



# VOTE



10-Day Voting Period  
October 17 to October 26, 2026

# 2026 Municipal Election

## Information Guide for Candidates

Approved by the Returning Officer/Clerk of the Town of Newmarket  
April 29, 2026

### Version History:

Version	Date	Sections Updated
1	April 29, 2026	Original Copy



# Table of Contents

<b>Part A: Introduction .....</b>	<b>4</b>
10-Day Voting Period .....	4
Electronic Filing Option for Candidate Nominations.....	4
Accessibility.....	4
Voter Instruction Letter.....	5
Important Dates.....	5
Term of Office and Offices to be Elected.....	8
<b>Part B: Qualification of Candidates .....</b>	<b>10</b>
Member of Council .....	10
Ineligibility .....	10
<b>Part C: Nomination Procedures .....</b>	<b>10</b>
General .....	10
Nomination Submission through the Election Portal .....	11
Nomination Paper (Form 1) .....	11
Endorsement of Nomination (Form 2).....	11
Declaration of Qualifications & other Town required forms .....	11
Filing Fee Payment.....	12
When to File .....	12
Where to File .....	12
Withdrawal of Nominations .....	12
<b>Part D: Voters' List.....</b>	<b>13</b>
How to Get a Copy of the Voters' List.....	13
<b>Part E: Provincial Guides, Forms &amp; Town Contact.....</b>	<b>14</b>
Candidate Guide as a Resource for Finance Questions .....	14
Voters' Guide.....	14
Forms.....	14
Town Contact Information .....	14

## Part A: Introduction

This guide assists individuals intending to stand for elected office in the upcoming Town of Newmarket municipal election. It will be posted, along with updates, to both the Town's [election website](#) and the Election Portal.

Candidates are responsible for ensuring they are familiar with the requirements of the [Municipal Elections Act](#). Prospective candidates must satisfy themselves, through their own determination and own legal advice, that they comply with the legislation and all regulations, and that they are in fact qualified and not disqualified by law to seek elected office. A copy of the Municipal Elections Act is available online at <https://www.ontario.ca/laws>

Candidates must comply with all requirements related to election campaign financing. In addition, candidates are advised to refer to the guide published by the Province - the [2026 Candidates' Guide for Ontario Municipal Council and School Board Elections](#). The Provincial guide provides both general information and financial reporting requirements under the Municipal Elections Act.

### 10-Day Voting Period

The voting period for the 2026 Newmarket Municipal Election for Mayor, Deputy Mayor and Regional Councillor, Ward Councillors and School Board Trustees is: October 17<sup>th</sup> to October 26<sup>th</sup>, 2026. Voters will be able to cast their ballot during the 10-day voting period from anywhere using an internet-connected computer, tablet or smartphone. This means that voters will have 10 continuous days and over 200 hours to cast their ballots. Voters requiring assistance to cast their ballot online may visit one of two Voter Assistance Centres (VACs) where Election staff will be on hand to offer access to internet-connected devices and answer questions.

An in-person paper ballot voting option will be available during the 10-day voting period by appointment at the Town of Newmarket Municipal Offices located at 395 Mulock Drive.

### Electronic Filing Option for Candidate Nominations

Prospective Candidates are strongly encouraged to make an appointment with election staff to register; however, the meeting to complete and sign official documents, and remit fees online can take place virtually or in person.

### Accessibility

Online voting provides an accessible form of voting, as voters can vote from anywhere they have an internet-connected device. As with the 2022 Municipal Election, the Town of Newmarket will make use of a mobile app that provides access to additional accessibility enhancements beyond what a standard browser provides. An accessible

ballot marking machine will be made available and provides access to voters with different abilities to independently mark their paper ballot.

## **Voter Instruction Letter**

Prior to the 10-day voting period, the Town will mail each eligible voter on the Voters' List, a letter that contains a unique voting Personal Identification Number (PIN), voting instructions, the website address for voting and where assistance is available.

Voters will use their PIN along with their birthdate to access the secure online voting platform.

## **Important Dates**

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

Nomination period (during regular office hours). Nominations must be submitted using the prescribed form(s).

Individuals who wish to register as a candidate shall first schedule a virtual or in-person appointment by contacting elections staff by e-mail at [elections@newmarket.ca](mailto:elections@newmarket.ca).

**Candidates must not spend or raise funds for their election campaign until their Nomination Paper has been filed with the Returning Officer/Clerk.**

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

This is the last day for nominations to be accepted, or for a nomination to be withdrawn.

