



Staff Report

Administration – Town Clerk

Report To: Committee of the Whole Meeting
Meeting Date: October 19, 2021
Report Number: FAF.21.172
Title: Proposed Updates to “Use of Corporate Resources for Election Purposes, POL.COR.18.01”
Prepared by: Corrina Giles, Town Clerk

A. Recommendations

THAT Council receive Staff Report FAF.21.172, entitled “Proposed Updates 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 FAF.21.172

B. Overview

This report provides Council with proposed changes to the corporate policy, “Use of Corporate Resources for Election Purposes Policy, POL.COR.18.01”

C. Background

As is required by section 88.18 of the *Municipal Elections Act*, on or before May 1 of an election year, the municipality shall establish rules and procedures with respect to the use of municipal or board resources during an election campaign period. Section 88.18 is included below for reference:

Use of municipal, board resources

88.18 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. 2016, c. 15, s. 56.

Minor amendments are recommended to the current Policy, including:

- 1) updated nomination date, now being the third Friday in August
- 2) the inclusion of reference to any “by-election”
- 3) the inclusion of a Schedule “A”, “Election Year Activity Frequently Asked Questions” as developed by the Town’s Integrity Commissioner, Suzanne Craig

D. Analysis

The attached policy is a requirement of the *Municipal Elections Act*.

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

Shawn Everitt, CAO

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. Current policy "Use of Corporate Resources for Election Purposes, POL.COR.18.01
2. Draft revised policy "Use of Corporate Resources for Election Purposes, POL.COR.18.01" with attached Schedule "A"

Respectfully submitted,

Corrina Giles
Town Clerk

For more information, please contact:
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Report Approval Details

Document Title:	FAF.21.172 Proposed Updates to Use of Corporate Resources for Election Purposes Policy, POL.COR.18.01.docx
Attachments:	<ul style="list-style-type: none">- Att 1 Use of Corporate Resources for Election Purposes, POL.COR.18.01.pdf- Att 2 Draft POL.COR.18.01 Use of Corporate Resources for Election Purposes.pdf
Final Approval Date:	Oct 12, 2021

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

Shawn Everitt - Oct 12, 2021 - 7:58 AM