

## BYLAW NO. 9830

# The Campaign Disclosure and Spending Limits Amendment Bylaw, 2022

The Council of the City of Saskatoon enacts:

### Short Title

1. This Bylaw may be cited as *The Campaign Disclosure and Spending Limits Amendment Bylaw, 2022*.

### Purpose

2. The purpose of this Bylaw is to amend *The Campaign Disclosure and Spending Limits Bylaw, 2006* to:
  - (a) make changes recommended by the Saskatoon Municipal Review Commission and approved by City Council, including:
    - (i) amending the definition of “campaign expense” to exclude remuneration paid to an official agent;
    - (ii) housekeeping amendments to all schedules to ensure clarity, consistency, and thoroughness;
    - (iii) adding two new schedules, one identifying the appointment of official agent for a candidate for mayor and one identifying the appointment of auditor for a candidate for mayor;
    - (iv) clarifying language regarding the retention of records by candidates when an official agent has been appointed; and
    - (v) amending section 25 to specifically identify provisions of *The Cities Act* relevant to disqualification of a candidate;
  - (b) include a definition of “campaign period”;
  - (c) amend subsection 3(2) to permit website development, signs and incidental financial charges required to accept campaign contributions as expenses that may be incurred in advance of the campaign expenses period; and

- (d) make housekeeping amendments and clarify language in response to inquiries received or issues identified by the Returning Officer during the last election period, including:
  - (i) clarifying the definition of “campaign contribution” to include “personal contributions” and defining the same;
  - (ii) clarifying the definition of “campaign expense” to include credit card fees associated with accepting a campaign contribution, expressions of appreciation by candidates after the close of voting on election day and excluding the repayment of a loan excepting interest;
  - (iii) removing the requirement that campaign expenses must be made by cheque;
  - (iv) clarifying that contributors shall be identified by first and last name or organization;
  - (v) clarifying that a candidate’s Statutory Declaration must be signed by a Justice of the Peace, Notary Public or Commissioner of Oaths; and
  - (vi) adding a Table of Contents for ease of reference.

**Bylaw No. 8491 Amended**

- 3. Bylaw No. 8491, *The Campaign Disclosure and Spending Limits Bylaw, 2006* is amended in the manner set forth in this Bylaw.

**Section 2 Amended**

- 4. (1) Clause 2(a) is amended by:
  - (a) striking out “paid” after “money”;
  - (b) striking out “given” after “loans” and substituting “or other advances”;  
and
  - (c) adding “personal contributions and” after “, including”.
- (2) Clause 2(c) is amended by:

- (a) adding “credit card fees associated with accepting campaign contributions, the cost of making expressions of appreciation after the close of voting on election day,” after “, including”; and
  - (b) adding “, any remuneration paid to an official agent or the repayment of a loan, except for interest” after “audit fees”.
- (3) Section 2 is amended by adding the following after clause 2(d):
- “(d.1) “campaign period” means the period beginning on June 1 of the year immediately preceding a general election and ending on the date of the general election;”.
- (4) Section 2 is amended by adding the following after clause 2(n):
- “(n.1) “personal contributions” means campaign contributions made by a candidate to their campaign from their own funds;”.

### **Section 3 Amended**

5. Subsection 3(2) is repealed and replaced with the following:
- “3(2) Expenses incurred for the preparation of election advertising materials, website development, signs and incidental financial charges required to accept campaign contributions may be incurred prior to the campaign expenses period but must be recorded and disclosed as campaign expenses in accordance with this Bylaw.”.

### **Section 3.2 Amended**

6. (1) Section 3.2 is amended by adding the following after subsection (2):
- “(2.01) A candidate for mayor shall, at the same time as they submit their nomination paper, file an Appointment of Official Agent in the form prescribed in Schedule “F” with the Returning Officer.
- (2.02) If the official agent ceases to act for any reason, the candidate for mayor shall immediately appoint another official agent and file a new Appointment of Official Agent in the form prescribed in Schedule “F” with the Returning Officer.”.

- (3) Subclause 3.2(2.1)(c)(v) is amended by striking out “not less than two years after the election” and substituting “the duration of the term of office for which the candidate sought election”.
- (4) Subclause 3.2(2.1)(c)(vi) is amended by:
  - (a) striking out “relating to or arising out of the election campaign” and substituting “for campaign expenses”; and
  - (b) striking out “by cheque drawn on” and substituting “from”.

### **Section 5 Amended**

- 7. (1) Clause 5(3)(a) is amended by:
  - (a) striking out “in writing”; and
  - (b) adding “signed by a Justice of the Peace, Notary Public or Commissioner of Oaths” after “Schedule “A””.
- (2) Clause 5(3)(c) is amended by:
  - (a) striking out “in writing”; and
  - (b) adding “first and last” before “name of each contributor” in subclause (i).

### **Section 6 Amended**

- 8. Section 6 is amended by adding the following after subsection 6(1):
  - “(1.1) A candidate for mayor shall, within one month after election day, file an Appointment of Auditor in the form prescribed in Schedule “G” with the Returning Officer.
  - (1.2) If the auditor ceases to act for any reason, the candidate for mayor shall immediately appoint another auditor and file a new Appointment of Auditor in the form prescribed in Schedule “G” with the Returning Officer.”.

