BYLAW NO. 20-2023

BEING A BYLAW OF TOWN OF SLAVE LAKE IN THE PROVINCE OF ALBERTA

A Bylaw of the Town of Slave Lake, in the Province of Alberta for the purpose of establishing a 2023 Municipal By-Election Bylaw.

WHEREAS the Local Authorities Election Act, RSA 2000, c. L-21, and amendments thereto, hereinafter referred to as "the Act" provides for the conduct of elections by local authorities; and

WHEREAS the Act permits the local authority to establish bylaws for the conduct of such election procedures.

THEREFORE, be it resolved that the Council of Town of Slave Lake in the Province of Alberta, duly assembled hereby enacts as follows:

1. **CITATION**

    1.1. This Bylaw may be cited as "2023 Municipal By-Election Bylaw". Where the provisions of this Bylaw conflict with the provision of any other Bylaw of the Town of Slave Lake, this Bylaw shall prevail.

2. **DEFINITIONS**

    2.1. Except as otherwise provided for in this bylaw, the terms used in the Local Authorities Election Act (the Act), where used or referred to in this bylaw, have the same meaning as defined or provided in the Act.

    2.2. "Act" means the Local Authorities Election Act, RSA 2000, c. L-21, as amended, together with any regulations made thereunder.

    2.3. "Ballot" means the paper listing the names of candidates standing for election, and questions or bylaws posed to electors, with places for electors to mark their choices.

    2.4. "Ballot box" means a container for paper ballots that have been marked by the voters or printed ballot tapes that have been produced by the electronic ballot device.

    2.5. "Candidate" means an individual who has been nominated to run for election in the local jurisdiction as a Mayor, Councillor, or school board trustee, as applicable.

    2.6. "Council" means the Council of The Town elected pursuant to the Act.

2.7. "Counting centre" means an area designated by the Returning Officer in a controlled access building and equipped for the counting of votes and the tabulation of election results.

2.8. "Deputy" means the deputy returning officer.

2.9. "Electronic Voting System" means a system that records and counts votes by electronic means.

2.10. "Institutional Vote" means the vote conducted at a hospital, auxiliary hospital, nursing home or seniors' accommodation facility for the benefit of electors confined to, or resident of, those facilities.

2.11. "Local Jurisdiction" means The Town of Slave Lake, as applicable.

2.12. "Persons with disabilities at home" means a voter who is unable to leave their place of residence to attend a voting station or an advance voting station to vote who may require assistance during the voting process.

2.13. "Persons with disabilities" means a voter who is unable to vote in the usual manner and may require assistance during the voting process by either a friend/relative or an election worker.

2.14. "Secrecy Sleeve" means the open-ended envelope used to cover a marked ballot that conceals the elector's choices but reveals the initials of the Deputy who issued the ballot to the elector.

2.15. "Town" means the municipal corporation of The Town of Slave Lake.

2.16. "Voting Subdivision" has the same meaning as in section 1(dd) of the Act.

2.17. "Voter" has the same meaning as "Elector" under the Act.

Town of SLAVE LAKE

3. PURPOSE AND APPLICATION

3.1. Joint Election

3.1.1. The Returning Officer of The Town is authorized to enter into agreements, on behalf of The Town, to conduct elections on behalf of other local jurisdictions in Slave Lake whose boundaries may or may not be contiguous with the Town but do have areas in common.

3.2. Vote on a Bylaw or Question

3.2.1. Unless otherwise specified by statute or decided by council, a vote on any bylaw or question (referendum I plebiscite) may be held in conjunction with a general municipal election.

3.3. Returning Officer

3.3.1. That the Executive Assistant of The Town of Slave Lake is hereby appointed the Returning Officer for The Town (hereinafter referred to as the "Returning Officer") for the purpose of conducting elections under the Act.

3.3.2. The Returning Officer is authorized to negotiate and enter into agreements on behalf of the Town for the conduct of the municipal general election subject to and in accordance with Town policies and procedures.

3.4. Nomination Hours

3.4.1. The Returning Officer or designate will receive nominations of candidates for the local jurisdiction election during regular business hours of 8:30 a.m. and 4:30 p.m. Monday to Friday, from October 4, 2023 to October 30, 2023 and on Tuesday, October 31, 2023 from 8:30 am until noon, at the Town of Slave Lake Municipal Building located 10 Main Street S.W. Slave Lake Alberta.

