



**CANDIDATE CAMPAIGN FINANCE
(REFRESHER) SESSIONS
HOSTED BY: Ministry of Municipal Affairs (MMA)**

August/September Sessions

Municipal Services Office (MSO) Central will be offering **6 In-person Campaign Finance (Refresher) sessions** throughout August and September 2018 across our geography. These sessions will cover the same finance related materials presented in the April sessions, but will provide an opportunity for Candidates and Third Party Advertisers to refresh their understanding of campaign finance rules.

These 6 sessions will be located across the MSO Central geography and interested individuals can choose to attend the session that is most convenient to them. Our sincerest thanks to those municipalities who will be hosting these 6 regional sessions.

6 In-person Campaign Finance (Refresher) Sessions

In-Person Campaign Finance (Refresher) Sessions		
Tuesday August 21, 2018	6:30 PM – 8:30 PM	Town of Whitby Brooklin Community Centre and Library 8 Vipond Road, Brooklin
Thursday August 23, 2018	7:00 PM – 9:00 PM	City of Toronto Metro Hall, Room #308/309 55 John Street, Toronto
Wednesday September 5, 2018	6:30 PM – 8:30 PM	District Municipality of Muskoka Council Chamber 70 Pine Street, Bracebridge
Thursday September 13, 2018	7:00 PM – 9:00 PM	City of Hamilton Council Chamber, City Hall 71 Main St. W., Hamilton
Monday September 17, 2018	3:00 PM – 5:00 PM	Region of Peel Council Chamber, 5 th Floor, Suite A 10 Peel Centre Drive, Brampton
Tuesday September 18, 2018	7:00 PM – 9:00 PM	County of Simcoe Simcoe County Museum 1151 Highway 26, Minesing

Please note that the Election Taskforce representing the Region of Niagara and the 12 Local Area Municipalities is hoping that MSO Central will host an In-Person Refresher Course in the Region sometime in September.

Should a refresher course be scheduled, the office of the Clerk will notify all certified Candidates of the date, time and venue of the event.

In addition to providing the 6 in-person Campaign Finance (Refresher) sessions, MSO Central will also be offering 3 webinars on the same topic. We are encouraging municipalities to offer a space to display any of the offered webinar sessions for local interested participants to join, particularly in those areas where internet connectivity may be an issue. MSO Central staff are available to work with interested municipalities to ensure successful coordination.

Webinars - Campaign Finance (Refresher)

Campaign Finance (Refresher) Webinars	
<i>Connection details to be distributed closer to the date</i>	
Tuesday August 14, 2018	4:00 PM – 6:00 PM
Thursday September 6, 2018	10:00 AM – 12:00 PM
Wednesday September 12, 2018	6:00 PM – 8:00 PM

For all sessions, there will be an opportunity for attendees to ask questions.

Please note: Each webinar will accommodate a maximum of 100 participants. There will be no pre-registration requirement, participants will gain access on a first-come-first-served basis by simply clicking on the links provided.

Please follow the steps listed below to access any of the webinars:

Step 1: Join Adobe Connect (to see the presentation)

From your electronic device, click one of the links above that corresponds to the webinar you would like to join. When Adobe Connect opens in your internet browser, choose the “Enter as a Guest” option and enter your first and last name.

Click “Enter Room”. If the screen says Click to run Adobe Flash Player, right click and select Run this plug-in. For first-time users of Adobe Connect, the browser will prompt you to install the Adobe add-in. Click “Install Add-in”.

Connectivity Tips:

Try using Google Chrome or Firefox, instead of Internet Explorer

Using Wi-Fi is recommended, if connecting with a smart device

If trying to connect with a smart device, other than a computer, try to ensure you have the latest operating system installed

Step 2: Join teleconference (Audio is only available through teleconference, one needs to call to hear the presentation)

- 1) From your phone, dial (416) 212-8014 (local) or 1-866-500-5845 (toll-free) – UPDATED INFORMATION
- 2) Follow the system prompts and enter the conference ID: 7421740, when requested

**** If you have never attended an Adobe Connect meeting, we recommend you do the following ahead of attending a webinar session:**

Test your connection: https://mma-mho.adobeconnect.com/common/help/en/support/meeting_test.htm

Get a quick overview: <http://www.adobe.com/products/adobeconnect.html>

Need Assistance? Have a question?

Call us: (416) 585-6226 (Local) 1-800-668-0230 (Toll-Free) **Email us:** MSOC.Admin@ontario.ca