



City of Chestermere  
PROVINCE OF ALBERTA

Bylaw #028-24

# **Bylaw #028-24**

## **Election Bylaw (Consolidated)**

Bylaw #028-24, being the Election Bylaw has been amended by the following Amendment Bylaws:

- Bylaw #022-25

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

**WHEREAS** the *Local Authorities Election Act*, R.S.A. 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*, R.S.A. 2000, c L-21, as amended;

**2.2 “City”** means the municipal corporation of the City of Chestermere, in the Province of Alberta, or the area within the City of Chestermere’s corporate limits, as the context requires;

**2.3 “Council”** means the duly elected Mayor, and Councillors of the City of Chestermere;

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

**2.5 “Elector Assistance Terminal” or “EATs”** means a ballot-marking machine that allows an elector to mark a ballot by an accessible means, including by use of Braille-coded keypad, touch screen, pressure-sensitive paddle or breath-enabled marking;

**2.6 “Nomination Day”** means Nomination Day as defined in the *Act*;

**2.7 “Returning Officer”** means a Returning Officer as defined in the *Act*;

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

**2.9 “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 in a form prescribed by the *Act*.

**7.2** Candidate nomination forms must be signed by at least:

- a. 50 signatures of electors, if the candidate is nominated for the office of Chief Elected Official; and
- b. 20 signatures of electors, if the candidate is nominated 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 4:00 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 e-mail; 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 4:00 P.M. on the Friday 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 TERMINALS (EATs)**

- 12.1** The City shall provide Elector Assistance Terminals (EATs) at designated voting stations to assist electors in casting their votes.
- 12.2** EATs shall be equipped with accessibility features to accommodate electors with disabilities.
- 12.3** The Returning Officer shall ensure that EATs are tested and operational prior to Election Day.
- 12.4** Election staff shall be trained in the use of EATs to assist electors as needed.

## **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 being the Land Use Bylaw (LUB) and Bylaw #034-25, being the Temporary Signs on Highway Bylaw.

**READ A FIRST TIME:** December 3, 2024

**READ A SECOND TIME:** December 17, 2024

**READ A THIRD TIME:** December 17, 2024

**RESOLUTION NUMBERS:**

241203-10

241217-10

241217-11



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Mayor, Shannon Dean



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Chief Administrative Officer,  
Kent Edney