



Module 5: Senate Election and Referendum

Agenda

Senate & Referendum

Pre-Election Activities

- Now to September 6

Election is Called – Event Underway

- September 7 to October 18

Post Election

- October 18 to February 2022

Pre-Election Activities

Pre-Election Activities (Now to Sept 6)

- Determining voting opportunities & processes
- Providing details to Elections Alberta & ordering supplies
- Updating information as required

Pre-Election Activities

- Election Day
 - All municipalities
- Advance Voting
 - Municipalities with populations greater than 5000
- Special Ballot
- Institutional Voting

Voting Opportunities



Pre-Election Activities

Jurisdictions not holding
local elections

Impacted Areas

- Improvement districts
- Special areas
- Summer villages
- Lloydminster
- First Nations
- Métis Settlements
- Acclaimed Jurisdictions / Wards

Requirements

- Senate election and referendum vote is still conducted
- Election Day voting is provided
- Advance vote is provided if population exceeds 5000

Pre-Election Activities

- Municipality provides the ballots
- Composite ballot can be used
- Ballots must comply with legislated requirements
- Same ballot box can be used
- Senate election / referendum ballot retention period applies

Alternative Voting Equipment



Pre-Election Activities

- Ballot requirements:
 - 12 pt font
 - Name of the event
 - Instructions for voters
 - Alpha / Question order
 - Party affiliation or “independent” for each senate candidate
- Considerations:
 - Long ballots
 - Double-sided ballots
 - Two page ballots

Tabulator Ballots

Alberta Senate Election 2021

To vote, fill in the oval (inside the box) that indicates your choice, like this:

Instructions for Senate Ballots (Alternative Voting Equipment)

E-21-1302

Ballot requirements are established by Section 18 of the Alberta Senate Election Act.

For the ballot, the following requirements must be met:

- The name of the event must be given
- The maximum number of candidates that can be voted for must be stated

2021 ALBERTA SENATE ELECTION
YOU CAN VOTE FOR UP TO _____ SENATE CANDIDATES

For candidates, the following requirements must also be met:

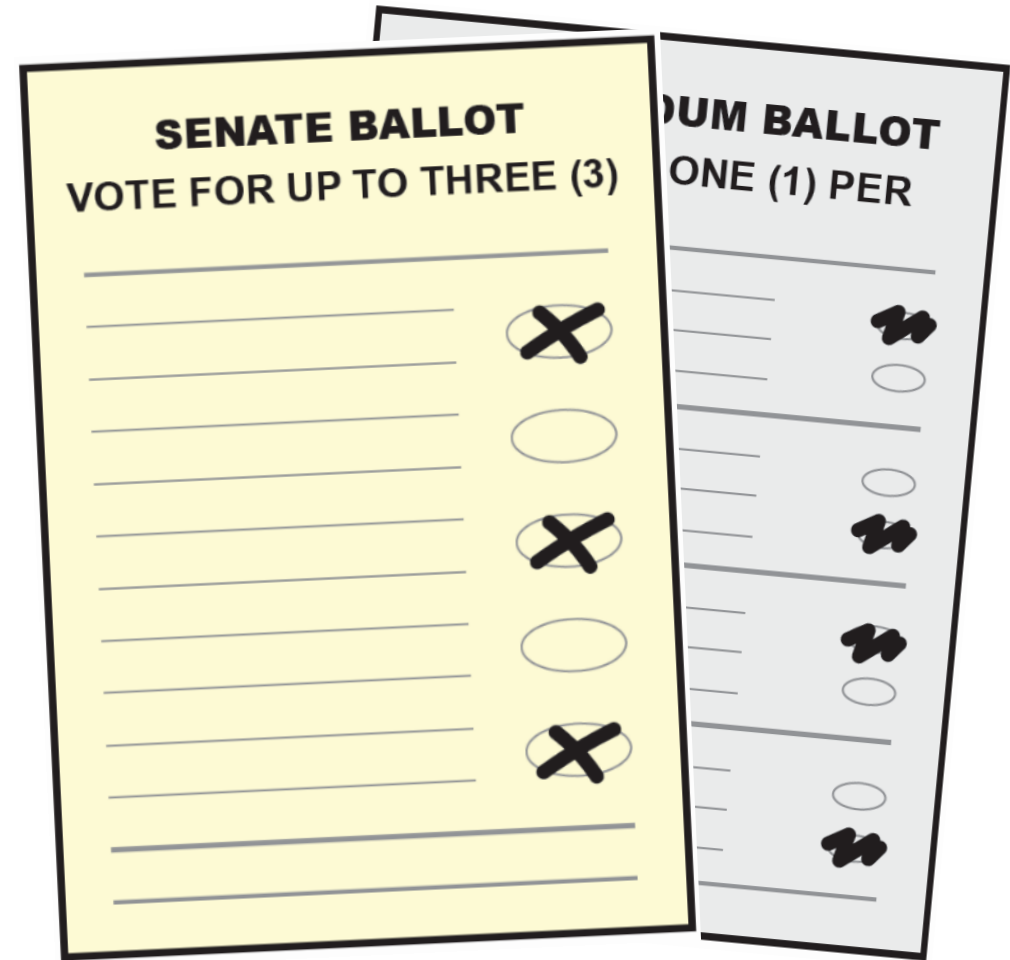
- The candidate's names must be listed in capital letters of at least 12 point font
- The ballot must indicate the candidate's federal political party affiliation or the word "Independent"
- Candidate's names must be listed in alphabetical order, by last name
- Candidate's name must not be rotated on the ballot

