




Hamilton

COMMUNICATION UPDATE

TO:	Mayor and Members of Council
DATE:	May 2, 2022
SUBJECT:	Municipal Election – Council Member Policies and By-Law
WARD(S) AFFECTED:	City Wide
SUBMITTED BY:	Andrea Holland City Clerk
SIGNATURE:	

This Communication Update is to provide the Mayor and Members of Council with the policies and By-law outlining your obligations as Members of Council during the Election period up to and including the Election on October 24, 2022, especially if you are seeking re-election and will be engaging in campaigning.

The [Council Code of Conduct BY-LAW NO. 16-290](#) , in section seven provides guidance on Election Campaign Work for Members of Council.

The [Use of City Resources During an Election Policy](#), provides greater guidance to Members of Council on the use of City Resources, including facilities, resources, assets, infrastructure, and personnel, to support an election campaign. The policy also provides guidance on Advertising and Communications, Conduct, and City Staff involvement in Campaigns. We encourage any current Members who register as a candidate to use their campaign communication tools (e.g. email) when contacting the Office of the City Clerk for election related matters.

The [Policy for Eligible Expenses](#) provides information on allowable expenses during an election year.

Additionally, City Staff will be advised of their responsibilities during an election period and will be reviewing the Use of City Resources Policy and the Code of Conduct Schedule D: Outside Employment and Activity to ensure understanding of their requirements.

Questions about the election, or the use of corporate resources during the election period can be directed to staff at elections@hamilton.ca or myself. Questions pertaining to budget and allowable expenditures should be directed to your Finance and Administration staff for clarity.

OUR Vision: To be the best place to raise a child and age successfully.

OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.

OUR Culture: Collective Ownership, Steadfast Integrity, Courageous Change, Sensational Service, Engaged Empowered Employees.

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Fairness, non-biased and accessibility are at the forefront of my communications with Election Candidates and the administration of the Municipal Election and staff are available to answer questions about our processes and Council approved policies.

Respectfully,

Andrea Holland,
City Clerk

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