



**THE CITY OF WETASKIWIN
2019 BY-ELECTION**

**INFORMATION FOR POTENTIAL CANDIDATES
FOR THE OFFICE OF:
COUNCILLOR**



Introduction:

This information package is for your assistance and has no legislative sanction. It contains answers to the most frequent asked questions regarding election procedures, and important facts that candidates should be aware of. This package provides information concerning the elected office of Councillor for the City of Wetaskiwin.

Copies of Alberta Acts such as the Local Authorities Election Act (\$12.00) and Municipal Government Act (\$20.00) are available from:

Queen's Printer 10611 – 98 Avenue Edmonton, Alberta T5K 2P7	Phone: 780-427-4952 Fax: 780-452-0668 Web: www.qp.alberta.ca
---	---

Free electronic PDF copies of the Local Authorities Election Act and the Municipal Government Act are available from www.qp.alberta.ca.

The Returning Officer for the City of Wetaskiwin is:

<i>Returning Officer</i> Jacqueline Pelechytik 780-361-4420 jacqueline.pelechytik@wetaskiwin.ca
--

The Returning Officer is responsible for conducting elections for the following offices:

<i>Office</i>	<i>Jurisdiction</i>	<i>Authority</i>
Councillor (One)	City of Wetaskiwin	City

Please note that candidates are responsible for ensuring that they are in compliance with legislation in the Local Authorities Election Act and the Municipal Government Act.

Table of Contents

General Information about Local Government	4
Relevant Associations	4
Important Dates	5
Office of the Mayor and Councillors	6
Code of Conduct	6
Time Commitment	7
Boards and Committees	8
Duties of Council	9
Duties of the Mayor	9
Council Remuneration	10
Disqualification of Councillors	12
Nomination Information	13
Nomination Deposit	14
Offence	14
Ineligibility of Candidates	14
Employees of the City of Wetaskiwin	16
Withdrawal of Nomination	18
Campaign Information	19
Electronic Advertising	19
Placement of Campaign Advertisements	19
Posting of Election Campaign Literature	19
Removal of Campaign Advertising	20
Campaign Fundraising and Expenses	21
Campaign Disclosure Statements	26
Third Party Advertisement	27
Election Day and Election Activities	28
Scrutineers	28
Access for Enumerators and Campaigners	29
Ballots	29
Voting Stations	32
Institutional Voting	32
Advanced Voting	32
Schedules	33
Schedule A: Nomination Paper and Candidate's Acceptance Form	33
Schedule B: Candidate's Information Form	35
Schedule C: Campaign Disclosure Statement and Financial Statement Form	36
Schedule D: Statement of Scrutineer or Official Agent Form	37
Schedule E: Council Code of Conduct Bylaw 1906-18	38
Schedule F: Election Signs Bylaw 1879-17	46

General Information about Local Government

Canada has a federal system, which means that government power is spread out through different levels of government. Levels of government are as follows:

1. Federal – elected officials from the federal government are referred to as Members of Parliament (MPs).
2. Provincial – elected officials from the provincial governments are referred to as Members of the Legislative Assembly (MLAs).
3. Local – elected officials from local governments include Mayors, Councillors, and Trustees. Local elected officials are not elected because of which political party they represent. Local government is not based on Party Politics.

The elections for Mayor and Councillors are at-large elections and Councillors are not elected to represent individual wards or sections of the City – they represent the City as a whole.

City Council must act as a one voice and individual council members do not have the power to direct municipal activities or commit the City of Wetaskiwin to an expenditure on their own. Council as a whole provides leadership for public policy & community programs. Furthermore, they provide an important link between the City and its residents.

Relevant Associations

Alberta Urban Municipalities Association (AUMA)

AUMA works to advocate on behalf of urban municipalities to other levels of government in Alberta. AUMA also provides tools and assistance to municipalities to aid them in areas of interest.

In the fall, AUMA hosts a convention that attracts administrators and Council members from urban municipalities across Alberta. Expenses to attend the fall AUMA convention are covered by funds set aside in the Council budget. It is strongly encouraged that Councillors mark these dates in their calendars and attend the Convention. This year's upcoming convention will be in Edmonton from September 25th to 27th, 2019.

Federation of Canadian Municipalities (FCM)

FCM works to further the common national interests of Canadian municipalities that fall under federal jurisdiction. This organization conducts research, develops policies, and advocates for the interest of municipalities on a national level.

The City of Wetaskiwin is a member of FCM and as such Council members have the opportunity to attend the annual FCM conference. The first conference after the 2017 election will be June 4th to June 7th, 2020 in a to-be-determined location. As per Policy CO-002 – Council Remuneration and Expenses, attendance at the annual FCM conference will be limited to the Mayor and two Councillors. All Council members will be given the opportunity to attend the FCM conference at least once in their term and all Council members shall have the opportunity to attend the FCM conference when it is held in Alberta.

Important Dates

Nomination Period: May 14, 2019 to June 12th, 2019 at 12:00PM (noon)

Advance Voting: July 20th, 2019 between 12:00PM and 6:00PM

Election Day: July 24th between 10:00AM and 8:00PM

Council Swearing-In: TBD

Council Orientation: TBD

Deadline for submitting Campaign Disclosure Statements: November 21st, 2019

The Office of Mayor and Councillors

The offices for the position of Mayor and for the six positions of Councillors are elected for a four (4) year term.

The term of the incumbent Councillor for the 2019 By-Election shall end on October 25th, 2021, along with the terms of the rest of City Council.

The City Council of Wetaskiwin is paperless and each council member uses an electronic device for reference when viewing the Agenda Package during Council meetings. Council members are provided with electronic devices at the start of their term.

Council's principal role in municipal organization

201(1) A council is responsible for

- (a) developing and evaluating the policies and programs of the municipality;*
 - (b) making sure that the powers, duties and functions of the municipality are appropriately carried out;*
 - (c) carrying out the powers, duties and functions expressly given to it under this or any other enactment.*
- (2) A council must not exercise a power or function or perform a duty that is by this or another enactment or bylaw specifically assigned to the chief administrative officer or a designated officer.*

Municipal purposes

3 The purposes of a municipality are

- (a) to provide good government,*
- (a.1) to foster the well-being of the environment,*
- (b) to provide services, facilities or other things that, in the opinion of council, are necessary or desirable for all or a part of the municipality,*
- (c) to develop and maintain safe and viable communities, and*
- (d) to work collaboratively with neighbouring municipalities to plan, deliver and fund intermunicipal services.*

Code of Conduct

Council Code of Conduct is governed by Bylaw 1906-18 Council Code of Conduct which is attached as Schedule E of this information package.

Time Commitment

Councillors and the Mayor do not have set time commitments for their roles; however, there are several activities which will take up the time of City Council.

1. Council Meetings – Currently, City Council meetings take place on the second and fourth Monday of every month at 4:00PM in Council chambers. During the Months of July and August there is only one meeting held on the fourth Monday of the each month. In December there is one meeting on the second Monday of the month. If the Monday that a Council meeting is due to be held on is a holiday then the meeting will take place on Tuesday at 4:00PM in Council Chambers. The future Council Meeting schedule may change pending Council's directive.
2. Committee of the Whole – Committee of the Whole consists of all members of City Council and the Administrative Leadership team which take place on the fourth Monday of every month prior to the Regular Council Meeting. During the Months of July and August there is only one meeting held on the fourth Monday of the each month in conjunction with the Regular Council Meetings. In December there is one meeting on the second Monday of the month in conjunction with the Regular Council Meeting.
3. Boards and Committees – Council members are also required to sit on several boards and committees. At the annual Organizational Meeting Council members are designated to sit on specific boards and committees. The list of boards and committees is listed below.
4. In addition to time spent on boards and committees as well as in Council meetings, Council members are expected to spend time reading material in preparation for Council meetings, board and committee meetings, liaising with residents, and representing the City at community events. Time spent doing these activities allows Council members to make responsible and informed decisions.

Boards and Committees

Local Assessment Review Board (LARB)
Composite Assessment Review Board (CARB)
Subdivision and Development Appeal Board (SDAB)
Wetaskiwin Library Board
City/County Committee (Fire, Recreation, Library & Cemeteries)
Joint City/School Board Committee
West Central Planning Agency
Wetaskiwin Ashoro Friendship Society
Central Alberta Economic Partnership (CAEP)
Central Alberta Mayors
Mid-Size City Mayors
Northern Alberta Mayors/Reeves
Wetaskiwin & District Chamber of Commerce
Wetaskiwin & Area Lodge Authority
Yellowhead Regional Library Board
Canada's Aviation Hall of Fame – National
Memorial Fund Society

Ad Hoc Committees

Air Show Committee
Edmonton Salutes Committee
Pe Saskatew Citizen's Advisory Committee
Wetaskiwin Community Engagement Committee
Wetaskiwin Community Transportation Society

Duties of City Council

1. Public Policy – Council is in charge of directing the City. City Council participates in the evaluation of programs and approval of policies and bylaws. City Council decides on the strategic direction of the City of Wetaskiwin.
2. Deputy Mayor – Each council member will be appointed as Deputy Mayor for a total of two months out of each year. During a councillor's appointment as Deputy Mayor they may be required to chair Council meetings when the Mayor is absent, act a spokesperson of the City when the Mayor is unavailable, and chairs Committee of the Whole meetings. The Deputy Mayor appointments are subject to change pending Council's directive.
3. Represent the City and the Interests of the Residents – Council represents the City at events, public functions, and ceremonies.

