

# **AJAX** **2026** **VOTES**

**Town of Ajax  
2026 School Board  
Election  
Candidate's Guide**

## Town of Ajax 2026 Municipal Election Candidate's Guide

### Table of Contents

<b>1.0</b>	<b>Introduction .....</b>	<b>1</b>
<b>2.0</b>	<b>Contact Information.....</b>	<b>1</b>
<b>3.0</b>	<b>Schedule of Key Dates .....</b>	<b>2</b>
<b>4.0</b>	<b>General Information and Candidate Qualification .....</b>	<b>5</b>
4.1	Offices for Election .....	5
4.2	Questions and Bylaws on the Ballot .....	5
4.3	Qualifications of Candidates.....	5
4.4	Qualifications of Electors.....	6
4.5	Prohibited From Voting .....	6
4.6	Disqualification from Seeking Election .....	6
4.7	Additional Qualifications for School Board Trustee Candidates .....	7
4.8	Definition of "Resident" .....	7
<b>5.0</b>	<b>Nominations.....</b>	<b>7</b>
5.1	Timing .....	7
5.2	Process.....	8
5.3	Filing Fee .....	8
5.4	Withdrawal or Transfer of Candidacy .....	9
<b>6.0</b>	<b>Candidates and Scrutineers At Voting Places.....</b>	<b>9</b>
6.1	Appointment of Scrutineers .....	9
6.2	Candidate and Scrutineer Rights at Voter Assistance Centres .....	10
6.3	Prohibited Activities at Voter Assistance Centres .....	10
<b>7.0</b>	<b>Canvassing .....</b>	<b>11</b>
7.1	Canvassing Prohibited on Municipal Property and Voter Assistance Centres .....	11
7.2	Public Canvassing .....	11
7.3	Access to Condominiums, Gated Communities, Housing Co-operatives, and Apartment Buildings .....	12
<b>8.0</b>	<b>Election Signs.....</b>	<b>12</b>
8.1	Election Sign Restrictions .....	12
8.2	Election Sign Permit and Deposit Fee .....	13
<b>9.0</b>	<b>Voter Information.....</b>	<b>13</b>
9.1	General.....	13
9.2	Voters' List .....	14
9.3	Adding a Name to the Voters' List .....	14
9.4	Revisions to the Voters' List .....	14

## Town of Ajax 2026 Municipal Election Candidate's Guide

9.5	Voter Information Letters.....	14
9.6	Identification.....	15
9.7	Proxy Voting .....	15
9.8	Assistance to Vote .....	15
9.9	Voting Methods, Processes, Places, and Dates .....	16
<b>10.0</b>	<b>Financial Responsibilities.....</b>	<b>16</b>
10.1	General.....	16
10.2	Contributions.....	17
10.3	Goods and Services Deemed not to be Contributions .....	17
10.4	Timing of Contributions .....	17
10.5	Eligible Contributors .....	18
10.6	Contribution Limits .....	18
10.7	Contributions by a Candidate to their Own Campaign .....	18
10.8	Ineligible Contributors .....	19
10.9	Contribution Refunds .....	19
10.10	Contribution Disclosure .....	19
10.11	Frequently Asked Questions Regarding Campaign Contributions .....	19
10.12	Fundraising .....	20
10.13	Expenses .....	20
10.14	Maximum Campaign Expense Limits .....	21
10.15	Expense Limits for Parties and other Expressions of Appreciation after Voting Day .....	22
10.16	Campaign Inventory.....	23
10.17	Extension of Campaign Period.....	23
10.18	Financial Statements and Disclosure .....	23
10.19	Campaign Surplus and Deficits .....	24
10.20	Record Keeping/Accounting System .....	25
10.21	Compliance Audits .....	25
10.22	Notice of Penalties .....	25
<b>11.0</b>	<b>Accessibility .....</b>	<b>26</b>
11.1	Accessibility Provisions within the Municipal Elections Act.....	26
11.2	Accessible Voting Methods .....	27
11.3	Accessibility Resources for Candidates.....	27

## 1.0 Introduction

This guide has been prepared for candidates seeking candidacy in the 2026 School Board Election for the Town of Ajax. Although the content of this document highlights many of the electoral processes involved in the upcoming election, candidates are urged to refer directly to the Municipal Elections Act, 1996, as amended, (MEA) (available at <https://www.ontario.ca/laws/statute/96m32> in order to fully understand all legislative requirements. It is imperative that candidates satisfy themselves, through their own determination, or with the assistance of legal counsel, of the various legal and financial requirements relating to their candidacy.

Over the course of the next few months, candidates will be receiving information periodically from Election Staff; therefore, it is important that your current contact information is on file with the Municipal Clerk (including a valid e-mail address). Updates and pertinent information will also be made available via the Town's website at [www.ajax.ca](http://www.ajax.ca). If you have any questions or concerns please do not hesitate to contact one of the Election Staff listed below.

Regardless of the outcome of your candidacy, we hope that this election proves to be a worthwhile and enjoyable experience. Thank you and good luck.

Jaclyn Grossi  
Municipal Clerk

## 2.0 Contact Information

Town of Ajax  
2026 Municipal Election  
Returning Office

Town Hall  
65 Harwood Ave. S  
Ajax, ON L1S 2H9  
**365-282-VOTE (8683)**  
**election@ajax.ca**

Jaclyn Grossi, Municipal Clerk

365-885-6329  
jaclyn.grossi@ajax.ca

Thomas Street, Deputy Clerk

365-885-6983  
thomas.street@ajax.ca

Sarah Moore, Election Support  
Lesley Donnelly, Election Support  
Emma Humphries, Election Support

### 3.0 Schedule of Key Dates

#### **Nomination Period: May 1, 2026 to August 21, 2026**

Nominations may be filed by candidates between Monday and Friday, 8:30 a.m. to 4:30 p.m. at Town Hall (excluding statutory holidays), and on August 21, 2026 from 9:00 a.m. until 2:00 p.m.

#### **Campaign Period: When Nomination is Filed to December 31, 2026**

The campaign period begins whenever a candidate files their nomination paper and ends on December 31, 2026 (unless the candidate withdraws the nomination, the Municipal Clerk rejects the nomination, or the candidate files to extend their campaign to erase a deficit). Candidates shall not receive contributions or incur campaign expenses outside of their campaign period.

#### **Certificate of Maximum Campaign Spending, Self-Contributions, and Parties/Expressions of Gratitude Limits: Nomination Filing**

The Clerk will provide preliminary notice of the maximum limits for campaign expenses, candidate self-contributions, and expenses on parties and expressions of gratitude to all candidates that have filed their nominations. These preliminary limits are calculated using formulas prescribed by the province, based in part on the number of electors appearing on the Voters' List as of September 15, 2022. On September 30, 2026 the Municipal Clerk will determine final limits by applying the prescribed formula to the number of voters appearing on the Voters' List as of September 20, 2026. The greater of the two limits shall apply.

