

Financial Statement Filing Information, Notice of Penalties and Spending Limits

Financial Statement Filing Information

In accordance with section 33.1 of the [Municipal Elections Act, 1996](#) (MEA) this is to inform you that as a candidate in the 2024 City of Mississauga By-election you are required to file a Financial Statement – Auditor’s Report Form 4 (Form 4) with the City of Mississauga’s Elections Office **by 2pm on August 26, 2024**.

You can complete the Form 4 through the Candidate Information Hub (Hub) or you can download a PDF of Form 4. You can submit your completed and signed Form 4 via email to election.office@mississauga.ca. Alternatively, you can contact the Elections Office by email (see above) or phone at 905-615-3389 to arrange a time to submit your Form 4 in person. If you meet the criteria of the MEA and file your Financial Statement by the deadline, your nomination fee will be returned to you.

If you have questions about completing your Form 4, it is recommended that you obtain legal and/or accounting advice. If you have questions about the election campaign finance rules in the MEA, please contact Basirat Naphew, Municipal Advisor with the Ministry of Municipal Affairs and Housing at 647-624-8831 or Basirat.Naphew@ontario.ca

Below you will find key dates related to filing your Form 4:

July 25, 2024	Campaign period ends AND if a candidate has a deficit and wants to continue accepting contributions, this is the deadline to file a notice of extension to extend your campaign
August 26, 2024	All candidates must file a Form 4 by 2pm
September 25, 2024	Deadline to file late Form 4’s if accompanied by a \$500 late filing fee by 2pm; if you file late, your nomination fee will not be returned to you
January 25, 2025	Supplementary campaign period ends for candidates that filed a Notice of Extension of Campaign Period – Form 6
February 24, 2025	If you extended your campaign you must file your Supplementary Financial Statement – Form 4 by 2pm
March 26, 2025	Deadline to file late Supplementary Form 4’s if accompanied by a \$500 late filing fee by 2pm

Below we have provided you with sections 88.25(1) – 88.25 (8), 88.23 (2) and 92 (1) of the MEA which includes information regarding filing requirements and penalties for non-compliance. For more information, please see the [MEA](#) which you can also access through the Hub. Alternatively, a hard copy will be provided to you upon request.

Penalties

Municipal Elections Act, 1996: Section 88.25 (1) – 88.25 (8) and 88.25 (12)

(1) On or before 2 p.m. on the filing date, a candidate shall file with the clerk with whom the nomination was filed a financial statement and auditor’s report, each in the prescribed form, reflecting the candidate’s election campaign finances,

- (a) in the case of a regular election, as of December 31 in the year of the election; and
- (b) in the case of a by-election, as of the 45th day after voting day.

(2) If a candidate's election campaign period ends as described in paragraph 3 of subsection 88.24 (1), the financial statement and auditor's report must reflect the candidate's election campaign finances as of the day the election campaign period ended.

(3) 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 on or before the applicable filing date under section 88.30.

(4) If the candidate's election campaign period continues during all or part of the supplementary reporting period, the candidate shall, before 2 p.m. on the supplementary filing date, file a supplementary financial statement and auditor's report for the supplementary reporting period.

(5) If a candidate's election campaign period ends as described in paragraph 3 of subsection 88.24 (1) and the election campaign period continued during all or part of the supplementary reporting period, the candidate shall, before 2 p.m. on the supplementary filing date, file a supplementary financial statement and auditor's report for the period commencing on the day the candidate's election campaign period ends and including the six-month period following the year of the election.

(6) A supplementary financial statement or auditor's report shall include all the information contained in the initial statement or report filed under subsection (1), updated to reflect the changes to the candidate's campaign finances during the supplementary reporting period.

(7) An auditor's report shall be prepared by an auditor licensed under the *Public Accounting Act, 2004*.

(8) No auditor's report is required if the total contributions received and total expenses incurred in the election campaign up to the end of the relevant period are each equal to or less than \$10,000.

(12) If the documents required to be filed under this section are not filed by 2 p.m. on the day that is 30 days after the applicable day for filing the documents, the clerk shall accept the documents only for the purpose of making the documents available under subsection 88 (9.1).

Municipal Elections Act, 1996: Section 88.23 (2)

(2) Subject to subsection (7), in the case of a default described in subsection (1),

- (a) the candidate forfeits any office to which he or she was elected and the office is deemed to be vacant; and
- (b) until the next regular election has taken place, the candidate is ineligible to be elected or appointed to any office to which this Act applies.

Municipal Elections Act, 1996: Section 92 (1)

(1) A candidate is guilty of an offence and, on conviction, in addition to any other penalty that may be imposed under this Act, is subject to the penalties described in subsection 88.23 (2),

- (a) if the candidate incurs expenses that exceed the amount determined for the office under section 88.20; or
- (b) if the candidate files a document under section 88.25 or 88.32 that is incorrect or otherwise does not comply with that section.

Initial Spending Limits

Below you will find your initial Maximum campaign expenses and your maximum self-funding limit. For more information, please see the certificates provided to you at the time you filed your nomination.

If you are running for Mayor in the 2024 by-election, below you will find your initial Maximum campaign expenses and your maximum self-funding limit are:

Mayor Candidate Maximum Campaign Expenses
\$424,422

Mayoral Candidate Maximum Self Funding
\$25,000.00

If you are running for Councillor, Ward 5 in the 2024 by-election, below you will find your initial Maximum campaign expenses and your maximum self-funding limit.

Councillor Ward 5 Candidate Maximum Campaign Expenses
\$46,771

Councillor Ward 5 Candidate Maximum Self Funding
\$14,828.40

If you accept campaign contributions from other people, you are responsible for ensuring:

1. That your contributors understand that they are allowed to contribute up to \$1,200 to an individual candidate; and
2. If a contributor plans to contribute to multiple candidates, the total amount they are allowed to contribute is \$5,000

If you contribute to another campaign, you are subject to the same contribution limits. In accordance with the MEA, if you contribute to another campaign, your name and address will be provided on the candidate's Financial Statement and posted online. Similarly, if you accept contributions, you are required to provide the name and addresses of your contributors on your Financial Statement and your Financial Statement will be posted online. You are responsible for relaying this information to your contributors.

Candidate name (please print)
Acknowledging receipt and
understanding of the above

Candidate signature acknowledging receipt
and understanding of the above

Date

Personal information on this form is collected under authority of the Municipal Act 2001, c.25 and the Municipal Elections Act 1996, c.32 and will be used for the purposes of the 2024 City of Mississauga Municipal By-election. This form, including your personal information, will form part of the public records and, until their destruction, may be accessed by anyone at the Office of the City Clerk. Questions about this collection should be directed to the Elections Officer at election.office@mississauga.ca or 905-615-3389.