

# 2025 COUNCIL NOMINATION PACKAGE



Village of Donalda



## Candidate Information Package

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This information package is for your assistance and has no legislative sanction. Information includes:

- answers to the most frequently asked questions regarding election procedures;
- important facts, of which candidates should be aware; and
- information on the following elected offices:
  - Mayor  
The position of Mayor is..... the person elected or appointed as chief elected official
  - Councillor  
The position of Councillor is an at-large election, meaning that each person elected represents the Town as a whole and not a particular ward or section of the Town.

### Information Sources

This document is not inclusive of all information related to each office, election procedures, and election legislation. For more detailed information or documentation, the following sources are available to you:

Copies of Provincial Legislation:

The *Local Authorities Election Act* and the *Municipal Government Act* are available through:

Alberta King's Printer

Phone: 780 427 4952

Email: [kings-printer@gov.ab.ca](mailto:kings-printer@gov.ab.ca)

Website: <https://www.alberta.ca/alberta-kings-printer>

MGA: [https://kings-printer.alberta.ca/570.cfm?frm\\_isbn=9780779845392&search\\_by=link](https://kings-printer.alberta.ca/570.cfm?frm_isbn=9780779845392&search_by=link)

LAEA: [https://kings-printer.alberta.ca/570.cfm?frm\\_isbn=9780779839575&search\\_by=link](https://kings-printer.alberta.ca/570.cfm?frm_isbn=9780779839575&search_by=link)

If you have questions on the election process, or on the office of Council, the Village of Donalda at 403-883-2345.

### Capacity of Local Jurisdictions

The Province of Alberta provides the structure for local governments, through the *Municipal Government Act*. Section 3 outlines the purposes of a municipality as follows:

- (a) to provide good government,
  - (a.1) to foster the well-being of the environment,
  - (a.2) to foster the economic development of the municipality,
- (b) to provide services, facilities or other things that, in the opinion of Council, are necessary or desirable for all or a part of the municipality,
- (c) to develop and maintain safe and viable communities, and
- (d) to work collaboratively with neighboring municipalities to plan, deliver and fund intermunicipal services.



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### Policy Implementation

#### Do you know how the Municipality is administered?

As a member of Council, it will be your duty to establish policy for your municipality. It is the job of the administration to implement that policy.

The Chief Administrative Officer (CAO) is the sole employee of Council.

Town Administration also consists of the Senior Management Team. This group of professionals oversees the departments within the municipality.

The CAO, Senior Administration, and Town Staff work together to carry out the direction of Council. Their support, advice, and assistance will be very beneficial in helping you to be an effective member of Council. Their training, experience, and understanding of how and why things have developed as they have will be an important resource for you.

### Councillor

Term of Office: 4 years

Duties of Councillor: A Councillor must consider public input and information provided by Administration, and others, in determining the policies, programs, service levels, and budget parameters within which the municipality operates. As a Council, Councillors ensure both financial and operational accountability in the delivery of services to the public.

Excerpt from Section 153 of the *Municipal Government Act*:

**153** Councillors have the following duties:

- (a) to consider the welfare and interests of the municipality, as a whole, and to bring to council's attention anything that would promote the welfare or interests of the municipality;
- (a.1) to promote an integrated and strategic approach to intermunicipal land use planning and service delivery with neighboring municipalities;
- (b) to participate generally in developing and evaluating the policies and programs of the municipality;
- (c) to participate in council meetings, council committee meetings, and meetings of other bodies to which they are appointed by the council;
- (d) to obtain information about the operation or administration of the municipality from the chief administrative officer, or a person designated by the chief administrative officer;
- (e) to keep in confidence matters discussed in private at a council or council committee meeting until discussed at a meeting held in public;
- (e.1) to adhere to the code of conduct established by the council under Section 146.1(1);
- (f) to perform any other duty or function imposed on councillors by this or any other enactment or by the council.