**Nominations will only be accepted between 9 a.m. and 2 p.m.** An appointment must be scheduled with Election Office officials prior to the submission of a nomination.

Withdrawals must be in writing, using the prescribed form, and submitted by 2 p.m.

**Note:** If there are no candidates for any office, the nomination period for that office will be extended to August 26.

### **May 1, 2026 to December 31, 2026:**

Campaign period begins on the day a candidate files a nomination form and the period ends on December 31, 2026 unless:

- 1) The candidate withdraws the nomination;
- 2) The Returning Officer/Clerk rejects the nomination; or,
- 3) The candidate is extending their campaign to erase a deficit.

### **August 24, 2026:**

Returning Officer/Clerk examines nomination forms for qualification requirements, and if satisfied, certifies papers by 4 p.m.

After 4 p.m., Returning Officer/Clerk declares list of officially certified and acclaimed candidates.

**September 1, 2026:**

Returning Officer/Clerk to provide certified candidates with access to the Voters' List.

Voters are encouraged to visit [newmarketvotes.ca](http://newmarketvotes.ca) to get on the Voters' List and check their information to ensure accuracy for a smooth voting process.

**September 28, 2026:**

Election signs may be placed in accordance with the Town of Newmarket Election Sign By-law and York Region's Sign By-law beginning at 10 a.m.

**September 30, 2026:**

Returning Officer/Clerk to provide certified candidates with a Certificate of Maximum Campaign Spending Limit (Final Amount).

**October 17, 2026 – October 26, 2026**

Online voting begins at 10 a.m. on October 17 and runs continuously until 8 p.m. on October 26.

Eligible voters can vote from anywhere that they have access to an internet connection.

Voters require a Voter Instruction Letter to vote. Voters must follow the directions on the Voter Instruction Letter. To cast their ballot online, a voter must use their unique PIN and birthdate to access the secure online voting platform.

Voters who wish to vote by paper may book an appointment anytime from 10 a.m. to 8 p.m. during all of the 10 voting days.

Voters who need at home assistance during the 10-day voting period can have Election Officials visit their residence with an internet-connected device to support them with casting an online ballot.

Voter Assistance Centres will be open October 23 to 26, at Magna Centre and Ray Twinney Recreation Complex, where voters can receive assistance with online voting.

**October 26, 2026:**

Online voting ends at 8 p.m.

Unofficial results of the election will be announced as soon as possible after the close of voting, which is at 8 p.m. Unofficial results will be posted to the results section of the [elections website](#).

Returning Officer/Clerk to declare official results of the election as soon as possible after October 26, 2026.

**October 29, 2026:**

Election signs must be removed from public and private property no later than 8 p.m.

**November 15, 2026:**

2026-2030 Term of Office commences.

**November 16, 2026:**

Inaugural Council meeting at 7 p.m. at Old Town Hall (additional information will be provided closer to the meeting date).

**December 31, 2026:**

Campaign period ends unless:

- 1) The candidate withdrew the nomination;
- 2) The Returning Officer/Clerk rejected the nomination; or,
- 3) The candidate wants to extend their campaign to erase a deficit.

Candidates may not raise funds or incur expenditures beyond this date unless they have a deficit and have notified the Returning Officer/Clerk, in writing, of the extension to the campaign period. If a candidate has a deficit on this date and wishes to continue fundraising to eliminate the deficit, the candidate must notify the Returning Officer/Clerk on the prescribed form; failure to do so will mean the campaign period automatically ends on December 31, 2026.

**Note:** The Returning Officer/Clerk will send a notice to all candidates to remind candidates of their financial filing responsibilities.

**December 31, 2026:**

Supplementary campaign period begins for candidates that have extended their campaign period to erase a deficit.

**March 30, 2027 at 2 pm:**

Deadline for candidates to file financial statements; the statement covers the period from the day the candidate filed their nomination paper until December 31, 2026.

Candidates must notify the Returning Officer/Clerk, in writing, of a Court extension by 2 p.m. on this date.

If a candidate cannot submit their financial statements by March 30, 2027, the candidate must apply to the Superior Court of Justice for an extension to file their financial statements. This court application must be made **before** March 30, 2027.

**April 29, 2027:**

Candidates that have not filed their financial statement by the March 30 deadline may file their financial statement by this date, if the statement is accompanied with a \$500 late filing fee.

This grace period ends at 2 p.m.

**April 30, 2027:**

Returning Officer/Clerk to publish a report indicating which Candidates filed their financial statements and who is in default.

