

Municipal Election Candidate Information Package

Welcome

Thank you for your interest in serving your community. This package has been prepared by the Township of South Algonquin to assist prospective candidates in understanding the requirements to run for municipal office and the responsibilities of elected officials. This document is provided for convenience only. Candidates are responsible for ensuring they are familiar with and comply with the Municipal Elections Act, 1996 and all other applicable legislation.

1. Offices to be Elected

The following offices are open for election:

- Mayor (1)
 - Councillor (6)
 - School Board Trustees all boards
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2. Eligibility Requirements

In accordance with the Municipal Elections Act, 1996, a person is eligible to be a candidate if they:

- Are at least 18 years of age
 - Are a Canadian citizen
 - Reside in the Township of South Algonquin, or are the owner or tenant of land in the municipality (or the spouse of such owner or tenant)
 - Are not prohibited from voting under any law
 - A candidate must not be disqualified by any legislation from holding municipal office.
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3. Key Dates

- Nomination Period Opens: May 1, 2026
- Nomination Filing Period: May 1, 2026, to August 20, 2026 (during regular business hours 9:00 a.m. – 4:00 p.m.)
- Nomination Day: August 21, 2026 (9:00 a.m. – 2:00 p.m.)
- Nomination Deadline: August 21, 2026, at 2:00 p.m.
- Withdrawal Deadline: August 21, 2026, at 2:00 p.m.
- Voting Day: October 26, 2026

All deadlines are strictly legislated under the Municipal Elections Act, 1996.

4. Filing Your Nomination

To file your nomination, you must:

- Complete the prescribed nomination forms
- Provide proof of identity and qualifying address
- Pay the legislated nomination filing fee
- File in person or electronically with the Clerk (or designate)

Filing Fees:

- Mayor / Reeve: \$200
- All other offices: \$100

Required Forms:

- Nomination Paper (Form 1)
- Declaration of Qualifications

The Clerk is the Returning Officer and is responsible for administering the election.

5. Campaign Finance Rules

Campaign finances are governed by the Municipal Elections Act, 1996.

Candidates must:

- Open a dedicated campaign bank account
- Keep detailed records of all contributions and expenses
- Not exceed the prescribed spending limit
- File a complete and accurate financial statement by the legislated deadline

Contributions:

- May only be made by individuals who are normally residents of Ontario
- Are subject to contribution limits
- Cannot be made by corporations or trade unions

Failure to comply may result in penalties, including fines and ineligibility to run in future elections.

Estimated Maximum Campaign Expenditures

The following are the initial estimated maximum campaign spending limits based on the number of eligible electors:

Position	Fixed Amount	Eligible Voters	Amount per Elector	Total
Mayor	\$7,500	2010	\$0.20	\$7,902.00
Ward 1 Airy	\$5,000	668	\$0.20	\$5,133.60
Ward 2 Dickens	\$5,000	332	\$0.20	\$5,066.40
Ward 3 Lyell	\$5,000	286	\$0.20	\$5,057.20
Ward 4 Murchison	\$5,000	401	\$0.20	\$5,080.20
Ward 5 Sabine	\$5,000	323	\$0.20	\$5,064.60

Note: Final spending limits will be calculated and provided by the Clerk in accordance with the Municipal Elections Act, 1996 following nomination day.

6. Role of Council

Council is responsible for:

- Representing the public and considering the well-being and interests of the municipality
- Developing and evaluating policies and programs
- Determining which services, the municipality provides
- Ensuring accountability and transparency
- Maintaining the financial integrity of the municipality

Staff are responsible for implementing Council's decisions and managing day-to-day operations.

7. Code of Conduct & Ethics

Members of Council are subject to:

- The Township's Code of Conduct
- The Municipal Conflict of Interest Act

Members must:

- Avoid conflicts of interest and declare them when required

- Act with integrity and accountability
- Treat members of the public, staff, and colleagues with respect

The Integrity Commissioner provides independent oversight of the Code of Conduct.

8. Campaign Rules

Candidates must comply with all applicable legislation and municipal bylaws.

Key rules include:

- No use of municipal resources for campaign purposes
 - No campaigning within voting places
 - Adherence to rules respecting third party advertising
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9. Voting Process

The Township of South Algonquin will use the following voting method:

- Vote by Mail

Further information regarding ballot distribution, return deadlines, and procedures will be provided to candidates and electors.

A copy of the voters' list will be available to certified candidates on September 1, 2026, in accordance with the Municipal Elections Act, 1996.

Voter eligibility is defined under the Municipal Elections Act, 1996.

10. Accessibility

The Township is committed to conducting an accessible election in accordance with the Accessibility for Ontarians with Disabilities Act (AODA).

Candidates are encouraged to:

- Ensure campaign materials are accessible
 - Consider accessibility when planning campaign events
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11. Key Contacts

Clerk (Returning Officer): Bryan Martin, CMMIII, CAO/Clerk-Treasurer Phone: 613-334-5923
Email: clerk@southalgonquin.ca

Integrity Commissioner: Tony Fleming, Cunningham, Swan, Carty, Little & Bonham LLP
Email: tfleming@cswan.com

12. Additional Resources

Candidates are encouraged to review:

- Township Strategic Plan
- Municipal Budget
- Key bylaws and policies
- Ontario Ministry of Municipal Affairs candidate guides
- Township of South Algonquin Municipal Election Website:
<https://www.southalgonquin.ca/2026-municipal-election/>

13. Frequently Asked Questions

Q: When can I begin campaigning? A: Once your nomination has been filed.

Q: Can I use municipal property for signs? A: No.

Q: What happens if I miss a financial filing deadline? A: Penalties apply under the Municipal Elections Act, 1996, including potential ineligibility to run in the next election.

Disclaimer

This document is intended for information purposes only. In the event of any discrepancy, the Municipal Elections Act, 1996 and other applicable legislation shall prevail.

Sincerely,
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