

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 3rd day of April, 2018.

Glen McKenzie
Mayor

Julie Fothergill
Chief Administrative Officer

Read a first time this 20th day of March, 2018
Read a second time this 3rd day of April, 2018
Read a third time this 3rd 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 22nd, 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 \$ |
|-------------------------------------|----------------|--------------------------|--|
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| 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 \$ _____

**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)