
November 15, 2026	Term of Office commences
November 16, 2026	Inaugural Meeting (Oath of Office)
December 31, 2026	Last Day of Regular Campaign Period Unless Extended Deadline for Extension of Campaign Period due to Clerk
March 30, 2027	Deadline Filing Financial Statements

Elected Offices – Township of Front of Yonge

The term of office is four years, beginning November 15, 2026 and ending November 14, 2030.

The offices to be elected are:

Mayor – one (1) elected at large

Councilor – four (4) elected at large

Trustees – one (1) for each Board (English Public, English Separate/Catholic, French Public, French Separate/Catholic)

Responsibilities of Mayor and Council

The Role of the Mayor (Head of Council)

Per Section 225 of the *Municipal Act, 2001*, the role of the head of Council is:

- a. to act as chief executive officer of the municipality;
- b. to preside over council meetings so that its business can be carried out efficiently and effectively;
- c. to provide leadership to the council;
 - i. without limiting clause (c), to provide information and recommendations to the council with respect to the role of council described in clauses 224 (d) and (d.1);
- d. to represent the municipality at official functions; and
- e. to carry out the duties of the head of council under this or any other Act.

The Mayor is appointed as ex officio of the Township's Committees of Council. The Mayor also sits on Council of the United Counties of Leeds and Grenville and participates on several Committees and Boards that guide the governance and administration of the Counties.

Role of Council

Per Section 224 of the *Municipal Act, 2001*, the role of Council is:

- a. to represent the public and to consider the well-being and interests of the municipality;
- b. to develop and evaluate the policies and programs of the municipality;
- c. to determine which services the municipality provides;
- d. to ensure that administrative policies, practices and procedures and controllership policies, practices and procedures are in place to implement the decisions of Council;
 - i. to ensure the accountability and transparency of the operations of the municipality, including the activities of the senior management of the municipality;
- e. to maintain the financial integrity of the municipality; and
- f. to carry out the duties of Council under this or any other Act.

Expected Time Commitment

A Member of Council can expect to devote time to prepare for and attend a minimum of three meetings per month. In addition to attending these regular Council and Committee meetings, members are required to prepare for and attend meetings of other committees to which they are appointed.

Council meetings are generally held during the evening. All meeting agendas and minutes are posted on the Township's website and meetings of Council and Committee of the Whole are livestreamed. Meeting materials are provided electronically.

In addition to meetings, members of Council should expect time commitments related to communicating with constituents and residents, participating in or attending community events, and time for reading and research.

Qualifications

Who Can Run for Municipal Council

To run for a position on Township Council you must be:

- ☐ eligible to vote in the Township of Front of Yonge (be qualified as a resident or non-resident elector);
- ☐ a Canadian citizen;
- ☐ at least 18 years old; and
- ☐ not legally prohibited from voting.

Who is Not Eligible to Run for Municipal Council

The following people are disqualified from being 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, a member of the Legislative Assembly of Ontario or the Senate or House of Commons of Canada;
- ☐ a person who is prohibited from voting in an election according to the Municipal Elections Act, 1996 or the Municipal Act, 2001;
- ☐ a person who has violated financial requirements for filing financial information in a previous election; and/or
- ☐ an inmate serving a sentence in a penal or correctional institution.

Who Can Run 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;
- ☐ be a Canadian citizen;
- ☐ at least 18 years old; and
- ☐ meet any other qualifications to vote for the school board such as being Roman Catholic or holding French language rights.

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, you must take an unpaid leave of absence that begins the day you are nominated. If you are elected, you must resign to accept the position.

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 to accept the position.

Who is Not Eligible to be a School Board Trustee

The following people are disqualified from being elected as a school board 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 a leave of absence and resigned (see above);
- ☐ a judge of any court, a member of the Legislative Assembly of Ontario or the Senate or House of Commons of Canada;
- ☐ a person who is prohibited from voting in an election according to the Municipal Elections Act, 1996 or the Municipal Act, 2001;
- ☐ a person who has violated financial requirements for filing financial information in a previous election; and/or
- ☐ an inmate serving a sentence in a penal or correctional institution.

Despite the above disqualification, MPs, MPPs and Senators may be nominated for municipal office without having to resign from their current seat in parliament. However, by 2:00 p.m. on Nomination Day, MPs, MPPs and Senators will be required to resign their current seat should they wish to continue to seek municipal office.

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

Nomination Information

To run for the office of Mayor, Councilor, or School Board Trustee, candidates must file a prescribed nomination form. Candidates cannot raise or spend any money on their campaign until this form is filed by the candidate, in person, or by an agent acting on the candidate's behalf, at the Main Municipal Office, during regular office hours. Special hours apply on Nomination Day (August 21, 2026).

The nomination form may **not** be faxed, mailed, or emailed, as an original signature is required. If an agent of the candidate is filing the nomination form, the form must be fully completed prior to filing. The candidate or the agent filing the nomination form will be required to provide proof of identity.

Filing

Nomination Papers will be available online or can be picked up at the Municipal Office beginning May 1, 2026, at 9 a.m.

