



**The Regional Municipality of Durham**  
**2018 Municipal Election Candidates' Guide**  
**(For Candidates Running For the**  
**Position of Regional Chair)**

The contents of this document are intended only as a guide to certain relevant information, and it is not meant to cover all information required by a candidate in a municipal election. Candidates should refer directly to the *Municipal Elections Act, 1996* for specific provisions and additional details. Candidates must satisfy themselves that they are qualified to be elected and not disqualified by law.

As of June 18, 2018

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## **Part A**

### **Introduction**

This Candidates' Guide has been prepared for candidates running for the position of Regional Chair in The Regional Municipality of Durham in the 2018 Municipal Elections. On October 22, 2018, a Regional Chair will be elected by general vote of the electors of the Regional Municipality of Durham. The term of office commences December 1, 2018 and ends November 14, 2022. The contents of this document are intended only as a guide to certain relevant information, and it is not meant to cover all information required by a candidate in a municipal election. Candidates should refer directly to the *Municipal Elections Act, 1996* for specific provisions and additional details. Candidates must satisfy themselves that they are qualified to be elected and not disqualified by law. The 2018 Candidates' Guide (prepared by the Ministry of Municipal Affairs and Housing) and Municipal Election Law 2018 (published by Municipal World) are included in the Candidate Information Package. It is strongly recommended that candidates review both these publications carefully, as they provide additional information relating to qualifications, financial responsibilities, campaign contributions, campaign expenses and financial reporting.

Staff of Corporate Services - Legislative Services Division will be pleased to assist you with any questions you may have concerning the election process for the Office of Regional Chair.

### **Regional Contact Information**

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Email: [ralph.walton@durham.ca](mailto:ralph.walton@durham.ca)

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Email: [cheryl.bandel@durham.ca](mailto:cheryl.bandel@durham.ca)

Leigh Fleury, Legislative Officer

Phone: 905-668-7711 ext. 2020

Email: [leigh.fleury@durham.ca](mailto:leigh.fleury@durham.ca)

Office Hours – Monday through Friday, 8:00 AM – 5:00 PM

### **The Regional Municipality of Durham**

605 Rossland Road East, P.O. Box 623

Whitby, Ontario L1N 6A3

Phone: 905-668-7711

Toll-free: 1-800-372-1102

Fax: 905-668-9963

Website: [www.durham.ca](http://www.durham.ca)

## **Area Municipal Clerks' - Contact Information**

### Town of Ajax:

Nicole Cooper, Clerk  
Town of Ajax  
65 Harwood Ave. S.  
Ajax, ON L1S 2H9  
Phone: 905-683-4550  
Email: [nicole.cooper@ajax.ca](mailto:nicole.cooper@ajax.ca)  
Web: [www.ajax.ca](http://www.ajax.ca)

### Township of Brock:

Thomas Gettinby, CAO/Clerk  
Township of Brock  
1 Cameron St. E., P.O. Box 10  
Cannington, ON L0E 1E0  
Phone: 705-432-2355  
Toll-free: 1-866-223-7668  
Email: [tgettinby@townshipofbrock.ca](mailto:tgettinby@townshipofbrock.ca)  
Web: [www.townshipofbrock.ca](http://www.townshipofbrock.ca)

### Municipality of Clarington:

Anne Greentree, Clerk  
Municipality of Clarington  
40 Temperance St.  
Bowmanville, ON L1C 3A6  
Phone: 905-623-3379  
Toll-free: 1-800-563-1195  
Email: [agreentree@clarington.net](mailto:agreentree@clarington.net)  
Web: [www.clarington.net](http://www.clarington.net)

### City of Oshawa:

Andrew Brouwer, Clerk  
City of Oshawa  
50 Centre St. S.  
Oshawa, ON L1H 3Z7  
Phone: 905-436-3311  
Toll-free: 1-800-667-4292  
Email: [abrouwer@oshawa.ca](mailto:abrouwer@oshawa.ca)  
Web: [www.oshawa.ca](http://www.oshawa.ca)

City of Pickering:

