



Information for Municipalities - Senate Election

To select senatorial nominees, an election is anticipated to be run in conjunction with the October 2021 municipal elections. As a senate election is provincial in nature, all eligible electors in Alberta must be provided with the opportunity to cast a senate vote during the municipal election, even if the municipality would not otherwise be holding an election. The roles and responsibilities applicable to the delivery of the senate election is a shared responsibility between the local municipality, Municipal Affairs, and Elections Alberta.

This document provides what is known about the delivery of the senate election, based on the legislation available in October 2020. The following sections are included:

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Governing Legislation

Governing Legislation

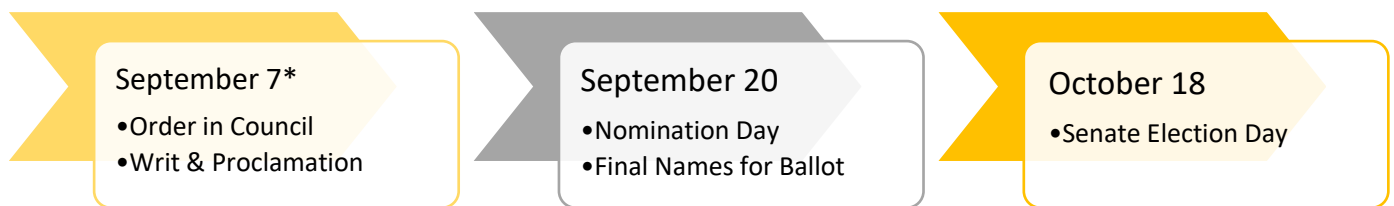
- The *Alberta Senate Election Act* (ASEA), in conjunction with the *Local Authorities Election Act* (LAEA) outlines the requirements for holding a senate election.
 - Part 1 and Part 3 of the ASEA are applicable to an election held in conjunction with a local authority election.
- The following regulations have been made under the ASEA and came into force on July 8, 2020:
 - Senate Election Grants Regulation: Allows the Minister of Municipal Affairs to make grants to bodies conducting a vote under the ASEA. Grant amounts for municipalities and Metis Settlements are established in this regulation.
 - Senate Election and Local Authorities Election Forms Regulation: Provides forms for municipalities to use to conduct a joint ASEA/LAEA vote.
 - Senate Nominee Regulation: Prescribes forms to be used for senate elections conducted with provincial general elections and outlines the term of a senate nominee.
- *Bill 27: Alberta Senate Election Amendment Act* was introduced in the legislature on June 23, 2020. It included amendments requested by Elections Alberta and Alberta Municipal Affairs to resolve some areas of the Act that would be challenging to implement. These include:
 - Increasing flexibility for municipalities that use a tabulator to count ballots (removing the requirement for a separate ballot box, removing the requirement to bring tabulator ballots for judicial recount) to align more closely with the LAEA.
 - Provides the Minister of Municipal Affairs the ability to give directions to remove any difficulty or impossibility in the LAEA in conducting the senate election.
 - Provides the ability for the modification of procedures for the counting of votes (LAEA s. 85) through a regulation.

Governing Legislation

Election Commencement Process

1. The Lieutenant Governor in Council will pass an order setting the election to be held in conjunction with the Local Authorities Elections.
 - a. This order must be made at least 14 days prior to nomination day. The latest date for the order to be issued for the senate election to be held in conjunction with the municipal election is September 7, 2021
2. The Lieutenant Governor in Council will issue the Writ of Election to the Chief Electoral Officer. It will provide the following details:
 - a. Number of persons to be elected (usually 3, but could be an alternate number)
 - b. Nomination Day (this will match LAEA nomination day of 4 weeks prior to Election Day – September 20, 2021)
 - c. Voting Day (this will match LAEA s.11(1)(a) – Monday, October 18, 2021)
 - i. Municipalities that pass a bylaw for the municipal elections to occur on a Saturday (LAEA, s. 11(2)), would still be required to hold the Senate election on Monday, October 18, 2021.
3. The Chief Electoral Officer will endorse the Writ of Election, inform each returning officer it has been issued and send a copy to each returning officer.
4. The Chief Electoral Officer will issue the election proclamation for the senate election to each municipality.

Timeline for a 2021 Senate Election held in conjunction with Municipal Elections



* Order could be issued earlier, providing more notice. Other dates would remain the same.

