

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BYLAW 2026-09

Being a Bylaw to Adopt an Election-Related Resources Policy

WHEREAS the Province of Ontario passed the Municipal Elections Act, 1996;

AND WHEREAS Section 88.18 of the Municipal Elections Act, 1996, as amended, requires that before May 1 in the year of a regular election, municipalities establish rules and procedures with respect to the use of municipal resources during the Election Campaign Period;

NOW THEREFORE the Council of the Corporation of the Municipality of Powassan hereby enacts as follows:

1. That the "Election-Related Resources Policy", attached as Schedule "A" to this Bylaw and forming part of this Bylaw, be hereby adopted.
2. That this Bylaw shall take effect on the date of final passing thereof.

READ a FIRST and SECOND time and considered **READ a THIRD and FINAL** time and adopted as such in open Council this 21st day of April 2026, for the immediate wellbeing of the Municipality.



Mayor



Clerk

Election Related Resource Policy

Office of the Clerk

Policy Statement:

To provide direction regarding the use of Municipal resources with respect to election-related matters.

Purpose:

In compliance with the Municipal Elections Act, 1996 (the MEA), public funds and resources are not to be used for any election-related purposes, including the promotion of or opposition to the candidacy of a person for elected office. Subsection 88.8(4)5 of the MEA provides that a municipality shall not make a campaign contribution, and Section 363 of the Canada Elections Act, 2000 similarly provides that only individuals may make campaign contributions.

The purpose of this policy is to clarify that all election candidates, including members of Municipal Council are required to follow the provisions of the MEA and that during *a campaign period*:

- 1) No candidate shall use the facilities, equipment, supplies, services, staff or other resources of the Municipality for any election campaign or campaign related activities, including Municipally registered trademarks or Municipal branding such as the logo or crest.
- 2) No candidate shall undertake campaign related activities on Municipal property.
- 3) No candidate shall use the services of persons during hours in which those persons receive any compensation from the Municipality of Powassan *for election related purposes*.

Application:

This Policy applies to the following:

- Members of Council
- Municipal employees
- Public members of any quasi-judicial body established by Council that is not considered to be a “local board” of the Municipality for the purposes of Section 88.18 of the MEA (for example, the Election Compliance Audit Committee and the Property Standards Committee)

This Policy applies to the occurrence of:

- A municipal election, by-election, or campaign related to a question on the ballot; and,
- Any participation in federal and provincial elections that is partisan in nature.

Where applicable, provisions in this Policy shall also apply to activities of all candidates, registered third party advertisers and ballot question campaigns in relation to Municipal resources. The term “election-related” may be used in this Policy to refer to the matters set out above. Certain provisions of this Policy may be subject to additional Municipal Bylaws, policies, and procedures. Guidance should be sought from the Municipal Clerk or designate if clarification or interpretation is required, or if any situation arises that is not expressly addressed in this Policy or the Election-Related Blackout Period Procedures attached as Appendix 1.

Members of Council:

This Policy applies to all Members of Council.

This Policy is intended to balance the duty of a Member to represent their constituents and the legal obligation of the Municipality not to contribute to, or be perceived as contributing to, an election campaign. Members are required to conduct themselves in accordance with the Municipal Elections Act, 1996 and this Policy.

It is recognized that Members, as elected officials, are responsible to serve their constituents and fulfill their responsibilities until the end of their term. Clear separation must exist between an elected official’s role as a Member of Council and their role as a candidate.

Since there is no defined workday/paid time/on-duty time for a Member of Council, a Member may be involved in election-related activities in their capacity as a candidate at times of the day that may generally be considered Municipal “office hours.” This is permitted, as long as the Member’s activities do not contravene provisions of this Policy, and public funds and resources are not used for election-related purposes.

Municipal Employees:

This Policy applies to all Municipal employees.

Municipal employees are expected to preserve the public trust and confidence in the Municipality and apply the core values of their code of conduct and are responsible for conducting themselves in accordance with this Policy.