#### **Nomination Day: August 21, 2026**

Last day in which nominations may be filed by candidates at Town Hall (between the hours of 9:00 a.m. and 2:00 p.m.). Nominations will not be accepted after 2:00 p.m. However, persons present at the Corporate Services counter in Town Hall at 2:00 p.m. that have not yet filed a nomination may do so as soon as possible after 2:00 p.m.

#### **Withdrawal of Nomination: August 21, 2026**

Last day to withdraw nominations. The prescribed form must be submitted to the Municipal Clerk by a candidate or their agent in person and in writing before 2:00 p.m.

#### **Certification of Nomination: August 24, 2026**

The Municipal Clerk will certify nomination papers before 4:00 p.m. If the Clerk rejects a nomination, the Clerk shall as soon as possible give notice of the fact to the person who sought to be nominated and to all candidates for the office.

#### **Acclamation of Candidates: August 24, 2026**

After 4:00 p.m., any candidate that is the only qualified individual seeking candidacy for a respective office will be declared as duly elected by the Municipal Clerk.

**Voters' List: September 1, 2026**

The Voters' List will be made available to all registered candidates who complete a declaration form requesting access to the Voters' List and acknowledging their understanding of the proper use of the Voters' List.

**Voters' List Revision Period: September 1, 2026 - October 26, 2026**

Eligible voters whose names do not appear on the Voters' List or whose information is incorrect may file a revision application with the Municipal Clerk using the prescribed form, where applicable.

**Removal of Deceased Person's Name from Voters' List:  
September 1, 2026 – October 26, 2026**

The Municipal Clerk may remove a deceased person's name from the Voters' List if satisfied that the person has died. Individuals may make application to the Municipal Clerk to remove a deceased person from the Voters' List on the prescribed form (Section 25, MEA).

**Interim List of Changes: September 20, 2026**

An interim list of changes made to the Voters' List with respect to the addition, removal or amendment of names and voter information will be available to candidates.

**Voting Period: October 19, 2026– October 26, 2026**

Online and telephone voting will be available from 10:00 a.m. on October 19, 2026, and will remain available 24 hours a day until the close of polls at 8:00 p.m. on October 26, 2026. In-person Voter Assistance Centres will be made available by the Town during the Voting Period.

**Final Day of Voting Period: October 26, 2026**

Votes will be accepted through the online and telephone voting system, either in person at a Voter Assistance Centre, by internet, or by telephone, until 8:00 p.m. on October 26, 2026. Voters in line at a Voter Assistance Centre prior to 8:00 p.m. will be allowed to vote; no electors that arrive at a Voter Assistance Centre after 8:00 p.m. will be allowed to vote. Users cannot log into the online or telephone voting system after 8:00 p.m. on October 26, 2026; users already logged in before 8:00 p.m. will have until 8:05 p.m. to complete and submit their ballot.

**Official Results: Declared as Soon as Possible**

The Clerk will publish unofficial results following the generation of results from the voting system, shortly after the close of the Voting Period. Official results are typically declared the day after Election Day (October 27, 2026).

**End of Campaign Period: December 31, 2026**

This is the last day a candidate can raise funds for their campaign unless the candidate has notified the Clerk of an extension to their campaign period using the prescribed form (the campaign period begins when a nomination is filed). The end of a campaign period can also occur the date on which a candidate withdraws their nomination or on the day it is rejected by the Clerk.

**Notification to Extend a Campaign Period: December 31, 2026**

Last day for candidates to provide notification to the Clerk, using the prescribed form, to extend their campaign in order to address a deficit in their campaign finances.

**Last day to apply for an extension to the deadline for filing Financial Statements: March 25, 2027**

Candidates may apply to the Superior Court of Justice no later than March 25, 2027 to request an extension of the time to file their financial statement. The Court may grant an extension of no more than 90 days.

**Deadline for Filing Financial Statements: March 30, 2027**

Candidates must file their financial statements in person to the Municipal Clerk at Town Hall by no later than 2:00 p.m. Penalties will apply immediately following March 30, 2027 if a financial statement has not been submitted.

**Deadline for Filing Late Financial Statements with \$500 Late Filing Fee: April 29, 2027**

If a candidate has failed to file the required documents by March 30, 2027 and is subject to penalties, they may submit all of the necessary documentation up to April 29, 2027, provided that they pay a late filing fee of \$500 to the Clerk, at which point the penalties will cease. The \$500 late filing fee is the property of the municipality and will not be refunded.

**Deadline for Compliance Audit Requests: June 28, 2027**

Last day for a compliance audit request to be submitted with respect to a financial statement that was submitted by the March 30, 2027 deadline. If a candidate has submitted their financial statement during the late filing period along with the \$500 late filing period fee, compliance audit requests may be submitted up to 90 days after the date on which the candidate submitted their financial statement.

**End of Extended Campaign Period: June 30, 2027**

A campaign period that was extended by a candidate will end on June 30, 2027, if it has not already been voluntarily ended by the candidate prior to this date.

**Deadline to apply for an extension to the deadline for filing a Supplementary Financial Statement: September 23, 2027**

Candidates may apply to the Superior Court of Justice no later than September 23, 2027 to request an extension of the time to file their supplementary financial statement in relation to an extended campaign period. The Court may grant an extension of no more than 90 days.

**Deadline for Filing Supplementary Financial Statements for an Extended Campaign Period: September 24, 2027**

Candidates who extended their campaign period must file their financial statements in person to the Municipal Clerk at Town Hall by no later than 2:00 p.m.

Penalties will apply immediately following September 24 if the necessary documents have not been submitted.

**Deadline for Filing Late Supplementary Financial Statements with \$500 Late Filing Fee: October 25, 2027**

If a candidate has failed to file the required documents for their supplementary financial statements by September 24, 2027 and is subject to penalties, they may submit all of the necessary documentation up to October 25, 2027, provided that they pay a late filing fee of \$500 to the Clerk, at which point the penalties will cease. The \$500 late filing fee is the property of the municipality and will not be refunded.

**Deadline for Compliance Audit Requests for Supplementary Reporting Period: December 23, 2027**

Last day for a compliance audit request to be submitted with respect to a supplementary campaign period that ended on June 30, 2027.

## **4.0 General Information and Candidate Qualification**

### **4.1 Offices for Election**

Eligible electors in the Town of Ajax may vote for the following candidates to serve a four year term effective November 15, 2026 until November 14, 2030:

- Mayor
- Regional Councillor, Ward 1
- Regional Councillor, Ward 2
- Regional Councillor, Ward 3
- Local Councillor, Ward 1
- Local Councillor, Ward 2
- Local Councillor, Ward 3
- 2 Trustees, Durham District School Board
- 2 Trustees, Durham Catholic District School Board
- 1 Trustee, Conseil scolaire Viamonde
- 1 Trustee, Conseil scolaire catholique MonAvenir

### **4.2 Questions and Bylaws on the Ballot**

There are no questions or by-laws on the ballot for the 2026 Elections.

