



# MUNICIPAL ELECTION 2025

# Candidate Information Package

## for the Offices of Mayor and Councillor

The Town of Stony Plain's Candidate Information Package will be updated as administrative and legislative information is received.

Please contact the Town's Legislative Services Department at [election@stonyplain.com](mailto:election@stonyplain.com) or 780-963-2151 for additional information or assistance.

Revision Date: May 21, 2025

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# Introduction

This Candidate Information Package is designed to provide information on the Town of Stony Plain and the local election process to assist potential candidates in preparing for the October 20, 2025 municipal election.

This package has been prepared based on information from the *Municipal Government Act* (MGA), the *Local Authorities Election Act* (LAEA), Alberta Municipal Affairs, and frequently asked questions from candidates. Included in the package is information on mayoral and councillor positions, candidate eligibility, campaign finances, nomination procedures, election processes, election signage, campaign disclosure requirements, and other legislative requirements.

This package is intended to provide a general overview of basic information candidates should know about the legislation which governs municipal elections and the election process. Candidates are responsible to read and understand any election related material and it is recommended that candidates consult relevant statutes, regulations, and bylaws, or obtain legal advice for clarification.

This guide is not legally binding, and we strongly recommend that all candidates obtain a copy of the *Local Authorities Election Act* and other relevant statutes and regulations.

Resources for candidates may be obtained from:

## Alberta Municipal Affairs

Municipal Services Branch  
18<sup>th</sup> Floor, Commerce Place  
10155 – 102 Street NW  
Edmonton, Alberta  
T5J 4L8

Telephone: 780-427-2225  
Fax: 780-422-1419  
Website: [www.municipalaffairs.alberta.ca](http://www.municipalaffairs.alberta.ca)

## Alberta King's Printer

10611 – 98 Avenue  
Park Plaza, Suite 700  
Edmonton, Alberta  
T5K 2P7

Telephone: 780-427-4952  
Fax: 780-452-0668  
Website: [kings-printer@gov.ab.ca](mailto:kings-printer@gov.ab.ca)

If you have any questions respecting this material or the election process, please contact:

## Returning Officer

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Town of Stony Plain  
4905 51 Ave  
Stony Plain, Alberta  
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T7Z 1Y1

# 2025 Municipal Election

Town Council consists of one (1) Mayor and six (6) Councillors. As required by legislation, the Town conducts a municipal election for these offices every 4 years, on the third Monday in October.

The Mayor and Councillors are elected “at-large”, meaning each elected official represents every resident of the Town. All municipal elections in Alberta are conducted under the authority of the LAEA.

All candidates and their associated campaigns should be aware of the contents of the LAEA. There may be severe penalties (including fines, imprisonment, and disqualification from elected office) if you are found to be in breach of its provisions.

## Purpose, Power, and Duty of Municipalities

Within Canada, there are three levels of government: municipal, provincial, and federal.

Individuals elected to the federal and provincial governments typically represent a specific political party, while municipal government is not based on party politics. Recent changes to the LAEA allows the Cities of Edmonton and Calgary to participate in a pilot project that allows local political parties, however this is not available to other municipalities.

The provincial government provides the structure for local governments by statute, with the MGA being the primary set of rules establishing how municipalities operate.

The purpose of a municipal government, as outlined in the MGA, is to:

- provide good government;
- to foster the well-being of the environment;
- provide services, facilities and things that are necessary or desirable for all or part of the municipality;
- to develop and maintain safe and viable community; and
- to work collaboratively with neighboring municipalities to plan, deliver and fund intermunicipal services.

Power is granted to a municipality to carry out the legislative requirements of the MGA and other enactments. A municipality has the duty to then carry out those legislative requirements.

# Qualification of a Candidate

In the LAEA, (except in Part 5.1) a candidate is defined as an individual who has been nominated to run for election in a local jurisdiction as a councillor or school board trustee.

A person may be nominated as a candidate in the Town of Stony Plain municipal election if on Nomination Day (September 22, 2025) they are:

- at least 18 years of age;
- a Canadian citizen;
- a resident of the Town of Stony Plain for at least 6 consecutive months (March 22, 2025); and
- not otherwise ineligible or disqualified under the LAEA.

The Nomination Paper and Candidate Acceptance forms must be completed and requires the candidate to sign an affidavit confirming:

1. that they are eligible to be elected;
2. that they are not otherwise disqualified under the LAEA;
3. they will accept the office if elected;
4. they will read and abide by the Town's code of conduct if elected;
5. that the electors who have signed the nomination paper are eligible to vote and a resident in the Town on the date of signing; and
6. they have reviewed the LAEA.

