



# 2026 MUNICIPAL ELECTION

## CANDIDATE INFORMATION PACKAGE

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# 1.0 CANDIDATE GUIDE FOR MUNICIPAL ELECTIONS

The Township of Wilmot Clerk’s Office has prepared this information package for those seeking election or re-election for Municipal Council or School Board Trustee on October 26, 2026. It is general in nature. Candidates should refer to the Municipal Act, 2001 or Municipal Elections Act, 1996 (MEA) for specific provisions.

The Ontario Ministry of Municipal Affairs and Housing publishes a [Candidates’ Guide for Municipal & School Board Elections](#). It is recommended that you consider this, and the applicable legislation, as your first source of information.

## 2.0 OFFICES TO BE ELECTED

### Township of Wilmot Council

- Mayor – one (1) to be elected
- Councillor – Ward 1 – one (1) to be elected
- Councillor – Ward 2 – one (1) to be elected
- Councillor – Ward 3 – one (1) to be elected
- Councillor – Ward 4 – one (2) to be elected

A candidate can run for office in the Ward of their choice, not necessarily the Ward in which they reside. However, the candidate must vote from the address at which they reside.

### Nomination Filing Location and Number of Offices to be Elected for School Board Elections:

Filing Location	Offices to be Filled	Office
City of Waterloo Clerk’s Office	3	Waterloo/Wilmot Trustee – Waterloo Region District School Board
City of Kitchener Clerk’s Office	4	Kitchener/Wilmot Trustee – Waterloo Catholic District School Board
City of London Clerk’s Office	1	Sector 9 – Huron, Middlesex, Perth, Waterloo, Wellington Trustee – Conseil scolaire Viamonte (French Public School Board)
City of Kitchener Clerk’s Office	1	Waterloo Region, Brant, Haldimand, Norfolk Trustee – Conseil scolaire catholique MonAvenir (French Separate School Board)

## 3.0 ELIGIBILITY – MUNICIPAL ELECTION

Refer to Section 256-258 of the Municipal Act, 2001; Section 17 & 29-30 of the MEA

## Eligible & Ineligible Candidates

### Eligible Candidate

- A person must be eligible to hold office on the day they file for nomination
- Every person qualified **to be an elector** is qualified to hold office as long as they are not disqualified by the Municipal Act or any other Act
- Canadian Citizen, resident, owner, tenant (or spouse of) of land in the municipality

### Ineligible Candidate

- An employee who has not taken an unpaid leave of absence and resigned (see below), a judge of a court, MP, MPP, Senator or an inmate serving a sentence in a penal or correctional institution
- Any person not qualified **to be an elector**

### Qualified Elector

- On Voting Day, resides in or is the owner or tenant (or spouse of) of land in the municipality
- Is a Canadian Citizen
- Is at least 18 years old
- Despite the definition of “owner or tenant” and “tenant” in Section 17 of the Municipal Elections Act, the province may make Regulations that specify the circumstances in which a person is, and is not, considered to be a tenant for the purposes of the Act
- See Section 8 of this guide for additional information about qualified voters

At the time of filing of Nomination Papers, candidates must complete the Declaration of Qualification.

### Municipal Employees

- A municipal employee must take unpaid leave of absence before they file for nomination
- If they are elected, they must resign from their job. They cannot work for a municipality and be on its council at the same time
- A volunteer firefighter as defined in the Fire Protection and Prevention Act, 1997 is not considered an employee

## 4.0 ELIGIBILITY – SCHOOL BOARD ELECTION

Refer to Section 219 of the Education Act; Section 30 of the MEA

In order to run for a trustee position on a school board, a person must be a resident within the jurisdiction of the Board, and eligible to vote in a school board election. On the day they file their Nomination Paper, they must be a Canadian Citizen aged 18

years or older. They must also meet any other qualifications to vote for the school board (i.e. being a Roman Catholic or hold French language rights).

If a person is an employee of any Ontario school board and they wish to run for a trustee position, they must take an unpaid leave of absence before they file their Nomination Paper. If they are elected, they must resign from their job. They cannot work for a school board or be a trustee in Ontario at the same time.

