

MUNICIPALITY OF NORFOLK TREHERNE

**ELECTION CAMPAIGN EXPENSES
AND CONTRIBUTIONS BY-LAW**

BY-LAW NO. 40-2018

WHEREAS under section 93.2 of the Municipal Act a municipality must pass a by-law prescribing certain matters concerning campaign expenses and contributions in connection with municipal elections.

NOW THEREFORE THE COUNCIL of the Municipality of Norfolk Treherne enacts as a by-law the following:

INTERPRETATION

- 1.1 Terms in this by-law have the meanings ascribed to them in *The Municipal Act*.
- 1.2 References to sections in this by-law are to provisions in *The Municipal Act*.

REGISTRATION OF PROSPECTIVE CANDIDATES

- 2.1 An individual applying to be a registered candidate under section 93.3 must complete the registration form provided by the Senior Election Official.

CAMPAIGN EXPENSE LIMIT

- 3.1 The limit to campaign expenses that may be incurred by registered candidates shall be
 - (a) for head of council, \$3000.00; and
 - (b) for councillor, \$1500.00.

PORTIONING OF INCOME FROM FUND-RAISING EVENT

- 4.1 In this section, "fund-raising event" means events or activities held for the purpose of raising funds for the registered candidate by whom or on whose behalf the event is held.
- 4.2 A fund-raising event held by or on behalf of a registered candidate shall be held only during the campaign period.
- 4.3 The total revenue received and the total costs incurred for a fund-raising event shall be recorded and included in Part B of the registered candidate's election finance statement.
- 4.4 The net income made at a fund-raising event shall be considered a contribution and expenses incurred in holding a fund-raising event shall be excluded from the campaign expense limitation. Net income is calculated by deducting fund-raising costs from fund-raising revenue.
- 4.5 Notwithstanding 4.4, a monetary contribution that is more than \$10.00 from an individual into a general collection at a fund-raising event must be considered a contribution as per section 93.6(2) of *The Municipal Act*, be recorded and reported in accordance with 93.12(1), and be excluded from the fund-raising event revenue.

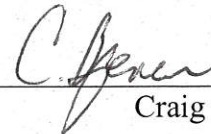
ELECTION FINANCE STATEMENTS

- 5.1 The election finance statement shall be in the form set out in Schedule A to this by-law. Registered candidates must keep records of contributions received, campaign expenses incurred and loans obtained in a manner that facilitates the filing and reconciliation of the election finance statement.
- 5.2 Registered candidates must retain for not less than two years after the election, as per section 93.11(e), copies of receipts, bank statements, cheques and any other documents on which the election finance statement is based.
- 5.3 The date by which the election finance statement under section 93.12(1) must be filed is:
- (a) May 22, 2019 for the 2018 general election; and
 - (b) in each general election or by-election after that, 210 days after Election Day.
- 5.4 A request by the Chief Administrative Officer to file a further election finance statement under section 93.12(2) must be made within 30 days of the filing of the election finance statement.
- 5.5 The date by which a further election finance statement requested by the Chief Administrative Officer under section 93.12(2) must be filed is 30 days after the request is received.
- 5.6 After a registered candidate files his or her election finance statement with the Chief Administrative Officer the statement shall be open to inspection by any person during regular office hours, and a copy shall be provided on payment of the municipality's current photocopy fee.

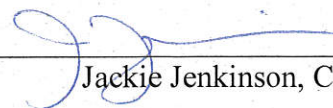
REPEAL AND ENACTMENT

- 6.1 That Town of Treherne By-Law No. 877/2010 and R.M. of South Norfolk By-Law No. 2487/2010 be and is hereby repealed.
- 6.2 This by-law shall come into full force and take effect upon the passage thereof.

DONE AND PASSED, in Treherne, Manitoba this 13 day of February, 2018.



Craig Spencer, Reeve



Jackie Jenkinson, C.A.O.

Read a first time this 16 of January, 2018.

Read a second time this 16 of January, 2018.

Read a third time this 13 of Feb., 2018.

SCHEDULE A TO BY-LAW NO. 40-2018

MUNICIPALITY OF NORFOLK TREHERNE

CANDIDATE ELECTION FINANCE STATEMENT

To be filed with the Chief Administrative Officer by May 22, 2019.

Name of office (Head of council or councillor, and Ward if applicable)		
Name of candidate		
Permanent mailing address		
		Postal Code
Phone	Phone (alternate)	Fax Number
E-mail address		

CONTRIBUTIONS IN CAMPAIGN PERIOD

Contributions \$250.00 or less \$ _____

Add: Contributions more than \$250 from single contributor \$ _____ ← From Part A

Add: Contributions from fund-raising events \$ _____ ← From Part B

Add: Other (Please specify) \$ _____

TOTAL CONTRIBUTIONS \$ _____

Anonymous Contributions turned over to SEO \$ _____
(Do not include in Total Contributions)

EXPENSES IN CAMPAIGN PERIOD

Advertising – media, posters, pamphlets, signs \$ _____

Office–furniture, equipment, insurance, rent, telephone \$ _____

Office supplies – stationary, postage \$ _____

Candidate’s personal expenses \$ _____

Meetings, social functions, rallies \$ _____

Travel \$ _____

Other (please specify): _____
_____ \$ _____

TOTAL EXPENSES \$ _____

SURPLUS/(DEFICIT) \$ _____
(TOTAL CONTRIBUTIONS LESS TOTAL EXPENSES)

PART A

**CONTRIBUTIONS (INCLUDING GOODS OR SERVICES)
FROM A SINGLE CONTRIBUTOR VALUED MORE THAN \$250.00**

(Complete only if the total value of contributions, monetary and non-monetary, from any single contributor was more than \$250 during the campaign period).

Name	Address	Goods or Services	Amount/ Value of Goods or Services \$
PART A – TOTAL CONTRIBUTIONS			\$

PART B

FUND-RAISING EVENT STATEMENT

(Attach a separate statement for each event held)

Event #: _____

Date: _____

Held at: _____

Type of Function: _____

Revenue
(Please Specify e.g. ticket sales, merchandise, etc.):

(Exclude individual monetary contributions into a general collection of more than \$10.00.
These contributions are to be reported as individual contributions.)

TOTAL REVENUE \$ _____

Costs
(Please Specify e.g. hall rental, advertising, supplies etc.):

TOTAL COSTS \$ _____

<p>PART B – TOTAL CONTRIBUTIONS (TOTAL REVENUE LESS TOTAL COSTS)</p>	<p>\$ _____</p>
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MUNICIPALITY OF NORFOLK TREHERNE
REGISTRATION OF PROSPECTIVE CANDIDATE
FOR GENERAL MUNICIPAL ELECTION

To be filed with the Senior Election Official as follows:

Head of Council: between May 1, 2018 and September 18, 2018 (date of close of nominations)

Councillor: between June 30, 2018 and September 21, 2018 (date of close of nominations)

Name of office (Head of council or councillor, and Ward if applicable)		
Name of candidate		
Permanent mailing address		
		Postal Code
Phone	Phone (alternate)	Fax Number
E-mail address		

Note: To be completed prior to using a bank account for the purpose of the campaign.

Name and address of financial institution (Bank, Credit Union, Trust Company, or other similar institution)	Account number(s)
Signing Officer (Name on Account)	Bank Mailing Address / Postal Code
Bank Phone (Business)	Bank Fax Number / E-mail Address