

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

BY-LAW NO. 36-2026

BEING A BY-LAW TO REGULATE ELECTION SIGNS WITHIN THE TOWNSHIP OF NORTH GLENGARRY

WHEREAS Section 11 of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended, authorizes municipalities to pass by-laws respecting structures, including signs;

AND WHEREAS Section 5 of the *Municipal Act, 2001* provides that the powers of a municipality shall be exercised by Council through the enactment of by-laws;

AND WHEREAS Council deems it necessary and desirable to regulate the placement of Election Signs in order to promote public safety, maintain visibility on highways and roadways, reduce visual clutter, preserve the aesthetic appearance of the Township, protect municipal property and infrastructure, and provide fair and consistent rules governing Election Signs during all elections occurring within the Township;

NOW THEREFORE the Council of the Corporation of the Township of North Glengarry enacts as follows:

1. SHORT TITLE

1.1 This By-law shall be known as the **Election Signs By-law**.

2. DEFINITIONS

In this By-law:

"Candidate" means a person seeking election in a municipal, school board, provincial or federal election.

"Campaign Office Sign" means a sign that solely identifies the name of a Candidate and the location of a Candidate's campaign office and contains no other message.

"CAO" means the Chief Administrative Officer of the Township or designate.

"Clerk" means the Clerk of the Township of North Glengarry or designate.

"Election" means a municipal, school board, provincial, federal election or by-election.

"Election Sign" means any sign, poster, banner, placard, vehicle sign, mobile sign or other advertising device intended to promote, oppose, identify or advertise:

- a) a Candidate;
- b) a Political Party;

- c) a Registered Third Party Advertiser; or
- d) a question, issue or referendum associated with an Election.

"By-law Enforcement Officer" means a By-law Enforcement Officer appointed by the Township.

"Municipal Property" means all lands, buildings, facilities, structures and infrastructure owned, leased, occupied or controlled by the Township and includes highways, road allowances, boulevards, medians, sidewalks, parks, trails, bridges and municipal rights-of-way.

"Political Party" means a registered federal or provincial political party.

"Registered Third Party Advertiser" means a person or entity registered pursuant to the *Municipal Elections Act, 1996*.

"Road Allowance" means a highway under the jurisdiction of the Township and includes the travelled portion of the roadway, shoulders, ditches, boulevards and all lands forming part of the public highway.

"Sightline Triangle" means an area at an intersection intended to preserve visibility for motorists, cyclists and pedestrians.

"Voting Day" means the day fixed for voting in an Election.

"Voting Place" means any location designated for voting in an Election.

3. PURPOSE

3.1 The purpose of this By-law is to:

- a) promote public safety;
- b) maintain clear sightlines;
- c) reduce visual clutter associated with Election Signs;
- d) protect municipal property and infrastructure;
- e) maintain the aesthetic appearance of the Township; and
- f) establish fair and consistent rules governing Election Signs.

4. GENERAL PROVISIONS

4.1 This By-law applies to all municipal, school board, provincial and federal Elections conducted within the Township.

4.2 Only Candidates, Political Parties, Registered Third Party Advertisers or persons acting on their behalf may erect Election Signs.

4.3 No Election Sign shall be erected more than forty-five (45) days prior to Voting Day.

4.4 All Election Signs shall be removed within five (5) days following Voting Day.

4.5 No Election Sign shall exceed:

- a) 1.22 metres (4 feet) in height;
- b) 2.44 metres (8 feet) in width; and
- c) 2.97 square metres (32 square feet) in sign face area.

4.6 No Election Sign shall be installed more than 2.0 metres above ground level.

4.7 Section 4.6 does not apply to:

- a) Campaign Office Signs;
- b) signs on Township-approved advertising structures;
- c) signs on third-party advertising structures, including billboards;
- d) signs displayed indoors;
- e) signs displayed from windows; or
- f) signs displayed from balconies.

4.8 No Election Sign shall be illuminated except where displayed on an approved advertising structure authorized by law.

5. PROHIBITED LOCATIONS

5.1 No person shall erect, display, attach or permit the placement of an Election Sign on Municipal Property.

5.2 No Election Sign shall be erected, displayed, attached or placed within a municipal road allowance, boulevard, median, right-of-way or other Municipal Property.

5.3 Without limiting Sections 5.1 and 5.2, no Election Sign shall be located on:

- a) municipal parks;
- b) municipal trails;
- c) municipal buildings;
- d) recreation facilities;
- e) libraries;
- f) fire stations;
- g) municipally-owned lands;
- h) sidewalks;
- i) bridges; or
- j) any other municipal facility or infrastructure.

5.4 No Election Sign shall be erected, attached or displayed on:

- a) a utility pole;
- b) a hydro pole;
- c) a streetlight pole;
- d) a traffic signal;
- e) a traffic control device;
- f) a regulatory sign;
- g) a guide rail;
- h) a tree;
- i) municipal infrastructure; or
- j) a municipal fence.

