



Purpose:

To govern members of Council behavior in accordance with the *Municipal Elections Act, 1996*, including members abiding by the following:

- No member shall use the facilities, equipment, supplies, services, staff or other resources of the Municipality for any election campaign or campaign related activities.
- No member shall undertake campaign related activities on Municipal property during regular working hours.
- No member shall use the services of persons during hours in which those persons receive any compensation from the Municipality.

Definitions:

“**Township**” shall mean the Corporation of the Township of Zorra.

Policy:

1.0. Policy Statement

- 1.1. The Corporation of the Township of Zorra (the “municipality”) is committed to ensuring that all candidates running for elected office for the municipality are dealt with in a fair and consistent manner.
 - 1.2. Council members seeking re-election to any position on Township Council are prohibited from using Corporate resources for election purposes.
 - 1.3. In accordance with the *Municipal Elections Act, 1996* the use of Corporate resources qualifies as a campaign contribution by the municipality which could be construed as support by the municipality of the particular candidate and provide unfair bias, positive or negative, to the Township’s electorate.
 - 1.4. The adoption of a policy regarding the use of Corporate resources for election purposes will ensure that the interests of both the Members of Council and the Municipality are protected during the election period.
 - 1.5. This policy shall form part of the Council information package distributed to candidates filling Nomination papers and available from the Clerk’s Department, 274620 27th Line, P.O. Box 306, Ingersoll, ON, N5C 3K5 or by contacting the Clerk’s Department at 519-485-2490 or through e-mail to clerk@zorra.ca
- 2.0.** That, in accordance with the provisions of the *Municipal Elections Act, 1996*:
- (a) Corporate resources and funding may not be used for any election-related purposes;



- (b) Staff may not canvass or actively work in support of a municipal candidate or party during normal working hours unless they are on a leave of absence without pay, lieu time, float day, or vacation leave;
- (c) Members of Council may not use the Municipal office or any municipally provided facilities for any election related purposes, which includes displaying of any campaign related signs in the window or on the premises, as well as, displaying any election related material;
- (d) That the following practices be discontinued for Members of Council from the day prior to Nomination Day in a municipal election year to Election Day;
 - i. All forms of advertising, including in municipal publications;
 - ii. All printing, photocopying and distribution;
 - iii. Ordering of stationery;
- (e) Members of Council may not deliver any unsolicited material outside their existing ward where the printing and/or distribution costs are paid by the municipality;
- (f) Members of Council may not:
 - i. Print or distribute any material paid with Municipal funds that illustrates that a Member of Council or any other individual is registered in any election or where they will be running for office;
 - ii. Profile (name or photograph), or make reference to, in any material paid by Municipal funds, any individual who is registered as a candidate in any election;
 - iii. Print or distribute any material using Municipal funds that makes reference to, or contains the names or photographs, or identifies registered candidates for municipal elections (Minutes of Township Council and Committee meetings are exempt from this policy);
- (g) Members of Council are responsible to ensure that the content of any communications material, including printed material such as newsletters, advertising, etc. funded by the Municipality for the operation of the Municipality is not directly election-related;
- (h) Web sites or domain names and email addresses that are funded by the Municipality may not include any election related campaign material or be used for election related purposes;
- (i) Members of Council may not use the Municipality's voice mail system to record election related messages;
- (j) Members of Council may not use the Municipality's ZOOM account to host election-related campaign meetings and/or events.
- (k) That the above noted provisions also apply to an acclaimed member or a member not seeking re-election; and
- (l) That the Municipal Clerk be authorized and directed to take the necessary action to give effect to this Policy.



3.0. Limitation

- 3.1. Nothing in this Policy shall preclude a member of Council from performing their job as a Councillor, nor inhibit them from representing the interests of the constituents who elected them.

Next revision date: (every five years)

September 2024.

Accessible Formats:

If you require this document to be in an accessible format, please contact the Director of Corporate Services at clerk@zorra.ca or 519-485-2490 ext. 7228.