

THE MUNICIPAL CORPORATION OF NORTH ALGONA  
WILBERFORCE TOWNSHIP

BY- LAW NO. 2026 - 16

Being a By-law to establish a  
Use of Corporate Resources Policy for Campaign Purposes for  
The Corporation of North Algona Wilberforce Township

**WHEREAS** Section 88.18 of the *Municipal Elections Act, 1996*, requires that municipalities and local boards establish rules and procedures with respect to the use of municipal resources during the election campaign period; and

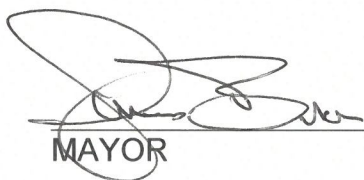
**AND WHEREAS** the Council of North Algona Wilberforce deems it expedient and necessary to establish a Use of Corporate Resources for Campaign Purposes Policy;

**NOW THEREFORE THE COUNCIL OF NORTH ALGONA WILBERFORCE  
HEREBY ENACTS AS FOLLOWS:**

1. That the Use of Corporate Resources for Campaign Purposes Policy, attached as Schedule "A" to this By-law, is hereby established pursuant to Section 88.18 of the *Municipal Elections Act, 1996*.
2. This by-law shall come into force and take effect upon the date of the final passing thereof.
3. That By-Law 2022 - 26, and all or any other By-laws and resolutions contrary thereto, or inconsistent herewith, be and the same are hereby repealed.

**READ A FIRST AND SECOND TIME THIS 21<sup>st</sup> DAY OF APRIL 2026.**

**READ A THIRD TIME AND FINALLY PASSED THIS 21<sup>st</sup> DAY OF APRIL 2026.**

  
MAYOR

  
CLERK

# Schedule "A" to By-law 2026-16

## Use of Corporate Resources Policy for Campaign Purposes

### POLICY STATEMENT

This policy has been developed to ensure compliance with Section 88.18 of the *Municipal Elections Act, 1996*, as amended, to require municipalities and local boards to establish rules and procedures with respect to the use of municipal resources during an election campaign period.

### PURPOSE

This policy balances the need for freedom of expression and assembly of candidates and the Township's legal responsibility to ensure that no candidate, registered third party advertiser or political party is provided with an unfair advantage.

### POLICY SCOPE

This policy is applicable to all Members of Council, Candidates, a Registered Third Party and Municipal Staff. It does not apply to expenses budgeted and incurred by the Clerk/Returning Officer for the effective running of the Municipal Election.

Nothing in this policy shall preclude a Member of Council from performing their duty as a Councillor, nor inhibit them from representing the interests of the constituents who elected them.

### DEFINITIONS

#### 1. Definitions

- a. "Election-related Campaign Purposes" means the occurrence of a municipal election or by-election. It also includes partisan participation in federal and provincial elections.
- b. "Candidate" means a person who has filed a Nomination Form as a Candidate in the Township's municipal or local board election or by-election, or a person who is a Candidate or who is seeking a nomination in a provincial or federal election or by-election, including acclaimed Candidates.
- c. "Local Board" means a local board described in the *Municipal Affairs Act*.
- d. "Members of Council" means Council of the Corporation of North Algona Wilberforce Township.
- e. "Municipal Corporate Resources" includes the following:
  - i. "Equipment" means to municipally-issued equipment, including laptops, iPads, smart phones and other similar devices;
  - ii. "Municipal Property and Facilities" means to any municipally-owned property and buildings, excluding road allowances;
  - iii. "Supplies" means to any municipally-purchased paper, stationary and other similar supplies.
- f. "Municipal Event" means any event organized and/or hosted by the Municipality.

- g. "Miscellaneous Expenses" means the amount set aside on an annual basis in the Council Remuneration By-law.
- h. "Municipal Staff" means all remunerated staff including full-time permanent, part-time, and casual.
- i. "Registered Third Party": means an individual, corporation or trade union that has filed a Notice of Registration as a third-party advertiser in the federal, provincial, or municipal election.
- j. "Social Media": means online technologies and practices used to share opinions, insights, experiences, and perspectives through words, pictures, music, videos and audio. Social media can take many different forms, including but not limited to internet forums, web logs (blogs) social blogs, messaging, wikis, podcasts, pictures, video, music sharing, rating and bookmarking.

## **POLICY CONTENT**

### **1. Use of Municipal Resources Prohibited**

- 1.1 Municipal Corporate Resources may not be used by Municipal Staff, Members of Council, a Candidate, Local Boards or a Registered Third Party for any election-related campaign purposes.
- 1.2 Municipal Staff may not canvass or actively work in support of a candidate or party during normal working hours unless they are on a leave of absence without pay, lieu time, float day, or vacation leave.
- 1.3 Campaign-related materials may not be displayed or advertised on Municipal Property and Facilities.
- 1.4 Candidates, Registered Third Parties and Municipal Staff are prohibited from campaigning, canvass or actively work in support of a candidate or party during a Municipal Event.
- 1.5 Municipal Staff shall not wear campaign-related insignia, slogan or other identifying representation during working hours.
- 1.6 The Township logo, flag or other similarly branded corporate resources or property may not be used by any Member of Council, Candidate or Municipal Staff for any Election-related Campaign Purposes including the display of such on Social Media.
- 1.7 No Member of Council or Municipal Staff may use Township issued email addresses for Election-related Campaign Purposes, other than non-partisan election information material.
- 1.8 Photographs and videos produced by, for, and owned by the Township may not be used for Election-related Campaign Purposes.
- 1.9 Websites, domain names and Social Media sites that are funded, owned or operated by the Township may not include Election-related Campaign Purposes other than non-partisan election resource information material.

### **2. Monitoring**

- 2.1 The Clerk shall be responsible for receiving complaints and/or concerns related to this policy.