



Town of Huntsville

2026 Municipal Election Procedures

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Overview

Municipal Elections are conducted in accordance with the *Municipal Elections Act, S.O. 1996*, as amended, hereinafter referred to as the MEA. The Town of Huntsville will be using an alternative voting method under s.42 of the MEA, being Internet/Telephone Voting (By-law No. 2025-29).

The procedures and forms contained in this document have been developed as required by the MEA and may be revised as deemed necessary by the Clerk at any time up to and including Voting Day (October 26, 2026). Amendments to the procedures will be posted on the Town of Huntsville website at www.huntsville.ca/election.

With respect to matters of policy and procedures for alternative voting methods and all other municipal election matters, the decision of the Clerk is final.

The contents of this document are intended only as a guide to certain provisions of relevant legislation and do not purport to recite all applicable statutory references. Electors, prospective Candidates and Third Party Advertisers must satisfy themselves through their own determination that they have complied with the pertinent sections of the MEA and that they meet all legal qualifications and requirements.

Questions with respect to these procedures may be directed to:

Tanya Calleja, Director of Legislative Services/Clerk
Town of Huntsville
37 Main Street East
Huntsville, ON P1H 1A1

Telephone: (705) 789-1751 ext. 2255
email: clerk@huntsville.ca
website: www.huntsville.ca/election

A. INTRODUCTION

Important Dates

The 2026 Municipal Election will be held on **Monday October 26, 2026** ending at **8:00 p.m.**

The Term of Office is four years, beginning on November 15, 2026 and ending November 14, 2030.

Unofficial results will be posted on the Town's website at www.huntsville.ca/election (as soon as possible after 8:00 p.m.).

The nomination period for Candidates is May 1, 2026 to August 21, 2026 at 2:00 pm.

Third-Party Advertisers may register from May 1, 2026 to October 23, 2026 during office hours.

A comprehensive list of election related dates can be found in Section K – Election Key Dates.

Principles of the *Municipal Elections Act, 1996* (MEA)

Although the *Municipal Elections Act, 1996* refers to the “principles of the Act,” those principles are not specifically defined. Instead, they have been identified and clarified through court decisions interpreting the Act and understood as follows:

- The secrecy and confidentiality of the voting process is paramount;
- The election shall be fair and non-biased;
- The election shall be accessible to the electors;
- The integrity of the voting process shall be maintained throughout the election;
- There is to be certainty that the results of the election reflect the votes cast;
- Electors and Candidates shall be treated fairly and consistently within a municipality; and
- The proper majority vote governs by ensuring that valid votes be counted, and that invalid votes be rejected so far as is reasonably possible.

B. ELECTORS

Qualification of Electors

On Voting Day a person is qualified to be an Elector if they:

- Are a Canadian citizen;
- Are at least 18 years old;
- Reside in the Town of Huntsville or is the owner or tenant of land in the Town of Huntsville, or a spouse of such person;
- Are not prohibited from voting by law, or prohibited as identified under ss.17(3) of the MEA as follows:
 - Serving a sentence of imprisonment in a penal or correctional institution;
 - A corporation;
 - Acting as an executor or trustee or in any other representative capacity; and
 - Was convicted of a corrupt practice described in Section 90(3) of the MEA, if voting day in the current election is less than five years after voting day in the election in respect of which he or she was convicted.

Qualification of Electors for School Board Election

A person is entitled to be an elector in an election held in a local municipality, or in territory without municipal organization within the area of jurisdiction of the district school board if, on Voting Day they:

- Are a Canadian citizen;
- Are at least 18 years of old;

- Have not already voted in the election for school trustee elsewhere in the school board's area of jurisdiction;
- Reside in the Town of Huntsville or is the owner or tenant of land in the Town of Huntsville, or a spouse of such person;
- Are not prohibited from voting by law, or prohibited as identified under ss.17(3) of the MEA as follows:
 - Serving a sentence of imprisonment in a penal or correctional institution;
 - A corporation;
 - Acting as an executor or trustee or in any other representative capacity; and
 - Was convicted of a corrupt practice described in Section 90(3) of the MEA, if voting day in the current election is less than five years after voting day in the election in respect of which he or she was convicted.

To vote in an English-Language Public District School Board, an elector in addition to the above, must:

- Be a supporter of the English-language public district school board; or
- Not be a supporter of any school board, nor have qualified themselves as an elector for a separate or French-language school board in the election.

To vote in an English-Language Separate District School Board, an elector must be a Roman Catholic who must:

- Qualify as an elector for the English-language separate district school board; or
- Be a supporter (or be the spouse of a supporter) of the English-language separate district school board.

To vote in a French-Language Public District School Board, the elector must be a French-language rights holder (see ss. 23(1) and (2) of the Canadian Charter of Rights and Freedoms for criteria) who must:

- Qualify as an elector for the French-language public district school board; or
- Be a supporter (or the spouse of a supporter) of the French-language public district school board.

To vote in a French-Language Separate District School Board, an elector must be a Roman Catholic and a French-language rights holder (see ss. 23(1) and (2) of the Canadian Charter of Rights and Freedoms for criteria) who must:

- Qualify as an elector for the French-language separate district school board; or
- Be a supporter (or the spouse of a supporter) of the French-language separate district school board.

IT IS THE RESPONSIBILITY OF THE ELECTOR TO ENSURE THEY ARE QUALIFIED.

Fractional or Time Share Ownership / Trailer Owners in Campgrounds

A tenant or owner of property under a fractional or time share contract are not entitled to vote unless the person(s) are entitled to use the land, on Voting Day or for a period of six weeks or more during the calendar year in which voting day of the election is held.

Trailer owners in campgrounds are considered tenants and may be eligible to vote if they are entitled to use the land on Voting Day, or for at least six weeks in the year of the election.

Students

Students who reside away from home may vote in both places (in the municipality where they attend school and where their family resides) as long as the family residence is their permanent residence.

Homeless Persons

If a person has no permanent residence, then the following rules determine residence:

- The place in which the person most frequently returned to sleep or eat during the five weeks preceding the determination.
- If the person returns with equal frequency to one place to sleep and another to eat, the place in which they sleep.
- Multiple returns to the same place during a single day, to eat or sleep, are considered to be one return.

An individual's sworn affidavit identifying the locations they returned to for food or sleep during a specified period is considered conclusive unless there is evidence to the contrary. For the purposes of this section, Declaration of Identity – Form 9 may be used whether or not the person's name appears on the Voters' List and may be completed at any Voter Help Centre location where the Clerk or an appointed Election Official is present.

Form – Declaration of Identity (Form 9)

Electoral Status for School Boards

The electoral status for school purposes is shown on the Voters' List. A voter may, during the revision period make application for correction of the List. Therefore, a person may make application to change their school support up to and including Voting Day. Qualifications for and definitions of the categories of school electors are found in the *Education Act, R.S.O. 1990*.

C. CANDIDATES

Qualification of Candidates

To run for an office on Council or a School Board, a Candidate must be qualified on the day they file the Nomination Paper.

Council

The following Municipal offices are to be elected in the 2026 Municipal Elections:

Municipal Council	
Mayor	One (1) to be elected at large by all voters in the municipality
District and Town Councillors	Three (3) to be elected at large by all voters in the municipality
Councillor (Huntsville and Chaffey Ward)	Two (2) to be elected by all voters in Huntsville and Chaffey Wards
Councillor (Stisted, Stephenson, and Port Sydney Ward)	Two (2) to be elected by all voters in Stisted, Stephenson and Port Sydney Wards
Councillor (Brunel Ward)	One (1) to be elected by all voters in Brunel Ward

To run for Council (Mayor, District & Town Councillor or Ward Councillor) the person must:

- Be a Canadian citizen;
- Be at least eighteen (18) years of age;
- Be a resident of the Town of Huntsville or own or lease property (or be the spouse of the owner or lessee) in the Town of Huntsville;
- Not be legally prohibited from voting;

- Not be disqualified by any legislation from holding municipal office;
- Obtain at signatures from at least 25 individuals eligible to vote in the Town of Huntsville on the day they signed the endorsement.

School Board

The following School Board offices are to be elected in the 2026 Municipal Elections:

School Board Trustees		
Trillium Lakelands District School Board	One (1) to be elected to represent the <u>Town of Huntsville</u> and the <u>Township of Lake of Bays</u>	
Nominations are to be filed with the Clerk, Town of Huntsville		
Simcoe Muskoka Catholic District School Board (Area 5)	One (1) to be elected to represent the <u>District of Muskoka and Parry Sound Area</u> , specifically:	
Town of Bracebridge Town of Huntsville Township of Carling Township of Lake of Bays	Township of McKellar Township of Seguin Town of Gravenhurst Town of Parry Sound	Township of Georgian Bay Municipality of McDougall Township of Muskoka Lakes
Nominations are to be filed with the Clerk, Town of Bracebridge		
Conseil scolaire public du Nord-Est de l'Ontario (Zone A)	One (1) to be elected to represent:	
Town of Bracebridge Town of Huntsville Municipality of Whitestone Township of Carling Township of Lake of Bays Township of McKellar Township of Seguin Municipality of East Ferris Nipissing Combined Township of McMurrich/Monteith Township of Perry Town of Gravenhurst Town of Parry Sound	Township of The Archipelago Township of Georgian Bay Township of McDougall Township of Muskoka Lakes West Parry Sound Board of Education Municipality of Magnetawan Township of Strong Township of Machar South River Village Town of Kearney Armour Township Township of Nipissing East Parry Sound Board of Education	Township of Papineau-Cameron Mattawan Township Town of Mattawa Calvin Township Township of Bonfield Township of Chisholm Township of Joly Township of Ryerson Municipality of Powassan Municipality of Callander Village of Burks Falls Village of Sundridge
Nominations are to be filed with the Clerk, Municipality of East Ferris. Each municipality located greater than 100 kilometres from the Municipality of East Ferris will receive nominations from individuals residing in their municipality.		
Conseil Scolaire Catholique MonAvenir (Simcoe-Muskoka)	One (1) to be elected to represent:	
City of Barrie Town of Bracebridge Town of Collingwood Town of Huntsville Town of Midland Town of Parry Sound Town of Wasaga Beach Township of Carling Township of Essa Township of Essa – Essa CFB - Part	Township of Lake of Bays Township of McKellar Township of Oro-Medonte Township of Seguin Township of Springwater Township of Tiny City of Orillia Town of Bradford West Gwillimbury Town of Innisfil Town of Gravenhurst Town of New Tecumseth	Town of Penetanguishene Township of Adjala-Tosorontio Township of Clearview Township of Georgian Bay Township of McDougall Township of Muskoka Lakes Township of Ramara Township of Severn Township of Tay
Nominations are to be filed with the Clerk, City of Barrie		

To run for **School Board Trustee** the person must:

- Be a Canadian citizen;
- Be at least 18 years of age;
- Be a resident in the area of jurisdiction of the board;

- Be eligible to be an Elector for the school board in which the person is a Candidate;
- Not be legally prohibited from voting;
- Not disqualified by any legislation from holding office.

To be a Candidate in an **English-Language Public District School Board**, a Candidate must:

- Be a supporter of the English-language public district school board; or
- Not be a supporter of any board, nor have qualified themselves as an Elector for a separate or French-language school board in the election.

To be a Candidate in an **English-Language Separate District School Board**, a Candidate must be a Roman Catholic who must:

- Qualify as an Elector for the English-language separate district school board; or
- Be a supporter (or be the spouse of a supporter) of the English-language separate district school board.

To be a Candidate in a **French-Language Public District School Board**, the Candidate must be a French-language rights holder (see ss. 23(1) and (2) of the Canadian Charter of Rights and Freedoms for criteria) who must:

- Qualify as an Elector for the French-language public district school board; or
- Be a supporter (or the spouse of a supporter) of the French-language public district school board.

To be a Candidate in a **French-Language Separate District School Board**, a Candidate must be a Roman Catholic and a French-language rights holder (see ss. 23(1) and (2) of the Canadian Charter of Rights and Freedoms for criteria) who must:

- Qualify as an Elector for the French-language separate district school board; or
- Be a supporter (or the spouse of a supporter) of the French-language separate district school board.

An elected member of Council or a School Board Trustee must maintain their qualifications throughout the entire term of office or their seat will become vacant.

Nomination Period

The Nomination Period starts on **Monday May 1, 2026** and ends on **Friday August 21, 2026 at 2:00 p.m.**

The time for close of Nominations will be confirmed using the National Research Council Official time signal at (613) 745-1576.

Nomination Requirements

Nomination papers must:

- Be signed by the Candidate and filed in person or by an Agent (electronic submissions are not accepted).
- Include at least twenty-five (25) original endorsement signatures from eligible electors qualified to vote in the Town of Huntsville on the day they signed the endorsement. (Not applicable to School Board Candidates)
- Contain original signatures on all documents.

Nominations must be filed at the Municipal Office by appointment only during the following times:

- Monday, May 1, 2026 to Thursday, August 20, 2026 – Monday to Friday, from 8:30 a.m. to 4:30 p.m. (weekends and holidays excepted).

- Friday, August 21, 2026 at 2:00 p.m. – Candidates must make their presence known before 2:00 p.m. Late nominations will not be accepted.

At the time of filing, Candidates must provide:

- Original, valid identification showing their name, qualifying address, and signature (a copy will be retained). The nomination filing fee:
 - \$200 for Mayor
 - \$100 for all other offices

Payment may be made by cash, debit, certified cheque, money order or credit card payable to the Town of Huntsville.

Form - Nomination Paper (Form 1)

Form - Endorsement of Nomination (Form 2)

Form - Declaration of Qualification – Municipal Council Candidates

Form - Declaration of Qualification – School Board Trustee Candidates

Form - Acknowledgement of Release of Personal Information – Municipal Council and School Board Trustee Candidates

Form – Candidate's Declaration – Proper Use of Voters' List

If, after having filed a nomination form, a Candidate wishes to file a nomination for a different office in the same election, the first nomination shall be deemed to have been withdrawn at the time the second nomination is filed. The 25 signatures endorsing the Candidate's nomination shall be transferred. Any difference in the filing fee must be paid at the time of the new filing or will be refunded as applicable.

Filing Nominations by Agent

Prior to the nomination appointment, the Agent and the Candidate are required to complete the Agent Appointment Form together in the presence of a Notary Public or Commissioner of Oaths. Staff shall not act as Commissioner of Oaths for Agent Appointment Forms.

An Agent is defined as a person appointed by a Candidate or prospective Candidate to act on behalf of the Candidate for the purposes of the *Municipal Elections Act, 1996*. To confirm an Agent's appointment, both the Agent and the Candidate shall complete and file the Agent Appointment Form required by the Returning Officer.

If the Agent is filing on behalf of a Candidate, the Candidate's and Agent's government issued ID is required.

The Agent is required to bring with them the authentic original 'wet' signatures of the Candidate's on the following forms:

- Nomination Form 1
- Declaration of Qualifications Form
- Consent to Release Personal Information
- Declaration of Proper Use of the Voters' List

The agent may submit and receive all other forms required for the nomination process, and the Agent shall sign the Nomination Checklist.

Form – Agent Appointment

Withdrawal of Nomination

A Candidate, or agent for the Candidate, may withdraw their nomination by completing a physical Withdrawal of Nomination form and filing it in person the Clerk's Office before 2:00 p.m. on August 21, 2026. If the withdrawal is completed by an Agent, a copy of the Candidate's photo identification must accompany the proper form. If a Withdrawal of Nomination form is received from an Agent, the Clerk will

contact the Candidate for confirmation. Withdrawal of Nomination papers will not be accepted after the deadline.

Form – Withdrawal of Nomination

Refund of Nomination Fee

A Candidate is entitled to receive a refund of the nomination fee if they file their financial statements by 2:00 p.m. on March 30, 2027. If a Candidate withdraws their nomination, they are still required to submit financial statements showing the financial transactions made up to the point they withdrew from the office.

Candidate's Names

The following rules shall apply regarding Candidate's names:

- Only the names of certified Candidates as confirmed on the Candidate's nomination papers shall appear on the Voter Information Letter (VIL), internet ballot or heard on the telephone voting system (ballot).
- The Candidates' names shall appear on the VIL, internet ballot or heard on the telephone voting system (ballot) in the format of first name then last name (e.g. John Doe), in alphabetical order, based on their surnames and in the case of identical surnames, their forenames. Middle initials shall not be used unless it is deemed necessary by the Clerk.
- If the Candidate wishes and the Clerk agrees, another name that the Candidate also uses may be used instead of, or in addition to, his or her legal name (e.g. Bill instead of William).
- No reference to a Candidate's occupation, degree, title, honour or decoration shall appear on the VIL, internet ballot or heard on the telephone voting system (ballot).
- If the surnames of two or more Candidates for an office are identical, or in the Clerk's opinion so similar to cause possible confusion, every Candidate's qualifying address shall appear under their name or be heard with their name or an alternative option to clarifying as determined by the Clerk.

Notice of Nominations Filed (Non-Certified)

A list of nomination papers filed (non-certified) will be amended and posted on www.huntsville.ca/election as soon as possible after each filing.

Certify or Reject Nominations

It is the responsibility of the Candidate to ensure they meet all of the qualifications and file proper nomination papers, prior to 2:00 p.m. on August 21, 2026.

Under the MEA, the Clerk is required to reject or certify nominations of Candidates. On or prior to 4:00 p.m. on August 24, 2026, the Clerk will examine each nomination filed and, if satisfied the person is qualified to be nominated and that the nomination complies with the MEA, the Clerk will certify the nomination paper.

The Clerk may consider the following criteria in their decision to reject or certify individual nominations:

- The Candidate has refused or declined to provide proof of qualification or identification suitable to the Clerk;
- The Candidate is not qualified to hold office, or is otherwise prohibited by law from being nominated;
- The nomination form is not complete in its entirety or the prescribed filing fee has not been paid;
- Endorsement of nomination form(s) incomplete or twenty-five (25) signatures not provided (Not applicable to School Board Candidates) (Note: it is the Candidate's responsibility to confirm that the endorsement is a qualified elector in Huntsville on the day they signed the endorsement);
- The Candidate's name does not appear on the Voters' List;
- The necessary financial statement was not filed in the previous regular election or any new election in which the individual may have been a Candidate.

There may be other circumstances in which the Candidate is disqualified from being nominated or elected other than those identified above. It is the responsibility of each Candidate to ensure that they are not disqualified from being nominated for the office.

If not satisfied, the Clerk will reject the nomination and, as soon as possible, give notice to the person who sought to be nominated and to all other Candidates for that office. The Clerk's decision to certify or reject a nomination is final.

Once the nomination is certified, the Candidate's name will be placed on the ballot unless the name is removed by a Court Order.

A list of certified Candidates will be posted on www.huntsville.ca/election as soon as possible after certification.

Form – List of Certified Candidates

Acclamations

If the number of Candidates for the said office is the same or less than the number to be elected, the Candidates will be declared as acclaimed on August 24, 2026 after 4:00 p.m.

Form – Declaration of Acclamations to Office

Death or Ineligibility of a Candidate

If a certified Candidate dies or becomes ineligible to hold the office before the close of voting resulting in:

- An acclamation for an office, the election to such office is void and a by-election for the office will be held; or
- One fewer Candidate but no acclamation, the Candidate's name will be removed from the ballot, if possible. If not possible, the Clerk shall provide notice of the Candidate's death on www.huntsville.ca/election.

Campaigning

Prohibition of Canvassing / Advertising at Voting Locations

The MEA provides that while an elector is in a voting location (Election Help Centre), no one shall attempt, directly or indirectly, to influence how the Elector votes. No campaign material, literature or advertising of any nature whatsoever of any Candidate in the Election shall be displayed at, or within an Election Help Centre or municipal facility.

The premises are deemed to include the entire building and the property on which it is located, including the parking lot. Campaign material or literature of any nature found in this location will be immediately removed and disposed of without notice.

