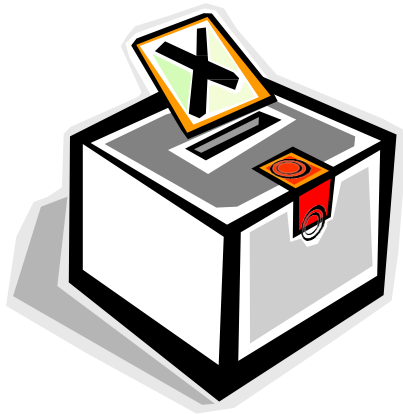




VILLAGE OF  
STIRLING

# 2021 General Election Nomination Package



## **IMPORTANT DATES**

**Nomination Period – January 1, 2021 to September 20, 2021 – Village**

**Office Nomination Day – September 20, 2021 – Village Office**

**Withdrawal Deadline – September 21, 2021 – no later than 12pm – Village**

**Councillors Forum – (Date and Venue TBD)**

**Advance Poll – (Date and Venue TBD)**

**Election Day – October 18, 2021 – 10am-8pm**

**Deadline to Request a Recount – October 20, 2021 at 4:pm**

**Official Results Announced – October 22, 2021 at 12pm**

**Last Day for Judicial Recount – November 6, 2021**

**Please note:**

- 1) Nomination Papers can be submitted to the Village Office during regular office hours anytime from January 1, 2021 to September 20, 2021. Nominations papers will not be accepted after 12:00pm on September 20.**
- 2) A candidate may withdraw his or her nomination at any time during the nomination period and up to 24 hours after the close of nominations on nomination day (until 12:00 p.m. September 21, 2021).**

## **Nomination Day**

Nomination Papers can be submitted to the Village Office (229 4<sup>th</sup> Avenue) during regular office hours anytime from January 1, 2021 to September 20, 2021. Nomination papers will not be accepted after 12:00pm on September 20. Nomination papers will be accepted in person, or can be mailed or couriered to the Village office:

229 4<sup>th</sup> Avenue  
PO Box 360  
Stirling, AB  
T0K 2E0

Nomination papers may be examined by any person in the presence of the Returning Officer, following 12:00pm (noon) on September 20, 2021. The examination of nomination papers must be done during regular business hours (8:00am – 4:00pm, Monday - Friday), or as amended by Provincial Health Requirements.

Candidates must complete the ***Nomination Paper and Candidate's Acceptance*** (Form 4), available on the Government of Alberta website (see link below). Candidates are also required to complete the ***Candidate Information*** (Form 5). Additionally, if you intend to run in the election and plan to raise funds to support your campaigning, you must first be registered with the Village Office. All required election forms are available here: <https://www.alberta.ca/municipal-election-forms.aspx>

You may have to download these files to your computer to view them. Please call the Returning Officer at 403-756-3379 if you are having issues accessing the nomination form or any other election forms.

## **Election Day**

The election will be held on Monday, October 18, 2021 between 10:00am and 8:00pm. The polling station shall be located at the Stirling Community Centre, located at 409 2 Street. \* All eligible voters must show valid government issued identification.

\*This document will be updated when dates and venues are finalized.

## **Candidate Eligibility**

According to sections 21 – 23 of the Local Authorities Election Act, an individual is ***eligible*** to be nominated as a candidate if the person is:

- eligible to vote in the election,
- has been a resident in the municipality for 6 consecutive months immediately preceding Nomination Day, and
- not otherwise ineligible or disqualified.

According to section 22 of the Local Authorities Election Act, a person is ***not eligible*** to be nominated as a candidate if the person:

- a) is the auditor of the municipality,
- b) is an employee of the municipality (unless on a leave of absence),
- c) is indebted to the municipality for taxes exceeding \$50,
- d) is indebted to the municipality for any debt exceeding \$500 and in default for more than 90 days, or
- e) has been convicted of an election offence in Canada within the last 10 years.

Please consult sections 21 – 23 of the Local Authorities Election Act for more information on candidate eligibility/ineligibility.