## 5.0 NOMINATION PROCEDURES

Refer to Section 33 of the MEA

See the [Candidates' Guide for Municipal & School Board Elections](#) for specific information about filing your nomination, the nomination fee, endorsement signatures, deadlines, withdrawing or changing the nomination, acclamations and what happens if not enough nominations are filed with the Clerk.

### Nomination Filing Location and Number of Offices to be Elected (s.32 of the MEA):

Filing Location	Offices to be Filled	Office
Wilmot Municipal Clerk's Office	1	Mayor
	1	Councillor – Ward 1
	1	Councillor – Ward 2
	1	Councillor – Ward 3
	2	Councillor – Ward 4
City of Waterloo Clerk's Office	3	Waterloo/Wilmot Trustee – Waterloo Region District School Board
City of Kitchener Clerk's Office	4	Kitchener/Wilmot Trustee – Waterloo Catholic District School Board
City of London Clerk's Office	1	Sector 9 – Huron, Middlesex, Perth, Waterloo, Wellington Trustee – Conseil scolaire Viamonte (French Public School Board)
City of Kitchener Clerk's Office	1	Waterloo Region, Brant, Haldimand, Norfolk Trustee – Conseil scolaire catholique MonAvenir (French Separate School Board)

### Joint Region of Waterloo Candidate Information Session

A joint Region of Waterloo Candidate Information Session is scheduled for Wednesday April 23, 2026. The Township of Wilmot Clerk will be available to answer questions regarding the nomination process.

#### Joint Region of Waterloo Candidate Information Session

Wednesday April 23, 2026 – 5:00PM

Ken Seiling Museum, 10 Huron Rd, Kitchener ON

## Campaign Resources – AMO

The “Health Democracy Project”, spearheaded by AMO (Association of Municipalities of Ontario), provides resources to citizens, candidates and municipalities to foster a healthier municipal democracy and participation in local government.

- [Leading with Respect Handguides](#) – promotes civility in local government
- [Turn Up the Turnout](#) – provides resources to increase voter participation
- [Local Democracy Solutions Bank 2.0](#) – is a catalogue of candidate resources
- [Lead Where you Live](#) – is a guide for anyone considering running in the 2026 municipal election.
- [Stronger Leaders, Stronger Communities](#) – Online (Zoom) Workshop
  - Session 1 – Finding Your Why (no longer offered)
  - Session 2 – Praise Your Rivals – Managing Conflict and Building Relationships (no longer offered)
  - Session 3 – What Matters Most – Prioritizing Mental Health and Wellbeing (no longer offered)
  - Session 4 – Building Your Movement – Turning Values into Action (April 1, 2026)
  - Running for Municipal Office – Everything You Need to Know as an Underrepresented Candidate (April 8, 2026)
  - An Information Session for Youth Considering Running for Municipal Office (April 15, 2026)
  - An Information Session for Urban Indigenous Peoples’ Considering Running for Municipal Office (April 9, May 6, June 3)

## Nomination Forms and Filing Information

**It is strongly recommended that Candidates make an appointment with the Municipal Clerk to file for nomination.** Candidates are advised to refer to the “Candidate’s Nomination Checklist”, “Candidate Information Package” and all required forms available by:

- Downloading them from the website; or
- Visiting the Municipal Clerk’s Office

File nominations starting Friday May 1, 2026, until Thursday, August 20, 2026 (during regular office hours) and on Friday August 21, 2026 (between 9:00 a.m. and 2:00 p.m.).

Nominations must be submitted on the “Nomination Paper” PR Form 1 and filed with the Municipal Clerk or designate in the following manner:

- In person or through an agent;
- During the dates and hours mentioned above;
- With “Endorsement of Nomination” PR Form 2 endorsed by 25 people eligible to vote for the office;
- With the “Declaration of Qualifications – Council” Form EL18(A) signed by the person being nominated;

- With the prescribed nomination fee of \$200.00 for Head of Council and \$100.00 for all other offices – the filing fee shall be paid by cash, certified cheque, money order or by debit machine;
- With proof of identity and residence as prescribed in O. Reg. 304/13 and proof of citizenship satisfactory to the Clerk.