In accordance with sections 5.7 and 5.8 of the Use of Municipal Resources During Election Campaign Period Policy, the Clerk may at their sole discretion, grant an exemption to the above prohibition for applicable facilities. (See - Use of Municipal Resources During Election Campaign Period Policy)

Right of Entry for Campaigners

Campaigners shall have access to rented premises, condominiums and co-operative housing units:

"No landlord shall restrict reasonable access to a residential complex by Candidates for election to any office at the federal, provincial or municipal level, or their authorized representatives, if they are seeking access for the purpose of canvassing or distributing election material." *Residential Tenancies Act, 2006*, Section 28

"No corporation or employee or agent of a corporation shall restrict reasonable access to the property by Candidates, or their authorized representatives, for election to the House of Commons, the Legislative Assembly or an office in a municipal government or school board if access is necessary for the purpose of canvassing or distributing election material." *Condominium Act, 1998*, Section 118

"No non-profit housing co-operative or servant or agent of such a cooperative shall restrict reasonable access to the housing units of the cooperative by Candidates, or their authorized representatives, for election to the House of Commons, the Legislative Assembly, any office in a municipal government or a school board for the purpose of canvassing or distributing election material." *Co-operative Corporations Act, 1990*, Section 171.24

If campaigners are experiencing difficulty in gaining access to any of the above premises, they should contact the administrating body of the facilities. **The Clerk is not responsible for securing access to any buildings for the purpose of canvassing or distributing election material.**

Questions Regarding Campaign Processes or Requests for Information

Questions or inquiries about anything related to Town of Huntsville services and/or operations, where such information is not addressed on the Town website, and/or questions regarding campaign processes must be directed to the Clerk. All responses will be responded to via the FAQ section for Candidates on www.huntsville.ca/election.

Candidate Request for Information Notification Letter

Use of Municipal Resources During an Election

The use of municipal resources for election campaign purposes is strictly prohibited and outlined in the Use of Municipal Resources During an Election Campaign Period Policy.

The purpose of the policy is to ensure fairness, neutrality, and transparency during election campaigns by preventing any Candidate or political group from receiving an unfair advantage through the use of municipal resources. It applies to municipal, provincial, and federal elections.

Key Points of the Policy:

- The Town remains strictly nonpartisan throughout an election.
- Municipal resources (staff, equipment, facilities, technology, logos, databases, information, vehicles, etc.) cannot be used for campaign purposes.
- Municipal staff cannot discuss or engage in campaign activities while at work.
- Municipal branding including logos, crests, uniforms, and photos of staff cannot appear on campaign materials.
- Municipal facilities cannot display or distribute campaign materials.
- No campaign activities are allowed in or on municipally owned/operated facilities, including parks, buildings, or parking lots.
- Municipal facilities cannot be rented for campaign activities during the campaign period, except in very limited circumstances and with written approval of the Clerk.
- Voter Help Centres are strictly campaign-free zones. No advertising, canvassing, or attempts to influence voters are permitted. While Candidates and their scrutineers may be granted limited access for observation purposes, they must not engage with anyone other than Election Officials.
- The Town does not organize all-Candidate debates or events.

National Do Not Call List

The National Do Not Call List (DNCL) does not block political calls, including those for federal, provincial, or municipal elections. Political parties and Candidates are exempt from DNCL rules, allowing them to contact voters, but they must honor requests to be added to their own internal "do not call" lists.

Candidates' Election Campaign Advertisements

All Candidate election campaign advertisements must be in compliance with the MEA at all times. A Candidate must have filed their nomination paper before spending any money and the amount they may spend on their campaign is regulated.

A Candidate shall not cause an election campaign advertisement to appear unless they provide the following information to the broadcaster or publisher in writing:

1. The name of the Candidate; and
2. The name, business address and telephone number of the individual who deals with the broadcaster or publisher under the direction of the Candidate.

Financial Reporting Requirements

Information regarding election finances and campaign contributions, including financial responsibilities of Candidates, Third Party Advertisers, campaign contributions/fundraising, campaign expenses and financial reporting is available in the Ministry of Municipal Affairs and Housing. Documentation can be found on the [Ministry of Municipal Affairs and Housing website](#). (See **Section E. Campaign Expenses and Contributions**).

Candidates Access Portal

Candidates will receive a login ID and password permitting access to the Candidates Access Portal beginning September 1, 2026 where they will be able to search, view, or download information from the Voters' List. Access will only be provided once the Candidate's Declaration for Proper Use of the Voters' List has been completed and filed with the Clerk. The Voters' List may be used solely for election purposes, and acclaimed Candidates are not eligible to receive access.

Through the Portal, Candidates will be able to view voters' names, property addresses, wards, mailing addresses, and whether an elector has voted, as permitted under the MEA. The program does not maintain information on how an elector has voted.

No printed or digital copies of the Voters' List will be provided.

Upon the completion of the election event, access to the Candidate Portal will be disabled and any downloaded copies are to be destroyed.

Form - Candidate's Declaration – Proper Use of Voters List

Scrutineers

Each Candidate may appoint Scrutineers to represent them during the election process, including attendance in the Election Help Centre on Voting Day.

The appointment shall be made using the Appointment of Scrutineer by Candidate form as signed by the Candidate. When entering the Election Help Centre or other designated election locations, the Scrutineer shall produce identification and their signed Appointment of Scrutineer by Candidate form. The Scrutineer will be issued an identification badge which must be returned to an Election Official before leaving.

No more than one Candidate or one Scrutineer representing each Candidate may be in the Election Help Centre at any time.

All Candidates and Scrutineers must take an Oral Oath of Secrecy at the Election Help Centre.

All Candidates and Scrutineers must remain in the area as designed by the Clerk in the Election Help Centre.

Each Scrutineer shall be responsible for their conduct, rights and prohibitions as set out on the applicable appointment form including but not limited to:

- Interact with Electors or interfere directly or indirectly with the voting process.
- Situate themselves in the Election Help Centre outside of the designated area.
- Impede the operations in the Election Help Centre.
- Use a camera, cellular phone or other mobile devices in the Election Help Centre.
- Attempt, directly or indirectly, to interact or interfere with, or influence an elector, including campaigning or persuading them to vote for any Candidate.
- Seek or attempt to obtain information on how an elector intends to vote or has voted.
- Communicate any information regarding how an elector intends to vote or has voted.
- Compromise the secrecy of the vote.
- Display campaign material or literature of any kind within the Election Help Centre, including the parking lot and surrounding property. Candidates, supporters and scrutineers are NOT permitted to wear campaign material, hand out campaign material, or park a vehicle displaying campaign material in the parking lot of the Election Help Centre. Anyone breaking these rules will be required to remove the campaign material immediately and vacate the premises.

Any Candidate, Scrutineer, Third Party Advertiser, Agent or voter who by their actions creates a disturbance or interferes in any way with the proper conduct at the Election Help Centre may be expelled from the location for such actions. An Agent, Candidate or Scrutineer who is dissatisfied with the actions of election personnel is invited to contact the Clerk to discuss the matter.

For Internet and Telephone Voting, Election Officials will provide Candidates or their Scrutineers the opportunity to observe a logic and accuracy testing phase. The process is intended to provide an understanding of the alternative voting method.

Scrutineers and/or Candidates may observe the final tally at the Election Help Centre on election night by arriving prior to 8:00 p.m. No one will be admitted into the Election Help Centre after 8:00 p.m.

Form – Appointment of Scrutineer by Candidate
Form – Oral Oath of Secrecy

D. THIRD PARTY ADVERTISERS

Individuals, corporations and trade unions can register as Third Party Advertisers and can also make contributions to Third Party Advertisers. Third Party Advertisers are required to register with every municipality where they wish to advertise. Registration allows a Third Party Advertiser to promote or oppose any Candidate that the electors in the municipality can vote for (Local Council, District Council and School Board Trustee positions).

Third Party Advertisers may register with the municipality beginning May 1, 2026 and until October 23, 2026 during office hours. Third Party Advertiser registrations will not be accepted after the deadline.

No individual, corporation or trade union shall incur expenses for a third party advertisement unless the individual, corporation or trade union is registered with the municipality when the expenses are incurred and advertisement appears. The expenses incurred in relation to third party advertisements cannot exceed the total expenses limits for the Registered Third Party.

Third party advertising must be done independently of Candidates. Candidates are not able to direct a Third Party Advertiser. Candidates are not able to register as Third Party Advertisers.

All Third Party Advertisers are required to file financial statements using the prescribed Ministry of Municipal Affairs and Housing form by 2:00 p.m. on March 30, 2027. Electronic submissions will not be accepted. The received financial statements will be publicly disclosed at www.huntsville.ca/election. (See Section J. Post Election)

Registered Third Party Advertisers do not receive access to the Voters' List.

Registration of a Third Party Advertiser

A scheduled appointment with the Clerk is required to register. Electronic filings are not permitted.

Third Party Registrations (Certified)

A list of certified Third Party Registrations will be posted on www.huntsville.ca/election as soon as possible after filing. The list will be updated as new registrations are received.

Registration Period

Individuals, corporations or trade unions may only register during the official Registration Period, which runs during regular business hours from:

- Monday, May 1, 2026 to Friday, October 23, 2026.

Registration Requirements

The following are eligible to register as a Third Party Advertiser:

- Any person who is a resident in Ontario;
- A corporation carrying on business in Ontario;
- A trade union that holds bargaining rights for employees in Ontario.

Corporations must show proof of incorporation (i.e. Corporate Profile Report or Certificate of Status) and that they carry on business in Ontario, and the representative filing must provide proof that they are authorized to do so on behalf of the corporation (or trade union) (i.e. certified true copy of Board resolution).

There is no fee to register as a Third Party Advertiser.

Form – Notice of Registration - Third Party (Form 7)

Form – Acknowledgement of Release of Personal Information – Third Party Advertisers

Withdrawal of Third Party Registration

A registered third party may withdraw their registration by filing a written withdrawal in the Clerk's Office up to 4:30 p.m. on Friday October 23, 2026.

If a Withdrawal of Registration form is received from an agent, the Clerk will contact the Registered Third Party Advertiser for confirmation.

Form – Withdrawal of Registration - Third Party Advertiser

Third Party Registrations (Certified)

A list of certified Third Party Registrations will be posted on www.huntsville.ca/election as soon as possible after filing. The list will be updated as new registrations are received.

Restricted Period

The restricted period for third party advertisements in relation to an election in a municipality begins on the earliest day that an individual, corporation or trade union is permitted to register (Friday, May 1, 2026) as a Third Party Advertiser in relation to the election, and ends at the close of voting on Voting Day.

Mandatory Information in Third Party Advertisements

No registered Third Party Advertiser shall cause a third party advertisement to appear during the restricted period unless the advertisement contains the following information:

- The legal name of the registered Third Party Advertiser; and
- The municipality where the Third Party Advertiser is registered; and
- A telephone number, mailing address or email address at which the registered Third Party Advertiser may be contacted regarding the advertisement.

Mandatory Information for Broadcaster

A registered Third Party Advertiser shall not cause a third party advertisement to appear during the restricted period unless they provide the following information to the broadcaster or publisher in writing:

- The name of the registered Third Party Advertiser; and
- The municipality where the Third Party Advertiser is registered; and
- The name, business address and telephone number of the individual who deals with the broadcaster or publisher under the direction of the registered Third Party Advertiser.

Prohibition, Broadcaster or Publisher

No broadcaster or publisher shall cause a third party advertisement to appear during the restricted period if the information set out in the paragraphs above have not been provided.

Third Party Advertisers Prohibited from Providing Elector Assistance

Candidates or their scrutineers are not permitted to interpret for or assist any electors in the voting process.

E. CAMPAIGN EXPENSES AND CONTRIBUTIONS

Duties of Candidates and Third Party Advertisers

Candidates and Third Party Advertisers should pay careful attention to campaign finance rules and may wish to seek professional advice.

The MEA assigns several duties to Candidates and registered Third Party Advertisers respecting contributions, receipts, records, financial filings, return of contributions, anonymous donations and other matters. Candidates and Third Party Advertisers should familiarize themselves with their duties and obtain professional assistance if required.

Campaign Period

Contributions cannot be accepted outside the campaign period (beginning upon nomination or registration and ending December 31, 2026). A campaign period may be extended as set out in subsection 88.24(1) 4. of the MEA. Documentation and supports can be found on the [Ministry of Municipal Affairs and Housing website](#)

Campaign Bank Account

Candidates or Registered Third Party Advertisers must open a bank account exclusively for their campaign if they accept any contributions of money (including contributions from themselves or their spouse) or incur any expenses. Personal bank accounts cannot be used.

The Candidate nomination fee is considered to be a personal expense, not a campaign expense.

Candidates are not required to open a bank account if they do not spend any money or do not receive any contributions of money.

Maximum Campaign Expenses

Upon filing of Nomination Papers or Registration, Candidates and Third Party Advertisers will be provided with an estimate of campaign spending limits using the number of electors for each respective office as it

existed on September 15, 2022. Maximum campaign expenses for the various offices are based on the voters' list and calculations outlined within the MEA and associated Regulations.

Form – Estimated Campaign Spending Limits - Candidate

Form – Estimated Campaign Spending Limits – Registered Third Party Advertiser

No later than September 30, 2026, the Clerk shall provide each Candidate and Third Party Advertiser, via email, with a Certificate of Maximum Campaign Spending Limits that can be incurred as it exists on September 20, 2026.

Both the estimate and the maximum shall be based on the following calculations:

Office	Maximum Campaign Expenses Spending Limits	Maximum Amount of Contributions Own Campaign	Maximum Amount of Expenses for Parties, Etc.
Mayor	\$7,500 plus 85 cents for each elector entitled to vote for that office	\$7,500 plus 20 cents for each elector entitled to vote for that office (max. \$25,000)	10% of maximum amount of expenses
District and Ward Councillor	\$5,000 plus 85 cents for each elector entitled to vote for that office	\$5,000 plus 20 cents for each elector entitled to vote for that office (max. \$25,000)	10% of maximum amount of expenses
School Board Trustee	\$5,000 plus 85 cents for each elector entitled to vote for that office	No Limit	10% of maximum amount of expenses
Third Party Advertiser	\$5,000 plus 5 cents for each elector entitled to vote for that office to a maximum of \$25,000	No Limit	10% of the amount of expenses (max. \$2,500)

The higher of the calculation between the estimate and the maximum shall be the final spending limit.

Form – Certificate of Maximum Campaign Spending Limits – Candidates

Form – Certificate of Maximum Campaign Spending Limits – Registered Third Party Advertiser

Contributions

Contributions include money and the fair market value of goods and services accepted for an election campaign, but do not include:

- voluntary labour.
- cash donation of \$25 or less, or goods or services sold for \$25 or less, at a fund-raiser;
- a campaign loan from a bank or recognized lending institution.
- no charge political advertising provided equally to all Candidates for an office in accordance with the *Broadcasting Act* (Canada).

The table below describes who may make campaign contributions:

Who may contribute:	Recipient	
	Candidate	Third Party Advertiser
Individuals normally residing in Ontario	Yes	Yes

Who may contribute:	Recipient	
	Candidate	Third Party Advertiser
The spouse of a Candidate or an individual who is a Third Party Advertiser	Yes	Yes
A corporation that carries on business in Ontario	No	Yes
Trade Union that holds bargaining rights for employees in Ontario	No	Yes
A Federal political party, constituency Association, or a registered Candidate in a federal election	No	
A Provincial political party, constituency association, or a registered Candidate or leadership contestant		
A federal or provincial government, a municipal or school board		

Contributions up to \$25 may be made in cash at a fundraiser. Contributions more than \$25 must be contributed by a contributor in a way that associates the contributor's name and account with the payment.

Candidates and Third Party Advertisers are required to inform contributors of the contribution limits. A contributor is limited to a total of \$1,200 to any one Candidate in an election and \$5,000 to two or more Candidates for office on the same council or school board.

Candidates and Third Party Advertisers shall not take contributions more than the amount set out in the Certificate of Maximum Campaign amount.

The Town of Huntsville does not issue contribution rebates.

Information regarding election finances and campaign contributions, including financial responsibilities of Candidates, Third Party Advertisers, campaign contributions/fundraising, campaign expenses and financial reporting is available in the Ministry of Municipal Affairs and Housing. Documentation and supports can be found on the Ministry of Municipal Affairs and Housing website www.ontario.ca/page/ministry-municipal-affairs-housing.

F. ELECTION SIGNS

Town of Huntsville

[By-law No. 2025-29](#) provides for the regulation of election signs. All Candidates, Third Party Advertisers and Electors should review the By-law to ensure full compliance.

Key requirements include:

- Election signs may not be installed anywhere within the municipality before Monday, August 31, 2026.
- All election signs must be removed by October 29, 2026.
- Signs may only be placed on private property and only with the property owner's permission (subject to limits on size, setbacks, and quantity).
- Candidates are responsible for ensuring their signs remain in good condition.
- Candidate signs must clearly identify the Candidate.
- Third Party Advertiser signs must include the advertiser's name, municipality of registration, and contact information.

Election signs must **not**:

- Be placed on public property, including municipal buildings, roadways, parks, trails, utility poles, and similar areas.
- Contain any indecent content.

- Be illuminated, flashing, inflatable, or animated.
- Must not resemble for traffic or other official signs.
- Display the Town's logo, branding, trademark, or any official mark.
- Be attached to a roof.

District Municipality of Muskoka

The installation of signs on District Municipality of Muskoka properties, including road allowance, shall be installed in accordance with section G.2. of District By-law 2021-33: *Political campaign signs shall comply with the applicable by-law of the Area Municipality which the sign is located.*

Ministry of Transportation

For convenience, below is information regarding placing election campaign signs on Provincial properties. Candidates are responsible for the authorized placement of their signs.

- Election signs may be erected on the right-of-way or adjacent to a Class 2 undivided Staged Freeway, a Class 3 Special Controlled Access highway, a Class 4 Major highway or Class 5 Minor highway during an official election.
- Signs up to 0.7 m² (8 sq. ft.) in size must be placed a minimum of 4 m (12 ft.) from edge of pavement. Signs over 0.7 m² (8 sq. ft.) and up to 3.7 m² (40 sq. ft.) must be placed at the outer limit of the right-of-way.
- Election signs may be placed on the right-of-way of a highway but must not be placed less than 4m (12 ft.) from the edge of the pavement.
- Election signs must not be affixed to a permanent or an official sign or to guide rail, on traffic islands or other highway structure or facility.
- An election sign must not be placed where it may interfere with visibility, an official sign, traffic signal, or other safety device. This is particularly important at intersections where signs could create a traffic hazard by impairing the visibility of motorist.
- Portable read-o-graph sign trailers are prohibited on the right-of-way of any highway. Such read-o-graph sign trailers may be utilized providing they are erected on private property and meet the requirements of the ministry for portable read-o-graph signing.
- Permits or Letters of Approval for any signs erected under these instructions are not required.
- Election signs must be removed from the Ministry right-of-way and adjacent properties within three (3) working days following Voting Day.

Rental Housing and Condominium Corporations

Landlords and condominium corporations cannot prohibit their tenants from displaying campaign signs in their own unit. The condominium corporation/landlord will have the right to establish reasonable conditions related to the size or type of sign. Landlords and condominium corporations may prohibit the display of signs in relation in common areas of the building.

G. VOTERS' LIST

The Preliminary List of Electors (PLE, framework for the Voters' List) is provided to the Town of Huntsville from Elections Ontario. Electors are encouraged to confirm voter registration status in advance of the delivery of the Preliminary List of Electors (PLE) to the Town of Huntsville.

Voters can contact visit:

- Elections Ontario website at: [Elections Ontario Voter Registration](#) by August 12, 2026 to check if they are on the list or to update their information; and
- Municipal Property Assessment Corporation website at: [MPAC School Support Designation](#) before June 1, 2026 to update their school support designation.