Duties of the Mayor

1. Spokesperson – The Mayor is the City spokesperson and largely represents the City in the community. As they are the City's spokesperson they work at building important relationships with external communities and decision makers.
2. Chair Council Meetings – The Mayor presides as the chair of Regular Council meetings.

As per Policy CO-005 – Authority of the Mayor, the Mayor may:

- Issue letters on behalf of the City Council and the City of Wetaskiwin as long as the letters do not contain commitment for funding or resources.
- Issue certificates recognizing citizens and businesses at the Mayor's discretion.
- Issue plaques recognizing individuals and businesses.
- Make proclamations on behalf of citizens.

Council Remuneration

Council Remuneration is covered under Council Policy CO-002 – Council Remuneration and Expenses.

Council Members receive general compensation in consideration of:

- The general day to day activities of the Mayor and Council;
- Regular and Special Council Meetings;
- Informal meetings or discussion related to City business with Administration and/or Municipal Stakeholders;
- Attendance at local functions such as grand openings, charity functions or community events;
- Any and all activities undertaken while representing the City as a member of Council other than those listed as Per Diem Expenses.

Annual Remuneration for the Mayor

Base Pay: \$62,584.00

Annual Remuneration for Councillors

Base Pay: \$31,666.00

Deputy Mayor Remuneration

\$325.00/month while acting in that capacity

Benefits:

Council members are eligible to receive the following benefits:

Mandatory	Employer	Member of Council
Life Insurance	100%	0%
Accidental Death and Disability	100%	0%

RRSP Contribution Plan

This plan is based on employer local Authorities Pension Plan contribution rates.

- A member may establish a locked in RRSP account for the funds to be deposited directly into.
- If a RRSP account is not able to be established due to age, equivalent funds may be deposited into the bank account of the Council member's choice and would be reported as 100% taxable income.

Optional	Employer	Member of Council
Extended Health Care	90%	10%
Dental Plan	90%	10%

Per Diems may also be awarded to Council Members for the following additional activities:

- Approved conferences or training events;
- Council orientation;
- Budget meetings;
- Strategic planning sessions;
- Meetings with other Municipal Councils;
- Committee, board, foundation, or society meetings, as the designated council representative appointed to the committee, board, or foundation at the annual Organization Meeting.
- Any other event, meeting, or training in which the Member(s) of Council has received approval in writing from 2/3 of all Council Members and which drives the goals of the City of Wetaskiwin forward.

Per Diem rates

\$50.00 for up to two hours

\$100.00 for two to four hours

\$200.00 for full day

Disqualification of Councillors

According to the *Local Authorities Election Act* a Councillor may be disqualified for the following reasons.

174(1) *A councillor is disqualified from council if*

- (a) when the councillor was nominated, the councillor was not eligible for nomination as a candidate under the Local Authorities Election Act;*
- (b) the councillor ceases to be eligible for nomination as a candidate under the Local Authorities Election Act;*
 - (b.1) the councillor*
 - (i) fails to file a disclosure statement as required under section 147.4 of the Local Authorities Election Act before the end of the late filing period provided under section 147.7 of the Local Authorities Election Act, and*
 - (j) has not been relieved from the obligation to file a disclosure statement by a court order under section 147.8 of the Local Authorities Election Act;*
- (c) the councillor becomes a judge of a court or a member of the Senate or House of Commons of Canada or of the Legislative Assembly of Alberta;*
- (d) the councillor is absent from all regular council meetings held during any period of 8 consecutive weeks, starting with the date that the first meeting is missed, unless subsection (2) applies;*
- (e) the councillor is convicted*
 - (i) of an offence punishable by imprisonment for 5 or more years, or*
 - (j) of an offence under section 123, 124 or 125 of the Criminal Code (Canada);*
- (f) the councillor does not vote on a matter at a council meeting at which the councillor is present, unless the councillor is required or is permitted to abstain from voting under this or any other enactment;*
- (g) the councillor contravenes section 172;*
- (h) the councillor has a pecuniary interest in an agreement that is not binding on the municipality under section 173;*
- (i) the councillor uses information obtained through being on council to gain a pecuniary benefit in respect of any matter;*
- (j) the councillor becomes an employee of the municipality;*
- (k) the councillor is liable to the municipality under section 249.*

Nomination Information

Nominations for the office of Councillor will open on May 14th, 2019 and will close at 12:00PM (Noon) on Nomination Day, Wednesday June 12th, 2019.

As per section 27(1) of the Local Authorities Election Act a Nomination form (attached as Schedule A) must be submitted to the Returning Officer and must be signed by at least 5 (five) eligible electors; if the nomination form is not signed by the minimum number of electors then the Returning Officer will not accept the form for filling. A Candidate must furthermore submit the Candidate's Information form, (attached as Schedule B). This form contains contact information of the candidate as well as information pertaining to where campaign records are kept and which banking institution that campaign funds are deposited at, if applicable.

The Nomination paper must be submitted in person at City Hall; electronic and faxed copies will not be accepted. The Nomination paper does not need to be submitted by the candidate in person as someone may submit them on their behalf. However, if a candidate is not submitting their own Nomination papers, they must have the papers commissioned by a Commissioner of Oaths prior to submission.

The electors who sign the nomination must be eligible to vote, as per the Local Authorities Election Act they must be:

47(1) A person is eligible to vote in an election held pursuant to this Act if the person

- (a) is at least 18 years old,*
- (b) is a Canadian citizen, and*
- (c) resides in Alberta and the person's place of residence is located in the local jurisdiction on election day.*

Regarding the qualifications of a candidate, section 21(1) of the Local Authorities Election Act outlines that

(1) A person may be nominated as a candidate in any election under this Act if on nomination day the person

- (a) is eligible to vote in that election,*
- (b) has been a resident of the local jurisdiction and the ward, if any, for the 6 consecutive months immediately preceding nomination day, and*
- (c) is not otherwise ineligible or disqualified.*

After 12:00PM Noon on nomination day when nominations are no longer being received, any person may request to examine the filed nomination papers during regular business hours and in the presence of the Returning Officer. Regular business hours are from 8:30AM to 4:30PM from Monday to Friday at the City Hall (4705 - 50 Avenue).

Nomination Deposit

As per bylaw 1417-98 of the City of Wetaskiwin every nomination must be accompanied by a deposit in the amount of fifty (\$50.00) dollars when delivered to the Returning Officer. The deposit must be in the form of cash, certified cheque, cash order, or money order.

As per the Local Authorities Election Act, section 30(2)

(2) The candidate's deposit shall be returned to the candidate

(a) if the candidate is declared elected,

(b) if the candidate obtains a number of votes at least equal to 1/2 of the total number of votes cast for the candidate elected to the office with the least number of votes, or

(c) if the candidate withdraws as a candidate in accordance with section 32.

Furthermore, as per section 30(3)(4) of the Local Authorities Election Act

(3) If a candidate dies before the closing of the voting stations on election day, the sum deposited by the candidate shall be returned to the candidate's estate.

(4) If a candidate does not obtain the number of votes described in subsection (2)(b), the deposit shall be paid into the general revenue of the local jurisdiction for which the deposit requirement has been established.

Offence

Please note that as per section 151 of the Local Authorities Election Act

151 A candidate for elective office who signs a candidate's acceptance form that contains a false statement is guilty of an offence and liable to a fine of not more than \$1000.

Ineligibility of a Candidate

Regarding the ineligibility of a candidate section 22 of the Local Authorities Election Act outlines

(1) A person is not eligible to be nominated as a candidate in any election under this Act if on nomination day

- (a) the person is the auditor of the local jurisdiction for which the election is to be held;*
- (b) the person is an employee of the local jurisdiction for which the election is to be held unless the person takes a leave of absence under this section;*
- (c) the person is indebted to the municipality of which the person is an elector for taxes in default exceeding \$50, excluding from that amount
 - (ii) any indebtedness for current taxes, and*
 - (iii) any indebtedness for arrears of taxes for which the person has entered into a consolidation agreement with the municipality, unless the person is in default in the payment of any money due under the agreement;**
- (d) the person is indebted to the local jurisdiction for which the election is to be held for any debt exceeding \$500 and in default for more than 90 days;*
- (d.1) the person has, within the previous 10 years, been convicted of an offence under this Act, the Election Act or the Canada Elections Act (Canada).*

(1.2) A person is not eligible to be nominated as a candidate for election as a councillor if

- (a) the secretary transmitted a report to council under section 147.8(1) in respect of the person,*

(4) Subsection (1) does not apply to a person by reason only

- (a) that the person is a shareholder in a corporation having a contract or dealings with the local jurisdiction or elected authority for which the election is being held,
 - (ii) unless the person holds or there is held by the person and the person's spouse or adult interdependent partner, parents, children, brothers and sisters more than 25% of the issued capital stock of the corporation, or*
 - (iii) unless the contract or dealings are for the building or construction of a public work of the local jurisdiction;**
- (b) that the person has a contract with the local jurisdiction for the supplying to the person, the person's spouse or adult interdependent partner or child of a service, utility or commodity that the local jurisdiction has statutory authority to supply;*
- (c) that the person holds an interest in a publication
 - (i) in which official advertisements of the local jurisdiction appear, or*
 - (ii) that is supplied to the local jurisdiction at the usual rates;**

