



WOODSTOCK POLICE SERVICE BOARD POLICY

Subject:	Use of Board Resources During an Election Period
Policy Number:	WPSB-012
Effective Date:	December 4, 2024
Reviewed:	
Amended:	

Authority/Legislative Reference

Municipal Elections Act, 1996, S.O. 1996, C. 32, SCHED.

Policy Statement

This policy outlines the guidelines for utilizing Woodstock Police Service (the "Service") and Woodstock Police Service Board (the "Board") resources and infrastructure during an election period in order to comply with the *Municipal Elections Act* (the "Act"), ensure fair and consistent treatment of all candidates, and maintain the integrity of the election process.

Policy Application

1. In accordance with the *Act*, the use of public funds for election campaigns, including any promotional or opposing activities related to candidates or ballot questions, is prohibited. The Service's resources, including facilities, infrastructure, equipment, supplies, services, and staff (while on duty), must not be used for election campaign purposes or related activities.
2. Police facilities cannot be utilized for any election-related activities by

candidates, third parties, or political parties. Campaign signs and materials promoting or opposing a candidate may not be displayed within or around any Service facilities.

3. Candidates, third parties, and political parties are not allowed to campaign or distribute election materials at any events hosted by the Service or the Board.
4. The use of the Service's infrastructure and equipment, including but not limited to computer and telephone systems, photocopiers, fax machines, email, voicemail, and other electronic devices, is prohibited for any election campaign activities.
5. Staff members of the Service or the Board cannot be engaged in campaign activities while on duty.
6. Election campaign materials may not be produced or distributed using the Service's supplies or funds.
7. Police Service-funded websites and social media accounts must not feature campaign materials, candidate information, or election-related content.
8. The Service's communication materials, such as news releases, media advisories, flyers, and newsletters, must not include any references to candidates, advocate for or against any individual, or display any campaign-related content.
9. Any photographs or videos produced by or owned by the Service cannot be used for election campaign purposes.
10. The Service's crests or logos must not be included in campaign materials or on campaign websites. Candidates may link to the Service's official website from their campaign site for informational purposes only.
11. The Board and the Service's email addresses, phone numbers, and facility

addresses cannot be used as contact information for election campaigns.