



**BYLAW NO. 17-776**  
**Of the Municipal District of Greenview No. 16**

**A Bylaw of the Municipal District of Greenview, in the Province of Alberta, to establish rules for the conduct of municipal elections in accordance with the requirements of the Local Authorities Election Act.**

**Whereas**, under the authority and pursuant to the provisions of Section 2(1) of the Local Authorities Election Act, an authority may hold an election separately or in conjunction with another elected authority in the same area.

**Therefore**, under the authority and pursuant to the provisions of the Local Authorities Election Act, and by virtue of all other enabling powers, the council of the Municipal District of Greenview, duly assembled, enacts as follows:

**1.0 INTERPRETATION**

This bylaw shall be referred to as the *Election Bylaw* and applies to all of Greenview's elections and by-elections. Matters and processes not covered in this bylaw shall be handled in accordance with the Local Authorities Election Act for resolution.

1.1 By-election dates and procedures will be announced and held in accordance with the Local Authorities Election Act when required.

**2.0 DEFINITIONS**

Words and phrases in this bylaw have the same meanings as defined in the Local Authorities Election Act.

**3.0 NOMINATIONS**

3.1 In accordance with the provisions of the Local Authorities Election Act, the returning officer shall:

3.1.1 give notice of nomination day in the prescribed form(s) by publishing a notice at least once a week in each of the 2 weeks before nomination day in a newspaper or other publication circulating in the area, or by mailing or delivering a notice to every residence in the local jurisdiction at least one week before nomination day; and,

3.1.2 receive nominations at Greenview's Valleyview, Grovedale, and Grande Cache offices between 10 a.m. and 12 noon on nomination day, 4 weeks before election day.

3.2 Nominated candidates are responsible for ensuring the nomination filed meets the legislated requirements as incomplete nominations will not be accepted nor will completed nominations be accepted after 12 noon on nomination day.

3.3 If the number of persons nominated for any office is less than the number required to be elected, the time for receipt of nominations shall stand adjourned to the next day at the same place at the hour of 10 a.m. and shall remain open until 12 noon for the purpose of receiving further nominations for the office, and shall continue to remain open and be adjourned in the same manner from day to day until 12 noon of the day that the required number of nominations has been received or a period of 6 days, including nomination day but not including Saturday, Sunday and holidays, as defined in the Interpretation Act, has elapsed.

- 3.4 If sufficient nominations to fill all vacancies are not received, the secretary shall immediately notify the relevant Minister, who may recommend a change in the status of the local jurisdiction or any other action the relevant Minister considers necessary.
- 3.5 Twenty-four hours after the close of nominations on nomination day, the returning officer shall, as soon as practicable, forward a signed statement showing the name of each nominated candidate and any information about the candidate that the candidate has consented to being disclosed to the relevant Minister's Deputy Minister.
- 3.6 When at the close of nominations the number of persons nominated for any office is the same as the number required to be elected, the returning officer shall declare the persons nominated to be elected (acclaimed) to the offices for which they were nominated.
- 3.7 After having declared a person elected (acclaimed), the returning officer shall give to the secretary and the relevant Minister's Deputy Minister written notification signed by the returning officer of the names of the persons so elected (acclaimed) and of the offices to which they were elected and the returning officer shall deliver the nomination papers and other material relating to the receipt of nominations to the secretary.
- 3.8 If more than the required number of persons for any office remain nominated 24 hours after the close of nominations, the returning officer shall declare that an election shall be held for filling that office.
- 3.9 If an election is required, the returning officer shall give notice of it in the prescribed form by publishing a notice at least once a week in each of the 2 weeks before election day in a newspaper or other publication circulating in the area, or by mailing or delivering a notice to every residence in the local jurisdiction at least one week before election day.