Debbie Shields, Clerk  
City of Pickering  
One The Esplanade  
Pickering, ON L1V 6K7  
Phone: 905-420-2222  
Toll-free: 1-866-683-2760  
Email: [dshields@pickering.ca](mailto:dshields@pickering.ca)  
Web: [www.pickering.ca](http://www.pickering.ca)

Township of Scugog:

John Paul Newman, Clerk  
Township of Scugog  
181 Perry St., Box 780  
Port Perry, ON L9L 1A7  
Phone: 905-985-7346  
Email: [jnewman@scugog.ca](mailto:jnewman@scugog.ca)  
Web: [www.scugog.ca](http://www.scugog.ca)

Township of Uxbridge:

Debbie Leroux, Clerk  
Township of Uxbridge  
51 Toronto St. S., P.O. Box 190  
Uxbridge, ON L9P 1T1  
Phone: 905-852-9181  
Email: [dleroux@town.uxbridge.on.ca](mailto:dleroux@town.uxbridge.on.ca)  
Web: [www.town.uxbridge.on.ca](http://www.town.uxbridge.on.ca)

Town of Whitby:

Chris Harris, Clerk  
Town of Whitby  
575 Rossland Rd. E.  
Whitby, ON L1N 2M8  
Phone: 905-668-5803  
Email: [harrisc@whitby.ca](mailto:harrisc@whitby.ca)  
Web: [www.whitby.ca](http://www.whitby.ca)

## **Key Dates**

- **Nomination Period**

Tuesday, May 1, 2018 to Friday, July 27, 2018

Nomination Papers (“Nominations”) may be filed by candidates commencing May 1, 2018 through to July 26, 2018 at any time when the Durham Region Legislative Services office is open (Monday to Friday, 8:00 AM to 5:00 PM) and on July 27, 2018 (Nomination Day) from 9:00 AM until 2:00 PM. (Further details regarding the Nomination Procedures can be found on page 14 of this Guide.)

- **Campaign Period**

Tuesday, May 1, 2018 to Monday, December 31, 2018

A candidate’s campaign period begins once he or she files a Nomination Paper (which can be any time from May 1, 2018 to July 27, 2018) and ends on December 31, 2018, unless the candidate withdraws the Nomination, the Regional Clerk rejects the Nomination or the candidate is continuing his or her campaign to erase a deficit.

A candidate must file a Nomination Paper before any campaign activity is commenced. This includes raising campaign funds or incurring campaign expenses.

- **Nomination Day**

Friday, July 27, 2018

Last day for filing Nominations. Nominations filed on July 27, 2018 may only be filed between the hours of 9:00 AM and 2:00 PM.

- **Withdrawal of Nominations**

Friday, July 27, 2018

Nominations may be withdrawn in writing by 2:00 PM.

- **Candidate Certification**

Monday, July 30, 2018

The Regional Clerk will examine Nomination Papers by 4:00 PM. If the Regional Clerk is satisfied that a person is qualified to be nominated and that the Nomination complies with the *Municipal Elections Act, 1996* the Regional Clerk shall certify the Nomination by signing the Nomination Paper.

The Regional Clerk shall send the names of the qualified candidates by email to the Clerks’ of each of the area municipalities for the ballots.

- **Certificate of Maximum Permitted Expenses**

Tuesday, September 25, 2018

The Regional Clerk will issue a Final Certificate of Maximum Permitted Expenses to candidates.

Candidates cannot exceed the greater of this amount or the amount provided in the preliminary Certificate of Maximum Permitted Expenses provided to each candidate when they filed their Nomination Paper.

- **Voting Day**

Monday, October 22, 2018

- **Official Results**

On or after Tuesday, October 23, 2018

The Regional Clerk shall, as soon as possible after Voting Day, declare the candidate who received the highest number of votes to be elected.

- **Term of Office Commences**

Saturday, December 1, 2018

The elected Regional Chair shall take the Declaration of Office prior to taking his or her seat on Regional Council.

- **End of Campaign Period**

Monday, December 31, 2018

The end of the campaign period is December 31, 2018 unless a candidate withdraws the nomination, the nomination is rejected by the Regional Clerk, or the candidate is continuing his or her campaign to erase a deficit.

