

POLITICAL ELECTIONS POLICY

Policy level: Operational

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The Stormont, Dundas and Glengarry County Library (doing business as SDG Library) must act and appear to act in a non-partisan way at all times, but especially during elections, while supporting the democratic process, freedom of expression and informed discussion on political issues. The Library must also comply with legislation related to elections (*Municipal Elections Modernization Act, 2016*, Section 88.18).

This policy applies to Library Board members, employees and volunteers of the SDG Library in their dealings with candidates and political parties and the use of Library resources during the campaign periods for municipal, provincial and federal elections.

Section 1: Campaign Contributions

1. In accordance with the *Municipal Elections Act*, Section 70(4), the *Elections Finances Act*, Section 16(1), and *Canada Elections Act*, Section 404(1), the Library Board may not make a contribution to the campaign of any candidate or political party in the form of money, goods or services.

Section 2: Use of SDG Library Resources and Property

1. All candidates and political parties have equal access to publicly available resources and services of the Library.
2. Meeting rooms may be booked in accordance with the Library's Facilities Use Policy.
3. Candidates cannot use equipment, supplies, staff or other operational resources of the Library nor may they use the Library's logo in any campaign material.
4. 'All-candidates' meetings can be held at the Library, either as a Library program or sponsored by another group, provided that event organizers invite all candidates to attend such meetings. A candidate cannot be featured or promoted in association with any other regular Library program or event.
5. In accordance with the Library's Communications Policy, the Library will provide general information on elections. However, no campaign materials will be allowed on Library premises. Candidates and political parties are not permitted to distribute campaign materials

at the Library.

6. No election sign or poster specific to a candidate or political party can be posted on the grounds of the Library or in the Library building.

Section 3: Employee and Volunteer Participation in Election Campaigns

1. Any Library employee running as a candidate in the municipal election will comply with Section 30 of the *Municipal Elections Act*.
2. An employee or Library volunteer involved in a political campaign must be politically neutral when carrying out his or her Library duties and must not participate in campaign activities during his or her working hours.

Section 4: Library Board Members as Candidates

1. Library Board members may continue their board responsibilities when they are running for office.

Section 5: Requests for information about the SDG Library

1. The Director of Library Services will coordinate requests for information about the Library received from candidates or political parties.
2. If requested in writing by a candidate, information provided by the Library to any other candidate shall also be provided to the candidate requesting the same.
3. Any candidate or political party may request a meeting with the Director of Library Services or tour of the Library (and its branches).

Related Documents

- SDG Library – Facilities Use Policy
(http://www.sdglibrary.ca/sites/default/files/POL_facilities_use2016.pdf)
- SDG Library – Communications Policy
(http://www.sdglibrary.ca/sites/default/files/POL_communications.pdf)