### **4.3 Qualifications of Candidates**

The qualifications of a candidate for a school board trustee office in the Town of Ajax are set out by the Education Act and the MEA. A person is qualified to be a candidate in the 2026 School Board Election if they are qualified to vote for members of that school board (see section 4.4 below), are a resident in its area of jurisdiction, and are not disqualified from holding office for any other reason.

#### 4.4 Qualifications of Electors

A person is entitled to vote for candidates seeking election to a school board in the 2026 School Board Election if, on Voting Day, they are:

- A Canadian citizen;
- At least 18 years of age;
- A resident in the area of the school board's jurisdiction; and
- Not disqualified from voting for the reasons listed below.

Additionally, electors for separate (Catholic) English or French school boards must be supporters of the separate school board. Electors for French-language Public or Separate school boards must be supporters of the French school board.

#### 4.5 Prohibited From Voting

The following are **prohibited** from voting in the 2026 Municipal & School Board Elections:

- A person who is serving a sentence of imprisonment in a penal or correctional institution;
- A corporation;
- A person acting as executor/trustee or in any other representative capacity, except as a voting proxy as per Section 44 of the MEA (please note that the Town of Ajax does not allow for proxy voting); and
- A person who was convicted of a corrupt practice described in subsection 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 they were convicted

#### 4.6 Disqualification from Seeking Election

The following are **disqualified** from being elected and/or holding office as a School Board Trustee:

- an employee of a district school board or school authority;
- the clerk or treasurer or deputy clerk or deputy treasurer of a municipality or an upper-tier municipality, all or part of which is included in the area of jurisdiction of the district school board or the school authority;
- a member of the Assembly or of the Senate or House of Commons of Canada; or
- any individual who is otherwise ineligible or disqualified under the Education Act or any other Act.

An elected School Board Trustee must maintain their qualifications throughout the entire term of nomination/office, otherwise, their seat may be deemed to be vacant.

Please refer to the Education Act for more information on qualifications and disqualifications.

#### **4.7 Additional Qualifications for School Board Trustee Candidates**

A candidate for a member of a school board must reside within the area of jurisdiction of the school board. The area of jurisdiction for all school boards in Ajax extend beyond the boundaries of the Town of Ajax. Further information with respect to these boundaries can be provided by contacting the respective School Board or the Returning Office for the relevant school board election and/or referring to section 219 of the Education Act, 1990.

Employees of any Board of Education are subject to Section 30 of the MEA, which requires the Board to give employees a leave of absence. Such leave **must** begin prior to the day the individual is nominated and carry through to Voting Day. The person is deemed to have resigned from their employment if they are elected and take office. School Board candidates must also not be, at the time of filing their nomination paper, a Clerk, Treasurer, Deputy Clerk or Deputy Treasurer of a municipality within the area of jurisdiction of the district Board unless they take an unpaid leave of absence prior to nomination day.

#### **4.8 Definition of "Resident"**

Under section 2 of the MEA, a person's residence is the permanent lodging place to which, whenever absent, they intend to return. 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. It may also be the place where they occupy a room or part of a room and/or a residence to which they habitually return.

If a person does not have a permanent lodging place, their residence is generally considered to be the place in which they most frequently return to sleep or eat. A person may only have one residence at a time within a single municipality, however, they may have residences in two or more local municipalities at the same time. The MEA permits this exception if they live in one residence for the purpose of attending an educational institution but not with the intention of changing their permanent lodging place and if the person's permanent lodging place is in the other local municipality.

## **5.0 Nominations**

### **5.1 Timing**

Nominations may be filed during normal office hours (8:30 a.m. to 4:30 p.m.) with the Municipal Clerk at Town Hall, 65 Harwood Avenue South beginning on **May 1, 2026**. Nomination day is **Friday, August 21, 2026**. Nominations may be filed on Nomination Day between the hours of 9:00 a.m. and 2:00 p.m.

Prospective candidates are encouraged to book an appointment with election staff to file their nomination. Please visit the [booking page](#) to request an appointment, or use the contact information under Section 2.0 of this Guide. Walk-ins will be accepted during times with no previously scheduled appointments.

## 5.2 Process

Candidates must submit the prescribed nomination form in order to formally declare their candidacy. **Note** that the Province updated these forms in April 2026 and the current version must be used. By signature of the prescribed form, an individual declares that they are legally qualified to become a candidate as of the date on which the nomination form is filed. It is the responsibility of candidates to satisfy themselves that they are qualified to be elected to office. All candidates, including incumbents, will be asked to present current and valid identification to validate their identity and qualifying address. An individual will not be permitted to file for nomination without any such identification.

Candidates for school board trustee positions are not required to provide endorsements from eligible electors.

**Either the candidate or an agent of the candidate must file the nomination paper in person to the Municipal Clerk at Town Hall.** If you require an accessibility accommodation, please reach out to the Elections Team using the contact information listed under Section 2.0 to discuss electronic nomination meeting opportunities – these requests will be assessed on an individual basis. When a candidate files a nomination, they will also be asked to complete a Candidate Information and FOI Release Form at the same time. This form is used to collect information for publication to the Town's election website.

The Clerk will certify nomination papers by 4:00 p.m. on Monday, August 24, 2026.

## 5.3 Filing Fee

At the time of filing, each candidate must submit a filing fee of \$100. The nomination filing fee is payable to the "Town of Ajax" by cash, debit, credit card, cheque or money order. The filing fee will be refunded if the candidate submits their financial statement on or before 2 p.m. on the filing date for filing their financial statement.

A candidate must first file a nomination paper and pay the nomination fee prior to raising campaign funds or incurring election related expenses.

An Election Sign deposit fee is also required, which can be paid at the time of filing or at a later date, so long as it is paid before any sign is erected in the Town. Additional information is contained in Section 8.0.

## 5.4 Withdrawal or Transfer of Candidacy

Any candidate wishing to withdraw their nomination or transfer their nomination to a different office must notify the Municipal Clerk **by 2:00 p.m. on Friday, August 21, 2026**. Either the candidate or an agent of the candidate must file the appropriate form in person at Town Hall (fax or e-mail copies will **not** be accepted). If an agent is filing such forms on behalf of a candidate, the candidate must also provide the agent with a signed letter providing authorization for them to submit a withdrawal or transfer/new nomination form on their behalf.

If a Candidate is switching the office that they intend to run for, and therefore filing a new nomination, the previous nomination is deemed withdrawn and the candidate does not need to fill out a withdrawal form. However, a new nomination filing fee will be required to be paid, and a separate financial statement will need to be filed for both campaigns. Contributions made to the first campaign cannot be transferred to the subsequent campaign. No filing fee shall be returned until the necessary Financial Statement is filed.