CANDIDATE'S NAME ALPHA NAME OF FEDERAL PARTY AFFILIATION OR INDEPENDENT	<input type="radio"/>
CANDIDATE'S NAME BETA NAME OF FEDERAL PARTY AFFILIATION OR INDEPENDENT	<input type="radio"/>
CANDIDATE'S NAME DELTA NAME OF FEDERAL PARTY AFFILIATION OR INDEPENDENT	<input type="radio"/>
CANDIDATE'S NAME GAMMA NAME OF FEDERAL PARTY AFFILIATION OR INDEPENDENT	<input type="radio"/>
CANDIDATE'S NAME OMEGA NAME OF FEDERAL PARTY AFFILIATION OR INDEPENDENT	<input type="radio"/>

There are _____ candidates on the ballot.

For questions regarding these instructions, please contact:
Pamela Renwick, Director of Operations and Communications - Elections Alberta
(780) 427-6838 | pamela.renwick@elections.ab.ca

Supplies
available from
Elections Alberta



Ballot Styles

Senate Options

0000000 (bound or stitched)

INITIALS OF ELECTION OFFICER

2021 Alberta Senate Election

Second Fold

2021 Alberta Senate Election
 You can vote for up to 3 senate candidates.
 Mark your choices with an X.

CANDIDATE'S NAME ALPHA FEDERAL AFFILIATION OR INDEPENDENT	<input type="radio"/>
CANDIDATE'S NAME BETA FEDERAL AFFILIATION OR INDEPENDENT	<input type="radio"/>
CANDIDATE'S NAME GAMMA FEDERAL AFFILIATION OR INDEPENDENT	<input type="radio"/>
CANDIDATE'S NAME DELTA FEDERAL AFFILIATION OR INDEPENDENT	<input type="radio"/>
CANDIDATE'S NAME EPSILON FEDERAL AFFILIATION OR INDEPENDENT	<input type="radio"/>
CANDIDATE'S NAME ZETA FEDERAL AFFILIATION OR INDEPENDENT	<input type="radio"/>
CANDIDATE'S NAME ETA FEDERAL AFFILIATION OR INDEPENDENT	<input type="radio"/>
CANDIDATE'S NAME THETA FEDERAL AFFILIATION OR INDEPENDENT	<input type="radio"/>
CANDIDATE'S NAME IOTA FEDERAL AFFILIATION OR INDEPENDENT	<input type="radio"/>
CANDIDATE'S NAME KAPPA FEDERAL AFFILIATION OR INDEPENDENT	<input type="radio"/>

0000000 (bound or stitched)

INITIALS OF ELECTION OFFICER

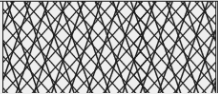

2021 Alberta Senate Election

2021 Alberta Senate Election
 You can vote for up to 3 senate candidates from either column. Mark your choices with an X.