With respect to election-related activities, while the Municipality encourages employees to become involved in their community, it is recognized that some activities unrelated to work can interfere with an employee’s ability to do their job and may undermine the neutrality of the Municipality. Employees are expected to promote the principles of transparency, impartiality, respect and accountability as set out in Section 6 of this Policy.

Activities of Candidates, Registered Rhird Party Advertisers and Ballot Question Campaigns in Relation to Municipal Resources:

This Policy is intended to balance the statutory and legal rights of candidates, registered third party advertisers and campaigns related to a question on the ballot with the legal obligation of the Municipality not to contribute to, or be perceived as contributing to, an election campaign. Provisions of this Policy will therefore apply to certain activities of all candidates, registered third party advertisers and ballot question campaigns that relate to the use of Municipal resources. This Policy does not apply to candidates' use of public information.

Policy Requirements:

Section 1 - General provisions

1.1. Municipal resources shall not at any time be used to sponsor or produce any materials that promote or oppose the candidacy of a person for elected office, or that promote or oppose a campaign related to a question on the ballot.

1.2. This Policy is not meant to restrict Members of Council from routinely communicating with constituents by way of materials such as flyers, newsletters, websites, and email, and through activities such as events. However, Members shall ensure that any communications materials or activities produced or funded using Municipal resources are not related to an election.

Section 2 - Municipal events, community and Member-organized events

2.1. Attendance at Municipal and community events by Elected Officials:

- Members of Council and other elected officials may attend Municipal and community-organized events and act as participants in their capacity as elected officials, including speaking at the event and partaking in ceremonial activities, provided that they do not promote or oppose the candidacy of a person for elected office.

2.2. Attendance at Municipal events by candidates, registered third party advertisers and ballot question campaigns:

- Candidates, registered third party advertisers, ballot question campaigns and their representatives may attend Municipal events in their capacity as private citizens, but shall not campaign while in attendance or distribute campaign-related materials.
- Candidates, registered third party advertisers and representatives of ballot question campaigns shall not be invited to deliver formal remarks at a Municipal event in their capacity as a candidate, registered third party advertiser or ballot question campaign representative.

2.3. Member-organized events in the year of a municipal election:

- Donations and sponsorships for Member-organized events in a municipal election year are subject to approval by the Municipal Clerk to ensure compliance with all Election and Municipal rules and regulations.

Section 3 - Municipal facilities

3.1. Booking space in Municipal facilities:

- Members of the public, including community groups, candidates, registered third party advertisers, ballot question campaigns and their representatives, may book space in Municipal facilities for election-related activities, subject to the following:
 - a. The booking and any activities shall be subject to applicable Municipal bylaws, rules, policies and procedures with respect to matters such as facility use, signs and campaigning;
 - b. The subject organization/individual shall make its own arrangements directly with Municipal staff and pay all of the associated costs for the event;
 - c. Municipal resources, including staff, shall not play a role in the event outside of the general support associated with booking the space;
 - d. Rental contract holders may decide who may participate in their event and what activities may take place in the rented area, provided the contract holders and participants respect facility rules and make appropriate use of the space as set out in the rental contract and applicable Municipal bylaws, rules, policies and procedures; and
 - e. With respect to Municipal facilities that are used as a voting location:
 - i. Space in such facilities shall not be booked for election-related activities on any day in which voting is to take place at the facility; and
 - ii. Any signs or promotional material relating to forthcoming election-related activities/events shall be removed from such facilities on any day in which voting is to take place at the facility. This does not apply to signs or promotional material placed by Municipal staff in relation to the voting process.
- Credits for community use of recreation facilities and other Municipal resources shall not be used to book/sponsor Municipal facilities for election-related activities (for example, an all-candidates meeting at any level of government). This prohibition does not apply to events related to general participation in municipal government and/or the election process (for example, information sessions for the public), which shall be subject to pre-approval from the Municipal Clerk or designate further to the principles of this Policy,