If a candidate has a deficit on December 31, 2018 and wishes to continue fundraising to eliminate the deficit, the candidate must notify the Regional Clerk on the prescribed form (Notice of Extension of Campaign Period – Form 6) on or before 4:30 PM on December 31, 2018. Failure to do so will mean that the campaign period ends on December 31, 2018.

- **Deadline for Filing of Financial Statements**

Friday, March 29, 2019 on or before 2 PM

This is the final date by which all candidates must file their financial statements in the prescribed form (Financial Statement – Auditor's Report Form 4) for the period from the date their Nomination was filed through to December 31, 2018.



- **End of Extension of Campaign Period to Eliminate Deficit**

Tuesday, July 2, 2019

- **Deadline for Supplementary Filing**

Friday, September 27, 2019 on or before 2 PM

This is the final date by which candidates must file their supplementary Financial Statements in the prescribed form for the Supplementary Reporting Period from January 1, 2019 through to June 30, 2019.

## Part B

### Qualifications

#### Who is Qualified?

At the time of filing their Nomination, a candidate for the Office of Regional Chair must:

- Be a qualified elector in accordance with Section 17 of the *Municipal Elections Act, 1996*, as amended. Therefore, the candidate must be:
  - A Canadian citizen.
  - At least 18 years of age.
  - A resident of The Regional Municipality of Durham, or the owner or tenant of land in The Regional Municipality of Durham or the spouse of such owner or tenant of land in The Regional Municipality of Durham.
- Not disqualified for violations of financial requirements or violations of requirements for filing financial information.
- Not disqualified by any Act from holding such office.

**Note:** Candidates who are members of the Legislative Assembly of Ontario, or the Senate, or House of Commons of Canada may file their Nomination for an office in the election, but their Nomination will be rejected by the Regional Clerk if they remain a member as of 2:00 PM on Nomination Day (July 27, 2018).

If an employee of The Regional Municipality of Durham or local board wishes to file a Nomination, the employee must take an unpaid leave of absence as of the day the employee is nominated and ending on Voting Day. If elected, the person is deemed to have resigned immediately before making the Declaration of Office.

#### Who is Disqualified?

The following persons are **disqualified** from seeking election for the Office of Regional Chair:

- Except during a leave of absence, an employee of The Regional Municipality of Durham.
- A judge of any court.
- Except if they cease being a member as of 2:00 PM on Nomination Day:
  - A member of the Ontario Legislature.
  - A member of the House of Commons.
  - A member of the Senate.
- A Crown employee within the meaning of the *Public Service Act* who is a Deputy Minister or who is in a position or classification designated in the regulations made under that Act for the purposes of Section 11 thereof.
- A person who is serving a sentence of imprisonment in a penal or correctional institution, including a sentence being served in the evening or on weekends.
- A corporation.

- A person acting as executor or trustee or in any other representative capacity, except as a voting proxy in accordance with Section 44 of the *Municipal Elections Act, 1996*.
- A person who was convicted of the corrupt practice described in Subsection 90(3) of the *Municipal Elections Act, 1996* if Voting Day in the current election is less than five years after Voting Day in the election in respect of which he or she was convicted.
- A person who was convicted of the corrupt practice as described in Subsection 91(1) of the *Municipal Elections Act, 1996*, if two regular elections have not taken place after the election to which the offence occurs.
- A person disqualified for violations of financial requirements or violations of requirements for filing financial information in accordance with the *Municipal Elections Act, 1996*.

**Note: It is the responsibility of the candidate to ensure that they are qualified to seek the office for which they are being nominated.**

## **Part C**

### **Regional Chair Duties and Responsibilities**

Regional Council is comprised of 29 members made up of the Regional Chair and the Mayors and Regional Councillors from the eight area municipalities.

It shall be the role of the Chair to carry out the responsibilities set forth in the *Municipal Act, 2001, sections 225 and 226.1*.

