



Nomination Filing Instructions

2022 Municipal and School Board Elections

April 25, 2022

A candidate for the offices of Mayor, Deputy Mayor, and Councillor may file their nomination papers during the following dates and times:

- May 2, 2022 to August 18, 2022 – Weekdays only, 8:30am to 4:30pm
- August 19, 2022 (Nomination Day) - 9:00am to 2:00pm.

Nominations papers are to be filed at the Municipal Office located near Camborne at 8285 Majestic Hills Dr., Cobourg, ON, K9A 4W5.

Nominations for various School Board trustee positions may be filed during the same period at the following locations.

- Nominations for the English Language Public (2) and English Language Catholic (1) School Boards will be accepted by the Clerk of the Town of Cobourg.
- Nominations for the French Language Public (1) and French Language Catholic (1) School Boards will be accepted by the Clerk of the City of Oshawa.

A potential candidate must file nomination papers prior to receiving any campaign contributions and/or expending any funds on a campaign.

Nomination Filing Checklist

Please bring the following with you to the Township of Hamilton Office when you file your nomination for Mayor, Deputy Mayor, or Councillor. (Electronic filing is not available at the Township of Hamilton. All nomination filings must be completed in-person).

- Completed Mandatory Nomination Paper (Form 1)
- Completed Endorsement of Nomination Form (Form 2)
- Completed Personal Information Release Form – Candidate Consent
- Candidates Declaration: Proper Use of the Voters List (to be completed in presence of the Municipal Clerk or Designate)



- Declaration of Qualifications - Council (to be completed in presence of the Municipal Clerk or Designate)
- Nomination Fee
 - \$200 for Mayor
 - \$100 for Deputy Mayor, Councillor
- Proof of ID and Township of Hamilton Residency / Ownership of Land

Those candidates who elect to file their nomination papers through an agent will require a certified copy of their photo identification to accompany their nomination papers and submit the filing fee in the prescribed form. In addition, your agent will be required to produce identification along with a letter from the candidate authorizing him/her as his/her agent to file their nomination paper.

While not required, it is highly recommended that an appointment be made with the Municipal Clerk to file your nomination. Appointments can be made by calling 905-342-2810 ext. 110 or by e-mailing elections@hamiltontownship.ca.

Additional Filing Information

Candidates may withdraw their nomination no later than 2:00pm on Nomination Day. A briefing for candidates regarding election procedures will be scheduled following the nomination period.

Candidates who obtain nomination papers from the Municipal Clerk's Office will be advised accordingly of any further legislative changes passed by the Legislature that affect election procedures.

Candidates are encouraged to regularly visit the Township of Hamilton's Election webpage (www.hamiltontownship.ca/election) and the Ontario Ministry of Municipal Affairs and Housing website (www.mah.gov.on.ca) for updated election information.

If you have any questions about filing your nomination papers, please do not hesitate to contact Daphne Livingstone, Municipal Clerk / Deputy Returning Officer by emailing elections@hamiltontownship.ca or calling 905-342-2810 ext. 110.

