
HALDIMAND COUNTY

Report CS-CL-06-2018 Update to Election Protocol to Include Local Boards For Consideration by Council in Committee on June 5, 2018



OBJECTIVE:

To present an amendment to Election Protocol - Policy 2003-07, to include its application to local boards as required by the *Municipal Elections Act, 1996*.

RECOMMENDATIONS:

1. THAT Report CS-CL-06-2018 Update to Election Protocol to Include Local Boards be received;
2. AND THAT the amended Election Protocol – Policy 2003-07, included as Attachment 1 to Report CS-CL-06-2018, be approved.

Prepared by: Evelyn Eichenbaum, Clerk

Respectfully submitted: Karen General, CPA, CGA, General Manager of Corporate Services

Approved: Donald G. Boyle, Chief Administrative Officer

EXECUTIVE SUMMARY:

Legislative changes require that the County's local boards have rules and procedures in place with respect to the use of board resources during the municipal election campaign period. The most expedient manner of complying with this requirement is to expand the scope of the County's Election Protocol Policy, which has been in place since 2003, to include local boards. In reviewing Policy 2003-07, some additional minor amendments are also recommended to reflect current practices and the broader scope of the policy.

BACKGROUND:

In 2003, Haldimand County established a policy that outlined a protocol for staff to reference during an election campaign. The protocol speaks to staff conduct, communications with councillors, requests for information, work of a political nature, opportunities to participate on Election Day, etc. The policy also speaks to candidates' use of corporate resources such as County facilities, services, equipment or property.

In 2016, through Bill 181, the *Municipal Elections Act, 1996*, (Act) was updated to require that municipalities **and** local boards shall establish rules and procedures with respect to the use of municipal or board resources during an election campaign period. The County's Policy 2003-07 addressed the County's requirement for rules and procedures to be in place, however, an update to include local boards as required by the Act, is necessary.

ANALYSIS:

The Election Protocol Policy 2003-07 was reviewed in order to incorporate the requirement for local boards to have rules and procedures in place regarding the use of resources during an election year. The Act defines “local board” as it is defined in the *Municipal Act*, which reads:

“a school board, municipal service board, transportation commission, public library board, board of health, police services board, planning board, or any other board, commission, committee, body or local authority established or exercising any power or authority under any general or special Act with respect to any of the affairs or purposes, including school purposes, of a municipality or of two or more municipalities or parts thereof”.

For Haldimand County, the boards that fall within this definition include: the Library Board, Police Services Board, all Business Improvement Area boards, Committee of Adjustment, and Heritage Haldimand. While certain boards in some municipalities have unique or extra resources that require a set of procedures to outline their use during an election campaign, there would be little or no impact related to Haldimand County’s boards. Accordingly, the most expedient way of addressing the legislative requirement is to amend the County’s Election Protocol and advise the affected local boards of the need to adhere to this policy. This will also ensure that any future legislative amendments are only required to one policy to avoid inadvertent inconsistencies or confusion.

When reviewing Policy 2003-07 to incorporate the changes noted above, certain other housekeeping amendments were made to reflect current corporate processes. These changes are illustrated through tracked changes in the amended policy included as Attachment 1 to this report.

FINANCIAL/LEGAL IMPLICATIONS:

Not applicable.

STAKEHOLDER IMPACTS:

The Library Board and Police Services Board are aware of the need to be covered by a set of rules and procedures with respect to the use of board resources during an election campaign, and are aware of this amendment to the County’s Elections Protocol Policy in order to be in compliance with the Act. Once the policy has been amended, correspondence will be sent to both boards, along with the other local boards that are affected by this legislative requirement.

REPORT IMPACTS:

Agreement: No

By-law: No

Budget Amendment: No

Policy: Yes

ATTACHMENTS:

1. Amended Policy 2003-07 with tracked changes.