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### Mayor

Term of Office: 4 years

Duties of Mayor: A Councillor must consider public input and information provided by Administration, and others, in determining the policies, programs, service levels, and budget parameters within which the municipality operates. As a Council, Councillors ensure both financial and operational accountability in the delivery of services to the public.

Excerpt from Section 153 of the *Municipal Government Act*:

**153** Councillors have the following duties:

- (a) to consider the welfare and interests of the municipality as a whole and to bring to council's attention anything that would promote the welfare or interests of the municipality;
- (a.1) to promote an integrated and strategic approach to intermunicipal land use planning and service delivery with neighboring municipalities;
- (b) to participate generally in developing and evaluating the policies and programs of the municipality;
- (c) to participate in council meetings and council committee meetings and meetings of other bodies to which they are appointed by the council;
- (d) to obtain information about the operation or administration of the municipality from the chief administrative officer or a person designated by the chief administrative officer;
- (e) to keep in confidence matters discussed in private at a council or council committee meeting until discussed at a meeting held in public;
- (e.1) to adhere to the code of conduct established by the council under Section 146.1(1);
- (f) to perform any other duty or function imposed on councillors by this or any other enactment or by the council.

Duties of Mayor: A Mayor, in addition to performing the duties of Councillor, must:

Excerpt from Section 154(1) of the *Municipal Government Act*:

**154(1)** Chief Elected Official has the following duties:

- (a) preside when in attendance at a council meeting unless a bylaw provides that another councillor or other person is to preside, and
- (b) perform any other duty imposed on a chief elected official by this or any other enactment or bylaw.

(2) Repealed 2022 c16 s9(40)

(3) The chief elected official may be a member of a board, commission, subdivision authority or development authority established under Part 17 only if the chief elected official is appointed in the chief elected official's personal name.

*\*Chief Elected Official is referred to as Mayor*



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### Remuneration & Benefits

Mayor and Council yearly honorariums:

Mayor	\$1200.00	Part-Time
Councillor	\$1200.00	Part-Time

*The Mayor and Councillor's status is considered part-time.*

In addition to the base salary rates, the following per diem meeting rates apply to Councillors:

i.	Meetings over four hours	\$120.00
ii.	Meetings less than four hours, but more than two hours	\$60.00
iii.	Mileage for vehicle travel expenses (per km)	\$0.60
v.	Travel time and Expenses are governed by Policy Expenses 2	

Examples of meetings that per diems will be paid for include budget presentations and deliberations, conferences, and training.

Per Diem Meeting Rates will not be paid for:

- Regular Council Meetings or Committee of the Whole Meetings
- Parades
- Sporting Events
- Golf tournaments
- Openings
- General Public Appearances
- Community Events such as Canada Day, Remembrance Day
- Other purely social events
- Attendance at political party functions of any type

### Travel Time

Only travel time outside of the Village of Donalda limits will be considered for compensation.

Travel time is defined as the time it takes to leave the Village of Donalda to travel to the location of the meeting, using the most efficient route. In the case of extensive travel, it will be time taken from the Village of Donalda to the lodging for the meeting/conference.

The compensation guidelines for travel are as follows:

1. Should the travel time and meeting be contained within the same day, the compensation will be based on the total time of the meeting and travel. For example, if there is a meeting in Red Deer that lasts for 4 hours, and the travel time is 60 minutes round trip, the compensation will be based on 5 hours.



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2. Should the travel include the day before the meeting/conference and/or the day after, the compensation will be based on the travel time only. In this case, if the travel required is 5 hours one way, the compensation for travel time will be based on 5 hours.

### Council Committees

There are several types of committee appointments:

- Committees established by Council under the *Municipal Government Act*;
- Committees established under other legislation, e.g. *Societies Act*, *Libraries Act*;
- Outside committees, boards, etc. which request or require representation by a member of Council. These requests must be approved through a motion of Council.
- Ad Hoc Committees, which are formed by council for the purpose of reviewing a specific issue or issues.