No electronically transmitted nomination related forms will be accepted. Original signatures are required on all nomination related forms.

### **Candidate Nomination – Additional Materials**

At the meeting with the Municipal Clerk, the Municipal Clerk will review the following additional materials:

- Offering the Candidate to sign and submit the
  - Notice of Collection and Consent to Release Personal Information Form
  - Declaration of Proper Use of the Voters' List
- Providing the Candidate with:
  - Estimated Maximum Campaign Expenses
  - Estimated Maximum Contributions to Own Campaign
  - Estimated Maximum Amount of Expenses for Parties, etc. After Voting Day
  - Notice of Penalties and Corrupt Practices
  - Notice of Financial Filing Requirements

The Municipal Clerk may also provide the Candidate with forms, manuals, guides, corporate policies for reference or future use.

For Candidates seeking the position of Mayor, the Regional Clerk has issued a “Notice of Police Record Check” required by the Fixing Long Term Care Act, 2021. While a copy of this notice will be provided at the nomination meeting, it is the responsibility of the Candidate to obtain a copy, read, understand and act in accordance with the Notice.

### **Endorsement of Nomination**

Refer to Section 33 of the MEA

Any person wishing to run for Council (not school board) must submit the original signatures of 25 voters using Endorsement of Nominations PR Form 2. Eligible voters may endorse more than one nomination. The individuals providing the signature will each have to sign a declaration stating that they are eligible to vote in the municipality on the day that they sign the endorsement. It is recommended that Candidates obtain more than the required 25 signatures on Form 2.

Persons endorsing a Candidate’s nomination should be made aware the Form 2 will be posted on the municipal website and is considered a public document.

If the candidate files Nomination Papers and then changes their mind and decides to run for a different office on the same Council, they are not required to submit new signatures.

## **Withdrawing a Nomination**

Refer to Section 36 of the MEA

Candidates may withdraw their Nomination by filing, in person, a “Withdrawal of Nomination” Form EL19 with the Municipal Clerk before 2:00 p.m. on Nomination Day (Friday, August 21, 2026) if the person was nominated on or before Nomination Day; and before 2:00 p.m. on the Wednesday following Nomination Day (August 26, 2026), if the person was nominated under Section 33(5) – Additional Nominations. The withdrawal shall be noted on the Unofficial List of Candidates.

## **Certified Candidates**

Refer to Section 35 and 37 of the MEA

After **Nomination Day (August 21, 2026)**, if satisfied that the candidate is qualified to be nominated, the Clerk shall certify the Nomination by signing the Nomination Paper.

The Clerk must examine and certify (or reject) all nominations by **4PM on Monday August 24, 2026**. The Clerk must declare any candidates elected by acclamation at the same time.

The final list of Certified Candidates will be posted at the Municipal Office and on the website using the “Official List of Certified Candidates” Form LC05.

If the Clerk rejects a nomination, notice will be provided as soon as possible to the individual seeking nomination and to all candidates. The Clerk’s decision to certify or reject a nomination is final.

If, at **4PM on Monday August 24, 2026** the number of certified candidates for an office is the same as or less than the number to be elected, the Clerk shall immediately declare the candidate or candidates as elected by acclamation.

If the number of nominations certified for an office is less than the number of persons to be elected to an office, additional nominations may be filed between 9AM and 2PM on the Wednesday following Nomination Day.

## **6.0 CAMPAIGNING**

See the [Candidates’ Guide for Municipal & School Board Elections](#) for provincial regulations relating to campaigning and campaign finances. The provincial Guide provides information regarding record keeping, bank accounts, contributions, fundraising, expenses, inventory, the Financial Statement and surplus/deficits.

### **Campaign Period**

Refer to Section 88.24 of the MEA

- Campaign Period begins on the date that Nomination Papers are filed

- Campaign Period ends on **December 31, 2026** unless the nomination was withdrawn, the candidate was not certified or the campaign is extended to pay down a deficit
- Candidates can start campaigning after the Nomination Paper is filed

## **Campaigning**

Refer to Section 88.3 of the MEA

## **Responsibility for Information**

Information published on advertising and campaign material is the responsibility of the Candidate or Registered Third Party. The municipality takes no responsibility for the accuracy and completeness of information provided in campaign materials.