- (d) that the person sells or leases to the local jurisdiction land or interest in land that the local jurisdiction has authority to expropriate;*
- (e) that the person supplies goods, merchandise or services to the local jurisdiction or to persons contracting with the local jurisdiction if they are supplied at competitive prices and in the ordinary course of the person's business or profession;*
- (f) that the person renders
 - (i) services to indigents who are residents of the local jurisdiction and for which the local jurisdiction is or may become liable to pay, or*
 - (ii) services for which the local jurisdiction has provided a subsidy;**
- (g) that the person is appointed to a position under the Emergency Management Act;*
- (h) that the person has rendered professional services as a lawyer to the local jurisdiction, if the fees for the services have been reviewed or assessed under the Alberta Rules of Court;*
- (i) that the person has received a gratuity or allowance for services on a committee or board appointed by or responsible to the local jurisdiction;*
- (j) that the person is a member of an association under the Rural Utilities Act or is a member of a cooperative under the Cooperatives Act;*
- (k) that the person is a vendor, purchaser, assignor or assignee of land bought or sold under the Agriculture Financial Services Act;*
- (l) that the person is a party to a contract for the purchase or lease of real or personal property from the local jurisdiction entered into before nomination day;*
- (m) that the person is a volunteer chief, officer or member of a fire, ambulance or emergency measures organization established by a local jurisdiction or that the person is a volunteer for another purpose who performs duties under the direction of the local jurisdiction.*

Furthermore, pursuant to section 23 of the Local Authorities Election Act a person is not eligible to be nominated for more than one office at the City of Wetaskiwin. A Council Member is also not eligible to be nominated for the same office or a different office unless their term is expiring or unless they have resigned and the resignation is effective at least 18 days prior to Nomination Day.

Employees of the City of Wetaskiwin

- (5) An employee of a municipality who wishes to be nominated as a candidate in an election to be held for that municipality may notify his or her employer on or after July 1 in the year of a general election or on or after the day the council passes a resolution to hold a by-election but before the employee's last working day prior to*

nomination day that the employee is taking a leave of absence without pay under this section.

- (5.1) An employee referred to in subsection (1.1) who wishes to be nominated as a candidate for election as a trustee of a school board may notify his or her employer on or after July 1 in the year of an election but before the employee's last working day prior to nomination day that the employee is taking a leave of absence without pay under this section.*
- (6) Notwithstanding any bylaw, resolution or agreement of a local jurisdiction, every employee who notifies his or her employer under subsection (5) or (5.1) is entitled to a leave of absence without pay.*
- (7) An employee who takes a leave of absence under this section is subject to the same conditions that apply to taking a leave of absence without pay for any other purpose.*
- (8) If an employee who takes a leave of absence under this section is not elected, the employee may return to work, in the position the employee had before the leave commenced, on the 5th day after election day or, if the 5th day is not a working day, on the first working day after the 5th day.*
- (9) If an employee who takes a leave of absence under this section is declared elected, the employee is deemed to have resigned that position as an employee the day the employee takes the official oath of office as an elected official.*
- (10) If an employee who takes a leave of absence under this section is declared elected but, after a recount under Part 4, is declared not to be elected, the employee may return to work on the first working day after the declaration is made, and subsections (7) and (8) apply.*
- (11) Subject to subsection (12), an employee who takes a leave of absence under this section and is declared elected continues to be deemed to have resigned that position as an employee if the employee subsequently forfeits the elected office or if the employee's election is adjudged invalid.*
- (12) If, through no act or omission of the employee, an employee forfeits the elected office or the employee's election is adjudged invalid, the employee may return to work on the first working day after the office is forfeited or the election is adjudged invalid, and subsections (7) and (8) apply.*

Withdrawal of Nomination

Regarding the Withdrawal of Nomination, section 32 of the Local Authorities Election Act outlines that

- (1) Subject to subsection (2), if more than the required number of candidates for any particular office are nominated, any person so nominated may, at any time within 24 hours after the close of the nomination period, withdraw as a candidate for the office for which the candidate was nominated by filing with the Returning Officer a withdrawal in writing.*
- (2) If, after one or more candidates have withdrawn, the number of remaining candidates does not exceed the number of vacancies to be filled, the Returning Officer shall refuse to accept further withdrawals.*

Campaign Information

Electronic Advertising

Candidates may find it useful to utilize social media platforms to aid in their campaigning. Electronic advertisement may be used at the discretion of the candidate but must conform to applicable legislation from the Local Authorities Election Act and any applicable bylaws as outlined below. Electronic advertising must not contain any advertisement with the form of the ballot marked for a candidate.

Placement of Campaign Advertising (Election Signage)

A bylaw has been passed regarding Election Signage in the City of Wetaskiwin. Below is a summary of the new regulations, please read Bylaw #1879-17 is attached as Schedule F. It is the candidate's responsibility to display their election signage in accordance with this bylaw.

Election signage in the City of Wetaskiwin may only be erected between the dates of 12noon on the day when the Election is called on June 13th and 24 hours after the closing of polling stations. Furthermore, please note that signs are only permitted on private property with the permission of the property owner and cannot be placed on City property, highways, or road right of ways.

Signs must also:

- be freestanding
- not exceed 1.0m² (10.7'²) in sign area
- not exceed 1.2m (3.9') in height
- not present a safety hazard
- not resemble a ballot marked in favour of a candidate
- not be otherwise attached to utility poles, light poles, utility boxes, trees, planters, benches, waste receptacles, newspaper boxes, mailboxes, or similar fixtures.

Posting of Election Campaign Literature

Advertisement distribution as outlined in the Local Authorities Election Act:

152(1) Subject to subsection (2), a person who, on election day,

- (a) displays within a building used for a voting station or on the property on which a building used for a voting station is located, or*
- (b) distributes within a building used for a voting station or on the property on which the building used for a voting station is located,*

an advertisement, handbill, placard, poster, circular, pamphlet, newspaper or other paper except those posted by the deputy in accordance with this Act is guilty of an offence and liable to a fine of not more than \$500.

Regarding the Posting of the Form of the Ballot Section 148 of the Local Authorities Election Act outlines

- (5) No person shall print or distribute or cause to be printed or distributed in any advertisement, handbill, placard, poster, circular, pamphlet, newspaper or other paper a form of ballot printed by the Returning Officer, indicating or showing it to be marked for any candidate or candidates.*
- (6) Notwithstanding anything in this section, the Returning Officer may at any time after nomination day cause a facsimile of the ballot for chief elected official, member of an elected authority, bylaw or question to be published as often as the Returning Officer considers necessary in a newspaper circulating in the area, for the information of the electors.*
- (7) A person who contravenes subsection (1), (2), (3), (4) or (5) is guilty of an offence and liable to a fine of not more than \$10 000 or to imprisonment for not more than 6 months or to both fine and imprisonment.*

Removal of Campaign Advertising

Interference with posted documents is prohibited under the Local Authorities Election Act

153 A person who, without authorization, takes down, covers up, mutilates, defaces or alters any notice or other document required to be posted under this Act is guilty of an offence and liable

- (a) if the person is an officer, to a fine of not more than \$1000, and*
- (b) in any other case, to a fine of not more than \$200.*

Campaign Fundraising and Expenses

A candidate may wish to fundraise in order to help fund their campaign, however, campaign contributions must be recorded in a disclosure statement for transparency along with contributions from the candidate's own funds. A candidate must open a separate bank account if campaign contributions exceed \$1,000 in donations or in contributions from the candidate's own funds. All contributions must be deposited into this account.

A **campaign expense** means any expense incurred or any non-monetary contribution received by a candidate to the extent that the property or service or contribution is used to directly promote or oppose a candidate during a campaign period.

It is also important to note that campaign contributions include any contributions that are given in-kind. This includes any goods or services that a fair market value can be put to. Volunteer contributions such as door-knocking are not considered in-kind contributions. It is better to err on the side of caution and if you have any questions regarding campaign contributions please contact the Returning Officer.

Below are excerpts from the Local Authorities Election Act regarding campaign contributions:

Responsibility of contributors

147.13 (1) A prospective contributor is responsible for ensuring, before making a contribution under this Act, that the contributor is not prohibited from making a contribution and is not making a contribution that is in excess of the limit prescribed by section 147.2(3).

(2) Every candidate and every person acting on behalf of a candidate shall make every reasonable effort to advise prospective contributors of the provisions of this Part relating to contributions.

A 'prohibited organization' is defined by the Act as:

147.1 (f) "prohibited organization" means a corporation and an unincorporated organization, including a trade union and an employee organization.

Limitations on Contributions

- 147.2(1) *Only an individual ordinarily resident in Alberta may make a contribution to a candidate.*
- (2) *No prohibited organization and no individual ordinarily resident outside Alberta shall make a contribution to a candidate.*
- (3) *No individual ordinarily resident in Alberta shall contribute in any campaign period an amount that exceeds*
- (a) *\$4000 in the aggregate to candidates for election as councillors, and*
- (b) *\$4000 in the aggregate to candidates for election as school board trustees.*
- (4) *Any amount paid by a candidate for campaign expenses from the candidate's own funds that is not reimbursed to the candidate from the candidate's campaign account by the end of the campaign period is a contribution to the candidate's own campaign and is subject to the limit prescribed by subsection (3).*
- (5) *No candidate and no person acting on behalf of a candidate shall, directly or indirectly, solicit or accept a contribution if the candidate or person knows or ought to know that the prospective contributor is a prohibited organization or an individual ordinarily resident outside Alberta.*
- (6) *No candidate and no person acting on behalf of a candidate shall solicit or accept a contribution if the candidate or person knows or ought to know that the amount of the contribution will exceed the amounts referred to in subsection (3).*

***There is currently no limit on total election contributions except for the \$4,000 limit per contributor.**

Acceptance of contributions

- 147.22(1) *No person shall accept a contribution or incur a campaign expense unless the person has been nominated as a candidate.*
- (2) *No candidate and no person acting for a candidate shall accept a contribution or incur a campaign expense except during the campaign period.*
- (3) *Subsections (1) and (2) do not apply to a person who accepts not more than \$2000 in the aggregate in contributions or who incurs not more than \$2000 in the aggregate in*

campaign expenses, provided that the contributions are not accepted and the expenses are not incurred within the campaign period.

