

2026 Municipal Election

**Candidate
Information Package**



trentlakes.ca/election

April 7, 2026

Contents

- 2026 Municipal Election – Candidate Information Package 4
 - Contact Information..... 5
 - Election Staff..... 5
- Key Dates 6
- Council 7
 - Offices for Trent Lakes Council..... 7
 - Start of Council Term of Office..... 7
 - Time Commitment..... 7
 - Technology 8
 - Remuneration..... 8
 - Roles and Responsibilities of Elected Officials 9
 - The Difference between Mayor and Councillor 10
 - Administration of a Municipality..... 10
 - The Difference between Council and Administration..... 11
 - Departmental Breakdown..... 11
- School Board Trustees 13
 - Contact Information..... 14
- Nominations 14
 - Qualifications..... 15
 - Ineligibility for Nomination 15
- Campaigning 16
 - Accessibility 16
 - Voters’ List 16
 - Signs 17
 - Use of Corporate Resources..... 17
 - All-Candidate Meetings 17
 - Third Party Advertisers..... 18
 - Campaigning on Voting Day 18
- Voting..... 19

Voting Period.....	19
Voting Method.....	19
Help Centre.....	19
Voting Place.....	20
Eligible Electors.....	20
Proxy Voting.....	20
Election Results	20
When a Recount Can Happen	21
Campaign Finances	21
General Information	21
Spending Limits.....	21
Contributions to a Candidate’s Own Campaign	22
Post-Election Parties or Expressions of Appreciation	23
Filing your Financial Statements	23
Compliance and Enforcement.....	24
Compliance Audit.....	24
Schedules	25
Appendices	25

2026 Municipal Election – Candidate Information Package

It is our pleasure to provide this Candidate Information Package as a reference for those interested in seeking office in the Trent Lakes 2026 Municipal and School Board Election to serve their community for the 2026-2030 term of office.

The information package is intended to highlight key processes in the upcoming election and provide information to assist candidates with their campaigns. A brief summary of the roles, duties and responsibilities when in office has been included for those candidates seeking election to Trent Lakes Council.

This information package is not exhaustive and is intended to cover important details relevant to the Trent Lakes Municipal Election. The Ministry of Municipal Affairs and Housing produced a [Candidates' Guide](#), attached as **Schedule 1**, which encompasses important practices and procedures in more detail.

For a comprehensive overview, candidates are also urged to review the [Municipal Elections Act](#), the [Municipal Act](#), and the [Education Act](#), including associated regulations to fully understand all legislative requirements. **Prospective candidates must satisfy themselves through their own determination that they have complied with all legal requirements related to their candidacy including eligibility and campaign finances.**

We hope you find the information presented in this information package useful. We strongly encourage you to visit the [Municipality of Trent Lakes Election pages](#) on an ongoing basis for current information on the 2026 Municipal and School Board Election. Clerk's staff will be pleased to assist you with any questions you may have related to the Municipal Election. All election related questions should be directed to election@trentlakes.ca or 705-738-3800 ext. 245.

The contents of this information package are intended only to advise of certain provisions relating to relevant legislation. Prospective candidates must satisfy themselves through their own determination that they have complied with all legal requirements.

Contact Information

Municipality of Trent Lakes

Mailing Address (Municipal Office):

760 Peterborough County Road 36
Trent Lakes ON K0M 1A0

Phone: 705-738-3800

Toll Free: 1-800-374-4009

Fax: 705-738-3801

Website: www.trentlakes.ca

Election Staff

Jessie Clark
Clerk/Returning Officer

Bianca Dragicevic
Deputy Clerk/Deputy Returning Officer

All election related questions should be directed to election@trentlakes.ca or 705-738-3800 ext. 245.

Key Dates

2026

May 1 – August 21	Nomination Period
May 1 – October 23	Registration for Third Party Advertisers
August 21	Nomination Day (between 9:00 a.m. and 2:00 p.m.)
August 24	Certification of Nominations
August 24	Acclamation of Candidates
September 1	Voters' List Available
September 1 – October 26	Voters' List Revision Period
October 1	Final Expense Limits Issued
October 13 – October 26	Voting Period
October 26	Voting Day (between 10:00 a.m. and 8:00 p.m.)
November 15	Term of Office Commences
November 16	Inaugural Meeting of Council (7:00 p.m.)
December 31	Campaign Period Ends