## **Authority of the Clerk**

If the Municipal Clerk is satisfied that there has been a contravention of the Act (i.e. Candidates' election campaign advertisements or Registered Third Party advertisements) the Municipal Clerk may require a person who the municipality reasonably believes contravened the Act or caused or permitted the contravention, or the owner or occupier of the land on which the contravention occurred, to remove the advertisement or discontinue the advertising.

## **Start of Campaign Period**

Campaigning, campaign advertising, spending money or accepting contributions (including money, goods or services) is not permitted until a Candidate files their Nomination Papers with the Municipal Clerk or the Municipal Clerk Certifies the registration of a Third Party Advertiser.

## **Corporate Policy – Use of Municipal Resources During an Election**

Section 88.18 of the Act requires that a municipality establishes rules and procedures with respect to the use of municipal resources during the election campaign period. The Township of Wilmot "Use of Municipal Resources During an Election" policy states the following:

- No person shall use any municipal resource or asset for any election related purpose or activity;
- No person shall use the services of staff for any election related purpose or activity;
- No person shall use the Township Office, or any facility/location for any election related purpose or activity, unless it is in accordance with the Policy;
- No photographic, video, crest, logo, coat of arms, brand, slogan or other branding material or image shall be used for any election related purpose or activity;
- No person shall use Township standard-issue electronic devices, software, IT asset, etc. for any election related purpose or activity;
- During the campaign period current Council member biographies, websites and links to social media shall be deleted and only council-related contact information shall remain

In addition to these restrictions, the policy states that a Candidate, Registered Third Party or any other person requesting information from the municipality during the

campaign period must adhere to the Municipal Freedom of Information and Protection of Privacy Act and guidelines established by the municipality.

At the discretion of the Municipal Clerk, information provided to one Candidate or Registered Third Party that is of general nature and provides valuable information to all others, may be distributed to all others via email to ensure equal access to information.

### **Corporate Policy – Councillor Use of Civic Space Policy**

In September 2023, the municipality adopted a “Councillor Use of Civic Space Policy”. This policy restricts the following:

- Rental fees will be allocated from the Council Special Events Budget, except for during the campaign period;
- No games of chance, including bingo and lotteries are permitted;
- Charitable fundraising is not permitted;
- Sale of goods is not permitted;
- Councillors cannot book facilities on behalf of third parties;
- Councillors must remove all files, photographs, posters and any other materials at the end of their booked time;
- Councillors must bring their own equipment (i.e. computers, projectors, etc.);
- Councillors must recognize that members of Council and municipal staff must comply with the “Use of Municipal Resources During an Election” policy.

### **Sign By-law**

Candidates and Registered Third Parties must follow campaign sign related regulations set out in the current Sign By-law (2002-68). It is the responsibility of the Candidate or Registered Third Party to confirm the Region of Waterloo campaign sign regulations. Each Candidate and Registered Third Party will be provided with a copy of an Election Sign Fact Sheet at the time of filing nomination papers or registration forms.

- Campaign signs are not permitted on municipal property, including municipal roads (road allowances) and must only be placed on private property with the owner’s consent;

The municipality is not responsible for damage or unlawful removal of campaign signs.

### **Campaign Finances, Bank Accounts & Contributions**

Refer to Section 88 of the MEA

- Candidates must open a bank account if they accept any contributions (including money from themselves) or incur any expenses.
- The Nomination Fee is considered to be a personal expense.
- All contributions must be deposited into the campaign account. All expenses must be paid out of the campaign account.
- Inventory from previous campaigns (i.e. signs) used in the 2026 campaign must be reported using the current market value as a contribution to their campaign.
- Likewise, reusable campaign materials must be valued and reported as closing inventory.

- If a candidate uses their credit card for purchases, they should make sure they keep clear, defensible records showing that the expense was reimbursed from the campaign account.
- A “contribution” means money, goods & services. A discount is considered a contribution.
- Volunteer labour, donations under \$25, and free advertising available to all candidates are not considered a “contribution”.
- Contributions must only be accepted from Ontario residents, the candidate and their spouse.
- Contributions are not permitted from corporations, trade unions, federal/provincial parties.