Candidates who did not file the required financial statement will be sent a Notice of Default outlining the automatic penalties:

- The candidate will forfeit their elected office (if they won the election); or
- The candidate will be ineligible to run for office or be appointed to fill a vacancy until after the 2030 election.

**June 30, 2027:**

Supplementary campaign period ends for candidates who extended their campaign to erase a deficit.

**September 24, 2027:**

Deadline for candidates to file supplementary financial statements and auditor's reports (if applicable); a supplementary financial statement includes the information from the initial statement and adds financial information from an extended campaign.

Candidates must file by 2 p.m. on this date.

**October 25, 2027:**

Candidates that have not filed their supplemental financial statement by the deadline may file their financial statement by this date, provided the statement is accompanied with a \$500 late filing fee.

This grace period ends at 2 p.m.

**October 26, 2027:**

Candidates who did not file the required financial statement will be sent a Notice of Default outlining the automatic penalties:

- The candidate will forfeit their elected office (if they won the election); or
- The candidate will be ineligible to run for office or be appointed to fill a vacancy until after the 2030 election.

**Term of Office and Offices to be Elected**

For the 2026 Municipal Election, members will be elected for the period beginning November 15, 2026 and ending, November 14, 2030 for the following offices:

- Mayor
- Deputy Mayor and Regional Councillor
- Councillor, Ward 1
- Councillor, Ward 2

- Councillor, Ward 3
- Councillor, Ward 4
- Councillor, Ward 5
- Councillor, Ward 6
- Councillor, Ward 7
- York Region District School Board Trustee
- York Catholic District School Board Trustee
- Conseil scolaire du Viamonde<sup>1</sup>
- Conseil scolaire de Catholique MonAvenir<sup>2</sup>

---

<sup>1</sup> Nomination forms for this office must be submitted to the Clerk of the City of Vaughan. For more information on registering for this office, contact the City of Vaughan at [elections@vaughan.ca](mailto:elections@vaughan.ca) or visit [vaughan.ca/elections](http://vaughan.ca/elections)

<sup>2</sup> Nomination forms for this office must be submitted to the Clerk of the City of Vaughan. For more information on registering for this office, contact the City of Vaughan at [elections@vaughan.ca](mailto:elections@vaughan.ca) or visit [vaughan.ca/elections](http://vaughan.ca/elections)

## **Part B: Qualification of Candidates**

### **Member of Council**

Qualifications for Members of Council are set out in Section 256 of the Municipal Act, 2001 and Section 17 of the [Municipal Elections Act](#).

In order to run for office on Newmarket Town Council a person must be, at the time of nomination:

1. A Canadian citizen;
2. At least 18 years old;
3. A resident of Newmarket or the owner or tenant of property, or the spouse of such owner or tenant; and,
4. Not disqualified by any legislation from holding office.

### **Ineligibility**

The following are ineligible to be elected as Members of Council:

- (a) An employee of the Town except during an authorized unpaid leave of absence (the leave of absence must begin prior to filing the nomination form);
- (b) A person who is not an employee of the municipality but who is the Returning Officer/Clerk, Treasurer, Integrity Commissioner, Auditor General, Ombudsman or registrar, a closed meeting investigator, or who holds any administrative position of the municipality.
- (c) A judge of any court.
- (d) A member of the Assembly as provided in the Legislative Assembly Act or of the Senate or House of Commons of Canada.

## **Part C: Nomination Procedures**

### **General**

1. The Town uses an Election Portal to administer electronic filing for legislative and Town forms.
2. The Town will accept hardcopy legislative and Town forms.
3. All Candidates must attend a meeting with the Clerk or designate to complete and/or review the required forms, provide and/or review the required

documentation and pay the required fees. This meeting can be in person at the Municipal Offices or remotely via Zoom or Teams.

### **Nomination Submission through the Election Portal**

1. Candidates shall contact the Elections Office by email at [elections@newmarket.ca](mailto:elections@newmarket.ca) or by phone at 905-953-5152 to advise of their intent to run as a candidate.
2. Elections staff will provide written instructions to the candidate on how to register for an Election Portal account in order to file their Nomination Paper and other required forms electronically.
3. Candidates running for an office on municipal council will download, complete and submit the Nomination Paper and Endorsement of Nomination.
4. Candidates running for an office on a school board will download, complete and submit the Nomination Paper.
5. Candidates shall upload 2 pieces of acceptable identification through the Election Portal. The identification shall show a photo of the Candidate, proof of Canadian citizenship, name, qualifying Newmarket address, and signature.