CANDIDATE'S NAME ALPHA FEDERAL AFFILIATION OR INDEPENDENT	<input type="radio"/>	CANDIDATE'S NAME LAMBDA FEDERAL AFFILIATION OR INDEPENDENT	<input type="radio"/>
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CANDIDATE'S NAME DELTA FEDERAL AFFILIATION OR INDEPENDENT	<input type="radio"/>	CANDIDATE'S NAME XI FEDERAL AFFILIATION OR INDEPENDENT	<input type="radio"/>
CANDIDATE'S NAME EPSILON FEDERAL AFFILIATION OR INDEPENDENT	<input type="radio"/>	CANDIDATE'S NAME OMIKRON FEDERAL AFFILIATION OR INDEPENDENT	<input type="radio"/>
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CANDIDATE'S NAME IOTA FEDERAL AFFILIATION OR INDEPENDENT	<input type="radio"/>	CANDIDATE'S NAME TAU FEDERAL AFFILIATION OR INDEPENDENT	<input type="radio"/>
CANDIDATE'S NAME KAPPA FEDERAL AFFILIATION OR INDEPENDENT	<input type="radio"/>	CANDIDATE'S NAME EPSILON FEDERAL AFFILIATION OR INDEPENDENT	<input type="radio"/>

Ballot Styles

Referendum

(bound or stitched)	2021 Referendum Vote																									
0000000	INITIALS OF ELECTION OFFICER	<p>2021 Referendum Vote</p> <p>To vote, mark one circle per question to indicate your choice. Mark your choices with an X. </p> <table border="1"><tr><td>QUESTION 1 - SAMPLE REFERENDUM TOPIC Lorem ipsum dolor sit amet, consectetur adipiscing elit. Etiam porttitor nibh eget enim euismod laoreet. Ut eros nunc, fermentum a nisi sit amet interdum elementum sapien. Phasellus commodo venenatis viverra?</td><td>YES <input type="radio"/></td></tr><tr><td></td><td>NO <input type="radio"/></td></tr><tr><td>QUESTION 2 - SAMPLE REFERENDUM TOPIC orbi scelerisque sapien eu mattis imperdiet. Cras venenatis, turpis eget consectetur tincidunt, libero nulla posuere nunc, sed tempor lorem ligula ac dui?</td><td>YES <input type="radio"/></td></tr><tr><td></td><td>NO <input type="radio"/></td></tr><tr><td>QUESTION 3 - SAMPLE REFERENDUM TOPIC Sed aliquet fringilla dignissim. Fusce et libero ac sem tempor auctor sed eu orci. Proin dignissim urna orci, consequat laoreet odio consequat praesent porttitor vel sapien ut scelerisque?</td><td>YES <input type="radio"/></td></tr><tr><td></td><td>NO <input type="radio"/></td></tr><tr><td>QUESTION 4 - SAMPLE REFERENDUM TOPIC Nam ac sem nisl. Nunc iaculis sollicitudin pulvinar. Ut eu massa in justo tristique facilisis. Morbi ut aliquet urna. Ut vel ipsum blandit, pulvinar mauris sed, sodales erat?</td><td>YES <input type="radio"/></td></tr><tr><td></td><td>NO <input type="radio"/></td></tr><tr><td>QUESTION 5 - SAMPLE REFERENDUM TOPIC Etiam sed imperdiet magna, at hendrerit eros. Donec venenatis purus vitae accumsan ultrices. Nunc nulla risus, pellentesque nec porta quis, pulvinar a purus. Aliquam erat volutpat. Ut vel maximus lorem?</td><td>YES <input type="radio"/></td></tr><tr><td></td><td>NO <input type="radio"/></td></tr><tr><td>QUESTION 6 - SAMPLE REFERENDUM TOPIC Phasellus suscipit ipsum in nisl malesuada fringilla. Aliquam erat volutpat. In placerat vel est quis mattis. Nunc ullamcorper ut risus sed varius. Vivamus tempor ipsum libero?</td><td>YES <input type="radio"/></td></tr><tr><td></td><td>NO <input type="radio"/></td></tr></table>	QUESTION 1 - SAMPLE REFERENDUM TOPIC Lorem ipsum dolor sit amet, consectetur adipiscing elit. Etiam porttitor nibh eget enim euismod laoreet. Ut eros nunc, fermentum a nisi sit amet interdum elementum sapien. Phasellus commodo venenatis viverra?	YES <input type="radio"/>		NO <input type="radio"/>	QUESTION 2 - SAMPLE REFERENDUM TOPIC orbi scelerisque sapien eu mattis imperdiet. Cras venenatis, turpis eget consectetur tincidunt, libero nulla posuere nunc, sed tempor lorem ligula ac dui?	YES <input type="radio"/>		NO <input type="radio"/>	QUESTION 3 - SAMPLE REFERENDUM TOPIC Sed aliquet fringilla dignissim. Fusce et libero ac sem tempor auctor sed eu orci. Proin dignissim urna orci, consequat laoreet odio consequat praesent porttitor vel sapien ut scelerisque?	YES <input type="radio"/>		NO <input type="radio"/>	QUESTION 4 - SAMPLE REFERENDUM TOPIC Nam ac sem nisl. Nunc iaculis sollicitudin pulvinar. Ut eu massa in justo tristique facilisis. Morbi ut aliquet urna. Ut vel ipsum blandit, pulvinar mauris sed, sodales erat?	YES <input type="radio"/>		NO <input type="radio"/>	QUESTION 5 - SAMPLE REFERENDUM TOPIC Etiam sed imperdiet magna, at hendrerit eros. Donec venenatis purus vitae accumsan ultrices. Nunc nulla risus, pellentesque nec porta quis, pulvinar a purus. Aliquam erat volutpat. Ut vel maximus lorem?	YES <input type="radio"/>		NO <input type="radio"/>	QUESTION 6 - SAMPLE REFERENDUM TOPIC Phasellus suscipit ipsum in nisl malesuada fringilla. Aliquam erat volutpat. In placerat vel est quis mattis. Nunc ullamcorper ut risus sed varius. Vivamus tempor ipsum libero?	YES <input type="radio"/>		NO <input type="radio"/>
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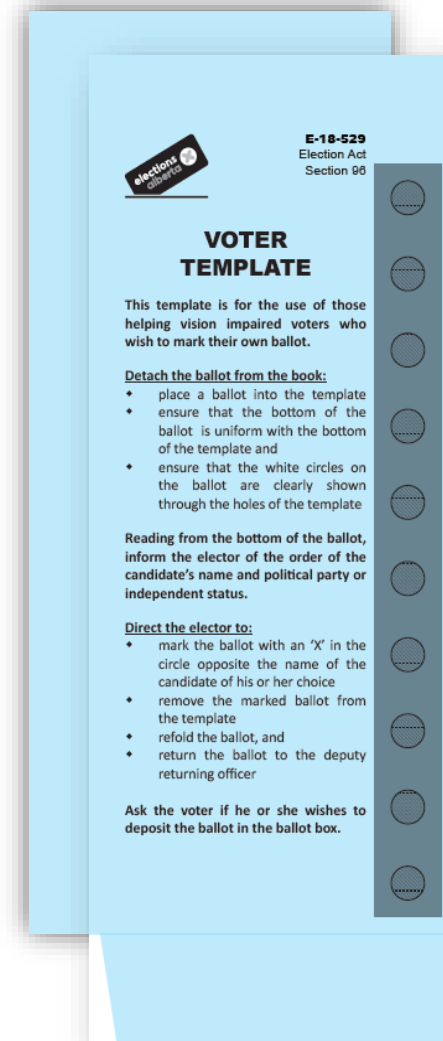
Ballot Styles and Availability