Anonymous and unauthorized contributions

147.23 Any anonymous contributions and any contribution or portion of a contribution made in contravention of this Part accepted by a candidate or a person acting on behalf of a candidate must not be used or expended, and the candidate or the person acting on behalf of the candidate shall

(a) return the contribution to the contributor if the contributor's identity can be established, or

(b) if the contributor's identity cannot be established, pay an amount equivalent to the contribution to a registered charity or to the local jurisdiction for which the candidate is running for election.

Contributions not belonging to contributor

147.24(1) No individual shall contribute to a candidate

(a) funds not belonging to that individual, or

(b) funds that have been given or furnished to the individual by another individual or a prohibited organization for the purpose of making a contribution of those funds to a candidate.

(2) No individual and no prohibited organization shall give or furnish funds to another individual for the purpose of having that other individual make a contribution of those funds to a candidate.

(3) No candidate and no person acting on behalf of a candidate shall solicit or accept a contribution if the candidate or person knows or ought to know that the contribution is contrary to subsection (1).

Duties of candidate

147.3(1) A candidate shall ensure that

(a) 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 of nomination or as soon as possible after the total amount of contributions first exceeds \$1000 in the aggregate,

(b) if a campaign account has been opened in accordance with clause (a), all contributions of money are deposited into the campaign account,

(c) money in the campaign account shall only be used for the payment of campaign expenses,

(d) contributions of real property, personal property and services are valued,

(e) receipts are issued for every contribution and obtained for every expense,

(f) records are kept of contributions and campaign expenses and are retained by the candidate for a period of 3 years following the date on which disclosure statements were required to be filed under section 147.4, and

(g) proper direction is given to the candidate's official agent and any other person who is authorized to incur campaign expenses and accept or solicit contributions on behalf of the candidate.

(2) A candidate shall not knowingly make a false or misleading statement in any disclosure statement or financial statement or other information required to be filed under this Part.

Fund-raising functions

147.31(1) In this section, "fund-raising function" includes any social function held for the purpose of raising funds for the candidate's election campaign by whom or on whose behalf the function is held.

(2) The gross income from any fund-raising function must be recorded by the candidate on whose behalf the function was held.

(3) If a fund-raising function is held by the sale of tickets by or on behalf of a candidate, the amount of the contribution is to be determined under clause (a) or under clause (b), at the option of the candidate:

(a) if the individual charge

(i) is \$50 or less, it is not considered to be a contribution unless the individual who pays the charge specifically requests that it be so considered, in which case 1/2 of the amount is allowed for expenses and 1/2 is considered to be a contribution,

(ii) is more than \$50 but not more than \$100, \$25 is allowed for expenses and the balance is considered to be a contribution, and

(iii) is more than \$100, 25% of the amount is allowed for expenses and the balance is considered to be a contribution;

(b) the amount of the contribution is the difference between the price of the ticket and the fair market value of what the ticket entitles the bearer to obtain.

(4) The price paid at a fund-raising function in excess of the fair market value at that time for goods or services received is considered to be a contribution to the candidate's election campaign.

Receipts

147.32 Every candidate or a person acting on behalf of the candidate shall issue a receipt for every contribution accepted in a form acceptable to the local jurisdiction.

Loans

147.33(1) A candidate

(a) may borrow money only from a financial institution, and

(b) shall record all loans and their terms and shall report accordingly to the relevant local jurisdiction.

(2) Only a person ordinarily resident in Alberta may make a payment on behalf of the borrower in respect of a loan to which subsection (1) applies.

(3) Any payment in respect of a loan to which subsection (1) applies made by a person referred to in subsection (2) becomes, for the purposes of this Act, including, without limitation, section 147.2,

(a) a contribution by that individual, and

(b) a contribution accepted by the borrower, if the individual is not reimbursed by the borrower before the borrower is next required to file a disclosure statement.

(4) This section does not apply to the borrowing of money for purposes unrelated to the candidate's election campaign.

Campaign Disclosure Statements:

A Financial Disclosure Statement must be submitted to the Returning Officer by **November 21, 2019** regardless of if a candidate is self-funded or if a candidate were to accept campaign contributions.

The following must be disclosed within the Campaign Disclosure statements pursuant to the Section 147.4(1) of the Local Authorities Election Act :

(a) the total amount of all contributions received during the campaign period that did not exceed \$50 in the aggregate from any single contributor,

(b) the total amount contributed, together with the contributor's name and address, for each contributor whose contributions during the campaign period exceeded \$50 in the aggregate,

(c) the total amount of all contributions received as referred to in section 147.22(3),

(d) the total amount from fund-raising functions,

(e) the total amount of other revenue,

(f) the total amount of campaign expenses,

(g) an itemized campaign expense report setting out the campaign expenses incurred by the candidate,

(h) the total amount paid by the candidate out of the candidate's own funds not reimbursed from the candidate's campaign fund,

(i) the total amount of any campaign surplus, including any surplus from previous campaigns, and

(j) the amount of any deficit.

Third Party Advertising

Individuals, corporations, and groups who are not a candidate and who participate in election advertising for or against any candidate must register with the Returning Officer if they accept at least \$1,000 of advertising contributions or expend at least \$1,000 on election advertising.

Pursuant to Section 163 of the Local Authorities Election Act,

(6) The following are not eligible to be registered in a register referred to in subsection (2)(a):

- (a) a corporation that does not carry on business in Alberta;*
- (b) an individual who is not ordinarily resident in Alberta;*
- (c) a trade union or employee organization that is not an Alberta trade union or Alberta employee organization;*
- (d) a group where any member of the group is ineligible under clause (a), (b) or (c);*
- (e) a registered charity;*
- (f) a prohibited corporation.*

Pursuant to Section 167(3) of the Local Authorities Election Act, Third Party Advertisers may not accept advertisement contributions from:

- (a) an individual ordinarily resident outside Alberta;*
- (b) a prohibited corporation;*
- (c) a trade union or employee organization that is not an Alberta trade union or Alberta employee organization;*
- (d) a registered charity;*
- (e) a group of which any member of the group is ineligible under clause (a), (b) or (c).*

For more information on Third Party Advertising, please visit the City of Wetaskiwin Election Page for updates.

Election Day and Election Activities

Advance Voting shall be Saturday July 20th, 2019 from 12:00PM to 6:00PM

Election Day shall be Wednesday, July 24th, 2019 from 10:00AM to 8:00PM

Candidate's Agents and Scrutineers

Official Agent

68.1(1) *Each person nominated as a candidate may, on the nomination form, appoint an elector to be the candidate's official agent.*

(1.1) *If it becomes necessary to appoint a new official agent, the candidate shall immediately notify the Returning Officer in writing of the contact information of the new official agent.*

(2) *A person who has, within the previous 10 years, been convicted of an offence under this Act, the Election Act or the Canada Elections Act (Canada) is not eligible to be appointed as an official agent.*

(3) *No candidate shall act as an official agent for any other candidate.*

(4) *The duties of an official agent are those assigned to the official agent by the candidate.*

Candidate's scrutineer

69(1) *If, at any time during voting hours, a person who is at least 18 years old presents to the presiding deputy a written notice, in a form acceptable to the Returning Officer,*

(c) signed by a candidate, and

(d) stating that the person presenting the notice is to represent that candidate as the candidate's scrutineer at the voting station, the person presenting the notice shall be recognized by the presiding deputy as the scrutineer of the candidate.

(1.1) *A person who has, within the previous 10 years, been convicted of an offence under this Act, the Election Act or the Canada Elections Act (Canada) is not eligible to be recognized as a scrutineer.*

(2) *Before a person is recognized as a scrutineer, the person shall make and subscribe before the presiding deputy at the voting station a statement in the prescribed form.*

- (3) *The presiding deputy shall not permit a candidate to have an official agent or a scrutineer present while the candidate is present in a voting station during voting hours.*
- (3.1) *The presiding deputy shall not permit a candidate to have both an official agent and a scrutineer present at the same time in a voting station during voting hours.*
- (4) *A candidate or official agent personally may*
- (a) undertake the duties that the candidate's scrutineer may undertake, and*
 - (b) attend any place that the candidate's scrutineer is authorized by this Act to attend.*

Regarding advertisement distribution section 150 of the Local Authorities Election Act outlines

- (5) *No person shall display at the voting station or distribute or post in it a specimen ballot paper marked for a candidate or any other material purporting to explain to the electors how to vote or leave or post a ballot or other material in a voting compartment other than the material that is required to be posted in accordance with this Act.*

Access for Enumerators and Campaigners

52 *A person to whom an enumerator, a candidate, an official agent or a campaign worker on behalf of a candidate has produced identification that meets the requirements of the regulations, indicating that the person is an enumerator, a candidate, an official agent or a campaign worker shall not*

(a) obstruct or interfere with, or

(b) cause or permit the obstruction or interference with,

the free access of the enumerator, candidate, official agent or campaign worker to each residence in a building containing 2 or more residences or to each residence in a mobile home park.

