

Department of Municipal Affairs and Community Engagement

Government of Newfoundland and Labrador

October 7, 2025

To: Towns

Title: **Municipal General Election 2025**
First Meeting and Election of Mayor and Deputy Mayor

The Department of Municipal Affairs and Community Engagement is providing a couple of reminders for Towns following the Municipal General Election 2025 on October 2, 2025.

Oath of Office

As per section 9 of the **Municipal Elections Act**, Councillors are required to take and sign an oath or affirmation of office prior to entering the duties of their office. The oath of office may be taken in the required form (use MEF-18) before the returning officer, clerk, provincial court judge, justice of the peace, or commissioner of oaths.

First Meeting

As per section 37 of the **Towns and Local Service District Act** ("the Act"), Towns are required to hold their first meeting within 14 days of the election. The first meeting of the town council following a general or special election is to be called by the town clerk or returning officer. As such, the first meeting of the newly elected council must be held by October 16, 2025.

Election of Mayor and Deputy Mayor

As per section 28 of the Act, at the first public meeting of the new council, councillors shall elect:

- one councillor to be Mayor, where there has not been a separate election for mayor
- one councillor to be Deputy Mayor.

The election of mayor and deputy mayor shall be done by a secret ballot and conducted by the town clerk or returning officer. A complete copy of the Act may be found here:

[SNL2023 CHAPTER T-6.2 - TOWNS AND LOCAL SERVICE DISTRICTS ACT](#)

For more information regarding the Municipal General Election 2025, please visit [Municipal Elections - Municipal and Provincial Affairs \(gov.nl.ca\)](#).

For more information contact the Municipal Support Division:

Division Email: MunicipalRO@gov.nl.ca

Regional Office:

- Western/Labrador: (709) 637-2332
- Central: (709) 256-1050
- Eastern: (709) 729-0259