

Candidate Information

Qualification of a Candidate

Section 21 of the *Local Authorities Election Act* outlines qualifications of a Candidate. A person may be nominated as a candidate in any election under the *Local Authorities Election Act* if on nomination day the person:

1. The potential Candidate is eligible to vote in the election, when the Candidate:
 - a. is eligible to vote in that election,
 - b. has been a resident of the local jurisdiction and the ward, if any, for six consecutive months immediately preceding nomination day, and
 - c. is not otherwise ineligible or disqualified.

For complete information see section 21 of the *Local Authorities Election Act*.

The Nomination Paper and Candidate Acceptance (Form 4) must be completed and required the Candidate to sign an affidavit confirming:

1. that they are eligible to be elected;
2. will accept the office if elected; and
3. have reviewed the *Local Authorities Election Act*.

The Candidate must swear or affirm the affidavit before the Returning Officer or a Commissioner for Oaths and return the form to the Returning Officer.

The nominated Candidate **is responsible for ensuring that the nomination paper filed is fully completed and meets the requirements of the *Local Authorities Election Act***. If a nomination is challenged, the courts will assess eligibility.

In accordance with Section 151 of the *Local Authorities Election Act* it is an offence for a Candidate to sign a Candidate's Acceptance Form that contains a false statement, which is subject to a fine up to \$1,000.00.

Ineligibility for Nomination as a Candidate

Sections 22 and 23 of the *Local Authorities Election Act* provides an overview of instances when a person is ineligible to be nominated as a Candidate in a municipal election. Some of those instances include when:

1. the person is an auditor for the Town;
2. the person is an employee of the Town, unless that person takes a leave of absence;
3. the person's Town's property taxes are more than \$50 in arrears, not including current taxes or previous taxes addressed in a consolidation agreement;
4. the person owes the Town any amount exceeding \$500 for more than 90 days; or
5. the person has, within the previous 10 years, been convicted of an offence under the *Local Authorities Election Act*, the *Election Act*, the *Election Finances and Contributions Disclosure Act* of the *Canada Elections Act*.

As this information does not detail all instances of ineligibility, Candidates are responsible for consulting the *Local Authorities Election Act*. **It is the Candidate's responsibility to ensure they are eligible for nomination.**

Nominations

NOMINATION DAY

Nomination Day for the offices of Mayor and Councillor is Thursday, October 19, 2023. The Candidates may file their nomination papers any time between September 6, 2023 **until 12:00 noon on October 19, 2023.**

NOMINATION FORM

Every nomination of a Candidate shall be completed through the submission of a Nomination Paper and Candidate's Acceptance. Each nomination form must be fully completed, and include the signatures of at least 5 eligible Electors. To ensure validity of nominations, a Candidate may submit more than the required 5 Electors' signatures. If a nomination is not signed by at least 5 Electors, the Returning Officer cannot accept the form. **The Town of Hinton does not collect a deposit to file nomination papers.**

FILING OF NOMINATION PAPERS

Nominations for the offices of Mayor and Councilor will be accepted by the Returning Officer beginning on September 6, 2023 until 12:00 noon on October 19, 2023. **(Please refer to the checklist to ensure all required papers are filed)**

Facsimiles and electronically submitted copies will not be accepted.

Nomination Papers Checklist –

- Form 4, Nomination Paper and Candidate's Acceptance completed
- Minimum of 5 signatures from eligible electors in Hinton
- Form 4 is commissioned by the Returning Officer or a Commissioner for Oaths.
- Form 5, Candidate Financial Information completed
- Release of Candidate Information completed
- Release of Official Agent Information completed (if applicable)

After 12:00 noon on Nomination Day, any person may make a request to examine the filed nomination papers by contacting the Returning Officer to make arrangements.

The Candidate is responsible for ensuring that the nomination filed meets the requirements of the *Local Authorities Election Act*.

WITHDRAWAL OF NOMINATION PAPERS

You can withdraw your candidacy anytime during the nomination period.

If at the close of nominations, there are more candidates for any particular office, you may withdraw within 24 hours of the close of the nomination period. Provided there are more candidates than any particular offices, the deadline for candidate withdrawal for the 2023 election is therefore Friday, October 20, 2023 at 12 noon. If at any time after the close of the nomination period, the number of candidates remaining does not exceed the number of vacancies to be filled, the returning officer shall refuse to accept further withdrawals.