#### **4.0 VOTING STATIONS – LOCATIONS**

- 4.1 WARD 1: "GRANDE CACHE" - EAGLE'S NEST HALL, GRANDE CACHE
- 4.2 WARD 2: "LITTLE SMOKY" - LITTLE SMOKY COMMUNITY HALL, LITTLE SMOKY
- 4.3 WARD 3: "VALLEYVIEW" - VALLEYVIEW MEMORIAL HALL, VALLEYVIEW
- 4.4 WARD 4: "SUNSET HOUSE" - SUNSET HOUSE COMMUNITY HALL, SUNSET HOUSE
- 4.5 WARD 5: "NEW FISH CREEK" - NEW FISH CREEK COMMUNITY HALL, NEW FISH CREEK
- 4.6 WARD 6: "DEBOLT" - DEBOLT COMMUNITY CENTER, DEBOLT
- 4.7 WARD 7: "CROOKED CREEK" - RIDGEVALLEY ARENA, RIDGEVALLEY
- 4.8 WARD 8: "GROVEDALE" - GROVEDALE COMMUNITY HALL, GROVEDALE

## **5.0 VOTING STATION HOURS – ADVANCE VOTE**

- 5.1 An advance vote will be offered for an evening between the hours of 5 p.m. and 8 p.m., the week before election day, at each of the aforementioned voting stations.
- 5.2 Immediately after closing the advance voting station, the presiding deputy shall, in the presence of at least one other deputy, the candidates, official agents and/or scrutineers, if any, ensure that each ballot box is sealed and stored accordingly until the close of election day when it will then be opened and have its ballots counted.

## **6.0 VOTING STATION HOURS – ELECTION DAY**

- 6.1 Each of the aforementioned voting stations will be open from 10 a.m. to 8 p.m. on election day.

## **7.0 ELIGIBILITY & IDENTIFICATION**

- 7.1 In accordance with the provisions of the Local Authorities Election Act, electors wishing to vote must:
  - 7.1.1 be at least 18 years old; and
  - 7.1.2 be a Canadian citizen; and
  - 7.1.3 have resided in Greenview for 6 months prior to election day; and
  - 7.1.4 live in the ward their voting station serves; and
  - 7.1.5 have not previously voted in this election; and,
- 7.2 produce any of the following forms of identification as proof of voter eligibility:
  - 7.2.1 Alberta driver's licence; or
  - 7.2.2 Alberta identification card; or
  - 7.2.3 Attestation of identity and residence issued by the authorized representative of a correctional institution; or
  - 7.2.4 Attestation of identity and residence issued by the authorized representative of a shelter or soup kitchen; or
  - 7.2.5 Attestation of identity and residence issued by the responsible authority of a supportive living facility or treatment centre; or
  - 7.2.6 Attestation of identity and residence issued by the authorized representative (landlord) of a commercial property management company; or

- 7.2.7 Attestation of identity and residence issued by the authorized representative of a postsecondary institution; or
- 7.2.8 Attestation of identity and residence issued by the responsible authority of a First Nations band or reserve; or
- 7.2.9 Bank/credit card statement or personal cheque; or
- 7.2.10 Correspondence issued by a school, college or university; or
- 7.2.11 Government cheque or cheque stub; or
- 7.2.12 Income/property tax assessment notice; or
- 7.2.13 Insurance policy or coverage card; or
- 7.2.14 Letter from a public curator, public guardian or public trustee; or
- 7.2.15 Pension plan statement of benefits, contributions or participation; or
- 7.2.16 Residential lease or mortgage statement; or
- 7.2.17 Statement of government benefits (employment insurance, old-age security, social assistance, disability support or child tax benefit); or
- 7.2.18 Utility bill (telephone, public utilities commission, television, hydro, gas or water); or
- 7.2.19 Vehicle ownership, registration or insurance certificate.