Ballots

148(1) *No person shall*

(a) without authority supply a ballot to any person,

(b) fraudulently put into a ballot box any paper other than a ballot that the person is authorized by this Act to deposit,

(c) fraudulently take a ballot out of the voting station,

(d) without authority destroy, take, open or otherwise interfere with any ballot box or packet of ballots then in use for the purpose of an election.

(2) No person shall

(a) request a ballot in the name of some other person, whether the name is that of a person living or dead or of a fictitious person, or

(b) having voted once, request at the same election a ballot in the person's own name.

(3) No person shall vote knowing that the person has no right to do so.

(4) No person shall make or sign a false statement for any purpose related to an election or vote held or to be held under this Act.

(7) A person who contravenes subsection (1), (2), (3), (4) or (5) is guilty of an offence and liable to a fine of not more than \$10 000 or to imprisonment for not more than 6 months or to both fine and imprisonment.

150(1) Every Returning Officer, deputy, candidate, constable, official agent and scrutineer in attendance at a voting station shall maintain and aid in maintaining the secrecy of the voting at the voting station.

(2) No person shall interfere with or attempt to interfere with an elector when the elector is marking the elector's ballot, or shall otherwise attempt to obtain at the voting station information as to which candidate or candidates any elector at that voting station is about to vote or has voted for.

(3) No person shall

(a) during the hours when a voting station is open, canvass or solicit votes in a building where the voting station is located, or

(b) make any communication to an elector in a voting station respecting the election otherwise than through the deputy.

- (4) *When a voting station is located in a building containing a complex of interlocking offices, stores or other facilities, the prohibition in subsection (3) applies only to the store, office or facility comprising the area used as a voting station.*
- (5) *No person shall display at the voting station or distribute or post in it a specimen ballot paper marked for a candidate or any other material purporting to explain to the electors how to vote or leave or post a ballot or other material in a voting compartment other than the material that is required to be posted in accordance with this Act.*
- (6) *No person shall communicate at any time to any person any information obtained at a voting station as to which candidate any elector at that voting station is about to vote or has voted for.*
- (7) *No Returning Officer, deputy, official agent or scrutineer in attendance at the counting of the votes shall communicate or attempt to communicate any information obtained at that counting as to which candidate or candidates any vote is given for.*
- (8) *No person shall directly or indirectly induce an elector to display the elector's ballot, after the elector has marked it, so as to make known to any person the name of any candidate for whom the elector has or has not marked the elector's ballot.*
- (9) *A person who contravenes this section is guilty of an offence and liable to a fine of not more than \$5000 or to imprisonment for a term not exceeding 2 years or to both fine and imprisonment.*
- 151 *A candidate for elective office who signs a candidate's acceptance form that contains a false statement is guilty of an offence and liable to a fine of not more than \$1000.*

Voting Stations

The polling station will be located at the Memorial Arts Centre (5206-50th Street) on July 24th, 2019. Every elector who desires to cast a ballot, other than those participating in the institutional vote, is to do so at the Memorial Arts Centre.



Institutional Voting Stations

Institutional Vote will take place on Election Day. Voting Stations, as outlined in Bylaw 1878-17, are as follows:

- Health Services – David Thompson Health Region
 - Hospital
 - Long Term/Continuing Care Unit
- Good Shepard Lutheran Home
- Peace Hills Lodge
- Kiwanis Kourt
- Wetaskiwin Meadows
- Madyson Manor
- Sunrise Village

Advanced Voting

Advanced Voting will take place on July 20th, 2019 between the hours of 12:00PM and 6:00PM at the Manluk Centre in the De Goeij Room (4514-50th Avenue). Every elector who desires to cast a ballot in advance of July 24th, 2019 is to do so at the Manluk Centre. Advance vote is established to accommodate electors who may not be available to vote on July 24th, 2019 or for any electors who wish to cast their ballot early for any reason.

Schedules

Schedule A

FORM 4 Nomination Paper and Candidate's Acceptance

Local Authorities Election Act
 (Sections 12, 21, 22, 23, 27, 28, 47,
 68.1, 151, Part 5.1)
School Act(Section 44(4))

Note: 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 section 33(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 of this personal information, please contact:

Legislative Officer 780-361-4420
 Title of the Responsible Official Business Phone Number

LOCAL JURISDICTION: CITY OF WETASKIWIN, PROVINCE OF ALBERTA

We, the undersigned electors of _____, nominate
Name of Local Jurisdiction and Ward (if applicable)

_____ of _____
Candidate Surname Given Name
 _____ as a candidate at the election
Complete Address and postal code

about to be held for the office of COUNCILLOR
Office Nominated for

of CITY OF WETASKIWIN
Name of Local Jurisdiction

Signatures of at least **5 ELECTORS ELIGIBLE TO VOTE** in this election in accordance with sections 27 and 47 of the *Local Authorities Election Act* and section 44(4) of the *School Act* (if applicable). If a city or a board of trustees under the *School Act* passes a bylaw under section 27(2) of the *Local Authorities Election Act*, then the signatures of up to 100 electors eligible to vote may be required.

Printed Name of Elector	Complete Address and Postal Code of Elector	Signature of Elector

Candidate's Acceptance

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

- THAT I am eligible under sections 21 and 47 (and section 12, in the case of summer villages) of the *Local Authorities Election Act* and section 44(4) of the *School Act* (if applicable) to be elected to the office;
- THAT I am not otherwise disqualified under section 22 or 23 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 section 44(4) of the *School Act* (if applicable) and understand their contents;
- THAT I am appointing

Name, Contact Information or Complete Address and Postal Code and Telephone Number of Official Agent (if applicable)
as my official agent.

- THAT I will read and abide by the municipality's code of conduct if elected (if applicable); and
- THAT the electors who have signed this nomination paper are eligible to vote in accordance with the *Local Authorities Election Act* and the *School Act* and resident in the local jurisdiction 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., Mr., Ms., Dr.)

SWORN (AFFIRMED) before me

at the _____ of _____,

in the Province of Alberta,

this _____ day of _____, 20_____.



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**

FORM 5

Candidate Information

Local Authorities Election Act
(Section 27)

Note: The personal information on this form is being collected to support the administrative requirements of the local authorities election process and is authorized under section 27 of the *Local Authorities Election Act* and section 33(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 of this personal information, please contact

Legislative Officer

780-361-4420

Title of the Responsible Official

Business Phone Number

Candidate's Full Name _____

Candidate's Address and Postal Code _____

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

Name(s) and address(es) of financial institutions where campaign contributions will be deposited (if applicable)

Name(s) of signing authorities for each depository listed above (if applicable)

Where there is any change in the above mentioned information, the candidate shall notify the local jurisdiction in writing within 48 hours of such changes by submitting a completed information form.

LGS12180 Rev. 2019-03

Schedule C

FORM 26

**Campaign Disclosure Statement
 and Financial Statement**

*Local Authorities Election Act
 (Sections 147.3, 147.4)*

NOTE: The personal information on this form is being collected to support the administrative requirements of the local authorities election process and is authorized under section 147.4 of the *Local Authorities Election Act* and section 33(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 of this personal information, please contact

Legislative Officer 780-361-4420
Title of the Responsible Official Business Phone Number

LOCAL JURISDICTION CITY OF WETASKIWIN, PROVINCE OF ALBERTA

Full Name of Candidate _____

Candidate's Mailing Address _____
 _____, Alberta
 Postal Code _____

This form, including any contributor information from line 2, is a public document.

Pre-Campaign Period Report

CAMPAIGN CONTRIBUTIONS:

- 1. Pre-Campaign Period Contributions (up to a limit of \$2,000) \$ _____
- 2. Pre-Campaign Period Expenses (up to a limit of \$2,000) \$ _____

Campaign Period Revenue

CAMPAIGN CONTRIBUTIONS:

- 1. Total amount of contributions of \$50.00 or less \$ _____
- 2. Total amount of all contributions of \$50.01 and greater, together with the contributor's name and address (attach listing and amount) \$ _____

NOTE:For lines 1 and 2, include all money and valued personal property, real property or service contributions.

- 3. Deduct total amount of contributions returned \$ _____
- 4. NET CONTRIBUTIONS (line 1 + 2 - 3) \$ _____

OTHER SOURCES:

- 5. Total amount contributed out of candidate's own funds \$ _____
- 6. Total net amount received from fund-raising functions \$ _____
- 7. Transfer of any surplus or deficit from a candidate's previous election campaign \$ _____
- 8. Total amount of other revenue \$ _____
- 9. TOTAL OTHER SOURCES (add line 5, 6, 7 and 8) \$ _____
- 10. **Total Campaign Period Revenue**(add lines 4 and 9) \$ _____

Campaign Period Expenditures

- 11. Total Campaign Period Expenses Paid \$ _____ Unpaid \$ _____ TOTAL \$ _____

The Candidate must attach an itemized expense report to this form.

Campaign Period Surplus (Deficit)

(deduct line 11 from line 10) \$ _____

ATTESTATION OF CANDIDATE

This is to certify that to the best of my knowledge this document and all attachments accurately reflect the information required under section 147.4 of the *Local Authorities Election Act*.

Signature of Candidate _____ Date _____

Forward the signed original of this document to the address of the local jurisdiction in which the candidate was nominated for election.