3.2. Campaigning in Municipal facilities and other Municipal properties

- Campaigning is permitted in common areas of Municipal facilities (such as building lobbies and public entranceways), as well as on public right of way sidewalks and thoroughfares, and in public parks and public areas, subject to the following:
 - a. Anyone campaigning shall not impede traffic, cause safety issues or disrupt other facility users;
 - b. Campaigning shall not occur at Municipal events or programming;
 - c. Anyone campaigning shall not enter Municipal program spaces for the purpose of campaigning/soliciting support from participants in Municipal programs;
 - d. Anyone campaigning shall not enter rented spaces for the purpose of campaigning/soliciting support from participants at private functions without permission from the rental contract holder;
 - e. The Parks Bylaw (Bylaw 2017-09) regulates and promotes the responsible enjoyment and use of Municipal parks and related facilities. Use of parks and related facilities for formal campaigning purposes such as events, rallies etc. shall be subject to review by the Municipal Clerk and any applicable bylaw conditions and/or other requirements with respect to permits, contracts and/or permission letters.

Section 4 - Municipal resources

4.1. Members' communications and related matters:

- As set out in Subsection 1(2) of this Policy, all Members of Council shall ensure that the content of any communications material produced or funded using Municipal resources is not for an election-related purpose, including the promotion of or opposition to the candidacy of a person for elected office.
- Municipal resources shall not be used to pay for, access, develop, maintain or update election-related communications platforms such as campaign websites and social media accounts. This includes but is not limited to the use of Municipal-funded computers, tablets and smartphones; Municipal wireless networks available to the Member's office and not the general public; Municipal staff during the working hours for those office staff.
- Communications materials, including branding (symbols, logos, graphics) and photographic or video materials, which were or are created or produced by Municipal employees or with Municipal resources shall not be used in campaign materials or for any other election related purposes. Branding created by an election campaign may be used by a Member when in office following the election. Such branding may also be used in subsequent election campaigns provided Municipal resources have not been used to modify or produce the branding.
- Constituent information (including telephone numbers and email and mailing addresses) that is collected, stored, accessed, maintained or updated using Municipal resources shall not be used for election-related purposes.
- Members shall ensure that any communications materials issued to constituents following an election or by-election do not include reference to election-related matters. This includes but is not limited to the following:
 - a) Communications materials issued by a Member shall not thank people for voting or support, or refer to matters such as the campaign, other candidates or the election. Such materials may include a general statement to the effect of being proud or honoured to continue to represent constituents; and
 - b) Communications materials issued by a Member shall not include statements to the effect of farewell columns or a summary of past achievements/term of office, etc.

4.2. Members' social media use

- Social media accounts that are *free* to use are generally not considered to be Municipal resources. These accounts are personal to the individual Member and have not been created by the Municipality, nor are they used by the Municipality for the purposes of official communications. That said, the following applies to social media accounts of Members of Council:
 - a) Members are encouraged to clearly distinguish between an elected official social media account and a campaign (election related) social media account. Any official social media account operated by a Member's office (for example, the "Councillor _____" account) should not be used for election-related purposes;
 - b. Members who post or share election-related materials through a social media account shall ensure that those activities are not conducted using Municipal resources, including but not limited to office staff during working hours or using Municipal smartphones and/or computers; and,
 - c) If a Member's social media account includes election-related posts or sharing, any links or references to that account shall not appear on the Member's communications

materials (for example, Municipal-funded Member's business cards, email signature blocks, letterhead, community newspaper columns, flyers, photographs, newsletters, advertisements, media releases, mail outs and emails).

4.3. Members' content on the Municipal website

- Members' content on powassan.net, including biographies, shall not be related to an election, and shall be provided to the Municipal Clerk or designate for review to ensure compliance with this policy when initially posted or substantially revised.