### **Contribution Limitations & Limits**

Refer to MEA and Ontario Regulation 101/97

- Contributions over \$25 shall not be made in cash.
- No contributor may contribute more than \$1200 to any one candidate in an election and no more than \$5000 to two or more candidates for the office on the same Council.
- A preliminary maximum campaign spending limit is provided to each candidate upon filing Nomination Papers.
- Tips: Unincorporated groups can contribute to a campaign but the candidate should request a list of individual contributors and amounts contributed, issue receipts to individual contributors, report the contributions on the candidate’s financial disclosure as individual contributions.
- For additional information about expenses related to the holding of parties and other expressions of appreciation after the close of voting, please refer to the provincial Candidate Guide.

### **Campaign Financial Reporting & Compliance Audits**

Refer to Section 88.22 of the MEA

- Candidates must issue a receipt for every contribution over \$25
- Candidates must list the name and address of every contributor of more than \$100 in the Financial Statement
- If a Nomination Paper was filed, a Financial Statement must be filed.
- Candidates must retain financial records until the successor Council of the next regular election is organized.
- Financial Statements (Financial Statement – Auditors Report, Candidate – Form 4) must be filed on or before **March 30, 2027**.
- Campaign surplus (after refund contribution made by themselves or spouse) must be paid to the Clerk at the time of filing the Financial Statement.
- Campaign deficits can be carried forward to the next election (same Council) or the campaign can be extended to permit additional fundraising.

- Any eligible voter who believes a candidate has contravened the election finance rules may apply for a compliance audit of their campaign finances. Application must be in writing, set out reasons and submitted to the Clerk within 90 days of the deadline to file the Financial Statement.
- See Section 88.33 of the Municipal Elections Act to read about the powers of the Compliance Audit Committee (appointed jointly by all Region of Waterloo municipalities).

## **7.0 ACCESSIBILITY – VOTERS & CANDIDATES**

Refer to Section 12.1, 88.19(3) and 88.20(4) of the MEA

### **Clerk’s Responsibilities**

The Clerk shall make every effort to accommodate the needs of voters and candidates with disabilities. When requested, all documents are available in alternative formats.

Expenses that are incurred by a candidate with a disability that are directly related to the disability, and would not have been incurred but for the election, are excluded from the permitted spending limit for the candidate.

The Clerk shall prepare an Election Accessibility Plan and make it available to the public before Voting Date. The Plan will be posted on the municipal website and available from the Clerk’s Office. The Clerk will also prepare a report outlining how the municipality identified, removed and prevented barriers that affect voters and candidates with disabilities.

### **Candidate Responsibilities**

Candidates are encouraged to make their campaign as accessible as possible to voters with disabilities. The AMCTO has published the [“Candidate’s Guide to Accessible Elections”](#) to assist.

## **8.0 INFORMATION FOR VOTERS**

Candidates play a key role in communication with voters. The following information is general in nature. We encourage all candidates and voters to refer to the municipal website or contact the Clerk’s Office for the most current information.

### **Voter Qualifications - Qualified Electors**

Refer to Section 17 of the MEA

A person is entitled to be an elector if, on Voting Day, they:

- Are a Canadian Citizen; and
- Are at least eighteen (18) years old; and
- Reside in the Township of Wilmot, or are the owner or tenant of land in the municipality, or are the spouse of such person; and
- Are not otherwise prohibited from voting.

### **Persons Prohibited from Voting**

The following are prohibited from voting:

- A person who is serving a sentence of imprisonment in a penal correctional institution
- A corporation
- A person acting as executor or trustee in any other representative capacity
- A person who was convicted of corrupt practice described in subsection 90 (3) of the Municipal Elections Act, if voting day in the current election is less than five (5) years after voting day in the election in respect of which they were convicted.