IT IS AN OFFENCE TO SIGN A FALSE STATEMENT

FORM 16

Statement of Scrutineer or Official Agent

Local Authorities Election Act
(Sections 16(2), 68.1, 69, 70)

Note: 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 16(2), 68.1, 69 and 70 of the *Local Authorities Election Act* and section 33(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 of this personal information, please contact

Legislative Officer

780-361-4420

Title of the Responsible Official

Business Phone Number

LOCAL JURISDICTION: _____, PROVINCE OF ALBERTA

ELECTION DATE (OR VOTE ON A BYLAW OR QUESTION): _____

I, _____,
Name of Scrutineer or Official Agent

of _____,
Complete Address and Postal Code

in the Province of _____, am at least 18 years of age and,
Name of Province

(a) For the purposes of an election, will act as scrutineer on behalf of _____
for the office of _____
Name of Candidate
Office for which Candidate was Nominated

OR

(b) For the purposes of a vote on a bylaw, will act as scrutineer for those persons who are interested in

(Check [✓] One) promoting the passing of Bylaw No. _____

opposing the passing of Bylaw No. _____

OR

(c) For the purposes of a vote on a question, will act as scrutineer on behalf of those persons who are interested in

(Check [✓] One) voting in the **positive** on the question set out.

voting in the **negative** on the question set out.

AND I will in all respects maintain and aid in maintaining the absolute secrecy of the vote.

Signature of Scrutineer or Official Agent

IT IS AN OFFENCE TO SIGN A FALSE STATEMENT

LGS0760 Rev. 2019-03

Schedule E

CITY OF WETASKIWIN

1906-18

A BYLAW TO ESTABLISH A CODE OF CONDUCT FOR MEMBERS OF COUNCIL

WHEREAS, pursuant to section 146.1(1) of the *Municipal Government Act*, a council must, by bylaw, establish a code of conduct governing the conduct of councillors;

AND WHEREAS, pursuant to section 153 of the *Municipal Government Act*, councillors have a duty to adhere to the code of conduct established by the council;

AND WHEREAS the public is entitled to expect the highest standards of conduct from the members that it elects to council for the City of Wetaskiwin;

AND WHEREAS the establishment of a code of conduct for members of council is consistent with the principles of transparent and accountable government;

AND WHEREAS a code of conduct ensures that members of council share a common understanding of acceptable conduct extending beyond the legislative provisions governing the conduct of councillors;

NOW THEREFORE the Council of the City of Wetaskiwin, in the Province of Alberta, duly assembled, enacts as follows:

1. Short Title

1.1. This Bylaw may be referred to as the "Council Code of Conduct Bylaw".

2. Definitions

2.1. In this Bylaw, words have the meanings set out in the Act, except that:

- (a) "Act" means the Municipal Government Act, R.S.A. 2000, c. M-26, and associated regulations, as amended;
- (b) "Administration" means the administrative and operational arm of the Municipality, comprised of the various departments and business units and including all employees who operate under the leadership and supervision of the City Manager;
- (c) "City Manager" means the chief administrative officer of the Municipality, or their delegate;
- (d) "FOIP" means the Freedom of Information and Protection of Privacy Act, R.S.A. 2000, c. F-25, any associated regulations, and any amendments or successor legislation;
- (e) "Investigator" means Council or a body established by Council or an individual determined by Council to investigate and report on complaints;
- (f) "Member" means a member of Council and includes a councillor or the Mayor;

- (g) "Municipality" means the municipal corporation of the City of Wetaskiwin.

3. Purpose and Application

- 3.1. The purpose of this Bylaw is to establish standards for the ethical conduct of Members relating to their roles and obligations as representatives of the Municipality and a procedure for the investigation and enforcement of those standards.

4. Representing the Municipality

4.1. Members shall:

- (a) act honestly and, in good faith, serve the welfare and interests of the Municipality as a whole;
- (b) perform their functions and duties in a conscientious and diligent manner with integrity, accountability and transparency;
- (c) conduct themselves in a professional manner with dignity and make every effort to participate diligently in the meetings of Council, committees of Council and other bodies to which they are appointed by Council; and
- (d) arrange their private affairs and conduct themselves in a manner that promotes public confidence and will bear close public scrutiny.

5. Communicating on Behalf of the Municipality

- 5.1. A Member must not claim to speak on behalf of Council unless authorized to do so.
- 5.2. Unless Council directs otherwise, the Mayor is Council's official spokesperson and in the absence of the Mayor it is the Deputy Mayor. All inquiries from the media regarding the official Council position on an issue shall be referred to Council's official spokesperson.
- 5.3. A Member who is authorized to act as Council's official spokesperson must ensure that their comments accurately reflect the official position and will of Council as a whole, even if the Member personally disagrees with Council's position.
- 5.4. No Member shall make a statement when they know that statement is false.
- 5.5. No Member shall make a statement with the intent to mislead Council or members of the public.

6. Respecting the Decision-Making Process

- 6.1. Decision making authority lies with Council, and not with any individual Member. Council may only act by bylaw or resolution passed at a Council meeting held in public at which there is a quorum present. No Member shall, unless authorized by Council, attempt to bind the Municipality or give direction to employees in Administration, agents, contractors, consultants or other service providers or

prospective vendors to the Municipality.

- 6.2. Members shall conduct and convey Council business and all their duties in an open and transparent manner other than for those matters which by law are authorized to be dealt with in a confidential manner in an in-camera session, and in so doing, allow the public to view the process and rationale which was used to reach decisions and the reasons for taking certain actions.
- 6.3. Members shall accurately communicate the decisions of Council, even if they disagree with Council's decision, such that respect for the decision-making processes of Council is fostered.

7. Adherence to Policies, Procedures and Bylaws

- 7.1. Members shall uphold the law established by the Parliament of Canada and the Legislature of Alberta and the bylaws, policies and procedures adopted by Council.
- 7.2. Members shall respect the Municipality as an institution, its bylaws, policies and procedures and shall encourage public respect for the Municipality, its bylaws, policies and procedures.
- 7.3. A Member must not encourage disobedience of any bylaw, policy or procedure of the Municipality in responding to a member of the public, as this undermines public confidence in the Municipality and in the rule of law.

8. Respectful Interactions with Council Members, Staff, the Public and Others

- 8.1. Members shall act in a manner that demonstrates fairness, respect for individual differences and opinions, and an intention to work together for the common good and in furtherance of the public interest.
- 8.2. Members shall treat one another, employees of the Municipality and members of the public with courtesy, dignity and respect and without abuse, bullying or intimidation.
- 8.3. No Member shall use indecent, abusive, or insulting words or expressions toward another Member, any employee of the Municipality or any member of the public.
- 8.4. No Member shall speak in a manner that is discriminatory to any individual based on the person's race, religious beliefs, colour, gender, physical disability, mental disability, age, ancestry, place of origin, marital status, source of income, family status or sexual orientation.
- 8.5. Members shall respect the fact that employees in Administration work for the Municipality as a corporate body and are charged with making recommendations that reflect their professional expertise and a corporate perspective and that employees are required to do so without undue influence from any Member or group of Members.
- 8.6. Members must not:
 - (a) involve themselves in matters of Administration, which fall within the jurisdiction of the City Manager;

- (b) use, or attempt to use, their authority or influence for the purpose of intimidating, threatening, coercing, commanding or influencing any employee of the Municipality with the intent of interfering in the employee's duties; or
- (c) maliciously or falsely injure the professional or ethical reputation, or the prospects or practice of employees of the Municipality.

9. Confidential Information

- 9.1. Members must keep in confidence matters discussed in private at a Council or Council committee meeting until the matter is discussed at a meeting held in public.
- 9.2. In the course of their duties, Members may also become privy to confidential information received outside of an "in-camera" meeting. Members must not:
 - (a) disclose or release by any means to any member of the public, including the media, any confidential information acquired by virtue of their office, unless the disclosure is required by law or authorized by Council to do so;
 - (b) access or attempt to gain access to confidential information in the custody or control of the Municipality unless it is necessary for the performance of the Member's duties and is not otherwise prohibited by Council, and only then if the information is acquired through appropriate channels in accordance with applicable Council bylaws and policies;
 - (c) use confidential information for personal benefit or for the benefit of any other individual or organization.
- 9.3. Confidential information includes information in the possession of, or received in confidence by, the Municipality that the Municipality is prohibited from disclosing pursuant to legislation, court order or by contract, or is required to refuse to disclose under FOIP or any other legislation, or any other information that pertains to the business of the Municipality, and is generally considered to be of a confidential nature, including but not limited to information concerning:
 - (a) the security of the property of the Municipality;
 - (b) a proposed or pending acquisition or disposition of land or other property;
 - (c) a tender that has or will be issued but has not been awarded;
 - (d) contract negotiations;
 - (e) employment and labour relations;
 - (f) draft documents and legal instruments, including reports, policies, bylaws and resolutions, that have not been the subject matter of deliberation in a meeting open to the public;
 - (g) law enforcement matters;
 - (h) litigation or potential litigation, including matters before administrative

tribunals; and

- (i) advice that is subject to solicitor-client privilege.

10. Conflicts of Interest

- 10.1. Members have a statutory duty to comply with the pecuniary interest provisions set out in Part 5, Division 6 of the Act and a corresponding duty to vote unless required or permitted to abstain under the Act or another enactment.
- 10.2. Members are to be free from undue influence and not act or appear to act in order to gain financial or other benefits for themselves, family, friends or associates, business or otherwise.
- 10.3. Members shall approach decision-making with an open mind that is capable of persuasion.

11. Improper Use of Influence

- 11.1. No Member shall use the influence of the Member's office for any purpose other than for the exercise of the Member's official duties.
- 11.2. No Member shall act as a paid agent to advocate on behalf of any individual, organization or corporate entity before Council or a committee of Council or any other body established by Council.
- 11.3. Members shall not contact or otherwise attempt to influence members of any adjudicative body regarding any matter before it relating to the Municipality.
- 11.4. Members shall refrain from using their positions to obtain employment with the Municipality for themselves, family members or close associates.

