



Municipality of Dysart et al 2018 Municipal Election

IMPORTANT DATES

The following list, though not exhaustive, provides some of the key dates for the 2018 Municipal Election.

DATE(S)	ACTION ITEM
December 29, 2017	PROCEDURES Clerk to establish procedures and forms for use of vote-counting equipment or alternative voting method, s.42(3) & (4).
January 2018 – May 2018	PUBLISH NOTICE OF NOMINATION PERIOD (s.32)
Early March 2018	LAUNCH OF VOTERLOOKUP.CA BY MPAC Conducted by the Municipal Property Assessment Corporation via web application (voterlookup.ca) or telephone 1-866-296-6722.
Mid-April to Mid-May, 2018	MUNICIPAL ENUMERATION NOTICES TO BE MAILED BY MPAC Complementary messaging reminding electors the accuracy of the voters list and therefore their ease in obtaining a ballot may be affected by accuracy of enumeration process.
April 30, 2018	USE OF MUNICIPAL RESOURCES POLICY Last day for municipalities and Local Boards to establish rules and procedures regarding use of municipal resources.
May 1, 2018 to July 27, 2018	NOMINATION PERIOD Nomination Papers for candidates for the 2018 Municipal Election may be filed during regular business hours (Monday to Friday, 8:30 a.m. to 4:30 p.m., weekends and statutory holidays excluded) from May 1, 2018 to July 26, 2018 and on July 27, 2018 from 8:30 a.m. to 2:00 p.m.
May 1, 2018	REGISTRATIONS FOR THIRD PARTY ADVERTISERS COMMENCES
May 1, 2018 to December 31, 2018	CAMPAIGN PERIOD Begins May 1, 2018 or whenever a candidate files a nomination paper (whichever is later).
July/August 2018	PRELIMINARY LIST OF ELECTORS (PLE) MPAC to provide Dysart et al with PLE. Clerk then corrects for errors and prepares Voters List.
Early July 2018	PUBLISH NOTICE OF NOMINATION PERIOD (s.32) (Optional Second Ad)
July 27, 2018	NOMINATION DAY Nomination Papers for candidates for the 2018 Municipal Election may be filed no later than 2:00 p.m.
July 27, 2018	WITHDRAWAL OF CANDIDATE Candidates wishing to withdraw nomination must do so no later than 2:00 p.m.
July 30, 2018	CERTIFICATION OF NOMINATION PAPERS Clerk to Certify or Reject nominations no later than 4:00 p.m.
July 30, 2018	DECLARE ELECTION / ACCLAMATIONS Clerk to post list of Candidates and Acclamations.



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July 31, 2018	DEFAULT DATE FOR MPAC TO DELIVER PRELIMINARY LIST OF ELECTORS (PLE)
August/September 2018	ADS – IS YOUR NAME ON THE VOTERS LIST?
August 1, 2018	ADDITIONAL NOMINATIONS (IF NECESSARY) If necessary, additional nominations will be received between 9:00 a.m. and 2:00 p.m. at the Municipal Office.
August 2, 2018	ADDITIONAL NOMINATIONS - CERTIFICATION OF NOMINATION PAPERS BEFORE 4:00 PM, s.35(1)2 – ACCLAMATION(S) AFTER 4:00 P.M.
TBD – August 7-10, 2018	BALLOT PROOF Clerk to sign off on ballot proof.
TBD – September 14-20, 2018	SIGN OFF ON VOTERS KIT
August 31, 2018	COMPLETE CORRECTIONS TO PLE AND REPRODUCE IT AS THE VOTERS LIST, s.23(2)
September 4, 2018	VOTERS LIST Last day for Clerk to reproduce Voters List. Deliver or mail copy of Voters List to those identified in MEA, s.23.
September 4, 2018 to October 22, 2018	AMEND VOTERS LIST – REVISION PERIOD Applications (including acceptable identification) may be made to the Clerk to make additions, corrections or deletions of own information to the Voters List.
TBD – September 2018	EXCEPTIONS LIST MPAC to provide Dysart et al with exceptions file.
TBD - September 13-19, 2018	LAST DATE FOR CHANGES TO VOTERS LIST FOR VOTE BY MAIL PACKAGE For every Elector who qualified to be on the Voters List by 12:00 p.m., a Vote By Mail Package will be mailed to the Elector's address as shown on the Voters List
September 25, 2018	ISSUE CERTIFICATE OF MAXIMUM CAMPAIGN SPENDING LIMITS Clerk to provide Candidates with Certificate of Maximum Campaign Spending Limits
TBD – September 24-28, 2018	VOTER KITS ARE PRINTED AND MAILED TO ELECTORS
September 28, 2018	DEADLINE TO ESTABLISH COMPLIANCE AUDIT COMMITTEE Council must establish a Compliance Audit Committee to process compliance audit applications prior to October 1 in an election year. Term of appointment for committee is the same as the term of office for Council.
TBD – October 22, 2018	REPLACEMENT VOTER KITS Replacement Voter Kits are available for individuals who did not receive their original Voters Kit.