### Committees, Boards & Commissions (this information is subject to change)

#### Internal Committees-Standing Committees

- Donalda Infrastructure Committee
- Donalda Risk Management Committee
- Family & Community Support Services

#### Internal Committees- Planning and Appeal Boards

- Municipal Planning Commission

#### External Committees

- Destination Stettler
- Corporate Services Committee
- Parkland Community Planning
- Parkland Regional and Donalda Municipal Library Board
- Stettler & District Ambulance Association
- Stettler Regional Fire Advisory Committee
- County of Stettler Housing Authority
- County of Stettler Regional Recreation Board
- Donalda and District Museum Society
- Lamp Park Committee
- Red Deer Municipal River Users Group
- Stettler Regional Waste Management Authority
- CAEP Representation



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- East Central Alberta Heritage Society
- RCMP Community Consultative Group
- Village of Donalda Emergency Management Advisory Committee
- Shirley McCellan Regional Waste Management Authority

### Time Commitment/Workload

The Mayor's status is currently classified as part-time, and the Councillor's position is considered part-time. It is important to note that, from the public's perspective, elected officials are "on-call" full-time, which may significantly impact his or her personal and family time.

The best way to find out what the job is all about is to spend some time reading Council agendas and minutes, and talking to current Members of Council. Sit in on some Council Meetings. Talk to the CAO to find out what other information is available. This will help you in your campaign and will assist you in assuming office. If you don't do that kind of research now, you'll have to do it after you are elected anyway, and you probably have more time now than you will if you are elected.

Ask how much time may be required for Committee work and for Council appointments to other boards and agencies, over and above the time required for regular Council Meetings.

Remember; once you are elected, you have a duty to your community.

### Minimum Expectations

While the amount of time may vary, minimum expectations to fulfill as an elected member of council include:

#### *Council Orientation/Update Tour*

For the new Council members to become fully acquainted with the scope of their roles, dates are set aside for orientation, governance overview, and town facility tours. If elected, you will be asked to take an Oath of Office at your first Council Meeting.

In October, the Regular Meeting of Council will follow the annual Organizational Meeting. The appointments to various Boards and Committees takes place during the Organizational Meeting. You will also be required to attend the Munis 101: The Essentials of Municipal Governance Course.

#### *Council Meetings*

Council meetings are held on the third Tuesday of each month. All meetings begin at 7:00 PM, and are scheduled to end at 9:00 PM; however, motions to extend past 9:00 PM are granted.





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Regular Meeting of Council dates:

January 21, 2025

February 21, 2025

March 18, 2025

April 15, 2025

May 20, 2025

June 17, 2025

July 15, 2025

August 19, 2025

September 16, 2025

October 21, 2025

November 3<sup>rd</sup>, 2025 (Swearing in & Org. Meeting) *\*May be Subject to Change*

November 4<sup>th</sup>, 2025 (1<sup>st</sup> Regular Council Meeting) *\*May be Subject to Change*

There will also be time required to prepare for meetings, as an agenda (ranging from 30-100 pages) is delivered to Council members prior to Council meetings. You will also be required to read any supplementary material, as well as answer e-mails and speak with residents. This is all part of the necessary preparation for meetings so that you can make informed decisions.

### *Council Budget Meetings*

In addition to Regular Council meetings, council budget meetings are held in the Fall of every year, and usually consist of the following:

- three evening budget presentation meetings;
- one evening public open house; and
- one full day of budget deliberations.

### *Committee Meetings*

Council members are each expected to sit on three or four committees. Most of the meetings are monthly; however, some occur quarterly, with a time commitment varying depending on the committee.

### *Deputy Mayor Responsibilities*

Each Councillor is appointed as the Deputy Mayor for a period of eight consecutive months during their term, determined at the Organizational Meeting of Council. The Deputy Mayor, in the absence of the Mayor, performs such functions as:

- Chairing of Council Meetings;
- attending ceremonies (ribbon cutting);
- banquets; or
- speaking engagements





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If the Deputy Mayor is not available, another Councillor may be called upon to carry out these public relations duties.