Roles and Responsibilities

Role of Elections Alberta

Elections Alberta is responsible for provincial management of the senate election, including:

- **Election Proclamation:** Elections Alberta will issue the election proclamation to each municipality, following the issuance of the writ of election for the senate election. Proclamation information will also be published on Elections Alberta’s website. See the forms section for a sample proclamation form.
- **Senate candidate management:** Elections Alberta will provide forms and processes to senate candidates, review and accept nomination papers and collect nomination deposits. Elections Alberta will also:
 - Provide candidates with all necessary information including local authority returning officer contact information.
 - Publish information on nominated candidates on Elections Alberta’s website and provide it to municipalities. Municipalities will receive the final list of nominated candidates and their political party affiliation following the close of nominations (2 p.m. on September 20, 2021).
 - Note: Elections Alberta will post candidate information as nomination papers are accepted. Municipalities using a tabulator ballot can reference the website at any time to receive preliminary candidate information for any ballot drafts being prepared.
 - Receive any candidate notifications, such as withdrawal, disclaimer and notice of death and to notify municipalities accordingly. Municipalities can redirect any senate candidate inquiries to Elections Alberta.
 - Note: The withdrawal period for senate election differs from LAEA. Senate candidates can withdraw up to 96 hours before the opening of the poll on Election Day (any time prior to 10 a.m. on October 14, 2021).
- **Senate election third party advertisers:** Elections Alberta will register any eligible senate election third party advertisers.
- **Ballots:**
 - Where a municipality is not using a tabulator, Elections Alberta will provide sufficient senate ballots in the prescribed form to the municipality. Municipalities will be required to provide Elections Alberta with the number of ballots that they require. To assist in this determination, Elections Alberta will provide the number of registered electors in the municipality (Elections Alberta is actively working with Municipal Affairs to explore available options to facilitate this within MA Connect – Election Database).
 - Where a municipality has passed a bylaw to use a tabulator, that bylaw applies for the senate election as well. Elections Alberta will provide the information to

Roles and Responsibilities

be printed on the ballot (candidate names and their federal political party affiliation, if applicable) so that it can be produced by the municipality's tabulator vendor.

- Note: A composite tabulator ballot is permitted to be used. If a composite ballot is used, the longer retention period (3 months) under the ASEA will apply.
 - While municipalities may be using different ballot styles, they all must comply with the following requirements:
 - Ballot must state the maximum number of candidates that can be voted for;
 - The candidate's names are listed in capital letters of at least 12 point font, with either their Federal Political Party affiliation or the word "Independent"; and
 - Candidate's names are listed in alphabetical order based on last name. There is no rotation of candidate's names on the ballot.
 - Elections Alberta will also work with the tabulator vendors (ES&S, Dominion) to communicate the requirements of s. 18 of the ASEA. Municipalities are required to provide the tabulator ballot and do not require EA approval of the ballot form.
- **Official Tabulation:** Elections Alberta will receive results electronically from all municipalities (through MA Connect – Election Database) and complete an official tabulation of the results on the 8th day post-Election Day. Municipalities are responsible for retaining all ballots.
- **Announcement of Results:** Following the official tabulation, a Certificate and Return will be provided to each candidate and the Tabulation of Official Results will declare which candidates were selected. Elections Alberta will publish the results and announce the selected senate nominees.
- **Appeal and Recount:** Elections Alberta is responsible to appear in court and provide all documentation required for an appeal or recount. Elections Alberta will make arrangements for required materials to be picked up from municipalities.
 - For municipalities completing a hand count, all ballots / ballot boxes with senate election ballots will be required.
 - For municipalities using vote tabulators, the ballot account, as well as any tabulator tapes or results reports that were utilized in determining the reported results will be required. Tabulator ballots will not be collected.
- **Archives:** Elections Alberta will provide the writ, Official Tabulation of Results and Statements of Official Results to the provincial archives.
- **Financial:** Elections Alberta will receive the financial reporting from senate candidates and any senate election third-party advertisers.

Roles and Responsibilities

- **Compliance:** Elections Alberta will conduct investigations into any apparent instances of non-compliance to the *Election Finances and Contributions Disclosure Act* (contributions, expense limits, reporting requirements for senate candidates and senate election third-party advertisers).

Roles and Responsibilities

Role of Municipalities

In the context of the ASEA, “municipalities” include all councils and Metis Settlement councils; but does not include summer village councils. Municipalities are responsible for:

- **Providing Information:** Municipalities must provide Elections Alberta with the information necessary for conducting their role. This includes:
 - Returning officer information for the election proclamation and to share with candidates;
 - Details regarding the voting opportunities provided in the municipality and bylaws passed (i.e. use of tabulators, Saturday Election Day, advance voting, Special Ballot, use of blind elector template)
 - Supplies municipalities require from Elections Alberta (ballots, blind elector template, posters); and
 - Municipal senate election results (reported in aggregate).