3.5. Form of Nominations

3.5.1. Pursuant to Section 27 & 28 of the Local Authorities Election Act.

3.6. Death

3.6.1. If a candidate dies prior to the opening of voting stations on election day, the election for the position for which the deceased candidate was nominated will be discontinued, and a new election for that position must be held as soon as practicable.

3.7. Form of Ballot

3.7.1. The form of the ballot will be established by the Returning Officer.

3.8. Voting Hours

3.8.1. The voting station will be kept open continuously on election day from 9:00 am until 8:00 pm.

3.8.2. The hours, of advanced voting, will be established by the Returning Officer and advertised in accordance with the Act.

3.9. Forms of Identification

3.9.1. Pursuant to Section 53(1)(b)(i) of the Local Authorities Election Act each person shall provide one piece of identification in order to vote in addition to completing an Elector Register (Form 13). Acceptable forms of identification are:

3.9.1.1. Identification Issued by a Canadian Government, whether federal, provincial or local, or an agency of that government, that contains a photograph of the elector and his or her name and current address, or

3.9.1.2. Identification authorized by the Chief Electoral Officer under the Election Act that establishes the electors name and current address including:

3.9.1.2.1. Bank/Credit card statement or personal cheque

3.9.1.2.2. Correspondence issued by a school, college or university

3.9.1.2.3. Government cheque or cheque stub

3.9.1.2.4. Income/property tax assessment notice

3.9.1.2.5. Insurance policy or coverage card

3.9.1.2.6. Letter from a public curator, public guardian or public trustee

3.9.1.2.7. One of the following, issued by the responsible authority of a shelter or soup kitchen: Attestation of residence, letter of stay, admission form or statement of benefits

3.9.1.2.8. Pension Plan statement of benefits, contributions, or participation

3.9.1.2.9. Residential lease or mortgage statement

3.9.1.2.10. Statement of government benefits, e.g., employment insurance, old-age security social assistance, disability support or child tax benefit.

3.9.1.2.11. Utility bill, e.g., telephone, public utilities commission, television, hydro, gas or water.

3.9.1.2.12. Vehicle ownership or insurance certificate.

3.10. Institutional Voting Stations

3.10.1. The Returning Officer is authorized to designate the location of one or more institutional voting stations for an election.

3.10.2. Date(s) and time(s) of the institutional vote will be posted at the institution at least two days before the vote is to be taken.

3.10.3. The deputies, accompanied by an official of the institution, will locate the voting station in a common area for those patients or residents who desire to vote during the designated times.

3.11. Vote on a Bylaw/Question

3.11.1. All electors of the municipality are authorized to petition and vote on any bylaws requiring the consent of the proprietary electors.

3.11.2. Wherever practical, and unless otherwise provided for by a resolution of Town Council, the date for a vote of the electors on a question on which the opinion of the electors is to be obtained (hereinafter referred to as a "question") or on a bylaw shall be the date of the general election.

3.12. Ballots

3.12.1. Following nomination day, the Returning Officer shall cause sufficient ballot cards for the election to be printed.

3.12.2. The ballot card shall be assembled in the following order and contain separate ballots for:

3.12.2.1. candidates for the office of the Mayor;

3.12.2.2. candidates for the office of Councillor;

3.12.2.3. candidates for the office of School Trustee, if elections are held in conjunction with elections for School Board offices;

3.12.2.4. candidates for the office of Regional Health Authority board Member, if elections are held in conjunction with elections for Regional Health Authority offices;

3.12.2.5. bylaw/question(s);

3.12.2.6. any other offices as may be specified or required by the Act or any other applicable legislation.

3.12.3. Ballots for candidates may be in the general form prescribed by the Returning Officer.

3.12.4. In the event the general election is held in conjunction with the election of school board Trustees and or regional health authority board Members, the Returning Officer may direct that separate ballot cards be printed, containing the ballots for the offices of Mayor, Councillors, regional health authority board Members and other Ballots, and either the public-school Trustee ballot(s) or the separate school Trustee ballot(s).