The candidate must swear or affirm the affidavit before the Returning Officer or a Commissioner for Oaths and return the forms 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 LAEA.**

It is not the Returning Officer's responsibility to rule on the validity of the information contained on the nomination paper. Ineligible nomination papers can be challenged by an elector.

Any person may request to examine a filed nomination paper at any time after the nomination period commences. This must take place during regular business hours, in the presence of the Returning Officer or their deputy.

**In accordance with Section 151 of the LAEA 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 of up to \$1,000.**

# Ineligibility for Nomination as a Candidate

Sections 22 and 23 of the LAEA provide 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 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 debt equaling or exceeding \$500 for more than 90 days; or
5. the person has, within the previous 10 years, been convicted of an offence under the LAEA, the *Election Act*, the *Election Finances and Contributions Disclosure Act* or the *Canada Elections Act*.

All instances of ineligibility can be found in sections 22 and 23 of the LAEA. **It is the responsibility of the candidate to ensure they are eligible for nomination.**

## Employees of the Municipality

Town employees are eligible to be nominated as a candidate for the election if they notify their employer that they will be taking a leave of absence without pay. This notification can be given on or after January 1, 2025, but before the employees last working day before Nomination Day. Under the LAEA, the employer must grant the leave of absence without pay.

If the employee is not elected, they may return to work on the fifth day after Election Day (October 25, 2025). If the fifth day after Election Day is not a working day, they may return to work on the first working day after the fifth day.

If the employee is elected, they are deemed to have resigned their position as an employee the day they take the official Oath of Office as an elected official.

## Release of Information to the Public

### Candidates and Official Agents

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 general public. In addition, the Deputy Minister of Municipal Affairs requires contact information for candidates.

All candidates and their official agents are encouraged to complete a Release of Candidate Information Form and the Release of Official Agent Information Form and provide it to the Returning Officer with their nomination paper.

The contact information provided by a candidate and official agent will be released upon receiving a request. If you have concerns about the release of information, please contact the Returning Officer.

# Campaign Advertising

## Advertising

The LAEA does not establish how candidates may advertise or criteria for the contents of their advertising. However, the LAEA does prohibit a person from recreating or representing a ballot and establishes parameters for advertising on election day.

In accordance with Section 148(5) of the LAEA, 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 LAEA, candidate advertising on Election Day is not permitted inside or outside of a Voting Station. The Presiding Deputy Returning Officer at the Voting Station will remove any advertising which is present.

Candidates are not permitted to use the Town of Stony Plain logo or seal on any campaign signage or in any campaign advertising. The use of the Town of Stony Plain official logo, election logo and seal on any campaign materials, including signs, brochures, social media or websites, is strictly prohibited.



## Election Signage

Election signs in the Town of Stony Plain are regulated under Land Use Bylaw 2719/LUO/25.

Your Vote. Your Voice.  
**OCTOBER 20**



**VOTE 2025**



**MUNICIPAL  
ELECTION 2025**



**MUNICIPAL  
ELECTION 2025**

# Advance Voting

Further details including dates, times and locations will be released as they become available.

## Election Day

Election Day is **Monday, October 20, 2025.**

### Voting Stations

In accordance with Election Bylaw 2715/G/25 and the LAEA, voting stations open at 9:00 a.m. and will remain open until 8:00 p.m. Once the voting station is declared closed at 8:00 p.m., any elector in the voting station who wishes to vote will be permitted to do so, but no other person will be allowed to enter the voting station.

### Institutional Voting Stations

The Town's Election Bylaw allows for the holding of institutional votes. An elector who on Election Day is confined to a treatment center, or is a resident of a supportive living facility, that are established as an institutional voting station are eligible to vote at the institutional voting station.

Candidates, official agents or scrutineers may attend an institutional vote only if the vote is conducted at a fixed location in a public area. Candidates, official agents, or scrutineers are not permitted to attend voting conducted in the room of a resident within the institution.

Dates, times, and locations for institutional voting stations will be released when they become available.

Special Ballots are available for residents of a supportive living facility or treatment centre.

### Elector Register

New this year, every municipality is required to create a permanent electors register. This will be done in partnership with Elections Alberta, incorporating the provincial register of electors.

