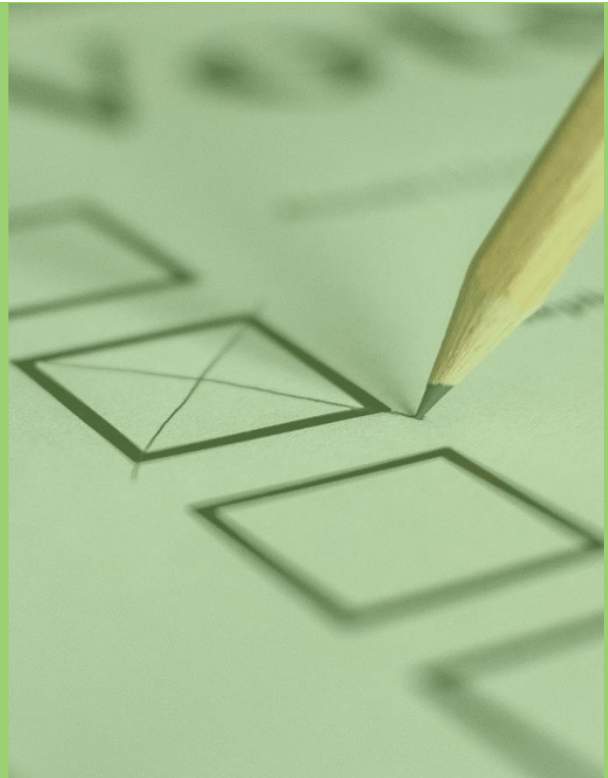




**MUNICIPAL
ELECTION  2025**

Nomination Information Package

for the Offices of Mayor and Councillor



General Information

Town of Stony Plain 2025 Municipal Election

This booklet is published as a service to prospective candidates and is not inclusive of all information related to each office, election procedure, and legislation. Each candidate is responsible to comply with all applicable acts, regulations, and bylaws. Resources for candidates may be obtained from:

Alberta Municipal Affairs

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

Telephone: 780-427-2225
Fax: 780-422-1419
Website: 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

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

Returning Officer

Teresa Olsen
Telephone: 780-963-2151
E-mail: election@stonyplain.com
Town of Stony Plain
4905 51 Ave
Stony Plain, Alberta
T7Z 1Y1

Substitute Returning Officer

Christina Michaud
Telephone: 780-963-2151
E-mail: election@stonyplain.com
Town of Stony Plain
4905 51 Ave
Stony Plain, Alberta
T7Z 1Y1

The Town of Stony Plain assumes no responsibility for any candidate's failure to comply with any requirement of election procedure or legislation.

Nomination Period and Nomination Day

The Local Authorities Election Act (LAEA) permits nominations for Mayor and Council to be filed between January 1, 2025 until 12:00 p.m. on September 22, 2025.

“Nomination Day” is the last day that potential candidates may file their nomination papers. In the case of the 2025 general election, September 22, 2025 at 12:00 p.m.

Nomination Papers

Every nomination of a candidate shall be completed through the submission of a Nomination Paper and Candidate’s Acceptance (Form 4). Each nomination paper must be fully completed and include the signatures of at least 5 eligible electors. To ensure the 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 does not collect a deposit to file nomination papers.

Each candidate filing a nomination paper must also submit the Candidate Financial Information (Form 5) at the time of filing. If there is a change to the information that has been submitted on the form, candidates must notify the returning officer within 48 hours of making the change.

Candidates are responsible for ensuring that the nomination papers meet the requirements of the LAEA.

Nomination Checklist

- ☐ Form 4 - Nomination Paper and Candidate’s Acceptance completed
 - ☐ Minimum of 5 signatures from eligible electors in the Town of Stony Plain
 - ☐ Candidate has signed the completed nomination paper.
 - ☐ Commissioned by the Returning Officer or a Commissioner for Oaths
- ☐ Form 5 - Candidate Financial Information completed

Filing of Nomination Papers

Nominations for the offices of Mayor and Councillor will be accepted by the Returning Officer beginning on January 2, 2025, until **12:00 p.m. on September 22, 2025. Nomination forms are to be filed with Legislative Services by appointment at Town Hall** located at 4905-51 Avenue, Stony Plain.

