



The Corporation of the Village of Salmo

P.O. Box 1000
Salmo, BC V0G 1Z0
www.salmo.ca

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Dear Candidate:

Re: Village of Salmo Nomination Documents

Please find enclosed a Candidate Nomination package compiled for your information. The package includes all of the documents you are required to file with the Chief Election Officer or Deputy Chief Election Officer should you decide to run as a candidate in the Village of Salmo municipal election. The included 'Candidate's Guide to Local Elections' contains valuable information to assist you in filing your nomination papers. As the guide is from the previous general election, an updated Key Dates list is attached to this letter (to update the information provided in Appendix B of the guide).

The following documents must be filed with the Chief Election Officer or Deputy Chief Election Officer during the nomination period of 9:00 am, Tuesday, September 23, 2025 through 4:00 pm, Friday, October 3, 2025:

- Nomination documents
- Other information provided by the Candidate
- Appointment of Candidate Financial Agent (if the Candidate is not acting as own Financial Agent)
- Appointment of Candidate Official Agent (if applicable)
- Elector Organization Endorsement documents (if applicable – you will need to request these forms)
- Statement of Disclosure: Financial Disclosure Act
- Candidate Information Release Authorization Form

Qualifications for Candidates and Nominations are included in the 'Candidate's Guide'. Please note that the Nomination Period commences at 9:00 am, Tuesday, September 23, 2025 and ends at 4:00 pm on Friday, October 3, 2025. **The Chief Election Officer, or designate, must receive nomination documents during this timeframe at the Village of Salmo municipal office.** Nomination documents may be delivered by hand, mail, email, fax or other delivery service. The original paper copy of the documents must be received by 4:00 pm, Friday, October 10, 2025 or the nomination is deemed to be withdrawn.

Declaration of candidates for the Village of Salmo municipal by-election will be made as soon as reasonably possible following the close of nominations on Friday, October 10, 2025.

Village of Salmo
2025 Local Government By-Elections Nomination Package

Nomination documents received by the Chief Election Officer, or designate, must be made available for public inspection in the local government offices during its regular office hours from the time of delivery (Section 89(7) of the *Local Government Act*).

Forms to be completed:

- C1 - Candidate Cover Sheet and Checklist Form
- C2 – Nomination Documents
- C3 – Other Information Provided by the Candidate
- C4 – Appointment of Financial Agent (if applicable)
- C5 – Appointment of Candidate Official Agent (if applicable)
- C6 – Appointment of Scrutineer (if applicable)

(Note: Each candidate may appoint one scrutineer for each ballot box in use. Additional forms are available upon request.)

- Statement of Disclosure – Financial Disclosure Act
- Candidate Information Release Authorization

Elector Organization Endorsement Package: This package will only be provided upon request. Please contact either the Chief Election Officer or the Deputy Chief Election Officer if you require one.

- E1 - Elector Organization Cover Sheet and Checklist Form (if applicable)
- E2 – Elector Organization Endorsement Documents (if applicable)
- E3 – Elector Organization Endorsement Documents: Declaration of Elector Organization Authorized Principal Official (if applicable)
- E4 – Consent of Elector Organization Responsible Principal Official(s) (if applicable)
- E5 – Other Information Provided by Elector Organization (if applicable)
- E6 – Appointment of Elector Organization Financial Agent (if applicable)

Campaign Financing Disclosure Statement (Section 46, Local Elections Campaign Financing Act): Candidates must complete the campaign financing disclosure statement forms provided by Elections BC and file them with Elections BC by 4:00 p.m. on Friday, February 6, 2026.

Information Package:

- Notice of Nomination
- Consolidated Election & Assent Voting Bylaw #697, 2018
- Candidate's Guide to Local Elections
- Guide to Local Elections Campaign Financing in BC
- Local Government Act – Part 3 Electors and Elections (Available for viewing on the web at http://www.bclaws.ca/civix/document/id/lc/statreg/r15001_03#part3)
- Local Elections Campaign Financing Act (Available for viewing on the web at <https://www.bclaws.gov.bc.ca/civix/document/id/complete/statreg/14018>)

Additional Information

Appointment of candidate representatives (LGA Section 102)

- (1) A candidate may appoint
 - (a) one individual to act as official agent of the candidate, to represent the candidate from the time of appointment until the final determination of the election or the validity of the election, as applicable, and
 - (b) scrutineers, to represent the candidate by observing the conduct of voting and counting proceedings for the election.
- (2) An appointment as a candidate representative must
 - (a) be made in writing and signed by the person making the appointment,
 - (b) include the name and address of the person appointed, and
 - (c) be delivered to the chief election officer or a person designated by the chief election officer for this purpose as soon as practicable after the appointment is made.
- (3) An appointment as a candidate representative may be rescinded only in the same manner as the appointment was made.