Section 225 of the *Municipal Act, 2001* states: "It is the role of the head of council,

- a) to act as chief executive officer of the municipality;
- b) to preside over council meetings so that its business can be carried out efficiently and effectively;
- c) to provide leadership to the council;
- c.1) without limiting clause c), to provide information and recommendations to the council with respect to the role of council;
- d) to represent the municipality at official functions; and
- e) to carry out the duties of the head of council under this or any other Act."

Section 226.1 of the *Municipal Act, 2001* states: "As chief executive officer of a municipality, the head of council shall,

- a) uphold and promote the purposes of the municipality;
- b) promote public involvement in the municipality's activities;
- c) act as the representative of the municipality both within and outside the municipality, and promote the municipality locally, nationally and internationally; and
- d) participate in and foster activities that enhance the economic, social and environmental well-being of the municipality and its residents."

The Regional Municipality of Durham Council Rules of Procedure By-law provides that the Chair shall act as spokesperson and co-ordinate the presentation of the Region's position to the public and to other external public bodies, agencies and organizations; it further states that "it also shall be the duty of the Chair:

- (a) to open the meeting of Council by taking the chair and calling the Members to order;
- (b) to receive and submit, in the proper manner, all motions presented by the Members;
- (c) to put to vote all questions, which are duly moved and seconded, and to announce the result;
- (d) to decline to put to vote, motions which infringe upon the Rules of Procedure or which are beyond the jurisdiction of Council;
- (e) to restrain the Members, when engaged in debate, within the Rules of Procedure;
- (f) to enforce on all occasions, the observance of order and decorum by the Members and any other persons present in the Chamber;

- (g) to call by name, any Member persisting in breach of the Rules of Procedure and to order him/her to vacate the Chamber in which the meeting is being held; but if the member apologizes he/she may, by vote of the Council, be permitted to retake his/her seat;
- (h) to authenticate by his/her signature, when necessary, all by-laws, resolutions and minutes of Committee of the Whole and Council;
- (i) to inform the Council on any point of order as seems necessary;
- (j) to represent and support the Council, declaring its will and implicitly obeying its decision in all things;
- (k) to perform other duties when directed to do so by a resolution of Council;
- (l) if he/she considers it necessary because of grave disorder, to adjourn the sitting without the question being put, or suspend the sitting for a time to be specified by him/her;
- (m) to ensure that no person except a Member, officer or employee of the Regional Corporation is permitted to enter upon the floor of the Chamber during the sittings of the Council without permission of the Chair or the Council.”

The Regional Chair shall also open each Committee of the Whole meeting and preside over presentations, deputations and any closed portion of the meeting.

Regional Committee of the Whole meets the first Wednesday of the month at 9:00 a.m. Regional Council meets the second Wednesday of the month at 9:30 a.m. Meetings are held in Council Chambers at the Regional Municipality of Durham Headquarters in Whitby.

### **Remuneration**

Remuneration for the Regional Chair is determined in accordance with By-law No. 08-2004, as amended.

The 2018 base annual salary for the Regional Chair is \$192,000.

## Part D

### Nominations

#### Nomination Procedures

Nomination Papers may be filed with the Regional Clerk any time during normal business hours (8:00 AM to 5:00 PM) starting on Tuesday, May 1, 2018 through to July 26, 2018 at Corporate Services - Legislative Services Division, Regional Municipality of Durham Headquarters building, 605 Rossland Road East, Whitby. On Nomination Day, July 27, 2018, Nominations may be filed between 9:00 AM and 2:00 PM.

Candidates must file the prescribed Nomination Paper (Form 1) and include the required declarations from twenty-five (25) endorsees (Form 2). **Endorsees must be eligible to vote in an election for an office within the municipality (if a regular election were to be held on the day that the person endorsed the nomination).** At the time of filing, candidates must pay the nomination fee of \$200 in cash or by certified cheque or money order payable to The Regional Municipality of Durham, or by Debit, Visa or Mastercard. **A personal cheque is NOT acceptable.** When completing the Nomination Paper, a candidate must enter his or her name as they wish it to appear on the ballot.

Either the candidate or agent of the candidate must file the Nomination Paper in person. If an agent is filing on the candidate's behalf, a letter must be submitted at the time of filing which authorizes the agent to file on behalf of the candidate. The letter must be signed by the candidate, and commissioned or notarized by a person authorized under the Commissioners for Taking Affidavits Act or Notaries Act, prior to the agent submitting the nomination paper to the Regional Clerk.

