



CANDIDATE CHECKLIST

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Verify you are qualified to hold office (citizenship, residency, etc.) and are not disqualified under *The Local Government Elections Act, 2015*, or *The Education Act*

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Review the City's *Candidate Criminal Record Check Bylaw No. 2162* and complete required forms with nomination package

☐

Review the City's *Campaign Disclosure & Spending Limits Bylaw No. 2167* and complete required forms

☐

Attend the Candidates Information Nights on December 4th (Library) and December 10th (Zoom) from 4:00-6:00pm.

☐

Note the requirements and deadlines for filing your nomination papers

☐

Appoint person(s) to act as your official agent(s), if desired, and file the appropriate forms with the Returning Officer

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Know the statutory requirements for election signage and which political activities are not permitted at voting places on Election Day, during advance polls, and during your campaign

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Familiarize yourself with the Voter Eligibility Requirements

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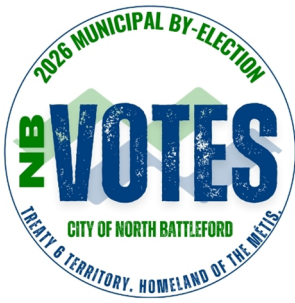
Ensure you are aware of advance, mobile, and special polls, and mail-in ballot information if you are asked by voters

☐

Note the name and contact information for the Returning Officer

☐

Promote the opportunity to vote on Election Day - Wednesday, January 21, 2026



FORM I

[Clauses 67(3)(a)(b)(c)(d)(g) & (h) and subsections 67(3), (4) & (5) of the Act]
[Subsection 37(1) of the Regulations]

NOMINATION

We the undersigned, being voters of the City of North Battleford, nominate:

(Name)

of _____
(Street/road address or legal description of land)

to be a candidate at the by-election to be held on the 21st day of January 2026 for the office of:

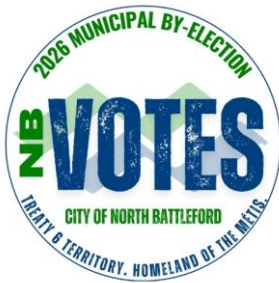
COUNCILLOR: CITY OF NORTH BATTLEFORD

	Signature (at least 5 signatures required)	Name (printed)	Street/Road Address or Legal Description of Land
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____

Candidate's preferred contact information:
(Candidates must provide at least one of the following)

Home Phone Number: _____ Cell Phone Number: _____

Email Address: _____ Other Contact Information: _____



ELECTIONS NORTH BATTLEFORD
PUBLIC DISCLOSURE STATEMENT
To be submitted with Nomination Papers
Form 1

NOTE: This form must be completed by candidates running for an elected position and must be updated:

- Within 30 days of any material change; and,
- To correct any errors or omissions

A separate disclosure statement is required within thirty (30) days after being elected.

Pursuant to section 116(2)(a)(i) of *The Cities Act* and section 67(6)(d) of *The Local Government Election Act, 2015*, I _____, a candidate running for an elected position in the 2026 municipal by-election, hereby disclose the following:

1. **Subsection 116(2)(a)(i) – Sources of Remuneration:** The name of every employer, person, corporation, organization, association, or other body from which the candidate or someone in the candidate's family receives remuneration for services performed as an employee, director, manager, operator, contractor, or agent:

Candidate's Name or Name of Candidate's Family Member	Payer	Nature of Relationship

2. **Subsection 166(2)(a)(ii) – Corporate Interests:** The name of each corporation in which the candidate or someone in the candidate's family has a controlling interest, or of which the candidate or someone in the candidate's family is a director or a senior officer:

My Name or Name of Family Member	Name of Corporation



3. **Subsection 116(2)(a)(iii) – Partnerships:** The name of each partnership or firm of which the candidate or someone in the candidate’s family is a member:

My Name or Name of Family Member	Name of Partnership or Firm

4. **Subsection 116(2)(a)(iv) – Business arrangements:** The name of any corporation, enterprise, firm, partnership, organization, association, or body that the candidate or someone in the candidate’s family directs, manages, operates, or is otherwise involved in that transacts business with the City:

My Name or Name of Family Member	Name of Corporation, Enterprise, Firm, Partnership, Organization, Association, or Body

5. **Subsection 116(2)(b) – Property Holdings:** The municipal address or legal description of any property located in the city of North Battleford, or an adjoining municipality that:
- a) the candidate or someone in the candidate’s family owns; or,
 - b) a corporation, incorporated or continued pursuant to *The Business Corporations Act* or the *Canada Corporations Act*, of which I or someone in my family is a director or senior officer or in which I or someone in my family has a controlling interest:



Owner(s)	Municipal Address or Legal Description	Municipality

6. **Subsection 116(2)(c) – Contract and Agreements:** The general nature and any material details of any contract or agreement involving the candidate or someone in the candidate’s family that could reasonably be perceived to be affected by a decision, recommendation, or action of City Council and to affect the candidate’s impartiality in the exercise of their office:

My Name or Name of Family Member	General Nature and Any Material Details of Any Contract or Agreement

DECLARATION

I, _____, of the city of North Battleford in the Province of Saskatchewan, do hereby declare that to the best of my knowledge, information and belief, the statements and allegations contained and made in this form are true and complete, and I make this declaration for the purpose of official registration, in the full knowledge that it will be available for public examination.