4.4. Municipal communications and related matters

- Municipal-funded websites or domain names shall not include any campaign materials, make reference to and identify any individual as a candidate, registered third party advertiser or ballot question campaign member, or profile any slogan or symbol associated with a candidate, registered third party advertiser, or ballot question campaign. This prohibition does not apply to the identification of candidates on official municipal election or by-election pages of the website.
- Municipal social media accounts shall not reissue or repurpose (for example, by way of "retweeting," "liking," or linking to) any posts by a nominated candidate (for office on municipal Council, or provincial or federal candidates). This restriction does not apply to posts by the Mayor related to intergovernmental activities and proclamations in the Mayor's capacity as set out in Sections 225 and 226.1 of the Municipal Act, 2001.

4.5. Municipal information and related matters

- Municipal information provided upon request to one candidate, registered third party advertiser or ballot question campaign shall also be provided to any other candidate, registered third party advertiser or ballot question campaign that requests the same information.
- Requests by a candidate, registered third party advertiser or ballot question campaign for individual meetings with Managers or other Municipal employees, or for tours of Municipal facilities, may not always be accommodated due to resource and time constraints. If such a meeting or tour is organized for one candidate, registered third party advertiser or ballot question campaign, the department shall also organize a similar meeting or tour for any other candidate, registered third party advertiser or ballot question campaign that makes such a request.

4.6. Municipal visual identity and related matters

- The Municipality's corporate logos, official marks, slogan, coat of arms etc., shall not be printed, posted or distributed on any campaign materials except to link to the Municipal website to obtain information about the municipal election.
- Photographic or video materials that are copyright of the Municipality or that are or have been created by Municipal employees or with Municipal resources shall not be used for any external election-related purpose or in campaign materials.

4.7. Election campaigns at other levels of government

- Members of Council shall not use Municipal resources to host, promote, sponsor or otherwise organize or assist with any event that involves direct participation by candidates at other levels of government, given that there is potential for partisanship, real or perceived, to occur at, or in the organization of, any such event that directly involves candidate participation.
- Members of Council may communicate with constituents regarding federal/provincial matters

relevant to the Municipality of Powassan, as well as any issues that have a direct bearing on municipal business between the federal/provincial government and the Municipality. Any such communication shall be non-partisan in nature and may be conducted through communications such as general questionnaires to all candidates, or messages to constituents highlighting federal/provincial matters of importance to the ward without commentary/indicating a preference for a particular candidate/party.

- The following applies if a Member of Council becomes a candidate in a provincial or federal election/by-election:
 - a) A Member, who is a candidate, shall seek guidance from the Municipal Clerk with respect to responsibilities and obligations required to comply with this Policy. While certain restrictions may apply in order to ensure compliance with this Policy and its purpose, it is recognized that the Member continues to be the elected representative and may remain active in their capacity as a Member of Council. This may include participating in meetings of Council, its Standing Committees, Sub-Committees, attending Municipal and community meetings and events in their capacity as Councillor, and fulfilling any other statutory roles and responsibilities of a Member of Council.
 - b) Communications materials published, issued or otherwise used by a Member who is a candidate shall not advertise the Member's participation/attendance in events.
 - c) Following a provincial or federal election/by-election, Subsection 4.1 of this Policy applies to any communications materials issued to constituents by a Member who is a candidate.
 - d) Communications materials published, issued or otherwise used by the Municipality shall not reference the name or image of a Member of Council who is a candidate in a federal/provincial election/by-election. This includes but is not limited to municipal publications, advertisements, media releases and public service announcements, speaking notes and social media content (for example, Municipal social media accounts shall not retweet, link to, "like," or otherwise reissue or repurpose the Member's communications). This does not include materials such as Council and Committee meeting minutes and agendas.
 - e) Any reference made in Municipal communications materials to a specific Councillor who is a candidate in a federal/provincial election/by-election shall be to the "Councillor" or "Chair of the ___ Committee," rather than by name. The Mayor shall be subject to the same restrictions as Councillors, but may be named in media releases and Municipal materials related to intergovernmental activities and proclamations only in the Mayor's capacity as set out in Sections 225 and 226.1 of the Municipal Act, 2001.
 - f) Media releases, speaking notes and other communications materials that relate to a Member of Council who is a candidate in a federal/provincial election/by-election and are to be published, used or distributed by the Municipality during the applicable campaign period shall be provided to the Municipal Clerk or designate for review and approval.
 - g) Section 5 of this Policy applies with respect to Municipal employees should they be engaged in political activities.