A candidate who withdraws their nomination before the deadline or becomes ineligible to hold office during the campaign period will still be required to submit a financial statement for all financial transactions during their campaign period.

## 6.0 Candidates and Scrutineers At Voting Places

### 6.1 Appointment of Scrutineers

A candidate may appoint a scrutineer for each voting place to act as their agent. To appoint a scrutineer, a candidate must submit a completed Appointment of Scrutineer by Candidate form to the Municipal Clerk. One completed form per scrutineer is required.

For the purposes of the election, voting places include Voter Assistance Centres and any special polling opportunities during the Town of Ajax 2026 Municipal Election. Only one representative per candidate (whether that is the candidate themselves or their scrutineer) will be permitted in a voting place at any time. A scrutineer, prior to being admitted to a voting place, will be asked by an Election Official to produce a copy of their form as well as complete an Oath of Secrecy. Scrutineers are required to have their appointment form on their person **at all times** within a voting place.

The only role of candidates and scrutineers in the voting place is to scrutinize the integrity of the voting process. It is not a communicative role. There is to be **no communication** between a scrutineer or candidate and an elector in a voting place. Should the elector require the assistance of an interpreter, they must make their own arrangements for this provision. Candidates and scrutineers will not be

permitted to serve as an interpreter for an elector under any circumstances. If a voter requires assistance to vote, an Election Official will be able to provide assistance.

## **6.2 Candidate and Scrutineer Rights at Voter Assistance Centres**

Election Officials are instructed that, if a candidate or their scrutineer is present at a voting place, they must be allowed to observe the process of voting. If the Election Official determines that a scrutineer or candidate is interfering with the electoral process, they will instruct the individual to immediately vacate the voting place (a voting place is considered to be not only the room in which ballots are being cast, but also the surrounding area including any external areas such as the parking lot). The following is a summary of rights extended to candidates and scrutineers:

- Candidates and scrutineers may enter the voting place 15 minutes prior to opening in order to inspect any voting equipment and election documents but not so as to delay the opening of the voting place.
- Results of the vote may be announced at Town Hall and will be published on the Town's website shortly after the close of voting (8:00 p.m.) on Voting Day. Candidates and scrutineers may be present during an announcement of results. Scrutineers are always required to have their appointment form (signed by the candidate) on their person at all times.

## **6.3 Prohibited Activities at Voter Assistance Centres**

The role of candidates and scrutineers in a voting place is to observe the election process - not participate in it. If, at any time, the following prohibitions are not respected by a candidate or scrutineer, an Election Official may order that individual to vacate the voting place and not return. If ordered to vacate the voting place, the candidate or scrutineer is not permitted to remain anywhere on the premises. Candidates and scrutineers are prohibited from the following:

- Attempting, directly or indirectly, to interfere with how a voter casts their ballot;
- Displaying a candidate's election campaign material (including buttons, pins, etc.) at a voting place;
- Compromising the secrecy of the voting process and/or obtaining or communicating any information about how a voter intends to vote or has voted;
- Sitting directly at any tables provided for the Election Officials (chairs are available, candidates may wish to provide scrutineers with a clipboard);
- Be immediately present when a designated Election Official assists a voter with voting; and
- Communicating or attempting to communicate with voters on any matter.

## **7.0 Canvassing**

### **7.1 Canvassing Prohibited on Municipal Property and Voter Assistance Centres**

The Municipal Clerk designates all facilities to be used as Voter Assistance Centres (a list of which is available to candidates and the general public on the Town's election website). All Town property and voting places are to be free from any form of electioneering. This includes anything that is considered to be election signage and/or communications for the purpose of soliciting electors. This prohibition is extended to both the internal and external areas associated with the property of the Town. The MEA mandates that while a voter is in a voting place, no one shall attempt to directly or indirectly influence how an elector votes, and that no campaign material or literature may be displayed. Election Officials and By-Law Officers are instructed to remove all campaign materials (including buttons, pamphlets, posters, signs, vehicles displaying campaign material, etc.) from all Town Facilities and designated voting places, with the exception of any meeting space properly rented for the purposes of a campaign event under the Town's Use of Corporate Resources for Election Purposes Policy.

Vehicles adorned with campaign materials are not permitted on any property owned, managed, or under the control of the Town of Ajax or at any voting place, or on any highway abutting, in front of, or within 25 metres of any property line of an active voter assistance centre or polling station. This includes vehicle wraps, magnets, and any other means of displaying campaign materials on a vehicle.

### **7.2 Public Canvassing**

Candidates and their campaign representatives are permitted to engage in public canvassing as part of their campaign. All candidates and their campaign representatives are reminded to be respectful of private property when engaging in electioneering and canvassing activities.

Candidates and their campaign representatives are reminded that they are prohibited from influencing how an elector votes when an elector is in the act of casting their ballot. Candidates and/or campaign representatives should not under any circumstances assist electors in completing their on-line or telephone ballots. If electors require assistance in casting their ballot using the on-line or telephone voting system, they may receive assistance from Election Officials by contacting the Election Help Line or by attending a Voter Assistance Centre. Candidates and campaign representatives are not authorized to provide this assistance to electors and may be violating the MEA by doing so.

### **7.3 Access to Condominiums, Gated Communities, Housing Co-operatives, and Apartment Buildings**

Under the MEA, Tenant Protection Act, and the Condominium Act, candidates and their campaign representatives have the authority to enter into condominiums, gated communities, housing co-operatives, and apartment buildings for the purpose of canvassing and/or distributing election materials.

Despite these legislative provisions, candidates may at times experience difficulty in gaining access to private residential complexes. If this occurs, candidates should contact the rental agency, owner of the building or other relevant authority to request that they instruct their staff of the legislative right of candidates to have access to these buildings for canvassing purposes.

The Municipal Clerk does not have the authority to intervene on behalf of any candidate in order to grant them access to a privately owned building for the purpose of canvassing and/or distributing election material. However, Candidates will receive in their Nomination Package an 'Access to Residential Premises - Summary Letter' issued by the Clerk explaining their legal rights to enter private residential complexes for the purposes of canvassing, and may produce this letter to any representative of a private residential complex to assist them in gaining access to the location.

## **8.0 Election Signs**

### **8.1 Election Sign Restrictions**

Municipal election signs are governed and controlled by the Town of Ajax Election Sign By-law, as may be amended from time to time. The Region of Durham has delegated authority to the local municipalities to enforce municipal sign by-laws on regional roads. Therefore, the Town's Election Sign By-law also applies to regional roads in the Town of Ajax. By-law Services staff will, at their discretion, enforce provisions contained therein. Where an election sign has been erected or displayed in contravention of these provisions, an Officer will remove the sign immediately without notice. Candidates are strongly urged to review the Town's Election Sign By-law prior to posting election signs within the Town.

