



Staff Report

Administration – Town Clerk

Report To: Council Meeting
Meeting Date: February 17, 2026
Report Number: ADM.26.019
Title: Further Report to ADM.26.011 Update to “Use of Corporate Resources for Election Purposes, Policy POL.COR.18.01”
Prepared by: Corrina Giles, Town Clerk

A. Recommendations

THAT Council receives Staff Report ADM.26.019, entitled “Further Report to Staff Report ADM.26.011 Update to “Use of Corporate Resources for Election Purposes, Policy POL.COR.18.01”;

AND THAT Council approves the revised corporate policy “Use of Corporate Resources for Election Purposes Policy, POL.COR.18.01” as attached to Staff Report ADM.26.019.

B. Overview

This report provides Council with further clarity regarding the corporate policy, “Use of Corporate Resources for Election Purposes Policy, POL.COR.18.01”

C. Background

At the February 2, 2026 Committee of the Whole Meeting, Council received Staff Report [ADM.26.011 Update to "Use of Corporate Resources for Election Purposes, Policy POL.COR.18.01"](#) and requested additional clarification regarding the ability of staff to support a member’s campaign as it relates to the provisions of the [Employee Code of Conduct, POL.COR.25.02](#) and the [Accountability and Transparency of Town Actions to the Public Policy, POL.COR.24.05](#)

D. Analysis

In consultation with the Town’s Integrity Commissioner, Principles Integrity, the attached correspondence has been provided to respond to the questions raised at the February 2, 2026 Committee of the Whole meeting regarding staff supporting a Member’s Campaign. The FAQ has been revised and is attached to the “Use of Corporate Resources for Election Purposes Policy, POL.COR.18.01”

E. Strategic Priorities

1. Communication and Engagement

We will enhance communications and engagement between Town Staff, Town residents and stakeholders

2. Organizational Excellence

We will continually seek out ways to improve the internal organization of Town Staff and the management of Town assets.

F. Environmental Impacts

None

G. Financial Impacts

None

H. In Consultation With

Adam Smith, Chief Administrative Officer
Jeffrey A. Abrams, Principles Integrity, Integrity Commissioner

I. Public Engagement

The topic of this Staff Report has not been the subject of a Public Meeting and/or a Public Information Centre as neither a Public Meeting nor a Public Information Centre are required. However, any comments regarding this report should be submitted to Corrina Giles, Town Clerk townclerk@thebluemountains.ca .

J. Attached

1. Principles Integrity correspondence dated February 11, 2026
2. Updated Policy "Use of Corporate Resources for Election Purposes, Policy POL.COR.18.01"

Respectfully submitted,

Corrina Giles
Town Clerk

For more information, please contact:
Corrina Giles, Town Clerk
townclerk@thebluemountains.ca
519-599-3131 extension 232

Report Approval Details

Document Title:	ADM.26.019 Further Report to ADM.26.011 Update to Corporate Resources for Election Purposes Policy POL.COR.18.01.docx
Attachments:	- Att 1 - Principles Integrity letter dated February 11, 2026.pdf - Att 2 - Use of Corporate Resources for Election Purposes Policy, POL.COR.18.01.pdf
Final Approval Date:	Feb 13, 2026

This report and all of its attachments were approved and signed as outlined below:

Adam Smith - Feb 13, 2026 - 1:43 PM