Section 5 - Municipal employees

5.1. The following applies to Municipal employee participation in Municipal or external community events in their official position as a Municipal employee:

- a) A Municipal employee may participate in an event, by providing information or otherwise, if the event has no election-related purposes, including the promotion of or

opposition to the candidacy of a person for elected office.

b) A Municipal employee shall not participate in any event, by providing information or otherwise, if an event is to have any election-related purposes, including the promotion of or opposition to the candidacy of a person for elected office.

c) A Municipal employee shall seek guidance from the Municipal Clerk or designate with respect to participation in any of the following:

i) Events involving one or more candidates at any level of government as participants;

ii) Events related to matters at the provincial/federal level during a provincial/federal election campaign, as the case may be; and/or

iii) Events related to matters at the provincial/federal level during a provincial/federal election campaign, as the case may be; and/or

iv) Events involving one or more MPPs or MPs as participants following the issuing of the writ.

5.2. Employees engaged in political activities shall separate those personal activities from their official positions. This includes the following:

a) Employees may participate in political activity at the municipal, provincial and federal levels provided that such activity does not take place during the employee's work hours or use Municipal resources;

b) Employees who involve themselves in an election campaign by posting or sharing campaign-related materials through personal social media accounts shall separate these activities from their role as a Municipal employee and shall ensure that none of these activities are done during the employee's work hours or using Municipal resources;

c) Any Municipal information obtained by an employee through their employment with the Municipality shall not be used for election-related purposes; and

d) Employees must ensure vacation or Time Off In Lieu is submitted to their Manager, or their designates, as the case may be, in advance of any campaign-related work conducted during traditional working hours.

5.3. Notices, posters or similar materials in support of a particular candidate, campaign related to a question on the ballot, or political party shall not be displayed or distributed by employees at Municipal work sites or facilities.

5.4. Employees wishing to run for municipal, provincial or federal office shall request and obtain a leave of absence without pay and abide by the respective legislation governing such elections. Employees with questions regarding their obligations with respect to obtaining a leave of absence without pay may contact the Municipal Clerk or designate.

5.5. Should an employee run for election or by-election, that employee shall begin the required leave of absence immediately upon certification of the nomination by the Municipal Clerk or designate. Subsequently, all employee access (including email and security) related to Municipal resources used by the individual as a result of employment (such as computers, smartphones and electronic storage devices) shall be returned immediately.

5.6. An employee who identifies a potential conflict of interest with respect to election-related matters (for example, a family member or close friend is a candidate, etc.) shall advise the manager or director to whom they report in writing of the potential conflict of interest. Thereafter, the manager or

director shall develop a process, with input from the Municipal Clerk or designate, to insulate the employee against any claim of conflict, be it real or perceived.

Responsibilities

Members of Council:

- Ensure relevant requirements of this Policy and its Procedures are fulfilled in any duties and activities undertaken.
- Understand and support this Policy and its Procedures and ensure accountability for their actions.
- Seek clarification of any aspect of this Policy and its Procedures, as required.

Municipal employees, including management:

- Ensure relevant requirements of this Policy and its Procedures are fulfilled in any duties and activities undertaken in their official position as a Municipal employee.
- Ensure relevant requirements of this Policy and its Procedures are fulfilled with respect to any political activity or candidacy undertaken by the employee, and regarding any conflict of interest identified by the employee.
- Understand and support this Policy and its Procedures and ensure accountability for their actions.
- Seek clarification of any aspect of this Policy and its Procedures, as required.

