

Policy: Use of Corporate Resource for Campaign Purposes Policy

Main Contact: CAO/Clerk

Last Revision:

[Policy Statement](#)

[Purpose](#)

[Definitions](#)

[Policy Requirements](#)

[Monitoring](#)

[Authority](#)

[Contact](#)

[Change History](#)

Policy Statement

This policy sets out provisions for the use of the Township of Whitewater Region's facilities, resources and infrastructure during an election period, in order to preserve the public trust and integrity in the elections process and to comply with the *Municipal Elections Act, 1996*.

Purpose

This policy balances the need for freedom of expression and assembly of candidates and the Township's legal responsibility to ensure that no candidate, registered third party advertiser or political party is provided with an unfair advantage.

Definitions

1. Definitions

- a. **"Election-related Campaign Purposes"** means the occurrence of a municipal election or by-election. It also includes partisan participation in federal and provincial elections.
- b. **"Local Board"** means a local board described in the *Municipal Affairs Act*.

- c. **“Members of Council”** means Council of the Corporation of the Township of Whitewater Region.
- d. **“Miscellaneous Expenses”** means the amount set aside on an annual basis in the Council Remuneration By-law.
- e. **“Municipal Corporate Resources”** includes the following:
 - “Equipment”** means to municipally-issued equipment, including laptops, iPads, smart phones and other similar devices;
 - “Municipal Property and Facilities”** means to any municipally-owned property and buildings, excluding road allowances;
 - “Supplies”** means to any municipally-purchased paper, stationary and other similar supplies.
- f. **“Municipal Staff”** means all remunerated staff including full-time permanent, part-time, and casual.

2. Use of Municipal Resources Prohibited

- 2.1 Municipal corporate resources may not be used by Municipal Staff, Members of Council or Local Boards for any election-related campaign purposes.
- 2.2 Staff may not canvass or actively work in support of a candidate or party during normal working hours unless they are on a leave of absence without pay, lieu time, float day, or vacation leave.
- 2.3 Campaign-related materials may not be displayed in work spaces or other municipal facility.
- 2.4 Staff may not wear campaign-related insignia, slogan or other identifying representation during working hours.
- 2.5 Council Miscellaneous Expenses will be suspended as of Nomination Day, as defined in the *Municipal Elections Act, 1996*.

Policy Requirements

This policy is applicable to all Members of Council and Municipal Staff. It does not apply to expenses budgeted and incurred by the Clerk/Returning Officer for the effective running of the Municipal Election.

Nothing in this policy shall preclude a Member of Council from performing their duty as a Councillor, nor inhibit them from representing the interests of the constituents who elected them.

Monitoring

The CAO/Clerk shall be responsible for receiving complaints and/or concerns related to this policy.

Authority

Section 88.18 of the *Municipal Elections Act, 1996*, requires that municipalities and local boards establish rules and procedures with respect to the use of municipal resources during the election campaign period.

Contact

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Change History

Policy Name	Effective Date	Significant Changes	By-law No.
Use of Corporate Resource for Campaign Purposes Policy	May 1, 2018	New policy	2018-04-1057