

A GUIDE FOR PROSPECTIVE CANDIDATES

Ready to Run?

Here are some things that candidates may wish to consider before filing a nomination paper for Trustee. This information is based on the provisions of the [Local Authorities Elections Act](#), as well as comments received from candidates who have run in previous municipal elections. This information is provided as a *general guideline only* to prospective candidates.

Are you eligible to stand as a trustee?

Trustees must be:

- a Canadian citizen;
- 18 years of age; and
- a resident of the City of Yellowknife for at least 12 consecutive months immediately preceding the day nominations close.

Are you eligible to be nominated?

You are not eligible to be a candidate if:

- Are a member of school staff, as defined in the Education Act, in a school within the jurisdiction of the District Education Authority;
- Are a person hired for the delivery of adult education programs; or
- Are an employee of the District Education Authority.

N.B. It is the responsibility of each candidate to verify their eligibility to be nominated. Please consult the *Local Authorities Elections Act* for all eligibility requirements.

Do you have the time?

You will be elected for a four-year term of office which begins on Monday, November 2, 2026. During your term, you will be required to:

- attend regular meetings of the Board which are scheduled for the 3rd Wednesday of the month at 6 p.m.;
- attend meetings of other committees to which you are appointed as the Board's representative;
- attend conferences, conventions, seminars, and workshops for training and discussion;
- attend social and other events promoting your school district.

Filing your nomination

Your nomination must be filed on the prescribed form which can be obtained from the Returning Officer at 4915 48 Street.

Nominators

Your form must be signed by two people who are eligible to vote in the election in the presence of a Notary Public, a Commissioner for Oaths for the Northwest Territories, or the Returning Officer.

For each nominator, the form must include that person's name, street address and signature.

Candidate

The nomination form requires that you give consent to the nomination and that you make a declaration stating that you are eligible for nomination and not subject to any of the disqualifications. (Please refer to the *Local Authorities Elections Act* for disqualifications.) You must swear or affirm the declaration before a Notary Public, a Commissioner for Oaths for the Northwest Territories, or the Returning Officer.

Filing the nomination form

The completed form is to be filed with the Returning Officer by the close of nominations. **The close of nominations is Monday, September 21, 2026 at 3:00 p.m.**

Withdrawing

Pursuant to s.46(1) of the *Local Authorities Elections Act*, where more than the required number of candidates are nominated, any person nominated may, within 48 hours after the close of nominations, withdraw his or her name as a candidate **by filing written notice of withdrawal with the Returning Officer.**

No late nominations

The Returning Officer cannot accept nominations after 3:00 p.m. on Monday, September 21, 2026. Be sure that your nomination form is completed accurately and is filed on time.

Campaigning & Campaign Materials

Candidates can access apartment buildings or condos to knock on doors.

Campaign material cannot be taken down, removed, covered up, defaced or altered without authority. Please note that candidates are not the only authority - Election officers, property owners and municipal enforcement officers all have spheres of authority.

No campaign materials are permitted within 25m of a voting station (YK Centre East, Tree of Peace, Multiplex, Willideh School, ɪt'ò School, Range Lake School).

No campaigning within 25m of the Office of the Returning Officer (Elections NWT offices) or of a voting station on election day.

A candidate may transport voters to and from a voting station – but if campaign material is displayed they may only remain long enough for the voter to enter or exit the vehicle.

No campaign material worn/displayed inside a voting station.

Candidates can authorize agents to attend voting stations during voting and during the count. Written authorization must be provided to the Deputy Returning Officer at the voting station.

All campaign material must be removed within 7 days of the election.

Election Signs

Signs may only be placed on public property starting the first day of nominations, until 7 days after election day.

Only one sign per candidate per Election Sign Zone.

Each sign must have the name, phone number and email address of the candidate or their representative in a legible manner.

Signs **shall not** be placed:

- on private or public property within 25m of a voting station.
- On any public land not identified in the bylaw as a zone.
- On power poles or traffic lights, trees, bus shelters, mail boxes or sign posts.
- On city owned buildings or in a manner that obstructs construction.
- Within 3m of a fire hydrant, that would obstruct traffic signs or sight lines of vehicles, pedestrians, cyclists or traffic. (no signs on sidewalks)

Must not use any YCS logo.

Candidates are responsible for their signs. The City may order a sign removed or remove it if it is causing a hazard.

Please refer to Election Sign By-law No. 4968 for further information. This by-law governs all election signs within the municipal boundary.

It is an offence to erect or place campaign materials within 25 m of a Voting Station.

Voters List

Once your nomination papers are filed you will be entitled to access the Voters List, authorization may be granted from the Returning Officer. You will be asked to sign a Statutory Declaration stating that you will only use the information contained in the Voters List for the purposes of the Election and for no other purpose.

Questions

The Returning Officer is available to explain the election process to you. There is also information located on YCS's website <https://www.ycs.nt.ca/2026-trustee-election>.

Election Day is Monday October 19, 2026

2022 Election Dates	
September 8	Nominations Open
September 21 at 3:00 p.m.	Nominations Close
September 23 at 3:00 p.m.	Last day for Candidate to withdraw
September 24 at 5:00 p.m.	Last day to question eligibility of Candidate
October 19 from 10:00 a.m. - 7:00 p.m.	General Election

If you are elected, here are other key dates to keep in mind:		
Saturday, November 7	9:00 a.m.- 4:00 p.m.	Council Orientation
Saturday, November 14	9:00 a.m.- 4:00 p.m.	Council Orientation
Monday, November 2	12:00 p.m.	Swearing In Ceremony
Wednesday, November 4	12:05 p.m.	GPC meeting
Thursday, November 12	12:05 p.m.	GPC meeting
Wednesday, November 18	12:05 p.m.	GPC meeting
Wednesday, November 25	12:05 p.m.	Council meeting
Monday, November 30	5:30 p.m.	Special GPC meeting (Budget)
Tuesday, December 1	5:30 p.m.	Special GPC meeting (Budget)
Wednesday, December 2	12:05 p.m.	GPC meeting
Wednesday, December 2	5:30 p.m.	Special GPC meeting (Budget)
Thursday, December 3	5:30 p.m.	Special GPC Meeting (Budget) (if needed)
Wednesday, December 9	12:05 p.m.	GPC

*GPC = Governance and Priorities Committee, which is comprised of all Members of Council