Municipal Clerk

- Ensure relevant requirements of this Policy and its Procedures are fulfilled in any duties and activities undertaken.
- Ensure the administration, communication, interpretation and monitoring/enforcement of this Policy and its Procedures.
- Receive and respond to any complaints, concerns and inquiries/requests for guidance related to this Policy and its Procedures.
- Delegate in writing any designate(s) assigned to administer any or all of this Policy and its Procedures.
- Review this Policy and its Procedures at least every two (2) years as well as in the third year of the Council term, and as required by changes to legislation. The Municipal Clerk is authorized to make minor administrative updates as may be necessary to maintain compliance and consistency with legislation, while respecting and preserving the intent of the Policy and its Procedures.

Monitoring/Contraventions

Guidance and interpretation

The Municipal Clerk or designate shall have the delegated authority to provide guidance with respect to election-related matters in relation to this Policy and/or its Procedures, and to issue in writing any interpretation on the application of this Policy and/or its Procedures and any related approvals or prohibitions. Such guidance, interpretation, approvals and prohibitions shall be based on the overarching legislative requirement for public funds and resources not to be used for any election-related purposes, including the promotion of or opposition to the candidacy of a person for elected office.

Complaints and investigation

The Municipal Clerk or designate shall have the delegated authority to receive and investigate any written complaint with respect to the alleged use of Municipal resources in contravention of this Policy and/or its Procedures. The written complaint must be submitted to the Municipal Clerk or designate and set out specific example(s) and corresponding details of how the alleged use of a particular resource may have contravened this Policy and/or its Procedures.

Upon completion of any investigation, the Municipal Clerk or designate may resolve any issues and, if necessary, determine appropriate corrective action based on the findings of the investigation, in consultation with the Municipality of Powassan's Integrity Commissioner as necessary in relation to the Code of Conduct for Members of Council. If the investigation determines that a Member of Council has contravened the Policy and/or its Procedures, the Member shall be required to personally repay any direct costs associated with the breach. The Municipal Clerk shall advise the complainant of the outcome of the complaint and any repayment that was made. The Municipal Clerk shall report on the exercise of delegated authority under this Policy to the appropriate Committee following a municipal election or by-election.

If the investigation by the Municipal Clerk or designate determines that a Municipal employee contravened this Policy and/or its Procedures, the failure on the part of an employee to comply with this Policy and/or its Procedures may result in corrective action as appropriate, including discipline up to and including dismissal, to be conducted in accordance with Human Resources' processes and in alignment with terms and conditions of employment.

Legislative and administrative authorities:

Canada Elections Act
Election Finances Act
Municipal Act, 2001
Municipal Elections Act, 1996

Definitions

“Campaign materials” means any materials used to solicit votes for, or opposition to, a candidate or campaign related to a question on the ballot, including but not limited to literature, banners, posters, pictures, buttons, clothing, or other paraphernalia. Campaign materials also include but are not limited to materials in all media, such as print, displays, electronic, radio or television and online sources including websites or social media.

“Campaigning” means any activity by or on behalf of a candidate, registered third party advertiser, political party, or campaign related to a question on a ballot meant to elicit support for, or opposition to, a candidate, registered third party advertiser, political party, or campaign related to a question on a ballot. Campaigning does not include the appearance of elected officials, other candidates, registered third party advertisers or ballot question campaign members at an event in their personal capacity without the display of any signage, graphics or campaign-related clothing, buttons and other paraphernalia that identify the individual as a candidate, registered third party advertiser or ballot question campaign member and without the solicitation of votes (including distribution of campaign materials).

“Candidate” means any person who has filed and not withdrawn a nomination for an elected office at the municipal (including school board), provincial or federal level in an election or by-election.

“Municipal resources” means but is not limited to: Municipal employees/staff, Municipal - events, facilities, funds, information and infrastructure, as follows:

- “Municipal employees” and “Municipal staff” – All manage, full-time, part-time, casual, temporary, seasonal and contract employees.
- “Municipal events” – Events funded or organized by Municipal departments and/or Members of Council, including events that may be jointly organized with community organizations or with external sponsors. This includes but is not limited to: Announcements relating to Municipal programs, policies and other initiatives, including funding announcements; Celebratory, commemorative, educational or memorial events; Community meetings, consultations and other gatherings; Facility openings; and Open houses.
- “Municipal facilities” – Any facility that is owned or leased by the Municipality and/or its departments and that is directly managed and operated by Municipal departments or programs.
- “Municipal funds” – Funding support provided through the Municipality’s annual operating or capital budgets, including but not limited to funds provided directly to Municipal programs and services.
- “Municipal information” – Any information in the custody and control of the Municipality, including databases that may be the repository of names, contact information, business records, financial information or other identifiers compiled and used by Municipal employees to conduct Municipal business.