Date	Senate	Referendum
Before September 7	Ballot Not Available	Ballot Not Available
September 7 to 12	Write-In Ballot Available	Write-In Ballot Available
September 13 to 25	Write-In Ballot Available	Standard Ballot Available
September 26 to Election Day	Standard Ballot Available	Standard Ballot Available

Supplies

Blind Elector Template

- Designed to match the ballot
- Unique to Senate & Referendum
- Requires ballot style and number of candidates / questions to be finalized



Required Posters

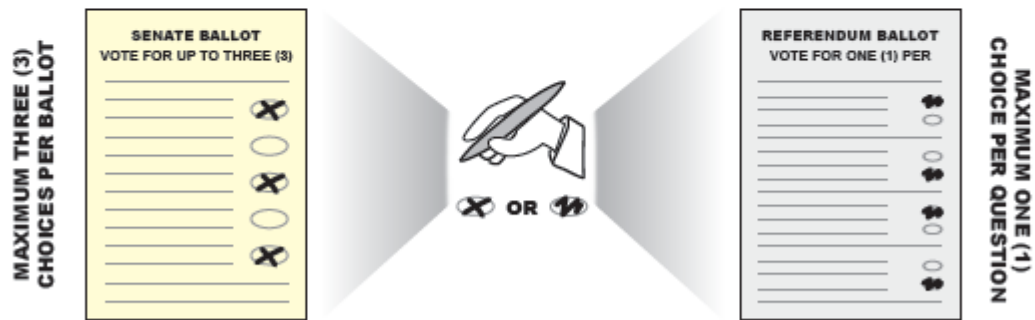


Voting Instructions Senate and Referendum

Please mark your ballot with an “X” or by filling in the circle completely.