### **Section 10 Amended**

- 9. Subsection 10(5) is amended by striking out “(3.1)” and substituting “(3)”.

**Section 10.1 Amended**

10. Section 10.1 is amended by adding “For greater certainty, a deposit shall not be returned unless all filings required by this Bylaw are complete, accurate and filed on time.” after “provisions of this Bylaw.”.

**Section 13 Amended**

11. Subsection 13(3) is amended by adding “and statutory boards” after “City’s controlled corporations”.

**Section 16 Amended**

12. Subsection 16(1) is amended by striking out “in writing”.

**Section 25 Amended**

13. Section 25 is repealed and replaced with the following:

**“Disqualification from Office**

25. In addition to the penalties set out in Section 24, if a candidate who is elected contravenes any provision of this Bylaw, Part VIII of *The Cities Act* shall apply.”.

**Schedule “A” Amended**

14. Schedule “A” is repealed and the schedule marked as Schedule “A” to this Bylaw is substituted.

**Schedule “B” Amended**

15. Schedule “B” is repealed and the schedule marked as Schedule “B” to this Bylaw is substituted.



Schedule "A" to Bylaw No. 9830

**Schedule "A"**

**Statutory Declaration of Candidates for  
Municipal Office within the City of Saskatoon  
with Campaign Contributions and Campaign Expenses**

*The collection of information under The Campaign Disclosure and Spending Limits Bylaw, 2006 (Bylaw) is authorized by section 34 of The Local Government Election Act, 2015 (LGEA). Schedules A to D of the Bylaw collected pursuant to section 5 of the Bylaw are deemed public documents pursuant to subsection 142(3) of the LGEA and shall be published and made available for inspection in accordance with The Cities Act and section 10 of the Bylaw.*

I, \_\_\_\_\_ of \_\_\_\_\_  
(Candidate's full name) (Candidate's mailing address)

in the Province of Saskatchewan, do solemnly declare that:

1. I was a candidate for the position of mayor/councillor for the City of Saskatoon in the election held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

2. The following is a true account of all the campaign contributions and campaign expenses of my election campaign in respect of the election described in paragraph 1.

(a) Campaign Contributions – **(Line 1 from Schedule D)** \$ \_\_\_\_\_

(b) Campaign Expenses – **(Line 3 from Schedule D)** \$ \_\_\_\_\_

(c) Net Fundraising Revenues (Expenses) – **(Line 4 from Schedule B)** \$ \_\_\_\_\_

**Surplus (Deficit) (Line 6 from Schedule D)** \$ \_\_\_\_\_

3. I intend to use the surplus as follows:

- Personal use
- Charitable donation – Specify Organization: \_\_\_\_\_
- Other use - Specify: \_\_\_\_\_
- No surplus to declare

4. I have no reason to believe that any campaign expenses other than those listed above have been expended by me or with my authority and consent or by any person for the purpose of assisting me in the election.

5. I make this solemn declaration conscientiously, believing it to be true and knowing that it is of the same force and effect as if made under oath.

Declared before me at Saskatoon, in  
the Province of Saskatchewan this \_\_\_\_\_  
of \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
(Signature of Candidate)

\_\_\_\_\_  
(to be declared before a Justice of the Peace,  
Notary Public, or a Commissioner of Oaths, etc.)

**IT IS AN OFFENCE TO FILE A FALSE OR LATE STATEMENT OF CAMPAIGN EXPENSES/CONTRIBUTIONS**

Schedule "B" to Bylaw No. 9830  
**Schedule "B"**  
**Fundraising Events Income Statement**

**Candidate Name:** \_\_\_\_\_

**Fundraising Event #1**

Date: \_\_\_\_\_

Location: \_\_\_\_\_

Type of Event: \_\_\_\_\_

Admission Charge (per person)

\$ \_\_\_\_\_ A

\*If admission charge per person varies, provide complete breakdown of all ticket sales

Number of Tickets Sold

\_\_\_\_\_ B

Ticket Revenue from Event (Line A x Line B)

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

Other Revenue (Please Specify)

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

**Line 1. Total Gross Revenue:**

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

Expenses (Please Specify)

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

**Line 2. Total Expenses:**

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

**Line 3. Net Fundraising Revenue (Expenses) – Event #1 (LINE 1 – LINE 2)**

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

**Fundraising Event #2**

Date: \_\_\_\_\_

Location: \_\_\_\_\_

Type of Event: \_\_\_\_\_

Admission Charge (per person)

\$ \_\_\_\_\_ A

\*If admission charge per person varies, provide complete breakdown of all ticket sales

Number of Tickets Sold

\_\_\_\_\_ B

Ticket Revenue from Event (Line A x Line B)

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

Other Revenue (Please Specify)

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

**Line 1. Total Gross Revenue:**

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

Expenses (Please Specify)

