

<i>The Town of Fort Frances</i>	SECTION ADMINISTRATION AND FINANCE
USE OF CORPORATE RESOURCES IN ELECTION PERIODS	REVISED New June 2006
POLICY	
Resolution No. Consent 197 (06/06)	Supercedes Resolution No.
Policy Number 1.17	PAGE 1 of 2

1. GENERAL POLICY STATEMENT:

The purpose of this policy is to clarify that Members of Council are required to follow the provisions of the *Municipal Elections Act, 1996* and specifically that:

- 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.

2. LIMITATION:

Nothing in this Policy shall preclude a Member of Council from performing their job as a Councilor, nor inhibit them from representing the interests of the constituents who elected them and further this policy does not preclude Members of Council from participating in a formal all-candidates meeting as may be organized for the benefit of the electors and conducted in the council chambers.

3. APPLICATION:

This policy is applicable to all members of Municipal Council for the Town of Fort Frances.

4. SPECIFIC POLICY:

- A. That, in accordance with the provisions of the *Municipal Elections Act, 1996*:
- i. Corporate resources and funding shall not be used for any election-related purposes;
 - ii. Staff shall 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;

- iii. Members of Council shall not use any office or other facilities provided by the municipality for any election-related purposes, which includes displaying of any campaign-related signs or any other election-related material.
- iv. The following be discontinued for members of Council from the day prior to Nomination Day in a municipal election year to Election Day:
 - a. All forms of advertising, including in municipal publications;
 - b. All printing, photocopying and distribution, including printing and general distribution of newsletters unless so directed and approved by Council;
- v. Members of Council may not deliver any unsolicited material where the printing and/or distribution costs are paid by the municipality. This recommendation to be effective not only during an election year but also at all times.
- vi. Members of Council may not:
 - a. Print or distribute any material paid by 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;
 - b. 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;
 - c. 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; and that Minutes of municipal Council and Committee meetings be exempt from this policy; and
 - d. Enter into joint ventures using municipal funds from September 25 to Election Day, in the year of a municipal election, unless specifically approved by Council.
- vii. 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 each member of Council's office, is not directly election-related;
- viii. Web sites or domain names that are funded by the municipality may not include any election-related campaign material;
- ix. Members of Council may not use the municipality's voice mail system to record election related messages;
- x. This policy applies also to an acclaimed member or a member not seeking re-election.

B. That the Municipal Clerk be authorized and directed to take the necessary action to give effect to this policy.

5. IMPLEMENTATION:

This policy shall become effective immediately upon approval by Municipal Council.