2027

March 30	Deadline for Filing Financial Statements
----------	--

Council

Offices for Trent Lakes Council

The Municipality of Trent Lakes has a five (5) member Council consisting of:

Position	Election By	Approximate Number of Electors based on 2022 Election
Mayor (1)	General Vote	11,743
Deputy Mayor (1)	General Vote	11,743
Councillor at Large (1)	General Vote	11,743
Councillor (1) Harvey Ward (Ward 01)	Ward Electors Only	7,539
Councillor (1) Galway-Cavendish Ward (Ward 02)	Ward Electors Only	4,204

The Mayor and Deputy Mayor will also serve on the upper tier County of Peterborough Council and another Council member may be appointed as an alternate. Council members will also be appointed to various Boards and Committees.

Start of Council Term of Office

The term of office for the new Council begins on November 15, 2026 and will run until November 14, 2030.

The Inaugural Council Meeting will be held on November 16, 2026 at 7:00 p.m.

There will be mandatory training session(s) for the newly appointed Council and date(s) will be provided when available.

Time Commitment

The demands on your time will be heavy. You will be elected for a four-year term of office and during that time you will be required to attend:

- Regular Council meetings which include Public meetings under the Planning Act
- Special meetings of Council
- Council Committee meetings
- Meetings of other boards and agencies to which you are appointed as Council's representative
- Conferences, conventions, seminars and workshops for training and discussion
- Social and other events promoting the Municipality

Regular Meetings of Council are typically held on the first and third Tuesday of each month, commencing at 1:00 p.m. In July and August, there is only one Regular Meeting of Council each month.

You will also need to spend time reading material and talking with residents, the Chief Administrative Officer and other staff. This will all be part of the necessary preparation for your meetings so that you can make informed decisions.

The Mayor and Deputy Mayor will also serve on the upper tier County of Peterborough Council and will have additional responsibilities associated with that service. Another Council member may also be appointed as an alternate.

Technology

The Municipality utilizes technology in its day-to-day activities including, but not limited to, email and website communications, electronic agendas and minutes, and online webinar platforms. You will be using technology in your role as an elected official. You will be provided with a Municipal phone and laptop or tablet to use for Municipal business during your term.

Remuneration

Elected officials receive honoraria and remuneration for the time they devote to their community.

Remuneration is established by by-law. The current remuneration is set by [Remuneration of Council By-law B2022-027](#).

The current annual base remuneration amounts are:

Mayor	\$40,058.63
Deputy Mayor	\$29,459.82
Councillor	\$27,277.64

The Municipality intends to conduct a remuneration review in 2026 and the annual base remuneration may change for the new term of Council.

Reimbursement for mileage and expenses are paid to Council for Municipal activities. For further information, please review the [Council Conferences and Expense Claims Policy](#) and [Mileage Rates for Compensation of Employees and Members of Council By-law B2022-028](#).

Roles and Responsibilities of Elected Officials

Council is the Municipality's decision-making body. As a member of Council you will have the opportunity to influence the future of your community. All decisions must be made at meetings, held in public, at which a quorum is present. The proceedings of Council and Committee meetings are governed by the Municipality's [Procedure By-law B2025-030](#) unless otherwise legislated.

As an individual member of Council, you will not have the power to commit the Municipality to any expenditure or to direct the activities of municipal employees. Any promises you make as part of your election campaign that involves municipal expenditures or the activities of the employees can only be carried out through the majority of Council.

The Canadian Constitution delegates responsibility for municipalities to the provinces. Through a variety of legislation, the province of Ontario has delegated some of its authority to municipal Councils. The legislation that you will use most often is the [Municipal Act](#).

Elected officials must also follow the [Council Code of Conduct](#) established by By-law B2022-107, the [Municipal Conflict of Interest Act](#), and other policies and legislation.

The Role of Council (Section 224 of the [Municipal Act](#)) 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
 - d.1) 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

- f) To carry out the duties of council under this or any other Act

Local legislation is in the form of by-laws that remain in effect until they are amended or repealed. You will not be starting with a blank slate and it is important to become familiar with what exists, how it was created (through by-law, resolution or policy) and why it exists.

Accountability and transparency are key principles to good governance and the Municipality has an [Accountability and Transparency Policy](#) to acknowledge and support the delivery of municipal services in alignment with these principles.

