



2026 Candidates Information Package



Please Read the Contents Carefully

Dear Potential Candidate,

Serving the public as an elected official requires a **four** (4) year commitment of considerable time and energy. You are getting ready to embark on a journey that will be both rewarding and frustrating. If you are a first time candidate, you will find running for office to be a challenging and exciting experience. We hope that with this package, your trip through the election process will be a little easier.

The *Municipal Elections Act* sets out in detail the requirements to be met by candidates for office. These requirements have been summarized for your convenience. We urge you to obtain your own updated copy of the *Municipal Elections Act* which can be downloaded from the Ministry's web at www.e-laws.gov.on.ca or purchased from the Ontario Government Bookstore.

It is most important to note that the contents of this package are intended only as a guide to certain provisions of relevant legislation and do not purport to recite all applicable statutory references.

Prospective candidates must satisfy themselves, through their own determination, that they are qualified as an elector and have complied with the election financing regulations.

As this election year progresses, additional information will be available regarding the specifics of the election process. We will be providing you with this information as soon as it becomes available or at the appropriate time in the process. All questions from the public requesting information regarding the election process, should be directed to the Clerk's Division for a response. **You are advised to read the enclosed material carefully.** It is important that you are aware of your responsibilities as a candidate.

Please do not hesitate to contact me with any questions you may have about the election process. Best wishes for a successful campaign!

Yvonne Aubichon, Clerk

Township of Oro-Medonte
(705) 487-2171
yaubichon@oro-medonte.ca

Please refer to Item #28 of the Nomination documents for Candidates' Information Sessions provided for additional assistance.

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Important Dates, Times and Information

| | |
|-------------------------------------|--|
| Nomination Period: | From Friday, May 1, 2026 (8:30 a.m. to 4:30 p.m.) to Friday, August 21, 2026 at 2:00 p.m. |
| Nomination Day: | Nominations accepted on Friday, August 21 2026, from 9:00 a.m. to 2:00 p.m. |
| Certification of Candidates: | On August 24, 2026, nominations will be certified or rejected by the Clerk and a List of Certified Candidates posted by 4:00 p.m. |
| Revision Period: | Clerk's revisions to the Voter's List on or before September 1, 2026 |
| Voting Period: | Wednesday, October 14, at 10:00 a.m. to Monday, October 26 at 8:00 p.m. |
| Internet/Telephone Voting: | Requires no Voting Stations for the 2026 election. Electors vote by internet or telephone from anywhere with internet or telephone access, including the comfort of their own home . Voter Help Centre(s) will be provided for those electors who did not receive a Voter Information Letter or who require assistance to vote. |
| Please Note: | Only those electors who have not received a Voter Information Letter or those who require assistance to vote should attend a Voter Help Centre. |
| Voter Help Centres | Shall be open during the "voting period" as follows for those electors who did not receive a Voter Information Letter and therefore need to register to vote or who require assistance to vote: |

Township Administration Centre (148 Line 7 S.)

- Weekdays from October 14 to 23, 2026 from 10:00 a.m. to 4:30 p.m.
- Thursday, October 15 from 10:00 a.m. to 8:00 p.m.
- Saturday, October 24 from 10:00 a.m. to 2:00 p.m.
- Monday, October 26, 2026 Election Day from 10:00 a.m. until 8:00 p.m.

Simcoe Woods Community Centre (737 Horseshoe Valley Rd W.)

- Weekdays from October 14 to 23, 2026 from 10:00 a.m. to 4:30 p.m.
- Saturday, October 17 from 10:00 a.m. to 2:00 p.m.
- Thursday, October 22 from 10:00 a.m. to 8:00 p.m.
- Monday, October 26, 2026 Election Day from 10:00 a.m. until 8:00 p.m.

Frequently Asked Questions and General Information

What is the Voting Method?

Internet/Telephone Voting are the two voting methods being utilized for the 2026 Election. **(Please note: there will be no paper ballots this election).**

What is the Term of Office?

A four (4) year term of office is served by the Township of Oro-Medonte Council and School Board Trustees from November 15, 2026 ending November 14, 2030.

Who can be a candidate?

Municipal Council

Any person who is qualified to be a voter in the Township of Oro-Medonte's 2026 Municipal Election is also eligible to be a candidate for office. That means, on the day that you submit your Nomination papers, you must be qualified to hold that office.

Candidates for the offices of Mayor, Deputy Mayor and Councillor must meet the same criteria as eligible voters or electors. You must be:

- A resident of the Township of Oro-Medonte, or an owner or tenant of land in the Township of Oro-Medonte, or the spouse or same sex partner of such an owner or tenant;
- A Canadian citizen;
- At least 18 years old;
- Not prohibited from voting by law.

