

## **Township of Scugog Social Media Account Terms of Use**

It is the Township of Scugog's policy that the following notice be posted in an obvious and prominent location on each corporate social media account established and maintained by The Corporation of The Township of Scugog ("the Township"), if such capability exists. The notice must also be posted on the Township website (scugog.ca) for easy access.

Social media sites are third party service providers that are collecting, storing, and managing your personal information whenever you access and use them. Please refer to the specific social media site's terms of service for particulars. Note that the Township has no control over what social media sites do with your personal information.

The Township may collect your personal information for the purpose of including your posts at this page and for the purpose of engaging in an interactive dialogue with you through social media, and does so under the authority of the *Municipal Act, 2001* (Ontario) but subject to compliance with the *Municipal Freedom of Information and Protection of Privacy Act* (Ontario) ("MFIPPA") and the Township's Records Retention By-law (the "By-law").

We wish to encourage the expression of thoughts and ideas but this must be accomplished in a respectful and lawful way. In making posts on social media sites, please respect the intellectual property rights of others. For example, do not post information containing copyrighted information or trademarks belonging to others.

If you wish to share a useful internet resource on this site, you may provide a hyperlink to that resource. Before posting the hyperlink, however, please ensure that the terms of use of the website to which you are linking permit the link. Links to any site that promotes the sale of any commercial product or service are not permitted.

Postings on this site do not necessarily represent the views and opinions of Township Council or employees. The information presented on social media sites is for convenience purposes only and the Township makes no representation about the accuracy or truthfulness of postings made by third parties. The Township will not be responsible to you or anyone else for any loss, damage, liability or expense suffered in connection with the use of this site or any of its content.

Please keep the following guidelines in mind when posting and when engaging with the Township through social media:

- Users participate at their own risk, taking personal responsibility for their comments, their username and any information provided. Users should have no expectation of privacy or anonymity.
- Do not post graphic, obscene or explicit comments that are abusive, threatening, hateful or intended to defame anyone or any organization or comments that suggest or encourage illegal activity.
- Content that promotes, fosters or perpetuates discrimination on the basis of race, creed, colour, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability, gender identity or sexual orientation will not be tolerated.

- Content must be related to the subject matter of the social media site where it is posted.
- All comments are subject to the *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA).
- The Township does not allow solicitations or advertisements. This includes promotion or endorsement of any financial, commercial or non-governmental agency.
- The appearance of external links on this site does not constitute official Township endorsement.
- The Township does not allow information that may compromise the safety or security of the public or public system.
- Do not use social media sites to report emergency situations or time-sensitive issues.
- Every effort has been made to ensure the information contained on Township social media sites is correct, however, the Township accepts no responsibility for any errors, omissions or inaccuracies. The Township reserves the right to change notices or descriptions without advanced warning. In case of a difference between the version presented on social media sites and the version of content in the Township's records, the Township's records shall be deemed to be correct.
- The content and the material images the Township posts on its official Township social media sites are protected by Canadian copyright law. Materials and images may not be copied, published, distributed, downloaded or otherwise stored in a retrieval system, transmitted or converted, in any form or by any means, electronic or otherwise, without the prior written permission of the copyright owner. All material is copyrighted by the Township unless otherwise noted.
- The Township may remove any content from its social media sites that is in contravention of these Terms of Use or for any other reason whatsoever at any time without notice.