3.13. Voting Stations

3.13.1. Each voting compartment in each voting station shall have a copy of the "Instructions for Electors" to be posted within each voting compartment, at a conspicuous location within the voting station and shall ensure that the instructions remain posted until the close of the voting station.

3.14. Sealing of Ballot Boxes

3.14.1. Prior to the removal of the ballot box(es) from any voting station, the ballot box(es) containing the printed ballot tapes shall be:

3.14.1.1. closed and sealed with the presiding deputy's seal so that it cannot be opened without breaking the seal; and

3.14.1.2. marked on the outside with the voting station name and number.

3.15. Post Vote Procedures

3.15.1. Immediately after the close of the voting station, the presiding deputy shall in the presence of at least one deputy and any additional officers that they consider necessary, and the candidates or their agents if any and:

3.15.1.1. produce the required number of the results as directed by the Returning Officer.

3.15.1.2. together with another deputy, certify the results as directed by the Returning Officer;

3.15.1.3. package separately, in ballot boxes, the printed ballot tape along with the voting register and all statements;

3.15.1.4. seal and initial the ballot boxes and ensure they are ready to be delivered to the Returning Officer; and

3.15.1.5. ensure that the deputy supervising the voting station and one other deputy designated by the presiding deputy report the results to the Returning Officer by immediately delivering the results to the counting centre.

3.15.2. The presiding RO or designate shall not permit more than one candidate or their agent, or more than one agenda of either side of a vote on bylaw or question to be present at the same time after the voting station is closed.

3.16. Ballot Counting

3.16.1. The deputy supervising at the counting centre will:

3.16.1.1. Receive all sealed ballot boxes containing printed ballot tapes or ballots;

3.16.1.2. Ensure all unused ballots are counted.

3.17. Campaign Material

3.17.1. Election signs may only be placed on road right-of-ways within the Town between noon on Tuesday, October 31, 2023 (close of nomination day) until 72 hours after Election Day.

3.17.2. Election signs shall not be placed anywhere on property where any voting station is located. This includes a fence that may be located on or border the property, or property adjacent to any voting station.

3.17.3. Campaign material, in any form, is not permitted within a building used for a voting station or within the boundaries of the land on which a building used for a voting station is located. All campaign propaganda or other campaign material must be removed, prior to entering any voting station.

3.17.4. Election campaigning on the Town of Slave Lake' social medial channels, such as Facebook, Twitter, Instagram and YouTube is strictly prohibited.

3.17.5. Election Campaign material cannot be advertised on the town's community electronic signs or facility electronic signs.

3.18. **Use of Town of Slave Lake Logo**

3.18.1. The Town of Slave Lake Logo is strictly prohibited from use on any campaign materials.

3.19. **Repeal**

3.19.1. Town of Slave Lake Bylaw No. #04-2023 and all amendments thereto are repealed.

4. **GENERAL PROVISIONS**

4.1.1. The Returning Officer, when necessary, is hereby authorized to make application to the Minister of Municipal Affairs and the Lieutenant Governor in Council for the requisite directions or regulations pursuant to the Act for the approval and implementation of the procedure prescribed by this bylaw or any other directions or regulations for conducting an election permitted by the Act.

4.1.2. In the event that the election for the offices of Councillors and Mayor are held in conjunction with an election for school board Trustees and/or regional health authority board Members provisions of this bylaw shall apply mutatis mutandis to the other election(s).

Town of SLAVE LAKE

4.1.3. If there should be any contradiction with the procedures in this bylaw in reference to the Local Authorities Election Act then those procedures outlined in the Local Authorities Election Act shall be the required procedures.

5. PASSING OF BYLAW

That this Bylaw comes into effect upon the date of its Third and Final Reading.

READ A FIRST TIME THIS __3__ DAY OF __October__ , 2023.

X _____   X _____

MAYOR   CHIEF ADMINISTRATIVE OFFICER

READ A SECOND TIME THIS __3__ DAY OF __October__ , 2023.

X _____   X _____

MAYOR   CHIEF ADMINISTRATIVE OFFICER

READ A THIRD TIME THIS __3__ DAY OF __October__ , 2023.

X _____   X _____

MAYOR   CHIEF ADMINISTRATIVE OFFICER