Elections Ontario will deliver the PLE to the Clerk on August 14, 2026. The Clerk is required to correct and amend the PLE using information held by the municipality which will provide for the Voter's List by September 1, 2026.

Revisions to the Voters' List

After the PLE has been distributed and corrected/amended by the Clerk (September 1), Electors are encouraged to ensure they are on the Voters' List by using the online Town's Online Voting Service Portal at www.huntsville.ca/election.

If the Elector is not on the Voters' List:

- they may use the **online** Voter Registration Portal at www.huntsville.ca/election and complete the Application to Amend the Voters' List form and upload the required identification **no later than 7:00 p.m.** on Voting Day (October 26); or
- they can **visit the Municipal Office** during regular business hours (Monday to Friday from 8:30 a.m. to 4:30 p.m., statutory holidays excluded), and any extended office hours during the voting period **up to the close of voting** on October 26, 2026.

The Clerk may, at their sole discretion, require additional information and identification to amend the Voters' List.

The Clerk has the authority to remove a person's name from the Voters' List if the Clerk is satisfied that the person has died (without an application to change the Voters' List). Upon notice from a property owner, the Clerk also has the authority to remove boarders, tenants or previous owners from the Voter's List if the Clerk is satisfied that the person no longer resides at that address.

Notice of this revision period shall be advertised a minimum of one time on the Town of Huntsville website during this period.

Form – Application to Amend Voters List (EL15)
Form – Voter Identification
Form – Declaration of Identity (Form 9)

VoterView Module

The Town of Huntsville utilizes the Municipal VoterView module to manage and update the Voters' List on an ongoing basis. Only those appointed as Election Officials have the authority to access the module. The module is supported by the Elections Ontario administrative voters' list portal and only those appointed as Election Officials have the authority to access the portal.

An internet voter lookup interface of the Municipal VoterView module will be available to electors to determine whether they are on the voters' list.

Copies of Voters' List

Upon written request to the Clerk, a copy of the voters' list (through access to the Candidates Module) shall be provided to:

- The secretary of a local Board any of whose members are to be elected in this election.

- The Clerk of the local municipality responsible for conducting the elections in any combined area for school board purposes.
- The Clerk for the District of Muskoka.
- The Minister.
- Candidates (for Ward Council Candidates only those portions pertaining to their area).

H. VOTING

Number of Votes

A voter is only entitled to vote once in a municipality and once in a school board, even if the voter has more than one qualifying property address within the municipality or school board. The place where they vote is where they reside. If a voter resides in one ward but has other properties in different wards in the same municipality, they may only vote in the ward where they reside. A voter may only have one permanent residence.

No Photos, Videos, or Revealing a Vote

It is illegal to photograph or record a marked ballot, or to show a marked ballot to anyone, including posting it online, in a way that reveals how you voted.

Internet/Telephone Voting Method

By-law No. 2025-28 authorizes the Town of Huntsville to use internet and telephone voting for the 2026 Municipal Election. Internet voting allows an elector to cast an electronic ballot from a computer, tablet or smartphone from anywhere there is an internet connection. In absence of the internet or if elector would prefer, votes can also be cast using the telephone. Electors are not required to enter a municipal facility or designated voting station to cast their vote.

System Integrity

The integrity of the voting process shall be the responsibility of the Clerk and shall be preserved by:

- Ensuring that every qualified elector on the Voters' List receives a Voter Information Letter (VIL) containing their unique PIN.
- Restricting access to PINs so that only the Clerk, or their designate, can access PINs associated with each voter's name and address.
- Guaranteeing that once a ballot is cast, it cannot be traced back to the elector in any way.
- Allowing eligible electors to be added to the Voters' List or to update their information up to 8:00 p.m. on Voting Day.
- Using Multifactor Authentication (2FA) for all administrator accounts.

To ensure a secure election, access to the Online Voting portal will only be allowed from devices and browsers that meet modern encryption standards. Devices that do not meet the minimum requirements, will receive an error message that a connection could not be established, and as a result, Voters will need to use a device that meets the requirements or use alternative voting options such as telephone voting or in person at the Election Help Centre.

Voter Information Letters (VILs)

Voter Information Letters (VILs) will be printed and delivered through Canada Post to the mailing address of all eligible voters contained on the voters' list in advance of the voting period. At the discretion of the Clerk, or designate, alternative delivery methods may be utilized.

The VIL will be provided in English and French and may include, but not limited to, the following information:

1. Electors name, qualifying address, ward and school support;
2. Dates and hours of voting;
3. The elector's voter identification and PIN;
4. The internet address (URL) and telephone number to cast their vote;
5. Election Help Centre location, telephone number and hours;
6. Instructions on how to vote;
7. Voter eligibility criteria; and
8. Information on illegal and corrupt practices under the MEA.

A person cannot give their Voter Information Letter (VIL) to another person for the purpose of voting. **Acceptance of another person's Voter Information Letter (VIL) including the actual voting thereof will be considered an illegal and corrupt practice and therefore subject to the penalty provision under the Act, specifically s.89 and 90.**

Should an eligible voter receive more than one Voter Information Letter (VIL), the eligible voter may only vote once and return the other Voter Information Letter (VIL) to the Election Help Centre (Municipal Office). **Electors who knowingly vote twice are committing an offence under the MEA and subject to an investigation and prosecution by the police and legal system.** Voter Information Letters (VILs) returned to the Election Help Centre shall have the PIN disabled. The Voter Information Letter (VIL) will be maintained in a secure fashion and destroyed in the same manner as all other municipal election material.

Replacement Voter Information Letter (VIL)

If an elector requires a new Voter Information Letter (VIL), they can attend or contact the Election Help Centre to review options with an Election Official. Replacement VILs may be issued through alternative methods, such as email, with the approval of the Clerk.

Qualified electors are able to request a new or replacement VIL under certain circumstances:

- A. If an elector on the Voters' List has lost/not received their VIL and the PIN has not been used, an authorized Election Official can issue a new VIL provided that the satisfactory information has been provided and the elector completes the required forms or uses the Voter Registration Portal to update or upload their information. The authorized Election Official will proceed to disable the elector's first assigned PIN and issue a new VIL and PIN.
- B. Where a person on the Voters' List has attempted to vote and their PIN has already been used, they can attend the Election Help Centre and prove to the satisfaction of the Clerk that they did not vote the PIN and that a new one is required. In many cases, law enforcement may need to be involved before a new PIN can be issued. Once the elector provides proof of identity and residence and completes the required statutory declaration a new BIL containing a new PIN may be provided.
- C. Where an eligible voter has received an incorrect VIL in terms of ward and/or school support, and has not voted, the voter can contact the Election Help Centre or use the Voter Registration Portal to apply the proper category to the existing PIN. The elector will be required to provide or upload appropriate confirmation of eligibility.

Form – Application for Replacement Voter Information Letter (VIL)
Form – Voter Identification
Form – Declaration of Identity (Form 9)

Overview of Internet/Telephone Voting Process

Voting will commence on October 14, 2026 at 10:00 a.m. through to October 26, 2026 at 8:00 p.m.

Prior to the activation of the system on October 14, 2026 at 10:00 a.m., the Clerk and those Candidates/scrutineers in attendance shall confirm the content on the Zero Report (all applicable

Candidates, zero votes recorded). Candidates or their scrutineer in attendance will be asked to sign the Activation of the Voting System that attests to this fact.

Below is an overview of the Internet / Telephone voting process:

- Eligible electors, as identified with complete information on the Voters' List, will receive, through the mail, a sealed and personalized Voters Information Letter (VIL). This letter will direct electors to a designated website or telephone number, based on the desired method of voting.
- Type the website from the VIL in the address bar at the top of your web browser (such as Chrome, Safari, Edge, etc.).
- At the designated website or through the identified telephone number, electors will enter their PIN, a validation criterion and review the Oath. Electors will be entered into the voting system.
- Based on the eligible options for the elector (ward, school board), the voting system will offer the options for the various election races for the elector to cast their vote.
- The voting system will permit the elector to abstain from (skip) voting for an office(s) or to undervote for an office where more than one selection may be made, if desired.
- The voting system will not permit the elector to overvote for an office(s).
- The voting system allows an elector to "spoil" their ballot by abstaining from all offices.
- After the elector makes their selection, the voting system will display the chosen option and give the elector the opportunity to either change their selections or confirm their vote.
- Once all races are confirmed by the elector, the elector submits (casts) their vote and the voting process is complete. The elector will be struck off the Voters' list and identified as having participated in the election process.

Once the voter PIN has been used to cast their vote, it cannot be used again. Further access shall not be granted.

Electors who have started the voting process at 8:00 p.m. on Monday October 26, 2026, but have not concluded will be provided a five (5) minute grace period to complete their vote.

For any electors at the Election Help Centre, they will be able to vote provided they are within the facility with the intention to cast a vote prior to 8:00 p.m. on Monday, October 26, 2026.

Assistance for Electors

During the voting period, Huntsville Civic Centre (Town Hall), 37 Main Street East) will be designated as the Election Help Centre and will host access to the internet through voting kiosks stations, with applicable voting equipment.

The Election Help Centre will provide electors with the option of voting in a specified location, with the assistance of an Election Official, if assistance is deemed to be required by the elector. Other locations may be established as an Election Help Centre. When the public are accessing the Election Help Centre in person, all must abide by the Town's rights of access and use of municipal facilities procedures at the time of access.

Other municipal locations, such as the Huntsville Public Library, are available to provide internet access for individuals that do not have access to a computer device and/or internet service. Access to the Huntsville Public Library will be in accordance with the library's access to facility procedures at the time of access.

Election Help Centre Hours:

Date	Time
Wednesday October 14	10:00 a.m. to 4:30 p.m.
Thursday October 15	9:00 a.m. to 4:30 p.m.
Friday October 16	9:00 a.m. to 6:00 p.m.
Saturday October 17	10:00 a.m. to 2:00 p.m.
Monday October 19, 20, 21, 22	9:00 a.m. to 4:30 p.m.
Friday October 23	9:00 a.m. to 6:00 p.m.
Saturday October 24	10:00 a.m. to 2:00 p.m.
Monday October 26	9:00 a.m. to 8:00 p.m.

Off-site assistance will be provided at the following locations between October 20 and October 22, 2026, subject to any safety-related instructions from location administrators:

- Rogers Cove Retirement Living
- Fairvern Nursing Home
- Muskoka Landing Long Term Care
- Muskoka Landing Retirement Lodge
- Muskoka Traditions Retirement Home

If an elector requests assistance to vote, an Election Official may assist provided the elector takes the Oral Oath to vote with assistance.

In lieu of an Election Official providing assistance, the elector may request that a friend assist the elector at the Election Help Centre. The friend assisting the elector shall be required to take the Oral Oath to vote with assistance. No person shall be allowed to act as a friend of more than one voter at the Election Help Centre.

Where an elector requires an interpreter (provided by the elector), the interpreter shall take the Oral Oath to vote with assistance, and shall translate the oaths as well as any lawful questions put to the elector.

Candidates or their scrutineers are not permitted to interpret for or assist any electors with the participation in the voting process.

Form - Oral Oath at Election Help Centre

Results of Election

The Clerk, at 8:05 p.m. on October 26, 2026, shall arrange for the close and deactivation of the voting system. The Clerk shall then produce the results report (MEA, Section 55). The Clerk, and the Deputy Returning Officer shall sign the report indicating the unofficial results and votes cast.

The Clerk and the Deputy Returning Officer will proceed to the Municipal Council Chambers (37 Main Street East, Huntsville) where the unofficial results shall be reflected up on the projection screen. The unofficial results will be posted on www.huntsville.ca/election.

As soon as possible after Voting Day, the Clerk shall declare the Candidates elected as a result of the election and certify the results of the election. The certified results will be posted on www.huntsville.ca/election as soon as possible following October 26, 2026.

Form - Declaration of Elected Candidates

Form - Certificate of Election Results

Form – Certificate of Election of Members to Muskoka District Council

Form – Certificate of Election Results – Trillium Lakelands District School Board Trustee –
Huntsville/Lake of Bays

Recount

In accordance with Section 56 of the MEA a recount is to be conducted within 15 days after the declaration of results, and in the same manner as the original count.

Only a judge may provide that a recount be held in a different manner than the original count.

As per the MEA, a recount will be permitted under the following circumstances:

- Where the counting of ballots resulted in a tie vote and one Candidate will not be elected;
- Where a municipality, local board or Minister of Municipal Affairs and Housing has passed a resolution to order a recount; or
- Where an electors' request has been granted by the Superior Court of Justice.

If the recount indicates that Candidates who cannot both or all be declared elected to an office have received the same number of votes, the clerk determines the result by lot in accordance with section 62 of the MEA.

Emergency Situations

In the event of any condition of an emergency or any circumstance that will undermine the integrity of the election, the Clerk has the discretion to declare an emergency and make any arrangements deemed necessary for the conduct of the election.

Form – Declaration of Emergency

I. ELECTION ADMINISTRATION

Clerk's Authority

The Clerk is responsible for facilitating the 2026 Municipal Election through the establishment of rules and procedures. The Clerk may appoint, in writing, Election Officials to assist in the administration of the election process with duties including but not limited to:

- Receive Nomination Papers and Third Party Advertiser Registrations;
- Administer Oaths;
- Issue Voter Information Letters (VIL);
- Approve or deny applications for revision to the Voters' List;
- Assist in the revision of the Voters' list to add, remove or correct Elector information or correct erroneous information;
- Require a person to furnish proof of identity, qualifications or any other matter;
- Assist in the conduct, supervision and management of the Internet and Telephone Voting Procedures;
- Maintain peace and order at the Election Help Centre by removing anyone who is causing a disturbance;
- Assist the Clerk and other Election Officials as required;
- Ensure the Principles of the Election are upheld.

The Clerk may provide for any matter or procedure that is not otherwise provided for in an Act or regulation and, in the Clerk's opinion, is necessary or desirable for conducting the election.

The Clerk at any time has the right to amend this document to facilitate the voting process and security.

The Clerk's ruling on any interpretation of this document is final.

Secrecy

All Election Officials shall take an oath of secrecy and be appointed by the Clerk as per the Appointment Oath of Election Officials. Complaints regarding any and/or all breaches of secrecy shall be documented by the Election Official as well as questions and answers of the complainant and, if deemed appropriate, the Clerk shall submit same to the Ontario Provincial Police for further investigation and prosecution.

Form - Appointment and Oath of an Election Official

Public Notice

All election information, updates and notices will be provided on www.huntsville.ca/election.

Notice of Nominations will be provided prior to Nomination Day. The Notice of Nomination for Office for School Board Trustees shall also be available in French. In the event of the need for an additional notice after the close of nominations, this public notice will be published on www.huntsville.ca/election only, or such other method deemed appropriate by the Clerk.

The Clerk shall give notice of the election (if one is required) as soon after Nomination Day as possible which will include a list of those candidates with certified nominations for each office.

The Clerk shall also provide notice that describes the method and timelines for the internet and telephone voting process.

- Form – Notice of Nomination for Office – Municipal Council
- Form – Notice of Nomination for Office – School Board Trustees
- Form – Notice of Nomination for Office – School Board Trustees (French Version)
- Form – Notice of Election
- Form – Notice of Revision Period
- Form – Notice of Internet and Telephone Voting

Language

Procedures and forms will be provided in English only.

J. POST ELECTION

Financial Statements

The Clerk shall provide notice of all of the filing requirements at least 30 days before the filing date.

Candidates and Third Party Advertisers are required to submit completed financial statements of campaign expenses using the prescribed forms. Completed statements are required to be submitted to the Clerk by March 30, 2027 at 2:00 p.m. Electronic submissions will not be accepted. A Notice of Default will be given to any Candidate or Third Party Advertiser if the Financial Statement is not submitted by the deadline.

There are penalty provisions in the MEA that are applicable to Candidates who fail to meet the disclosure and reporting requirements.

If a Candidate fails to pay the surplus over to the Clerk or exceeds their election spending limit, they forfeit any office they have been elected to and are ineligible to run for or to be appointed to any office in Ontario until the next regular election.

A Candidate will be permitted to resubmit a financial statement to correct an error, until the filing deadline.

The nomination filing fee will only be refunded if a financial statement is filed on time. If a Candidate does not file their financial statement on time and is willing to pay a \$500 late filing fee, the Candidate will be provided an additional 30-day grace period to file the financial statement. A Candidate exercising this option will not be refunded their nomination filing fee.

In accordance with the MEA, the Clerk shall before Voting Day, notify all Candidates of the penalties under subsection 88.23 (2) and 92(1) related to election campaign finances.

The financial statements shall be available for viewing by the public on www.huntsville.ca/election.

Form – Notice to Candidate of Filing Requirements
Form – Notice to Candidate of Penalties and Refund of Filing Fee Requirements
Form – Notice to Third Party of Filing Requirements and Effect of Default
Form – Financial Statement – Auditor's Report (Form 4)
Form – Financial Statement – Subsequent Expenses (Form 5)
Form – Notice of Extension of Campaign Period (Form 6)
Form – Notice of Default – Candidate
Form – Notice of Default – Registered Third Party

Clerk's Responsibility to Review Financial Statements

The Clerk will be required to review all of the financial statements received and identify whether any contributor appears to have exceeded any of the contribution limits. The Clerk will be required to report to the Compliance Audit Committee as soon as possible after the filing deadline regarding contributions made to Candidates and Third Party Advertisers in excess of the established limits. Within 30 days of receiving the report, the Compliance Audit Committee must consider the report and decide whether to commence a legal proceeding against a contributor for an apparent contravention.

Clerk's Report on Financial Statements

As soon as possible after April 30, 2027, the Clerk will be required to provide a report and make it available on the Town's website, setting out all Candidates in an election and indicating whether each Candidate complied with financial reporting requirements.

Disposition of Records

After one-hundred and twenty (120) days from declaring the results of the election (subject to a Judge's order or recount proceedings), the Clerk shall authorize the destruction of the applicable election records and be provided with written confirmation. The Clerk may also destroy all other documents and materials related to the election except those specified under the Act (e.g. financial statements filed by Candidates).

All materials destroyed will be listed, and a declaration stating their destruction will be taken and retained on file.

Form - Declaration of Destruction of Records

J. ACCESSIBILITY

The Town of Huntsville is committed to ensuring that all qualified electors have the opportunity to vote. The use of Internet and Telephone Voting provides the most accessible access to the electoral process as it eliminates the need for electors to attend a polling station and provides for an extended period of time to participate in the election process. Any questions or comments regarding accessibility should be directed to the Clerk.

The Clerk shall ensure that the Election Help Centre is accessible to electors with disabilities. At the discretion of the Clerk, special requests will be considered for an Election Official to travel to a location with a mobile voting kiosk (i.e. laptop, tablet) to assist electors who require accommodations as determined and advertised by the Clerk.

The Clerk is required to prepare a plan regarding the identification, removal, and prevention of barriers that affect electors and Candidates with disabilities and make the plan available to the public in advance of the voting period. The Clerk is also required to provide a follow-up report to the public within 90 days after the election.