- “Municipal infrastructure” – Any physical or technology systems that support the operation of Municipal programs and services, including but not limited to Municipal fleet vehicles, public display signage, computer network, telecommunications and email system, wireless equipment, computer hardware, software and peripherals, internet and intranet.

“Communications materials” means materials produced for the purpose of communicating with residents, including but not limited to business cards, email signature blocks, letterhead, newspaper columns, flyers, photographs, videos, branding (symbols, logos, graphics), householders, newsletters, advertisements, media releases, mail outs and emails. Communications materials include materials in all media, such as print, displays and other physical formats, electronic, radio or television and online sources including websites or social media.

“Community events” and “community-organized events” means events staged by external organizations such as community groups and other levels of government and not funded or organized fully or jointly by Municipal departments and/or Members of Council. Examples include events such as community association meetings, business openings, sporting events, festivals, fundraisers and other ticketed events, etc.

“Member-organized events” means a type of Municipal event staged by a Member of Council as a one-time or sporadic occurrence (for example, a planning-related open house; an event to benefit the Municipality or a local charity, etc.) For clarity, such onetime or sporadic events are different from a “Member’s annual community event” as defined in this policy.

“Contribution” means the general definition set out in the Municipal Elections Act, 1996 (MEA), which includes but is not limited to the following:

- For an election campaign – As set out in Subsection 88.15(1) of the MEA: “... [M]oney, goods and services given to and accepted by a person for his or her election campaign, or given to and accepted by another person who is acting under the person’s direction, are contributions.”
- For third party advertisements – As set out in Subsection 88.15(2) of the MEA: “... [M]oney, goods and services given to and accepted by an individual, corporation or trade union in relation to third party advertisements, or given to and accepted by another person who is acting under the direction of the individual, corporation or trade union, are contributions.”

“Elected officials” means individuals elected to the Council of the Municipality of Powassan, the Legislative Assembly of Ontario, the House of Commons, or a school board.

“Member’s annual community event” means an event that has been staged by a Member of Council in the previous two years (with similar event name/title, same approximate date and same general purpose).

“Members” means the Mayor and Councillors of the Municipality of Powassan.

“Political party” means a political party for a provincial and/or federal election that is registered in accordance with applicable provisions of Ontario’s Election Finances Act or the Canada Elections Act.

“Question on the ballot” means any question or bylaw submitted to the electors by Council, a school board or other elected local board, or the Minister of Municipal Affairs under the Municipal Elections Act, 1996.

“Registered third party advertiser” means, in relation to a municipal election, an individual, corporation or trade union that is registered with the Municipal Clerk, as per Section 88.6 of the Municipal Elections Act, 1996, whose purpose is to promote, support or oppose a candidate for office, or an issue on a question on a ballot, and is not under the direction of a candidate.

“Third party advertisement” means 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, as per the definition established under Subsection 1(1) of the *Municipal Elections Act, 1996*. Further to Subsection 1(2) of the *Municipal Elections Act, 1996*, an advertisement is deemed not to be a third-party advertisement if the person or entity that causes the advertisement to appear in any broadcast, print, electronic or other medium incurs no expenses in relation to the advertisement. Furthermore, as per Subsection 1(2.1) of the *Municipal Elections Act, 1996*, an advertisement is deemed not to be a third-party advertisement when it is given or transmitted by an individual to their employees, by a corporation to its shareholders, directors, members or employees or by a trade union to its members or employees.

“Voting Day” means the day the final vote is to be taken in an election or by-election, as set out in the applicable legislation (municipal, provincial or federal).