The following are general restrictions which apply to **all** Election signs:

- The candidate to whom the Election sign relates shall be ultimately responsible for the erection or display of the Election sign, and its compliance with applicable laws.
- Election signs are only permitted beginning 25 days before Election Day (October 1, 2026) and must be removed within 48 hours of the close of voting.

- Election signs are not permitted on any Town or Region roads or properties.
- Election signs are not permitted to be attached to any division fence if the election sign is visible from any highway that is under the jurisdiction of the Town or Region.
- No portable sign shall be used for the purposes of an Election sign.
- Every person using rebar or any type of reinforcing steel or metal, shall ensure that all ends, not including the end inserted into the ground, has safety caps securely covering the ends of the steel or metal.

Refer to the Town of Ajax Election Sign By-law #41-2025 for details regarding permitted locations, size, distancing and setbacks for election signs in Ajax.

**Signs erected contrary to the Municipal and Regional Sign By-laws will be removed without notice and disposed of immediately. For further information, contact the Corporate Services Department, By-law Services, (905) 619-2529, extension 3370.**

## **8.2 Election Sign Permit and Deposit Fee**

All Candidates who plan to erect an election sign within the Town must complete the Election Sign Permit and pay the deposit fee of \$519 before any signs are erected. The fee can be paid during the nomination meeting, or at a later date, so long as it is paid before any signage is posted.

Any election sign that is removed by the Town will result in a deduction from the election sign deposit fee, in the amount as outlined in the Town's current Fees and Charges By-law (\$20.80 + HST).

A candidate will be refunded their election sign deposit fee within sixty days after voting day, minus any deductions that have occurred during the election period for the removal of any election sign by Town staff.

## **9.0 Voter Information**

### **9.1 General**

An eligible elector will be able to add their name to the Voters' List for the 2026 Municipal & School Board Elections by contacting Town of Ajax election staff or visiting a scheduled revision centre or Voter Assistance Centre during the Election Revision Period (September 1, 2026 to October 26, 2026). Qualified persons are strongly encouraged to visit [www.voterlookup.ca](http://www.voterlookup.ca) in advance of the election to ensure that their information is correct with MPAC. This is the best way for persons to ensure that their information appears correctly on the Voters' List.

## **9.2 Voters' List**

The Municipal Property Assessment Corporation (MPAC) will provide the Municipal Clerk with the Preliminary List of Electors containing the names and addresses of all electors eligible to vote in the Municipal Election. The Municipal Clerk will make corrections to obvious errors and reproduce the Official List of Electors which is made available to all registered candidates after September 1, 2026. According to Section 23(4) of the MEA, only the section of the Voters' List pertaining to the office for which a candidate is running is to be made available.

## **9.3 Adding a Name to the Voters' List**

Qualified individuals not appearing on the Voters' List can add their names during the revision period. This can be done in person by visiting the Municipal Clerk's Department (Town Hall, 65 Harwood Avenue South), at one of the Town's "pop-up" Revision Centres, or at any Voter Assistance Centre during the Voting Period. Proper identification verifying both the individual's identity and qualifying address must be presented along with a completed revision form.

## **9.4 Revisions to the Voters' List**

The revision period also provides an opportunity for electors to ensure the accuracy of their voter information on the Voters' List. Common corrections to the Voters' List relate to changes of an elector's name, qualifying address, and/or school support. Revision forms requesting a change in voter information must be completed using the prescribed form. Beginning, Thursday, September 1, 2026 completed revision forms can be mailed to:

Ajax Election Office  
Town Hall  
65 Harwood Ave. S  
Ajax ON, L1S 2H9

Completed revision forms can also be dropped off in person at the Town's Legislative and Information Services Department during regular office hours (8:30 a.m. to 4:30 p.m.) or in the Night Deposit Box after hours. Election Officials located at each Voter Assistance Centre will also process revision forms. Revisions will also be accepted at scheduled Revision Centres during the revision period.

Certain revisions may also be accepted by telephone and e-mail through the Town's Election Help Line, after verification of the identity of the requestor and confirmation of the revision required.

## **9.5 Voter Information Letters**

Electors appearing on the Voters' List will receive a Voter Information Letter providing instructions for the use of internet or telephone voting. For the best possible experience, electors should be encouraged to use the internet and

telephone voting options made available. If assistance is required, Voter Assistance Centres will be available during the Voting Period, and a list of such dates and locations will be advertised by the Town. Electors will be reminded to bring their Voter Information Letter with them to the Voter Assistance Centre. If a person does not have a Voter Information Letter and plans to attend a Voter Assistance Centre to vote, they are asked to also bring an acceptable form of identification in order to be issued their voting PIN. Electors who do not have a Voter Information Letter or those who add themselves to the Voters' List at the Voter Assistance Centre are still permitted to vote if their identity can be verified to the satisfaction of an election official.

## 9.6 Identification

Electors who receive a Voter Information Letter in the mail can proceed with voting by internet or telephone provided that they can produce the necessary credentials to do so (e.g., PIN and date of birth), thereby allowing the system to verify their identity. Persons who receive a Voter Information Letter at their address for another elector may not utilize the letter to vote, as to do so would constitute an act of fraud.

Individuals who are not on the Voters' List will be required to present an acceptable form of identification prior to being added. Individuals who are unable to produce an acceptable form of identity will be required to complete an application and sign a declaration to confirm and swear their identity, qualifying address, and eligibility.

**Persons should be aware that to fraudulently swear a declaration of eligibility or falsify information related to voter eligibility constitutes an offense under Section 89 of the MEA. A person who commits such an act is subject to legal ramifications, and the imposition of any or all penalties identified within the Act.**

## 9.7 Proxy Voting

Given the forms of remote voting available to electors during an eight day Voting Period, and the provisions for voter assistance, Proxy Voting is not permitted in Town of Ajax municipal elections.

## 9.8 Assistance to Vote

Electors are entitled to receive assistance with casting their ballot, whether doing so remotely using the internet or telephone, or in-person at a Voter Assistance Centre. If an Elector attends a Voter Assistance Centre, they may receive assistance from an Election Official or from a designated "friend" that they have brought with them. A "friend" can be any individual except a candidate or any other campaign representative at the Voter Assistance Centre. The "friend" must first take an Oath of Secrecy before assisting the Elector in casting their ballot. All Election Officials assisting Electors at a Voter Assistance Centre are also required to take an Oath of Secrecy before assisting electors.

If an Elector is voting remotely using the internet or telephone voting system with the assistance of a “friend”, the “friend” is not required to complete or submit an Oath of Secrecy. In such cases, “friends” are reminded that they must not influence the choices of the Elector, they must record the Elector’s ballot choices faithfully, and they must maintain the secrecy of the Elector’s ballot. Candidates and campaign representatives cannot act as “friends” to assist with casting remote ballots and are reminded that they are prohibited from influencing how an elector votes when an elector is in the act of casting their ballot. Candidates and/or campaign representatives should not under any circumstances assist electors in completing on-line or telephone ballots.

