



# Forms Repository - Trustee 2026 Municipal Election

Version 1 April 13, 2026



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\*Candidates are required to complete and submit these forms on the day they file their nomination. The other forms included in this package are for information and reference or may be required at a different time prior to or after the election, such as the filing of Form 4 – Financial Statement. Additional forms will be added to this repository as the election approaches. Ministry of Municipal Affairs and Housing forms are linked rather than included here.

Paper copies of all forms are also available at City Hall, 1 King Street W., Brockville.

**Candidate's Declaration - Proper Use of Voters' List**

*Municipal Elections Act, 1996 (s. 23(4); 88(10))*



I, \_\_\_\_\_, being a  
 candidate for the office of \_\_\_\_\_ hereby  
 request the Clerk to provide me with the following information when it becomes  
 available:

a paper copy of the Voters' List on or before Tuesday, September 1, 2026. Please note that all revisions made to the Voters' List will be available online before Wednesday, September 30, 2026;

**OR**

an electronic copy of the Voters' List on or before Tuesday, September 1, 2026. Please note that all revisions made to the Voters' List will be available online before Wednesday, September 30, 2026.

***I, the undersigned, do hereby agree to use the Voters' List for election purposes only and I understand that I am prohibited by the Municipal Elections Act, 1996 from using the Voters' List for commercial purposes.***

\_\_\_\_\_  
 Signature:

\_\_\_\_\_  
 Date

**Consent to Release Personal Information**

*Municipal Freedom of Information and Protection of Privacy Act*

Personal information on the Nomination Forms is collected under the authority of the *Municipal Elections Act* and will be used to assist the City Clerk in the administration of the 2026 Municipal Elections.

Questions regarding this collection should be forwarded to the City Clerk  
613-342-8772 ext. 4444 elections@brockville.com

Name of Candidate: \_\_\_\_\_

Candidate for the office of:

- Mayor
- Councillor
- Trustee English Public
- Trustee English Separate
- Trustee French Public
- Trustee French Separate

I acknowledge that the Nomination Form (Form 1) and the Declaration of Qualifications Form (Form EL18A or EL18B) filed by me contains personal information and I am aware that the City Clerk will disclose all or part of it to the general public.

\_\_\_\_\_  
Signature of Candidate

\_\_\_\_\_  
Signature of City Clerk or Designate

Dated at Brockville, this \_\_\_\_\_ day of \_\_\_\_\_, 2026

**Declaration of Qualifications  
For the City of Brockville 2026 Municipal Election  
School Board Candidates**

I, \_\_\_\_\_, a nominated candidate for the  
office of Trustee, School Board Ward \_\_\_\_\_, for the (check one):

- Upper Canada District School Board
- Catholic District School Board of Eastern Ontario

**Do Solemnly Declare That:**

1. I am qualified pursuant to the *Municipal Elections Act, 1996* and the *Education Act* to be elected to and to hold the office of Trustee, Ward \_\_\_\_\_ for the above noted School Board.
2. Without limiting the generality of paragraph 1, I am a resident of the area of jurisdiction of the School Board, a Canadian citizen and at least eighteen years of age.
3. I am qualified under the *Education Act* to vote for members of the School Board to which I am seeking office.
4. I am not ineligible or disqualified under the *Municipal Elections Act, 1996*, the *Education Act*, or any other *Act* to be elected to or hold the above-mentioned office.
5. Without limiting the generality of paragraph 4,
  - I am not an employee of the School Board or if I am an employee of the School Board, I am on an unpaid leave of absence as provided for by section 219 of the *Education Act* and section 30 of the *Municipal Elections Act, 1996*.
  - I am not a clerk or treasurer or deputy-clerk or deputy treasurer of any municipality within the area of jurisdiction of the School Board or if I am such a person, I am on an unpaid leave of absence as provided for by section 219 of the *Education Act* and section 30 of the *Municipal Elections Act, 1996*.
  - I am not a member of the Assembly as provided in the *Legislative Assembly Act* or of the Senate or House of Commons of Canada or, if I am such a person, I will provide proof of my resignation in a form satisfactory to the Clerk of the City of Brockville prior to 2:00 pm on Nomination Day, August 19, 2022. I understand that the Clerk of the City of Brockville will reject my nomination for the above-mentioned office if I fail to provide proof of resignation by this deadline.

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6. I am not prohibited from voting at the municipal election under subsection 17(3) of the *Municipal Elections Act, 1996*.
7. Without limiting the generality of paragraph 6,
- I am not a person who is serving a sentence of imprisonment in a penal or correctional institution.
  - I am not a corporation.
  - I am not a person acting as executor or trustee or in any other representative capacity, except as a voting proxy in accordance with section 44.
  - I am not prohibited because of a conviction of a corrupt practice described in subsection 90 (3), if voting day in the current election is less than five years after voting day in the election in respect of which I was convicted
8. I am not a person who was convicted of a corrupt practice under the *Municipal Elections Act, 1996* or of an offence under the *Criminal Code (Canada)* in connection with an act or omission that relates to an election to which this Act applies and I am not a person who is ineligible to be nominated for any office until the next two regular elections have taken place after the election to which the offence relates (Section 91 (1)).
9. I am not disqualified from being elected to or holding office by reason of any violations of the election campaign financial requirements or violations for not filing the financial statement pursuant to the *Municipal Elections Act, 1996*.

AND I make this solemn Declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*.