**Faxed and emailed Nomination Papers cannot be accepted, as an original signature is required on all Nomination Papers filed with the Regional Clerk.**

Candidates must be qualified on the day they file their Nomination Paper. A candidate's campaign period commences on the day he or she files a Nomination Paper with the Regional Clerk and ends on December 31, 2018. Until a candidate files his or her Nomination Paper (and pays the filing fee) he or she cannot raise money or incur expenses. Also, a candidate cannot spend any of his or her own money or that of his or her spouse before filing.

Nomination Papers are public documents and are available for inspection at the office of the Regional Clerk during normal office hours.

#### Declaration of Qualification

The Declaration of Qualification section of the Nomination Paper (Form 1) must be signed by the candidate and presented for certification by the Clerk or designate.

## **Identification**

Candidates must show picture proof of identity and their qualifying address within the Regional Municipality of Durham at the time the Nomination Paper is filed.

A driver's license provides both picture identification and proof of residency.

Other acceptable forms of picture identification include:

- Government issued identification forms that contain the name, e.g. passport or health card.

Other acceptable documents for proof of residency (which must be shown in conjunction with acceptable picture identification) include:

- Property Tax Bill
- Utility bill

A candidate's agent must provide the original of the candidate's identification as well as providing his or her own identification.

In the case of a person renting property (tenant), the Regional Clerk, in his absolute discretion, may request the candidate to furnish a current lease/rental agreement for the purpose of determining eligibility to be a candidate.

If the candidate does not have the types of identification that the Region is requesting, other forms of identification as outlined in O.Reg 304/13 Voter Identification may be accepted.

## **Candidate Certification**

Certification of candidate Nomination Papers will be done by the Regional Clerk by 4:00 PM on **Monday, July 30, 2018**. The Regional Clerk shall send the names of the qualified candidates by email to the Clerk's of each of the area municipalities to place on the ballots.

## **Withdrawal of Candidacy**

A candidate who wishes to withdraw his or her Nomination must notify the Regional Clerk in writing by 2:00 PM on **Friday, July 27, 2018**. A Withdrawal of Nomination Form is included in the Candidate Information Package. Either the candidate or an agent of the candidate must file the withdrawal form in person. The withdrawal form may not be mailed, faxed or emailed. The candidate will still have to submit a financial statement covering all financial transactions up to the time of the withdrawal. Provided that the financial statement is submitted on or before the filing date of Friday, March 29, 2018 on or before 2 PM, the candidate will be entitled to a refund of their nomination filing fee.

If an agent is filing the withdrawal form on behalf of a candidate, the candidate must provide the agent with a signed letter to give to the Regional Clerk authorizing the agent

to file the withdrawal form. The letter and withdrawal form must be signed by the candidate, and commissioned or notarized by a person authorized under the Commissioners for Taking Affidavits Act or Notaries Act, prior to the agent submitting the withdrawal form to the Regional Clerk.

### **Refund of Nomination Filing Fee**

A candidate is entitled to receive a refund of the Nomination filing fee if he or she files their financial statements on or before the financial filing date of Friday, March 29, 2019 on or before 2 PM. (MEA Section 34)



## **Part E**

### **Campaign Information**

#### **Election Contributions and Expenses**

The *Municipal Elections Act, 1996* imposes limitations on the expenses for candidates in municipal elections. As well, the Act requires the candidate to report the contributions received and expenses incurred during the campaign period.

Campaign contributions can only be accepted during the campaign period, that is, from the date that the candidate filed his or her Nomination through to December 31, 2018, unless the candidate withdraws the Nomination, the Regional Clerk rejects the Nomination or the candidate is continuing his or her campaign to erase a deficit.