The Difference between Mayor and Councillor

The Mayor is an equal member of Council and does not have the authority to decide matters or speak on behalf of Council unless authorized by resolution of Council. The Mayor has additional responsibilities, which include but are not limited to:

- Chairing Council Meetings
- Representing the Municipality as a figurehead at a greater number of events and meetings than other Council members
- Acting as signing authority on behalf of the Municipality

The Role of the Head of Council (Section 225 of the [Municipal Act](#)) 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
 - c.1) 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
- e) To carry out the duties of the head of council under this or any other Act

Administration of a Municipality

Municipalities have competent and dedicated administrators. You will need the support, advice and assistance of the Chief Administrative Officer, and all members of staff, if you are to be an effective member of Council. Their training, experience, and understanding of how and why things have developed as they have will be an important resource for you.

The Municipality has a [Council-Staff Relations Policy](#) to provide guidance on how the Municipality ensures a respectful, tolerant, harassment-free relationship and workplace between Members of Council and the officers and employees of the Municipality.

The Difference between Council and Administration

Governance (Council) Determine the “What”	Management (Administration) Determines the “How”
The creation of a setting in which Administration can manage effectively	The making of operating decisions by Administration
Strategic Plan Development	Strategic Plan Execution
Approve Policies	Develop and implement Policies (Development of Procedures)
Approve By-laws	Enforce By-laws
Approve Budget <ul style="list-style-type: none"> • Total revenue and expenditures • Department budgets 	Manage Budget <ul style="list-style-type: none"> • General ledger accounts • Financial reporting
Set Direction	Provide Information and Recommendations

Departmental Breakdown

Department Name	Summary of Main Functions
Administration (CAO)	Provides overall leadership and coordination for the Municipality. Supports Council, implements strategic plans, oversees municipal departments and service delivery. Also encompasses Economic Development and communications.
Building and Planning/By-law	Responsible for the building and development within the Municipality and by-law enforcement. Reviews applications, facilitates by-law complaint processes, issues building permits, conducts inspections, and ensures compliance with applicable laws such as Zoning By-law, Building Code and Official Plans.

Corporate Services/Clerks	Responsible for the legislative processes of the Municipality. Manages Council and Committee meetings, prepares agendas and minutes, oversees the Municipal Election, maintains Records Management System and coordinates purchasing for the Municipality. Also responsible for lottery licensing, and marriage services.
Finance	Manages the Municipality's financial resources. Prepares the annual budget, oversees taxation and revenue collection, and manages the annual audit process.
Fire/Emergency Services	Provides emergency response and fire protection services to the Municipality as well as assists with cross-border response. Responsible for fire prevention, public education and community safety initiatives.
Public Works	Maintains and operates municipal road infrastructure and waste management in the Municipality. Responsible for year-round road maintenance, fleet management, and transfer stations in the Municipality. This department does not maintain County Roads, unless there is an agreement in place.
Recreation and Facilities	Responsible for the maintenance of parks, trails and community facilities in the Municipality. Administers the civic addressing process and maintenance of municipal signage.

School Board Trustees

Candidates for School Board offices are encouraged to contact the office of the Director of Education of the appropriate School Board to obtain information on the duties and responsibilities of a trustee.

Nominations for School Board positions may be made by filing complete nomination papers with the Municipal Clerk responsible for the Election (as noted below).

Position	School Board	Municipal Clerk Responsible	Location for Filing Nominations
English Public Trustee (1)	Kawartha Pine Ridge District School Board http://www.kprschoools.ca	Township of Selwyn	Selwyn Municipal Office 1310 Centre Line, Selwyn, ON
English Separate Trustee (1)	Peterborough, Northumberland and Clarington Catholic District School Board http://www.pvnccdsb.on.ca/	Township of Selwyn	Selwyn Municipal Office 1310 Centre Line, Selwyn, ON
French Public Trustee (1)	Conseil scolaire Viamonde https://csviamonde.ca/	City of Oshawa	City Clerk Services City of Oshawa 5 th Floor, Rundle Tower, City Hall 50 Centre Street S. Oshawa, ON
French Separate Trustee (1)	Conseil scolaire catholique MonAvenir https://www.cscmonavenir.ca/	City of Oshawa	City Clerk Services City of Oshawa 5 th Floor, Rundle Tower, City Hall 50 Centre Street S. Oshawa, ON

Note: For the purpose of school boards, if the distance between the residence of a person seeking nomination and the office of the school board election Clerk with whom nominations must be filed is greater than 100 kilometers, the designated Clerk may

delegate responsibility to receive nominations; however the designated Clerk must certify the nominations.

