



Wheatland County **VOTES!**

Nomination Information Package for Prospective Wheatland County Councillors

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General Information

Wheatland County 2021 Election

This booklet is published as a service to prospective candidates and is not inclusive of all information related to each office, election procedure, and legislation. Each candidate is responsible to comply with all applicable acts, regulations, and bylaws. Resources for candidates may be obtained from:

Alberta Municipal Affairs

Municipal Services Branch
17th Floor, Commerce Place
10155-102 Street
Edmonton, Alberta T5J 4L4

Online: www.municipalaffairs.alberta.ca
Telephone: 780-427-2732
Toll Free: 310-0000 (in Alberta only)
Fax: 780-422-1419

Alberta Queen's Printer

Copies of the *Local Authorities Election Act*, RSA, 2000, c. L-21 and the *Municipal Government Act*, RSA, 2000, c. M-26 can be obtained from the Alberta Queen's Printer.

Main Floor, Park Plaza
10611-98 Ave
Edmonton, AB T5K 2P7

Online: www.qp.alberta.ca
Telephone: 780-427-2711
Toll Free: 310-0000 (in Alberta only)

Wheatland County Website

Additional information and an electoral division map can be found on <https://wheatlandcounty.ca/municipal-election/>

Wheatland County assumes no responsibility for any candidate's failure to comply with any requirement of election procedures or legislation.



Nominations for Councillor will be accepted by the Returning Officer from Monday, January 1, until 12 noon on Monday, September 20, 2021. Prospective candidates filing their nominations must schedule an appointment with the Returning Officer.

Form of Nomination

Nominations must be completed on the prescribed Form 4 - Nomination Paper and Candidate's Acceptance, and Form 5 - Candidate Information.

In accordance with sections 27 and 47 of the *Local Authorities Election Act*, and sections 4(4) and 74 of the *Education Act* (if applicable), nominations must be signed by a minimum of 5 eligible electors.

Written Acceptance

Form 4 contains a candidate's written acceptance. In order to complete this candidate acceptance, you must be familiar with the following sections of the *Local Authorities Election Act*:

- Section 12
- Section 21
- Section 22
- Section 23
- Section 27
- Section 28
- Section 47
- Section 68.1
- Section 15
- Part 5.1
- As well as sections 4(4) and 74 of the *Education Act*

Nomination Dates

Nominations Open: January 1, 2021
 Nominations Close: September 20, 2021, 12:00 noon
 Location: Wheatland County
 242006 Range Road 243
 Wheatland County, AB
 T1P 2C4

Nomination Checklist

- Form 4, Nomination Paper and Candidate's Acceptance completed
- Minimum of 5 signatures from eligible electors in Wheatland County
- Form 4 is commissioned by the Returning Officer or a Commissioner for Oaths or Notary Public
- Form 5, Candidate Information completed

Other Forms

- Candidate Consent for Release of Information
- Review Election Sign Guidelines
- Sign and submit Election Sign Acknowledgment Form

Notes

The written acceptance requires the completion of an affidavit that swears or affirms:

- That you are eligible under sections 21 and 47 (and section 12, in the case of summer villages) of the *Local Authorities Election Act* and sections 4(4) and 74 of the *Education Act* (if applicable) to be elected to the office;
- That you are not otherwise disqualified under section 22 or 23 of the *Local Authorities Election Act*;
- That you will accept the office if elected;
- That you have read sections 12, 21, 22, 23, 27, 28, 47, 68.1 and 151 and Part 5.1 of the *Local Authorities Election Act* and sections 4(4) and 74 of the *Education Act* (if applicable) and understand their contents;
- That you will provide name and contact information of your official agent (if applicable);
- That you will read and abide by municipality's code of conduct if elected; and
- That the electors who have signed this nomination paper are eligible to vote in accordance with the *Local Authorities Election Act* and *Education Act* and reside in the local jurisdiction on the date of signing the nomination.