Municipal Affairs is exploring options to upgrade its “MA Connect - Election Database” to allow municipalities to enter all of the required information electronically. It is anticipated that the database will be available in January 2021. Sample forms are available at the end of this document for reference to the types of information that will be requested.

- **Notice of Election:** Municipalities must use the modified prescribed form (6SE) to include the election details for the senate election in their notice of election issued under s. 35(2) of the LAEA.
- **Posting information:** Municipalities must post information provided by Elections Alberta, including the election proclamation (returning office), Notice of Withdrawal (voting station) and Notice of Death (voting station), as applicable.
 - Note: Unlike the process followed in the LAEA, should a senate candidate die after the ballots have been printed, the senate election continues, and the Notice of Death is posted in each voting station.
- **Tabulator Ballots:** Where a municipality passes a bylaw under s. 84 of LAEA, they are required to print a sufficient number of senate ballots, to meet s. 18 of the ASEA.
- **Conducting the vote:** Municipalities must conduct the senate election vote on Election Day, even if an election is not required under LAEA. If the council has entered into an agreement with another elected authority to conduct the vote, it applies to this vote as well. The senate election vote is conducted as per the process identified in the LAEA, with the following amendments:

Roles and Responsibilities

- Electors will mark the number of candidates to be selected (The Order in Council for the senate election will outline how many candidates are being selected for nomination)
- Election officers need to post the “Notice as to Secrecy of Voting” in the voting stations and the “Directions for Guidance of Voters”. Elections Alberta will provide the necessary poster(s). A combined poster including ASEA and LAEA requirements may also be used, provided it includes all required points.
- Election officers must record that the elector received a ballot for the senate election.
- **Voting Opportunities:** Municipalities must provide the same voting opportunities to electors for the senate election as they are providing for the local election. This may include advance voting, special ballot and institutional voting.
- **Who May Vote:** Only electors that reside in the municipality may vote in a senate election (same residency requirements as in the LAEA). For summer villages, only residents of the summer village may vote.
- **List of Electors:** Should a municipality pass a bylaw to use a List of Electors under the LAEA, the same list is to be used for the senate election.
- **Ballot Counts:** Municipalities are responsible for maintaining a record of the quantity of senate ballots provided to election officers. Ballot-on-demand can be used for tabulator ballots, provided the municipality can complete the final ballot accounting.
- **Municipal Results:** The municipal returning officer is responsible for tallying the ballot accounts from the election officers and providing Elections Alberta with the aggregated results for the municipality within 8 days post-election (see sample forms for Statement of Official Results). Elections Alberta is actively working with Municipal Affairs to explore available options to facilitate this within MA Connect – Election Database.
 - Municipalities may publish results on their reporting website as they are received from voting stations, but are not required to do so.
- **Appeal and Recount:** If an application for appeal or recount is received, municipalities must provide Elections Alberta with the necessary materials to support the recount or appeal process.
 - For municipalities that completed a hand count, this will include all senate election ballot boxes.
 - For municipalities that completed a tabulator count, this will include results files, tabulator tapes, ballot accounts, or other recordings of the tabulator results.
- **Ballot box retention:** Municipalities are required to retain the ballot boxes from the senate election for 3 months post-election day, or in the case of a recount or appeal, 3 months after the final result is determined.

Roles and Responsibilities

- **Complaints:** Municipalities are responsible to refer for investigation or enforcement any complaints received regarding the conduct of the senate election to the appropriate body (ie: courts, police, bylaw). These may include the conduct of the vote, signage issues, access for campaigners, etc. Any allegations regarding the financial requirements of senate candidates and senate election third party advertisers can be referred to Elections Alberta.

Roles and Responsibilities

Role of Municipal Affairs

- Municipal Affairs is responsible for conducting the vote for electors residing in:
 - Improvement districts;
 - Special areas;
 - Summer villages;
 - Lloydminster; and
 - Indian reserves.

Municipal Affairs can either appoint a returning officer or enter into an agreement with an elected authority or advisory committee to conduct the vote.

