

April 30, 2026

**To: Town Staff and Members of Council**

**Re: Election Advisory #1: Prohibition on the Use of Town Resources for Election Purposes**

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To protect the independence and integrity of the 2026 Municipal and School Board Election (Election) and serve the best interests of the electorate, requirements and guidelines have been established in Town of Tecumseh Policy 69 - Prohibition on the Use of Town Resources for Election Purposes (the “**Policy**”).

**This Policy applies to all Candidates, Town Staff and Members of Council.**

The following are key highlights from the Policy that are in effect during the **Election Period – May 1, 2026, to October 26, 2026:**

- **Town Properties, parks and facilities may not be used by Candidates or Third-Party Advertisers for campaign purposes during the Election.** This means and includes a prohibition on all Town buildings and facilities, Town Parks, Town structures, amenities, gateway signs, and Town vehicles from being used in any way whatsoever for Campaign purposes.
- **Access to and use of any Town information and resources for Campaign purposes is strictly prohibited.** This includes photos, video, print or digital material used by the Town or depicting Town facilities or staff and includes reference or links to any material from Town websites, domain names and social media handles, or Town events.
- **Social Media usernames and handles for Campaign and Election related purposes must be pre-approved by the Municipal Clerk.** Candidates who choose to create and/or use Social Media accounts for campaigning must include, for the duration of the Election Period, a clear statement on each Campaign website or Social Media account’s home page that the account is being used for Election Campaign purposes and that such account is not associated or otherwise endorsed by the Town.

- **Use of any of the Town's IT resources**, such as Town issued cell phones, email accounts, computers and/or tablets, for Campaign purposes is prohibited. The Town reserves the right to audit such Town issued IT resources.
- **Using Town logos**, crests, slogans or other items or variations thereof which identify the Town is **prohibited**.
- **Displaying or distributing Campaign materials** or undertaking Campaign activities on any Town facilities or during any Town organized event is **prohibited**.
- **Town databases may not be used** by any Candidate or Third-Party Advertiser.
- As of the end of the Nomination Period (August 21, 2026) and continuing until the end of the Voting Period (October 26, 2026), **no member of Council, including the Mayor, shall advertise or be featured in any Town media and materials** in their capacity as a member of Council including in municipally funded publications.
- **Candidates must make information requests and/or other miscellaneous requests of Town staff directly to the Chief Administrative Officer and/or the Municipal Clerk**, to determine if such requests can be accommodated in accordance with the Policy.
- **Town staff receiving any requests, including requests for information, from a Candidate or a sitting Council Member**, during the Election Period **shall consult with the Chief Administrative Officer and/or the Municipal Clerk** to determine whether such request can be accommodated in accordance with the Policy.
- **Town staff are prohibited in engaging in political activities during work hours** or during the time they are otherwise acting in the capacity of Town staff. In particular, Town staff shall not:
  - produce, display, distribute notices or material in support of a candidate at any Town facility or using Corporate Resources;
  - canvass or actively work in an election during normal working hours unless on a leave of absence without pay, lieu time, float day or vacation leave;

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- canvass while wearing a Town uniform, badge, logo or anything else that would identify them as Town staff; and/or
- canvass while using a Town vehicle.

**Please refer to the Policy for further information, a copy of which is available on the Town's website [www.TecumsehVotes.ca](http://www.TecumsehVotes.ca) under the subpage "Information for Candidates".**

**If you have any questions regarding this Policy or the interpretation of this Policy, please contact the Municipal Clerk.**