This acceptance also requires you to state the name of your official agent if you have chosen to appoint one, and provide your name as it should appear on the ballot. This name may include nicknames, however, titles are not permitted (Dr., Mrs., Mr. etc).

Candidate Information

Form 5 requires you to provide the following information:

- Your full name and address
- Address of where your candidate records are maintained
- Name(s) and address(es) of financial institutions where your campaign contributions will be deposited (if applicable)
- Name(s) of signing authorities for each depository listed above (if applicable)

Where there is any change in the above mentioned information, you must notify the Returning Officer in writing within 48 hours of such changes by submitting a completed information form.

The signature of the candidate must be witnessed by the Returning Officer or a Commissioner for Oaths.

In accordance with section 147.3 of the *Local Authorities Election Act* you are required to open a campaign account at a financial institution in your name or your election campaign's name for the purposes of the election campaign when you file your nomination papers or as soon as possible after the total amount of contributions you receive first exceeds \$1000 in the aggregate.

Candidate Withdrawal

You can withdraw your candidacy anytime during the nomination period.

If at the close of nominations, there are more candidates for any particular office, you may withdraw within 24 hours of the close of the nomination period. Provided there are more candidates than any particular office, the deadline for candidate withdrawal for the 2021 election is therefore Tuesday, September 21, 2021, at 12 noon. If at any time after the close of the nomination period, the number of candidates remaining does not exceed the number of vacancies to be filled, the returning officer shall refuse to accept further withdrawals and your name will appear on the ballot.

A notice of withdrawal must be submitted in person, in writing, to the Returning Officer at 242006 Range Road 243, Wheatland County, Alberta. Withdrawal notices received by way of facsimile, email or phone will NOT be accepted.

For complete information see sections 32 and 34 of the *Local Authorities Election Act*.

Minimum Number of Electors

It is recommended that prospective candidates obtain signatures from more than the required five (5) electors to ensure that the candidate's nomination will not be adversely affected if a signatory is not eligible. An elector is defined as a person who is at least 18 years old, is a Canadian citizen, and whose place of residence is located in the area (within Wheatland County municipal boundaries) on election day. An additional form is provided for candidates who wish to collect supplementary signatures.

Acceptance of Nomination Papers

The returning officer will not accept a nomination paper that is:

- incomplete;
- not signed by at least 5 electors; or
- that is not sworn or affirmed by the person nominated.



Wheatland County VOTES!

FORM 4
**NOMINATION PAPER AND
CANDIDATE'S ACCEPTANCE**
*Local Authorities Election Act (Sections 12, 21, 22, 23,
27, 28, 47, 68.1, 151, Part 5.1)
Education Act (Sections 4(4), 74)*

LOCAL JURISDICTION: Wheatland County, Province of Alberta
ELECTION DATE: Monday, October 18, 2021

We, the undersigned electors of Wheatland County, Province of Alberta, nominate:

_____ of _____
Candidate's Surname Candidate's Given Names Complete Address, Street Address or Legal Land Description, and Postal code

as a candidate at the election about to be held for the office of Division _____
Councillor of Wheatland County, Province of Alberta. Division Number (1-7)

Signatures of at least **5 ELECTORS ELIGIBLE TO VOTE** in this election in accordance with sections 27 and 47 of the *Local Authorities Election Act* and sections 4(4) and 74 of the *Education Act* (if applicable). If a city or a board of trustees under the *Education Act* passes a bylaw under section 27(2) of the *Local Authorities Election Act*, then the signatures of up to 100 electors eligible to vote may be required.

Printed Name of Elector	Complete Address (Street Address or Legal Land Description) and Postal Code of Residence of Elector	Signature of Elector
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

Supplementary signatures may be collected and documented on the supplementary sheet provided.