School Board Trustees will serve a term of four (4) years commencing November 15, 2026 through to November 14, 2030.

Contact Information

Township of Selwyn

elections@selwynthownship.ca

Phone: 705-292-9507

City of Oshawa

vote@oshawa.ca

Phone: 905-436-3311

Nominations

As school board jurisdictions cross municipal boundaries, nominations for School Board positions may be made by filing complete nomination papers with the Municipal Clerk responsible for the Election as noted below:

English Public Trustee – Township of Selwyn
English Separate Trustee – Township of Selwyn
French Public Trustee – City of Oshawa
French Separate Trustee – City of Oshawa

Nominations for municipal offices may be filed by candidates Monday to Friday, 8:30 a.m. to 4:30 p.m. at the Municipal Office from May 1, 2026 to August 20, 2026 and on August 21, 2026 from 9:00 a.m. until 2:00 p.m. It is preferred that interested candidates book an appointment to file their nomination by contacting the Clerk at election@trentlakes.ca.

Candidates must have the following to submit their nomination:

- A completed [Nomination Paper - Form 1](#)
 - This must be signed in front of a Deputy Returning Officer.
- A piece of [acceptable identification](#).
- A completed [Endorsement of Nomination - Form 2](#) with 25 endorsement signatures from eligible electors in the municipality.
 - Nominations filed for the School Board do not require the endorsement of 25 persons.
- The nomination filing fee.

- \$200 for Mayor and \$100 for all other offices. The fee must be paid by cash, debit, certified cheque or money order (payable to the Municipality of Trent Lakes).

Faxed and emailed nomination papers are not acceptable; an original signature is required. A copy of Form 1 and Form 2 are included as an appendix to this information package.

If the [Nomination Paper - Form 1](#) is filed by an agent on behalf of the candidate, the Form 1 must already be signed by the candidate. The Municipality requires an Intention to Use an Agent for Filing Election Nomination Papers - Form LC47 to be commissioned and submitted with Form 1. The agent must provide a piece of original ID for both the candidate and the agent.

Nomination documents are public records and are available for inspection by the public at the Municipal Office upon request.

Remember: The Clerk has until 4:00 p.m. on 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 a nomination is not certified, that candidate's name will not appear on the ballot.

Qualifications

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

- A resident of the municipality or owner or tenant of land there, or the spouse of such owner or tenant;
- A Canadian citizen;
- At least 18 years old; and
- Not disqualified by any legislation from holding office.

It is the responsibility of the candidate to satisfy themselves that they are qualified to be nominated for an office.

A candidate can run in any Ward and does not have to live in a particular Ward in order to be its councillor.

A successful candidate who is elected as a Member of Council must maintain their qualifications throughout the entire term of office or their seat will become vacant.

Ineligibility for Nomination

A person is not eligible to become a candidate under any of the following circumstances:

- Individuals that did not file their financial statements from the 2022 election
- Employees of the municipality (Council position)*
- Employees of the school board (School Board position)*
- Judge of any court
- Senator**
- MP**
- MPP**
- A corporation
- A person serving a sentence of imprisonment
- A person acting as executor or trustee

*Exception – leave of absence effective the date of nomination

**Exception – must resign as of Nomination Day (August 21, 2026)

Campaigning

Accessibility

Candidates should have regard for the needs of electors with disabilities. Consideration should be given to accessibility in regard to campaign offices, campaign materials, and canvassing to ensure that they are accessible to all electors, including those with disabilities.

AMCTO has released a [Candidate's Guide to Accessible Elections](#) to assist candidates with accessible election considerations. A copy is included as an appendix to this information package.

Voters' List

The Voters' List is a list of eligible electors in the Municipality of Trent lakes and contains the names, addresses and school support of each person.

Candidates should encourage electors to visit the [Voter Information](#) page well in advance of the election to ensure they are on the Voters' List and confirm or update their eligible electoral information. Applications for revisions to the Voters' List will be accepted by the Clerk commencing September 1, 2026 and ending at 8:00 p.m. on Voting Day (October 26, 2026).

The Municipal Elections Act states that the Voters' List cannot be posted in a public place and can only be used for election purposes.