5.5 No Election Sign or advertising device shall be located within one hundred (100) metres of, or on any Voting Place property, including parking areas and any road allowance adjacent to the Voting Place. This prohibition includes mobile signage.

5.6 No Election Sign shall be placed on or overhang a roadway or sidewalk.

5.7 No Election Sign shall be erected within a Sightline Triangle where, in the sole opinion of the Township, the sign obstructs visibility or creates a traffic safety concern.

6. PRIVATE PROPERTY

6.1 Election Signs may only be placed on private property with the consent of the property owner or occupant.

6.2 Election Signs shall not interfere with the safe operation of vehicular traffic or impair pedestrian safety.

6.3 Election Signs constituting a safety hazard may be removed immediately by the Township.

6.4 Election Signs displayed on private property must be removed by the owner or occupant within the timeframes established by this By-law.

6.5 The owner or occupant may require the Candidate, Political Party or Registered Third Party Advertiser to remove Election Signage placed on the property.

7. SIGN REQUIREMENTS

7.1 Every Election Sign shall:

- a) clearly display the name of the Candidate, Political Party or Registered Third Party Advertiser responsible for the sign in a plainly visible and readable format;
- b) be maintained in a proper state of repair;
- c) remain structurally sound and secure; and

- d) comply with all applicable legislation.

7.2 No Election Sign shall:

- a) be animated;
- b) contain a video display;
- c) emit sound;
- d) contain flashing lights;
- e) move or simulate motion;
- f) contain attachments resulting in dimensions larger than those permitted under this By-law;
- g) become unsightly; or
- h) become structurally unsafe.

7.3 No person shall display or permit to be displayed an Election Sign if the sign does not clearly identify the Candidate, Political Party or Registered Third Party Advertiser responsible for the sign.

7.4 Every Election Sign displayed by a Registered Third Party Advertiser shall include valid and current contact information for at least one person responsible for the sign in a plainly visible and readable format.

7.5 No Election Sign displayed by a Registered Third Party Advertiser shall be erected unless the Registered Third Party Advertiser is properly registered in accordance with the *Municipal Elections Act, 1996*.

8. CORPORATE RESOURCES

8.1 No Candidate, Political Party, Registered Third Party Advertiser or other person shall use the Township logo, crest, wordmark or other municipal branding on any Election Sign, brochure, advertisement or campaign material, as prohibited by the Township's Use of Corporate Resources During an Election Policy.

8.2 Where a municipal facility has been secured in accordance with the Township's Use of Corporate Resources During an Election Policy, campaign materials may be displayed within the facility during the approved event.

8.3 Campaign materials shall not be visible from outside the building and shall be removed immediately at the conclusion of the event.

9. CAMPAIGN OFFICE SIGNS

9.1 Campaign Office Signs shall comply with the Township Sign By-law, applicable planning approvals and building permit requirements where required.

10. UTILITIES AND LOCATES

10.1 The owner of an Election Sign shall ensure all required utility locates have been obtained prior to installation.

10.2 No Election Sign shall interfere with, damage or obstruct any underground or above-ground utility, municipal infrastructure or service.

10.3 The Township assumes no responsibility for damage resulting from the installation or removal of Election Signs.

11. REMOVAL OF SIGNS

11.1 Where an Election Sign is erected, displayed or maintained in contravention of this By-law, the CAO, Clerk, By-law Enforcement Officer, or any person authorized by them may:

- a) direct the Candidate, Political Party, Registered Third Party Advertiser, property owner or agent to remove the sign and bring it into compliance within twenty-four (24) hours of notice; or
- b) remove the sign immediately without notice where the sign:
 - i. is located on Municipal Property;
 - ii. is located within a road allowance, boulevard, median or municipal right-of-way;
 - iii. poses a safety concern;
 - iv. interferes with vehicular or pedestrian traffic; or
 - v. otherwise contravenes this By-law.

11.2 The CAO, Clerk, By-law Enforcement Officer or authorized employee may direct Township staff or contractors to remove signs.

11.3 The Township is not obligated to store removed signs but will endeavour to do so where practical.

11.4 The Township shall make reasonable efforts to notify the Candidate, Political Party or Registered Third Party Advertiser of the removal of signs and where such signs may be retrieved.

11.5 Any signs removed by the Township may be stored until ten (10) days following Voting Day.

11.6 Any signs not claimed and retrieved within ten (10) days following Voting Day may be recycled, destroyed or otherwise disposed of without further notice.

11.7 No compensation shall be paid by the Township for any Election Sign that is removed, damaged, destroyed, lost, recycled or disposed of pursuant to this By-law.

11.8 The Township shall not be liable for any damage arising from the removal, transportation, handling, storage, recycling or disposal of Election Signs.