- An aggregate contribution limit of \$5,000 per contributor for each jurisdiction is established. Contributors who exceed this limit may be liable to a penalty.
- A contributor shall not make contributions exceeding a total of \$1,200 to any one candidate.
- A cash contribution cannot exceed \$25.
- For the Office of Regional Chair, a candidate or his or her spouse may contribute a combined maximum of \$25,000 to the candidate's own election campaign.
- A candidate must open a separate bank account for his or her campaign and ensure that receipts are issued for every contribution and obtained for every expense.

#### **Campaign Spending Limits**

Pursuant to Regulation 101/97, as amended, a candidate running for the Office of Regional Chair can spend \$7,500 plus 85 cents per elector entitled to vote for the office.

At the time of filing a Nomination Paper, the Regional Clerk shall provide the candidate with a preliminary Certificate of Maximum Permitted Expenses. The estimated campaign spending limits for the Office of Regional Chair for the 2018 election is \$385,493.30 based on an electoral population as of the 2014 municipal elections of 444,698.

#### **Financial Reporting**

All candidates must disclose and report their contributions and expenses in the prescribed form (Financial Statement – Auditor's Report Form 4) on or before 2 PM March 29, 2019. Even if the candidate is extending his or her campaign due to a deficit, he or she must submit a Financial Statement for the campaign period which ran from the date of filing his or her Nomination Paper through to December 31, 2018.

If the candidate notifies the Regional Clerk on or before December 31, 2018 of the fact that their campaign has a deficit and he or she wishes to extend their campaign period,

the candidate will be required to submit a Supplementary Report for the Supplementary Period. The Supplementary Reporting Period runs from January 1, 2019 to June 30, 2019. The candidate must submit a Supplementary Report to the Regional Clerk on or before 2 PM on September 27, 2019.

There are penalties for not filing Financial Statements by the applicable deadlines, which may include forfeiture of office. The penalties do not take effect if the candidate files their forms before 2 p.m. within 30 days of the applicable deadline, and pays a late filing fee of \$500 to the Clerk.

Candidates' Financial Statements are filed with the Regional Clerk and are public documents. Financial Statements will be posted on the Region's website, along with a report from the Clerk indicating whether each candidate met the filing deadline requirements.

If an error is identified in a filed financial statement, the candidate may withdraw the statement, and at the same time, file a corrected financial statement and auditor's report as long as this is done on or before the applicable filing date (either March 29, 2019, or the supplementary filing deadline of September 27, 2019).

The Clerk will review the contributions reported on the financial statements to determine whether any contributor appears to have exceeded any of the contribution limits. Should the Clerk determine that a contributor has exceeded the limits; the Clerk must prepare a report and forward it to the Compliance Audit Committee. The Compliance Audit Committee will review the report and determine whether to commence a legal proceeding against a contributor for an apparent contravention.

## **Part F**

### **General Information**

#### **Voters' Lists for the Area Municipalities**

Pursuant to Section 23(2) of the *Municipal Elections Act, 1996*, Voters' Lists will be available at the eight area municipal offices no later than September 1, 2018. Pursuant to Section 23(4) of the *Municipal Elections Act, 1996*, every candidate will receive one free copy of the Voters' List upon written request.

The Voters' Lists must be obtained from the Clerk of each area municipality.

Candidates will be asked to present the photocopy of their Nomination Paper to the Clerk in order to request the Voters' List for that municipality.

The contact information for each of the area municipal Clerks' can be found starting on page 5 of this Guide.

#### **Voting Process**

The Clerk of each area municipality is responsible for the actual voting process and looks after the ballot preparation, proxy voting, polling locations, advance polls, voters' list and the counting of ballots in their respective municipality. If you have any questions about the voting process in an area municipality, please contact the Clerk of that municipality. Their contact information can be found starting on page 5 of this Guide.

#### **Election Results**

The Region will be opening a meeting room at the Regional Municipality of Durham Headquarters building on the evening of the election at 8:00 p.m. The Region will be compiling the unofficial results for the Office of Regional Chair using the results as provided by the area municipalities. The Region will make those results available in the meeting room and on the website. Further details will be provided to all candidates prior to Voting Day.

#### **Maps of the Area Municipalities**

Maps of the eight area municipalities must be obtained from the Clerk of each area municipality. Candidates will be asked to present the photocopy of their Nomination Paper to each Clerk in order to obtain the street map(s) for that municipality.

