



Tay Valley Township

ELECTION RELATED RESOURCE POLICY FOR THE TAY VALLEY POLICE SERVICES BOARD

[*Municipal Elections Act*, Section 88.18]

1.0 PURPOSE

The purpose of this policy is to provide direction on the appropriate use of Board resources during an election, whether municipal provincial or federal.

2.0 LEGISLATED AUTHORITY

Section 88.18 of the *Municipal Elections Act, 1996*, S.O. 1996, c. 32, as amended, provides that before May 1 in the year of a regular election, municipalities and local boards shall establish rules and procedures with respect to the use of municipal or board resources, as the case may be, during the election campaign period.

3.0 DEFINITIONS

“Board” – shall mean the Tay Valley Township Police Services Board.

“Board Member” – shall mean a member of the Board appointed as prescribed in Section 27 (4) of the *Police Services Act*, R.S.O. 1990, c. P.15, as amended.

“Campaign Advertising” – shall mean an advertisement in any broadcast, print, electronic or other medium that has the purpose of promoting or supporting the election of a Candidate. (Examples include lawn signs, brochures, posters, print, radio and electronic ads, etc.)

“Clerk” – shall mean the Clerk or designate duly appointed by the Municipality as prescribed in Section 228 (1) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended.

“Employee” – shall mean all employees of the Board.

“Municipality” – shall mean the Corporation of Tay Valley Township.

“Third Party Advertising” – shall mean an advertisement in any broadcast, print, electronic or other medium that has the purpose of promoting, supporting or opposing a candidate, or a “yes” or “no” answer to a question on the ballot, but does not include an advertisement by or under the direction of a candidate, or an advertisement that incurs no expenses in relation to the advertisement, or an advertisement that is transmitted to employees, shareholders, or directors of the registered third party.

4.0 SCOPE

This policy applies to Board Members and Employees.

5.0 GENERAL PROVISIONS

5.1 Board Events

A Candidate or Registered Third Party shall not campaign or distribute Campaign Advertising or Third Party Advertising materials at any event or function being hosted by the Board.

5.2 Board Employees

A Candidate or Registered Third Party shall not use the services of Employees during those hours in which Employees receive any compensation from the Board.

5.3 Funds and Supplies

A Candidate or Registered Third Party shall not use Board supplies or funds for election purposes.

5.4 Website/Social Media

Websites, domain names and social media sites that are funded by the Board shall not include any Campaign Advertising or Third Party Advertising, make reference to and/or identify any individual as a Candidate or profile any slogan or symbol associated with a Candidate.

5.5 Communications Material

The Board’s communication materials, whether internal or for public distribution, cannot make reference to and/or identify any individual as a Candidate or profile any slogan or symbol associated with a Candidate.

5.6 Photographs/Videos

Photographs and videos produced for and owned by the Board cannot be used for Campaign Advertising or Third Party Advertising.

5.7 Corporate Identifiers/Logos

The corporate identifiers of the Board shall not be printed, distributed or displayed in or on Campaign Advertising or Third Party Advertising. Links to the Board's or Municipality's websites are permitted from a Candidate's or Third Party's election website for the purpose of obtaining information about the municipal election or sharing Board program and service information.

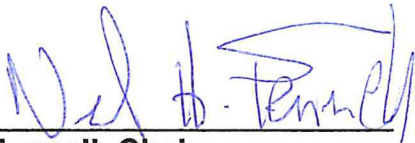
6.0 BOARD EMPLOYEE INVOLVEMENT IN ELECTIONS

- 6.1 Employees of the Board must be, and appear to be, both personally impartial and free of undue political influence in the exercise of their official duties.
- 6.2 Employees engaged in political activities must take care to separate those personal activities from their official positions.
- 6.3 Employees may participate in political activity at the federal, provincial and municipal levels providing that such activity does not take place during work hours or utilize Board assets, resources, or property.
- 6.4 Notices, posters or similar material in support of a particular candidate or political party are not to be displayed or distributed by Employees on Board or Municipal work sites or on Board or Municipal property.
- 6.5 Employees wishing to run for federal, provincial or municipal office must request, and obtain, a leave of absence without pay, and abide by the respective legislation governing such elections.

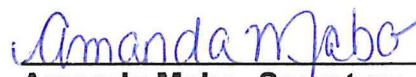
7.0 ENFORCEMENT

Should any written complaint arise regarding the alleged use of Board resources in contravention of this policy, the Clerk, or designate, shall have the delegated authority to investigate it and resolve any issues. If a breach of this policy is confirmed the Board Member or Employee will be required to personally repay any of the costs associated with the breach.

Tay Valley Police Services Board:



Neil Fennell, Chair



Amanda Mabo, Secretary

Date: May 15, 2018