## **Voter Eligibility**

According to Section 47 of the Local Authorities Election Act, a person is “eligible to vote in an election held pursuant to this Act if the person:”

- is at least 18 years old, and
- is a Canadian citizen, and
- resides in Alberta and the person’s place of residence is located in the local jurisdiction on election day.

## **Campaign Finance and Contribution Disclosure**

If you are receiving donations to help finance your election campaign, you are required to disclose names and addresses of donors whose contributions exceed \$50. Additionally, financial disclosure statements are required from all candidates, including self-funded campaigns. A candidate who has incurred campaign expenses or contributions of \$50,000 or more, must file a review engagement (as defined by the Chartered Professional Accountants Act) with their disclosure statements.

The province has instituted rules to govern the repayment of any outstanding deficits you have incurred, or for the distribution of any surplus funds you have received. For more information on Municipal Election Finance and Contribution Disclosure, please read section 147 of the Local Authorities Election Act or contact the Village’s Returning Officer at 403 -756-3379.

## **NOTES**

### **1) RESEARCH**

Are you wondering what it means to be the Mayor or a Councillor in municipal government? If you are deciding whether running for office is right for you, consider a variety of research, such as:

- Read the Alberta Municipal Affairs document on Running for Municipal Office in Alberta.
- Visit Village Council Meetings.
- Speak with existing or past Village Councillors.
- Speak with Scott Donselaar, Returning Officer, at the Village Office, 403-756-3379
- Speak with the residents of the Village of Stirling.
- Consult [http://www.municipalaffairs.alberta.ca/mc\\_elections.cfm](http://www.municipalaffairs.alberta.ca/mc_elections.cfm) for more information.

### **2) PUBLIC FORUM**

The Village of Stirling does not organize or participate in public forums for candidates. Candidates, or an interested group, may organize a forum, and the Village will make the Community Centre available upon request. This document will be updated if/when dates and times are established for Councilor forums.

### **3) SIGNAGE**

- No signage is permitted:
  - To be stapled or taped to telephone or power poles.
  - On public property, such as churches, schools, hospitals, parks or municipal facilities.
  - At any polling station.
- Signs are permitted on boulevards only with permission of the property owner on whose residence the signage is located.
- Signs must be removed from all sites within 24 hours of the election. If the signs are not removed, the Village crew will be instructed to remove and dispose of them.

### **4) POLLING STATION**

- In the past, the polling station has been designated as the Village Community Centre; and includes all facilities which share the same building, grounds, parking lot and public sidewalk around the facility.
- On Election Day, no candidate or agent is permitted to greet voters at the polling station. However, a designated area will be available for all candidates, or their agent, to observe the election process.
- An agent must be designated in advance on the authorized form (<https://www.alberta.ca/municipal-election-forms.aspx>).
- The candidate or agent may be present during the counting of the ballots. Only one (1) representative for each candidate may be present.



# VILLAGE OF STIRLING

## Consent to Disclose Candidate's Information

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The Village of Stirling will post prospective candidates' names and the office they are running for on [stirling.ca](http://stirling.ca).

Candidates who would like more information posted on the Village's website, such as their email, website, social media contacts, are required to fill out the following information and return it to the Village Office at 229 - 4 Avenue, or email a scanned copy to [office@stirling.ca](mailto:office@stirling.ca).

### Candidate Name

(as to appear on the Village website)

Candidate Information	
Picture to be published	Yes      No      (please circle one)
Civic Address <i>*will not be published</i>	
Phone Number(s) <i>*to be published</i>	
Email <i>*to be published</i>	
Website Link <i>*to be published</i>	
Other Information <i>*to be published</i>	

I hereby agree to have my submitted information and provided image published to the Village of Stirling website [www.stirling.ca](http://www.stirling.ca) and/or Village of Stirling social media pages at the sole discretion of the Village of Stirling administration. My contact information will be given to the Village of Stirling for the sole purpose of disseminating information regarding the 2021 Candidate Forum.