School Board Trustee

A candidate for a school board trustee must, upon nomination, be a qualified municipal elector and fulfill all of the following requirements:

- A resident within the jurisdiction of the board;
- A supporter of the board;
- A Canadian citizen;
- At least 18 years old.

In order to be considered for declaration as a legally qualified municipal candidate for the 2026 Municipal and School Board Election, you must file Nomination papers in-person, **by appointment only**, with the Clerk's office. Nominations may be filed during the nomination period of **May 1 to August 20, 2026**, between the hours of **8:30 a.m. and**

4:30 p.m., Monday to Friday and then on **Nomination Day, Friday, August 21, 2026**, between the hours of **9:00 a.m. to 2:00 p.m.** To make an appointment please contact:

The Township Office at 705-487-2171 and ask for the Clerk's Division.

Please note: that if you were a candidate in the 2022 Municipal Election and failed to file a financial statement, you are ineligible to be elected or appointed to any office, until the 2030 Municipal Election.

Offices to be Elected:

Mayor – One (1) to be elected at large.

Deputy Mayor – One (1) to be elected at large.

Councillors – One (1) to be elected for **each** of the 5 Wards.

School Board Trustees

English Public Trustee – One (1) to be elected representing the Townships of Oro-Medonte and Springwater.

English Separate Trustee – One (1) to be elected representing the City of Orillia and Townships of Oro-Medonte, Ramara and Severn.

French Public Trustee – One (1) to be elected representing the Counties of Bruce, Grey, Dufferin and Simcoe, including the Cities of Orillia and Barrie.

French Separate Trustee – One (1) to be elected representing the Region of Simcoe-Muskoka.

How does a candidate choose which ward to run in? Do you have to live in the ward you Are running for?

A candidate can run for office in the ward of their choice. You do not have to live in the same ward you are running in; however, you do have to vote for the candidates running in the ward in which you reside. For example, if you live in Ward 4, but are running in Ward 5, you must vote in Ward 4.

What are the responsibilities of these electoral offices?

The **Mayor** serves as head of the Township, chairs meetings of Council and is responsible to provide leadership and act as a spokesperson to the public and work with other levels of government which **includes a seat on the County of Simcoe Council.**

The **Deputy Mayor** is responsible for chairing Development Services Committee Meetings and provides leadership and acts as a spokesperson to the public in the absence of the Mayor.

Council is made up of 7 members - one (1) Mayor, (1) Deputy Mayor, and five (5) Ward Councillors who are the primary decision-making body for the Township. Council relies on reports from its staff and the recommendations of its Committees to make decisions. The role of Council is to represent the residents of the Township of Oro-Medonte as a whole, direct policy development and adopt by-laws or resolutions based on these policies.

Each Ward Councillor is responsible for representing their ward on Council while also, working together with the Mayor, Deputy Mayor and Council as the primary decision-making body acting in the broader public interest for the Township as a whole.

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

- (a) to represent the public and to consider the well-being and interests of the municipality;
- (b) to develop and evaluate the policies and programs of the municipality;
- (c) to determine which services the municipality provides;
- (d) to ensure that administrative policies, practices and procedures and controllership policies, practices and procedures are in place to implement the decisions of council;
- (d.1) to ensure the accountability and transparency of the operations of the municipality, including the activities of the senior management of the municipality;
- (e) to maintain the financial integrity of the municipality; and to carry out the duties of council under this or any other Act.

Per Section 225 of the Municipal Act, 2001, the role of Head of Council (or Mayor) is:

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

What is the time commitment if I am elected?

The Mayor is not only committed to Township duties, but also committed to Council and Committees as appointed by the County of Simcoe.

The Deputy Mayor will have commitments to Township duties, and also fulfill Mayoral commitments in the absence of the Mayor.

The time commitment varies from individual to individual and can depend upon the Councillor's employment circumstances. A Councillor can expect to devote time for a minimum of three daytime or evening meetings per month along with various duties on outside Committees as appointed by Council. This would include:

