

# **Town of Swan River**

## **By-law No. 4/2018**

**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 Town of Swan River 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 of *The Municipal Act*, 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, \$4,000; and
  - (b) for councillor, \$ 3,000.

### **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) of *The Municipal Act*, 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) of *The Municipal Act*, 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) of *The Municipal Act*, must be filed is not more than 210 days after Election Day, in each general election or by-election.
- 5.4 A request by the Chief Administrative Officer to file a further election finance statement under section 93.12(2) of *The Municipal Act*, 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) of *The Municipal Act*, must be filed is 30 days after the request is received.
- 5.9 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.

THAT By-Law No. 1/2010 is hereby repealed.

**DONE AND PASSED**, in Manitoba this 3<sup>rd</sup> day of April, 2018.

Glen McKenzie  
Mayor

Julie Fothergill  
Chief Administrative Officer

Read a first time this 20<sup>th</sup> day of March, 2018  
Read a second time this 3<sup>rd</sup> day of April, 2018  
Read a third time this 3<sup>rd</sup> day of April, 2018

**SCHEDULE A**

**BY-LAW NO. 4/2018**

**The Town of Swan River**

**CANDIDATE ELECTION FINANCE STATEMENT**

**To be filed with the Chief Administrative Officer by May 22<sup>nd</sup>, 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 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**     \$ \_\_\_\_\_

**PART B – TOTAL  
CONTRIBUTIONS  
(TOTAL REVENUE LESS  
TOTAL COSTS)**

\$

## LOAN DETAILS

Name of financial institution:

\_\_\_\_\_

Address:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Amount borrowed:

\$ \_\_\_\_\_

Interest rate: \_\_\_\_\_ % Terms for repayment

\_\_\_\_\_

I, \_\_\_\_\_, a candidate for election as a member of council  
at the 2018 general election, declare:

- (a) this campaign finance completely and accurately discloses the information required by The  
Municipal Act; and
- (b) the requirements of The Municipal Act and the Town of Swan River By-law No. 4/2018  
have been met,

in relation to my election campaign in the year 2018 General Election.

\_\_\_\_\_  
(SIGNATURE OF CANDIDATE)

Declared before me at the \_\_\_\_\_ in the Province of  
Manitoba,

this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
(SIGNATURE OF WITNESS)