K. ELECTION KEY DATES

DATE(S)	ACTION ITEM
January 1 to August 12, 2026	Elections Ontario - Register to Vote: www.registertovoteon.ca to confirm, update and add information
January 1 to June 1, 2026	Municipal Property Assessment Corporation – School Board Support: January 1 to June 1, 2026 – MPAC to confirm or update trustee election information.
March 31, 2026	BY-ELECTION No By-Election shall be held to fill an office that becomes vacant after this date (Subject to Council Vacancy Policy)
April 2026	PUBLISH NOTICE OF NOMINATION PERIOD (s.32)
April 7, 2026	SCHOOL BOARD DETERMINATION AND DISTRIBUTION OF TRUSTEES Deadline for school boards to provide Clerk with a copy of the report on determination and distribution of trustees (O.Reg 412/00).
April 30, 2026	CANDIDATE INFORMATION SESSION 6:00 p.m., District Municipality of Muskoka, 70 Pine Street, Bracebridge, ON Hosted in partnership with the Ministry of Municipal Affairs and Housing and Clerks on Call.
May 1, 2026 to August 21, 2026 at 2:00 p.m.	NOMINATION PERIOD Nomination Papers for Candidates for the 2026 Municipal Election may be filed during regular business hours (Monday to Friday 8:30am-4:30pm, excluding weekends and statutory holidays). To book an appointment, call 705-789-1751 ext. 2255 or email: clerk@huntsville.ca Using the Number of Electors on September 15, 2022, the Clerk to provide Candidates with: - Estimated Maximum Expenses - Estimated Maximum Contributions to Own Campaign - Estimated Maximum Amount for Parties, etc. After Voting Day (Optional) Clerk to provide Candidate Notice of Penalties Related to Campaign Finances.
May 1, 2026 to December 31, 2026	CAMPAIGN PERIOD – MUNICIPAL COUNCIL AND SCHOOL BOARD TRUSTEES Begins May 1, 2026 or whenever a Candidate files a nomination paper (whichever is later) and ends on December 31, 2026.
May 1 2026 to October 23, 2026	THIRD PARTY ADVERTISER REGISTRATION PERIOD Third Party Advertiser registration may be filed during regular business hours (Monday to Friday 8:30am-4:30pm, excluding weekends and statutory holidays). To book an appointment, call 705-789-1751 ext. 2255 or email: clerk@huntsville.ca Using the number of electors on the Voters' List on September 15, 2022, the Clerk is to provide Register Third Party Advertisers with: - Estimated Maximum Expenses - Estimated Maximum Amounts for Parties, etc. After Voting Day

DATE(S)	ACTION ITEM
May 1, 2026 to October 26, 2026	RESTRICTED PERIOD FOR THIRD PARTY ADVERTISEMENTS The restricted period for Third Party Advertisements starts on the later of May 1, 2026, or the date an individual, corporation, or trade union registers as a registered third party for the election. It concludes at the close of voting on October 26, 2026.
June 1, 2026	PROCEDURES Last day for the Clerk to establish procedures and forms for use of vote-counting equipment or alternative voting method, s.42 (3) & (4).
June 2 to August 31, 2026	BLACKOUT PERIOD FOR SCHOOL BOARD SUPPORT CHANGES MPAC to provide Elections Ontario with updated school board support information for Preliminary List of Electors (PLE).
August 12, 2026	LAST DAY FOR VOTERS TO REGISTER ONLINE WITH ELECTIONS ONTARIO TO BE INCLUDED IN THE PRELIMINARY LIST OF ELECTORS (PLE).
August 13 to August 30, 2026	BLACK OUT PERIOD FOR VOTERS' LIST PREPARATION Clerk to prepare Voters' List using the Preliminary List provided by Elections Ontario.
August 14, 2026	PRELIMINARY LIST OF ELECTORS (PLE) Elections Ontario to provide Clerk with PLE for use in preparing the Voters' List.
August 21, 2026	NOMINATION DAY Nomination Papers for Candidates for the 2026 Municipal Election may be filed no later than 2:00 p.m. (s.31) WITHDRAWAL OF CANDIDATE Candidates wishing to withdraw nomination must do so no later than 2:00 p.m. (s.36)
August 23, 2026	WATERFRONT FARMERS MARKET – CLERK'S ELECTION INFORMATION BOOTH
August 24, 2026	CERTIFICATION OF NOMINATION PAPERS Clerk to Certify or Reject nominations no later than 4:00 p.m. (s.35.1) DECLARE ELECTION/ACCLAMATIONS Clerk to post list of Candidates and Acclamations. (s.37(1))
August 26, 2026	ADDITIONAL NOMINATIONS (IF NECESSARY) If necessary, additional nominations will be received between 9:00 a.m. and 2:00 p.m. (s.33(5)) If Candidate who filed on this day wishes to withdraw their nomination they must do so no later than 2:00 p.m.
August 27, 2026	ADDITIONAL NOMINATIONS - CERTIFICATION OF NOMINATION PAPERS BEFORE 4:00 PM, s.35(1)2 ACCLAMATION(S) BY 4:00 P.M. (s.37(2))

DATE(S)	ACTION ITEM
September 1, 2026	VOTERS' LIST Clerk to produce Voters' List Upon written request, the Clerk shall provide a copy of the Voters' List to: a) the secretary of a local board any of whose members are required to be elected at an election conducted by the clerk, or that has submitted a question to the electors; b) the clerk of the local municipality responsible for conducting the elections in any combined area for school board purposes; c) the clerk of an upper-tier municipality any of whose members are required to be elected at an election conducted by the clerk, or that has submitted a by-law or question to the electors; d) the Minister, if he or she has submitted a question to the electors. Upon written request, the Clerk shall provide Candidates with the part of the Voters' List that contains the names of the electors who are entitled to vote for that office.
September 1, 2026 to 8:00 p.m. October 26, 2026	REVISION PERIOD (AMEND VOTERS' LIST) Applications (including acceptable identification) may be made to the Clerk to make additions, corrections or deletions of own information to the Voter's list. • Online Voter Registration Portal Available on www.huntsville.ca/election up to 7:00 p.m. on October 26, 2026. • In Person changes: ○ September 1 – October 13, 2026 - 8:30 a.m. to 4:30 p.m. at the Municipal Office (weekends and holidays excepted) ○ October 14, 2026 – October 26, 2026, see Election Help Centre hours (page 26)
September 4, 2026	TESTING OF INTERNET/TELEPHONE VOTING SYSTEM Logic and accuracy testing.
September 8, 2026 at noon	LAST DATE FOR CHANGES TO VOTERS' LIST FOR VOTER INFORMATION LETTER (VIL) MAILING For every elector on the Voters' List, a VIL will be mailed to the elector's address as shown on the Voters' List.
September 13, 2026	WATERFRONT FARMERS MARKET – CLERK'S ELECTION INFORMATION BOOTH
September 21, 2026	LOGIC AND ACCURACY TESTING – CANDIDATES / SCRUTINEERS SESSION
September 23 – September 30	VOTER INFORMATION LETTERS (VILs) PRINTED AND MAILED TO ELECTORS
September 28, 2026	DEADLINE TO ESTABLISH COMPLIANCE AUDIT COMMITTEE Council must establish a Compliance Audit Committee to process compliance audit applications prior to October 1 in an election year. Term of appointment for committee is the same as the term of office for Council. (s.88.37(1))

DATE(S)	ACTION ITEM
September 30, 2026	ISSUE CERTIFICATE OF MAXIMUM CAMPAIGN SPENDING LIMITS Using the number of electors on the Voters' List on September 20, 2026, the Clerk to provide Candidates with a Certificate of: • Maximum Expenses • Maximum Contributions to Own Campaign • Maximum Amount for Parties, etc. After Voting Day Using the number of electors on the Voters' List on September 20, 2026, Clerk to provide Registered Third Party Advertisers with a Certificate of: • Maximum Expenses Maximum Amount for Parties, etc. After Voting Day
October 14 - October 26, 2026	REPLACEMENT VOTER INFORMATION LETTERS (VILs) Replacement VILs available for individuals and meet established criteria and eligibility requirements.
October 14, 2026 at 10:00 a.m.	VOTING PERIOD COMMENCES
October 14, 2026, prior to 10:00 a.m.	PRINTING OF VOTING SYSTEM ZERO REPORT Print of Zero Report. Candidates and/or Scrutineers in attendance request to sign off on Report.
October 14 to October 26, 2026	ELECTION HELP CENTRE OPENS
October 15, 19 and 22	EXPANDED SERVICES – ACCESSIBILITY At the discretion of the Clerk, Election Officials may travel to a location with a mobile kiosk to assist electors who require accommodation.
N/A – Does not qualify under MEA	HUNTSVILLE DISTRICT MEMORIAL HOSPITAL Election Officials to attend with voting equipment if on September 1, 2026, 20 or more beds are occupied by persons who are disabled, ill or infirm.
October 20, 2026 at 9:00 a.m.	ROGERS COVE RETIREMENT LIVING Election Officials to attend with voting equipment.
October 20, 2026 at 1:00 p.m.	FAIRVERN NURSING HOME Election Officials to attend with voting equipment.
October 21, 2026 at 9:00 a.m.	MUSKOKA LANDING RETIREMENT LODGE Election Official to attend with voting equipment.
October 21, 2026 at 1:00 p.m.	MUSKOKA TRADITIONS RETIREMENT HOME Election Officials to attend voting equipment.
October 22, 2026 at 1:00 p.m.	MUSKOKA LANDING LONG TERM CARE Election Officials to attend with voting equipment.
October 23, 2026	LAST DAY TO PROVIDE PLAN TO IDENTIFY, REMOVE AND PREVENT BARRIERS (s.12.1 (2))
October 23, 2026	LAST DAY FOR THIRD PARTY ADVERTISERS TO REGISTER/WITHDRAW
October 26, 2026	VOTING DAY Final day that qualified Electors may cast their vote up to 8:00 p.m. Unofficial election results will be released after 8:05 p.m. in the Municipal Council Chambers as well as on www.huntsville.ca/election.

DATE(S)	ACTION ITEM
October 27, 2026	ELECTION RESULTS The Clerk will declare the official election results as soon as possible after Election Day. RECOUNT In the event of a tied vote a recount must be held within 15 days of the declaration of the results by the Clerk. (s.56) A recount on request from Council / Board / Minister received within 30 days of the declaration of results must be held within 15 days of the receipt of the request. (s.57)
November 15, 2026	2026-2030 TERM OF OFFICE COMMENCES
November 16, 2026	INAUGURAL COUNCIL MEETING – TOWN COUNCIL Inaugural Town of Huntsville Council Meeting for the 2026-2030 Term of Council to be held at 11:00 a.m. in the Huntsville Civic Centre, Algonquin Theatre
November 17-25, 2026 (Specific days within the window TBD)	HUNTSVILLE NEW COUNCIL ORIENTATION Held at the Huntsville Civic Centre, 37 Main Street East, Huntsville.
November 19, 2026	INAUGURAL COUNCIL MEETING - DISTRICT COUNCIL Inaugural District Council Meeting for the 2026-2030 Term of Council. Details TBD.
December 31, 2026	CAMPAIGN PERIOD ENDS (s.88.24(1)2; s.88.28) Deadline for Candidates and Third Party Advertisers to provide Clerk with written notification of deficit and continuation of campaign period.
January 15, 2027 (8:30 a.m. – 4:30 p.m.)	MUSKOKA COUNCILLOR ORIENTATION SESSION Joint Councillor Orientation Session for all Councillors within the District of Muskoka. (Bracebridge Sportsplex, 110 Clearbrook Tr., Bracebridge)
January 25, 2027	FINAL DAY FOR THE CLERK TO <u>POST</u> A REPORT ON THE IDENTIFICATION, REMOVAL AND PREVENTION OF BARRIERS THAT AFFECT ELECTORS AND CANDIDATES WITH DISABILITIES (s.12.1 (3)) FINAL DAY FOR AN ELECTOR TO COMMENCE AN APPLICATION FOR CONTROVERTED ELECTION (s.83) A <u>copy</u> of the application must be provided to the Clerk within 5 days
February 24, 2027	EARLIEST DATE FOR THE DISPOSITION OF ELECTION RECORDS (if result declared October 26 are unchallenged) (s.88 (1))
February 28, 2027	NOTICE TO CANDIDATES OF FILING REQUIREMENTS (Last Day to Provide) The Clerk shall provide notice of all of the filing requirements and of the penalties.
March 25, 2027	DEADLINE FOR FILING APPLICATION TO SUPERIOR COURT OF JUSTICE Last day for Candidate to apply to the Superior Court of Justice to extend the time to file their financial statement (maximum 90 days). (s.88.23(6), s.88.27(3))
March 30, 2027	DEADLINE FOR FILING FINANCIAL STATEMENTS Financial Statements must be filed no later than 2:00 p.m. The Clerk must be notified, in writing, by 2:00 p.m. if a Candidate has applied to the Superior Court of Justice for an extension of the filing deadline.

DATE(S)	ACTION ITEM
March 31, 2027	CLERK TO POST FINANCIAL STATEMENTS Financial Statements for Candidates and Third Party Advertisers will be available on www.huntsville.ca/election as soon as possible after the 2:00 p.m. (s.88.30(1))
April 29, 2027	LAST DAY FOR CANDIDATE WHO VIOLATED THE DEADLINE FOR FILING THEIR FINANCIAL STATEMENTS, TO FILE ALONG WITH A \$500 FEE TO AVOID PENALTIES. (s.88.23(9), s.88.27(6)) CLERK TO REVIEW FINANCIAL STATEMENTS AND REPORT ON ANY THAT EXCEEDED THE LIMITS (s.88.34)
April 30, 2027	AS SOON AS POSSIBLE AFTER THIS DATE THE CLERK SHALL PUBLISH REPORT OF WHICH CANDIDATES COMPLIED WITH s.88.25 and s.88.29.
June 28, 2027	LAST DAY FOR AN ELECTOR TO APPLY FOR A COMPLIANCE AUDIT REQUEST The Clerk must forward the application to the Compliance Audit Committee within 10 days of receiving the application. Within 30 days, the Committee must consider the application and decide whether it should be granted or rejected. (s.88.33)
September 23, 2027	DEADLINE FOR CANDIDATE TO APPLY TO SUPERIOR COURT OF JUSTICE Last day for Candidate to apply to the Superior Court of Justice to extend the time to file their supplementary financial statement (maximum 90 days).

L. FORMS

- Declaration of Identity
- Nomination Paper (Form 1) – Prescribed by the Ministry of Municipal Affairs
- Declaration of Qualification – Municipal Council Candidates
- Endorsement of Nomination (Form 2) – Prescribed by the Ministry of Municipal Affairs
- Declaration of Qualification – School Board Trustee Candidates
- Acknowledgement of Release of Personal Information – Municipal Council and School Board Trustee Candidates
- Candidate's Declaration – Proper Use of Voters List
- Candidate Request for Information Notification Letter
- Agent Appointment
- Withdrawal of Nomination
- List of Certified Candidates
- Declaration of Acclamation to Office
- Appointment of Scrutineer by Candidate
- Oral Oath of Secrecy
- Third Party Advertiser Registration (Form 7) – Prescribed by the Ministry of Municipal Affairs
- Financial Statement – Auditor's Report (Form 8) – Prescribed by the Ministry of Municipal Affairs
- Acknowledgement of Release of Personal Information – Third Party Advertisers
- Estimated Campaign Spending Limits - Candidate
- Estimated Campaign Spending Limits – Registered Third Party Advertiser
- Certificate of Maximum Campaign Spending Limits - Candidate
- Certificate of Maximum Campaign Spending Limits – Registered Third Party Advertiser
- Notice to Candidate of Filing Requirements
- Notice to Candidate of Penalties and Refund of Filing Fee Requirements
- Notice to Third Party of Filing Requirements and Effect of Default
- Financial Statement – Auditor's Report (Form 4) – Prescribed by the Ministry of Municipal Affairs
- Financial Statement – Subsequent Expenses (Form 5) – Prescribed by the Ministry of Municipal Affairs

- Notice of Extension of Campaign Period (Form 6) – Prescribed by the Ministry of Municipal Affairs
- Notice of Default - Candidate
- Notice of Default – Registered Third Party
- Notice of Revision Period
- Application to Amend Voters List (EL-15)
- Voter Identification
- Application for Replacement Voter Information Letter
- Oral Oaths at Election Help Centre
- Appointment and Oath of an Election Official
- Notice of Nomination for Office – Municipal Council
- Notice of Nomination for Office – School Board Trustees
- Notice of Nomination for Office – School Board Trustees (French Version)
- Notice of Election
- Notice of Internet and Telephone Voting
- Declaration of Destruction of Records
- Declaration of Elected Candidates
- Certificate of Election Results
- Certificate of Election of Members to District Council
- Certificate of Election Results – Trillium Lakelands District School Board Trustee (Huntsville/Lake of Bays)
- Declaration of Emergency

Instructions

- To be completed by persons whose names appear on the voters' list and who do not present the prescribed proof of identity and residence.
- This application must be completed at the voting place.

Voting Place

Municipality

Ward Name or Number (if any)

Declaration

I, _____, hereby declare that I am

at

(Name of Elector)

(Address)

as shown on the voters' list, and I make this declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.

Declared before Deputy Returning Officer

in the _____

Date (yyyy/mm/dd) _____



Signature of Deputy Returning Officer

Signature of Person Requesting a Ballot

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 ☐ 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)

I, _____, a nominated candidate for the office of:

- ☐ Mayor
- ☐ District & Town Councillor
- ☐ Councillor, Ward _____

Do Solemnly Declare That:

1. I am qualified pursuant to the *Municipal Elections Act, 1996* and the *Municipal Act, 2001*, and all other relevant Acts, to be elected to and to hold the office of:

☐ Mayor

☐ District & Town Councillor

☐ Councillor, Ward _____
2. Without limiting the generality of paragraph 1, I am at least eighteen years of age, a Canadian citizen, a resident of the Town of Huntsville or the owner or tenant of land in the Town of Huntsville or the spouse of such owner or tenant.
3. I am not ineligible or disqualified under the *Municipal Elections Act, 1996*, the *Municipal Act, 2001*, the *Municipal Conflict of Interest Act* or any other Act to be elected to or hold the above-mentioned office.
4. Without limiting the generality of paragraph 3,
 - I am not an employee of the Town of Huntsville, or if I am an employee of the Town of Huntsville, 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 Huntsville prior to 2:00 p.m. on Nomination Day, August 21, 2026. I understand that the Clerk of the Town of Huntsville will reject my nomination for the above-mentioned office if I fail to provide proof of resignation by this deadline.
 - I am not a public servant within the meaning of the *Public Service of Ontario Act, 2006*, or if I am, 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, I have followed and will continue to follow all the relevant provisions of Part 5 of Such Act.

-
5. I am not prohibited from voting at the municipal election under subsection 17(3) of the *Municipal Elections Act, 1996*.
6. Without limiting the generality of paragraph 5,
- I am not a person who is serving a sentence of imprisonment in a penal or correctional institution.
 - I am not a person who was convicted of a corrupt practice described in subsection 90(3) of the *Municipal Elections Act, 1996*, if voting day in the current election is less than five years after voting day in the election in respect of which I was convicted.
7. I am not a candidate 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 with respect to a municipal election.
8. 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 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*, RSC 1985.

Candidate

Sworn (Affirmed) before me at the

_____ of _____

in the _____ of _____

on the _____ day of _____, 2026

Clerk or Designate

The Clerk collects personal information on this form under legal authority of the *Municipal Elections Act, 1996*, section 12. The information will be used for the nomination process in the municipal election. As stated in the MEA, section 88(5), your information will be filed with the Clerk as a public record and will be available for inspection by any person at the Clerk's Office at a time when the office is open, until the records are destroyed. Questions about this collection can be directed to: Clerk, Town of Huntsville, 37 Main Street East, Huntsville, ON P1H 1A1, clerk@huntsville.ca, 705-789-1751.

Instructions

- Candidates must obtain a minimum of 25 original signatures.
- An individual providing an endorsement signature must be a Canadian citizen, aged 18 or older and have a qualifying address in the municipality. An individual may sign an endorsement for more than one person seeking nomination.
- The qualifying address provided must include the postal code.

Personal information collected on this form is obtained under the authority of sections 33 and 95 of the *Municipal Elections Act, 1996*. Under section 88 of the *Municipal Elections Act, 1996* (and despite anything in the *Municipal Freedom of Information and Protection of Privacy Act*) documents and materials filed with or prepared by the clerk or any other election official under the *Municipal Elections Act, 1996* are public records and, until their destruction, may be inspected by any person at the clerk's office at a time when the office is open.