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TBD - October 22, 2018	DROP-OFF / REVISION CENTRE (Municipal Office) The Drop-off / Revision Centre will be open during regular office hours (8:30 a.m. to 4:30 p.m. Monday to Friday, from October ??, 2018 to Friday, October 19, 2018 and on Monday, October 22, 2018 from 8:30 a.m. to 8:00 p.m.
October 11, 2018	LAST DATE FOR ELECTORS TO RETURN VOTER KITS BY MAIL
October 19, 2018	LAST DAY FOR THIRD PARTY ADVERTISERS TO REGISTER
October 19, 2018	LAST DAY TO PREPARE A PLAN FOR THE IDENTIFICATION, REMOVAL AND PREVENTION OF BARRIERS (Note, last legislated day, but it must be completed before December 31, 2017) (s.12.1 (2))
October 22, 2018	ELECTION DAY Final day that qualified Electors may cast their vote up to 8:00 p.m. Unofficial election results will be released after 8:00 p.m.
October 23, 2018	ELECTION RESULTS The Clerk will declare the official election results as soon as possible after Election Day.
October 23, 2018	RECOUNT In the event of a tied vote a recount must be held within 15 days of the declaration of the results by the Clerk. A recount on request from Council / Board / Minister received within 30 days of the declaration of results must be held within 15 days of the receipt of the request.
December 1, 2018 (to November 14, 2022)	TERM OF OFFICE COMMENCES / INAUGURAL COUNCIL MEETING Inaugural Council Meeting (Municipality of Dysart et al) for 2018-2022 Term of Council. To be held at the Dysart et al Council Chamber at 11:00 a.m. on Monday, December 3, 2018.
November 22, 2018	PROVIDE MPAC WITH THE FINAL LIST OF CHANGES TO THE VOTERS LIST (s. 27 (2))
December 31, 2018	CAMPAIGN PERIOD ENDS Deadline for Candidates to provide Clerk with written notification of deficit and continuation of campaign period. This also applies to Third Party Advertisers.
January 2019	NOTICE TO CANDIDATES OF FILING REQUIREMENTS The Clerk shall provide notice of all of the filing requirements and of the penalties under subsections 88.23(2) and 92(1), to every candidate at least 30 days before the filing date. Last day for Notice of the filing requirements for the financial statements covering the reporting period ending December 31, 2018 is February 27, 2018.
January 21, 2019	FINAL DAY FOR THE CLERK TO POST A REPORT ON THE IDENTIFICATION, REMOVAL AND PREVENTION OF BARRIERS THAT AFFECT ELECTORS AND CANDIDATES WITH DISABILITIES (s.12.1(3))



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January 21, 2019	FINAL DAY FOR AN ELECTOR TO COMMENCE AN APPLICATION FOR CONTROVERTED ELECTION (s.83) A copy of the application must be provided to the Clerk within 5 days.
January 25, 2019	LAST DAY FOR APPLICANT TO SERVE A COPY OF “APPLICATION FOR CONTROVERTED ELECTION” TO THE CLERK.
February 21, 2019	EARLIEST DATE FOR THE DISPOSITION OF ELECTION RECORDS (if results declared October 23 are unchallenged) s.88 (1). Ballots shall be destroyed.
February 27, 2019	LAST DAY FOR NOTICE OF THE FILING REQUIREMENTS FOR THE FINANCIAL STATEMENTS COVERING THE REPORTING PERIOD ENDING DECEMBER 31, 2018, s.88.25(9), 34, 88.23(2), and 92.1.
March 29, 2019	DEADLINE FOR FILING FINANCIAL STATEMENTS Financial Statements must be filed no later than 2:00 p.m. Documents will be available for public viewing on the Municipality of Dysart et al website as soon as possible after the documents are filed.
April 29, 2019	LAST DAY FOR CANDIDATE WHO VIOLATED THE DEADLINE FOR FILING THEIR FINANCIAL STATEMENTS, TO FILE ALONG WITH A \$500 FEE TO AVOID PENALTIES.
April 29, 2019	LAST DAY FOR CLERK TO REVIEW FINANCIAL STATEMENTS AND REPORT ON ANY THAT EXCEEDED THE LIMITS, s.88.34
April 30, 2019	FIRST DAY THE CLERK SHALL PUBLISH REPORT OF WHICH CANDIDATES COMPLIED WITH s.88.25
July 2, 2019	LAST POSSIBLE DATE OF SUPPLEMENTARY REPORTING PERIOD, s.88.24(41). NOTE: COULD BE EARLIER IF DEFICIT IS ELIMINATED.
July 2, 2019	LAST DAY FOR COMPLIANCE AUDIT REQUEST FOR DECEMBER 31, 2018 SUPPLEMENTARY REPORTING PERIOD. The Clerk must forward the application to the Compliance Audit Committee within 10 days of receiving the application. Within 30 days, the committee must consider the application and decide whether it should be granted or rejected.



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