A notice of withdrawal must be submitted in person, in writing, to the Returning Officer at the Town Office 2nd Floor, 131 Civic Centre Road, Hinton, AB. Withdrawal notices received by way of facsimile, email or phone will NOT be accepted. If a Candidate wishes to withdraw their nomination papers, a written notice must be provided to the Returning Officer no later than 12:00 noon, October 20, 2023.

For complete information see section 32 and 34 of the *Local Authorities Election Act*.

ELECTION BY ACCLAMATION

If at the close of Nomination Day at 12:00 noon on October 19, 2023, the number of Candidates nominated for any office is the same as the number required to be elected, the Returning Officer shall declare the Candidates to be acclaimed to the offices for which they were nominated.

Release of Information to the Public

CANDIDATES

Throughout the election campaign, the Returning Officer receives requests for Candidates' contact information. Requests may come from media, organizers of election forums, or from the public. In addition, the Deputy Minister of Municipal Affairs requires contact information for Candidates.

In order for the Returning Officer to release the contact information, it is necessary for Candidates to complete the Release of Candidate Information Form and provide it to the Returning Officer with their nomination papers. The contact information provided by a Candidate will be released upon receipt of a request.

OFFICIAL AGENTS

For reasons mentioned above, it is also necessary for Official Agents to complete a Release of Official Agent Information Form.

Campaign Advertising

In accordance with Section 148(5) of the *Local Authorities Election Act*, no person shall print, distribute, or advertise a representation of the ballot produced for Election Day in their advertising. The use of the Candidate's name and an "X" beside it would be permitted, and would not constitute a form of ballot.

In accordance with Section 152 of the *Local Authorities Election Act*, Candidates advertising on Election Day is not permitted inside of outside a Voting Station. The Presiding Deputy Returning Officer at the Voting Station will remove any advertising which is present.

Election Signage

As outlined in Hinton's Land Use Bylaw #1088, the following regulations apply for campaign signs displayed during a period of federal, provincial, municipal, school board election, referendum, or plebiscite.

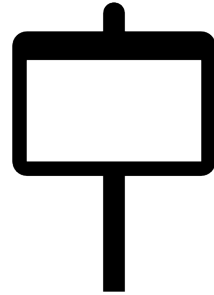
There is no permit required, provided the signage meets the following standards:

Permitted Districts:

- Residential
- Commercial
- Industrial
- Special

Maximum Sign Dimensions:

- 2.0 metre² sign area
- 1.5 metre sign height



Standards:

- Shall be erected no more than sixty (60) days prior and shall be removed within seven (7) days after the election to which they refer;
- Shall not be placed on any centre median or in any location that affects traffic safety or visibility;
- Shall not be illuminated.

Please consult the Town Development Services department at 780.865.6010 to ensure that your signage is appropriately placed and will not pose the risk of affecting traffic safety.

Campaign Contributions

The *Local Authorities Election Act* (LAEA) has been amended to address new rules for campaign financing and disclosure.

The legislation is binding on all Candidates running in municipal elections in Alberta. It is very important that Candidates become familiar with the LAEA, as they are responsible for ensuring that their campaign finances comply with the legislation.

Contributions

Candidates may accept contributions from individual residents of Alberta up to a maximum of \$5,000 in any campaign period and Candidate's may self-fund their campaigns to a maximum \$10,000.

Additionally, Candidates must not accept anonymous contributions or contributions from any prohibited organization, in accordance with the LAEA.

Candidates must open a specific bank account for their campaign finances, prior to submitting nomination forms and as soon as possible once contributions exceed \$1,000.00

Contribution Receipts

Candidates must provide receipts for every contribution and retain receipts and records for all expenses. Issued receipts should include the name of the candidate or campaign, name of the contributor, amount or value of contribution and the type of contribution.

Campaign Disclosure Statement and Financial Statement

The campaign disclosure statement is a record of expenses incurred and contributions received by a candidate during the campaign. A disclosure statement must be filed by March 1, 2022 following the general election.

The Statement will require the following information to be included:

1. the total amount of all campaign contributions received during the campaign period, the source of contributions and total expenses.
2. Candidates must disclose, the name and address of individuals who contribute more than \$50.
3. the total amount of money paid by the Candidate using the Candidate's own funds;
4. the total amount of any campaign surplus, including any surplus from previous campaigns; and
5. a financial statement setting out the total amount of revenue and expenses.

Campaign Surplus

If a Candidate's Campaign Disclosure Statement shows a surplus exceeding \$1,000, the Candidate shall donate any campaign surplus exceeding \$1,000 to a registered charity. Candidates are responsible for filing an amended Campaign Disclosure Statement with the Town.