Name of person seeking nomination

Last Name or Single Name

Given Name(s)

Endorsement signatures for the nomination of a person for an office in the municipality of _____ in the year _____.

Name of person providing endorsement

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

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			
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			
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			
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)	



DECLARATION OF QUALIFICATION School Board Trustee Candidates

I, _____, a nominated candidate for the office of, Trustee, for:

- ☐ TRILLIUM LAKELANDS DISTRICT SCHOOL BOARD (HUNTSVILLE AND LAKE OF BAYS)
- ☐ CONSEIL SCOLAIRE PUBLIC DU NORD-EST DE L'ONTARIO (ZONE A)
- ☐ CONSEIL SCOLAIRE CATHOLIQUE MONAVENIR (SIMCOE-MUSKOKA)

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 generality of paragraph 1, I am a resident of the area of jurisdiction of the School Board, a Canadian citizen and at least eighteen 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 a school board or school authority or if I am an employee of a school board or school authority, 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 Huntsville prior to 2:00 p.m. on Nomination Day, August 21, 2026. I understand that the Clerk of the Town of Huntsville 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.
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 person who was convicted of a corrupt practice described in subsection 90(3) of the *Municipal Elections Act, 1996*, if voting day in the current election is less than five years after voting day in the election in respect of which I was convicted.
8. I am not a candidate 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 with respect to a municipal election if the voting day in that election is less than six years prior to Monday, October 26, 2026.
9. 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 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 Huntsville

This _____ day of _____, 2026

Candidate

Clerk or Designate

The Clerk collects personal information on this form under legal authority of the *Municipal Elections Act, 1996*, section 12. The information will be used for the nomination process for office of School Board Trustee in the municipal election. As stated in the MEA, section 88(5), your information will be filed with the Clerk as a public record and will be available for inspection by any person at the Clerk's Office at a time when the office is open, until the records are destroyed. Questions about this collection can be directed to: Clerk, Town of Huntsville, 37 Main Street East, Huntsville, ON P1H 1A1 clerk@huntsville.ca, 705-789-1751.



**ACKNOWLEDGEMENT OF RELEASE OF
PERSONAL INFORMATION
Municipal Council and School Board Trustee
Candidates**

Notice

A Nomination Paper is a public document that may be inspected by any person at the Municipal Clerk's Office at a time when the office is open until such a time as the form is legally destroyed.

Purpose of this form

This form is used to obtain consent to permit public disclosure of specific contact information in addition to public inspection of forms. By completing and submitting this form you authorize the Municipal Clerk (or designate) to include on the Town of Huntsville election website, and make available to any person upon request, the information below with respect to your candidacy for elected office.

Name of Candidate: _____
(Please print full name as included on Nomination Form)

Candidate for the office of:

- ☐ Mayor
- ☐ District & Town Councillor ☐ Trustee English Public ☐ Trustee French Public
- ☐ Local Councillor Ward #_____ ☐ Trustee English Separate ☐ Trustee French Separate

I HEREBY ACKNOWLEDGE THAT the Nomination Paper and any associated Form in connection thereto, filed by me contains personal information and I authorize election staff to include on the Town of Huntsville election website and make available to any person upon request, the following information with respect to my candidacy for elected office (only complete the sections you wish to make public):

Address		Suite/Unit No.
Town	Postal Code	
Home Phone No.	Business Phone No.	
Cell Phone No.	Campaign Office Phone No.	
E-Mail Address:		



**ACKNOWLEDGEMENT OF RELEASE OF
PERSONAL INFORMATION
Municipal Council and School Board Trustee
Candidates**

Website Address:		
Social Media Platforms	Facebook:	
	X:	
	Instagram:	

Candidate

Date

The Clerk collects personal information on this form under the legal authority of the *Municipal Elections Act, 1996*, section 12. The information will be used to post candidate contact information at www.huntsville.ca/election. As stated in the MEA, section 88(5), your information will be filed with the Clerk as a public record and will be available for inspection by any person at the Clerk's Office at a time when the office is open, until the records are destroyed. Questions about this collection can be directed to Clerk, Town of Huntsville, 37 Main Street East, Huntsville, ON P1H 1A1, clerk@huntsville.ca, 705-789-1751.



**CANDIDATE'S DECLARATION - PROPER
USE OF VOTERS' LIST – MUNICIPAL
COUNCIL AND SCHOOL BOARD TRUSTEE
CANDIDATES**

I, _____, being a candidate for the office of:

- ☐ Mayor
- ☐ District & Town Councillor
- ☐ Councillor, Ward _____
- ☐ School Board Trustee – Name of Board _____

Pursuant to Section 23(4) of the *Municipal Elections Act, 1996*, I hereby request the Clerk to provide me with access to the Candidate Portal for access to the Voters' List for the office in which I have filed my Nomination Paper for the 2026 Municipal Election. Please note that a copy of all revisions made to the Voters' List will be available on or before September 30, 2026.

I, the undersigned, do hereby agree to use the Voters' List and access to the Candidates Portal for purpose of the 2026 Municipal and School Board Election only and shall:

1. Only use it for electoral purposes;
2. Not use it for commercial purposes;
3. Not provide access to the voters' list or Candidates Portal to any person; and
4. Immediately following the 2026 Municipal and School Board Election for which the list has been provided, destroy all copies and extracts both paper and electronic produced as a result of my access to this information.

Candidate

Date

The Clerk collects personal information on this form under legal authority of the *Municipal Elections Act, 1996*, section 12. The information will be used for the proper use a copy of the voters' list in the municipal election. As stated in the MEA, section 88(5), your information will be filed with the Clerk as a public record and will be available for inspection by any person at the Clerk's Office at a time when the office is open, until the records are destroyed. Questions about this collection can be directed to: Clerk, Town of Huntsville, 37 Main Street East, Huntsville, ON P1H 1A1, clerk@huntsville.ca, 705-789-1751.



CANDIDATE REQUEST FOR INFORMATION NOTIFICATION

May 1, 2026

The Town of Huntsville will be compiling election related questions and/or requests for information from candidates during the year of a municipal election and providing responses for public review on our FAQs page.

Should you have questions or inquiries about anything related to Town of Huntsville services and/or operations, where such information is not addressed on the Town website, simply fill out the Candidate Request for Municipal Information Form and submit by email or in person. All requests for information to assist a candidate campaign must be directed to the Director of Legislative Services/Clerk

Tanya Calleja, Director of Legislative Services/Clerk
37 Main St. E
Huntsville, ON P1H 1A1
Phone: 705-789-1751 x2255
Email: clerk@huntsville.ca

This process eliminates duplication, maximizes efficient use of staff resources and ensures that all candidates and potential candidates have access to the same information. All responses will be posted to the Town's election website (www.huntsville.ca/election) within seven days of receipt, except where additional time and costs are required for research and record retrieval.

Given the staff time required for some information requests, the requester will be advised, where appropriate and applicable, of any required fees for research (\$50.00 per hour). Payment is required prior to information being provided. Individuals and candidates must be aware that no campaign expenses may be incurred until nomination papers have been filed with the Clerk.

Please note this form must be completed before a response issued.

If the information requested is not a public record, the request will be denied, and the requester may determine whether to proceed with a request under the *Municipal Freedom of Information and Protection of Privacy Act*.



CANDIDATE REQUEST FOR INFORMATION NOTIFICATION

Please complete the form below in its entirety to ensure prompt response. All answers will be posted to the Town's website at www.huntsville.ca/election within seven dates of receipt, except where additional time and costs are required for research and record retrieval.

Date:

Name:

Address:

Telephone:

Email:

Request for information/question:

Please note that the Town of Huntsville reserves the right to post the name of each candidate and their submitted request for information or question(s).

FOR OFFICE USE ONLY	
Date received:	Submit all information requests to: Tanya Calleja, Director of Corporate Services/Clerk 37 Main St. E Huntsville, Ontario P1H 1A1 Email: clerk@huntsville.ca
Department action required:	
Response Date:	
Cost:	
Fees Paid ☐	

Important Note: The Office of the Clerk cannot commission this document. Commissioning Services are available at low/no cost by appointment at the MP or MPP Office. A law office may also offer notary or commissioning services for a fee.

CANDIDATE

Candidate Name:	Ward/Area:
Candidate for the Office of:	
☐ Mayor	☐ Trustee, Simcoe Muskoka Catholic District School Board (Area 5)
☐ District and Town Councillor	☐ Trustee, Conseil scolaire public du Nord-Est de l'Ontario (Zone A)
☐ Ward Councillor:	☐ Conseil Scolaire Catholique MonAvenir (Simcoe-Muskoka)
☐ Trustee, Trillium Lakelands District School Board (Huntsville/Lake of Bays)	

APPOINTMENT (All to be signed in the presence of a Commissioner of Oaths or Notary):

Agent Name:	
Agent Signature:	

I, _____, the candidate, solemnly affirm and appoint the individual noted above as agent to act on my behalf for the purpose of the <i>Municipal Elections Act, 1996</i> , and give authority to my agent to access/receive these items on my behalf:	
☐ Candidate Information	☐ Voters' Lists (Candidate Portal)

Signature of Candidate:	
-------------------------	--

Declared before me at the _____ of _____ this _____ day of _____, 2026.	
Signature of Commissioner of Oaths or Notary:	

Commissioner of Oath or Notary Stamp

A withdrawal of nomination must be submitted in person by the Candidate or their Agent to the Clerk (or designate) at Huntsville Civic Centre, Town Hall, 37 Main St. E, 2nd floor. Identification of both the Candidate and, if applicable, the Agent, must be presented with this form.

Name of Candidate <i>(Please print full name as included on Nomination Form):</i>											
Candidate for the office of:											
☐ Mayor											
☐ Town & District Councillor	☐ Trustee English Public ☐ Trustee French Public										
☐ Local Councillor Ward # _____	☐ Trustee English Separate ☐ Trustee French Separate										
Qualifying Address											
<table border="1" style="width: 100%;"> <tr> <td style="width: 60%;">Address</td> <td style="width: 40%;">Suite/Unit No.</td> </tr> <tr> <td>Town</td> <td>Postal Code</td> </tr> <tr> <td>Home Phone No.</td> <td>Business Phone No.</td> </tr> <tr> <td>Cell Phone No.</td> <td>Campaign Office Phone No.</td> </tr> <tr> <td colspan="2">E-Mail Address:</td> </tr> </table>		Address	Suite/Unit No.	Town	Postal Code	Home Phone No.	Business Phone No.	Cell Phone No.	Campaign Office Phone No.	E-Mail Address:	
Address	Suite/Unit No.										
Town	Postal Code										
Home Phone No.	Business Phone No.										
Cell Phone No.	Campaign Office Phone No.										
E-Mail Address:											
Agent Appointment <i>(Complete only if an agent is filing this form on behalf of the candidate)</i>											
First Name	Last Name										
Signature of Agent											

Statement of Withdrawal		
In accordance with section 36 of the <i>Municipal Elections Act, 1996</i> , I hereby withdraw my nomination for the above mentioned office. I shall file a Financial Statement and Auditor's Report, Form 4, on or before 2:00 p.m. on the filing date as per section 88.25 of the <i>Municipal Elections Act, 1996</i> . If applicable, I have appointed the above named agent to file this notice on my behalf.		
Signature of Candidate		Date (yyyy-mm-dd)
Filing		
Date Filed (yyyy-mm-dd)	Time Filed	Initial of Candidate or Agent
Time of Confirmation with Candidate by Clerk or Designate via Telephone	Candidate's Photo ID shown	Signature of Clerk or Designate

The Clerk collects personal information on this form under the legal authority of the *Municipal Elections Act, 1996* (the "MEA"), section 12. The information will be used for the purpose of a candidate withdrawing their nomination for election to municipal or school board office. As stated in the MEA, section 88(5), your information will be filed with the Clerk as a public record and will be available for inspection by any person at the Clerk's Office at a time when the office is open, until the records are destroyed. Questions about this collection can be directed to: Clerk, Town of Huntsville, 37 Main Street East, Huntsville, ON P1H 1A1, clerk@huntsville.ca, 705-789-1751.



LIST OF CERTIFIED CANDIDATES

NOTICE IS HEREBY GIVEN TO THE MUNICIPAL ELECTORS OF THE TOWN OF HUNTSVILLE THAT during the period commencing May 1, 2026 and completed on Nomination Day, Friday August 21, 2026 at 2:00 p.m., the following persons filed all necessary papers, declarations and fees and as Clerk, I am satisfied that such persons are qualified and that their Nominations satisfy the requirements of the *Municipal Elections Act, 1996*. I have therefore, certified such candidates for the office which precedes their respective names:

OFFICE	NAME OF CANDIDATE
Mayor	
District and Town Councillors	
Councillor (Huntsville and Chaffey Wards)	
Councillor (Stisted, Stephenson and Port Sydney Wards)	
Councillor (Brunel Ward)	
Trillium Lakelands District School Board Trustee (Huntsville/Lake of Bays)	
Simcoe Muskoka Catholic District School Board Trustee (Area 5) (Declared by the Clerk, Town of Bracebridge)	
Conseil Scolaire Public du Nord-Est de l'Ontario (Zone A) (Declared by the Clerk, Municipality of East Ferris)	
Conseil Scolaire Catholique MonAvenir (Simcoe-Muskoka) (Declared by the Clerk, City of Barrie)	

Dated this xx day of August 2026

Tanya Calleja
Director of Legislative Services/Clerk



DECLARATION OF ACCLAMATION TO OFFICE

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

OFFICE	NAME OF CANDIDATE
Mayor	
District and Town Councillors	
Councillor (Huntsville and Chaffey Ward)	
Councillor (Stisted, Stephenson and Port Sydney Ward)	
Councillor (Brunel Ward)	
Trillium Lakelands District School Board Trustee (Huntsville/Lake of Bays)	
Simcoe Muskoka Catholic District School Board Trustee (Area 5) (Declared by the Clerk, Town of Bracebridge)	
Conseil Scolaire Public du Nord-Est de l'Ontario (Zone A) (Declared by the Clerk, Municipality of East Ferris)	
Conseil Scolaire Catholique MonAvenir (Simcoe-Muskoka) (Declared by the Clerk, City of Barrie)	

Dated this XX day of August 2026

Tanya Calleja,
Director of Legislative Services/Clerk

Name of Candidate	
Candidate for the Office of: (check one)	
☐ Mayor ☐ District and Town or Ward Councillor ☐ Trustee, Trillium Lakelands District School Board (Huntsville/Lake of Bays) ☐ Trustee, Simcoe Muskoka Catholic District School Board (Area 5) ☐ Trustee, Conseil scolaire public du Nord-Est de l'Ontario (Zone A) ☐ Conseil Scolaire Catholique MonAvenir (Simcoe-Muskoka)	
Name of Scrutineer Appointed	Date
I hereby appoint the individual named above to represent me in the Town of Huntsville 2026 Municipal Election in the Election Help Centre(s)	Signature of Candidate
Instructions to Scrutineers: - The Election Help Centre is located at the Town of Huntsville Municipal Office, 37 Main Street East, or any other location as designated by the Clerk. - Scrutineers arriving at the Election Help Centre must show this form and personal identification to the designated Election Officials and take an Oath of Secrecy. - Candidates arriving at an Election Help Centre must show this form and personal identification to the Election Officials and take an oath of secrecy. A candidate who enters an Election Help Centre is considered to be a Scrutineer. - Only one Scrutineer per candidate may be in the Election Help Centre at any time. The Candidate and Scrutineer shall not be present at the same time. Scrutineers and Candidates Shall Not: - Interact with Electors or interfere directly or indirectly with the voting process. - Situate themselves in the Election Help Centre outside of the designated area. - Impede the operations in the Election Help Centre. - Use a camera, cellular phone or other mobile devices in the Election Help Centre. - Attempt, directly or indirectly, to interact or interfere with, or influence an elector, including campaigning or persuading them to vote for any Candidate. - Seek or attempt to obtain information on how an elector intends to vote or has voted. - Communicate any information regarding how an elector intends to vote or has voted. - Compromise the secrecy of the vote.	

- Display campaign material or literature of any kind within the Election Help Centre, including the parking lot and surrounding property. Candidates, supporters and scrutineers are NOT permitted to wear campaign material, hand out campaign material, or park a vehicle displaying campaign material in the parking lot of the Election Help Centre. Anyone breaking these rules will be required to remove the campaign material immediately and vacate the premises.

Other:

- It is no longer mandatory that scrutineers be 16 years of age or older to work at an election, however, ANYONE who is creating a disturbance at the Election Help Centre will be removed.
- The Clerk is responsible for the conduct of the Election. No Candidate or Scrutineer has the right to interfere with the discharge of duties by any appointed Election Official.
- The total of votes cast for each candidate as tallied through the results protocol is final.



ORAL OATH OF SECRECY

DATE: _____

CANDIDATE: _____

IF SCRUTINEER, APPOINTMENT OF SCRUTINEER BY CANDIDATE VERIFIED:

YES ☐

NO ☐

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

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

1. That I will maintain and aid in maintaining the secrecy of the voting; and
2. That I will not, nor attempt to:
 - Interfere with an elector when they are casting their vote;
 - Obtain or communicate any information as to how an elector is about to vote or has voted; or
 - Directly or indirectly induce an elector to show their marked ballot to any person.

Signature of Election Official
who administered the Oath

Instruction

It is the responsibility of the person incurring expenses to file a complete and accurate notice. Please print or type information (except signatures).

Box A: Notice of Registration (Individuals, Corporations and Trade Unions)

Registration for an Individual, Corporation or Trade Union in the Following Municipality

Name of Individual, Corporation or Trade Union (Registrant)

Mailing Address (Registrant)

Suite/Unit Number	Street Number	Street Name
-------------------	---------------	-------------

Municipality	Province	Postal Code
--------------	----------	-------------

Email Address	Telephone Number	Telephone Number 2
---------------	------------------	--------------------

Box B: Designation of an Official Representative (Corporations and Trade Unions)

Name of person signing (Official Representative)

Last Name or Single Name	Given Name(s)
--------------------------	---------------

Mailing Address (Official Representative)

Suite/Unit Number	Street Number	Street Name
-------------------	---------------	-------------

Municipality	Province	Postal Code
--------------	----------	-------------

Email Address	Telephone Number	Telephone Number 2
---------------	------------------	--------------------

Box C: Additional Information (Corporations)

Business Name

Corporation Number (Indicate whether Ontario Corporation Number, Federal Corporation Number, etc.)

Names of Principal Officers

Box D: Declaration of Qualification

I, _____, the Registrant (or Official Representative of the Registrant), referred to in this notice, do hereby declare that:

- (1) The information in this notice of registration is, to the best of knowledge and belief, true;
- (2) The Registrant is qualified to be registered as a third party advertiser; and
- (3) I am authorized to sign on behalf of the Registrant (applies only where the Registrant is a corporation or trade union).

Signature of Registrant (or Official Representative)

Date (yyyy/mm/dd)

Date Received (yyyy/mm/dd)	Time Received	Initial of Registrant (or Official Representative) (if filed in person)	Signature of Clerk or Designate
----------------------------	---------------	---	---------------------------------

Certification by Clerk or Designate

I, the undersigned clerk of this municipality, do hereby certify that I have examined the notice of registration of the aforesaid registrant filed with me and am satisfied that the registrant is qualified to incur expenses and that the notice of registration complies with the Act.

Signature of Clerk or Designate

Date Certified (yyyy/mm/dd)

Instructions

All registrants must complete Boxes A, B, C and D and Schedule 1. All registrants must complete Schedule 2 and Schedule 3 as appropriate. Registrants 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 registrant or, if the registrant is an individual, their spouse) shall be immediately paid to the clerk who was responsible for the conduct of the election.

For the campaign period from

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 Registrant

Name of Registrant (individual, trade union or corporation)

Official Representative (name of person signing on behalf of trade union or corporation)

Last Name or Single Name

Given Name(s)

Municipality

Spending Limit – General

\$

Spending Limit – Parties and Other Expressions of Appreciation

\$

Box B: Declaration

I, _____, a registrant (or official representative), declare that to the best of my knowledge and belief that these financial statements and attached supporting schedules are true and correct.