The Returning Officer is unable to accept nominations before January 1, 2025, or after 12:00 noon on Nomination Day. Facsimiles and electronically submitted copies will not be accepted.

Teresa Olsen, Returning Officer
election@stonyplain.com
780-963-2151
Town Hall, 4905 51 Ave, Stony Plain.

After 12:00 p.m. on Nomination Day, any person may request to examine the filed nomination papers by contacting the Returning Officer to book an appointment.

Withdrawal of Nomination Papers

A person nominated as a candidate may withdraw at any time during the nomination period (January 1, 2025 to 12:00 p.m. on September 22, 2025).

Following the close of nominations at 12:00 p.m. on September 22, 2025, a person may withdraw within 24 hours (12:00 p.m. on September 23, 2025) provided that more than 1 candidate has been nominated for Mayor or that more than 6 candidates have been nominated for Councillors.

The Returning Officer is unable to accept a withdrawal if it would result in less than the required number of candidates for that office.

If a candidate wishes to withdraw their nomination papers, a written notice must be provided to the Returning Officer no later than 12:00 p.m. on September 23, 2025.

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.

Election Signage

Election signs in the Town of Stony Plain are regulated under Land Use Bylaw 2576/LUO/17. The bylaw is currently under review and information will be posted as it becomes available.

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.



Your Vote. Your Voice.
OCTOBER 20



VOTE 2025



**MUNICIPAL
ELECTION**  **2025**



MUNICIPAL ELECTION 2025

NOMINATION PAPER AND CANDIDATE'S ACCEPTANCE

Form 4

(MAYOR)

Local Authorities Election Act (sections 12, 21, 22, 23, 27, 28, 47, 68.1, 151, Part 5.1)

The personal information on this form is being collected to support the administrative requirements of the local authorities election process and is authorized under sections 21 and 27 of the *Local Authorities Election Act* and sections 33(a)&(c) of the *Freedom of Information and Protection of Privacy Act*. The personal information will be managed in compliance with the privacy provisions of the *Freedom of Information and Protection of Privacy Act*. If you have any questions concerning the collection, use, and disclosure of this personal information, please contact the Election Office | 4905-51 Ave, Stony Plain, AB, T7Z 1Y1 | 780-963-2151 | election@stonyplain.com

LOCAL JURISDICTION: TOWN OF STONY PLAIN, PROVINCE OF ALBERTA

ELECTION DATE: Monday, October 20, 2025

We, the undersigned electors of the Town of Stony Pain, Province of Alberta, **NOMINATE**

_____, _____ of
(Candidate's Surname) (Candidate's Given Names)

_____, _____
(Candidate's Residential Address) (Postal Code)

as a candidate at the election about to be held for the office of MAYOR of the Town of Stony Plain, Province of Alberta.

Signatures of at least **5 ELECTORS ELIGIBLE TO VOTE** in this election in accordance with section 27 and 47 of the *Local Authorities Election Act*.

Printed Name of Elector	Complete Address and Postal Code of Elector	Signature of Elector
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		

CANDIDATE'S ACCEPTANCE

I, the above named candidate, solemnly swear (affirm)

THAT I am eligible under sections 221 and 47 of the *Local Authorities Election Act* to be elected to the office;

THAT I am not otherwise disqualified under section 22, 23 or 23.1 of the *Local Authorities Election Act*;

THAT I will accept the office if elected;

THAT I have read sections 12, 21, 22, 23, 27, 28, 47, 68.1, and 151 and Part 5.1 of the *Local Authorities Election Act* and understand their contents;

THAT I am appointing as my official agent (if applicable):

(Name, email address and/or complete address and postal code and telephone number of official agent)

THAT I will read and abide by the municipality's code of conduct if elected; and

THAT the electors who have signed this nomination paper are eligible to vote in accordance with the *Local Authorities Election Act* and resident in the Town of Stony Plain on the date of signing the nomination.