An elector must make their own arrangements for the provision of an interpreter if one is required. The Town makes efforts to employ multi-lingual Election Officials to work at Voter Assistance Centres, however, interpretation may not be available in all languages. Candidates and/or campaign representatives are not permitted to serve as an interpreter for an elector. If an elector requires assistance for any reason other than language, an Election Official is permitted to provide such assistance.

## **9.9 Voting Methods, Processes, Places, and Dates**

The Voting Period during which eligible electors may vote using the internet or telephone will be open from October 19, 2026 at 10:00 a.m. until October 26, 2026 at 8:00 p.m. On October 26, Voter Assistance Centres will be available throughout the Town where electors can vote by internet in-person using publicly provided computers. Additional Voter Assistance Centres will be provided during the Voting Period. **Paper ballots will not be available to electors at any Voter Assistance Centre or elsewhere.** Details pertaining to the Voter Assistance Centre locations and times are available on the election website.

## **10.0 Financial Responsibilities**

### **10.1 General**

The following section provides an overview of the various financial responsibilities of a candidate, however, as noted earlier, all candidates are urged to refer directly to the Municipal Elections Act, 1996 ([www.e-laws.gov.on.ca](http://www.e-laws.gov.on.ca)) in order to fully determine the legislative requirements regarding their financial responsibilities. The onus of responsibility is on candidates to satisfy themselves, through their own determination, or with professional assistance, of the various legal and financial requirements relating to their candidacy. The Municipal Clerk and/or Election Staff may assist by pointing candidates to pertinent provisions within the MEA, but are not obliged to interpret the provisions of the MEA regarding these matters.

## 10.2 Contributions

Pursuant to Section 88.15 (1) of the MEA, money, goods or services given to a candidate for use in their campaign, including money, goods and services that the candidate gives themselves. Contributions include:

- An amount charged for admission to a fund-raising function.
- If goods and services are sold for more than their market value at a fund-raising function, the difference between the amount paid and the market value. However, if the amount received for the goods or services is \$25 or less, the amount is not a contribution.
- If goods and services used in the person's election campaign or in relation to third party advertisements are purchased for less than their market value, the difference between the market value and the amount paid.
- Any unpaid but guaranteed balance in respect of a loan under section 88.17.

## 10.3 Goods and Services Deemed not to be Contributions

The following are deemed **not** to be contributions:

- The value of services provided by voluntary unpaid labour.
- The value of services provided voluntarily, under the direction of the person or the individual, corporation or trade union, by an employee whose compensation from all sources for providing the services does not exceed the compensation the employee would normally receive for the period the services are provided.
- An amount of \$25 or less that is donated at a fund-raising function.
- The amount received for goods and services sold at a fund-raising function, if the amount is \$25 or less.
- The amount of a loan under section 88.17.
- For a person referred to in subsection (1), the value of political advertising provided without charge on a broadcasting undertaking as defined in section 2 of the Broadcasting Act (Canada), if,
  - it is provided in accordance with that Act and the regulations and guidelines made under it, and
  - it is provided equally to all candidates for office on the particular council or local board.

## 10.4 Timing of Contributions

Contributions can be solicited by or accepted on behalf of a person seeking local municipal office, if that person has been duly nominated as a candidate. Contributions may only be accepted during a candidate's campaign period (in the event of a campaign that was not extended this occurs from the time with which the nomination is filed up until December 31, 2026). Any contributions received outside the campaign period that cannot be returned to the contributor including

any anonymous contributions must be turned over to the Municipal Clerk. Candidates must make reasonable efforts to satisfy themselves that a contributor is entitled to make contributions.

### **10.5 Eligible Contributors**

Pursuant to Section 88.8 (3) of the MEA, only the following may make contributions to candidates:

- An individual who is normally a resident in Ontario
- A candidate and their spouse (subject to Section 88.8 (5) of the MEA, if not normally a resident in Ontario, a candidate and their spouse may make contributions only to the candidate's election campaign)

**Corporations that carry on business in Ontario and trade unions that hold bargaining rights for employees in Ontario are not eligible campaign contributors and are not permitted to make campaign contributions to municipal candidates under the MEA.**

### **10.6 Contribution Limits**

Pursuant to Section 88.9 (1) of the MEA, a contributor shall not make contributions exceeding a total of **\$1,200** to any one candidate in an election. This limit is never to be exceeded regardless of the number of offices a candidate may have been nominated for during an election period. In addition to this, a contributor shall not make contributions exceeding a total of **\$5,000** to multiple candidates for office on the same council or local board. It is also important to note that cash contributions over \$25 are not to be accepted by or on behalf of a candidate – any contribution that exceeds \$25 shall be contributed in a manner that associates the contributor's name and account with the payment or by a money order signed by the contributor (see section 88.8 (8) of the MEA).

### **10.7 Contributions by a Candidate to their Own Campaign**

Contributions by a candidate for an office on a municipal council and/or their spouse are subject to the limit specified in Section 88.9.1 of the MEA. **There are no self-contribution limits for School Board Trustee candidates.**

Pursuant to Section 88.31 (6) of the MEA, if a candidate has a surplus and they and/or their spouse have contributed to their own campaign, the candidate may, after the election campaign period ends but before filing the financial statement or supplementary financial statement, refund to themselves, or to their spouse, an amount that does not exceed the lesser of their own contributions or the surplus. The remaining surplus following any such refunds and/or any appropriate expenditures with respect to campaign extensions becomes the property of the Town.

**It is important that candidates fully reference the relevant sections of the MEA. Although this guide provides a summary of some relevant provisions, it does not account for all the financial responsibilities associated with candidacy.**

### **10.8 Ineligible Contributors**

Pursuant to Section 88.8 (4) of the MEA, the following shall **not** contribute to a campaign:

- A federal political party registered under the Canada Elections Act or any federal constituency association or registered candidate in a federal election
- A provincial political party, constituency association, registered candidate or leadership contestant registered under the Election Finances Act
- A corporation that carries on business in Ontario
- A trade union that holds bargaining rights for employees in Ontario
- The Crown in right of Canada or Ontario, a municipality or local board

### **10.9 Contribution Refunds**

Where the candidate learns a contribution has been made or accepted in contravention to any provision of the Act, the candidate must immediately return the contribution. If this is not possible, any such contribution should be paid to the Municipal Clerk. The following are examples of a contribution which must be returned to the contributor or paid to the Municipal Clerk:

- Issued/received outside a candidate's campaign period
- Issued/received from anonymous sources (except for cash donations less than \$25)
- Issued/received from ineligible sources (e.g. individuals not residents of Ontario)
- Issued/received in excess of the \$1,200 per contributor limit
- Issued/received a cash contribution in excess of \$25
- Issued/received from funds not belonging to the contributor

### **10.10 Contribution Disclosure**

Notice of all contributions received by the candidate must be submitted to the Municipal Clerk upon completion of their campaign period, in the prescribed form and manner, as a part of the candidate's financial statement.