### *Additional Time Commitments*

Attendance at conferences, conventions, seminars and workshops for training and development is an expectation of the position, as well as attendance at social and other events promoting the Village of Donalda.

## Election and Nomination Information

### *Nomination Day*

Excerpt from Section 25 of the *Local Authority Elections Act* states that:

**25(1)** Nomination day shall be four weeks before election day

- (2) A person may file a nomination to become a candidate
  - (a) for a general election, within the period beginning on January 1<sup>st</sup> in a year in which a general election is to be held and ending at noon on nomination day; and
  - (b) for a by-election, within the period beginning on the day after the resolution or bylaw is passed to set election day for the by-election and ending at noon on nomination day.

### *Form of Nomination*

Excerpt from Section 27 of the *Local Authority Elections Act* states that:

**27(1)** Every nomination of a candidate must

- (a) be in the prescribed form,
- (b) be signed by at least 5 persons who are electors eligible to vote in that election and resident in the local jurisdiction on the date of signing the nomination,
- (c) be accompanied with a written acceptance sworn or affirmed in the prescribed form by the person nominated, stating;
  - i. that the person is eligible to be elected to the office,
  - ii. the name, address and telephone number of the person's official agent, if one has been appointed,
  - iii. that the person will accept the office if elected,
  - iv. that the person will read and comply with the municipality's code of conduct if elected, and
  - v. that the persons who have signed the nomination are electors who are eligible to vote in that election and resident in the local jurisdiction on the date of signing the nomination, and
- (d) if required by bylaw, be accompanied with a deposit in the required amount.
- (e) if required by bylaw, be accompanied with a criminal record check.



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### *Filing of Nomination Papers*

The returning officer will receive nominations at the Municipal Government Building, 5001 Main Street, during the nomination period by appointment.

### **Campaign Contributions & Expense Disclosure**

A candidate must open a bank account in their own name, or the name of the campaign, as soon as possible after the amount of campaign contributions exceeds \$1,000.00, or the amount of contributions and any of the candidate's own funds exceeds \$1,000.00.

All contributions must be deposited in this account, and the money is to be used only for campaign expenses. Contributions of real and personal property have a value. Receipts must be issued for every contribution and obtained for every expense.

A Campaign Disclosure Statement (Form 26) must be filed and records of all contributions and expenses are to be kept for at least four years. Campaign Disclosure Statements for the 2025 Municipal General Election are due to be filed with the Returning Officer no later than March 2, 2026. Failure to file on time will result in a \$500 penalty levied by and payable to the Village of Donalda.

Please refer to the *Local Authorities Election Act* Section 147.7 for further information.

### **Election Signs**

Guidelines from the Province Regarding Election Signs: (<https://www.alberta.ca/election-signs.aspx>). These should be reviewed if putting signs in a provincial highway right-of-way.

### *Overview*

You do not require a permit to install an election sign along provincial highways, however you must follow the provincial guidelines.

### *General guidelines*

- the maximum sign size permitted in a highway right-of-way (the existing highway limits) is 1.5 m<sup>2</sup>
- election signs are temporary and are only permitted from the date the election is called until 3 days after the election
- signs must meet eligibility criteria (see ineligible election sign types below)

If a sign does not comply with these guidelines, a peace officer or a person authorized by Alberta Transportation may, without notice or compensation, remove the sign.



### *Ineligible election sign types*

Election signs must not:

- display an intermittent flashing, rotating, or moving light
- be floodlit which could distract drivers
- have any moving or rotating parts
- imitate the wording of a standard or commonly used highway traffic sign, such as stop, stop ahead or yield
- imitate or resemble a traffic control device, such as a stop sign

Signs should also not include associated yard lights, area lighting and other lights that, are excessively distracting to the public or create a traffic hazard.