Upon execution of a Declaration of Proper Use of the Voters' List – Form EL14, the Clerk shall give every candidate the part of the Voters' List that contains the names of the electors who are entitled to vote for that office. For example, if a candidate is running in Harvey Ward, they only receive the part of the Voters' List pertaining to Harvey Ward, not the entire Voters' List.

The Voters' List will be available to candidates, as entitled, by September 1, 2026 and can be obtained in paper, on a USB or electronically through a candidate module.

All elector information obtained by the Candidate during the 2026 Municipal Election shall be destroyed by the Candidate after the election, either by returning same to the Clerk for destruction with other election material or by deleting it completely from the Candidate's computer hardware.

Signs

Candidates must comply with all governing documents relating to Election Signs including:

- [Municipality of Trent Lakes Election Sign By-law B2026-014](#)
- [County of Peterborough Election Sign By-law No. 2022-29](#)
- Ministry of Transportation Signage Regulations

Copies of the Municipality of Trent Lakes Election Sign By-law and the County of Peterborough Election Sign By-law are included as appendices to this information package.

Use of Corporate Resources

The Municipality's [Policy 5.28 - Use of Corporate Resources for Election Purposes Policy](#) is included as an appendix to this information package. Candidates should familiarize themselves with the policy as it establishes requirements and restrictions relating to the use of municipal resources and municipal contributions to election campaigns.

All-Candidate Meetings

All-candidate meetings or debates can be organized by community groups, candidates or other interested persons.

The Municipality and/or Clerk does not host or organize any all-candidate meetings or debates, however, we do receive inquiries about the location, time and organizers of

these events. If you advise the Clerk of an all-candidate meeting, the Municipality may share the information on the municipal website.

Third Party Advertisers

The Municipal Elections Act includes a framework for third party advertising. A third party advertisement is an advertisement in any broadcast, print, electronic or other medium that has the purpose of promoting, supporting or opposing a candidate(s) or a question on a ballot.

Third party advertisers are required to formally register with the Clerk and must file a financial statement. **Third party advertisers may register Monday to Friday, 8:30 a.m. to 4:30 p.m. at the Municipal Office from May 1, 2026 to October 23, 2026 by filing a completed [Notice of Registration – Third Party – Form 7](#).** It is preferred that third party advertisers book an appointment to register by contacting the Clerk at election@trentlakes.ca.

Additional information is available in the [Ministry of Municipal Affairs and Housing 2026 Third Party Advertisers' Guide](#) and the [Municipality's 2026 Third Party Advertisers' Information Package](#).

It is important for Candidate's to remember that groups or businesses that are not corporations cannot register as third party advertisers.

Third party advertisements shall **not** be under the direction of a candidate whose nomination has been filed. Activities that do not involve spending money, such as speaking to friends or other persons, or posting an opinion on social media are not considered to be third party advertising.

Campaigning on Voting Day

The Municipal Elections Act prohibits the display of campaign material in a voting place. The Municipal Office at 760 Peterborough County Road 36 is established as a voting place for the 2026 Municipal Election and eligible electors will have the opportunity to vote by paper ballot at the Trent Lakes Municipal Office **from Friday, October 23, 2026 to Monday, October 26, 2026 (Voting Day)**.

No campaign materials will be permitted on municipal property, including the parking lots located at 760 Peterborough County Road 36, at any time during the Voting Period, including Voting Day.

A candidate **or** their scrutineer may stay in the voting place on Voting Day to observe but are not allowed to interfere with voters, attempt to influence a vote or ask how a person is voting.

Scrutineers must be appointed in writing and will be required to take an oath of secrecy.

If a candidate has been acclaimed, they are not permitted to appoint a scrutineer or be in the voting place.

Voting

Voting Period

The Voting Period opens October 13, 2026 at 10:00 a.m. and closes October 26, 2026 at 8:00 p.m.

Voting Method

In the 2026 Municipal Election, eligible electors in the Municipality of Trent Lakes may vote electronically, either by a touch tone telephone or internet, anytime during the Voting Period. A Help Centre will be established at the Trent Lakes Municipal Office with telephone and internet access for electors that do not have access to such connections or require additional assistance. Alternatively, eligible electors may vote by paper ballot at the Trent Lakes Municipal Office **from Friday, October 23 to Monday, October 26, 2026.**

Eligible electors will receive a personalized Voter Information Letter by mail before Voting Day. The Voter Information Letter will provide details on how to vote. The Voter Information Letter will also include a secret PIN (personal identification number) that electors may use to access the voting system for telephone or internet voting. The PIN number, in conjunction with their date of birth, will be required for electors to access the voting system. By combining these two pieces of information, the integrity of the vote is maintained.