### **Definition of Residence**

For the purpose of the MEA, a person's residence is the permanent lodging place to which, whenever absent, they intend to return. These provisions exist to allow for the unhoused to be enumerated and to vote. The following rules apply in determining a person's residence:

- A person may only have one residence at a time;
- The place where a person's family resides is also their residence, unless they move elsewhere with the intention of changing their permanent lodging place;
- If a person has no other permanent lodging place, the place they habitually return is their residence.

### **Students**

A person may have residence in two locations at the same time if the person lives in one municipality in order to attend school, but not with the intention of changing their permanent lodging place. A student can vote in the municipality where they attend school, and they can also vote where they live.

### **Getting on the Voters' List**

The Voters' List is a list of eligible voters managed by Elections Ontario. The Permanent Register of Electors of Ontario can be found at <https://vreg.registertovoteon.ca/en/home>. This list contains each elector's name, address, and date of birth, and is used to confirm voter eligibility and to send the Voter Information Letters. Individuals can check to see if they are on the list or register by visiting Elections Ontario's Registration Portal until **August 12, 2026**. (NOTE: More information to come for registering directly with the Township of Wilmot after August 12, 2026).

Electors should review their school support designation, and if needed, update them by **June 1, 2026**, to be accurately included on the list. Property owners can change their school support designation online using the [MPAC AboutMyProperty portal](#) (or online portal for tenants).

Elections Ontario provides the Clerk with the Preliminary List of Electors. The Clerk has until **September 1, 2026**, to make any obvious corrections and reproduce a Voters' List. Starting on this date, eligible voters may fill out an application and file it with the Clerk before Voting Day. The Application can be filed in person, by the applicant or an agent. The Application can also be mailed to the Clerk's Office. Revisions to the Voters' List can be made until the close of voting on Voting Day.

## Internet & In-Person Voting – Election Manual

The Council of the Township of Wilmot adopted By-law 2025-42 authorizing the use of internet and paper ballot voting. The voting period allows for internet voting between Friday October 16, 2026 (opening time to be determined) and Monday October 26, 2026 at 8PM.

The Municipal Elections Act requires that the Clerk establish and publish forms and procedures to conduct the election. A copy of the [“2026 Municipal Election Procedures”](#) will be provided to each candidate and published on the municipal website.

### Revision Centre

The Municipal Office (Clerk’s Office Reception) will be treated as a Revision Centre starting **September 1, 2026**. The Municipal Office (Council Chambers) will be treated as a Voter Help Centre during the voting period starting **October 16, 2026**.

The Revision Centre will process applications to amend the Voter’s List (add, remove, amend) and where necessary, reissue/replace VILs.

The Voter Help Centre will perform the same functions as well as offer voting assistance, and a voting kiosk.

### Voter Help Centre

- Voter Help Centre (Municipal Office) 60 Snyder’s Road West, Baden
  - Friday October 16 starting at 8:30 a.m. until 4:30 p.m.
  - Monday October 19 – Friday October 23 during regular office hours (8:30 a.m. to 4:30 p.m.)
  - Monday October 26 (Voting Day) starting at 8:00 a.m. until 8:00 p.m.
- Phone Number: 519-556-0135 extension 9291
- Email Address: [elections@wilmot.ca](mailto:elections@wilmot.ca)

### Missing Voter Information Letters & PINS

The Voters’ List is the database used to create the Voter Information Letters (VILs). The VILs will be mailed to electors during the first two weeks of October. The VIL will contain a Personal Identification Number (PIN) plus an additional security element to gain access to the internet voting system.

If an eligible elector is not on the Voters’ List or has not received a VIL, please direct them to contact the Clerk’s Office immediately. The Clerk’s Office will assist them.

If an elector receives more than one VIL they may only vote **one time** and must return the unused VIL to the Municipal Office or Voter Help Centre.

Tampering with the mail includes stealing mail, redirecting it without consent, or damaging it. The penalty for tampering with mail can be severe. All complaints relating to tampering will be taken seriously and reported to the authorities.

## 9.0 TOWNSHIP OF WILMOT COUNCIL INFORMATION

### Composition

The Township of Wilmot Council is composed of the Mayor, and five (5) Councillors. There are a total of six (6) members of Council.