PRINT NAME AS IT SHOULD APPEAR ON THE BALLOT

(Candidate's Surname)

(Given Names) (may include nicknames, but not titles, i.e. Mrs., Mr., Dr.)

SWORN (AFFIRMED) before me at the _____

of _____, in the Province of

Alberta this _____ day of _____, 2025.

Candidate's Signature

Signature of Returning Officer or Commissioner for Oaths
or Notary Public in and for Alberta
(also include printed or stamped name and expiry date)

Commissioner for Oaths Stamp

RETURNING OFFICER'S ACCEPTANCE

Returning Officer signals acceptance by signing this form:

Signature of Returning Officer

IT IS AN OFFENCE TO SIGN A FALSE AFFIDAVIT OR A FORM THAT CONTAINS A FALSE STATEMENT



MUNICIPAL ELECTION 2025

Form 4
NOMINATION PAPER AND CANDIDATE'S ACCEPTANCE
(COUNCILLOR)

Local Authorities Election Act (sections 12, 21, 22, 23, 27, 28, 47, 68.1, 151, Part 5.1)

The personal information on this form is being collected to support the administrative requirements of the local authorities election process and is authorized under sections 21 and 27 of the *Local Authorities Election Act* and sections 33(a)&(c) of the *Freedom of Information and Protection of Privacy Act*. The personal information will be managed in compliance with the privacy provisions of the *Freedom of Information and Protection of Privacy Act*. If you have any questions concerning the collection, use, and disclosure of this personal information, please contact the Election Office | 4905-51 Ave, Stony Plain, AB, T7Z 1Y1 | 780-963-2151 | election@stonyplain.com

LOCAL JURISDICTION: TOWN OF STONY PLAIN, PROVINCE OF ALBERTA

ELECTION DATE: Monday, October 20, 2025

We, the undersigned electors of the Town of Stony Pain, Province of Alberta, **NOMINATE**

_____, _____ of
(Candidate's Surname) (Candidate's Given Names)

_____, _____
(Candidate's Residential Address) (Postal Code)

as a candidate at the election about to be held for the office of COUNCILLOR of the Town of Stony Plain, Province of Alberta.

Signatures of at least **5 ELECTORS ELIGIBLE TO VOTE** in this election in accordance with section 27 and 47 of the *Local Authorities Election Act*.

Printed Name of Elector	Complete Address and Postal Code of Elector	Signature of Elector
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		

CANDIDATE'S ACCEPTANCE

I, the above named candidate, solemnly swear (affirm)

THAT I am eligible under sections 221 and 47 of the *Local Authorities Election Act* to be elected to the office;

THAT I am not otherwise disqualified under section 22, 23 or 23.1 of the *Local Authorities Election Act*;

THAT I will accept the office if elected;

THAT I have read sections 12, 21, 22, 23, 27, 28, 47, 68.1, and 151 and Part 5.1 of the *Local Authorities Election Act* and understand their contents;

THAT I am appointing as my official agent (if applicable):

(Name, email address and/or complete address and postal code and telephone number of official agent)

THAT I will read and abide by the municipality's code of conduct if elected; and

THAT the electors who have signed this nomination paper are eligible to vote in accordance with the *Local Authorities Election Act* and resident in the Town of Stony Plain on the date of signing the nomination.

PRINT NAME AS IT SHOULD APPEAR ON THE BALLOT

(Candidate's Surname)

(Given Names) (may include nicknames, but not titles, i.e. Mrs., Mr., Dr.)

SWORN (AFFIRMED) before me at the _____

of _____, in the Province of

Alberta this _____ day of _____, 2025.