For senate, select up to **3** choices on the ballot.

For referendum, select only **1** response per question.



Any ballot marked in error may be exchanged for another.

Secrecy of Voting

Protect the **Secrecy of the Vote**:

- Do not interfere with the voting process or collection of ballots,
- Do not ask anyone how they plan to vote or have voted,
- Do not attempt to view someone else’s ballot,
- Do not take pictures of the ballot, and
- Do not take selfies with the ballot.



Translation Instructions

Available in the following languages:

Arabic	French	Punjabi
Blackfoot	German	Russian
Chinese	Hindi	Spanish
Cree	Italian	Tagalog
Dutch	Korean	Ukrainian
Farsi	Polish	Vietnamese

Pre-Election

Submitting Information

Elections Database

The screenshot shows the login interface for the Elections Database System (EDB). At the top, it features the MA Connect v2.0 logo with the tagline "Your Portal to Municipal Affairs' Applications". Below the logo, there are two input fields: "Username or Email" and "Password". A blue "Launch" button is positioned at the bottom right. A "Forgot Password" link is visible at the bottom left. The main heading "Applications" is centered, and the "Elections Database System (EDB)" title is prominently displayed in blue text.

PDF Form

The image displays two overlapping PDF forms titled "Municipality Details for Senate Election and Referendum Vote". The forms are structured with various sections and fields:

- RETURNING OFFICE CONTACT INFORMATION:** Includes fields for the Returning Officer's name (Surname, First Name, Middle Name), telephone number, email address, and postal code.
- OFFICE ADDRESS:** Fields for physical address, municipality, and postal code.
- WHERE TO VOTE INFORMATION:** Fields for public website and other voting locations.
- ALTERNATIVE VOTING METHODS:** Checkboxes for advance vote being held and special ballots availability.
- VOTER ACCESSIBILITY:** Checkboxes for blind elector template and estimated number of electors.
- COUNTING OF THE BALLOTS:** Checkboxes for tabulators and their use.
- ALTERNATIVE VOTING EQUIPMENT:** Checkboxes for bylaws and other voting equipment.
- SUPPLIES:** Section for providing ballot books and special ballot poll information.
- POST-ELECTION:** Checkboxes for CAO, returning office, and other post-election details.
- SUBMISSION:** Includes an "EMAIL" button, a "CLEAR" button, and a deadline notice: "After April 30, 2021, where information is not yet known, information becomes known, re-submit to Election Alberta, 30, 2021."

Pre-Election

Submitting Information

Returning Office Information

- Returning Officer Name and Contact Information
- Returning Office Location
- Mailing address for supply shipments



Polling Information

- Voting Opportunities
 - Where to Vote
 - Key Dates
- Alternative Voting Equipment
 - Vendor