Nomination Papers can be submitted from May 1, 2026, until August 21, 2026, at 2 p.m.

Items Needed for Filing (Appendix A)

- ☐ completed nomination form (Form 1);
- ☐ a declaration of qualification signed by the candidate (form EL18A);
- ☐ filing fee (\$200.00 for Mayor, \$100.00 for all other offices); and
- ☐ proof of identity.

Note: Nomination Forms are public documents and are available for inspection in the Clerk's Department at the Main Municipal Office.

Filing Fees

Candidates must pay a filing fee when they submit their nomination papers. These fees must be paid at the time of filing – by cash, debit, or certified cheque.

- ☐ The filing fee for a candidate running for Mayor is \$200.
- ☐ The filing fee for a candidate running for any other office or School Board Trustee is \$100.

Nomination filing fees are refundable if the candidate's financial statement and auditor's report (see Appendix B – Candidate Financial Statement, Auditors Report (Form 4)) are filed on or before **March 31, 2027 at 2 p.m.**

Withdrawal of Nomination

A candidate who wishes to withdraw their nomination must notify the Clerk in writing before 2 p.m. on August 21, 2026. The candidate must file their withdrawal or statement in person and may be required to provide identification.

The candidate will still be required to submit a financial statement covering all financial transactions up to the time of the withdrawal.

Changing Your Nomination

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, contributions and expenses from your first campaign are simply transferred to your second campaign.

Campaign Information

Campaign Period

- Starts: The campaign period begins at the time a candidate files for nomination
- Ends: a) December 31, 2026; or
- b) When a candidate withdraws their nomination or the Clerk rejects the nomination, the campaign period ends on the day of withdrawal or the day of the rejection.
- Extension: If the candidate has a campaign deficit on December 31, 2026, the period may continue provided the candidate notifies the Clerk of their intention to extend the period as per the Municipal Elections Act, 1996.

Use of Corporate Resources

The use of any Township or School Board logo, crest, or images by candidates on signs, brochures, social media, websites, or any other campaign material is strictly prohibited. Council candidates should reference the Use of Corporate Resources During an Election Purposes Policy for clarification regarding the use of other municipal facilities and resources. Similar policies may also be established by the school boards.

Campaign activities of any nature are strictly prohibited on any premise used as a voting place. This includes the entire property on which a building or facility used as a voting place is located.

Section 48 of the Act, provides as follows:

- a. While an elector is in a voting place, no person shall attempt, directly or indirectly, to influence how the elector votes;
- b. Without limiting the generality of subsection (1), no person shall display a candidate's election campaign material or literature in a voting place; and
- c. For the purpose of this section, 'voting place' includes any place in the immediate vicinity of the voting place designated by the Clerk.

Election Signs

Candidates looking to erect election signs during the campaign period should make themselves aware of the Township of Front of Yonge's By-law to Prohibit or Regulate the Erection of Signs, Billboards, Posters and Other Advertising Devices in the Township of Front of Yonge; the Election Sign Policy of the Ministry of Transportation including requirements to remove signs following Election Day; as well as the United Counties of Leeds and Grenville's policy with respect to Private Signs on County Road Rights-Of-Way, including requirements for removal of the sign and all general requirements of this policy.

Elections Accessibility

The Township is committed to ensuring that all candidates and electors are able to participate fully in municipal and school board elections. To support this commitment, the Township has developed a 2026 Municipal Elections Accessibility Plan, which outlines the measures to be implemented in advance of the election to identify, prevent, and remove barriers for persons with disabilities. The Plan is intended to ensure that electoral services are inclusive, accessible, and responsive to the needs of all electors and candidates.

Election Financial Responsibilities

The *Municipal Elections Act, 1996* imposes limitations on the expenses for candidates in the municipal election and also imposes requirements on the candidate to report the contributions received and the funds expended.

Detailed information on campaign finances, reporting, contribution limits and expenses can be found within the Ministry of Municipal Affairs and Housing Candidate Information Guide. Candidates are further encouraged to reference the Act for exact details.

Campaign period

Candidates may only incur expenses and may only accept contributions starting on the day they file their nomination. A separate campaign bank account must be set up for the use of campaign activities.

The candidate is responsible for the following:

- ☐ No contributions of money are accepted or expenses incurred unless one or more campaign accounts are first opened at a financial institution exclusively for the purposes of the election campaign;
- ☐ All contributions of money are deposited into the campaign accounts;
- ☐ All funds in the campaign accounts are used exclusively for the purposes of the election campaign;
- ☐ All payments for expenses are made from the campaign accounts;
- ☐ Contributions of goods or services are valued;
- ☐ Records are kept and receipts issued for every contribution, this should include:
 - The value of the contribution
 - Whether a contribution is in the form of money, goods or services; and
 - The contributor's name and address.
- ☐ Records of every expense including the receipts obtained for each expense;
- ☐ Records are kept of any claim for payment of an expense that the candidate disputes or refuses to pay;
- ☐ Records are kept of the gross income from a fund-raising function and the gross amount of money received at a fund-raising function by donations of \$25 or less by the sale of goods or services for \$25 or less;
- ☐ Records are kept of any loan and its terms under Section 88.17 of the Act;
- ☐ Records are retained for the term of office of the members of the council or local board and until their successors are elected and the newly elected council or local board is organized; and
- ☐ Financial filings are made in accordance with Sections 88.25 and 88.32 of the Act.