Signature of Registrant (or Official Representative)

Date (yyyy/mm/dd)

Date Filed (yyyy/mm/dd)

Time Filed

Initial of Registrant, Official Representative
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)	
	+ \$
	+ \$
	+ \$
	+ \$
	+ \$
	+ \$

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)	
	+ \$
	+ \$
	+ \$
	+ \$
	+ \$
	+ \$

Total Expenses subject to general spending limit

= \$C2

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

	+ \$	
	+ \$	
	+ \$	
	+ \$	
	+ \$	

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

3. Expenses not subject to spending limits

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

Other (provide full details)		
	+ \$	
	+ \$	
	+ \$	
	+ \$	
	+ \$	

Total Expenses not subject to spending limits = \$ C4

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

Box D: Calculation of Surplus or Deficit

Excess (deficiency) of income over expenses (Income minus Total Expenses) (C1 – C5)	+ \$	D1
If there is a surplus, deduct any refund of registrant's or spouse's contributions to the campaign	– \$	
Surplus (or deficit) for the campaign		= \$ D2

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

Schedule 1 – Contributions

Part I – Summary of Contributions

Contributions in money from registrant and (if individual) spouse

Contributions in goods and services from registrant and (if individual) 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 registrant or spouse).

Total value of contributions exceeding \$100 per contributor (from line 1B; list details in Tables 3-6)

- Include ticket revenue, contributions in money, goods and services where the total contribution from a contributor exceeds \$100 (do not include contributions from registrant or spouse).

Less: Ineligible contributions returned or payable to the contributor

- Contributions paid or payable to the clerk, including contributions from anonymous sources exceeding \$25

Total Amount of Contributions (record under Income in Box C)

+ \$

+ \$

+ \$

+ \$

– \$

– \$

= \$ 1A

Part II – Contributions from registrant or spouse

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

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

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

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

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

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

Part III – Contributions exceeding \$100 – contributors other than registrant or spouse

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

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

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

Table 4: Monetary contributions from corporations or trade unions

Name (legal and carrying on business as)	Full Address	President or Business Manager	Authorized Representative	Date Received (yyyy/mm/dd)	Amount Received (\$)	Amount Returned to Contributor or Paid to Clerk (\$)
Total						

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

Table 5: Contributions in goods or services from individuals other than registrant 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 (\$)	Amount Returned to Contributor or Paid to Clerk (\$)
Total					

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

Table 6: Contributions in goods or services from corporations or trade unions
(Note: Must also be recorded as Expenses in Box C.)

Name (legal and carrying on business as)	Full Address	President or Business Manager	Authorized Representative	Description of Goods or Services	Date Received (yyyy/mm/dd)	Value (\$)	Amount Returned to Contributor or Paid to Clerk (\$)
Total							

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

Total for Part III (Add totals from Tables 3-6) (Record 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

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)

+ \$
+ \$
+ \$
+ \$
+ \$

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)

+ \$
+ \$
+ \$
+ \$
+ \$

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

Part IV – Expenses related to fundraising event or activity

Provide details

+ \$
+ \$
+ \$
+ \$
+ \$

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

Schedule 3 – Broadcasters and Publishers

Complete if registrant used a broadcaster or publisher for a third party advertisement.

Table 7: Contact information for broadcasters and publishers used during the third party advertising campaign

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

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

Auditor's Report

Municipal Elections Act, 1996 (Section 88.25)

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

Professional Designation of Auditor

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

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

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

☐ Report is attached

Personal information, if any, collected on this form is obtained under the authority of sections 88.29 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.

Purpose of this form

This form is used to obtain consent to permit public disclosure of specific contact information in addition to public inspection of forms. By completing and submitting this form you authorize the Municipal Clerk (or designate) to include on the Town of Huntsville election website, and make available to any person upon request, the information below with respect to your registration.

Name of Candidate: _____
(Please print full name as included on the Notice of Registration)

I HEREBY ACKNOWLEDGE THAT the Notice of Registration and any associated Form in connection thereto, filed by me contains personal information and I authorize election staff to include on the Town of Huntsville election website and make available to any person upon request, the following information with respect to my candidacy for elected office (only complete the sections you wish to make public):

Address		Suite/Unit No.	
Town		Postal Code	
Home Phone No.		Business Phone No.	
Cell Phone No.		Campaign Office Phone No.	
E-Mail Address:			

Website Address:		
Social Media Platforms	Facebook:	
	X:	
	Instagram:	

Third Party Advertiser

Date

The Clerk collects personal information on this form under the legal authority of the *Municipal Elections Act, 1996*, section 12. The information will be used to post Third Party Advertiser contact information at www.huntsville.ca/election. As stated in the MEA, section 88(5), your information will be filed with the Clerk as a public record and will be available for inspection by any person at the Clerk's Office at a time when the office is open, until the records are destroyed. Questions about this collection can be directed to Clerk, Town of Huntsville, 37 Main Street East, Huntsville, ON P1H 1A1, clerk@huntsville.ca, 705-789-1751.



**ESTIMATED MAXIMUM CAMPAIGN
SPENDING LIMITS – MUNICIPAL COUNCIL
AND SCHOOL BOARD TRUSTEES**

Campaign Spending Limits are estimated for the 2026 Municipal Election based on the number of electors on the Voters' List as of September 15, 2022 as follows:

Office	Estimated Maximum Campaign Expenses Spending Limits	Estimated Maximum Amount of Contributions Own Campaign	Estimated Maximum Amount of Expenses for Parties, etc.
Mayor	\$24,967.50	\$11,610	\$2,496.75
District & Town Councillor	\$22,467.50	\$9,110	\$2,246.75
Councillor, Huntsville and Chaffey Ward	\$14,403.55	\$7,212.60	\$1,440.36
Councillor, Stisted, Stephenson and Port Sydney Ward	\$9,967.40	\$6,168.80	\$996.74
Councillor, Brunel Ward	\$8,096.55	\$5,728.60	\$809.66
Trustee, Trillium Lakelands District School Board (Huntsville / Lake of Bays)	\$28,014.60	No Limit	\$2,801.46

Dated this 1st day of May, 2026

A handwritten signature in black ink, appearing to read "T. Calleja", written over a horizontal line.

Tanya Calleja
Director of Legislative Services/Clerk

Pursuant to the Municipal Elections Act, 1996, the Clerk of the municipality shall provide each candidate with a Certificate of Maximum Campaign Spending Limits within the prescribed time period following Nomination Day, being no later than September 30, 2026, using the number of electors for each respective office as it exists on September 20, 2026. If the estimated maximum campaign spending limit(s) is higher, that value shall be used.



ESTIMATED MAXIMUM SPENDING LIMITS – REGISTERED THIRD PARTY

Spending Limits are estimated for the 2026 Municipal Election based on the number of electors on the Voters List as of September 15, 2022 as follows:

	Estimated Maximum Campaign Expenses Spending Limits	Estimated Maximum Amount of Contributions Own Campaign	Estimated Maximum Amount of Expenses for Parties, etc.
Third Party Advertiser	\$6,027.50	No Limit	\$602.75

Dated this 1st day of May, 2026

A handwritten signature in black ink, appearing to read "T. Calleja", with a checkmark at the end.

Tanya Calleja
Director of Legislative Services/Clerk

Pursuant to the *Municipal Elections Act, 1996*, the Clerk of the municipality shall provide each Registered Third Party Advertiser with a Certificate of Maximum Campaign Spending Limits within the prescribed time period following Nomination Day, being no later than September 30, 2026, using the number of electors for each respective office as it exists on September 20, 2026. If the estimated maximum campaign spending limit(s) is higher, that value shall be used.



NOTICE TO CANDIDATE OF FILING REQUIREMENTS – MUNICIPAL COUNCIL AND SCHOOL BOARD TRUSTEE CANDIDATES

Notice of Filing Requirements

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

- 88.25(1) On or before 2:00 p.m. on the filing date, a candidate shall file with the Clerk with whom the nomination was filed a financial statement and auditor's report, each in the prescribed form, reflecting the candidate's election campaign finances,
- (a) in the case of a regular election, as of December 31 in the year of the election;
 - (b) in the case of a by-election, as of the 45th day after Voting Day.
- (2) If a candidate's election campaign ends as described in paragraph 3 of subsection 88.24(1), the financial statement and auditor's report must reflect the candidate's election campaign finances as of the day the election campaign period ended.
- (3) If an error is identified in a filed financial statement, the candidate may withdraw the statement and, at the same time, file a corrected financial statement and auditor's report on or before the applicable filing date under section 88.30.
- (4) If the candidate's election campaign period continues during all or part of the supplementary filing period, the candidate shall, before 2:00 pm on the supplementary filing date, file a supplementary financial statement and auditor's report for the supplementary reporting period.
- (5) If a candidate's election campaign period ends as described in paragraph 3 of subsection 88.24(1) and the election campaign period continued during all or part of the supplementary filing period, the candidate shall, before 2:00 pm on the supplementary filing date, file a supplementary financial statement and auditor's report for the period commencing on the day the candidate's election campaign period ends and including the six-month period following the year of the election.
- (6) A supplementary financial statement or auditor's report shall include all the information contained in the initial statement or report filed under subsection (1) updated to reflect the changes to the candidate's campaign finances during the supplementary reporting period.
- (7) An auditor's report shall be prepared by an auditor licensed under the *Public Accounting Act, 2004*.
- (8) No auditor's report is required if the total contributions received and total expenses incurred in the election campaign up to the end of the relevant period are each equal to or less than \$10,000.
- (9) At least 30 days before the filing date, the clerk shall give notice of the following matters to every candidate whose nomination was filed with him or her:
- 1. All the filing requirements of this section.



**NOTICE TO CANDIDATE OF FILING
REQUIREMENTS – MUNICIPAL COUNCIL AND
SCHOOL BOARD TRUSTEE CANDIDATES**

-
2. The candidate's entitlement to receive a refund of the nomination filing fee if he or she meets the requirements of section 34.
 3. The penalties set out in subsections 88.23 (2) and 92 (1).
- (10) At least 30 days before the supplementary filing date, the clerk shall give notice of the filing requirements of this section and the penalties set out in subsections 88.23 (2) and 92 (1) to the following candidates:
1. A candidate who notified the clerk under paragraph 4 of subsection 88.24 (1).
 2. A candidate who notified the clerk under paragraph 5 of subsection 88.24 (1).
- (11) The clerk may provide for electronic filing under this section and may establish conditions and limits with respect to electronic filing.
- (12) If the documents required to be filed under this section are not filed by 2 p.m. on the day that is 30 days after the applicable day for filing the documents, the clerk shall accept the documents only for the purpose of making the documents available under subsection 88 (9.1).

Dated this 1st day of May 2026.

A handwritten signature in dark ink, appearing to read "T. Calleja", with a stylized flourish at the end.

Tanya Calleja,
Director of Legislative Services/Clerk



**NOTICE TO CANDIDATE OF PENALTIES UNDER
SUBSECTIONS 88.23(2) AND 92(1) OF THE
MUNICIPAL ELECTIONS ACT AND REQUIREMENTS
FOR REFUND OF FILING FEE – MUNICIPAL
COUNCIL AND SCHOOL BOARD TRUSTEE
CANDIDATES**

As per section 33.1 of the *Municipal Elections Act, 1996*, the clerk shall, before voting day, give to each person nominated for an office **notice of**:

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

Notice of Penalties

- 88.23 (1) A candidate is subject to the penalties listed in subsection (2), in addition to any other penalty that may be imposed under this Act,
- (a) if the candidate fails to file a document as required under section 88.25 or 88.32 by the relevant date;
 - (b) if a document filed under section 88.25 shows on its face a surplus, as described in section 88.31, and the candidate fails to pay the amount required by subsection 88.31 (4) to the clerk by the relevant date;
 - (c) if a document filed under section 88.25 shows on its face that the candidate has incurred expenses exceeding what is permitted under section 88.20; or
 - (d) if a document filed under section 88.32 shows on its face a surplus and the candidate fails to pay the amount required by that section by the relevant date.
- 88.23(2) Subject to subsection (7), in the case of a default described in subsection (1),
- (a) the candidate forfeits any office to which he or she was elected and the office is deemed to be vacant, and
 - (b) until the next regular election has taken place, the candidate is ineligible to be elected or appointed to any office to which this Act applies.
- 88.23(3) In the case of a default described in subsection (1), the clerk shall,
- (a) notify the candidate in writing that the default has occurred;
 - (b) if the candidate was elected, notify the council or board to which he or she was elected in writing that the default has occurred; and
 - (c) make available to the public the name of the candidate and a description of the nature of the default.
- 88.23(4) The clerk shall make available to the public a report setting out all candidates in an election and indicating whether each candidate complied with section 88.25.
- 88.23(5) The report mentioned in subsection (4) shall be made available on a website or in another electronic format as soon as possible after,
- (a) April 30 in the year following a regular election; and



**NOTICE TO CANDIDATE OF PENALTIES UNDER
SUBSECTIONS 88.23(2) AND 92(1) OF THE
MUNICIPAL ELECTIONS ACT AND REQUIREMENTS
FOR REFUND OF FILING FEE – MUNICIPAL
COUNCIL AND SCHOOL BOARD TRUSTEE
CANDIDATES**

(b) 90 days after voting day in a by-election.

- 88.23(6) The candidate may, before the last day for filing a document under section 88.25 or 88.32, apply to the Superior Court of Justice to extend the time for filing the document under that section and, if the court is satisfied there are mitigating circumstances justifying a later date for filing the document, the court may grant an extension for the minimum period of time necessary to enable the candidate to file the document but the court shall not grant an extension of more than 90 days.
- 88.23(7) If a candidate makes an application under subsection (6), the candidate shall notify the clerk in writing before 2 p.m. on the last day for filing a document under section 88.25 or 88.32 that the application has been made.
- 88.23(8) If the court grants an extension under subsection (6), the penalties set out in subsection (2) apply only if the candidate has not filed the document before the end of the extension.
- 88.23(9) The penalties set out in subsection (2) for a default described in clause (1) (a) do not take effect if, no later than 2 p.m. on the day that is 30 days after the applicable day for filing the document, the candidate files the relevant document as required under section 88.25 or 88.32 and pays the clerk a late filing fee of \$500.
- 88.23(10) The late filing fee is the property of the municipality.
-

- 92(1) A candidate is guilty of an offence and, on conviction, in addition to any other penalty that may be imposed under this Act, is subject to the penalties described in subsection 88.23(2),
- (a) if the candidate incurs expenses that exceed the amount determined for the office under section 88.20; or
- (b) if the candidate files a document under section 88.25 or 88.32 that is incorrect or otherwise does not comply with that section.
-

Notice of Refund

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

Dated this 1st day of May 2026

A handwritten signature in dark ink, appearing to read "T. Calleja", with a stylized flourish at the end.

Tanya Calleja
Director of Legislative Services/Clerk



NOTICE TO REGISTERED THIRD PARTY OF FILING REQUIREMENTS AND EFFECT OF DEFAULT

TAKE NOTICE EVERY REGISTERED THIRD PARTY SHALL FILE by 2:00 p.m. on March 30, 2027, with the Clerk with whom the registration was filed, a financial statement and auditor's report in accordance with s.88.29 of the *Municipal Elections Act, 1996*.

Financial Statements

- 88.29(1) On or before 2 p.m. on the filing date, a registered third party shall file with the clerk of the municipality in which he, she or it registered a financial statement and auditor's report, each in the prescribed form, reflecting the registered third party's campaign finances in relation to third party advertisements,
- (a) in the case of a regular election, as of December 31 in the year of the election; and
 - (b) in the case of a by-election, as of the 45th day after voting day.
- 88.29(2) If an error is identified in a filed financial statement, the registered third party may withdraw the statement and, at the same time, file a corrected financial statement and auditor's report on or before the applicable filing date under section 88.30.
- 88.29(3) If the campaign period for the registered third party in relation to an election in the municipality continues during all or part of the supplementary reporting period, the registered third party shall, before 2 p.m. on the supplementary filing date, file a supplementary financial statement and auditor's report for the supplementary reporting period.
- 88.29(4) A supplementary financial statement or auditor's report shall include all the information contained in the initial statement or report filed under subsection (1), updated to reflect the changes to the registered third party's campaign finances during the supplementary reporting period.
- 88.29(5) An auditor's report shall be prepared by an auditor licensed under the *Public Accounting Act, 2004*.
- 88.29(6) No auditor's report is required if the total contributions received and total expenses incurred in the registered third party's campaign in relation to third party advertisements during an election in the municipality up to the end of the relevant period are each equal to or less than \$10,000.
- 88.29(7) At least 30 days before the filing date, the clerk shall give notice of the filing requirements of this section and the penalties set out in subsections 88.27 (1) and 92 (4) to every registered third party that registered in the municipality.
- 88.29(8) At least 30 days before the supplementary filing date, the clerk shall give notice of the filing requirements of this section and the penalties set out in subsections



NOTICE TO REGISTERED THIRD PARTY OF FILING REQUIREMENTS AND EFFECT OF DEFAULT

-
- 88.27 (1) and 92 (4) to every registered third party that gave notice to the clerk under paragraph 4 of section 88.28.
- 88.29(9) The clerk may provide for electronic filing under this section and may establish conditions and limits with respect to electronic filing.
- 88.29(10) If the documents required to be filed under this section are not filed by 2 p.m. on the day that is 30 days after the applicable day for filing the documents, the clerk shall accept the documents only for the purpose of making the documents available under subsection 88 (9.1).
- 88.29(11) As soon as possible after April 30 in the year following a regular election or 75 days after voting day in a by-election, the clerk shall make available to the public on a website or in another electronic format a list of all registered third parties for the election along with an indication of whether each has filed a financial statement and auditor's report under subsection (1).
-

Effect of Default

- 88.27 (1) Subject to subsection (6) and in addition to any other penalty that may be imposed under this Act, an individual, corporation or trade union that is registered as a registered third party in relation to an election in a municipality is not entitled to register in relation to a subsequent election in the municipality until after the next regular election has taken place,
- (a) if the registered third party fails to file a document as required under section 88.29 or 88.32 by the relevant date;
 - (b) if a document filed under section 88.29 shows on its face a surplus, as described in section 88.31, and the registered third party fails to pay the amount required by subsection 88.31 (4) to the clerk by the relevant date;
 - (c) if a document filed under section 88.29 shows on its face that the registered third party has incurred expenses exceeding what is permitted under section 88.21; or
 - (d) if a document filed under section 88.32 shows on its face a surplus and the registered third party fails to pay the amount required by that section by the relevant date.
- 88.27(2) In the case of a default described in subsection (1), the clerk shall notify the registered third party in writing that the default has occurred and shall make available to the public the name of the registered third party and a description of the nature of the default.
- 88.27(3) The registered third party may, before the last day for filing a document under section 88.29 or 88.32, apply to the Superior Court of Justice to extend the time for filing the document under that section and, if the court is satisfied there are

mitigating circumstances justifying a later date for filing the document, the court may grant an extension for the minimum period of time necessary to enable the registered third party to file the document but the court shall not grant an extension of more than 90 days.

- 88.27(4) If a registered third party makes an application under subsection (3), the registered third party shall notify the clerk in writing before 2 p.m. on the last day for filing a document under section 88.29 or 88.32 that the application has been made.
- 88.27(5) If the court grants an extension under subsection (3), the penalty set out in subsection (1) applies only if the registered third party has not filed the document before the end of the extension.
- 88.27(6) The penalty set out in subsection (1) for a default described in clause (1) (a) does not take effect if, no later than 2 p.m. on the day that is 30 days after the applicable day for filing the document, the registered third party files the relevant document as required under section 88.29 or 88.32 and pays the clerk a late filing fee of \$500.
- 88.27(7) The late filing fee is the property of the municipality.