Declaration of candidates

Immediately after 4:00 p.m., on Friday, October 3, 2025, the Chief Election Officer will declare as candidates, everyone who has been nominated for elected office.

Challenge of nomination

A challenge of nomination can only be made by;

- (1) a person who is an elector of the municipality for which the election is being held,
- (2) another nominee in the same election, or
- (3) the chief election officer

Candidate withdrawal

A candidate can withdraw by delivering a signed withdrawal to the Chief Election Officer at any time up until 4:00 p.m., Friday, October 10, 2025. If the Chief Election Officer is satisfied with the document's authenticity, he or she must accept the withdrawal.

After this deadline, a candidate can only withdraw by:

- (1) delivering a signed request to the Chief Election Official, and
- (2) receiving approval of the Minister

List of electors

Candidates are permitted to obtain a copy of the list of electors. Candidates must sign a statement that they will not inspect the list or use the information except for purposes of the election.

Should you have any questions regarding the content of this package, please contact:

Derek Kwiatkowski, Chief Election Officer at (250) 357-9433 cao@salmo.ca

Brandy Jessup, Deputy Chief Election Officer at (250) 357-9433 brandy.jessup@salmo.ca



Village of Salmo

2025 By-election Key Dates (to update Appendix B of the Candidate's Guide)

Action or Deadline	Date	ACT/S.#
Start of Election Period	May 27, 2025	LECFA: s.10(1)(a)(ii)
Candidate B.C. Residency Deadline	March 22 or April 2, 2025	LGA: s.81(1)(c)
Elector Residency Deadline - Resident Elector	April 28 or May 7, 2025	LGA: s.65(1)(c)
Elector Residency Deadline - Non-resident Property Elector	April 28 or May 7, 2025	LGA: s.66(1)(d)
Election Bylaw Adoption Deadline	August 11, 2025	LGA: s.56(2)(b)
Start of Period for Notice of End of Advance Elector Registration	August 17, 2025	LGA: s.71(5)
Start of Period for Notice of Nominations	August 24, 2025	LGA: s.85(1)
Start of Period for Notice of List of Registered Electors	August 24, 2025	LGA: s.77(6)
End of Period for Notice of Close of Advance Elector Registration	September 9, 2025	LGA: s.71(5)
End of Period for Notice of Nominations	September 16, 2025	LGA: s.85(1)
End of Period for Notice of List of Registered Electors	September 16, 2025	LGA: s.77(6)
End of Advanced Elector Registration (If advance elector registration is available)	September 16, 2025	LGA: s.71(4)
Last Day for Withdrawal of Non-resident Property Elector Consent	September 16, 2025	LGA: s.66(8)
Adoption of Provincial Voters List	September 17, 2025	LGA: s.76
Start of Nomination Period	September 23, 2025	LGA: s.84(1)
Start of Challenge to Nomination Period	September 23, 2025	LGA: s.91(2)
Start of Challenge to Endorsement Period	September 23, 2025	LGA: s.96(2)
Start of Public Inspection of List of Registered Electors Period	September 23, 2025	LGA: s.77(3)

