

## Peel Region Corporate Policies

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<b>Category:</b>	<b>Government Services</b>
<b>Subcategory:</b>	<b>Elections</b>
<b>Responsible Area:</b>	<b>Office of the Regional Clerk</b>
<b>Subject:</b>	<b>Use of Peel Region Facilities for Political Campaign Purposes</b>

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### A. Purpose

To provide direction regarding the use of Peel Region Facilities for Campaigning and Campaign Related Activities with respect to municipal (including school board), provincial, and federal elections or by-elections, and to questions on the ballot.

### B. Scope

This policy applies to the use of Peel Region Facilities. The policy should be read in conjunction with:

[G40-02 Use of Corporate Resources for Elections](#)  
[F30-02 Business Expense Accounts – Members of Council](#)  
[I20-12 Privacy and Information Management](#)  
[Municipal Freedom of Information and Protection of Privacy Act, 1990](#)  
[Personal Health Information Protection Act, 2004](#)  
[Regional Council Code of Conduct](#)  
[LTC1-04 Campaigning Guidelines in Long Term Care Centres](#)

### C. Definitions

**Campaigning:** Refers to all forms of Candidate promotion or question on the ballot response, including, but not limited to, the distribution of promotional material, posting of election or campaign signs or placards, surveys by candidates or representatives, and an organized group demonstration of support.

**Campaigner:** An individual or third-party group who is undertaking Campaign Related Activities on behalf of a Candidate or supporting or opposing a ballot question(s).

**Campaign Related Activities:** Functions, events, meetings, communications including signs, posters, flyers and/or literature associated with the promotion of a Candidate or a question on the ballot response.

**Candidate:** A person whose nomination has been certified for a school board, municipal, provincial, or federal election.

**Peel Region Business:** Business related activities that derive a benefit for Peel Region or to advance the interests of Peel Region.

**Peel Region Facilities:** All Peel Region-owned or leased buildings and property (excluding property that has been dedicated as a regional road) including administrative facilities (e.g. 10 Peel Centre Drive), long-term care centres, Region-owned housing, Peel Housing Corporation owned housing, and program facilities

## D. Policy

1. Use of Peel Region Facilities is strictly prohibited for Campaigning and Campaign Related Activities with the exception that:
  - a. Candidate debates are permitted after normal business hours provided that every registered candidate for the applicable election has been invited to participate in the debate, though not all may attend. Signs, banners or other printed material are only permitted within the confines of the room.
  - b. Peel Region will comply with the *Residential Tenancies Act, 2006* (“RTA”), which states that “No landlord shall restrict reasonable access to a residential complex by candidates for election to any office at the federal, provincial or municipal level, or their authorized representatives, if they are seeking access for the purpose of canvassing or distributing election material.”.
  - c. The RTA applies to Peel Region owned and PHC owned housing. In these locations, campaigning in alignment with RTA access is not prohibited.
  - d. Campaigning in Peel Region’s long-term care homes is permitted in very limited circumstances and governed by the parameters contained in Appendix I and LTC1-04 Campaigning Guidelines in Long Term Care Centres.
  - e. As required by the *Canada Elections Act*, a Candidate or their representative may campaign for a federal election on Peel Region outdoor property when it is accessible to the general public. Campaigning within Peel Region Facilities and posting signs on the property of Peel Region Facilities is not permitted.
2. Peel Region resources and funding may not be used for any election related purpose unless required or directed by the Regional Clerk in the discharge of the Regional Clerk’s obligations or where there is a legislated requirement for Peel Region to conduct an election.
3. In an election year, after April 30<sup>th</sup> until the end of Council’s term, Members of Council are not permitted to use Peel Region Facilities for any Campaigning or Campaign Related Activities, unless permitted in this policy. Members of Council may use Peel Region Facilities as part of their official duties (e.g. Committee and Council meeting, meeting with Peel Region staff, etc.).

4. As per the Corporate Policy  
F30-02 Business Expense Accounts – Members of Council  
 (Section 7 – Ineligible Election Related Expenses), “The Members of Council will not be allowed to use their Business Expense Accounts for campaign-related expenses which include the production or distribution of campaign literature or materials including newsletters or other campaign promotional materials from May 1 to the end of the Council term.”

## D. Responsibilities

1. **Employees** are responsible for:
  - a. Reviewing and complying with this policy.
  - b. Working with their people leaders to ensure appropriate use of Peel Region Facilities, in alignment with this policy.
2. **People leaders** are responsible for:
  - a. Ensuring employees in their area have read and understand the policy.
  - b. Working to address issues or questions related to the application of this policy.
  - c. Being aware of elections that are underway and taking appropriate preparations (e.g., communications, training, etc.) to ensure compliance with this policy.

**Table 1. Policy Approval History**

<b>Approval Source:</b>	CAO Directive C18-03, 2026-259
<b>Original Approval Date:</b>	February 22, 2018
<b>Last Review/Update:</b>	April 9, 2026
<b>Effective Date:</b>	April 9, 2026
<b>Responsibility:</b>	Regional Clerk
<b>Revision Details:</b>	Policy reviewed and updated to align with legislation and current practices (April 9, 2026).

## **APPENDIX I – Campaigning in Long-Term Care Centres**

1. This section applies only to Long Term Care (LTC). Adult Day Services programs do not permit Campaigning or Campaign Related Activities in LTC Centres.
2. Candidates must review the Peel Region Campaign Information Package, available on Peel Region's website, before submitting their interest in Campaigning within an LTC Centre. Each Candidate is responsible for independently accessing and reviewing the information package.
3. Request for Campaigning activities must be submitted seven days in advance to the Administrator/designate of the Centre.
4. Campaign activities will be scheduled at a time mutually agreed upon with the Centre and Candidate.
5. Activities will be confined only to a designated common area in the Centre. No access will be allowed in residents' home areas or staff areas.
6. Meeting date, time, and location will be determined by the Administrator/designate and communicated to the Campaigner or their representative.
7. All Candidates must comply with meeting date, time, and location. This is non-negotiable unless there is an outbreak or emergency in the Centre. If a meeting is cancelled due to outbreak or emergency, a new date, time, and location will be proposed when the outbreak or emergency is declared over, where possible.
8. If a Candidate cancels, notification must be made to the Centre twenty-four hours in advance of the event.
9. Campaign materials may be provided in advance to be made accessible in designated areas within the Centre during the event.
10. Candidates/representatives are responsible for ensuring the meeting room is clean after the event.
11. No direct distribution of campaign materials to residents in their rooms will be permitted.
12. Capturing residents and/or staff images in the Centre for campaign or other purposes is not acceptable or permitted.
13. Personal information related to residents will not be shared with Candidates, Campaigners, or individuals engaged in Campaign Related Activities.