### *Location guidelines*

Election signs should be placed as far from the shoulder line as practical, always allowing drivers to have an unobstructed view of the road.

When placing election signs, consider:

- signs must be placed no closer than 2 m from the edge of pavement (or, in the case of gravel roads, no closer than 2 m from the shoulder of the road)
- during winter conditions, there is a high probability that signs less than 6 m from the road will be either covered with snow or damaged during snow removal and sanding operations

### *No election signs:*

- are allowed within the median of a divided provincial highway
- can be mounted on highway signs or sign posts (these signs will be removed immediately)
- can be placed in or within 500 m of construction zones
- are allowed to obstruct a driver's view of an intersection in an urban area or within 250 m of an intersection in a rural area

### *Safety precautions*

Take precautions when installing election signs to ensure your safety and prevent driver distraction:

- anyone working near the highway must wear reflective vests and bright clothing
- election signs can only be installed during daylight hours
- vehicles used for transporting election signs must:
  - be parked to minimize the impact to drivers (preferably on an approach), as far as possible from the travel lanes
  - have 4-way hazard warning signals operating at all times



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### *Sign removal*

All election signs must be removed within 3 days after the election. The campaign office is responsible for installing and removing election signs. Removal includes:

- the sign panel
- supporting structure
- any tie wiring used to install and support the sign

Signs that pose an immediate hazard to the public will be removed immediately by highway maintenance contractors without notification.

When the removal of an election sign is necessary due to safety or operational concerns, the Administration office will notify the responsible campaign office to take the required action:

- failure to respond within the specified time will result in the sign being removed
- signs will be stored at the nearest highway maintenance facility or district office
- the campaign office will be notified to arrange to have the signs picked up
- We are not responsible for any signs damaged during the removal process.

### ASK PERMISSION BEFORE PLACING SIGNS

CALL BEFORE YOU DIG!

Alberta One-Call: 1 800 242 3447

### **Additional Reference Information**

#### *Excerpts from the Municipal Government Act:*

#### *Pecuniary Interest Definitions*

**169(1)** In this Division,

- (a) “corporation”, “director”, “distributing corporation”, “officer”, “shareholder”, “voting rights” and “voting shares” have the meanings given to them in the Business Corporations Act;
- (b) “councillor’s family” means the councillor’s spouse or adult interdependent partner, the councillor’s children, the parents of the councillor and the parents of the councillor’s spouse or adult interdependent partner;
- (c) “private interest” does not include the following:
  - i) an interest in a matter that is of general application,
  - ii) affects a councillor as one of a broad class of the public, or
  - iii) concerns the remuneration and benefits of a councillor;
  - iv) an interest that is trivial;
- (d) “spouse” means the spouse of a married person but does not include a spouse who is living separate and apart from the person if the person and spouse have separated pursuant to a written separation agreement or if their support obligations and family property have been dealt with by a court order.



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### *Disclosure of pecuniary interest*

**172(1)** When a councillor has a pecuniary interest in a matter before the council, a council committee or any other body to which the councillor is appointed as a representative of the council, the councillor must, if present,

- i. disclose the general nature of the pecuniary interest prior to any discussion of the matter,
  - ii. abstain from voting on any question relating to the matter,
  - iii. subject to subsection (3),
  - iv. abstain from any discussion of the matter, and
  - v. subject to subsections (2) and (3), leave the room in which the meeting is being held until discussion and voting on the matter are concluded.
- a) If the matter with respect to which the councillor has a pecuniary interest is the payment of an account for which funds have previously been committed, it is not necessary for the councillor to leave the room.
  - b) If the matter with respect to which the councillor has a pecuniary interest is a question on which, under this Act or another enactment, the councillor as a taxpayer, an elector or an owner has a right to be heard by the council,
    - i. it is not necessary for the councillor to leave the room, and
    - ii. the councillor may exercise a right to be heard in the same manner as a person who is not a councillor.
  - c) If a councillor is temporarily absent from a meeting when a matter in which the councillor has a pecuniary interest arises, the councillor must immediately on returning to the meeting, or as soon as the councillor becomes aware that the matter has been considered, disclose the general nature of the councillor's interest in the matter.
  - d) The abstention of a councillor under subsection (1) and the disclosure of a councillor's interest under subsection (1) or (4) must be recorded in the minutes of the meeting.
  - e) If a councillor has disclosed a pecuniary interest at a council committee meeting and council considers a report of the committee in respect of which the councillor disclosed a pecuniary interest, the councillor must disclose the pecuniary interest at the council meeting and subsection (1) applies to the councillor.