Start of Objections to Elector Registration Period (If applicable)	September 23, 2025	LGA: s. 77(3)
Start of Period for Notice of Required Advance Voting	September 29, 2025	LGA: s.107(5)
End of Nomination Period	October 3, 2025	LGA: s.84(1) & s.89(5)
Declaration of Candidates	October 3, 2025	LGA: s.97(1)
Start of Extended Nomination Period (if required)	October 3, 2025	LGA: s.97(2)
End of Period of Objections to Elector Registrations	October 3, 2025	LGA: s.79(2)
End of Extended Nomination Period (if required)	October 6, 2025	LGA: s.97(2)
End of Challenge to Nomination Period	October 7, 2025	LGA: s.91(2)
End of Challenge to Endorsement Period	October 7, 2025	LGA: s.96(2)
Deadline to Become Resident Elector (if Registering on General Voting Day)	October 8, 2025	LGA: s.65(1)(d)
Deadline to Become Non-Resident Property Owner (if Registering on General Voting Day)	October 8, 2025	LGA: s.66(1)(e)
Start of Period for Notice of Election by Voting	October 9, 2025	LGA: s.99(1)
Nomination Documents Originals to local Chief Election Officer Deadline	October 10, 2025	LGA: .89(5)
Candidate Nomination Withdrawal Deadline	October 10, 2025	LGA: s.101(1)
Elector Organization Endorsement Withdrawal Deadline	October 10, 2025	LGA s. 95
End of Election Period (12:00 Midnight)	October 10, 2025	LECFA: s.10(1)(b)
Start of Campaign Period (12:01 am)	October 11, 2025	LECFA: s.10(2)(a)
Declaration of Election by Voting	October 13, 2025	LGA: s.98(2)
Declaration of Election of Candidates by Acclamation	October 13, 2025	LGA: s.98(3)
End of Period for Notice of Required Advance Voting	October 22, 2025	LGA: s.107(5)
Required 10 Day Advance Voting Opportunity	October 29, 2025	LGA: s.107(1)(a)

End of Period for Notice of Election by Voting	November 1, 2025	LGA: s.99(1)
General Voting Day	November 8, 2025	LGA: s. 54
Announcement of Preliminary Election Results by Voting (optional)	November 8, 2025	LGA: s.144(1)
End of Period for Inspection of List of Electors	November 8, 2025	LGA: s.77(3)
End of Campaign Period	November 8, 2025	LECFA: s.10(2)(b)
First Day for Declaration of Official Election Results by Voting	November 8, 2025	LGA: s.145
First day candidate elected through acclamation can make oath of office	November 9, 2025	LGA s.202(1)(a) CC: s. 120(1)(a)
Last Day for Declaration of Official Election Results by Voting	November 12, 2025	LGA: s.146(1)
Start of Period for Application to the Supreme Court to Invalidate Election	November 12, 2025	LGA s.153(3)
Start of Period to Apply for Judicial Recount	November 12, 2025	LGA: s.148(3)
Start of Public Inspection of Voting Day Materials	November 12, 2025	LGA: s.160(3)
End of Period to Apply for Judicial Recount	November 17, 2025	LGA: s.148(3)
First Day Candidate Elected By Voting Can Make Oath of Office (if no application for Judicial Recount has been made)	November 18, 2025	LGA: s.147(1)
Deadline for Completion of Judicial Recount	November 21, 2025	LGA: s.149(1)
First Day Candidate Elected by Voting Can Make Oath of Office Following Conclusion of Judicial Recount	November 22, 2025	LGA: s.147(2)
First Day of Notification of Runoff Election	November 22, 2025	LGA s. 152(4)
End of Period for Public Inspection of Nomination Documents	December 12, 2025	LGA: s.89(7)
End of Public Inspection of Voting Day Materials	December 12, 2025	LGA: s.160(3)
End of Period for Application to the Supreme Court to Invalidate Election	December 12, 2025	LGA: s.153(3)
Last Day for Chief Election Officer to Submit Election Report	December 12, 2025	LGA: s.158(1)
End of Period to Make Oath of Office (by Voting)	December 27, 2025	CC: s. 120(1)(b) LGA: s.202(1)(b)

End of Period to Make Oath of Office (by Acclamation)	December 28, 2025	CC: s. 120(1)(a) LGA: s.202(1)(a)
Start of Period to Destroy Election Material	January 8, 2026	LGA: s.160(8)
End of Period for Runoff Election	January 10, 2026	LGA: s.152(5)
End of Period to File Campaign Financing Disclosure Statement with Elections BC	February 6, 2026	LECFA: s.47(1)
End of Period for Late Filing of Campaign Financing Disclosure Statement with Elections BC	March 8, 2026	LECFA: s.47(2)