



## Report to Council

To: Mayor and Council Members  
From: Connie Parent, Clerk, Election Returning Officer  
Date: October 4, 2024  
Subject: Policy for Use of Corporate Resources for Election Purposes  
Proposed Amendment for Candidate Use of Municipal Facilities

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### Recommendation:

That a by-law be passed to amend Section 2. c) and i) of the Use of Corporate Resources for Election Purposes Policy as follows:

2. The following is permitted:

c) Use of any Township facility, property and / or equipment, that is generally available for rent or use by the public, by any registered candidate(s) and / or third party(ies) for campaign purposes provided all required fees are paid, rental agreements are signed and applicable Township policies and procedures are adhered to. Township audio / visual equipment may be used to record All-Candidate meetings or Debates, provided the rental of the equipment is available to the general public. **Any recordings produced are not permitted to be posted or linked on Township YouTube channels, social media platforms or websites;**

i) Notwithstanding the foregoing, no Township facility, property and / or equipment shall be rented or used for any municipal election related purpose by members of Council, Candidates, Registered Third Parties, or the public during any day that voting or election demonstrations / voter information sessions are taking place on the property, including the set-up, hosting or take-down activities.

### Background:

The in-effect Policy reads as follow:

2. The following is permitted:

d) All-Candidate meetings / debates are permitted at any rentable Township facility or property, provided all required fees are paid and applicable policies are adhered to. Registered Candidates must all be invited, though not all may attend. The sponsor of the meeting / debate is required to sign a declaration indicating they have sent



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invitations to all registered Candidates. Township audio / visual equipment may be used to record the meeting / debate, if the rental of the equipment is available to other organizations / associations. **Any recordings produced are not permitted to be posted or linked on Township YouTube channels, social media platforms or websites;**

- i) Notwithstanding the foregoing, no facility / property shall be rented or used for any municipal election related purpose by members of Council, Candidates, Registered Third Parties, or the public during any day that voting or election demonstrations / voter information sessions are taking place on the property, including the set-up, hosting or take-down activities.

The in-effect Policy served its purpose well during the 2022 election however based on requests from candidates to have the opportunity to use Township Community Centres for campaign purposes such as a “candidate meet and greet”, it was deemed reasonable to review policies in place in other municipalities and the Municipal Election Act.

### **Analysis:**

Upon review of Use of Corporate Resources for Election Purposes policies in other municipalities it appears that some municipalities permit individual candidates and third parties to use Township facilities for campaign purposes provided the facility or property is generally available for rent by the public and is rented in accordance with rental policies / procedures. The amendment also captures equipment which may include audio / video equipment, display screens, tables chairs etc... that is available to the general public. The Municipal Elections Act does not prohibit this.

### **Financial Implications:**

Revenue in rental fees for Township facilities.

### **Strategic and/or Other Plans:**

Strategic Plan: Maintain policies and processes that enable effective governance.

### **Consultant(s) Sourced:**

Deputy Clerk and Director of Parks & Recreation

### **Attachment:**

Draft amending By-Law and Policy

By-Law 2022-0033 and Policy