Offences by registered third party

- (4) A registered third party is guilty of an offence and, on conviction, in addition to any other penalty that may be imposed under this Act, is subject to the penalty described in subsection 88.27 (1),
- (a) if the registered third party incurs expenses that exceed the amount determined under section 88.21; or
 - (b) if the registered third party files a document under section 88.29 or 88.32 that is incorrect or otherwise does not comply with that section.

Dated this 1st day of May 2026

A handwritten signature in black ink, appearing to read "Tanya Calleja".

Tanya Calleja
Director of Legislative Services/Clerk



**CERTIFICATE MAXIMUM CAMPAIGN
SPENDING LIMITS – MUNICIPAL COUNCIL
AND SCHOOL BOARD TRUSTEES**

I certify that the Maximum Campaign Spending Limits that a Candidate is permitted to incur in or 2026 Municipal Election is as follows:

Office	Estimated Maximum Campaign Expenses Spending Limits	Estimated Maximum Amount of Contributions Own Campaign	Estimated Maximum Amount of Expenses for Parties, etc.
Mayor			
District & Town Councillor			
Councillor, Huntsville and Chaffey Ward			
Councillor, Stisted, Stephenson and Port Sydney Ward			
Councillor, Brunel Ward			
Trustee, Trillium Lakelands District School Board (Huntsville / Lake of Bays)		No Limit	

Dated this **xx** day of September 2026

Tanya Calleja
Director of Legislative Services/Clerk

Pursuant to the Municipal Elections Act, 1996, the Clerk of the municipality shall provide each candidate with a Certificate of Maximum Campaign Spending Limits within the prescribed time period following Nomination Day, being no later than September 30, 2026, using the number of electors for each respective office as it exists on September 20, 2026. If the estimated maximum campaign spending limit(s) is higher, that value shall be used.



CERTIFICATE MAXIMUM SPENDING LIMITS – REGISTERED THIRD PARTY

I certify that the Maximum Campaign Spending Limits that Registered Third Party is permitted to incur in the 2026 Municipal Election is as follows:

	Estimated Maximum Campaign Expenses Spending Limits
Third Party Advertiser	

Dated this xx day of September 2026

Tanya Calleja
Direct of Legislative Services/Clerk

Pursuant to the Municipal Elections Act, 1996, the Clerk of the municipality shall provide each candidate with a Certificate of Maximum Campaign Spending Limits within the prescribed time period following Nomination Day, being no later than September 30, 2026, using the number of electors for each respective office as it exists on September 20, 2026. If the estimated maximum campaign spending limit(s) is higher, that value shall be used



NOTICE TO CANDIDATE OF FILING REQUIREMENTS – MUNICIPAL COUNCIL AND SCHOOL BOARD TRUSTEE CANDIDATES

Notice of Filing Requirements

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

- 88.25(1) On or before 2:00 p.m. on the filing date, a candidate shall file with the Clerk with whom the nomination was filed a financial statement and auditor's report, each in the prescribed form, reflecting the candidate's election campaign finances,
- (a) in the case of a regular election, as of December 31 in the year of the election;
 - (b) in the case of a by-election, as of the 45th day after Voting Day.
- (2) If a candidate's election campaign ends as described in paragraph 3 of subsection 88.24(1), the financial statement and auditor's report must reflect the candidate's election campaign finances as of the day the election campaign period ended.
- (3) If an error is identified in a filed financial statement, the candidate may withdraw the statement and, at the same time, file a corrected financial statement and auditor's report on or before the applicable filing date under section 88.30.
- (4) If the candidate's election campaign period continues during all or part of the supplementary filing period, the candidate shall, before 2:00 pm on the supplementary filing date, file a supplementary financial statement and auditor's report for the supplementary reporting period.
- (5) If a candidate's election campaign period ends as described in paragraph 3 of subsection 88.24(1) and the election campaign period continued during all or part of the supplementary filing period, the candidate shall, before 2:00 pm on the supplementary filing date, file a supplementary financial statement and auditor's report for the period commencing on the day the candidate's election campaign period ends and including the six-month period following the year of the election.
- (6) A supplementary financial statement or auditor's report shall include all the information contained in the initial statement or report filed under subsection (1) updated to reflect the changes to the candidate's campaign finances during the supplementary reporting period.
- (7) An auditor's report shall be prepared by an auditor licensed under the *Public Accounting Act, 2004*.
- (8) No auditor's report is required if the total contributions received and total expenses incurred in the election campaign up to the end of the relevant period are each equal to or less than \$10,000.
- (9) At least 30 days before the filing date, the clerk shall give notice of the following matters to every candidate whose nomination was filed with him or her:
- 1. All the filing requirements of this section.



**NOTICE TO CANDIDATE OF FILING
REQUIREMENTS – MUNICIPAL COUNCIL AND
SCHOOL BOARD TRUSTEE CANDIDATES**

-
2. The candidate's entitlement to receive a refund of the nomination filing fee if he or she meets the requirements of section 34.
 3. The penalties set out in subsections 88.23 (2) and 92 (1).
- (10) At least 30 days before the supplementary filing date, the clerk shall give notice of the filing requirements of this section and the penalties set out in subsections 88.23 (2) and 92 (1) to the following candidates:
1. A candidate who notified the clerk under paragraph 4 of subsection 88.24 (1).
 2. A candidate who notified the clerk under paragraph 5 of subsection 88.24 (1).
- (11) The clerk may provide for electronic filing under this section and may establish conditions and limits with respect to electronic filing.
- (12) If the documents required to be filed under this section are not filed by 2 p.m. on the day that is 30 days after the applicable day for filing the documents, the clerk shall accept the documents only for the purpose of making the documents available under subsection 88 (9.1).

Dated this 1st day of May 2026.

A handwritten signature in dark ink, appearing to read "T. Calleja", with a stylized flourish at the end.

Tanya Calleja,
Director of Legislative Services/Clerk

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

General

\$

Parties and Other Expressions of Appreciation

\$

Contribution Limit

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)	
	+ \$
	+ \$
	+ \$
	+ \$
	+ \$
	+ \$

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)	
	+ \$
	+ \$
	+ \$
	+ \$
	+ \$
	+ \$

Total Expenses subject to general spending limit

= \$C2

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

	+ \$	
	+ \$	
	+ \$	
	+ \$	
	+ \$	

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

3. Expenses not subject to spending limits

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

Other (provide full details)

	+ \$	
	+ \$	
	+ \$	
	+ \$	
	+ \$	

Total Expenses not subject to spending limits = \$ C4

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

Box D: Calculation of Surplus or Deficit

Excess (deficiency) of income over expenses (Income minus Total Expenses) (C1 – C5)	+ \$	D1
If there is a surplus, deduct any refund of candidate's or spouse's contributions to the campaign	– \$	
Surplus (or deficit) for the campaign		= \$ D2

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

Schedule 1 – Contributions

Part I – Summary of Contributions

Contributions in money from candidate and spouse

+ \$

Contributions in goods and services from candidate and spouse
(include value listed in Table 1 and Table 2)

+ \$

Total value of contributions not exceeding \$100 per contributor

• Include ticket revenue, contributions in money, goods and services where the total contribution from a contributor is \$100 or less (do not include contributions from candidate or spouse).

+ \$

Total value of contributions exceeding \$100 per contributor
(from line 1B; list details in Table 3 and Table 4)

• Include ticket revenue, contributions in money, goods and services where the total contribution from a contributor exceeds \$100 (do not include contributions from candidate or spouse).

+ \$

Less: Ineligible contributions paid or payable to the contributor

Contributions paid or payable to the clerk, including contributions from anonymous sources exceeding \$25

– \$

– \$

Total Amount of Contributions (record under Income in Box C)

= \$1A

Part II – Contributions from candidate or spouse

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

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

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

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

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

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

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

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

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

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

Table 4: Contributions in goods or services from individuals other than candidate or spouse

(Note: Must also be recorded as Expenses in Box C.)

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

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

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

Schedule 2 – Fundraising Events and Activities

Complete a separate schedule for each event or activity held. ☐ Additional schedule(s) attached, if completed manually.

Fundraising Event/Activity

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)

+ \$
+ \$
+ \$
+ \$
+ \$

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)

+ \$
+ \$
+ \$
+ \$
+ \$

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

Part IV – Expenses related to fundraising event or activity

Provide details

+ \$
+ \$
+ \$
+ \$
+ \$

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

Schedule 3 – Broadcasters and Publishers

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

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

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

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

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

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

Professional Designation of Auditor

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

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

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

☐ Report is attached

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

Instructions

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

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

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

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

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

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

Box A: Name of Candidate and Office

Candidate's name as shown on ballot

Last Name or Single Name	Given Name(s)
--------------------------	---------------

Office for Which the Candidate Sought Election	Ward Name or Number (if any)
--	------------------------------

Municipality

Box B: Name of Registered Third Party

Name of Registered Third Party	Municipality
--------------------------------	--------------

Official Representative (if trade union or corporation) Last Name or Single Name	Given Name(s)
---	---------------

Box C: Summary of Expenses

Surplus at Start of Reporting Period **\$** _____ **(A)**

Expenses related to compliance audit (provide full details)

_____	+ \$	_____
_____	+ \$	_____
_____	+ \$	_____
_____	+ \$	_____
_____	+ \$	_____
_____	+ \$	_____

Total Expenses **= \$** _____ **(B)**

Surplus Remaining (A) – (B) **= \$** _____

Amount Paid to Clerk (if applicable) **\$** _____

Box D: Declaration

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

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

Date (yyyy/mm/dd)

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

Notice of Extension of Campaign Period – Form 6

Municipal Elections Act, 1996 (Sections 88.24, 88.28)

Instructions

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

Box A: Name of Candidate and Office

Name of Candidate

Last Name or Single Name

Given Name(s)

Office for Which the Candidate Sought Election

Ward Name or Number (if any)

Municipality

Box B: Name of Registered Third Party

Name of Registered Third Party

Municipality

Official Representative (if trade union or corporation)

Last Name or Single Name

Given Name(s)

Box C: Declaration

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

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

Date (yyyy/mm/dd)

Time Filed

Date Filed (yyyy/mm/dd)

Signature of Clerk or Designate



NOTICE OF DEFAULT CANDIDATE

Name of Candidate
Address

Dear Name of Candidate:

Re: NOTICE OF DEFAULT – *Municipal Elections Act, 1996* (s. 88.23(3))

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

you failed to file documents with the Municipal Clerk as required by Section 88.25 or 88.32 of the *Municipal Elections Act, 1996* on or before the relevant date,

or

you failed to pay the amount of the surplus shown in documents which were filed with the Municipal Clerk by the relevant date as required by Section 88.31(4) of the *Municipal Elections Act, 1996*,

or

a document filed under Section 88.25 of the *Municipal Elections Act 1996* shows on its face that you have incurred expenses exceeding the amount permitted under Section 88.20 of that Act,

or

you failed to pay the amount under s.88.32 and failed to pay the amount required by that section to the Clerk by the relevant date

As such, the following provisions and penalties apply:

TO A SUCCESSFUL CANDIDATE

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

TO AN UNSUCCESSFUL CANDIDATE

- Until the next regular election has taken place, you are ineligible to be elected or appointed to any office to which the *Municipal Elections Act, 1996* applies.

You have received this notice in accordance with Section 88.23(3) of the *Municipal Elections Act, 1996*, which requires the Clerk to notify the candidate **and the council in writing** that the default has occurred.



NOTICE OF DEFAULT CANDIDATE

Dated this _____ day of _____ 2027. (After the filing deadline)

Tanya Calleja
Director of Legislative Services/Clerk

Copy: Huntsville Council (Via Email) if candidate was elected
Huntsville Website (Election Results Page)



**NOTICE OF DEFAULT -
REGISTERED THIRD PARTY**

Name of Registered Third Party
Address

Dear Name of Registered Third Party:

Re: NOTICE OF DEFAULT – *Municipal Elections Act, 1996* (s. 88.27(1))

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

you failed to file documents with the Municipal Clerk as required by Section 88.29 or 88.32 of the *Municipal Elections Act, 1996* on or before the relevant date,

or

you failed to pay the amount of the surplus shown in documents which were filed with the Municipal Clerk by the relevant date as required by Section 88.31(4) of the *Municipal Elections Act, 1996*,

or

a document filed under Section 88.29 of the *Municipal Elections Act 1996* shows on its face that you have incurred expenses exceeding the amount permitted under Section 88.21 of that Act,

or

you failed to pay the amount under s.88.32 and failed to pay the amount required by that section to the Clerk by the relevant date.

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

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

Dated this ____ day of _____ 2027 (After the filing deadline)

Tanya Calleja
Director of Legislative Services/Clerk
Copy: Huntsville Website (Election Results Page)



NOTICE OF REVISION PERIOD

ARE YOU ON THE VOTERS' LIST?

THE 2026 MUNICIPAL ELECTION IS FAST APPROACHING!

Check the list online at www.huntsville.ca/election, or at (705) 789-1751, or at the Municipal Office at 37 Main St. E. during regular business hours.

A person can vote in the Town of Huntsville 2026 Municipal Election if on Voting Day, they,

- Are a Canadian citizen;
- Are at least 18 years old;
- Reside in the Town of Huntsville, or is the owner or tenant of land in the Town of Huntsville or the spouse of such person;
- Are not prohibited from voting by the Municipal Elections Act or other legislation because they:
 - Are serving a sentence of imprisonment in a penal or correctional institution; or
 - Are a corporation; or
 - Are acting as an executor or trustee or in any other representative capacity; or
 - Were convicted of a corrupt practice described in subsection 90 (3), if voting day in the current election is less than five years after voting day in the election in respect of which you were convicted.

IT IS THE RESPONSIBILITY OF THE ELECTOR TO MAKE SURE THEY ARE ON THE VOTERS'S LIST.

Expect your Voter Information Letter in your mailbox in early October. Don't miss out, make sure you are on the list!

The Voting Period begins on October 14, 2026 at 10:00 a.m. and ends on October 26, 2026 at 8:00 p.m.

Tanya Calleja
Director of Legislative Services/Clerk
clerk@huntsville.ca
(705) 789-1751 ext. 2255

Application to Amend Voters' List

Municipal Elections Act, 1996 (s.17, s.24, s.25)

Form EL15

Check only one

☐ add applicant's name to list

☐ correct applicant's information on list

☐ delete applicant's or family member's name from list (☐ deceased ☐ moved ☐ other)

Name of applicant

date of birth

year

month

day

last

first

middle

Qualifying address on voting day

☐ commercial property

At qualifying address, applicant is:

street number & name

apt. #

city

postal code

roll number

(if house apartment, indicate floor level - e.g. basement, 1st floor, etc.)

ward number

voting subdiv.

owner since

tenant since

other since

spouse

unqualified (deleted name only)

date

Previous qualifying address (if applicable)

At previous address, applicant was:

street number & name

apt. #

city

postal code

roll number

(if house apartment, indicate floor level - e.g. basement, 1st floor, etc.)

ward number

voting subdiv.

owner

tenant

other

spouse

Current mailing address of applicant (if different than Qualifying address above)

At mailing address, applicant is:

street number & name

apt. / unit #

city

postal code

owner

tenant

other

spouse

School Support

☐ Applicant is Roman Catholic (includes Greek & Ukrainian Catholics)

☐ Applicant has French Language Education Rights

Applicant wishes to be an elector for the following school board

☐ English-Public (anyone can support English-public)

☐ English-Separate (must be Roman Catholic)

☐ French-Public (must have French Language Education Rights)

☐ French-Separate (must be Roman Catholic & have French Language Education Rights)

I, the undersigned, hereby declare that I am a Canadian citizen, that I have attained the age of eighteen (18) on or before Voting Day, and that on Voting Day, I am entitled to be an elector in accordance with the facts or information submitted on this form, and that I understand the effect thereof. I hereby apply to have my name included or amendments made on the Voters' List in accordance with such facts or information.

signature of applicant

date

This information is collected under authority of s.17, s.24 and s.25 of the *Municipal Elections Act* and s.15 and s.16 of the *Assessment Act* and will be used to determine voter eligibility.

Certificate of Approval (to be completed by Clerk or designate)

☐ Refused (state reason)

☐ Approved

I hereby certify that the Voters' List for said voting subdivision in this municipality shall be amended in accordance with the statement of facts or information contained herein.

signature of clerk or designate

date

MPAC-08/10/06

You must present one **original, certified or notarial copy** of any of the following documents showing your name and qualifying address:

1. An Ontario driver's license	2. An Ontario Health Card (photo card)
3. An Ontario Photo Card	4. An Ontario motor vehicle permit (vehicle portion)
5. A cancelled personalized cheque	6. A mortgage statement, lease or rental agreement relating to property in Ontario
7. An insurance policy or insurance statement	8. A loan agreement or other financial agreement with a financial institution
9. A document issued or certified by a court in Ontario	10. Any other document from the government of Canada, Ontario or a municipality in Ontario or from an agency or such a government
11. Any document from a Band Council in Ontario established under the <i>Indian Act</i> (Canada)	12. An income tax assessment notice
13. A Child Tax Benefit Statement	14. A Statement of Employment Insurance Benefits Paid T4E
15. A Statement of Old Age Security T4A (OAS)	16. A Statement of Canada Pension Plan Benefits T4A (P)
17. A Canada Pension Plan Statement of Contributions	18. A Statement of Direct Deposit for Ontario Works
19. A Statement of Direct Deposit for Ontario Disability Support Program	20. A Workplace Safety and Insurance Board Statement of Benefits T5007
21. A property tax assessment	22. A credit card statement, bank account statement, or RRSP, RRIF, RHOSP or T5 statement
23. A CNIB card or a card from another registered charitable organization that provides services to persons with disabilities	24. A hospital card or record
25. A document showing campus residence, issued by the office or officials responsible for student residence at a post-secondary institution	26. A document showing residence at a long-term care home under the <i>Long-Term Care Homes Act, 2007</i> , issued by the Administrator for the home
27. A utility bill for hydro, water, gas, telephone or cable TV or a bill from a public utilities commission	28. A cheque stub, T4 statement or pay receipt issued by an employer
29. A transcript or report card from a post-secondary school	



APPLICATION FOR REPLACEMENT VOTER INFORMATION LETTER (VIL)

Applications must be completed in full by the applicant. Applications must be accompanied by a legible copy of suitable identification as stipulated in the Identification Requirements for Voters form.

Section A:		
WARD	SCHOOL SUPPORT	ASSESSMENT ROLL #
SURNAME	GIVEN NAMES	BIRTH DATE (YYYY/MM/DD)
QUALIFYING ADDRESS ON VOTING DAY		
REASON FOR REPLACEMENT VIL		
☐ Not received (Continue to Section B)	☐ Used by Imposter (Continue to Section C)	☐ Other (specify)
☐ Owner	☐ Spouse	☐ Tenant
☐ Other (specify)		

Section B: Acknowledgement	
I, the Applicant, hereby acknowledge receipt of a NEW Voter Information Letter provided by the Election Official.	
_____ Signature of Applicant	_____ Date
I, the Election Official, hereby acknowledge that I have provided a NEW Voter Information Letter to the applicant and by doing so, have disabled the previously issued PIN.	
_____ Signature of Election Official	_____ Date

Section C:**DECLARATION OF APPLICANT**

I _____ the undersigned applicant, hereby solemnly declare that I am a Canadian citizen and that I have attained eighteen years of age and that I am entitled to be an elector in accordance with the facts and information submitted above which I declare to be true and correct.

I further solemnly declare that I have not previously voted and will not vote again at this election in this municipality. I understand that any illegal use of my Voter Information will be referred to the Ontario Provincial Police for investigation and understand that I will be required to cooperate fully in any investigation, prosecution or other activities required for this purpose.

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. I further understand that making a false statement is an offence under the *Municipal Elections Act, 1996*, and that I will be subject to prosecution.