### Voting Station Locations

For the purpose of a municipal election the Town typically has multiple voting stations. Information regarding the locations of the voting stations, including a map, will be released as they become available.

### Special Ballots

The Town's Election Bylaw allows for the use of special ballots for Town elections. In accordance with the Election Bylaw and the LAEA, an elector who is unable to attend to an advance voting station or voting station on election day may apply to vote by special ballot.

An application for special ballot may be made to the Returning Officer in writing, by telephone, in person, or by email and must be submitted between August 1, 2025 and 4:30 pm on October 17, 2025.

All completed special ballots must be received by the Returning Officer no later than 4:30 pm on Election Day (October 20, 2025) in order to be counted. Special ballots received after 4:30 pm on Election Day will be considered rejected and will not be counted.



# Official Agents, Campaign Workers, and Scrutineers

As per the LAEA, when filing the Nomination Paper and Candidates Acceptance, a candidate may appoint an elector to be their official agent. The official agent:

1. cannot have been convicted of an offence under the LAEA, the *Election Act*, the *Election Finances and Contributions Disclosure Act*, or *Canada Elections Act* within the previous 10 years;
2. cannot be a candidate acting for any other candidate; and
3. will only be assigned duties by the candidate.

If it becomes necessary to appoint a new official agent, the candidate must immediately notify the Returning Officer in writing of the contact information of the new official agent.

Candidates may also appoint, in writing, scrutineers that they wish to attend to voting stations. A letter from the candidate outlining the scrutineers name and stating that the person will be representing the candidate in the voting station must be presented to the Presiding Deputy Returning Officer prior to being permitted to observe the election process.

Scrutineers must be at least 18 years old and must not have been convicted of an offence under the LAEA, the *Election Act*, the *Election Finances and Contributions Disclosure Act*, or the *Canada Elections Act*.

Official agents and scrutineers, in addition to the written notice from the candidate, are required to complete and present to the Presiding Deputy Returning Officer a Statement of Scrutineer or Official Agent.

Section 52 of the LAEA states that a campaign worker who has produced acceptable identification must not be obstructed with, interfered with, or cause or permit an obstruction, when campaigning.

## Voting Station Attendance

The LAEA allows for a candidate, or their official agent, or a candidate's scrutineer to attend a voting station to observe the voting process. It is important to note that only one representative from the campaign may be present at any given time in the voting station during voting hours. If a candidate is present in a voting station, an official agent or scrutineer is not permitted in the voting station, nor can an official agent and scrutineer be present in the voting station at the same time.

Candidates may choose to change their campaign representatives, whether the candidate, official agent or scrutineer, throughout the day. The candidate, official agent, or scrutineer should notify the Presiding Deputy Returning Officer prior to the change occurring to ensure that all appropriate forms have been filed prior to observing the election process.

The Presiding Deputy Returning Officer may designate the place or places at a voting station where a candidate, official agent, or scrutineer of a candidate is permitted to observe the election procedure. The candidate, official agent, or scrutineer is not permitted to observe the marking of a ballot by an elector, but they must be able to observe any person making a statement.

## Ballot Count Attendance

As required by the LAEA, the Town will be conducting the municipal election through a manual hand count process. Each ballot will be counted by hand.

Candidates, official agents, or scrutineers in attendance for the count of ballots must be present in the voting station before 8:00 p.m., when the voting station closes. No individuals are permitted to enter the voting station after 8:00 p.m. If a candidates, official agents, or scrutineer leave the voting station after 8:00 p.m. they will not be permitted to re-enter the voting station.

Candidates, official agents, and scrutineers are permitted to observe the count process; however, Section 85(2) of the LAEA stipulates that **only one representative from each campaign is permitted to be present at each voting station.**

# Campaign Finance and Contribution Disclosure

The LAEA establishes rules for campaign financing and contribution disclosure. It is important for all candidates to review the information relating to campaign finance and disclosure as failure to comply may result in fines, imprisonment and/or disqualification from office.

## **New this year:**

- **as per section 147.22(2) of the LAEA, an individual who intends to be nominated or has been nominated to run for election in a local jurisdiction as a candidate must give written notice to the local jurisdiction in which the individual intends to be or has been nominated. This notice must be submitted before an individual can accept a contribution or incur a campaign expense.**
- **For the purposes of section 147.34 of the Act, no candidate for election as a councillor, and no candidate for election as a chief elected official, shall incur campaign expenses that exceed the limits set by the Regulation.**
- **As per section 147.4(7) of the LAEA, the local jurisdiction must ensure that all filed campaign disclosure statements are publicly available on the local jurisdiction's website.**

As per section 147.2 of the LAEA, candidates may accept donations from an individual ordinarily resident in Alberta up to a maximum of \$5,000 in any campaign period. A candidate may contribute an amount of up to \$10 000 during the campaign period that is not reimbursed to the candidate from the candidate's campaign account by the end of the campaign period to the candidate's own campaign expenses.