Dated this ____ day of _____, 2025.

Witness: _____ Signature of Declarant: _____

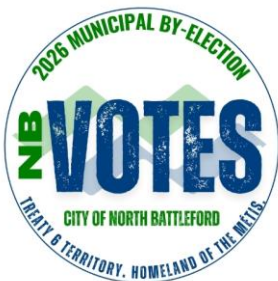
Date Received: _____

Administrator Signature: _____



DEFINITIONS

- a) **“private interest”** does not include an interest in a decision:
 - i. that is of general public application; or
 - ii. that affects a person as one of a broad class of persons.
- b) **“controlling interest”** means an interest that a person has in a corporation if the person beneficially owns, directly or indirectly, or exercises control or direction over shares of the corporation carrying more than 25% of the voting rights attached to all issued shares of the corporation.
- c) **“family”** means the spouse and dependent children of a member of a candidate.
- d) **“senior officer”** means the chair or vice-chair of the board of directors, the president, any vice-president, the secretary, the treasurer or the general manager of a corporation or any other person who performs functions for the corporation similar to those normally performed by a person occupying any of those offices.
- e) **“council, council committee, controlled corporation, or other body”** includes any committee or subcommittee of a committee, and any board, agency or commission, appeal board, or other body, on which a member of council serves in his or her capacity as a member of council.
- f) **“spouse”** means:
 - i. the legally married spouse of a person, with whom the person is cohabiting; or,
 - ii. a person who has cohabited with another person as spouses continuously for a period of not less than two years.

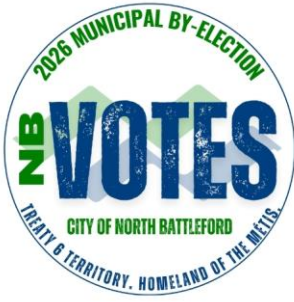


CITIES

C-11.1 REG 1

FORM A.2
[Clause 5.1(1)(a)]

RESULTS OF CRIMINAL RECORD CHECK FOR CANDIDATE FOR ELECTION			
NAME OF CANDIDATE: _____			
Last Name		Given Name	
		Middle Name	
PREVIOUS NAME and/or ANY OTHER NAMES USED: _____			
ADDRESS: _____			
Apt.#		Street/Avenue	
City/Town		Province/Postal Code	
		Telephone Number	
DATE OF BIRTH: _____		PLACE OF BIRTH: _____	
Year/Month/Day			
GENDER: Male / Female			
CITY: _____			
Name of city			
NAME OF LOCAL POLICE SERVICE THAT CONDUCTED CHECK: _____			
CRIMINAL RECORD CHECK ATTACHED: Yes / No			
<i>Note: The criminal record check from the local police service must be attached to this form to be acceptable for submission with the nomination paper and must have been completed not more than 30 days before the date of submission.</i>			
<i>STATEMENT OF CONSENT: I consented to a search of all records available at the time the search was conducted, including charges before the courts (including active alternative measures, stays of proceedings entered within one year of this request and findings of unfit to stand trial), findings of guilt or convictions (including youth records accessible under subsection 119(2) of the Youth Criminal Justice Act) and court orders (including peace bonds, restraining orders and recognizances under sections 810.01, 810.1 or 810.2 of the Criminal Code) registered in my name in the National Repository and local records available to the police service. I understand that if a possible record existed, it would not be disclosed until identification was confirmed by either myself or by fingerprints. I also understand that apprehensions, orders or other records relating to The Mental Health Services Act or The Youth Drug Detoxification and Stabilization Act were not disclosed.</i>			
<i>I understand criminal record checks submitted pursuant to section 63.1 of The Cities Act:</i>			
• are not considered to be for a volunteer position; • are not considered to be for a position with the vulnerable sector; • do not require fingerprint verification for the sake of submission with the nomination paper and it was my option to submit a fingerprint verification to confirm my identity and record or lack of a record; • do not require a release of information to a third party because I received the results personally; and • are not required to include copies of the records themselves.			
Dated this _____ day of _____ 20 ____ . Signature: _____			



Appendix C

FORM T

[Subsection 104(1) of the Act]

Appointment of Candidate's Agent

This is to certify

that _____
(Name)

of _____
(Address)

is authorized to attend Polling Area No.1 located at: North Battleford (The Polling Area)

on the 21st day of January, 2026, as my agent.

Dated at _____, this ____ day of _____, 202__

(Candidate)