



NOVA SCOTIA FEDERATION
OF MUNICIPALITIES

Things To Know Before You Run For Municipal Office In 2024

Better government. Stronger communities.



**THINKING OF RUNNING
FOR MUNICIPAL OFFICE?**

IN ORDER TO RUN, YOU MUST:

- ❖ Be a Canadian citizen
- ❖ Be 18 years of age
- ❖ Have resided in the municipality six months prior to nomination and continue to reside
- ❖ Ensure taxes & liens have been paid
- ❖ Not be an MP, MLA, Judge, member of village commission, councillor for another municipality, employee of municipality or municipal board, etc.



NOMINATION PROCESS

YOUR NOMINATION PAPER MUST:

- ❖ **Be signed by five people on voters' list (10 recommended)**
- ❖ **Be filed by Tuesday, September 10**
- ❖ **Include certificate that taxes and liens are fully paid**
- ❖ **Include deposit (if required) of \$200 or less (depending on municipality)**

- ❖ **Any changes and/or withdrawal must be made before 4:00pm
Wednesday, September 11**

The background features a pattern of circles in two colors: maroon and teal. The circles vary in size and are arranged in a way that suggests a trail or path moving from the top-left towards the bottom-right. The text is positioned on the left side of the image.

**ON THE
CAMPAIGN TRAIL**

ON THE CAMPAIGN TRAIL

Right to Campaign

- ❖ Signs can be placed by tenants, residents
- ❖ Signs can remain up on election day
- ❖ Can't be placed on telephone poles
- ❖ Click here for information on: [Municipal Elections](#)

ON ELECTION DAY

- ❖ **No campaigning at polling station**
- ❖ **No posters or devices (flags, banners or loudspeakers) within 200 feet of station**
- ❖ **Returning Officer can remove offending devices and deduct cost from deposit**

AT THE POLLING STATION

You can:

- ❖ attend to check with agents or walk through
- ❖ attend at the polling station to vote
- ❖ drive people to the polling station

You can't:

- ❖ stand at doorways or in the parking lot and greet people
- ❖ act as your own agent at the polls
- ❖ accompany person inside the polling station
- ❖ go from one polling station to another for the count



AFTER THE ELECTION

AFTER ELECTION DAY

Disclosure

- ❖ Within 60 days after the election, must fill out disclosure form for all contributions exceeding \$50
- ❖ Must have maintained records of all contributions separate from personal records – amounts are cumulative

RECOUNTS

- ❖ **Automatic if there is a tie, filed by the Returning Officer**
- ❖ **Upon request of council or candidate within 10 days**
- ❖ **Filing fee of \$200 if not automatic**

WITHIN SEVEN DAYS OF ELECTION

- ❖ **Removal of posters, signs**
- ❖ **Return voters' list**
- ❖ **Destroy or delete electronic copy of list**

POST ELECTION - FORMS REQUIRED

- ❖ **Form 12 – removal of advertising materials and return of electors lists**
- ❖ **Forms 40 & 41 – campaign contributions (within 60 days)**

POST ELECTION - RETURN OF DEPOSIT

- ❖ **100% of deposit returned if elected, or if you receive 50% or more of votes of winning candidate**
- ❖ **50% returned if you receive less than 50% of votes of winning candidate**
- ❖ **0% returned if candidate fails to file affidavit**

OATH OF OFFICE

Successful candidates declared elected by the Clerk will be sworn in at the first regular or special session of council once the recount period has expired

Upcoming Municipal Code of Conduct

Please note that all elected officials will soon be subject to a new Municipal Code of Conduct, which will be implemented in 2024. This code will establish standards of behavior and accountability for municipal officials. Comprehensive orientation and training on the Code of Conduct will be provided to ensure all officials understand and comply with these new regulations.

WHERE TO GET ASSISTANCE

LOOKING FOR INFORMATION?

- ❖ **Returning Officer is the correct person to guide you through the process**
 - **Nomination papers can be picked up at the Office of the Returning Officer**
- ❖ **Talk to a former or current councillor**
- ❖ **Talk to municipal staff and/or check municipal website:**
[Candidate's Guide to Municipal and School Board Elections](#)



ONLINE HELP

ONLINE RESOURCES

- ❖ <https://novascotia.ca/municipal-elections/>
 - Municipal Elections Act, Candidate's Guide, Calendar of Events
- ❖ www.equalvoice.ca
 - A national, bilingual, non-profit, multi-partisan organization dedicated to electing more women to all levels of political office in Canada.
- ❖ <https://women.novascotia.ca/about-status-women/advisory-council>
 - NS Advisory Council on Status of Women - Provincial organization created to educate the public and advise the provincial government on issues of interest and concern to women
- ❖ <http://fcm.ca/home/programs/women-in-local-government.htm>
 - Federation of Canadian Municipalities' Women in Local Government Project aimed at having at least 30% of municipal councils represented by women by 2026

GOOD LUCK