Candidates must not accept donations from any individual who ordinarily resides outside Alberta, prohibited organizations, trade unions, and employee organizations, other than an Alberta trade union or Alberta employee organization.

Section 147.3 of the LAEA outlines the responsibilities of candidates when accepting campaign contributions or incurring expenses: Candidate's must ensure that:

1. a campaign account in the name of the candidate or the candidate's election campaign is opened at a financial institution for the purposes of the election campaign at the time the candidate gives a written notice of nomination, or intention to be nominated, or as soon as possible after the total amount of contributions first exceeds \$1000 in the aggregate;
2. if a campaign account has been opened, all contributions of money are deposited into the campaign account;
3. money in the campaign account shall only be used for the payment of campaign expenses;
4. contributions of real property, personal property and services are valued;
5. receipts are issued for every contribution and receipts are obtained for every expense,
6. records are kept of contributions and expenses and that records are retained by the candidate for a period of 3 years following the day of the election to which they relate; and
7. proper direction is given to the official agent or any other person authorized to incur campaign expenses and accept or solicit contributions on behalf of the candidate.

On or before March 1 of each year, Section 147.4 of the LAEA requires a candidate who received contributions in the previous year, file with the secretary of the candidate's local jurisdiction a disclosure statement in the prescribed form, which must include, in respect of the previous year,

1. the total amount of all contributions received during the year that did not exceed \$50 in the aggregate from any single contributor,
2. the total amount contributed, together with the contributor's name and address, for each contributor whose contributions during the year exceeded \$50 in the aggregate,
3. the total amount of contributions received under Section 147.2(4) of the LAEA,
4. the total amount from fund-raising functions received in the year,
5. the total amount of other revenue received in the year,
6. the total amount of campaign expenses incurred in the year,
7. an itemized campaign expense report setting out the campaign expenses incurred by the candidate in the year,
8. the total amount paid by the candidate out of the candidate's own funds in the year not reimbursed from the candidate's campaign fund,
9. where the previous year is the year in which the election was held, the total amount of any campaign surplus for the campaign period, including any surplus from previous campaigns, and
10. where the previous year is the year in which the election was held, the amount of any deficit for the campaign period.

## **Campaign Surplus**

If a Candidate's Disclosure Statement in respect of the year in which a general election was held shows a surplus, the candidate, within 60 days after filing the disclosure statement with the local jurisdiction,

1. shall, with respect to any amount that is \$1000 or more, donate an amount to a registered charity that results in the surplus being less than \$1000, and
2. may, with respect to any amount that is less than \$1000,
  - retain all or any portion of that amount, and
  - donate all or any portion of that amount to a registered charity.

A candidate who donates an amount to a registered charity shall, within 30 days after the expiration of the 60-day period, file an amended disclosure statement showing that the surplus has been dealt with.

## **Campaign Deficit**

If a Candidate's Disclosure Statement in respect of the year in which a general election was held shows a deficit, the candidate shall eliminate the deficit within 60 days after filing the disclosure statement with the local jurisdiction.

A candidate shall not accept a contribution of an amount that exceeds \$5000 from any single contributor.

A candidate may make a contribution from the candidate's own funds that does not exceed \$10,000 to reduce a deficit shown on the candidate's disclosure statement.

Upon eliminating the deficit, candidates must file an amended disclosure statement within 30 days showing that the deficit has been eliminated.

# Election Results

## Unofficial Election Results

Following the close of voting stations at 8:00 p.m., unofficial election results will be available for the convenience of candidates and the public through the Town website, located at [www.stonyplain.com/election](http://www.stonyplain.com/election).

The website will be updated throughout the evening as results are received from the voting stations. As it is difficult to determine when the unofficial election results will be available, your patience is appreciated while election staff work towards providing timely and accurate results.

## Official Election Results

At noon on Friday, October 24, 2025, the Returning Officer will post the official election results at Town Hall and on the Town website.