Help Centre

A Help Centre will be established to assist electors with the voting process or other general election inquiries during the Voting Period. For the 2026 Municipal Election, a **Help Centre will be established in the Municipal Council Chambers** located at 760 Peterborough County Road 36, Trent Lakes during the following times:

- From 10:00 a.m. to 4:30 p.m. on October 13, 2026
- During regular business hours from October 14, 2026 to October 23, 2026
- From 8:30 a.m. to 4:30 p.m. on October 24 and October 25
- From 10:00 a.m. to 8:00 p.m. on October 26, 2026.

Voting Place

The Municipal Office at 760 Peterborough County Road 36 is established as a voting place for the 2026 Municipal Election.

Eligible electors will have the opportunity to vote by paper ballot at the Trent Lakes Municipal Office **from Friday, October 23, 2026 to Sunday, October 25 between 8:30 a.m. and 4:30 p.m. and on Monday, October 26, 2026 (Voting Day) between 10:00 a.m. and 8:00 p.m.** There will be no other voting places for eligible electors to vote by paper ballot.

Eligible Electors

A person is entitled to vote if, on Voting Day, they are:

- A resident of the municipality or owner or tenant of land there, or the spouse of such owner or tenant;
- A Canadian citizen;
- At least 18 years old; and
- Not prohibited from voting by any legislation.

Trailer owners in campgrounds are tenants of the campground and may be eligible to vote in the Municipal Election. You are an eligible elector as a person who owns a trailer in a campground if you are either:

- Entitled to use the land on Voting Day; or
- Entitled to use the land for a period of six weeks or more during the calendar year in which the election is held.

Proxy Voting

As alternate voting methods including internet and telephone voting are being used, proxy voting will **not** be utilized.

Election Results

The Unofficial Results shall be made available by the Clerk as soon as possible after 8:00 p.m. on October 26, 2026, Voting Day, at the Municipal Office. The Clerk shall post the same on the municipality's website.

As soon as possible after Voting Day, the Clerk shall declare the Official Results. These results are posted at the Municipal Office and on the municipal website.

When a Recount Can Happen

A recount shall be conducted in the same manner as the original count unless otherwise ordered by the court.

A recount is required when:

- There is a tie vote where the election of a candidate to an office cannot be declared (Automatic)
- By resolution of Council (for Council offices)
- By resolution of local board (for offices on a local board)
- By order of the Superior Court of Justice
- Pursuant to the Municipal Election Recount Policy, the number of votes separating a candidate who was not declared elected and a candidate who was declared elected is less than the greater of:
 - a) 10 votes; or
 - b) 0.25 per cent of the total number of votes cast for that office (rounded up to the nearest whole number)

and upon receipt of a written request from the second-place candidate(s) for a close vote recount.

Campaign Finances

General Information

There are extensive rules and regulations surrounding campaign finances for Candidates during an election. Please refer to the [Ministry of Municipal Affairs and Housing 2026 Candidates' Guide](#) and the [Municipal Elections Act](#) for detailed information with respect to your responsibilities and campaign finances including: extending the filing deadline, late filing fees, extending a campaign in order to eliminate a deficit, supplementary financial statement information and penalties for contraventions.

The onus of responsibility is on candidates to satisfy themselves, through their own determination, or with professional assistance, of the various legal and financial requirements relating to their candidacy.

Spending Limits

The candidate must have filed their Nomination Paper before spending any money on their campaign. The maximum spending limit for candidates to run their election

campaign is calculated based on the number of electors who are eligible to vote for the office that the candidate is running for, along with a base amount.

Below represents the **preliminary spending limit** (based on number of electors as of September 15, 2022):

Preliminary Election Spending Limits (Base amount plus \$0.85/elector)		Base Amount	Number of Electors	Preliminary Maximum
Mayor Candidate	All Wards	\$7,500.00	11,696	\$17,441.60
Deputy Mayor Candidate	All Wards	\$5,000.00	11,696	\$14,941.60
Councillor at Large Candidate	All Wards	\$5,000.00	11,696	\$14,941.60
Galway-Cavendish Ward Councillor	Galway-Cavendish Ward	\$5,000.00	4,178	\$8,551.30
Harvey Ward Councillor	Harvey Ward	\$5,000.00	7,518	\$11,390.30

Candidates for school board trustee positions should contact the Municipal Clerk responsible for the election of that position for preliminary spending limit amounts.

