



INFORMATION FOR CANDIDATES

2022 Municipal Elections

Congratulations on your decision to become a candidate in the 2022 Municipal Elections. Putting your name forward as a candidate for municipal office is a considerable undertaking.

For your information, the following documents are included:

1. Township Information for Candidates
2. Nomination Paper
3. Endorsement of Nomination
4. Campaign Expense Summary
5. Consent to Release Personal Information
6. Estimated Maximum Campaign Expense
7. Notice of Penalties
8. Financial Statement
9. Election Signs Information
10. Use of Corporate Resources During and Election Policy
11. 2022 Candidates Guide (Ministry)
12. Township Map

Additional information, including key election dates and times etc. can be found on the Township's website (www.southstormont.ca).

As additional election information becomes available, including those who have filed their nomination papers, it will be added to the website so please remember to return to the website for updates.

You can also visit the E-laws website (www.e-laws.gov.on.ca) where you can obtain a current copy of the *Municipal Elections Act* (MEA)

INFORMATION FOR CANDIDATES **MUNICIPAL ELECTIONS 2022**

The MEA sets out in detail, the requirements to be met by candidates for office. These requirements have been summarized for your convenience. We urge you to obtain your own updated copy of the MEA; it can be downloaded from the Ministry's website at www.e-laws.gov.on.ca or purchased from the Ontario Government Bookstore.

This guide has been prepared only for the purpose of supplying information that will be of assistance to persons intending to stand or run for elected office. It is most important to note that the contents of this document are intended only as a guide to certain provisions of relevant legislation and do not purport to recite all applicable statutory references.

Prospective candidates must satisfy themselves through their own determination that they have complied with the election financing regulations and that they are, in fact, qualified to run as a candidate in the Township of South Stormont.

As the 2022 election year progresses, additional information will be available regarding the specifics of the election process and will be posted on the Township website. You are advised to read the enclosed information carefully. It is important that you are aware of your responsibilities as a candidate.

Please contact the Clerk's Department at 613-534-8889, with any questions you may have about the election process.

Best wishes for a successful campaign!



Elected Offices for the Township of South Stormont

At this election, members will be elected for the period commencing November 15, 2022 and ending November 14, 2026 for the following offices:

1. Mayor - one (1) position to be elected by all electors in the Township
2. Deputy Mayor - one (1) position to be elected by all electors in the Township
3. Councillor - three (3) positions to be elected by all electors in the Township

School Board Offices include:

- Upper Canada District School Board (English Public)
- Catholic District School Board of Eastern Ontario (English Separate)
- Conseil des écoles publiques de l'Est de l'Ontario (French Public)
- Conseil scolaire de district catholique de l'Est Ontarien (French Separate)

Nominations

Nominations, accompanied by the filing fee of \$200.00 for Mayor, \$100.00 for Deputy Mayor, Councillors and School Board Trustees (cash, certified cheque, money order or debit), can be filed in person, by an agent or electronically (via a virtual meeting) with the Clerk during regular office hours (8:30 AM – 4:30 PM, Monday - Friday), beginning May 2, 2022 and ending on Friday, August 19, 2022 at 2:00 PM.

To schedule an appointment to file the nomination documents, candidates can contact the Clerk's office either by email: vote@southstormont.ca OR by phone: 613-534-8889, ext. 201.

Nominations will be certified by 4:00 PM on the Monday following Nomination Day (August 22, 2022).

Please note that you may not raise any monies for a campaign nor undertake any expenditure of funds for a campaign unless you have first submitted your nomination form to the Township Clerk and paid the required nomination filing fee.

Nomination Fee Refund

A candidate is entitled to receive a refund of the nomination filing fee if the campaign financial statement is filed by the deadline. The filing deadline is 2:00 PM the last Friday in March following the election (March 31, 2023).



Election Day

Election Day is Monday, October 24, 2022.

Enumeration

The Preliminary List of Electors (PLE) for the Township of South Stormont is prepared by the Municipal Property Assessment Corporation (MPAC) and contains the names, addresses and school support of each person listed in the Corporation's data.

Election Method

The 2022 Municipal Elections in South Stormont will be conducted via internet and composite paper ballot with tabulators.

The use of the telephone voting was eliminated following the 2014 Municipal Elections.