Campaign Spending Limits

A candidate running for Mayor, or their spouse, may spend up to a combined \$7,500 plus \$0.20 per elector on their own campaign. A candidate running for other offices, or their spouse, may spend up to a combined \$5,000 plus \$0.20 per elector on their own campaign. The maximum total campaign expenses must not exceed \$7,500 plus \$0.85 per elector for Mayor or \$5,000 plus \$0.85 per elector for any other office.

The Clerk will issue a statement of maximum self-contributions and maximum campaign expenses to each candidate no later than September 30, 2026. A preliminary statement will be provided at the time of filing or shortly thereafter.

Financial Reporting Requirements

All candidates, including those not elected, those who withdrew, or those whose nomination was rejected by the Clerk, must disclose and report all contributions and expenses as of March 30, 2027.

Expenses subject to the spending limit and those excluded from the limit are both to be included in the campaign's total expenses for reporting purposes. Financial statements must be filed on or before **2:00 p.m. on Friday, March 30, 2027**. Candidates must keep all records for the term of office (i.e. until November 14, 2030), and those records should include a copy of the financial documents filed with the Clerk.

Default and Penalties

A candidate is in default of the filing requirements of the Act if:

- ☐ They fail to file a statement as required by the deadline;
- ☐ A financial statement shows on its face a surplus, as described in the Act, and the candidate fails to pay the amount required to the Clerk by the deadline; and/or
- ☐ A financial statement shows on its face that the candidate has incurred expenses exceeding what is permitted under the Act.

Penalties will apply in the instance of default, **including the requirement to forfeit your office** (if you won the election) and ineligibility to run or be appointed to fill a vacancy until after the 2030 election.

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.

Voting Information

Who Can Vote?

A person is entitled to vote in a municipal election if they are a qualified elector. That means, on Voting Day, they must be:

- ☐ a resident of the Township of Front of Yonge, or an owner or tenant of land, or the spouse or same sex partner of such an owner or tenant;
- ☐ a Canadian citizen;
- ☐ at least 18 years old; and
- ☐ not prohibited from voting by law.

An owner or tenant of non-residential property, or their spouse, is not eligible to vote for a School Board Trustee.

Who Cannot Vote?

A person is not entitled to vote if they are:

- ☐ a person 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; and/or
- ☐ a person convicted of a corrupt practice for an election held within four years of Voting Day.

Proxy Voting

As the Township of Front of Yonge is using telephone and internet voting, proxy voting is not available.

The Voters' List

Elections Ontario (EO) is responsible for preparing the preliminary list of electors for each municipality and school board in Ontario. EO's register is compiled of data from Elections Canada, the Ministry of Health, the Ministry of Transportation, the Municipal Property Assessment Corporation (MPAC), and the Registrar General. It is this information that is used to prepare this preliminary list, which aids in the preparation of the final voters list for Voting Day.

Once municipalities have the preliminary list of electors, the revision period begins and electors may add their name or make changes directly at the "Voter Help Centre" at the Main Municipal Office.

An elector's name must be on the Voters' List for them to cast a ballot. Electors can check, update or add their information to the voters list online at www.registertovoteon.ca, or attending the Voter Help Centre once it is open.

To change school support for electoral purposes (before June 1, 2026), electors can visit AboutMyProperty.ca.

In accordance with Section 23(4) of the Act, every candidate will receive one free copy of the part of the voters' list that contains the names of the electors who are entitled to vote for the office for which the candidate is nominated. To receive a copy of the voters' list, candidates must submit a completed Voters' List Request Form (Form EL 14) to the Clerk.

Voting Method

The 2026 Township of Front of Yonge Municipal Elections will be provided online in partnership with Intelivote Systems Inc. Electronic voting provides the convenience and independence of voting from anywhere via telephone, internet or in-person at the voting kiosks during the voting period.

Voter Information Letter

Eligible and registered electors will receive, by mail, a Voter Information Letter. This letter will contain an individual, confidential Voting PIN and information on how to access the voting system. Letters will be mailed to eligible voters prior to the first advanced voting day.

Advance Polls

The Township of Front of Yonge will offer advance polls during the week of Monday October 19, 2026, to Friday October 23, 2026.

The Advance Polling Station will be available in the Main Administrative Office (1514 County Road 2) between the hours of 10:00 a.m. and 4:30 p.m. on October 19, 2026.

Election Day

The Township of Front of Yonge will operate one in person polling station on Monday October 26, 2026 (Election Day) between 10:00 a.m. and 8:00 p.m.

The Township is planning to operate the polling station at:

- Front of Yonge Township Office, Council Chambers, 1514 County Road 2