### **10.11 Frequently Asked Questions Regarding Campaign Contributions**

#### **How can contributions of cash be made?**

Cash contributions may only be accepted up to \$25.

#### **What is the definition of contributions of goods and services?**

All contributions of goods or services the candidate receives are considered contributions and should be supported by an invoice from the contributor of the good or service. The contribution must be recorded just as if it were money. If part of the agreed upon fee for the purchase of a good or service is considered by a supplier to be a contribution, the supplier should render an account for the total amount and indicate on the statement of account the amount which they consider a contribution. If a supplier charges the candidate less than the market value for the purchase of a good or service, the difference between the amount charged and the market value is a contribution. If suppliers of goods or services are not paid or have agreed not to accept payment, such non-payment will constitute a contribution of a good or service and must be receipted as such.

### **Who can accept campaign contributions?**

Only the candidate and those persons authorized by the candidate can accept campaign contributions. Contributions can only be accepted during the campaign period and only from a person or entity entitled to make a contribution.

### **How are anonymous contributions handled?**

An anonymous contribution cannot be accepted. The only exception to this rule is a donation received at a fund-raising function held on behalf of a candidate (e.g. "pass-the-hat" donations). Each of these donations must be \$25 or less. However, the total revenue from any such donation source must be reported as part of the candidate's financial statement. Any anonymous contribution received that cannot be returned must be paid to the Municipal Clerk.

## **10.12 Fundraising**

Fundraising activities are to only be held for a candidate and must occur within their campaign period. The MEA defines a fund-raising function as "an event or activity held by or on behalf of a candidate for the purpose of raising funds for their election campaign". An account of all revenues and expenses generated from each fundraising function must be included in a candidate's financial statement. The price of admission to a fundraising function and/or any amount paid for a good or service (offered for sale in excess of fair market value) is to be considered and treated as a campaign contribution. Section 88.19 (4) provides that a fundraising function does not include costs related to:

- Events or activities that are organized for the purpose of promoting public awareness of a candidate and at which the soliciting of contributions is incidental
- Promotional materials in which the soliciting of contributions is incidental

## **10.13 Expenses**

Any costs incurred for goods or services by or on behalf of a person wholly or partly for use in their election campaign are considered expenses (Section 88.19 of the MEA can be referenced for further information). Most expenses are subject to a maximum campaign expense limit, however under Section 88.20 (8) of the *MEA*

the following expenses are exempt from counting towards a candidate's expense limit:

- Audit and accounting fees
- The cost of holding fund-raising functions
- The cost of holding parties and making other expressions of appreciation after the close of voting
- Expenses relating to a recount or a proceeding under Section 83 of the *MEA* (controversial elections)
- Expenses relating to a compliance audit
- Expenses that are incurred by a candidate with a disability directly related to the disability and that would not have been incurred but for the election to which the expenses relate.

#### 10.14 Maximum Campaign Expense Limits

The spending limit for a candidate's campaign is calculated based on the number of electors who are eligible to vote for that office. The formula to calculate the limit is:

- For head of council: \$7,500 plus \$0.85 per eligible elector
- For all other council members or **school board trustees**: \$5,000 plus \$0.85 per eligible elector

Upon the filing of a nomination, each candidate will be given an estimate of their campaign expense limit. This estimate will be based on the number of electors in the last election. On September 30, 2026, following distribution of the interim list of changes to the Voters' List, each candidate will be issued a final expense limit which is based on the number of electors on the Voters' List for the current election.

If the expense limit estimate received by the candidate upon filing of their nomination is higher than the final spending limit received in September, then the estimate becomes the official spending limit.

**The preliminary expense limits are as follows:**

Office	Expense Limit
Mayor	\$80,333.10
Regional Councillor, Ward 1	\$30,454.10
Regional Councillor, Ward 2	\$26,592.55
Regional Councillor, Ward 3	\$30,786.45
Local Councillor, Ward 1	\$30,454.10
Local Councillor, Ward 2	\$26,592.55
Local Councillor, Ward 3	\$30,786.45

<b>Office</b>	<b>Expense Limit</b>
Durham District School Board Trustees	\$63,539.50
Durham Catholic District School Board Trustees	\$17,607.20
Trustee for Conseil scolaire Viamonde	<b>*contact City of Oshawa for this info.</b>
Trustee for Conseil scolaire catholique MonAvenir	<b>*contact City of Oshawa for this info.</b>

### **10.15 Expense Limits for Parties and other Expressions of Appreciation after Voting Day**

Expenses incurred after Voting Day related to parties and other expressions of appreciation for a candidate's campaign volunteers and workers are permitted under the MEA, but are subject to a maximum limit of 10% of the candidate's expense limit.

**The preliminary expense limits for parties and expressions of appreciation are as follows:**

<b>Office</b>	<b>Parties and gifts of appreciation Expense Limit</b>
Mayor	\$8,033.31
Regional Councillor, Ward 1	\$3,045.41
Regional Councillor, Ward 2	\$2,659.26
Regional Councillor, Ward 3	\$3,078.65
Local Councillor, Ward 1	\$3,045.41
Local Councillor, Ward 2	\$2,659.26
Local Councillor, Ward 3	\$3,078.65
Durham District School Board Trustees	\$6,353.95
Durham Catholic District School Board Trustees	\$1,760.72
Trustee for Conseil scolaire Viamonde	<b>*contact City of Oshawa for this info.</b>
Trustee for Conseil scolaire catholique MonAvenir	<b>*contact City of Oshawa for this info.</b>

### **10.16 Campaign Inventory**

Campaign expenses include the value of any goods held in inventory by a candidate from a previous campaign for use in the 2026 Municipal & School Board Election campaign period (Section 88.19 of the MEA can be referenced for further information). The inventory of reusable campaign materials remaining on hand at the end of a campaign becomes the property of the candidate and must be valued and reported as closing inventory on their financial statement.

### **10.17 Extension of Campaign Period**

The 2026 Municipal & School Board Election campaign period ends on December 31, 2026. Pursuant to Section 88.24 (1) 4. of the MEA, if a candidate decides to extend their campaign for the purposes of paying down a deficit, they must notify the Municipal Clerk using the prescribed form by 4:30 p.m. on December 31, 2026. If the notice of campaign extension is received by this time, a candidate's campaign may be extended for a period up to an additional six months (ending no later than June 30, 2027). The candidate's campaign period is deemed to have run continuously from the date of the filing of nomination until the end date specified in section 88.24 (1) of the MEA.

**It is important to fully reference Section 88.24 (1) 4. of the MEA, as there are various conditions not identified in the above section which may be applicable to a candidate's campaign period and/or their submission deadline.**

### **10.18 Financial Statements and Disclosure**

It is the responsibility of the candidate to file a complete and accurate financial statement to the Municipal Clerk **in person at Town Hall** by the deadline applicable to their respective campaign. All nominated candidates for the 2026 Municipal Election (including those who have withdrawn or were not elected) must disclose their contributions and expenses, using the prescribed form, no later than 2:00 p.m. on March 30, 2027.