### Roles & Responsibilities

Refer to Sections 224-226.1 of the MEA

The Ontario Municipal Act, 2001 sets out the roles and responsibilities of Council and staff. The Ministry of Municipal Affairs and Housing has published "[The Ontario Municipal Councillor Guide](#)".

The Guide reviews topics such as Accountability & Transparency measures, definition of a meeting (including Closed meetings), the role of Council, municipal powers, fiscal responsibilities, land use planning, building regulations, emergency management, etc.

One of the first, and most important acts as a member of a municipal Council is to make the Declaration of Office. The Declaration includes the following four promises:

- I will truly, faithfully and impartially exercise this office to the best of my knowledge and ability.
- I have not received and will not receive any payment or reward, or promise thereof, for the exercise of this office in a biased, corrupt or any improper manner.
- I will disclose any pecuniary interest, direct or indirect, in accordance with the Municipal Conflict of Interest Act.
- I will be faithful and bear true allegiance to His Majesty King Charles III.

### Boards & Committees

At the start of the new term appointments to various Boards and Committees will be considered in accordance with corporate policy and applicable legislation.

See the municipal website for more information on committee and board meeting schedules.

### Inaugural Meeting & Regular Meeting Schedule

The Municipal Act states that a candidate shall not take a seat on Council until the person takes the Declaration of Office. The Inaugural Meeting of Council is scheduled for **Monday November 30, 2026 at 7PM**. Details of this event will be available closer to the date.

The Inaugural Meeting of Region of Waterloo Council is scheduled for **Wednesday December 2, 2026**. Details available closer to the date.

The regular meeting of Council schedule is established in accordance with the Township of Wilmot Procedure By-law.

The [2026 meeting schedule](#) is posted to the municipal website.

## **Council Remuneration & Technology Provided**

### **Council Remuneration:**

At the time of preparing this Package, Council Remuneration is under review. Check with the Municipal Clerk for updates.

Candidates should consider the impact of the remuneration earned on their personal income tax circumstances.

### **Technology Provided:**

Council Members shall be issued the following devices and/or electronic tools at the beginning of their term of office:

- one (1) corporate standard electronic device (corporate standard to be determined by the municipality)
- one (1) corporate email address
- Corporate standard software identified (i.e. electronic agenda software) as essential to the business of the municipality, to be determined by the municipality

### **Council Orientation**

Municipal staff, experts and other representatives will provide the newly formed Council with the training & information necessary to fill their roles and responsibilities.

Attendance at Council Orientation should be considered a priority.

- Township of Wilmot Orientation: Monday, November 9, 2026 (full-day)
- Orientation Tour: Monday, November 23, 2026 (full-day)

Region of Waterloo (Mayor): To be confirmed by the Region:

- November 5, 12, 18, 19, 25 and 26

## **10.0 LINKS TO LEGISLATION, POLICIES, MAPS & FORMS**

Use the Township Calendar page to search for agenda and minutes.

<https://calendar.wilmot.ca/townshipcalendar>

Use the municipal website (By-law Index) to search for by-laws.

<https://www.wilmot.ca/township-office/by-laws/>

### **Provincial Legislation & Guides:**

[Municipal Act, 2001](#)

[Municipal Elections Act, 1996](#)

[Municipal Conflict of Interest Act, 1990](#)

[Candidates' Guide for Municipal & School Board Elections](#)

[Voters' Guide – Ontario Municipal Council and School Board Elections](#)

[Ontario Municipal Councillor's Guide](#)

[O.Reg. 304/13 Voter Identification](#)

[Provincial “How Municipalities and Ontario Work Together”](#)

[Association of Ontario Municipalities – How Local Governments Work](#)

[Candidate's Guide to Accessible Elections](#)

[Elections Ontario Register to Vote site](#)

### **Provincial Forms:**

[Nomination Paper - Form 1](#)

[Endorsement of Nomination - Form 2](#)

[Financial Statement – Auditors Report, Candidate – Form 4](#)

[Declaration of Identity – Form 9](#)

### **Township of Wilmot Corporate Policies and By-law:**

Council Remuneration By-law (under review)

[Use of Municipal Resources During an Election](#)