12. Use of Municipal Assets and Services

- 12.1. Members shall use municipal property, equipment, services, supplies and staff resources only for the performance of their duties as a Member.

13. Orientation and Other Training Attendance

- 13.1. Every Member must attend the orientation training offered by the Municipality within 90 days after the Member takes the oath of office.
- 13.2. Unless excused by Council, every Member must attend any other training organized at the direction of Council for the benefit of Members throughout the Council term.

14. Remuneration and Expenses]

- 14.1. Members are stewards of public resources and shall avoid waste, abuse and extravagance in the use of public resources.
- 14.2. Members shall be transparent and accountable with respect to all expenditures and strictly comply with all municipal bylaws, policies and procedures regarding claims for remuneration and expenses.

15. Election Campaigns

- 15.1. No Member shall use any facilities, equipment, supplies, services, municipal logo or other resources of the Municipality for any election campaign or campaign-related activity.

16. Formal Complaint Process

- 16.1. Any person or Member who has identified or witnessed conduct by a Member that the person or Member reasonably believes, in good faith, is in contravention of this Bylaw may file a formal complaint in accordance with the following procedure:
- (a) All complaints shall be made in writing and shall be dated and signed by an identifiable individual;
 - (b) All complaints shall be addressed to the Investigator;
 - (c) The complaint must set out reasonable and probable grounds for the allegation that the Member has contravened this Bylaw, including a detailed description of the facts, as they are known, giving rise to the allegation;
 - (d) If the facts, as reported, include the name of one or more Members who are alleged to be responsible for the breach of this Bylaw, the Member or Members concerned shall receive a copy of the complaint submitted to the Investigator;
 - (e) Upon receipt of a complaint under this Bylaw, the Investigator shall review the complaint and decide whether to proceed to investigate the complaint or not. If the Investigator is of the opinion that a complaint is frivolous or vexatious or is not made in good faith, or that there are no grounds or insufficient grounds for conducting an investigation, the Investigator may choose not to investigate or, if already commenced, may terminate any investigation, or may dispose of the complaint in a summary manner. In that event, the complainant and Council, if Council is not the Investigator, shall be notified of the Investigator's decision;
 - (f) If the Investigator decides to investigate the complaint, the Investigator shall take such steps as it may consider appropriate, which may include seeking legal advice. All proceedings of the Investigator regarding the investigation shall be confidential;
 - (g) If the Investigator is not Council, the Investigator shall, upon conclusion of the investigation, provide the Council and the Member who is the subject of the complaint, the results of the Investigator's investigation;
 - (h) A Member who is the subject of an investigation shall be afforded procedural fairness, including an opportunity to respond to the allegations before Council deliberates and makes any decision or any sanction is imposed;
 - (i) A Member who is the subject of an investigation is entitled to be represented by legal counsel, at the Member's sole expense.

17. Dispute Resolution

- 17.1. In the event of a dispute between members, the members agree to use best efforts to resolve the dispute between themselves, in a manner that is both respectful and professional;
- 17.2. In the event that members cannot, by exercising their best efforts, resolve the dispute, then the dispute shall be submitted to the Mayor for resolution;
- 17.3. Members shall abide by the resolution as determined by the Mayor.

18. Compliance and Enforcement

- 18.1. Members shall uphold the letter and the spirit and intent of this Bylaw.
- 18.2. Members are expected to co-operate in every way possible in securing compliance with the application and enforcement of this Bylaw.
- 18.3. No Member shall:
 - (a) undertake any act of reprisal or threaten reprisal against a complainant or any other person for providing relevant information to Council or to any other person;
 - (b) obstruct Council, or any other person, in carrying out the objectives or requirements of this Bylaw.
- 18.4. Sanctions that may be imposed on a Member, by Council, upon a finding that the Member has breached this Bylaw may include:
 - (a) a letter of reprimand addressed to the Member;
 - (b) requesting the Member to issue a letter of apology;
 - (c) publication of a letter of reprimand or request for apology and the Member's response;
 - (d) a requirement to attend training;
 - (e) suspension or removal of the appointment of a Member as the chief elected official under section 150(2) of the Act;
 - (f) suspension or removal of the appointment of a Member as the deputy chief elected official or acting chief elected official under section 152 of the Act;
 - (g) suspension or removal of the chief elected official's presiding duties under section 154 of the Act;
 - (h) suspension or removal from some or all Council committees and bodies to which council has the right to appoint members;
 - (i) reduction or suspension of remuneration as defined in section 275.1 of the Act corresponding to a reduction in duties, excluding allowances for attendance at council meetings;
 - (j) any other sanction Council deems reasonable and appropriate in the circumstances provided that the sanction does not prevent a Member from

fulfilling the legislated duties of a councillor and the sanction is not contrary to the Act.

19. Review

- 19.1. This Bylaw shall be brought forward for review at the beginning of each term of Council, when relevant legislation is amended, and at any other time that Council considers appropriate to ensure that it remains current and continues to accurately reflect the standards of ethical conduct expected of Members.

READ a First time this 11th day of June, 2018.

READ a Second time this 11th day of June, 2018.

READ a Third time this 11th day of June, 2018.

ORIGINAL SIGNED
MAYOR

ORIGINAL SIGNED
CITY MANAGER

Schedule F
Bylaw # 1879-17
OF THE CITY OF WETASKIWIN
IN THE PROVINCE OF ALBERTA

**A BYLAW OF THE CITY OF WETASKIWIN IN THE PROVINCE OF ALBERTA FOR THE REGULATION
OF ELECTION SIGNAGE IN THE CITY OF WETASKIWIN**

WHEREAS Sections 7 and 8 of the *Municipal Government Act*, RSA 2000 Chapter M-26 authorizes Council of a municipality to pass bylaws for the safety, health and welfare of people and the protection of people and property and for people, activities, and things in, on or near a public place or place that is open to the public, which bylaws may regulate or prohibit, and impose fines and penalties for infractions of the bylaws;

AND WHEREAS pursuant to Section 18 of the *Municipal Government Act*, RSA 2000 Chapter M-26 a municipality has the direction, control and management of all roads within the municipality;

AND WHEREAS Section 13 of the *Traffic Safety Act*, RSA 2000 Chapter T-6, authorizes Council of a municipality to make bylaws with respect to a highway under its direction, control and management which are not inconsistent with the Act;

NOW THEREFORE, the Municipal Council of the City of Wetaskiwin in the Province of Alberta hereby enacts a Bylaw to regulate election signs within the City of Wetaskiwin.

This Bylaw may be cited as the City of Wetaskiwin "Election Signage Bylaw"

1. DEFINITIONS

For the purposes of this Bylaw, all definitions and interpretations of the *Traffic Safety Act* and *Local Authorities Election Act* and all subsequent regulations shall apply, unless otherwise defined in this Bylaw, as follows:

- A. **"Candidate"** means a person officially nominated as a candidate at an Election and his/her authorized agent;
- B. **"City"** means the City of Wetaskiwin in the Province of Alberta;

- C. **“City Manager”** means the person appointed to be the Chief Administrative Officer of the City in accordance with Council Bylaw;
- D. **“Council”** means the duly elected Council of the City of Wetaskiwin;
- E. **“Court”** means a Court of competent jurisdiction in the Province of Alberta;
- F. **“Election”** means a Federal, Provincial, Municipal or School Board general election or by-election held pursuant to the *Canada Elections Act*, S.C 2000, Chapter 9, Elections Act, R.S.A. 2000 Chapter E-1, or the *Local Authorities Election Act*, RSA 2000 Chapter L-21;
- G. **“Election Sign”** means any free standing sign connected with an Election including but not limited to signs describing or promoting the Election process, a Candidate or a party seeking Election, a referendum or plebiscite;
- H. **“Enforcement Officer”** means a member of the Royal Canadian Mounted Police (R.C.M.P.), a Community Peace Officer appointed by the Solicitor General of Alberta in accordance with the *Peace Officers Act* R.S.A 2006 Chapter p-3.5, and a Bylaw Enforcement Officer employed by the City of Wetaskiwin in accordance with the Municipal Government Act;
- I. **“Highway”** means any thoroughfare, street, road, trail, avenue, parkway, viaduct, lane, alley, square, bridge, causeway, trestle way or other place, whether publicly or privately owned, any part of which the public is ordinarily entitled or permitted to use for the passage or parking of vehicle, and includes:
 - i. A sidewalk, including a boulevard adjacent to the sidewalk,
 - ii. If a ditch lies adjacent to and parallel to the roadway, the ditch, and
 - iii. If a highway right of way is contained between fences or between a fence and one side of the roadway, all the land between the fence and the edge of the roadway as the case may be,But does not include a place declared by regulation not to be a highway.
- J. **“Land Use Bylaw”** Means the City of Wetaskiwin Land Use Bylaw #1804-13, as amended or replaced by Council from time to time;
- K. **“Municipal Government Act”** means the *Municipal Government Act*, R.S.A 2000 Chapter m_26, as amended, repealed or replaced;

