

Report to Council

Report Title:	Use of Corporate Resources for Election Purposes Policy		
Prepared By:	Sarah Johnson, Deputy Clerk and Fiona Hamilton, Director of Legislative and Legal Services (Clerk)		
Department:	Clerk's		
Date:	November 4, 2025		
Report Number:	CLK2025-15	File Number:	C11CL, C07
Attachments:	Draft Use of Corporate Resources for Election Purposes Policy		

Recommendation:

That the Council of the Municipality of Brockton hereby receives Report Number CLK2025-15 - Use of Corporate Resources for Election Purposes Policy, prepared by Sarah Johnson, Deputy Clerk and Fiona Hamilton, Director of Legislative and Legal Services (Clerk) and in doing so approves a By-Law coming forward adopting a Use of Corporate Resources for Election Purposes Policy.

Report:

Background:

Section 88.18 of the *Municipal Elections Act, 1996* requires municipalities and local boards, before May 1st of an election year, to establish rules and procedures with respect to the use of municipal or board resources during an election campaign period.

The *Municipal Elections Act, 1996* specifies that a municipality or local board cannot make a contribution to or for a municipal election Candidate (Section 88.8 (4)) or a Registered Third Party (Section 88.12 (4)).

A "contribution" includes:

- a) money, goods and services given to and accepted by or on behalf and under the direction of a person for his or her election campaign (Section 88.15 (1))
- b) money, goods and services given to and accepted by or on behalf of an individual, corporation or trade union in relation to third party advertisements (Section 88.15 (2)).

Since a "contribution" may take the form of money, goods, or services, any use of the Municipality's resources for an election campaign by Staff, a Member of Council who is a Candidate, or by any other Candidate or any Registered Third Party, would be considered a contribution by the Municipality for the purposes of the *Municipal Elections Act, 1996*. The *Election Finances Act, 1990*, and the *Canada Elections Act, 2000*, impose

similar prohibitions for Provincial and Federal election campaigns in that a contribution can only be made by an individual.

Analysis:

The Municipality of Brockton has historically included information about the use of corporate resources during the Election Campaign period within the Municipality’s consolidated Election Procedures Manual. However, many municipalities, including neighbouring Bruce County lower-tier municipalities, have adopted a separate policy to improve clarity for prospective Elected Officials.

Staff have created a separate policy for Council's consideration. The purpose of this policy is to provide a consistent approach regarding the use of municipal corporate resources during an election campaign and to clarify that all election Candidates, including Members of Council and Committees, and Third-Party Advertisers are required to follow the provisions of the *Municipal Elections Act, 1996*.

In accordance with the *Municipal Elections Act, 1996* and the Policy, all election Candidates, including Members of Council and Committees, and Third-Party Advertisers would be prohibited from:

- use the facilities, equipment, supplies, services, staff or other resources of the Municipality for any election campaign or campaign-related activities
- use the services of persons during hours in which those persons receive any compensation from the Municipality (with exception being made for persons on a leave of absence without pay, lieu time, or vacation leave)
- undertake election campaign-related activities on Municipal property during regular working hours, (with exception being made where community groups conduct all-candidates meetings at municipal facilities, provided all registered candidates within each specific category are invited to attend such meetings)

These prohibitions are consistent with past practice and inclusion in the 2022 and former Election Procedures Manual and are instead proposed to be displayed in a Policy format. The draft Use of Corporate Resources For Election Purposes Policy is attached for review, and staff recommend adopting the Policy by By-Law.

Strategic Action Plan Checklist:

What aspect of the Brockton Strategic Action Plan does the content/recommendations in this report help advance?

- | | |
|---|-----|
| • Recommendations help move the Municipality closer to its Vision | Yes |
| • Recommendations contribute to achieving Heritage, Culture, and Community | N/A |
| • Recommendations contribute to achieving Quality of Life | N/A |
| • Recommendations contribute to achieving Land Use Planning and the Natural Environment | N/A |
| • Recommendations contribute to achieving Economic Development | N/A |
| • Recommendations contribute to achieving Municipal Governance | Yes |

Financial Impacts/Source of Funding:

- Do the recommendations represent a sound financial investment from a sustainability perspective? Yes

Reviewed By:



Trish Serratore, Chief Financial Officer

Respectfully Submitted by:



Sarah Johnson, Deputy Clerk



Fiona Hamilton, Director of Legislative and Legal Services (Clerk)

Reviewed By:



Sonya Watson, Chief Administrative Officer