[Municipal Election Recount Policy](#)

[Council Code of Conduct](#)

[Sign By-law](#)

Social Media Directive

### **Links to Maps**

[Township of Wilmot – Street Map & Index](#)

[Region of Waterloo GIS Mapping](#)

## **11.0 CONTACT INFORMATION**

**Amelia Jaggard, Manager of Legislative Services/Municipal Clerk**

60 Snyder's Road West, Baden, ON N3A 1A1

519-634-8519 ext. 9228

[clerks@wilmot.ca](mailto:clerks@wilmot.ca)



**TOWNSHIP OF WILMOT**

**CANDIDATE & REGISTERED THIRD-PARTY ADVERTISER**

**INFORMATION PACKAGE**

**KEY DATES**

<b>Date</b>	<b>Item</b>	<b>Notes</b>
Friday May 1, 2026	Nominations may be filed at a time when the Clerk's Office is open	
Friday May 1, 2026	Use of Municipal Resources Policy comes into effect	
Friday May 1, 2026	Third Party Advertiser notice of registration may be filed at a time when the Clerk's Office is open	
Friday August 21, 2026 9AM – 2PM	Nomination Day Nominations may be filed between 9AM and 2PM	
Friday August 21, 2026 before 2PM	Last day and time for a candidate to withdraw their nomination by filing a written notice, delivered in-person, to the Clerk	After this date and time, the name of the nominated candidate will remain on the ballot
Monday August 24, 2026 by 4PM	Clerk examines candidate nominations and if satisfied, certifies nominations	
Monday August 24, 2026 By 4PM	If at 4PM the number of certified candidates for an office is the same as or less than the number to be elected, the Clerk shall immediately declare the candidate(s) elected by acclamation	
Monday August 24, 2026 7PM	Final Township of Wilmot Council meeting before voting begins	Final Council meeting of the 2022-2026 term is November 9 <sup>th</sup>
Tuesday September 1, 2026	Clerk to produce the Voters List; Revision period begins	A copy of the applicable parts of the Voters List will be provided to candidates
Wednesday September 30, 2026	Clerk to provide an interim list of changes to each	

	person who received a copy of the Voters List	
Wednesday September 30, 2026	Clerk to provide candidates and registered third party advertisers, the Final Certificate of Maximum Expenses	
Friday October 16, 2026 10:00AM	Online Voting Begins	
Friday October 23, 2026 4:30PM	Last day and time for third party advertisers to file a notice of registration with the Clerk	
Friday October 23, 2026	Last day and time for a third party advertiser to withdraw their registration by filing a written notice, delivered in-person, to the Clerk	
Monday October 26, 2026	Voting Day In-Person voting 8AM-8PM	
Tuesday October 27, 2026	The Clerk shall, as soon as possible after Voting Day, declare the results of voting	
Monday November 9, 2026 7PM	Final Township of Wilmot Council meeting of the 2022-2026 Term	
Monday November 9, 2026	New Council Orientation Session – Full Day	
Sunday November 15, 2026	2026-2030 Term of Council begins	The first meeting of the new Council must be held between November 15 and December 16
Monday November 23, 2026	New Council Orientation Tour – Full day	
Monday November 30, 2026 7PM	Inaugural Meeting The first Council meeting of the 2026-2030 Term	
Wednesday December 2, 2026	Inaugural Meeting The first meeting of the Region of Waterloo Council	Time to be determined
Thursday December 31, 2026	Deadline for person provide with a copy of the Voters List to destroy all copies of the list	
Thursday December 31, 2026	Campaign Period Ends; Last day for candidates and	

	registered third party advertisers to provide written notice of a deficit and continuation of their Campaign Period	
Tuesday March 30, 2027 By 2PM	Final day and time for candidates and registered third party advertisers to file Financial Statements	
Thursday April 29, 2027 By 2PM	Final day of the 30-day grace period for filing Financial Statements provided the candidate or registered third party advertiser pays the \$500 late filing fee	
Friday April 30, 2027	The Clerk shall make a report indicating whether each candidate and registered third party advertiser has complied with s.88.25 or 88.29 of the MEA and make the report available to the public	