A copy of the Police Occurrence Report must accompany this form.

Signature of Applicant

Date

A Commissioner, etc.

**Sworn (Affirmed) before me at the Town of
Huntsville in the District of Muskoka this**

_____ day of _____, 2026.



ORAL OATH AT ELECTION HELP CENTRE

ORAL OATH OF FRIEND OF ELECTOR

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

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

ORAL OATH OF INTERPRETER

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

ORAL OATH OF VOTE WITH ASSISTANCE

I, (name of elector) being an elector entitled to vote in the Town of Huntsville swear or solemnly affirm I require assistance to mark my ballot.



APPOINTMENT AND OATH OF AN ELECTION OFFICIAL

Name of Election Official: _____

The person named above is hereby appointed as an Elections Official in the Town of Huntsville and is hereby delegated the following duties and responsibilities pursuant to the *Municipal Elections Act, 1996*:

- Receive Nomination Papers and Third Party Advertiser Registrations;
- Administer Oaths;
- Issue Voter Information Letters (VIL);
- Approve or deny applications for revision to the Voters' List;
- Assist in the revision of the Voters' list to add, remove or correct Elector information or correct erroneous information;
- Require a person to furnish proof of identity, qualifications or any other matter;
- Assist in the conduct, supervision and management of the Internet and Telephone Voting Procedures;
- Maintain peace and order at the Election Help Centre by removing anyone who is causing a disturbance;
- Assist the Clerk and other Election Officials as required;
- Ensure the Principles of the Election are upheld.

I, the person named above, will:

- Perform my appointed duties honestly, fairly and in compliance with the law.
- Maintain the secrecy of the voting at all times.
- Not interfere nor attempt to interfere with an elector when they are marking their ballot, obtain or communicate any information as to how an elector is about to vote or did vote, or directly or indirectly induce an elector to show their marked ballot to any person.
- Not publicly endorse or support any candidate, including by displaying campaign signage at their residence, attending campaign events, or displaying campaign materials.

Declared before me at the Town of Huntsville this _____ day of _____, 2026.

Municipal Clerk

Election Official



NOTICE OF NOMINATION FOR OFFICE MUNICIPAL COUNCIL

NOTICE is hereby given to the Municipal Electors of the **TOWN OF HUNTSVILLE** that **NOMINATIONS** in the Town of Huntsville may be filed for the offices of:

Mayor	One (1) to be elected at large by all voters in the municipality
District and Town Councillors	Three (3) to be elected at large by all voters in the municipality
Councillor (Huntsville and Chaffey Ward)	Two (2) to be elected by all voters in Huntsville and Chaffey Ward
Councillor (Stisted, Stephenson and Port Sydney Ward)	Two (2) to be elected by all voters in Stisted, Stephenson and Port Sydney Ward
Councillor (Brunel Ward)	One (1) to be elected by all voters in Brunel Ward

Nominations to be filed in Huntsville may be made by completing and filing the prescribed Nomination form in the office of the Municipal Clerk, accompanied by the Declaration of Qualification form, identification showing name, qualifying address, photo and signature, and the prescribed nomination filing fee of \$200 for the Head of Council and \$100 for all other offices. The filing fee is payable by cash, debit, certified cheque, money order or credit card.

A nomination must be signed by the candidate and may be filed in person or by an agent **BY APPOINTMENT ONLY** during regular business hours (8:30 a.m. to 4:30 p.m. weekends and Statutory Holidays excluded) beginning on Friday, May 1, 2026 through to **2:00 p.m.** on Friday August 21, 2026 (Nomination Day).

VOTING DAY is Monday, October 26, 2026

Dated this **XX** day of April 2026.

Tanya Calleja
Director of Legislative Services/Clerk

NOTICE OF NOMINATION FOR OFFICE
SCHOOL BOARD TRUSTEES

NOTICE is hereby given to the Municipal Electors of the **TOWN OF HUNTSVILLE** that **NOMINATIONS** may be filed for the offices of:

Trillium Lakelands District School Board	One (1) to be elected to represent the <u>Town of Huntsville and Township of Lake of Bays</u>	
Nominations are to be filed with the Clerk, Town of Huntsville.		
Simcoe Muskoka Catholic District School Board (Area 5)	One (1) to be elected to represent the <u>District of Muskoka and Parry Sound Area</u> , specifically:	
Town of Bracebridge Town of Huntsville Township of Carling Township of Lake of Bays	Township of McKellar Township of Seguin Town of Gravenhurst Town of Parry Sound	Township of Georgian Bay Municipality of McDougall Township of Muskoka Lakes
Nominations are to be filed with the Clerk, Town of Bracebridge.		
Conseil scolaire public du Nord-Est de l'Ontario (Zone A)	One (1) to be elected to represent:	
Town of Bracebridge Town of Huntsville Municipality of Whitestone Township of Carling Township of Lake of Bays Township of McKellar Township of Seguin Municipality of East Ferris Nipissing Combined Township of McMurrich/Monteith Township of Perry Town of Gravenhurst	Town of Parry Sound Township of The Archipelago Township of Georgian Bay Township of McDougall Township of Muskoka Lakes West Parry Sound Board of Education Municipality of Magnetawan Township of Strong Township of Machar South River Village Town of Kearney Armour Township Township of Nipissing	East Parry Sound Board of Education Township of Papineau-Cameron Mattawan Township Town of Mattawa Calvin Township Township of Bonfield Township of Chisholm Township of Joly Township of Ryerson Municipality of Powassan Municipality of Callander Village of Burks Falls Village of Sundridge
Nominations are to be filed with the Clerk, Municipality of East Ferris. <u>Each</u> municipality located greater than 100 kilometres from the Municipality of East Ferris will receive nominations from individuals residing in their municipality.		
Conseil Scolaire Catholique MonAvenir (Simcoe-Muskoka)	One (1) to be elected to represent:	
City of Barrie Town of Bracebridge Town of Collingwood Town of Huntsville Town of Midland Town of Parry Sound Town of Wasaga Beach Township of Carling Township of Essa Township of Essa – Essa CFB - Part	Township of Lake of Bays Township of McKellar Township of Oro-Medonte Township of Seguin Township of Springwater Township of Tiny City of Orillia Town of Bradford West Gwillimbury Town of Gravenhurst Town of Innisfil	Town of New Tecumseth Town of Penetanguishene Township of Adjala-Tosorontio Township of Clearview Township of Georgian Bay Township of McDougall Township of Muskoka Lakes Township of Ramara Township of Severn Township of Tay
Nominations are to be filed with the Clerk, City of Barrie.		

Nominations to be filed in Huntsville may be made by completing and filing the prescribed Nomination form in the office of the Municipal Clerk, accompanied by the Declaration of Qualification form, identification showing name, qualifying address, photo and signature, and the prescribed nomination filing fee of \$100. The filing fee is payable by cash, debit, certified cheque, money order or credit card.

A nomination must be signed by the candidate and may be filed in person or by an agent **BY APPOINTMENT ONLY** during regular business hours (8:30 a.m. to 4:30 p.m. weekends and Statutory Holidays excluded) beginning on Friday, May 1, 2026 through to **2:00 p.m.** on Friday August 21, 2026 (Nomination Day).

VOTING DAY is Monday, October 26, 2026

Dated this 28th day of April 2026

Tanya Calleja,
Director of Legislative Services/Clerk

AVIS DE MISE EN CANDIDATURE AUX
POSTES DE CONSEILLERS ET
CONSEILLÈRES SCOLAIRES

AVIS est par les présentes donné aux électeurs municipaux de la VILLE DE HUNTSVILLE que les CANDIDATURES peuvent être déposées pour les postes de:

Trillium Lakelands District School Board	Un (1) conseiller (ou une conseillère) scolaire sera élu pour représenter la <u>ville de Huntsville et le Canton de Lake of Bays</u>	
Les candidatures doivent être déposées auprès de la greffière de la ville de Huntsville.		
Simcoe Muskoka Catholic District School Board (Area 5)	Un (1) conseiller (ou une conseillère) scolaire sera élu pour représenter le <u>district de Muskoka et la région de Parry Sound</u> , notamment:	
Ville de Bracebridge Ville de Huntsville Canton de Carling Canton de Lake of Bays	Canton de McKellar Canton de Seguin Ville de Gravenhurst Ville de Parry Sound	Canton de Georgian Bay Municipalité de McDougall Canton de Muskoka Lakes
Les candidatures doivent être déposées auprès de la greffière de la ville de Bracebridge.		
Conseil scolaire public du Nord-Est de l'Ontario (Zone A)	Un (1) conseiller (ou une conseillère) scolaire sera élu pour représenter:	
Ville de Bracebridge Ville de Huntsville Municipalité de Whitestone Canton de Carling Canton de Lake of Bays Canton de McKellar Canton de Seguin Municipalité de East Ferris Nipissing fusionné Canton de McMurrich/Monteith Canton de Perry Ville de Gravenhurst	Ville de Parry Sound Canton de The Archipelago Canton de Georgian Bay Canton de McDougall Canton de Muskoka Lakes West Parry Sound Board of Education Municipalité de Magnetawan Canton de Strong Canton de Machar South River Village Ville de Kearney Canton d'Armour Canton de Nipissing	East Parry Sound Board of Education Canton de Papineau-Cameron Canton de Mattawan Ville de Mattawa Canton de Calvin Canton de Bonfield Canton de Chisholm Canton de Joly Canton de Ryerson Municipalité de Powassan Municipalité de Callander Village de Burks Falls Village de Sundridge
Les candidatures doivent être déposées auprès de la greffière de la municipalité d'East Ferris. <u>Chaque</u> municipalité située à plus de 100 kilomètres de la municipalité d'East Ferris recevra les candidatures des personnes résidant dans leur municipalité respective.		
Conseil Scolaire Catholique MonAvenir (Simcoe-Muskoka)	Un (1) conseiller (ou une conseillère) scolaire sera élu pour représenter:	
Ville de Barrie Ville de Bracebridge Ville de Collingwood Ville de Huntsville Ville de Midland Ville de Parry Sound Ville de Wasaga Beach Canton de Carling Ville d'Essa Ville d'Essa – BFC Essa - Section	Canton de Lake of Bays Canton de McKellar Canton d'Oro-Medonte Canton de Seguin Canton de Springwater Canton de Tiny Ville d'Orillia Ville de Bradford West Gwillimbury Ville de Gravenhurst Ville d'Innisfil	Ville de New Tecumseth Ville de Penetanguishene Canton de Clearview Canton de Georgian Bay Canton de McDougall Canton de Muskoka Lakes Canton de Ramara Canton de Severn Canton de Tay
Les candidatures doivent être déposées auprès de la greffière de la ville de Barrie.		

Les candidatures doivent être faites à Huntsville en remplissant la formule prescrite et en la déposant auprès du bureau du directeur des services généraux/greffière avec une déclaration de qualification, une pièce d’identité avec le nom, l’adresse, le photo, et la signature du candidat ou de la candidate, et les droits prescrits de 100 \$. Les droits de dépôt peuvent être payé en espèces, par carte de débit ou de crédit, par chèque certifié, ou par mandat-poste.

La mise en candidature doit être signée par le candidat ou la candidate et peut être déposée en personne ou par un mandataire **SUR RENDEZ-VOUS SEULEMENT** durant les heures d’ouverture normales (de 8h30 à 16h30, sauf les fins de semaine et les jours fériés), du vendredi 1 mai 2026 jusqu’au vendredi 21 août 2026 à **14h** (jour de déclaration de la candidature).

Le **JOUR DE VOTE** est le lundi 26 octobre 2026

Fait ce xx jour d’avril 2026

Tanya Calleja
Directrice des services législatifs/greffière



NOTICE OF ELECTION

NOTICE is hereby given to the Municipal Electors of the **TOWN OF HUNTSVILLE** that an **ELECTION** will be held on Monday, October 26, 2026 for the offices of:

OFFICE	NAME OF CANDIDATE
Mayor (One (1) to be elected)	
District and Town Councillors (Three (3) to be elected)	
Councillor, Huntsville and Chaffey Ward (Two (2) to be elected)	
Councillor, Stisted, Stephenson and Port Sydney Ward (Two (2) to be elected)	
Councillor, Brunel Ward (One (1) to be elected)	
Trillium Lakelands District School Board Trustee (Huntsville and Lake of Bays) (One (1) to be elected)	
Simcoe Muskoka Catholic District School Board Trustee (Area 5) (One (1) to be elected)	
Conseil scolaire public du Nord-Est de l'Ontario (Zone A) (One (1) to be elected)	
Conseil Scolaire Catholique MonAvenir (Simcoe-Muskoka) (One (1) to be elected)	

I declare the following candidate(s) to be duly elected by acclamation to the office indicated:

OFFICE	NAME OF CANDIDATE

Dated this _____ day of August, 2026.

Tanya Calleja
Director of Legislative Services/Clerk



NOTICE OF INTERNET AND TELEPHONE VOTING

WATCH FOR YOUR VOTER INFORMATION LETTER IN THE MAIL!

Please be sure to follow the instructions carefully! The 2026 Municipal Election will be conducted using Internet and Telephone Voting only.

You can vote anytime between Wednesday, October 14 at 10:00 a.m. and Monday October 26 up to 8:00 p.m.

Here's how to vote by Internet and Telephone:

1. Access the website or phone number listed on your Voter Information Letter.
2. Follow the instructions to enter voter credentials.
3. Follow the prompts to move from one race to the next until the desired votes have been cast.
4. Confirm and submit.

It's that easy!!

If your Voter Information Letter does not arrive in the mail by October **XX**, 2026, electors should visit or call the Municipal Office to verify or correct their status as electors and, if qualified, a Voter Information Letter will be issued.

In person voter assistance using internet and telephone voting will be available at 37 Main Street East on the following dates and times:

Date	Time
Wednesday October 14	10:00 a.m. to 4:30 p.m.
Thursday October 15	9:00 a.m. to 4:30 p.m.
Friday October 16	9:00 a.m. to 6:00 p.m.
Saturday October 17	10:00 a.m. to 2:00 p.m.
Monday October 19, 20, 21, 22	9:00 a.m. to 4:30 p.m.
Friday October 23	9:00 a.m. to 6:00 p.m.
Saturday October 24	10:00 a.m. to 2:00 p.m.
Monday October 26	9:00 a.m. to 8:00 p.m.

Tanya Calleja
Director of Legislative Services/Clerk



DECLARATION OF DESTRUCTION OF RECORDS

FIRST WITNESS

I [REDACTED] state that I was present upon February 24, 2027 and did witness
(Name of Witness) (date)

[REDACTED] destroy all elections records from the municipal election held on October 26, 2026.

(Signature of Witness)

SECOND WITNESS

I [REDACTED] state that I was present upon February 24, 2027 and did witness
(Name of Witness) (date)

[REDACTED] destroy all records from the municipal election held on October 26, 2026.

(Signature of Witness)

CATEGORY OF DOCUMENTS AND OTHER MATERIALS DESTROYED:

- Voter Information Letters (Returned Mail)
- Applications to Amend Voters List
- Application for Replacement Voter Information Letter
- **X**

Certificate of Destruction for all electoral information from the Election System Service Provider to be provided to the Clerk.

The Municipal Clerk shall retain the ballots, ballot information and all other documents and materials related to an election for 120 days after declaring the results of the election under Section 55 and, unless there is a court order that they be retained or recount has been commenced and not finally disposed or, shall then destroy the ballots and ballot information in the presence of two witnesses (s.88). At the time of destroying the ballots pursuant to Section 88, other documents and other materials related to the Election (with the exception of documents filed under Section 88.25) may also be destroyed.



DECLARATION OF ELECTED CANDIDATES

I, Tanya Calleja, Clerk of The Corporation of the Town of Huntsville in the District Municipality of Muskoka declare the following candidates elected as a result of the Municipal Election held on October 26, 2026.

OFFICE	NAME OF CANDIDATE
Mayor	
District and Town Councillors	
Councillor, Huntsville and Chaffey Ward	
Councillor, Stisted, Stephenson and Port Sydney Ward	
Councillor, Brunel Ward	
Trillium Lakelands District School Board Trustee (Huntsville and Lake of Bays)	
Simcoe Muskoka Catholic District School Board Trustee (Area 5)	To be declared by the Clerk, Town of Bracebridge
Conseil scolaire public du Nord-Est de l'Ontario (Zone A)	To be declared by the Clerk, Municipality of East Ferris
Conseil Scolaire Catholique MonAvenir (Simcoe-Muskoka)	To be declared by the Clerk, City of Barrie

Dated this 27th day of October 2026

Tanya Calleja
Director of Legislative Services/Clerk



CERTIFICATE OF ELECTION RESULTS

I, Tanya Calleja, Clerk of The Corporation of the Town of Huntsville in the District Municipality of Muskoka certify that during the Municipal Election held on October 26, 2026, the certified candidates received the votes that follow their respective names:

OFFICE	NAME OF CANDIDATE	NUMBER OF VOTES
Mayor		
District and Town Councillors		
Councillor, Huntsville and Chaffey Ward		
Councillor, Stisted, Stephenson and Port Sydney Ward		
Councillor, Brunel Ward		



CERTIFICATE OF ELECTION RESULTS

OFFICE	NAME OF CANDIDATE	NUMBER OF VOTES
Trillium Lakelands District School Board Trustee (Huntsville and Lake of Bays)		
Simcoe Muskoka Catholic District School Board Trustee (Area 5)		
Conseil scolaire public du Nord-Est de l'Ontario (Zone A)		
Conseil Scolaire Catholique MonAvenir (Simcoe-Muskoka)		

Dated this 27th day of October 2026

Tanya Calleja
Director of Legislative Services/Clerk



CERTIFICATE OF ELECTION OF MEMBERS TO MUSKOKA DISTRICT COUNCIL

Pursuant to Section 232(3) of the *Municipal Act, S.O. 2001, c.25*, I, Tanya Calleja, Clerk of The Corporation of the Town of Huntsville in the District Municipality of Muskoka, do hereby certify that the following were duly elected as members of the Council of The District Municipality of Muskoka for the Term of Office commencing on November 15, 2026:

OFFICE	NAME
Mayor	
District Councillor	
District Councillor	
District Councillor	

Dated this 27th day of October 2026

Tanya Calleja
Director of Legislative Services/Clerk



**CERTIFICATE OF RESULTS – TRILLIUM
LAKELANDS DISTRICT SCHOOL BOARD
TRUSTEE – HUNTSVILLE/LAKE OF BAYS**

I, Tanya Calleja, Clerk of The Corporation of the Town of Huntsville in the District Municipality of Muskoka, do hereby certify that the certified candidates for the Trillium Lakelands District School Board – Huntsville/Lake of Bays in the municipal election held on October 26, 2026, received the votes that follow their respective names:

NAME OF CANDIDATE	NUMBER OF VOTES

Dated this 27th day of October 2026

Tanya Calleja
Director of Legislative Services/Clerk



DECLARATION OF EMERGENCY

Section 12 of the *Municipal Elections Act*, 1996 provides that the Clerk is responsible for the conduct of the municipal election and may provide for any matter or procedure that in the Clerk's opinion is necessary or desirable for conducting the election;

The Clerk may also declare an emergency in accordance with Section 53 of the *Municipal Elections Act*, 1996 if she is of the opinion that circumstances have arisen that are likely to prevent the election being conducted and upon declaring such emergency the Clerk shall make such arrangements as she considers advisable for the conduct of the election, consistent with the principles of the Act;

THEREFORE, I, Tanya Calleja, Clerk of The Corporation of the Town of Huntsville in the District Municipality of Muskoka, declare an emergency under the authority of Section 53 of the *Municipal Elections Act*, 1996 due to: xxxx.

I will make the arrangements of xxxx, as I consider it necessary for the conduct of the 2026 Municipal and School Board Election.

Dated this _____ day of October, 2026.

Tanya Calleja
Director of Legislative Services/Clerk