

**The Corporation of the City of Kawartha Lakes**

**Council Report**

**Report Number CLK2018-04**

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**Date:** April 24, 2018

**Time:** 2:00 p.m.

**Place:** Council Chambers

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**Ward Community Identifier:** All Wards

**Subject:** Updated Election Documents - Use of Corporate Resources Policy, Accessibility Plan and Election Sign By-law

**Author Name and Title:** Cathie Ritchie, City Clerk

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**Recommendation(s):**

**That** Report CLK2018-04, **Updated Election Documents - Use of Corporate Resources Policy, Accessibility Plan and Election Sign By-law**, be received;

**That** the policy entitled Use of Corporate Resources for Election Purposes, attached as Appendix A to Report CLK 2018-004 be adopted and numbered for inclusion in the City's Policy Manual, replacing all predecessor versions; and

**That a** by-law to approve the **2018 Election Accessibility Plan** attached as Appendix B **and the Election Sign By-law** repealing By-law 2013-113 attached as Appendix C be forwarded to Council for adoption.

**Department Head:**\_\_\_\_\_

**Financial/Legal/HR/Other:**\_\_\_\_\_

**Chief Administrative Officer:**\_\_\_\_\_

## **Background:**

Bill 68 and Bill 181 Municipal Elections Modernization Act (MEMA) amended sections of the Municipal Act and Elections Act. Revisions to certain election documents are required for the upcoming 2018 Elections to meet current legislation.

In 2005, (updated in 2013) Council adopted the Use of Corporate Resources for Election Purposes Policy. The purpose of this policy is to clarify the restricted use of corporate resources during an election period to protect the interest of the current and future members of council and committees of council.

In 2013, Council adopted the Election Sign By-law to regulate election signs within the City of Kawartha Lakes for municipal, provincial and federal elections. The Elections Act requires an Accessibility Plan to be adopted to ensure that the needs of the electors and candidates with disabilities are addressed.

## **Rationale:**

A comprehensive sign by-law will provide guidelines and restrictions to protect the rights of candidates, third party advertisers and the public in accordance with the Municipal Elections Act as amended.

The Use of Corporate Resources for Election Purposes Policy required revisions to update legislated timelines and reflect the provisions contained in the city's policies.

Section 12.1 (2) of the MEA requires that within ninety (90) days of voting day the Clerk who is responsible for conducting the election shall submit a report to Council regarding the identification, removal and prevention of barriers that affect elector and candidates with disabilities.

Staff are recommending approval and adoption of these updated policies and by-law to provide clarity and guidance prior to the nomination period commencing on May 1, 2018.

## **Other Alternatives Considered:**

Without revisions to the Election Sign By-law, the by-law is left silent for third party advertising. Issues and challenges identified during previous elections will possibly be repeated with no mechanism for remedial action.

## **Financial/Operation Impacts:**

Additional human resource in Law Enforcement and Public Works may be required for the enforcement of the Election Sign By-law. Additional revenue may be generated through disposal fees collected for unclaimed election signs.

## **Relationship of Recommendation(s) To The 2016-2019 Strategic Plan:**

### **Municipal Service Excellence**

- Provide exceptional customer service
- Enhance communication
  - Enhance citizen accessibility to government services
- Service excellence
  - Review and adopt best municipal practices

## **Review of Accessibility Implications of Any Development or Policy:**

Section 12.1 (2) of the MEA requires that the clerk shall prepare a plan regarding the identification, removal and prevention of barriers that affect electors and candidates with disabilities and shall make the plan available to the public before voting day in a regular election.

The municipal election will be conducted in a manner that shall ensure that candidates and electors with disabilities have full and equal access to all election information and services, including the designated voting area at municipal facilities. The election shall be conducted in a manner that ensures that persons with disabilities are able to vote independently and privately with access to voting assistance if required.

## **Consultations:**

Director of Public Works  
Manager of Law Enforcement  
Executive Committee of Council  
Accessibility Officer

## **Attachments:**

Appendix A – Use of Corporate Resources for Election Purposes Policy

Appendix B – 2018 Election Accessibility Plan

Appendix C – Election Sign By-law (red line version)

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