Your Vote. Your Voice.  
**OCTOBER 20**

# Recounts

## Recounts Before Official Results

The Returning Officer may make a recount of the votes cast at one or more voting stations if:

- a) a candidate, an official agent, or a scrutineer of a candidate shows grounds that the Returning Officer considers reasonable for alleging that the record of the result of the count of votes at any voting station is inaccurate.
- b) the Returning Officer considers that the number of valid ballots objected to, or rejected ballots other than those on which no vote has been cast by an elector, was sufficient to affect the result of the election if they had not been counted or rejected, as the case may be.
- c) the returning officer is of the opinion that there may have been an administrative or technical error that may cause an error in the count of votes.

If required, a recount must be completed before the posting of the official election results at noon on Friday, October 24, 2025.

## Recounts After Official Results

An application for a recount after the official results are posted, may only be made within 72 hours after the statement of results is announced or posted.

The Returning Officer shall make a recount of the votes cast at one or more voting stations if the Returning Officer receives an application for a recount and the returning officer is satisfied that,

- where one office is to be filled, the difference between the number of valid ballots marked for the candidate with the highest number of votes and the number of valid ballots marked for the candidate with the 2nd highest number of votes is within 0.5% of the total number of valid ballots marked at the election for that office, or
- where more than one office is to be filled from a pool of candidates, the difference between the number of valid ballots marked for the candidate with the lowest sufficient number of votes to be declared elected to one of the offices and the number of valid ballots marked for the candidate with the highest insufficient number of votes to be declared elected is within 0.5% of the total number of valid ballots marked at the election for those offices.

## Candidate Notification on Recount

Candidates who are affected by a recount will receive at least 12 hours' notice of the recount.

## Recount Procedures

The procedure for a recount will be the same as the count procedure on election day. After completion of the recount, the ballot account will be adjusted if necessary.

# Offices of Mayor and Councillor

## Term of Office

The term of office for the Mayor and each Councillor is 4 years.

## Positions on Council

There are seven (7) positions on Council, one (1) Mayor and six (6) Councillors. All seven positions are to fulfill the duties of a member of Council.

## Duties of a Member of Council

The MGA, section 153, outlines the following general duties for the Mayor and Councillors:

1. to consider the welfare and interests of the municipality as a whole;
2. to promote an integrated and strategic approach to intermunicipal land use planning and service delivery with neighbouring municipalities;
3. to participate generally in developing and evaluating the policies and programs of the municipality;
4. to participate in council meetings, council committee meetings and meetings of other bodies to which they are appointed by the council;
5. to obtain information about the operation or administration of the municipality from the Chief Administrative Officer;
6. to keep in confidence matters discussed in private at a council or council committee meeting until discussed at a public meeting;
7. to adhere to the code of conduct established by the council; and
8. to perform any other duty or function imposed on councillors by Council, the MGA, or any other enactment.

As Chief Elected Official of the Town, the Mayor has additional duties, which encompass both those of Councillor and Chief Elected Official. In addition to performing the duties of a Councillor, Section 154 of the MGA notes that the Chief Elected Official must:

- preside at Council meetings; and
- perform other duties imposed by bylaw, the MGA, or any other enactment.

## Deputy Mayor Responsibilities

In the event the Mayor is unable to perform their duties, members of Council (other than the Mayor) are appointed as the Deputy Mayor for a period of 4 months. In the absence of the Mayor, the Deputy Mayor chairs Council meetings, attends ceremonies, banquets, speaking engagements, etc. If the Deputy Mayor is not available, the Acting Mayor or another member of Council may be called upon to carry out these duties.

## Remuneration

For the 2025-2029 Council term, the Mayor's remuneration is \$99,878, and the Councillor's remuneration is \$51,585.

# Benefits for Members of Council

Council members are eligible to participate in the following elements of the Town's benefit package:

- Dental
- Extended Health
- Accidental Death and Dismemberment
- Group Life Insurance
- Family Group Life
- Employee Assistance Program
- Worker's Compensation

Council members are eligible to participate in a self-directed matching Registered Retirement Savings Plan (RRSP) program up to 3% of the Honorarium. Council members over the age of 65 who are ineligible to participate in the Registered Retirement Savings Plan are eligible to participate in a self-directed matching contribution to a Tax-Free Savings Account (TFSA). Once a Council member registers to participate in this program, bi-weekly deductions will be taken from the Honorarium, matched by the Town, and remitted to the financial institution of the Councillor's choice. There is no provision for retroactive deduction or contribution under this program.

