

Report to Committee of the Whole

Date: 4/13/2026
From: Julia McCaugherty-Jansman, Clerk
Re: Use of Corporate Resources Policy

RECOMMENDATION

THAT the Committee of the Whole receive for information that draft Use of Corporate Resources Policy for the 2026 Municipal Election;

AND FURTHER THAT Committee direct staff to bring the by-law to adopt the Use of Corporate Resources Policy to the April 27th Regular Council Meeting to approve and adopt the policy as presented.

BACKGROUND

The Municipal Elections Act, 1996 (MEA) establishes rules governing municipal elections, which includes finance provisions and restrictions on the use of municipal resources. Section 88.18 of the MEA states the following:

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.

This therefore is a mandatory requirement. Municipalities adopt policies that clearly outline the rules and expectations related to the use of corporate resources during an election period. This helps to ensure that municipal operations remain impartial during the election cycle, and provides transparency and guidance to everyone including staff, candidates, and Members of Council.

There was a Use of Corporate Resources approved ahead of the 2022 Municipal Election, but due to legislative changes staff felt as though it was needed to review and update for the 2026 Municipal Election.

ANALYSIS

The purpose of the policy is to ensure that municipal resources are not used to influence the outcome of an election, either directly or indirectly. The policy applies to Members of Council, municipal staff, candidates (including acclaimed candidates), and registered third parties.

This policy is intended to contribute to increased transparency and fair governance. If adopted, it will be included on the Village of Merrickville-Wolford municipal election website, as well as in the Candidate Information Package.

BUDGET/LEGAL IMPLICATIONS

None.

CONCLUSION

Staff recommend approval of the attached draft policy and adoption of the by-law at the April 27th Regular Council Meeting. This will satisfy the requirement of adopting a policy by May 1st, 2026.

ATTACHMENTS

Schedule "A" – Draft By-law to Establish a Use of Corporate Resources Policy

Schedule "B" – Draft Use of Corporate Resources Policy

Submitted by:

Julia McCaugherty-Jansman, Clerk

Approved by:

Darlene Plumley, CAO