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

**Line 2. Total Expenses:**

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

**Line 3. Net Fundraising Revenue (Expenses) – Event #2 (LINE 1 – LINE 2)**

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

**4. Total Net Fundraising Revenue (Expenses) - ALL Fundraising Events**

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

(Event #1 LINE 3 +/- Event #2 LINE 3)

\*\*\* Attach a separate Schedule for extra events – Line 4 should reflect Total from ALL Events

No Fundraising Events were held

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

(Signature of Candidate)





Schedule "D" to Bylaw No. 9830

**Schedule "D"**  
**Statement of Campaign Contributions and Campaign Expenses**

Candidate's Full Name: \_\_\_\_\_

**Campaign Contributions (excluding Fundraising Revenues):**

Personal Contributions \_\_\_\_\_  
 Cash Donations \_\_\_\_\_  
 Donations in Kind \_\_\_\_\_  
 Loans/Lines of Credit (to the extent used) \_\_\_\_\_

**Line 1 Total Campaign Contributions (Report on Schedule "A")** \$ \_\_\_\_\_  
**Line 2 Other Revenues** (e.g. interest, anonymous contributions) \_\_\_\_\_

**Campaign Expenses (excluding Fundraising Expenses):**

Nomination Deposit \_\_\_\_\_  
 Election Advertising (e.g. printing, web development, signs, brochures) \_\_\_\_\_  
 Office/Facility Space Rental \_\_\_\_\_  
 Office Administration (e.g. salaries, benefits) \_\_\_\_\_  
 Office Supplies & Equipment (e.g. furniture, stationery) \_\_\_\_\_  
 Electoral Materials (e.g. maps, list of Electors) \_\_\_\_\_  
 Food & Beverages/Entertainment \_\_\_\_\_  
 Telephone/Communications/Utilities \_\_\_\_\_  
 Insurance \_\_\_\_\_  
 Distribution/Postage \_\_\_\_\_  
 Transportation \_\_\_\_\_  
 Record Keeping Costs \_\_\_\_\_  
 Bank Fees/Incidental Financial Charges \_\_\_\_\_  
 Canvassers \_\_\_\_\_  
 Other Expenses (detail) \_\_\_\_\_

**Line 3 Total Campaign Expenses (Report on Schedule "A")** \$ \_\_\_\_\_

**Line 4 Other Expenses** (e.g. audit fees, remuneration paid to official agent) \_\_\_\_\_

**Line 5 Net Fundraising Revenues (Expenses)**  
 (Line 4 from Schedule "B"/Report on Schedule "A") \$ \_\_\_\_\_

**Line 6 Surplus (Deficit) (Report on Schedule "A")** [LINE 1 - LINE 3 (+/-) LINE 5] \$ \_\_\_\_\_

**Attestation of the Candidate**

I declare that the above statement is a true account of all campaign contributions received and campaign expenses incurred by me or by my agent on my behalf.

Signature of Candidate: \_\_\_\_\_ Date: \_\_\_\_\_

**Statement of Auditor**

(To be Completed on Behalf of Candidate for Mayor Only)

I declare that I have audited the above Statement in accordance with generally accepted auditing standards. In my opinion this Statement fairly presents the candidate's campaign contributions and expenses.

Signature of Auditor: \_\_\_\_\_ Date: \_\_\_\_\_

Full Name and Qualifications of Auditor: \_\_\_\_\_

**Schedule "F"**

**Appointment of Official Agent  
(Candidates for Mayor only)**

**Candidate Name:** \_\_\_\_\_

**Official Agent Information**

I am acting as my own Official Agent

Full Name of Official Agent: \_\_\_\_\_

Mailing Address/Postal Code: \_\_\_\_\_

Phone Number (cell): \_\_\_\_\_ Phone Number (home/business): \_\_\_\_\_

Email Address: \_\_\_\_\_

Date of Appointment: \_\_\_\_\_

Location of Records to be Retained: \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
(Signature of Candidate)

**Consent**

I, the undersigned, consent to be appointed as the official agent for the above-named candidate and am aware of the duties and responsibilities of this position.

**Signature:** \_\_\_\_\_  
(Signature of Official Agent)

**Date:** \_\_\_\_\_

**Schedule "G"**

**Appointment of Auditor  
(Candidates for Mayor only)**

**Candidate Name:** \_\_\_\_\_

**Auditor Information**

Full Name of Accountant: \_\_\_\_\_

Firm: \_\_\_\_\_

Mailing Address/Postal Code: \_\_\_\_\_

Phone Number (cell): \_\_\_\_\_ Phone Number (business): \_\_\_\_\_

Email Address: \_\_\_\_\_

Date of Appointment: \_\_\_\_\_

Accountant is registered and in good standing with CPA Saskatchewan: YES / NO

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**Consent**

I, the undersigned, consent to be appointed as the auditor for the above-named candidate and am aware of the duties and responsibilities of this position.

**Signature:** \_\_\_\_\_  
(Signature of Auditor)

**Date:** \_\_\_\_\_

## Schedule "G" to Bylaw No. 9830

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