## General Information for Elected Office

### Time Commitment

The MGA provides an outline of duties for members of Council. However, it does not indicate the number of hours per week that should be spent performing those duties. Carrying out Council duties requires a significant investment of time, during the daytime, evenings, and on weekends.

The required time commitment will vary depending on the municipality, time of the year, and number of boards, committees and commissions the member is appointed to.

Members of Council require a significant amount of time for reading agendas and other material in preparation for scheduled events. Often, these documents can be technical in nature and need significant preparation time.

Members of Council will often be contacted by the public who have questions, wish to voice their concerns, or possibly weigh in on decisions that Council may be facing.

In the event of an emergency, members of Council may be called upon to serve the community.

It is anticipated a member of Council may be expected to put in a minimum of 15-25 hours per week.



## Scheduled Events

It is an expectation that all members of Council attend the events noted below:

### Council Orientation

The *Municipal Government Act* and the Town of Stony Plain Code of Conduct Bylaw specifies that elected officials are required to attend orientation at the start of each Council term.

For the purposes of the 2025 municipal election, Council onboarding will begin immediately following the election. A full schedule will be provided to successful candidates, but all prospective candidates should be aware of the proposed time commitments required to participate in onboarding activities:

#### October 28 & 29, 2025

Initial onboarding sessions

#### November 3, 2025

Council photographs, swearing-in ceremony and organizational meeting

#### November 4 – 6

Onboarding sessions

#### November 12 -14, 2025

Alberta Municipalities Conference

#### November 17 – 19, 2025

Corporate Planning Council Meetings

*(to be confirmed during the Organizational Meeting on November 3, 2025)*

#### Council Meetings

*(to be confirmed during the Organizational Meeting on November 3, 2025)*

November 25, 2025

December 1, 2025

December 8, 2025

#### January 17-19

Proposed Strategic Planning

The expectation is that the onboarding activities will all be full-day events; October 28 will also include an evening commitment. The Council Orientation/Onboarding will contain pertinent information to assist members of Council in carrying out their legislative duties. Council members have a legislated requirement to attend all Orientation training sessions.

### Inaugural/Swearing-In Ceremony, Organizational & Council Meeting

Following the 2025 municipal election, successful candidates will be sworn-in as members of Council for the Town. The Swearing-In Ceremony will take place in Council Chambers on Monday, November 3, followed by the organizational meeting.

### Regular Council Meetings and Governance & Priorities Committee Meetings

Regular Council meetings are held on the 2<sup>nd</sup> and 4<sup>th</sup> Monday of each month commencing at 5:00 p.m. In preparation for the meeting, electronic agenda packages will be available for members of Council on the Thursday prior to the meeting.

Governance & Priority Committee meetings are held on the 1<sup>st</sup> Monday of each month. Meetings commence at 5:00 p.m.

### Council Member Organizational Appointments

At the organizational meeting, members of Council are appointed as representatives to several organizations (agencies, boards and commissions). These organizations may be Council-established or established externally (external organizations which Council has the authority to appoint). Please contact Legislative Services if you wish to obtain more detailed information on these internal and external organizations.

Each member of Council is expected to sit on approximately 3 to 4 of the organizations noted below. Many of the meetings are held on a monthly basis, however the time commitment for the appointed member will vary depending on the specific organization.

**Council members are appointed on the following organizations:**

- ARROW Utilities
- Capital Region Assessment Services Commission
- Capital Region Parkland Water Services Commission
- Community and Social Development Roundtable
- Community Policing Advisory Committee
- Culture and Tourism Roundtable
- Edmonton Global
- Edmonton Metropolitan Region Board
- Edmonton Region Waste Advisory Committee
- Growth & Commerce Committee
- Heritage Agriculture Society
- Meridian Housing Foundation Board
- Stony Plain & Parkland Pioneer Museum Society
- Town of Stony Plain Library Board
- Sturgeon River Watershed Alliance
- Subdivision & Development Appeal Board
- TransAlta Tri Leisure Centre Board
- Yellowhead Regional Library Board

# Appendix “A”

## Request for Special Ballot – Form 22

# Appendix “B”

## Campaign Disclosure Statement and Financial Statement – Form 26

# Appendix “B”

## Campaign Disclosure Statement and Financial Statement – Form 26

# Appendix “C”

Enumerator, Candidate or Official Agent  
Proof of Identification for Section 52 Access – Form 11

# Appendix “D”

## Campaign Worker Proof of Identification – Form 12



**MUNICIPAL  
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