The Clerk shall, after determining from the Voters' List the number of electors eligible to vote for each office as of September 20 in the 2026 election, calculate the maximum amount of campaign expenses that may be incurred by a candidate and prepare a certificate of this amount. A copy of this secondary certificate confirming the final maximum spending limit will be provided by **October 1, 2026** to candidates.

The higher of the two calculations – preliminary (noted above) and final – shall be the final spending limit for the office.

This spending limit covers expenses incurred between the beginning of the campaign (filing of nomination) and Voting Day.

Contributions to a Candidate's Own Campaign

A candidate for an office on municipal council and their spouse may collectively make contributions to the candidate's own election campaign. The contribution limit is calculated based on the number of electors who are eligible to vote for the office that the candidate is running for, along with a base amount. The number of electors for the preliminary calculation is determined from the Voters' List from the 2022 election, as it existed on September 15, 2022. A certificate of maximum expenses, including final

calculation for maximum contribution to a candidate’s own campaign, will be provided on or before October 1, 2026.

Contribution to Own Campaign (Base amount plus \$0.20/elector to a maximum of \$25,000.00)		Base Amount	Number of Electors	Preliminary Maximum
Mayor Candidate	All Wards	\$7,500.00	11,696	\$9,839.20
Deputy Mayor Candidate	All Wards	\$5,000.00	11,696	\$7,339.20
Councillor at Large Candidate	All Wards	\$5,000.00	11,696	\$7,339.20
Galway- Cavendish Ward Councillor	Galway- Cavendish Ward	\$5,000.00	4,178	\$5,835.60
Harvey Ward Councillor	Harvey Ward	\$5,000.00	7,518	\$6,503.60

Post-Election Parties or Expressions of Appreciation

Candidates are subject to a separate spending limit for expenses related to holding parties and other expressions of appreciation after the close of voting. This spending limit is calculated as ten percent (10%) of the amount of the candidate’s final campaign spending limit and it will be calculated and provided to candidates by **October 1, 2026**.

Filing your Financial Statements

All nominated candidates, including those not elected, those who withdrew their nomination and whose nomination was rejected by the Clerk, must disclose and report on or before 2:00 p.m. on March 30, 2027 their contributions and expenses as of the end of their campaign period in accordance with the following:

- All candidates are required to file a detailed financial statement on the prescribed [Financial Statement – Auditor’s Report Candidate - Form 4](#)
- Candidates must have their financial statement audited and submit the auditor’s report to the Clerk along with their financial statements if their expenses are over \$10,000.00

It is suggested that candidates refer to Form 4 early to know what will be required.

Candidates' financial statements are filed with the Clerk and are public documents, which are to be available at no charge for viewing by the public on the municipal website. You may wish to consider advising contributors that their personal information will be public and displayed on the Municipality's website after the election.

The Clerk will advise at least 30 days prior to the March 30, 2027 filing deadline of all the filing requirements of the Act.

It is the responsibility of the candidate to file a complete and accurate financial statement by the filing date.

Compliance and Enforcement

Compliance Audit

A Compliance Audit Committee will be appointed by the Municipality before October 1, 2026 and a Terms of Reference will be established. The term of the Committee will be equal to the term of Council.

The Committee's authority includes:

- Reviewing applications and granting or rejecting audit requests
- Appointing an auditor, if the application is granted
- Receiving and considering the auditor's report
- Considering reports from the Clerk identifying contributors who appear to have contravened election contribution limits
- Deciding whether legal proceedings should be commenced

Schedules

1. [Ministry of Municipal Affairs and Housing 2026 Candidates' Guide](#)

Appendices

1. [Nomination Paper - Form 1](#)
2. [Endorsement of Nomination - Form 2](#)
3. [Financial Statement – Auditor's Report Candidate - Form 4](#)
4. [Municipality of Trent Lakes Election Sign By-law B2026-014](#)
5. [County of Peterborough Election Sign By-law No. 2022-29](#)
6. [Policy 5.28 – Use of Corporate Resources for Election Purposes](#)
7. [AMCTO Candidate's Guide to Accessible Elections](#)