Declared before me at the City of Brockville

This \_\_\_\_\_ day of \_\_\_\_\_, 2026

\_\_\_\_\_  
(Signature of candidate)

\_\_\_\_\_  
(Signature of Clerk or designate)

<p>Personal information on this form is collected under the authority of the <i>Municipal Elections Act, 1996</i> and will be used for the nomination process for office in the municipal election and will be available for public inspection in the office of the Clerk, the City of Brockville until the next municipal election. Questions about this collection of person should be directed to the Clerk for the City of Brockville.</p>
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Form BR22

**Preliminary Maximum Campaign Expenses  
 Municipal Elections Act, 1996**

According to the *Municipal Elections Act, 1996* the following are the preliminary calculations of the estimated maximum campaign expenses based on the number of electors on the Voters' List as of September 15, 2022, for the 2026 election:

<b>Office</b>	<b>Number of Electors as of September 2022</b>	<b>Total Preliminary Maximum Campaign Expenses</b>
Mayor \$7,500 + 0.85/elector	16,864	\$21,834.40
Councillor \$5,000 + 0.85/elector	16,864	\$19,334.40
Trustee – UCDSB Ward 5 (Brockville & Augusta) \$5,000 + 0.85/elector	20,202	\$22,171.70
Trustee – CDSBEO Zone 4 (Leeds County excluding Elizabethtown Kitley and the Town of Smiths Falls) \$5,000 + 0.85/elector	4,624	\$8,930.40

***Final spending limits will be supplied on or before September 30, 2026.***

**Notice of Penalties and Refund of Nomination Filing Fee  
- Candidates**

*Municipal Elections Act, 1996 (s. 33.1)*

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Pursuant to Section 33.1 of the *Municipal Elections Act, S.O. 1996*, the clerk shall, before voting day, give to each person nominated for an office notice of the penalties under subsections 88.23(2) and 92(1) related to election campaign finances and the requirements under which the nomination filing fee will be refunded (section 88.23, section 92(1) and section 34. have been provided below):

**Default – where penalties apply**

**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.

**Default - Penalties**

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

- a) the candidate forfeits any office to which he or she was elected and the office is deemed to be vacant; and
- b) until the next regular election has taken place, the candidate is ineligible to be elected or appointed to any office to which this Act applies.

**Default – Notice by clerk**

(3) In the case of a default described in subsection (1), the clerk shall,

- a) notify the candidate in writing that the default has occurred;
- b) if the candidate was elected, notify the council or board to which he or she was elected in writing that the default has occurred; and
- c) make available to the public the name of the candidate and a description of the nature of the default.

**Compliance – clerk’s report - filing**

(4) The clerk shall make available to the public a report setting out all candidates in an election and indicating whether each candidate complied with section 88.25.

**Compliance – clerk’s report – available electronically**

(5) The report mentioned in subsection (4) shall be made available on a website or in another electronic format as soon as possible after,

- a) April 30 in the year following a regular election; and
- b) 90 days after voting day in a by-election.

**Application to court – for extension**

(6) The candidate may, before the last day for filing a document under section 88.25 or 88.32, apply to the Superior Court of Justice to extend the time for filing the document under that section and, if the court is satisfied there are mitigating circumstances justifying a later date for filing the document, the court may grant an extension for the minimum period of time necessary to enable the candidate to file the document but the court shall not grant an extension of more than 90 days.

**Application to court – for extension - notice**

(7) If a candidate makes an application under subsection (6), the candidate shall notify the clerk in writing before 2 p.m. on the last day for filing a document under section 88.25 or 88.32 that the application has been made.

**Application to court – for extension - effect**

(8) If the court grants an extension under subsection (6), the penalties set out in subsection (2) apply only if the candidate has not filed the document before the end of the extension.

**Default - cessation of penalty – late filing fee**

(9) The penalties set out in subsection (2) for a default described in clause (1) (a) do not take effect if, no later than 2 p.m. on the day that is 30 days after the applicable day for filing the document, the candidate files the relevant document as required under section 88.25 or 88.32 and pays the clerk a late filing fee of \$500.

**Late filing fee**

(10) The late filing fee is the property of the municipality.

**Same, before supplementary filing date**

**88.25** (10) At least 30 days before the supplementary filing date, the clerk shall give notice of the filing requirements of this section and the penalties set out in subsections 88.23 (2) and 92 (1) to the following candidates:

1. A candidate who notified the clerk under paragraph 4 of subsection 88.24 (1).
2. A candidate who notified the clerk under paragraph 5 of subsection 88.24 (1). 2016, c. 15, s. 60.

**Candidate**

**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.

**Exception, action in good faith**

(2) However, if the presiding judge finds that the candidate, acting in good faith, committed the offence inadvertently or because of an error in judgment, the penalties described in subsection 88.23 (2) do not apply. 2016, c. 15, s. 68 (1).

**Additional penalty, candidates**

(3) If the expenses incurred by or under the direction of a candidate exceed the amount determined for the office under section 88.20, the candidate is liable to a fine equal to the excess, in addition to any other penalty provided for in the Act. 2016, c. 15, s. 68 (1).

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**Refund**

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

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**Declaration by Candidate**

I do hereby acknowledge that I am in receipt of the Clerk’s notice regarding penalties relating to election campaign finances and refund of nomination filing fee.

Declared before me at the City of Brockville

This \_\_\_\_\_ day of \_\_\_\_\_, 2026

\_\_\_\_\_  
(Signature of Clerk or designate)

\_\_\_\_\_  
(signature of candidate, signed in front of the Clerk or designate)

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You must present one of the following documents showing your name and address:

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