## **8.0 BALLOTS, ISSUANCE & VOTING PROCEDURE**

- 8.1 In accordance with the provisions of the Local Authorities Election Act, ballots will be in the general form as outlined in Appendix 1.
- 8.2 Prior to issuing a Ballot, a deputy must ensure the ballot is initialled by a deputy.
- 8.3 Upon receipt of a ballot, the elector must enter the voting compartment to mark the ballot. As permitted by the Local Authorities Election Act, the elector may choose to enter the voting compartment alone, with a minor or an assistant while marking their vote.
- 8.4 If the elector makes an inadvertent error in marking a ballot, the elector will return the original ballot to a deputy, and may request a replacement ballot.
- 8.5 When an elector returns a ballot with an inadvertent error on it, a deputy will mark the returned ballot as "SPOILED" and if the elector requests a replacement ballot, a deputy will provide a replacement ballot to the elector.

- 8.6 After the elector has marked their ballot indicating one choice for each election with an "X", or other legible mark that clearly indicates the elector's choice, the elector will proceed to the ballot box.
- 8.7 The deputy supervising at the ballot box shall, without unfolding a ballot or in any way disclosing the marks made by the elector on the ballot, verify the initials on the ballot and deposit the ballot at once in the ballot box.

## **9.0 POST VOTE COUNTING PROCEDURES**

- 9.1 Immediately after closing the voting station, the presiding deputy shall in the presence of at least one other deputy, the candidates, official agents and/or scrutineers, if any, ensure that each ballot box is opened and that the votes are counted.
- 9.2 A deputy shall not permit more than the candidate or the candidate's official agent or scrutineer to be present at the same time in a voting station during the counting of the votes.
- 9.3 A deputy shall examine the ballots and reject any ballot that:
  - 9.3.1 does not bear the initials of a deputy
  - 9.3.2 casts more votes than an elector is entitled to cast
  - 9.3.3 has anything written or marked by which an elector can be identified
  - 9.3.4 has been torn, defaced or otherwise dealt with by an elector so that the elector can be identified
  - 9.3.5 is not marked by an "X", or on which no vote has been cast by an elector.
- 9.4 Notwithstanding subsection 9.3.5 of this bylaw, if a vote, though incorrectly marked on a ballot, clearly indicates for whom or what the elector intended to vote, the deputy may count that ballot.
- 9.5 A deputy shall count the acceptable ballots marked for each candidate and the presiding deputy shall tabulate each category of ballots and prepare a ballot account in the prescribed form.
- 9.6 Objections and recounts shall be completed in accordance with the Local Authorities Election Act.

## **10.0 REPORTING**

- 10.1 The returning officer shall declare the result of the vote immediately after they have completed the counting of the ballots.
- 10.2 The returning officer may publish unofficial results of the counting of ballots after an election as the results are received from voting stations.

10.3 The returning officer shall, at 12 noon on the 4th day after election day, at the office of each local jurisdiction for which an election was held, post a statement of the results of the voting for candidates, including a declaration that the candidate receiving the highest number of votes for each office to be filled is elected.

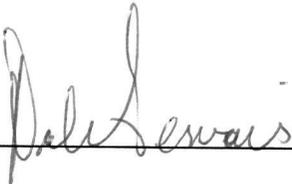
**11.0 RESCINDMENT**

11.1 Upon third and final reading of this bylaw, bylaw 10-626 is hereby rescinded.

Read a first time this 24<sup>th</sup> day of January A.D., 2017

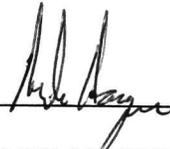
Read a second time this 28<sup>th</sup> day of February A.D., 2017

Read a third time and passed this 28<sup>th</sup> day of February A.D., 2017



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REEVE



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CHIEF ADMINISTRATIVE OFFICER

**Appendix 1: Ballot Template**

 <b>Municipal District of Greenview</b>	<b>Last Name, First Name</b>	
<b>2017 Municipal Election</b>	<b>Last Name, First Name</b>	
<b>Election of a Councillor for Ward #</b>	<b><i>THE MAXIMUM NUMBER OF CANDIDATES THAT CAN BE VOTED FOR IS ONE (1).</i></b>	<b>*****</b>