### **Nomination Paper (Form 1)**

All Candidates are required to complete and submit a [Nomination Paper](#). This form is made available to candidates when they register for the Election Portal.

It is also available on the Province's website.

### **Endorsement of Nomination (Form 2)**

All Candidates for Town Council positions must complete [Endorsement of Nomination](#). The requirements for obtaining 25 original signatures from qualified Newmarket voters is indicated on the form. All endorsement signatures must be non-digital and collected in-person. This form is made available to candidates when they register for the Election Portal.

It is also available on the Province's website. This form is not required for school board trustee candidates.

### **Declaration of Qualifications & other Town required forms**

Candidates are required to complete a Declaration of Qualifications form and other Town forms as part of the candidacy process. Depending on how you choose to file (either through the Election Portal or in-person with hardcopy forms) these forms will be administered to you either through the Election Portal or in person.

## **Filing Fee Payment**

The nomination filing fee is \$200 to run for the office of Mayor and \$100 for all other offices. This fee must be paid to the Returning Officer/Clerk at the time you submit your nomination.

If registering in-person, the fee can be paid by debit, credit card, certified cheque or money order payable to the Town of Newmarket. Personal cheques are not accepted.

If making payment through the Election Portal, the fee can be paid by credit card or debit credit.

**Note:** A candidate is entitled to receive a refund of the nomination filing fee if they file their financial statements with the Returning Officer/Clerk by March 30, 2027.

## **When to File**

Persons wishing to become a candidate must file a nomination form prior to receiving any campaign contributions and prior to spending any funds on a campaign.

## **Where to File**

Appointments are **strongly** recommended, but not required. Once you decide you want to register as a candidate, you should email [elections@newmarket.ca](mailto:elections@newmarket.ca) and staff will provide you with a link to access the Election Portal. Staff will provide you with step-by-step instructions on how to submit your required documentation. You'll also be able to book your appointment for your nomination meeting through the Election Portal.

Candidates who wish to walk-in to file their nomination can do so during regular business hours at:

Legislative Services Department  
Municipal Offices  
395 Mulock Drive  
Newmarket ON L3Y 4X7

**All candidates will eventually need to register for the Election Portal as that is how the Voters' List will be shared with candidates.**

## **Withdrawal of Nominations**

A candidate may withdraw their nomination by filing a written withdrawal in the Legislative Services Department, before 2 p.m. on August 21, 2026.

## Part D: Voters' List

The Voters' List is a list of eligible electors in the Town of Newmarket. During non-election years the Town of Newmarket does not maintain a Voters' List.

During an election cycle, Elections Ontario is now responsible for preparing the preliminary list of electors for each municipality in Ontario. From now until the middle of August voters may check their information online at [RegisterToVoteON.ca](https://www.registertovote.on.ca).

The Municipal Property Assessment Corporation (MPAC) is still responsible for managing school board designation for each elector. From now until June 1, voters can visit MPAC's [website](#) to review their school support.

**Eligible voters should be on the Voters' List by mid-September.**

**This will ensure that they receive their Voter Instruction Letter with their unique Personal Identification Number (PIN) in the mail. This will allow them to access their online ballot.**

### How to Get a Copy of the Voters' List

Candidates are entitled to receive a copy of the List for campaign purposes. The List will be provided electronically to Candidates using the Election Portal. **The information contained on the Voters' List is to be used for election purposes only. The use and sale of the Voters' List for Commercial purposes is strictly prohibited.**

In order to gain access to the Voters' List, candidates must first complete the prescribed form during the nomination process.

## **Part E: Provincial Guides, Forms & Town Contact**

### **Candidate Guide as a Resource for Finance Questions**

Candidates are strongly encouraged to refer to the [2026 Candidates' Guide for Ontario Municipal Council and School Board Elections](#) for information on candidates' financial responsibilities.

A candidate must file their nomination form before spending any money or receiving campaign contributions, and the amount a candidate spends on their campaign is regulated. The Clerk provides all candidates with a certificate outlining the expense limits for running a campaign.

Candidates must open up a separate bank account under their campaign and candidates will need to take their complete Form 1 to the bank in order to open this account.

### **Voters' Guide**

The Province has a [voters' guide](#) as a helpful tool for all voters in the upcoming 2026 municipal and school board elections.

### **Forms**

Candidates can get copies of forms from the Legislative Services Department, or download them from the Election Portal.

### **Town Contact Information**

Contact the Elections Office by email at [elections@newmarket.ca](mailto:elections@newmarket.ca) or by phone at 905-953-5152.