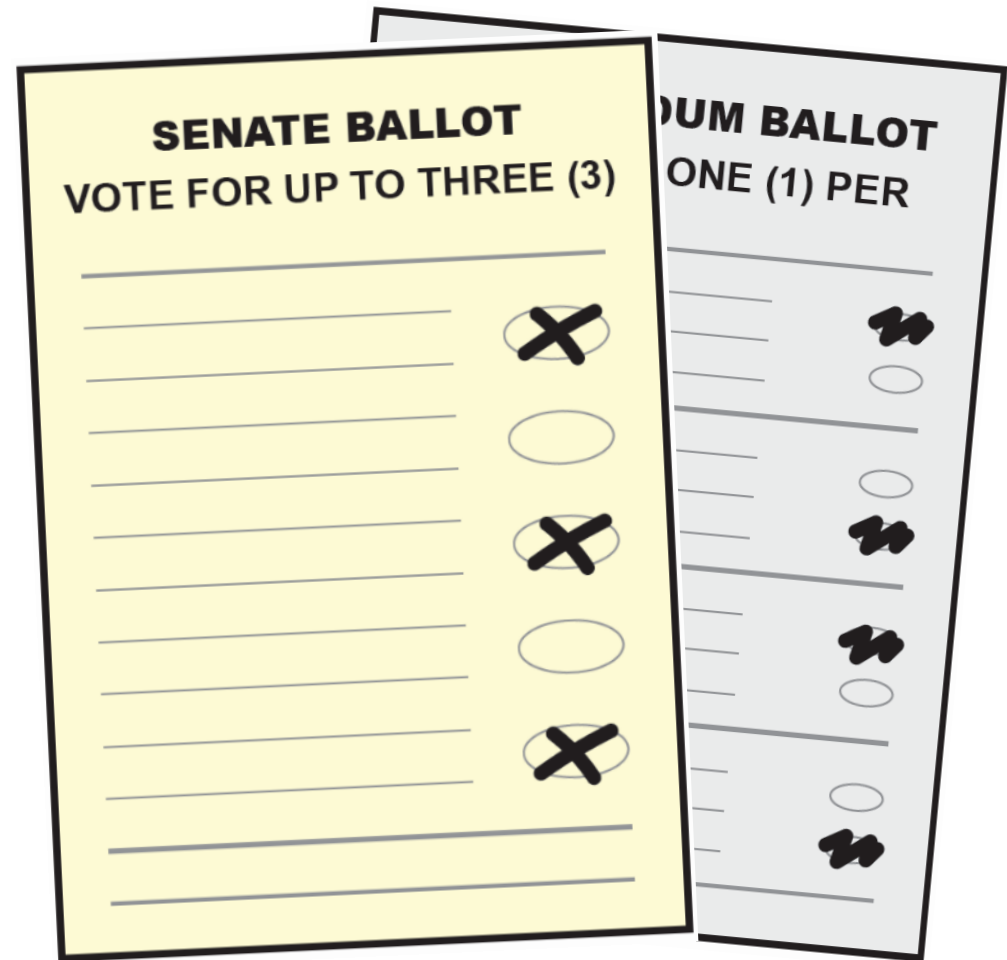


Pre-Election

Submitting Information

Supplies Required

- Ballots
 - Regular
 - Write-in Special Ballot
 - Blind Elector Template
- Posters
- Translations



Pre-Election

Submitting Information

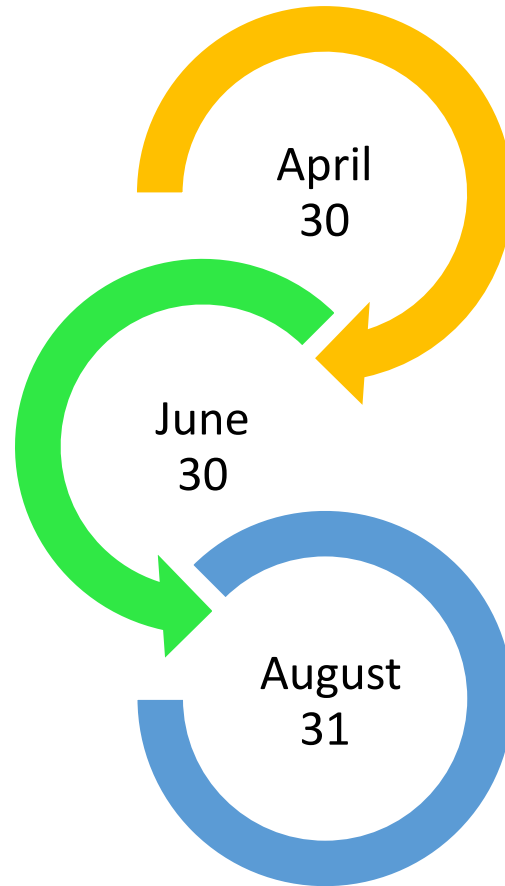
Post-Election

- Where ballots are being retained
- Contact information for post-election



Pre-Election

Submitting Information



- Enter election details for senate / referendum

- Confirm details or make final updates

- Final deadline for supply requests

allo
more th
ne circle
will not be
counted

CIRCLE ONLY
Candidate 

C.A. (CANDY) DATE
FREETHINKERS PARTY

HUGH JEKONOMY
BETTER BUSINESS PARTY

WILLOW PARKS
TREE HUGGERS PARTY

HERMAN SHEPARD
ANIMAL EQUITY PARTY

Election Event

A ba
or ma
error ma
xchanged
another

Election Period

Election is Called – Event Underway (September to October 18)