- L. **“Person”** means any individual or corporate entity including firm, joint venture, proprietorship, association, corporation, organization, partnership, company, society, political party and any other legal entity;
- M. **“Polling Place”** or **“Voting Place”** means the entire building where the Election voting will occur and the property associated with the building.
- N. **“Permanent Sign”** means a permanent sign approved by the City of Wetaskiwin in accordance with the Land Use Bylaw and other applicable bylaws;
- O. **“Portable Sign”** means a temporary sign approved by the City of Wetaskiwin in accordance with the Land Use Bylaw or applicable bylaws;
- P. **“Provincial Offences Procedure Act”** means *Provincial Offences Procedure Act*, R.S.A 2000 Chapter P-34, as amended from time to time;
- Q. **“Provincial Highway”** means any highways or road that is subject to the direction and management of the Province of Alberta by virtue of legislation including but not limited to the *Traffic Safety Act*, R.S.A. 2000 Chapter T-6, the *Highways Development and Protection Act* R.S.A. 2004 Chapter H-8.5, the *Provincial Parks Act*, R.S.A 2000 Chapter P-35 and the *Public Lands Act*, R.S.A. 2000 Chapter P-40;
- R. **“Parkland”** means any grassed, cultivated or otherwise improved land used for the purposes of a playground or recreation area, any public park, parkway or square. This definition shall not include golf courses.
- S. **“Returning officer”** means a person appointed as a returning officer and includes a person acting in the returning officer’s place;
- T. **“Road Right of Way”** means the area that is contained between fences or between a fence and one side of the roadway, all the land between the fences, or all the land between the fence and the edge of the roadway, as the case may be;
- U. **“Sign Owner”** means the Candidate or Person having the use or major benefit of the Election Sign;
- V. **“Violation Ticket”** means a ticket issued pursuant to Part 2 of the *Provincial Offense Procedures Act*, R.S.A. 2000 Chapter P-34, or as amended from time to time;

2. **Guidelines**

Federal, Provincial, Municipal or School Election signs must comply with the following:

- A. Election signs may be posted only between
 - i. 12:00 noon on the day when an election is officially called and 24 hours after the closing of polling stations for the municipal and school elections; or
 - ii. 12:00 noon on the day when an election is officially called and 24 hours after the closing of polling stations for federal and provincial elections.
- B. Election Signs erected on private property must:
 - i. have permission of the property owner;
 - ii. not exceed 1.0 sq. m in sign area;
 - iii. not exceed 1.2 m in sign height;
 - iv. be freestanding;
 - v. not present a safety hazard;
 - vi. if signs are larger than prescribed in 2.B.ii. or 2B.iii., be referred to the City of Wetaskiwin's Development department for consideration of approval under the provisions of the City's Land Use Bylaw;
 - vii. not resemble a ballot with a mark in favor of the candidates name with the intent to explain to the voters how to vote.
- C. Election Signs shall not be placed on any City of Wetaskiwin property, occupied or not, nor on highways and road right of ways as determined by this bylaw;
- D. (section removed upon amendment)
- E. (section removed upon amendment)

- F. Every sign owner shall ensure that Elections Signs are designed, erected and installed in accordance with the applicable legislation governing the Election including, but not limited to, the *Canadian Elections Act* (Federal Elections), *Election Act* (Provincial Elections) and *Local Authorities Election Act* (Municipal and School Board Elections).
- G. No person shall at any time nail, tape, staple, tie or otherwise attach an Election Sign, or cause and Election Sign to be nailed, taped, stapled, tied or otherwise attach to or upon utility poles, light poles, utility boxes, trees, planters, benches, waste receptacles, newspaper boxes, mailboxes or other similar fixtures;
- H. No person shall erect, cause or permit to be erected an Election Sign in any place that may obstruct or impede any exit routes or escape routes or impede free access of emergency vehicles;
- I. No person shall erect, cause or permit to be erected an Election Sign that may obstruct the view of any traffic signal, resemble any regulated traffic sign or signal or obstruct the view of any person operating a vehicle which otherwise may pose a safety hazard;
- J. No person shall at any time on any Election voting day (12:00 a.m. to 11:59 p.m.), including those days when advance Election voting is held, erect, cause or permit to be erected an Election Sign at any polling place or voting place or display a vehicle sign within 50 metres at any Polling Place or Voting Place;
- K. No person shall erect, cause or permit to be erected and Election sign on private property without the property owner's consent;
- L. No person shall deface, remove or willfully cause damage to a lawfully erected Elections sign;
- M. The sign owner is responsible for ensuring all Election Signs are kept free from damage and disrepair. Sign owners are responsible to remove any damaged or vandalized Election Signs immediately;
- N. The sign owner is liable for any and all damages, loss and expenses resulting from the removal of any Election Sign which is installed or erected in breach of this Bylaw;

3. ENFORCEMENT

- A. Where an Enforcement Officer or Returning Officer has determined that the Election Sign violates this Bylaw or otherwise poses a public safety risk, he/she may give notice to the Sign Owner to remove the Election Sign;
- B. Where a Sign Owner has been given notice to remove the Election Sign by an Enforcement Officer, the Sign Owner shall remove the Election Sign with 24 hours of receiving the notice or such time period as the Enforcement Officer may direct.
- C. Where the Sign Owner has not removed the Election Sign in accordance with section "B" or where the Enforcement Officer has determined that the Election Sign violates the Bylaw or otherwise poses a public safety risk, the Enforcement Officer may remove and dispose of the Election Sign without providing notice to the Sign Owner;
- D. The City of Wetaskiwin shall not be liable for any damage or loss of an Election Sign that was erected or installed in contravention of this Bylaw or that was removed by an Enforcement Officer on the basis that the Election Sign violated this bylaw or posed a public safety risk;

4. OFFENCES AND PENALTIES

- A. Any person who violates any provision of this Bylaw has committed an offence.
- B. Each Election Sign in contravention of this Bylaw constitutes a separate violation for which a violation ticket may be issued.
- C. In accordance with the Municipal Government Act, R.S.A. 2000 Chapter M-26 Section 566 or as amended, any Person that violates any provision of this Bylaw is guilty of an offence and is liable, upon conviction, to a maximum fine of \$10,000 or in default of payment of the fine, to imprisonment for a period not exceeding one year, or both fine and imprisonment in such amounts;
- D. Where an Enforcement Officer has reasonable and probable grounds to believe that a Person has violated any provision of this Bylaw, the Enforcement Officer may commence Court proceeding against such Person by:
 - i. Issuing a Person a Violation Ticket pursuant to the provisions of Part 3 of the Provincial Offences Procedure Act; or

- ii. swearing out an information and complaint against the person.
- E. Where and Enforcement Officer issues a Person a Violation ticket in accordance with section 4(D) of this bylaw, the Enforcement Officer may either:
 - i. Allow the person to pay the minimum and specified penalty established in Schedule "A" for the offence by including such minimum penalty in the Violation Ticket; or
 - ii. Require a Court appearance of the Person where the Enforcement Officer believes that such appearance is in the public interest, pursuant to the provisions of Part 3 of the Provincial Offences Procedure Act.
- F. No provision of this Bylaw nor any action taken pursuant to any provision of the Bylaw shall in any way restrict, limit prevent or preclude the City of Wetaskiwin from pursuing any other remedy in relation to an offence, as may be provided by the Municipal Government Act, or any other law of the Province of Alberta.

5. **VICARIOUS LIABILITY**

For the purpose of this bylaw, an act or omission by an employee or agent for a person is deemed also to be an act or omission of the person if the act of omission occurred in the course of the employee's employment with the person, or in the course of the agent exercising the powers of or performing duties on behalf of the person under their agency relationship.

6. **SEVERABILITY**

If a court of competent jurisdiction should declare any Section or Subsection of this Bylaw to be invalid, that Section or Subsection shall be severed from the remainder of the Bylaw, and the remaining provisions of this Bylaw shall continue to be valid and enforceable

7. **TRANSITION AND EXECUTION**

- A. This Bylaw shall repeal Bylaw No. 1416-98 and amendments thereto on the date of final passing.

This Bylaw shall come into full force and effect on the date of final passing.

Read a first time this 23rd day of May, 2017.

Read a second time this 12th day of June, 2017.

Read a third time this 12th day of June, 2017.

ORIGINAL SIGNED
MAYOR

ORIGINAL SIGNED
CITY MANAGER

SCHEDULE "A"
SCHEDULE OF FINES

The description used for each offense listed in this schedule exists solely for purposes of identifying and referencing and referencing the particular offense listed in the Bylaw, and shall not be construed as limiting or altering any provision or offence identified in the text of the Bylaw itself.

Offense	Section	Specified Penalty
2(a)(i)	Erect sign prior to 12:00 noon when election is called(municipal or school)	\$150.00
2(a)(ii)	Erect sign prior to 12:00 noon when election is called(Federal or Provincial)	\$150.00
2(b)(i)	Place sign on private property without consent of owner	\$150.00
2(b)(ii)	Sign exceed 1.0m	\$150.00
2(b)(iii)	Sign exceed 1.2 metres in height	\$150.00
2(b)(iv)	Sign not free standing	\$150.00
2(b)(v)	Sign presents safety hazard	\$150.00
2(b)(vii)	Sign resembles ballot	\$150.00
2(c)	Sign placed on City of Wetaskiwin property or a highway or roadway	\$250.00
2(g)	Sign attached to prohibited items	\$150.00
2(h)	Sign impedes exit/escape routes	\$250.00
2(i)	Sign obstruct view of traffic signals/signs	\$250.00
2(j)	Signs at polling station on Election day	\$150.00
2(k)	Sign on private property without consent	\$150.00
2(l)	Willfully deface/remove/cause damage to sign	\$250.00
2(m)	Sign owner fail to remove damaged/vandalized sign	\$150.00