Signature

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Date

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The personal information being collected on this form is for the purpose of the 2021 Municipal Election and is protected under the *Freedom of Information and Protection of Privacy Act (FOIP)*. Should you have any questions concerning the collection, use or disclosure of this information, please contact the Village Office at 403-756-3379.

**Application for Registration of Notice of Intent  
To Become a Candidate for Municipal Office**  
*Local Authorities Election Act (Sections 68.1, 147.21)*

**Form 3A**

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**INDIVIDUAL'S INTENT TO BECOME A CANDIDATE**

I, \_\_\_\_\_, solemnly swear (affirm) THAT I:  
(Name of Intended Candidate)

- intend to submit nomination papers to the Returning Officer on Nomination Day;
- have not accepted any financial contributions intended for campaigning in the relevant election from any other person prior to declaring my intent to become a candidate for municipal office;
- am eligible under sections 21 and 47 of the *Local Authorities Election Act* to be elected to the office that I intend to seek;
- am not otherwise disqualified under section 22 or 23 of the *Local Authorities Election Act*;
- have read sections 12, 21, 22, 23, 27, 47, 68.1, 147.11, 147.2, 147.21 and 151 of the *Local Authorities Election Act* and understand their contents;
- hereby apply for registration under section 147.21 of the *Local Authorities Election Act* as an intended candidate; and
- am appointing the following person as my Official Agent (if applicable):

\_\_\_\_\_  
(Name of Official Agent)

\_\_\_\_\_  
(Contact Information - Complete Address with Postal Code and Telephone Number of Official Agent)

Candidate Full Name:

\_\_\_\_\_  
(May include nicknames, but not titles, i.e. Mr., Mrs., Dr.)

Candidate Address:

\_\_\_\_\_  
(Complete Address with Postal Code)

Address(es) Where Candidate  
Records are Maintained:

\_\_\_\_\_

☐ My campaign for municipal office is entirely self-funded up to a limit of \$10,000.

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

\_\_\_\_\_

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

\_\_\_\_\_

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

\_\_\_\_\_  
(Signature of Candidate)

\_\_\_\_\_  
(Signature of Commissioner for Oaths)

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

The personal information on this form is being collected to support the administrative requirements of the local authorities election process and is authorized under section 147.21 of the Local Authorities Election Act. The personal information will be managed in compliance with the privacy provisions of the Freedom of Information and Protection of Privacy Act. If you have any questions concerning the collection of this personal information, please contact the Legislative & Policy Services Manager at 403-995-2774.

# 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)

**Note:** 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 of the *Freedom of Information and Protection of Privacy Act*. If you have any questions concerning the collection of this personal information, please contact

\_\_\_\_\_  
Title of the Responsible Official

\_\_\_\_\_  
Business Phone Number

LOCAL JURISDICTION: \_\_\_\_\_, PROVINCE OF ALBERTA

We, the undersigned electors of \_\_\_\_\_, nominate  
Name of Local Jurisdiction and Ward (if applicable)

\_\_\_\_\_  
Candidate Surname Given Names of

\_\_\_\_\_  
Complete Address and postal code as a candidate at the election

about to be held for the office of \_\_\_\_\_  
Office Nominated for

of \_\_\_\_\_  
Name of Local Jurisdiction

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 and Postal Code of Elector	Signature of Elector



### 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

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

as my official agent.

- THAT I will read and abide by the 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 the *Education Act* and resident 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., Ms., Dr.)

SWORN (AFFIRMED) before me

at the \_\_\_\_\_ of \_\_\_\_\_,

in the Province of Alberta,

this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Candidate's Signature

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

\_\_\_\_\_  
Commissioner for Oaths Stamp

### 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**

**Candidate Financial Information**

*Local Authorities Election Act*  
(Section 27)

**Note:** The personal information on this form is being collected to support the administrative requirements of the local authorities election process and is authorized under section 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 of the *Freedom of Information and Protection of Privacy Act*. If you have any questions concerning the collection of this personal information, please contact

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Title of the Responsible Official

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Business Phone Number

Candidate's Full Name

Candidate's Address and Postal Code

Address(es) 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.