Candidate's Signature

Signature of Returning Officer or Commissioner for Oaths
or Notary Public in and for Alberta
(also include printed or stamped name and expiry date)

Commissioner for Oaths Stamp

RETURNING OFFICER'S ACCEPTANCE

Returning Officer signals acceptance by signing this form:

Signature of Returning Officer

IT IS AN OFFENCE TO SIGN A FALSE AFFIDAVIT OR A FORM THAT CONTAINS A FALSE STATEMENT



MUNICIPAL ELECTION 2025

Form 5
CANDIDATE FINANCIAL INFORMATION
Local Authorities Election Act (section 27)

The personal information on this form is being collected to support the administrative requirements of the local authorities election process and is authorized under sections 21 and 27 of the *Local Authorities Election Act* and sections 33(a)&(c) of the *Freedom of Information and Protection of Privacy Act*. The personal information will be managed in compliance with the privacy provisions of the *Freedom of Information and Protection of Privacy Act*. If you have any questions concerning the collection, use, and disclosure of this personal information, please contact the Election Office | 4905-51 Ave, Stony Plain, AB, T7Z 1Y1 | 780-963-2151 | election@stonyplain.com

Candidate's Information

_____, _____
(Candidate's Surname) (Candidate's Given Names)

(Candidate's Complete Address and Postal Code)

Address of place(s) where candidate's records are maintained

1. Address _____ Postal Code _____

2. Address _____ Postal Code _____

3. Address _____ Postal Code _____

Name, address and signing authorities of financial institution(s) where campaign contributions will be deposited (if applicable):

1. Name of Financial Institution _____

Address _____ Postal Code _____

Signing Authorities _____

2. Name of Financial Institution _____

Address _____ Postal Code _____

Signing Authorities _____

3. Name of Financial Institution _____

Address _____ Postal Code _____

Signing Authorities _____

Where there is a change in the above mentioned information, the candidate shall notify the Returning Officer in writing within 48 hours of such changes.



MUNICIPAL ELECTION 2025

CANDIDATE CONTACT INFORMATION FORM

The personal information on this form is being collected to support the administrative requirements of the local authorities election process. If consent is given, your campaign contact and/or social media information will be released publicly including, but not limited to, the Town of Stony Plain website. Collection and disclosure is authorized under sections 33(a)&(c) and 40(1)(d), respectively of the *Freedom of Information and Protection of Privacy Act* and is managed and protected in accordance with the Act. If you have any questions concerning the collection, use, and disclosure of this personal information, please contact the Election Office | 4905-51 Ave, Stony Plain, AB, T7Z 1Y1 | 780-963-2151 | election@stonyplain.com

Candidate Information (For internal use only)

Candidate Information will be used internally by the Stony Plain Election Office in the administration of the municipal election.

Candidate Name	First Name	Last Name
Candidate for	☐ Chief Elected Official (Mayor)	☐ Councillor
Mailing Address		
Personal Phone (Election Office use only)		Personal Email (Election Office use only)

**Candidates are responsible for ensuring the accuracy of the information provided.
Please contact the Election Office if changes or updates are required.**

Campaign Contact (For publication on the Town of Stony Plain website)

Release Consent	☐ YES , the Stony Plain Election Office may release my campaign contact and social media information (below) to the public and/or media for the purposes of the 2025 municipal election.
	☐ YES , I would like to receive candidate information from the Returning Officer.

Campaign Contact (Complete any that apply)

Candidate Campaign Phone/Cell:	Campaign Office Phone:
Campaign Email:	
Campaign Office Address	

Social Media Sites (complete any that apply)

	Website:
	Facebook:
	X:
	LinkedIn:
	Other:

Official Agent Information (For internal use only)

Official Agent Information will be used internally by the Stony Plain Election Office in the administration of the municipal election.

Official Agent Name	First Name	Last Name
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**Official Agents are responsible for ensuring the accuracy of the information provided.
Please contact the Election Office if changes or updates are required.**

Campaign Contact (For publication on the Town of Stony Plain website)

Release Consent	☐ YES , the Stony Plain Election Office may release my campaign contact information (below) to the public and/or media for the purposes of the 2025 municipal election.
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Campaign Contact (Complete any that apply)

Agent Phone/Cell:	Campaign Office Phone:
Agent Email:	



**MUNICIPAL
ELECTION  2025**