Information | Notice of Intent to Run for prospective candidates

Municipal elections in Alberta are governed by the *Local Authorities Election Act* (LAEA).

Section 147.22 of the LAEA requires an individual who intends to be nominated or has been nominated to run for election in a local jurisdiction as a candidate to give written notice to the local jurisdiction before accepting a campaign contribution or incurring a campaign expense. A Notice of Intent may be submitted either in person or by email.

It is essential that prospective candidates understand the full extent of their legislated obligations.

Before completing notice of intent

Confirm eligibility

To be eligible to be nominated as a candidate, an individual must be:
- At least 18 years old on nomination day (September 22, 2025),
- A Canadian citizen,
- A resident of the Town of Stony Plain for the 6 consecutive months immediately preceding nomination day (September 22, 2025),
- A resident of the Town of Stony Plain on election day (October 20, 2025), and
- Not otherwise ineligible or disqualified under sections 22, 23 and 23.1 of the *Local Authorities Election Act*.

Individuals are encouraged to review the eligibility criteria in the LAEA prior to submitting a Notice of Intent. Being added to the Registry of Candidates is not a substitute for completing the nomination process. Should an individual decide to formally run as a candidate, they must file a Notice of Intent and the required Nomination papers. Please see stonyplain.com/election for further details.

Submit notice of intent

Please complete the Notice of Intent to Run form attached and submit to Stony Plain Election Office via:

Email	election@stonyplain.com
In person	Returning Officer Town Hall 4905-51 Ave, Stony Plain

The Election Office will confirm receipt of notice of intent, advising potential candidates if additional information or amendments are necessary.

Within 2-3 business days from the date of receipt, the Election Office will:

- Advise the candidate that their notice of intent meets legislated requirements, and their name and information will be added to the Registry of Candidates within 2 business days.

or

- Advise the prospective candidate if their notice of intent does not meet legislated requirements.

An individual intending to run for Mayor or Councillor must submit this form to the Election Office before accepting campaign contributions or incurring campaign expenses as set out in Part 5.1 Election Finances and Contributions Disclosure of the *Local Authorities Election Act*.

Instructions

1. Complete the form below.
2. File the completed form with the Election Office in person, or by emailing to election@stonyplain.com.
3. When there are any changes to the information below, notify the Election Office in writing as soon as possible.

| I am intending to run for: | Mayor ☐ | Councillor ☐ |

Full name: _____

Full address and postal code: _____

Phone number(s): _____

Email address: _____

Address of place(s) where candidate records are maintained (records must be kept for three years following election day):

_____

Address of place(s) where communications may be sent:

_____

Name and address of the financial institution where campaign contributions will be deposited (list additional financial institutions on a separate page, if any):

| _____ | _____ |
| Name of financial institution | Address of financial institution |

_____
Name(s) of signing authorities for the above account

| Name | Signature | Date |
| _____ | _____ | _____ |