SOUTH STORMONT OVERVIEW

Key Roles of Council and Staff

Council	Senior Management Team
Direction	Short and Long Term Planning
Financial Stewardship	Operating Efficiency and Effectiveness
Council	Day-to-Day Management of Municipal Operations and Administration
Legislation	Customer Service Delivery
Representation (of the Electorate)	Communications, Internal and External

Role of Township Council

Direction

- Devise a Strategic Plan incorporating goals and strategies, determining levels of services to the Township;
- Set priorities and timelines for execution of initiatives;
- Establish budget parameters for operating and capital expenditures;
- Evaluate and authorize major policies for the Township.

Financial Stewardship

- Monitor operating and capital spending;
- Control and safeguard Township expenditures;
- Review of annual auditor reports;
- Township Asset Management.

Council

- Compliance with Federal and Provincial statutes and Township by-laws;
- Township risk assessment control;
- Selection of Chief Administrative Officer, performance review, approval of Directors;
- Succession Planning review, focusing on charting replacement balance in the Senior Management Team;
- Policy and program for performance management.

Legislation

- Creation of new by-laws, revising and updating existing by-laws;
- Tracking Federal and Provincial statutes and regulations that would have any impact on Township operations and administration.

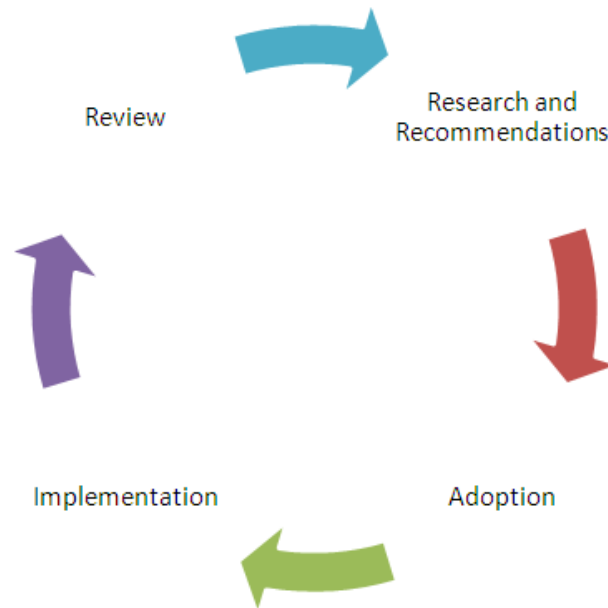
Role of Township Council continued...

Representation (of the Electorate)

- Representing the Township for the benefit of the ratepayers;
- Meet with individuals, groups, Township staff;
- Attendance at various social, cultural and community functions;

Policy Making Process

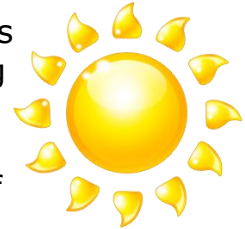
1. Research and Recommendations
2. Adoption
3. Implementation and Review



Township of South Stormont Meeting Schedule

Council meets on the second and fourth Wednesday evening of each month, commencing at 5:00 PM. Special meetings and Committee of the Whole meetings are held as required. Committee of the Whole and/or Special Meetings meetings are scheduled for the third Tuesday of the month at 5:00 PM.

A summer or holiday schedule for meetings has traditionally been established. For example, conducting one meeting per month in the summer months (July August) and in December and February. Public notice is required well in advance to ensure residents are aware of any changed meeting date.



Members of the public are most welcome to attend Council meetings. The length of these meetings depends on the agenda content.

Committees

In addition to attending Council meetings, members of Council are required to attend committee meetings that they may be appointed to. These may include:

- South Stormont Sports Hall of Fame Committee
- Volunteer Appreciation Committee (Ad Hoc)
- Raisin Region Conservation Authority
- Cornwall Township Historical Society
- Lost Villages Historical Society
- South Stormont / South Dundas Doctor Recruitment Committee

From time to time, members of Council may also be appointed to sit on various other ad hoc committees. Each term of Council, the committee structure is reviewed and adjusted as required.

Additional Resources

As a candidate for the Township of South Stormont you may be interested in ongoing projects and Township finances. For your information the following list has been prepared for your referral. All of these documents are available on the Township's website, www.southstormont.ca.