- Order in Councils (by September 7) and Writ for Senate Election
- Election Proclamation & Notice of Election
- Receiving Supplies
- Conduct Voting

Election Period

Authorization for Election

Senate Election

Order in Council

- Number of nominees to be selected

Writ

Proclamation

Referendum

Order in Council

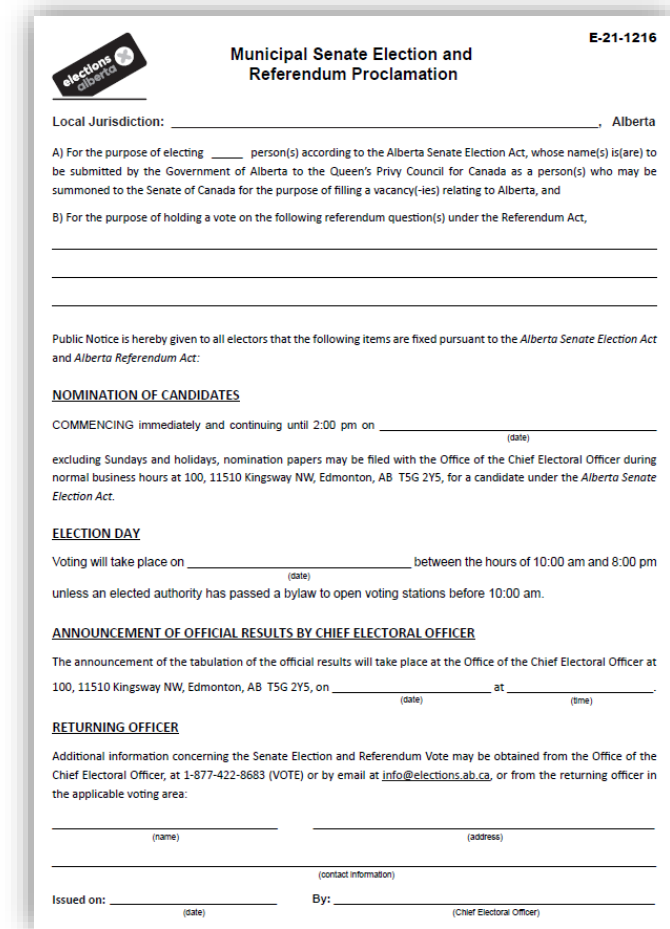
- Questions to be asked

Proclamation

Election Period

Proclamation

- Issued to each municipality
- Will be available in the EDB
- Must be posted in the Returning Office
- A combined proclamation is issued, including both senate and referendum details



elections
alberta

Municipal Senate Election and Referendum Proclamation

E-21-1216

Local Jurisdiction: _____, Alberta

A) For the purpose of electing _____ person(s) according to the Alberta Senate Election Act, whose name(s) is(are) to be submitted by the Government of Alberta to the Queen's Privy Council for Canada as a person(s) who may be summoned to the Senate of Canada for the purpose of filling a vacancy(-ies) relating to Alberta, and

B) For the purpose of holding a vote on the following referendum question(s) under the Referendum Act,

Public Notice is hereby given to all electors that the following items are fixed pursuant to the *Alberta Senate Election Act* and *Alberta Referendum Act*:

NOMINATION OF CANDIDATES

COMMENCING immediately and continuing until 2:00 pm on _____ (date)

excluding Sundays and holidays, nomination papers may be filed with the Office of the Chief Electoral Officer during normal business hours at 100, 11510 Kingsway NW, Edmonton, AB T5G 2Y5, for a candidate under the *Alberta Senate Election Act*.

ELECTION DAY

Voting will take place on _____ (date) between the hours of 10:00 am and 8:00 pm unless an elected authority has passed a bylaw to open voting stations before 10:00 am.

ANNOUNCEMENT OF OFFICIAL RESULTS BY CHIEF ELECTORAL OFFICER

The announcement of the tabulation of the official results will take place at the Office of the Chief Electoral Officer at 100, 11510 Kingsway NW, Edmonton, AB T5G 2Y5, on _____ (date) at _____ (time).