The personal information on this form is being collected to support the administrative requirements of the local authorities election process and is authorized under sections 21 and 27 of the Local Authorities Election Act and section 33(c) of the Freedom of Information and Protection of Privacy Act. The personal information will be managed in compliance with the privacy provisions the Freedom of Information and Protection of Privacy Act. If you have any questions concerning the collection and use of this personal information, please contact: Brian Henderson at 403-934-3321.



Wheatland County VOTES!

FORM 4
**NOMINATION PAPER AND
CANDIDATE'S ACCEPTANCE**

Local Authorities Election Act (Sections 12, 21, 22, 23, 27, 28, 47, 68.1, 151, Part 5.1)
Education Act (Sections 4(4), 74)

Candidate's Surname

Candidate's Given Names

Candidate's Acceptance

I, the above named candidate, solemnly swear (affirm):

- THAT I am eligible under sections 21 and 47 (and section 12, in the case of summer villages) of the *Local Authorities Election Act* and sections 4(4) and 74 of the *Education Act* (if applicable to be elected to the office);
- THAT I am not otherwise disqualified under section 22 or 23 of the *Local Authorities Election Act*;
- THAT I will accept the office if elected;
- THAT I have read sections 12, 21, 22, 23, 27, 28, 47, 68.1 and 151 and Part 5.1 of the *Local Authorities Election Act* and sections 4(4) and 74 of the *Education Act* (if applicable) and understand their contents;
- THAT I am appointing the following person as my official agent (if applicable):

Name, Contact Information or Address and Postal Code and Telephone Number of Official Agent (if applicable)

- THAT I will read and abide by municipality's code of conduct if elected (if applicable); and
- THAT the electors who have signed this nomination paper are eligible to vote in accordance with the *Local Authorities Election Act* and *Education Act* and reside in the local jurisdiction on the date of signing the nomination.

Print name as it should appear on the ballot

Candidate's Surname

Given Names (may include nicknames, but not titles, i.e. Mr., Mrs., Dr.)

SWORN (AFFIRMED) before me at the
_____ of _____
in the Province of Alberta this
_____ day of _____, 2021.

Signature of Candidate

Commissioner for Oaths Stamp

Signature of Returning Officer or Commissioner for Oaths
or Notary Public in and for Alberta
(Also include printed or stamped name and expiry date)

Returning Officer's Acceptance

Returning Officer signals acceptance by signing this form: _____
Signature of Returning Officer

**IT IS AN OFFENCE TO SIGN A FALSE AFFIDAVIT OR A FORM
THAT CONTAINS A FALSE STATEMENT**



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Candidate's Contact Information:

Full Name

Physical Address and/or Mailing Address

Phone Number(s)

Email

Address of place(s) where candidate records are maintained:

Name(s) and address(es) of financial institutions where campaign contributions will be deposited (if applicable):

Name(s) of signing authorities for each depository listed above (if applicable):

Where there is any change in the above mentioned information, the candidate shall notify the local jurisdiction in writing within 48 hours of such changes by submitting a completed information form.

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Wheatland County VOTES!

2021 MUNICIPAL ELECTION
**CANDIDATE CONSENT FOR
RELEASE OF INFORMATION**
Wheatland County

Acknowledgment and Agreement

As per Wheatland County Bylaw 2021-03, being the Election Bylaw, the name of a candidate will be posted to the Wheatland County website once the nomination form has been submitted to the Returning Officer.

I _____ **give** Wheatland County permission to add the following personal information to the Wheatland County website once I submit my nomination.

Phone Number(s)

Email

I understand that by signing this form, this consent will be valid only for the purposes of the 2021 Municipal Election.

Candidate's Signature

OR

I _____ **deny** permission for Wheatland County to post my personal information such as phone number and email on the Wheatland County website.

I understand that by signing this portion of the form, Wheatland County will not release my personal contact information.

Candidate's Signature

Election Updates

Please check if you wish to receive updates or alert messages from the Returning Officer.

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Wheatland County VOTES!