The prescribed form for use in the submission of a candidate's financial statement will be made available to all candidates by the Municipal Clerk. An auditor's report shall accompany a candidate's financial statement and be prepared by an auditor licensed under the Public Accounting Act, 2004, if required. No auditor's report is required if the total contributions received and total expenses incurred in a candidate's election campaign, up to the end of the relevant period, are each equal to or less than \$10,000.

At least 30 days prior to the filing date, the Municipal Clerk will give notice to every candidate of the date in which they are required to file as well as with respect to any penalties that may be associated with non-compliance.

Candidate financial statements (and auditor's report, if applicable) are deemed to be public documents and will be posted to the Town's website in their entirety. The documents will be available to the public until the new council or school board takes office following the next regular election.

In the event of a campaign that was extended to June 30, 2027 pursuant to Section 88.24 (1) 4. of the MEA, the supplemental financial statement must be submitted no later than 2:00 p.m. on September 24, 2027.

If an extension to a filing deadline is required, it must be sought from the court prior to the regular or supplementary filing deadline (whichever is applicable). The court cannot extend the filing deadline by more than 90 days. If the financial statement is not filed by the deadline and no extension through the courts has been sought and obtained, the penalties (i.e. removal from office) take effect immediately (Section 88.23 of the MEA can be referenced for further information related to penalties associated with failure to meet financial filing requirements).

If a candidate notifies the Clerk of an extension to their campaign, they are still required to submit a financial statement by March 30, 2027 to account for all expenses related to their campaign period up to December 31, 2026. Additionally, they must also file a supplementary financial statement by September 24, 2027 accounting for all expenses related to their campaign period up to June 30, 2027. The supplementary statement is to cover the entire campaign period, updated to reflect changes to the candidate's election campaign finances during the extended campaign period.

### **10.19 Campaign Surplus and Deficits**

Pursuant to Section 88.31 of the MEA, a candidate has a surplus if the total credits exceed the total debits, and a deficit if the reverse is true. If a candidate's financial statement or supplementary financial statement shows a surplus and the election campaign period has ended at the time the statement is filed, they shall pay the surplus to the Municipal Clerk in trust (reduced by the amount of any refund owed – see below).

A candidate who has a surplus and has made a contribution to their campaign and/or their spouse has made a contribution, may, after the election campaign period ends but before filing the financial statement or supplementary financial statement, refund to themselves or their spouse an amount that does not exceed the lesser of the relevant contribution(s) and the surplus.

If a candidate's campaign reconvenes due to reasons provided for by various sections in the MEA (i.e. recount, compliance audit, controverted election), the amount held in trust by the Municipal Clerk shall be paid to the candidate with interest. However, when a campaign has ended and it is no longer possible to recommence the campaign period due to a recount, compliance audit or controverted election, the surplus becomes the property of the municipality.

## 10.20 Record Keeping/Accounting System

Consulting with an auditor (specifically one with experience in campaign financing) on an election campaign accounting system is advisable. This will ensure that a candidate's record keeping and accounting procedures are followed in a satisfactory manner, allowing any necessary audits to be carried out at minimal cost. The auditor is required to examine and to report as to whether the financial statement presents fairly the information contained in the accounting records on which the financial statement is based. Further information regarding campaign accounting requirements can be found in the *MEA*.

## 10.21 Compliance Audits

As per Section 88.37 of the *MEA*, a Compliance Audit Committee will be constituted for the purpose of addressing applications requesting an audit of a candidate's financial statement, and to review reports prepared by the relevant clerk identifying any suspected instances of over-contributions by campaign contributors. The Committee's term will be equal to that of the elected Council. The central role of the Committee will be to review applications and grant or reject audit requests, and to receive and review the aforementioned Clerk's reports on over-contributions. Where an audit request is approved by the Committee, the Committee will appoint an auditor to review the financial statement(s), and the Committee will decide whether legal proceedings shall be commenced based on the findings of the auditor.

This information is provided in respect to the Town's Compliance Audit Committee for offices on Municipal Council. **Applications for compliance audits of School Board Trustee candidates are not heard by the Ajax compliance audit committee.** School Boards are also required to establish a Compliance Audit Committee in regard to Trustee candidates, which are subject to some but not all of the provisions outlined above. For more information about school board compliance audit committees, please contact the relevant school board and refer to Education Act, 1990 for more information.

## 10.22 Notice of Penalties

Pursuant to Section 33.1 of the *MEA*, the Municipal Clerk must provide notice of the penalties under the *MEA* to all candidates prior to Voting Day. The following excerpts are to be considered as the provision of notice pursuant to the Act.

### **Effect of default by candidate**

**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. 2016, c. 15, s. 60.

## **Penalties**

(2) Subject to subsection (7), in the case of a default described in subsection (1),

- (a) the candidate forfeits any office to which they were 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. 2016, c. 15, s. 60.

**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. 2016, c. 15, s. 68 (1).

## **11.0 Accessibility**

### **11.1 Accessibility Provisions within the Municipal Elections Act**

Pursuant to Section 12.1 of the MEA, the Municipal Clerk shall have regard to the needs of electors and candidates with disabilities. The Clerk shall prepare a plan regarding the identification, removal and prevention of barriers that affect electors and candidates with disabilities and shall make the plan available to the public before Voting Day. The Town's Election Accessibility Plan is available on the Town's election website. As mandated by Section 45 (2) of the MEA, all voting places must be accessible to electors with disabilities. Within 90 days after Voting Day, the Municipal Clerk shall submit a report to Council about the identification, removal and prevention of barriers that affect electors and candidates with disabilities.

## **11.2 Accessible Voting Methods**

The provision of internet and telephone voting options greatly enhances the accessibility of Ajax elections. With the procured internet and telephone voting system, each screen in the voting process has been designed using basic language, simple graphics, and high contrast; additionally, the program is compatible with screen-reading technology and other assistive devices. Electronic voting also enables persons with mobility challenges or other disabilities to vote from the comfort of their home where accessible assistive devices may already be set up, eliminating the need for travel. Further accessibility considerations are documented in the Accessible Ajax 2026 Municipal Election Accessibility Plan.

## **11.3 Accessibility Resources for Candidates**

Candidates must also have regard to the needs of electors with disabilities. Campaign offices, election materials and canvassing should all be reviewed in order ensure that they are accessible to all electors, including those with disabilities.

The Town of Ajax also has numerous materials to educate town staff, local businesses and the general public about accessibility, including the Candidate Accessibility Checklist provided to candidates during their nomination meeting. For more information on the provision of service to persons with disabilities, please visit: [www.ajax.ca/accessibility](http://www.ajax.ca/accessibility).