RETURNING OFFICER

Additional information concerning the Senate Election and Referendum Vote may be obtained from the Office of the Chief Electoral Officer, at 1-877-422-8683 (VOTE) or by email at info@elections.ab.ca, or from the returning officer in the applicable voting area:

_____ (name) _____ (address)

_____ (contact information)

Issued on: _____ (date) By: _____ (Chief Electoral Officer)

Election Period

Nominations

- September 7 – 20:
 - Senate candidate nominations collected and verified by Elections Alberta
 - Once nominated, senate candidates will be listed on EA website
- September 20, after 2pm:
 - Instructions for senate ballots finalized and posted on the EDB
 - Senate election ballot printing commences

September 7*

- Order in Council
- Writ & Proclamation

September 20 (2 pm)

- **Nomination Day**

October 18

- Senate Election Day

Election Period

Notice of Election

Prescribed Forms:

- 6RSE: Notice of Election
- 7RSE: Notice of Election and Requirements for Voter Identification

A That an election will be held for the filling of the following offices:

Office(s)	Number of Vacancies	Ward or Electoral Division Number (If Applicable)

B That an election will be held for the election of a Senate nominee for the purposes of the *Alberta Senate Election Act*;

C That a vote of the electors will be held on the following referendum question(s) under the *Referendum Act*.

(Specific referendum question(s) to be voted on)

Election Period

Forms

Combined Forms

- 1RSE: Oath of Returning Officer
- 2RSE: Statement of Deputy, Substitute, Enumerator and Constable
- 13RSE: Elector Register
- 16RSE: Statement of Scrutineer or Official Agent
- 22RSE: Request for Special Ballot Package
- 23RSE: Special Ballot Package

Additional Forms

- 18RSE: Note of Objection to a Ballot
- 19RSE: Ballot Account and Result of Vote

Election Period

Receiving Supplies

- Shipments:
 - Ballots
 - Ships to RO Office
 - Must be signed for
 - Posters, Translated Voting Instructions, Blind Elector Template

Additional Supplies Needed?

Email ops@elections.ab.ca

Election Period

Conduct Voting



- Eligible Electors:
 - 18+
 - Canadian Citizen
 - Resident in Alberta
 - Resident in the jurisdiction
- Electors may only have one place of residence for the purpose of voting
 - LAEA, s. 47 & 48



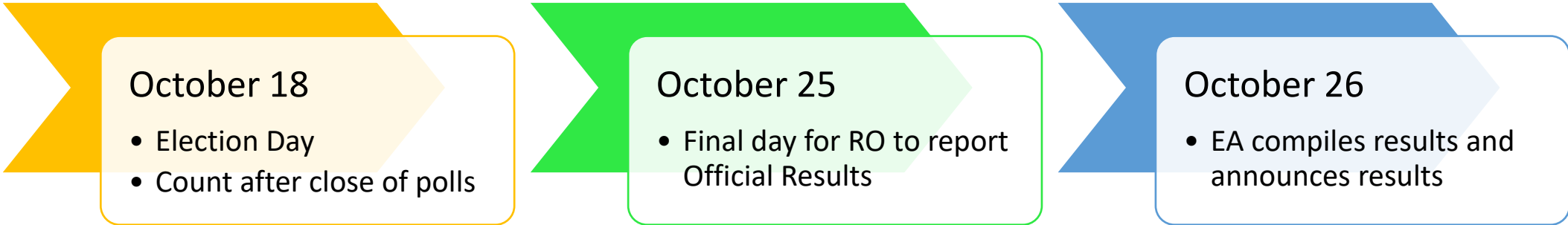
Post Election

Post-Election

Results Reporting & Document Retention (October 18 to January 2022)

- Counting of Votes
- Results Reporting to Elections Alberta
- Retention of Voting Materials

Timelines – Results Reporting



Post-Election

Custody of Records

- Election materials must be kept for 3-months after they are received from the returning officer
- Local jurisdictions are responsible for retaining the records



Post-Election

Judicial Recount



- Application for recount must be made by November 3, 2021
- Elections Alberta will make arrangements to collect Election Materials
 - Ballot boxes if using a paper ballot
 - Tabulator records and Ballot Account and Result of Vote if using alternative voting equipment
- Ballot retention period extends

Pre-Election Activities (Now to September 6)

- Determining voting opportunities & processes
- Providing details to Elections Alberta & ordering supplies
- Updating information as required

Election is Called – Event Underway (September 7 to October 18)

- Orders in Council (by September 7) and Writ for Senate Election
- Election proclamation & Notice of Election
- Receiving Supplies
- Conduct Voting

Post Election (October 18 to February 2022)

- Counting of Votes
- Results Reporting to Elections Alberta
- Retention of Voting Materials