

**BYLAW #1063-24**  
**City of Beaumont**  
**Election Bylaw**

Pursuant to the *Municipal Government Act*, RSA 2000, c M-26, the chief elected official is to be elected by a vote of the electors of a municipality;

The *Municipal Government Act* authorizes councillors to be elected in accordance with the *Local Authorities Election Act*, RSA 2000, c L-21; and

The *Local Authorities Election Act* allows municipalities to pass bylaws respecting certain aspects of elections within the municipality held pursuant to the *Local Authorities Election Act*;

Therefore Council enacts:

**PART I – DEFINITIONS, AND INTERPRETATION**

Definitions

1 In this bylaw:

- (a) Except as otherwise provided for in this bylaw, the terms used in the *Local Authorities Election Act*, where used or referred to in this bylaw, shall have the same meaning as defined or provided in the Act;
- (b) "Act" means the *Local Authorities Election Act*, RSA 2000, c. L-21, together with any regulations made thereunder;
- (c) "Administration" means the employees of the City of Beaumont;
- (d) "Ballot" means the part of a printed or electronically produced ballot card on which is indicated the office to be voted on, the names of the candidates, the bylaw name and number, or the questions, if any, and containing the spaces in which the elector is to mark their vote;
- (e) "City" means the municipal corporation of the City of Beaumont, Alberta;
- (f) "Council" means the Council of the City of Beaumont elected pursuant to the Act;
- (g) "Counting Centre" means an area designated by the Returning Officer in a controlled access building and equipped for the counting of votes and the totaling of election results;
- (h) "Special Ballot" means a mail-in ballot as prescribed under the Act; and

(i) "Nomination Package" means a candidate guide that includes a variety of information on key dates, applicable legislation, and duties and responsibilities of an elected official.

Interpretation

- 2 The following rules apply to interpretation of this bylaw:
- (a) headings, titles, and margin notes in this bylaw are for ease of reference only;
  - (b) gender-specific words, phrases, and references are intended to be gender-neutral, and the singular includes the plural as the context requires;
  - (c) every provision of this bylaw is independent of all other provisions and if any provision of this bylaw is declared invalid by a Court, all other provisions of this bylaw remain valid and enforceable; and
  - (d) references to bylaws and enactments in this bylaw include amendments and replacement bylaws and enactments, and regulations and orders thereunder.

## **PART II – AUTHORIZATION AND RESPONSIBILITY**

Joint Election

- 3 The returning officer is authorized to enter into agreements, on behalf of the City, to conduct elections on behalf of other local jurisdictions in the City of Beaumont whose boundaries may or may not be contiguous with the City but do have areas in common.

Returning Officer

- 4 The City Clerk is hereby appointed the returning officer for the City of Beaumont for the purpose of conducting elections under the Act.

Substitute Returning Officer

- 5 The Director, Legal and Legislative Services, is hereby appointed as the substitute returning officer for the City, who has and may exercise all the duties, functions and powers of the returning officer under the Act, if the returning officer is unavailable or unable to fulfill their duties.

Nominations

- 6 Candidates for the offices of mayor and councillor shall submit their Nomination Package to the returning officer at City Hall, 5600 49 Street, Beaumont, Alberta, T4X 1A1.
- (a) in-person between the hours of 8:00am and 4:30pm during the nomination period, or between 8:00am and 12:00pm on nomination day; or
  - (b) by mail or courier.

- 7 Candidate Nomination package for the offices of mayor and councillor shall include:
  - (a) a basic criminal record check, or basic police information check, issued by the Royal Canadian Mounted Police within one (1) month of the filing of the Nomination Package with the returning officer.
  - (b) It is the candidate's responsibility to apply for the basic criminal record check prior to submitting their Nomination Package to the returning officer, and Nomination Packages will not be accepted without a valid criminal record check.
  - (c) It is the candidate's responsibility to pay any applicable fees required when obtaining a criminal record check.
  
- Voting Stations 8 The returning officer is authorized to designate more than one voting station and the location for each voting station.
  
- Advance Voting 9 The returning officer is authorized to hold an advance vote on any vote to be held in an election.
  
- Ballots 10 The returning officer shall be responsible for ensuring that Ballots are produced in accordance with the Act.
  
- 11 The returning officer must establish the form of Ballot for each election and may use a single or multiple ballots for all offices for which an election is being held.
  
- 12 Ballots shall:
  - (a) set out the office to be voted on in the election and the candidates for that office;
  - (b) any bylaws or questions that are to be put to a vote of the electors pursuant to the *Municipal Government Act*, or any other enactment;
  - (c) contain clear and concise instructions for electors for how to correctly complete the Ballot, as well as what would cause a Ballot to be deemed a spoiled Ballot;
  - (d) provide a space for the elector to mark the elector's vote for each Ballot; and
  - (e) candidates for any other office as may be required by another enactment.

(f) candidate's names shall be listed on the Ballots alphabetically by surname and be followed by the given name(s), and each surname shall be capitalized and in a bold type face.

Special Ballots

13 The use of Special Ballots is authorized for any vote to be held in an election. The City shall make Special Ballots available to those electors that are on the permanent electors register and who are unable to vote at an advance vote or on election day.

14 Electors who wish to request a Special Ballot may do so by submitting a request to the returning officer, using one of the following methods:

(a) in prescribed form to the returning officer;

(b) by telephone; or

(c) by e-mail.

Counting of Ballots

15 In order to be counted in an election, Special Ballots must be received by the returning officer at City Hall, 5600 49 Street, Beaumont, Alberta, T4X 1A1, no later than 4:30pm on election day.

16 The returning officer is authorized to commence counting Ballots from the Special Ballot and advance vote ballot boxes at 7:30pm on election day.

Voting Hours

17 The returning officer is authorized to:

(a) Determine the voting hours for advance voting, in accordance with the Act; and

(b) Establish additional voting hours on election day, outside the legislated hours of 10:00 a.m. to 8:00 p.m., provided that all voting stations are open no later than 10:00 a.m. and close no earlier than 8:00 p.m., as required by the Act.

18 The returning officer shall declare the voting station(s) closed at 8:00 p.m. on election day, in accordance with the Act.

**PART III – REPEAL**

Repeal

19 Bylaw 993-20 is hereby repealed.

FIRST READING: December 10, 2024

SECOND READING: December 10, 2024

THIRD READING: December 10, 2024

SIGNED THIS 13<sup>th</sup> DAY OF DECEMBER , 2024

Bill Daneluik  
MAYOR

Chelaine Winter  
CLERK