2021 MUNICIPAL ELECTION
ELECTION SIGN ACKNOWLEDGMENT FORM
Wheatland County

LOCAL JURISDICTION: Wheatland County, Province of Alberta
ELECTION DATE: Monday, October 18, 2021

Please be advised that this information notice has been prepared with public traffic safety concerns in mind, and is intended to provide guidelines to potential candidates in elections (whether it is provincial, federal, or municipal).

1. As per Wheatland County's Land Use Bylaw 2016-01:
 - **Section 7.18.4 (i):** an Election Sign is defined as a temporary sign used to promote a candidate, political party, plebiscite or referendum during a County, school board, provincial, federal election or special referendum or plebiscite ballot held pursuant to the *Local Authorities Election Act*.
 - **Section 7.18.6 (d):** Election signs that meet the requirements of the *Local Authorities Election Act* do not require a permit from Wheatland County.
 - **Section 7.18.7: General Provisions:**
 - (n) All election signage must comply with the provincial guidelines for election signs.
 - (o) Campaign signs for County (municipal) and School Board elections are allowed on private property, to a maximum of two (2) signs per lot provided that:
 - i. Such signs are removed within 72 hours after the polls close on Election Day. Candidates must ensure that the site is returned to its previous condition (holes are filled) and any items supporting the sign such as any supporting structures and/or wiring are removed from the property; and
 - ii. The authorization of the property owner is obtained prior to the signs being placed. Candidates are responsible to keep signs in a neat and clean appearance, and ensure that they are securely erected.
2. Candidates must obtain permission from landowners to place election signs on private property.
3. Permits are not required to install a election signs along provincial highways, however, all provincial guidelines must be followed: <https://www.alberta.ca/election-signs.aspx>.

Important Dates

- Election signs *may* be erected: commencing at noon on Nomination Day (September 20, 2021)
- Election signs *must be* removed: within 72 hours after the election (October 18, 2021)



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2021 MUNICIPAL ELECTION ELECTION SIGN ACKNOWLEDGMENT FORM Wheatland County

Election Signs Guidelines

Signs cannot:

- be illuminated or floodlit;
- display an intermittent flashing, rotating or moving light, or have moving parts;
- have balloons or inflatable devices attached to or near them;
- be attached to trees;
- interfere with the safe and orderly movement of pedestrians or within the sight lines between pedestrians and/or vehicles;
- obstruct a driver's view of an intersection in an urban area or within 250 m of an intersection in a rural area
- imitate the wording of a standard or commonly used highway traffic signs, such as stop, stop ahead, or yield;
- imitate or resemble a traffic control device, such as a stop sign;
- be mounted upon on any traffic control device, highway signs, or sign posts;
- be placed on any physical roadway structure (bridges, guardrails, retaining walls, or concrete barriers);
- located on roadways (including paved shoulders, traffic circles, or traffic islands) or be placed within hard surfaced medians;
- be placed within the median of a divided provincial highway;
- be placed in a park or playground (public property);
- look like a form of ballot in ads;
- be placed in or within 500 m of construction zones;
- 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);
- be placed upon or within property owned by Wheatland County, including, but not limited to: buildings, trees, fences or street furniture (public property), and roadways or parking lots fronting County owned buildings; and
- utilize the Wheatland County logo and branding.

Other Regulations

No person may willfully take down, cover up, deface, or otherwise damage an election sign that has been lawfully erected.

Any questions regarding election signs may be directed to Wheatland County by emailing planninganddevelopment@wheatlandcounty.ca or protectiveservices@wheatlandcounty.ca, or by calling 403-361-2026.



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Acknowledgment and Agreement

I hereby agree that I have read, understand and agree to comply with all the Wheatland County election sign requirements:

Candidate's Name

Candidate's Signature

Phone Number(s)

Address

Email

Date

Witness Name

Witness Signature

Date

OFFICE USE

Wheatland County Acknowledgment

Representative Name

Representative Signature

Date

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