



POLICY: The Library and Political Elections		POLICY NO: LG 06
POLICY LEVEL: Library Governance	LAST REVIEW / REVISION DATE: April 14, 2026	SCHEDULED REVIEW DATE: April 2030

The Library and Political Elections

The Stratford Public Library (the Library) must act and appear to act in a non-partisan way at all times, while supporting the democratic process, fundamental freedoms, and informed discussion on political issues, especially during elections.

This policy applies to Board members, employees and volunteers of the library in their dealings with candidates and political parties and the use of library resources during the campaign periods for municipal elections. These rules and procedures will also be used for provincial and federal elections.

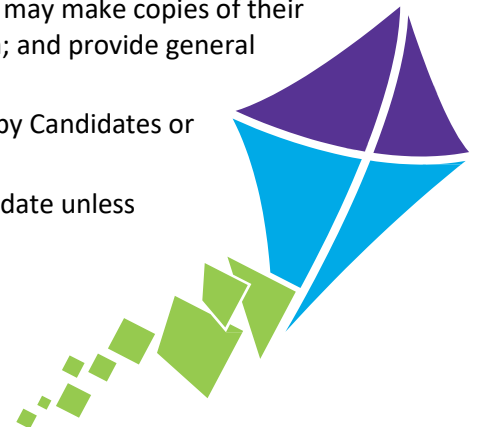
Use of Library Resources and Property

It is the responsibility of the library to ensure that no candidate, registered-third party advertiser, or political party is provided with an unfair advantage in the use of library resources at any time.

For municipal elections, by May 1st in the election year, the library establishes the rules and procedures with respect to use of library resources during the period leading up to the municipal election. This requirement is found in the Municipal Elections Act, 1996, S.O. 1996, c. 32, Sched., Section 88.18

Rules for use of library resources and property are as follows:

1. All candidates and political parties will have equal access to publicly available resources and library services.
2. Candidates may rent meeting rooms in accordance with the Library’s Meeting Room Rental Policy.
3. Library equipment, supplies, or personnel cannot be provided to candidates for campaign purposes.
4. The Library logo cannot be used in any campaign material.
5. All-candidates meetings may be held at the library, either as a library program or sponsored by another group, provided that all candidates are invited to attend such meetings. A candidate cannot be featured or promoted in association with any other regular library program or event.
6. Candidates and political parties are permitted to distribute campaign materials on public right-of-ways at the Library, unless prohibited by municipal by-law.
7. No election sign or poster specific to a candidate or political party can be posted on Library property or in the Library building.
8. In accordance with the Canada Elections Act section 81.1(1) federal election candidates or their representatives are allowed to campaign in facilities that are available for free to the public. During municipal and provincial elections candidates will be granted the same right to campaign in the library. Such activities must be coordinated with the CEO or designate to avoid any conflict with regular or planned library operational needs.
9. During an election, the Library may provide an area where candidates may make copies of their campaign brochures available; will promote awareness of the election; and provide general information on elections.
10. Photographs produced for and owned by the Library will not be used by Candidates or Third-Party Advertisers for any election purposes.
11. No advertising paid for by the Library will contain the name of a Candidate unless consistent with their duties as Library representative.



Campaign Contributions

The library will comply with legislation on campaign contributions at all levels.

1. Municipal Elections

The board may not contribute to the campaign of any candidate or political party in the form of money, goods, or services. This is in accordance with the Municipal Elections Act, Section 88.8(4).

2. Provincial Elections

The board may not contribute to the campaign of any candidate of a provincial election, constituency association, nomination contestant, candidates, and leadership contestant of provincial political parties in the form of money, goods or services. This is in accordance with the Ontario Elections Finances Act, Section 16(1).

3. Federal Elections

The board may not contribute to the campaign of any candidate of a federal election, a registered party, a registered association, nomination contestant, and leadership contestant of federal political parties in the form of money, goods or services. This is in accordance with the Canada Elections Act, Section 363(1).

Participation in Election Campaigns

1. A Library employee or volunteer involved in a political campaign must be politically neutral in carrying out their library duties during and must not participate in campaign activities during working hours.
2. Any Library employee running as a candidate in the municipal election will comply with Section 30 of the Municipal Elections Act.
3. While engaging in election campaign purposes or activities or campaign-related activities, Library employees will not wear any clothing such as a uniform or badge which identifies them as a Library employee, or use any vehicles, technology, or other resources that are owned or leased by the Library.
4. Library Board members may continue their board responsibilities when they are running for office.

Requests for Information About the Library

The CEO or designate will coordinate requests for information about the Library received from candidates or political parties.

1. Information that is provided by the Library to one candidate or political party will be provided to all other candidates and political parties upon request during an election.
2. Any candidate or political party may request a meeting with the CEO or a tour of the library.

References:

- OP 01 Meeting Room Rental
- [Canada Elections Act](#)
- [Election Finances Act](#)
- [Municipal Elections Act](#)

ORIGINAL DATE ADOPTED	June 5, 2018	Review Cycle	4 years
REVIEW/APPROVAL HISTORY	April 1, 2022, April 14, 2026		