### *Reasons for disqualification*

**174(1)** A councillor is disqualified from council if

- a) when the councillor was nominated, the councillor was not eligible for nomination as a candidate under the Local Authorities Election Act;
- b) the councillor ceases to be eligible for nomination as a candidate under the Local Authorities Election Act;
- c) the councillor
  - i. fails to file a disclosure statement as required under section 147.4 of the Local Authorities Election Act before the end of the late filing period provided under section 147.7 of the Local Authorities Election Act, and
  - ii. has not been relieved from the obligation to file a disclosure statement by a court order under section 147.8 of the Local Authorities Election Act;
- d) the councillor becomes a judge of a court or a member of the Senate or House of Commons of Canada or of the Legislative Assembly of Alberta;



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- e) the councillor is absent from all regular council meetings held during any period of 60 consecutive days, starting with the date that the first meeting is missed, unless subsection (2) applies;
- f) the councillor is convicted
  - i. of an offence punishable by imprisonment for 5 or more years, or
  - ii. of an offence under section 123, 124 or 125 of the Criminal Code (Canada);
- g) the councillor does not vote on a matter at a council meeting at which the councillor is present, unless the councillor is required or is permitted to abstain from voting under this or any other enactment;
- h) the councillor contravenes section 172;
- i) the councillor has a pecuniary interest in an agreement that is not binding on the municipality under section 173;
- j) the councillor uses information obtained through being on council to gain a pecuniary benefit in respect of any matter;
- k) the councillor becomes an employee of the municipality;
- l) the councillor is liable to the municipality under section 249.

A councillor is not disqualified by being absent from regular council meetings under subsection (1)(d) if

- a) the absence is authorized by a resolution of council passed at any time
  - i. before the end of the last regular meeting of the council in the 60-day period, or
  - ii. if there is no other regular meeting of the council during the 60-day period, before the end of the next regular meeting of the council,

or

- b) the absence is in accordance with a bylaw under section 144.1.
- c) For the purposes of this section, a councillor is not considered to be absent from a council meeting if the councillor is absent on council business at the direction of council.
- d) A councillor who is disqualified under this section is eligible to be elected at the next general election in the municipality if the person is eligible for nomination under the Local Authorities Election Act.

### *Requirement to vote and abstentions*

**183(1)** A councillor attending a council meeting must vote on a matter put to a vote at the meeting unless the councillor is required or permitted to abstain from voting under this or any other enactment.

- (a) The council must ensure that each abstention and the reasons for the abstention are recorded in the minutes of the meeting.

## FORMS

- FORM 29 Notice of Intent to Run
- FORM 4 Nomination Paper & Candidate's Acceptance
- FORM 5 Candidate Information
- FORM 26 Campaign Disclosure Statement & Financial Statement (due on or before March 1, 2026)



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**For more information, please click the link below:**

<http://www.qp.alberta.ca/documents/Acts/L21.pdf>

### Nomination Period

The nomination period runs from January 1, 2025, to the close of the nomination period which is at 12 p.m. on September 22, 2025 (Nomination Day). Nomination papers (including forms 4, 5, and 26) should be accompanied by the required notice of intent information. The forms will be found in this package.

