



City of Chestermere

PROVINCE OF ALBERTA

Bylaw #027-24

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Election Bylaw

**A BYLAW OF THE CITY OF CHESTERMERE, IN THE PROVINCE OF ALBERTA, TO
PROVIDE FOR MUNICIPAL ELECTIONS**

WHEREAS the *Local Authorities Election Act*, RSA 2000, Chapter L-21, as amended, provides for the holding of local elections by municipalities;

AND WHEREAS the *Local Authorities Election Act* permits a local authority to establish rules and procedures for the conduct of an election;

**NOW THEREFORE, THE COUNCIL OF THE CITY OF CHESTERMERE ENACTS AS
FOLLOWS:**

PART I – PURPOSE AND INTERPRETATION

1. TITLE

1.1 This Bylaw may be cited as the “Election Bylaw”.

2. DEFINITIONS

2.1 “Act” means the *Local Authorities Election Act*, RSA 2000, c L-21, as amended;

2.2 “City” means the City of Chestermere;

2.3 “Council” means the Council of the City;

2.4 “Election Day” means election day as defined in the Act;

2.5 “Nomination Day” means nomination day as defined in the Act;

2.6 “Returning Officer” means a returning officer as defined in the Act;

2.7 “Special Ballot” means a ballot card provided to an elector who qualifies under s.77.1 of the Act; and

2.8 “Substitute Returning Officer” means the person appointed to act as the Returning Officer if the Returning Officer is absent or unavailable.

3. PURPOSE

3.1 The purpose of this bylaw is to delegate authority and establish procedures for City elections.

PART II – ELECTION ADMINISTRATION

4. APPOINTMENT OF RETURNING OFFICER

4.1 Council shall appoint, by resolution, one individual to act as the Returning Officer and another individual to act as the Substitute Returning Officer.

5. SEVERABILITY AND GENERAL PROVISIONS

5.1 The Returning Officer may:

- a. divide the City into voting subdivisions;
- b. designate more than one voting station for each voting subdivision;
- c. designate the location of one or more institutional voting stations; and
- d. determine the location of all voting stations.

6. FORM OF BALLOT

6.1 The Returning Officer shall establish the form of ballot for each election.

PART III – NOMINATION OF CANDIDATES

7. FORM OF NOMINATION

7.1 Every nomination form of a candidate shall:

- a. be in the form prescribed;
- b. include a criminal record check from the RCMP that discloses convictions and active (non-expired) absolute or conditional discharge information for the candidate that is dated within three months of the date of the nomination form; and
- c. include a deposit in the amount of \$250.00 with the form prescribed by the Act.

7.2 Candidate nomination forms must be signed by at least:

- a. 50 signatures of electors, for the office of Chief Elected Official; and
- b. 20 signatures of electors, for the position of Councillor.

8. SUBMISSION OF NOMINATION FORM

8.1 The Returning Officer will accept nominations at the City Administration office at 105 Marina Road, Chestermere, AB beginning January 1, in a year in which a general election is to be held and ending at 12 noon on Nomination Day. Nominations will be accepted between the hours of 8:30 A.M. and 4:30 P.M. Monday to Friday, except statutory and civic holidays and any day in lieu of a holiday as declared by the City.

PART IV – VOTING PROCEDURES

9. VOTING HOURS

9.1 On Election Day, all voting stations will be open continuously between 8:00 A.M. and 8:00 P.M.

10. ADVANCE VOTING

10.1 Advance Voting requirements as per section 73(3) of the LAEA requires the City to hold an advance vote.

11. SPECIAL BALLOTS

11.1 An elector who meets the requirements in the Act may apply to vote by Special Ballot in any City election.

11.2 An application for a special ballot may be made to the Returning Officer:

- a. in writing;
- b. by telephone;
- c. by fax;
- d. in person;
- e. by email; or
- f. by secure website designated by the returning officer.

11.3 For a general election:

- a. applications for special ballots must be submitted any time after Nomination Day and until 4:30 P.M. the day prior to Election Day.

11.4 For any other election or a vote on a bylaw or question, the application periods and receipt deadline for special ballots must be stated in the resolution fixing the date of the election.

12. ELECTOR ASSISTANCE

12.1 Two deputies may attend at a residence of an elector, from the hours of 9:00 A.M. – 4:00 P.M. between the day after nomination day to 10 days prior to Election Day in order to take the vote of an elector who, because of physical disability including but not limited to mobility limitations, is unable to attend a voting station or an advance voting station to vote.

13. COUNTING CENTRE

13.1 The Returning Officer may count the special ballot box, advance vote ballot box and institutional vote ballot box no earlier than 7:30 P.M. on Election Day.

PART V – OTHER

14. DEATH OF A CANDIDATE

- 14.1 If a candidate dies prior to the opening of voting stations on Election day or any advance vote, the Returning Officer must post notice of the death in a conspicuous location in all relevant voting stations.
- 14.2 If a candidate dies following the opening of voting stations on Election Day or any advance vote:
- a. the election for the office for which the deceased candidate was nominated must be discontinued; and
 - b. a new election for that office must be held as soon as practicable.

15. CAMPAIGN SIGNS

- 15.1 All campaign signs must comply with Bylaw #020-24 Land Use Bylaw.

READ A FIRST TIME ON DECEMBER 3, 2024.

READ A SECOND TIME ON DECEMBER 17, 2024.

READ A THIRD TIME ON DECEMBER 17, 2024

___Original signed___
Mayor, Shannon Dean

___Original Signed___
Chief Administrative Officer