



**Policy # GG-007**

**Policy Title: Facebook Page Policy**

**Policy Objective:**

To provide residents, businesses, and visitors with timely and accurate information regarding municipal programs, services, events, notices, and emergencies.

**Authority:**

**Council Resolution #: 159/26**

**Date Approved: May 8<sup>th</sup>, 2026**

**POLICY:**

The Municipal Facebook page is intended as a one-way communication tool for sharing official information from the Municipality.

**COMMENTING AND PUBLIC INTERACTION:**

Public commenting, posting, and messaging features on this page are disabled.

The Municipality has chosen this format to:

- a) ensure consistent and accurate communication;
- b) prevent the spread of misinformation;
- c) maintain respectful and appropriate use of municipal resources; and
- d) direct inquiries through official channels where they can be properly tracked and responded to.

**POSTED INFORMATION:**

The Municipality will use this page to share:

- a) public notices and advisories;
- b) council updates and meeting information;
- c) service interruptions and emergency alerts;
- d) community events and initiatives; and
- e) general municipal information.

Content posted is for informational purposes only and may be updated or removed at the Municipality's discretion.

## **ADMINISTRATION:**

The Administrator is responsible for the management of the Facebook page.

The Administrator shall:

- a) ensure content is accurate, appropriate, and consistent with Municipal policies;
- b) monitor the page for unauthorized content;
- c) remove or restrict content where necessary; and
- d) maintain security and access controls for the account.

## **DISCLAIMER:**

The Municipality does not guarantee the accuracy or completeness of information provided on the Facebook platform.

The Facebook page is not an official record of the Municipality.

In the event of a discrepancy, official Municipal records and publications shall prevail.

## **REVIEW:**

This Policy shall be reviewed periodically by Administration and amended as required.



  
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Administrator

  
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