- ✓ Council Meetings – 2 per month (second and fourth Wednesday)
- ✓ Special Council/Emergency Meetings – At the call of the Chair
- ✓ Development Services Committee – 1 each month followed by a Council Meeting to ratify the decisions of the Committee (1st Wednesday of each month)
- ✓ Below is a list of current Township committees to which Members may be appointed to:
 - Heritage Committee (3rd Monday each month)
 - Joint Accessibility Advisory Committee (quarterly and coordinated through the County of Simcoe)
 - Human Resources Committee (coordinated through the CAO)
 - Traffic Safety Advisory Committee (quarterly, 3rd Thursday)
 - Citizen/Senior of the Year Advisory Committee (1 meeting annually)
- ✓ Additional Boards/Committees that Members may be appointed to, may include, but are not limited to, the following:
 - Barrie Area Physician Recruitment
 - County Council Alternate
 - Lake Simcoe Region Conservation Authority
 - Nottawasaga Valley Conservation Authority
 - Orillia & Area Physician Recruitment
 - Orillia Chamber of Commerce
 - Oro-Medonte Chamber of Commerce
 - Severn Sound Environmental Association
 - Top Aggregate Producing Municipalities of Ontario
 - Orillia Public Library Board
 - Orillia & Lake Country Tourism
- ✓ Couchiching OPP Detachment Board Telephone calls and contact with constituents
- ✓ Agenda review
- ✓ Reading and research time

School Board Trustee information on responsibilities can be provided by the applicable School Board Administration as follows:

English Language Public Trustee

(705) 728-7570
www.scdsb.on.ca

English Language Separate Trustee

705-722-3555
www.smcdsb.on.ca

French Language Public Trustee

(416) 614-0844
www.csviamonde.ca

French Language Separate Trustee

(416) 397-6564
www.cscmonavenir.ca



How do I file my Nomination Papers?

Candidates or their agent must file their nomination papers in-person, **by appointment only**, at the Office of the Clerk (148 Line 7 South), beginning on **Friday, May 1, 2026 to August 20, 2026** between the hours of **8:30 a.m. and 4:30 p.m.** and on **Nomination Day Friday, August 21, 2026 from 9:00 a.m. to 2:00 p.m.**

Electronic or Faxed nomination papers **will not** be accepted (*please pay close attention to the deadline above*).

The nomination papers must be completed in full and include:

- Identification suitable to the Clerk (Driver's licence, passport, health card, etc.)
- Nomination Paper (Form 1)
- Twenty-five (25) Endorsement with original signatures on the prescribed form (Form 2) from individuals who are eligible to vote in the Township. (Extra signatures are recommended)
- Application filing fee
 - \$200 for Office of Mayor/Head of Council and Deputy Mayor
 - \$100 for Office of Ward Councillor
- Consent to Release Personal Information
- Candidate's Declaration Use of Voter's List
- Notice of Electronic Communications

Note: Candidate's portion of the forms may be completed in advance of filing.

Can I withdraw my nomination?

Yes, the last day to withdraw a nomination is **Friday, August 21, 2026 by 2:00 p.m.**

When does my campaign period begin?

The election campaign period for candidates begins the day their nomination papers are

filed and ends on December 31, 2026.

Note: A candidate **cannot** accept campaign contributions or make contributions to their own campaign before their nomination papers are filed.

When will my candidacy be made public?

The list of candidates who have filed their nominations will be updated by 3:00 p.m. daily on the Township's election webpage. **What am I allowed to spend on my campaign?**

Please refer to the "**Candidates Financial Reporting**" document contained in your information package.

There are limits on the amount a candidate may spend during the campaign period. The limit on campaign expenses is based on a formula related to the number of electors entitled to vote for the office:

| | |
|---------------------------|---|
| Mayoral Candidates | \$7,500 + .85 cents per elector |
| Councillor & School Board | \$5,000 + .85 cents per elector (entitled to vote for that Candidates office) |

Please refer to the estimated campaign expense document included in this package for the total permitted expenses.

What am I allowed to contribute to my own campaign?

There is also a maximum amount that a candidate or their spouse may contribute to their own campaign during the campaign period in accordance with the following formula related to the number of electors entitled to vote for the office:

| | |
|---------------------------|---|
| Mayoralty Candidates | \$7,500 plus .20 cents for each elector entitled to vote for the office |
| Councillor & School Board | \$5,000 plus .20 cents for each elector entitled to vote for the office |

Please refer to the preliminary calculations for contributions to your own campaign included in this package for the totals.

Accepting Campaign Contributions

The *Municipal Elections Act* provides for the following:

- Contributions **cannot** be accepted until the nomination papers have been filed and the person is a candidate for the election
- Only persons who normally reside in Ontario or the candidate and his or her spouse are allowed to contribute to a campaign.
- A contributor shall not make contributions exceeding a total of \$1,200. to any one candidate in an election.

What are my financial obligations during and after my campaign?