### Nomination Day

- Your nomination must be filed on the prescribed forms enclosed with this package.
- Nomination forms will NOT be accepted if sent by facsimile transmission (Fax) or email.
- An accompanying cash deposit with the Nomination form is NOT required.
- The completed Nomination forms will be received by the Returning Officer or Substitute Returning Officers from 9:00 AM on January 2nd, 2025 – 12 Noon on September 22nd, 2025 at the Village of Donalda Office (5001 Main Street) during the regular office hours of 9:00 AM – 4:00 PM, Monday to Friday.
- A Nomination form must be signed by five people eligible to vote in the election (see #7 below).
- The Nomination form requires the completion of an affidavit by the nominee stating that he/she is eligible to be a candidate in the election, not disqualified from office, and that you will accept the office if you are elected. You must swear or affirm that affidavit before a Commissioner for Oaths or the Returning Officer.
- The Returning Officer can sign your affidavit provided he has witnessed your signature; however, the completed Nomination form may be handed in by any other person on Nomination Day as long as the affidavit is signed by a Commissioner for Oaths.
- A candidate may withdraw at any time during the nomination period; if at the close of nominations, there are more candidates for any particular office, a candidate may withdraw within 24 hours of the close of the nomination period (by 12:00PM on Tuesday, September 23, 2025).
- Nomination forms may be examined by any elector during regular business hours and in the presence of the Returning Officer after 12:00 noon on Monday, September 22, 2025.

### Election Day

Monday, October 20, 2025 at the Donalda Community Hall. The voting station shall open promptly at 10:00 AM and will be kept open continuously until 8:00 PM.

### Who Can Vote

- A person is eligible to vote in the 2025 Municipal Election if the person:
  - is at least 18 years old on or before the date of the election (Oct. 20, 2025),
  - is a Canadian citizen,





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- resides in Alberta and the person's place of residence is located in the Village of Donalda on Election Day, and
- has not already voted

Every person who attends at a voting station for the purpose of voting must be permitted to vote if the person is named on the permanent electors register, and the person produces one piece of identification issued by a Canadian government, whether federal, provincial or local, or an agency of that government, that contains a photograph of the person.

OR

Every person who attends at a voting station for the purpose of voting must be permitted to vote if the person makes a statement that the person is eligible to vote as an elector in the presence of an officer at the voting station, in the prescribed form which must contain the address of the person's residence, and the person validates the person's identity and address of the person's residence in accordance with the LAEA.

Forms of acceptable proof of elector identification for voter vouching can be found in the LAEA.

### On Election Day

It is prohibited to canvass or solicit votes on property surrounding a voting station. It is also prohibited to display or distribute campaign material on property surrounding a voting station.

Candidates, official agents and scrutineers are not allowed to speak to voters or interfere with the voting process - they are simply there to observe and must stay where the Presiding Deputy Returning Officer directs them. No campaign materials may be worn or displayed while inside the voting station (buttons, etc.).

### Candidates' Agent & Scrutineer

(Section 68.1(1) & 69 of the Local Authorities Election Act)

A candidate may also appoint scrutineers to observe the conduct of the vote at each voting station. Scrutineers must be at least 18 years old and provide a signed "Statement of Scrutineer" form to the Presiding Deputy Returning Officer at a voting station. A candidate may appoint as many scrutineers as they wish; however, only one representative of the candidate (the candidate, their Official Agent or a scrutineer) may be present in a voting station at any time.

A person who has, within the previous 10 years, been convicted of an offence under the LAEA, the Election Act, the Election Finances and Contributions Disclosure Act or the Canada Elections Act (Canada) is not eligible to be appointed as a Scrutineer.

Refer to the sections in the LAEA regarding Official Agents and Scrutineers.

### Campaign Literature

Section 153 of the Local Authorities Election Act states:

A person who, without authorization, takes down, covers up, mutilates, defaces or alters any notice or other document required to be posted under this Act is guilty of an offence and liable;



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- a. if the person is an officer to a fine of not more than \$1,000, and
- b. in any other case, to a fine of not more than \$200.