BYLAW NO. 2025-03

A BYLAW OF THE COUNTY OF ST. PAUL IN THE PROVINCE OF ALBERTA TO ESTABLISH ELECTION RULES AND PROCEDURES FOR MUNICIPAL ELECTIONS WITHIN THE JUDISDICTION OF THE COUNTY ST. PAUL.

Whereas the Local Authorities Election Act, RSA 2000, Chapter L-21, as amended provides for the holding of elections by local authorities;

And Whereas a local authority may establish elections procedures in accordance with the Local Authorities Election Act, that differ from those in force by default;

Now Therefore under the authority and subject to the provisions of the *Municipal Government Act*, RSA 200, Chapter M-26, as amended, and the *Local Authorities Election Act*, and by virtue of all other powers enabling it, the Council of the County of St. Paul duly assembled, enacts as follows:

1. NAME

1.1 This Bylaw shall be named the “Election Procedures Bylaw.”

2. DEFINITIONS

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

In this Bylaw:

a) “Act” means the *Local Authorities Election Act,* R.S.A. 2000, Chapter L -21 as amended from time to time;

b) “Chief Administrative Officer” means the person appointed in accordance with the Municipal Government Act;

c) “Council” means the municipal council of the County of St. Paul No. 19;

d) “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.

e) “County” means the County of St. Paul.

3. GENERAL VOTING RULES

3.1 The provisions of the Act, except as modified by this Bylaw, shall apply to all elections conducted by the County.

4. RETURNING OFFICER

4.1 A Returning Officer may delegate any of their powers and duties to the Deputy Returning Officer and may impose conditions and restrictions on the delegation under section 14(3) of the Act. The delegation of powers and duties must be done in writing.

5. NOMINATIONS

Candidates shall submit their Nomination Papers to the Returning Officer at the County of St. Paul Administration Office between the hours of 8:30 a.m. and 12:00 Noon and 1:00 p.m. and 4:30 p.m. during the nomination period and between 8:30 a.m. and 12:00 Noon on nomination day.

Every Nomination Form for a candidate for a position as a member of Council for the County of St. Paul shall be accompanied by a deposit as set out in the Fee Schedule Bylaw.

6. VOTING STATIONS

The Returning Officer may designate more than one voting station for each subdivision and determine the location of those voting stations for the election.

7. DEATH OF A CANDIDATE

7.1 If a candidate passes away prior to the opening of voting stations on election day or any advance voting day:

(a) The election for the office for which the deceased candidate was nominated shall be discontinued, and
(b) A new election for that office must be held as soon as practicable.
(c) the Returning Officer may post a notice of the death in a conspicuous location at all the relevant Voting Stations.

8. SPECIAL BALLOTS

8.1 A vote by special ballot will be provided for those electors who qualify for this vote pursuant to the terms in the Act.

8.2 Applications for Special Ballots may be made to the Returning Officer by any of the following means:

(a) in writing
(b) by telephone
(c) in person
(d) by email

8.3 Applications for a Special Ballot will be accepted:

(a) between August 1st of the year in which the general election is held and 4:30 p.m. on the Tuesday before Election Day, in the case of a General Municipal Election, and

(b) between Nomination Day and 4:30 p.m. on the Tuesday before Election Day, in the case of any other Election.

The application must include the information set out in section 77.1(2.4) of the Act.

8.4 In order to be counted in an election, a completed special ballot must be received by the Returning Officer, by noon on the Friday prior to Election Day.

8.5 The Returning Officer shall provide each voting station with a list of names and addresses of electors in the voting station who have applied for and been provided with Special Ballots.

9 COUNTING CENTRE

9.1 A Returning officer may designate a single location as a Counting Centre.

9.2 The Returning Officer must notify all affected candidates, official agents, and scrutineers of the location of the Counting Centre.

9.3 The Returning Officer may begin counting the advanced vote ballot boxes, the special ballot box, no earlier than 7:30 p.m. on Election Day.

9.4 Results of this count shall not be publicly disclosed until after 8:00 p.m. on election day.

9.5 Procedure for counting ballots in the Counting Centre are set out in the Local Authorities Election Act.

10 SEVERABILITY

10.1 Each provision of this Bylaw is independent of all other provisions. If any provision

is declared invalid by a court of competent jurisdiction, all other provisions of this Bylaw will remain valid and enforceable.

11. RESCISSION

11.1 Bylaw No. 2021-23 is hereby rescinded.

12. ENACTMENT

12.1 This Bylaw comes into full force and effect upon third and final reading.

Read a first time in Council this 11th day of February, A.D. 2025.

Read a second time in Council this 11th day of February, A.D. 2025.

Read a third time in Council this 11th day of February, A.D. 2025.

(original signed by Deputy Reeve M. Fodness) *(original signed by CAO J. Wallsmith)*

Deputy Reeve Chief Administrative Officer