- ✓ You must file a Nomination Form **before** you collect or spend any funds.
- ✓ You should open a separate bank account immediately upon filing your
 - nomination papers. All contributions and expenses should go into this account (see Memo to Financial Institutions included in this package for assistance).
- ✓ Your campaign period runs from the day you file your Nomination Form until December 31, 2026 (*some exceptions may apply*).
- ✓ Please keep all receipts for contributions or spending for your financial reporting.
- ✓ There may be penalties if you do not file a Financial Statement with the Clerk
 - prior to **March 31, 2027**.
- ✓ There is a financial statement Form 4 included in this package for your reference.

Current Members of Council as Candidates

As leaders of this community, all members of Council are held to the highest standards of conduct and ethical behaviour. In practical terms, this obligation requires that during a municipal election year, all members of Council that are also candidates must avoid any conflict between personal interest and official duties, and any potential conflict to be resolved in favour of public interest. While the business of the Township of Oro-Medonte must continue to be carried out during the entire term of Council, members are responsible to ensure that corporate resources are not used for any election-related purpose.

Can I use the Township logo on my campaign material?

Use of any corporate logo, crest or images by candidates on signs, brochures, websites or any other election related material is **strictly prohibited**. The reason for this prohibition is to remove any suggestion that the Township supports or otherwise endorses any candidate, campaign material or statements made by candidates.

Election Signs

The Township of Oro-Medonte Election Sign By-law is included in this package for your review. Please contact the Clerk's Office if you have any questions.

When is the Council Inauguration Meeting/Ceremony?

Unless otherwise advised, the Council Inauguration Meeting/Ceremony is scheduled to be held on the fourth Wednesday in November at 7:00 p.m. in the Council Chambers,

When is the first working meeting?

As the schedule of meetings will be determined by the newly elected Council, the date of the first working meeting will be provided to you during orientation.

How should I address questions from the public regarding the election process?

All questions from the public regarding information pertaining to the election process should be directed to the Clerk's Division.

What is the Elect Respect Pledge?

The Elect Respect Pledge was unanimously passed by the Township of Oro-Medonte Council on November 26, 2025 as a commitment to promote civility, respect, and safety in political and public life, encouraging individuals to reject harassment and focus on constructive dialogue. Candidates are encouraged to take the pledge through the online link, to demonstrate their commitment to the Elect Respect movement

How do I contact the Clerk's Division?

For more information on all election matters, you may contact the Township of Oro-Medonte Clerk's Division, Monday to Friday, from 8:30 a.m. to 4:30 p.m. at:

Township of Oro-Medonte Administration
Office 148 Line 7 South, Oro-Medonte
(705) 487-2171

List of Nomination Documents

1. 2026 Candidates Letter (*please read carefully*). (Online)
2. Nomination Papers (Form 1) (Online)
3. Endorsements of Nomination (Form 2) (Online)
4. Candidates Guide for Council & School Board Elections (Online)
5. Candidates Guide to Accessible Elections (Online)
6. Accessible Communication Practices (Online)
7. By-law No. 2025-128 – Election Signs (Online)
8. By-law No. 2025-092 – Establish New Wards (Online)
9. By-law No. 2026-042– Remuneration of Council & Local Boards/Committees (Online)
10. Ward Map (Online)
11. Ward 1 Map (Online)
12. Ward 2 Map (Online)
13. Ward 3 Map (Online)
14. Ward 4 Map (Online)
15. Ward 5 Map (Online)
16. Municipal Conflict of Interest Act (Online)
17. POL-ADM-11 Use of Corporate Resources for Election Purposes Policy (Online)
18. POL-ADM-20 Corporate Communications During an Election Year Policy (Online)
19. POL-ADM-24 Code of Conduct for Council & Local Boards (Online)
- 20.A Council Estimated Campaign Expenses / Contributions to Own Campaign (Online)
- 20.B School Board Estimated Campaign Expenses / Contributions to Own Campaign (Online)
21. Financial Statements (Form 4) (Online)
22. Notice of Filing Requirements and Penalties (Hard Copy/Online)
23. Letter to Financial Institution re: Election Bank Account (Hard Copy/Online)
24. Scrutineer Guidelines (Online)
25. Request for Voters' List (Online/Hard Copy) (Requires Signature)
26. Notice of Electronic Communications (Online/Hard Copy) (Requires Signature)
27. Release of Confidential / Personal Information (Online/Hard Copy) (Requires Signature)
28. Candidates Information Session (Online)
29. County of Simcoe re: Info for Mayoral Candidates (Online/Pending Legislative Change)
30. Internet/Telephone Voting Procedures (Online)
31. County of Simcoe Sign By-law (Online)
32. Elect Respect Pledge (Online)

All documents required for the submission of Nomination Papers are available on the Township's website at www.oro-medonte.ca – paper copies may be supplied by the Clerk's Division upon request.