#### **Scrutineers (Candidate's Agents)**

Each candidate may appoint in writing scrutineers to represent them at the voting place and to be present during the counting of the votes. Information regarding scrutineers must be obtained from the Clerk of each area municipality. Candidates will be asked to present the photocopy of their Nomination Paper to each Clerk in order to obtain this information.

## **Election Signs**

### **Area Municipalities**

The eight area municipalities each have Sign By-laws regulating election signs within their respective municipality. It is important to note that election signs may not be placed prior to the dates as outlined in each area municipal by-law. Candidates must contact the Clerk of each area municipality for a copy of their Sign By-law which sets out the rules and regulations specific to the municipality. Any questions with respect to the Sign By-law for an area municipality can be directed to the Clerk of that municipality. The contact information for each of the area municipal Clerks' can be found starting on page 5 of this Guide.

### **Regional Municipality of Durham**

The placement of election signs on Regional Roads is governed by By-law #76-2017. A copy of this By-law is included in the Candidate Information Package.

Election signs shall not be placed on Regional roads until the later of 42 days in advance of voting day, or the first date on which an area municipal by-law permits election signs to be erected within that area municipality. Where an area municipal by-law is more restrictive than the criteria set out in Schedule 'A' of By-law #76-2017, the provisions of the area municipal by-law will apply to Regional Roads within that municipality. Signs shall be removed within **48 hours** of the last polling day.

Any person placing a sign must have on their person at the time that the sign is being placed a copy of Schedule 'A' to By-law #76-2017, which provides a list of applicable criteria, and all such persons must be familiar with the criteria.

If a sign contravenes the By-law requirements, Regional Works Department staff may remove the sign immediately without notice. Signs that have been removed by the Regional Works Department staff and stored for more than 15 days may be destroyed or otherwise disposed of by the Region without notice and without compensation. The charge for removal of a sign by the Region will be \$60.00 and a charge of \$5.00 per day will be charged for storage of the sign. Charges incurred by the candidate are payable to the Region within 30 days of receipt of notice of same, or when the candidate is picking up the signs.

The provisions of By-law #76-2017 may also be enforced by the Municipal By-law Enforcement Officers in each of the area municipalities.

A complete list of Regional roads and associated map are included in the Candidate Information Package.

Please contact the Regional Works Department - Traffic Engineering and Operations Division for any matters pertaining to election signs on Regional Roads by email at [trafficdispatch@durham.ca](mailto:trafficdispatch@durham.ca) or by telephone: 905-666-8116 or toll-free 1-866-786-8116.

### **Election Sign Recycling**

On April 27, 2011, Durham Regional Council approved a program to recycle all temporary signs in the Regional Municipality of Durham. Acceptable signs include all election signs and any other temporary signs made from corrugated plastic, plastic film or paperboard. Wooden stakes and wire mounts are also accepted. Durham's Sign Recycling program provides candidates, residents and local municipalities the opportunity to recycle dedicated loads of signs free of charge. This does not include signs found in violation of By-Law #76-2017. Signs may be dropped off at any of Durham Region's three waste management facilities:

#### **Brock Waste Management Facility**

Sideroad 17, Brock  
(south of intersection at Sideroad 17 and Hwy. 48)  
Telephone: 705-437-2933  
Hours: Tuesday to Saturday 8 AM – 4 PM

#### **Oshawa Waste Management Facility**

1640 Ritson Rd. N., Oshawa  
(south of Ritson Road and Conlin Road intersection)  
Telephone: 905-433-2050  
Hours: Tuesday to Saturday 8 AM. – 4 PM

#### **Port Perry Waste Management Facility**

1623 Reach St., Port Perry  
(west of Simcoe Street and Reach Street intersection)  
Telephone: 905-985-7973  
Hours: Tuesday to Saturday 8 AM – 4 PM

Please note that loads of acceptable signs delivered mixed with other waste materials are subject to the regular disposal fee.

Candidates who are considering future campaigns are encouraged to retain their signs for reuse.

For more information on this initiative please visit [durham.ca/waste](http://durham.ca/waste)