12. PROTECTION OF LAWFULLY DISPLAYED SIGNS

12.1 No person shall remove, alter, deface or damage a lawfully displayed Election Sign except:

- a) the Candidate to whom the sign relates;
- b) the property owner;
- c) the occupant of the property;
- d) the Registered Third Party Advertiser responsible for the sign; or
- e) the Township acting pursuant to this By-law.

13. INSPECTION

13.1 A By-law Enforcement Officer may enter upon land at any reasonable time for the purpose of determining compliance with this By-law or an Order issued in accordance with this By-law.

13.2 The Officer may:

- a) be accompanied by Township staff, consultants, contractors or other professionals;
- b) conduct examinations and tests;
- c) take photographs;
- d) make recordings;
- e) require the production of documents or information relevant to the inspection;
- f) collect information necessary to determine compliance; and
- g) perform any other action authorized by the *Municipal Act, 2001*.

14. ORDERS

14.1 Where a By-law Enforcement Officer determines that a contravention exists, an Order may be issued requiring a person to discontinue the contravening activity or undertake work necessary to bring the sign into compliance.

14.2 An Order may be issued to:

- a) a Candidate;
- b) a Political Party;
- c) a Registered Third Party Advertiser;
- d) a campaign representative; or
- e) a property owner.

15. OFFENCES

15.1 Every person who contravenes any provision of this By-law is guilty of an offence.

15.2 Every person who fails to comply with an Order issued under this By-law is guilty of an offence.

15.3 Every person who hinders, obstructs or attempts to hinder or obstruct the CAO, Clerk, By-law Enforcement Officer, Township employee, contractor or agent acting under this By-law is guilty of an offence.

15.4 Every person who knowingly provides false, misleading or incomplete information in relation to the administration or enforcement of this By-law is guilty of an offence.

15.5 Where a corporation contravenes this By-law, every director or officer who knowingly concurs in the contravention is guilty of an offence.

15.6 Each day that a contravention continues constitutes a separate offence.

15.7 Upon conviction, a person is liable to the penalties established under the *Provincial Offences Act*, the *Municipal Act, 2001* and any other applicable legislation.

16. SEVERABILITY

16.1 If any provision of this By-law is declared invalid by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.

17. REPEAL

17.1 By-law No. 21-2018 is hereby repealed.

18. EFFECTIVE DATE

18.1 This By-law shall come into force and effect on the date of its passing.

READ a first, second and third time and finally passed this 10th day of August, 2026.

Michael Fawthrop, CAO & Clerk

Mayor/Deputy Mayor

I, hereby certify that the forgoing is a true copy of By-Law No. 36-2026, duly adopted by the Council of the Township of North Glengarry on the 10th day of August 2026

Important Dates:

Nomination Day

- August 21st 2026

Nomination close at 2pm

First Day Municipal Election Signs can be erected

- September 11th 2026

Campaign signs may be installed beginning September 11, 2026, which is 45 days prior to the Municipal Election on October 26, 2026.

**No campaign signs shall be erected before this date.*

Voting Day

- October 26th 2026

Closes at 8 pm

Removal of Municipal Election Signs

- October 31st 2026

Municipal Election Signs must be removed within five (5) days following the Municipal Elections.

Municipal Election Sign Instruction Guide

Purpose

Election signs help candidates communicate their message to voters while maintaining public safety and respecting municipal bylaws.

1. Check Local Bylaws

- Review the municipality's election sign bylaw.
- Confirm permitted sign sizes
* No Municipal Election Sign or advertising device shall be larger than 2.97 square meters or 4 feet X 8 feet).

2. Prepare Sign Information

Include:

- Candidate's name
- Office being sought (Mayor, Councillor, Trustee, Ward etc.)

3. Election Sign Placement Checklist

Use this quick checklist before installing an election sign to help ensure it is placed safely, respectfully, and in accordance with municipal rules.

Before You Place a Sign

- Confirm the property owner has given permission.
- Check that the location is permitted under the municipal sign bylaw.
- Ensure the sign is secure and will not create a hazard in wind, rain, or poor weather.

Where Signs May Be Placed

- On private property, with the owner's permission.
- In designated public areas, only where municipal bylaws allow signs.

Do Not Place Signs

- On utility poles, streetlights, traffic signs, or traffic signal poles.
- On trees, bridges, fences, guardrails, or other public infrastructure.
- On any municipal property where signs are not permitted.
- Within or near road intersections where the sign could block visibility.

Final Safety Check

- The sign does not block the view of pedestrians or drivers.
- The sign does not block any traffic sign, signal, or device.
- The sign does not interfere with traffic or road maintenance.
- The sign does not block entrances, exits, windows, ventilation, fire access, or medical emergency access.
- The sign does not create a danger or hazard for the public.