- **Payments made to local authorities:** The ASEA requires payments be made to municipalities, band councils, or other bodies to conduct the vote. The Senate Election Grant Regulation provides for the following:
 - **Municipalities**
 - Where no election under the Local Authorities Election Act is required in a municipality or ward, the elected authority or other body that conducts the vote under the Alberta Senate Election Act in that municipality or ward shall be paid a grant of \$2.00 per capita or \$2000, whichever is greater.
 - Where an election under the Local Authorities Election Act is required in a municipality or ward, the elected authority or other body that conducts the vote under the Alberta Senate Election Act in that municipality or ward shall be paid a grant of \$1.00 per capita or \$1000, whichever is greater.
 - In order to determine the total grant amount to be paid on a per capita basis in respect of a ward in a municipality, the population of the ward is determined by dividing the total population of that municipality by the number of wards.
 - **Metis Settlements**
 - Where a Metis settlement council is required to conduct a vote under the Alberta Senate Election Act, the Metis settlement shall be paid a grant of \$2.00 per capita or \$2000, whichever is greater.
 - In order to determine the total grant amount to be paid on a per capita basis in respect of a Metis settlement, the population of the Metis settlement area is determined by the most recent census conducted by the Metis Settlements General Council.

Roles and Responsibilities

Communication Processes

Elections Alberta is working with Municipal Affairs to update the MA Connect - Election Database to collect all required senate election information. The portal will allow for:

- Providing contact information for the returning officer and returning office
- Informing Elections Alberta of the voting opportunities available in the municipality
- Ordering supplies (ballots, blind elector template, posters)
- Reporting results
- Obtaining forms and information

PDF fillable forms will also be available for municipalities that are not using the Election Database. Please note that it is highly recommended that the Election Database be used, as it allows for information to be easily updated and reviewed.

Elections Alberta can be contacted for questions at:

- Phone: 780.427.7191
- Email: ops@elections.ab.ca
- Fax: 780.422.2900

Roles & Responsibilities Overview Chart

Elections Alberta		Municipality	Municipal Affairs
Election Proclamation	Issue the election proclamation	Post the proclamation	Provide oversight to the returning officers or elected authorities / councils conducting the vote in: <ul style="list-style-type: none"> ○ Improvement districts; ○ Special areas; ○ Summer villages; ○ Lloydminster; and ○ Indian reserves. These returning officers have the same responsibility as noted in the “municipality” column.
Public Advertising	General provincial advertising	Specific municipal details: notice of election and available voting opportunities	
Candidate Management	Nominations, Notices of Withdrawal, Notices of Death, Disclaimers, financial filings of candidates	Scrutineer management in the polls or at the count	
Conduct Voting	N/A	Offer voting on Monday, October 18, 2021. To offer advance voting, institutional voting, and/or special ballots as required by the LAEA or local bylaws. Where a municipal ballot is provided to a voter, a Senate ballot must also be provided.	
Supplies – Municipalities conducting hand counts	Provide ballots, required posters and the blind elector template	Provide all other supplies required to conduct the vote	
Supplies – Municipalities using tabulators	Provide required posters and information for the ballot.	Provide all materials required to conduct the vote	
Results	Complete the Official Tabulation and announce provincial results	Complete the count after the close of polls and complete the Statement of Official Results. Local results can be published, if the municipality wishes to do so.	
Compliance	Investigate any complaints regarding election financing (EFCDA)	Refer complaints for enforcement regarding ASEA, LAEA, or EFCDA to the appropriate body	
Recount	Respond to any application for recount or appeal and bring all materials and ballots to court	Provide required materials to Elections Alberta	
Payment to Municipalities	N/A	To be determined	

Prescribed Forms

Prescribed Forms

The Senate Election and Local Authorities Election Forms Regulation outlines the forms that can be used when a senate election coincides with a local authority election. Forms, once available, will be posted on the Municipal Affairs website at <https://www.alberta.ca/municipal-election-forms.aspx>.

Forms that can be used without any changes:

- Forms 3, 4, 5, 8, 9, 10, 11, 12, 14, 15, 17, 19, 20, 21, 24, 25, 26, 27, 28

Forms that will be modified and the alternate form is to be used as a joint form:

- 1SE: Oath of Returning Officer
- 2SE: Statement of Deputy, Substitute, Enumerator and Constable
- 6SE: Notice of Election
- 7SE: Notice of Election and Requirements for Voter Identification
- 13SE: Elector Register
- 16SE: Statement of Scrutineer or Official Agent
- 22SE: Request for Special Ballot Package
- 23SE: Special Ballot Package

Additional forms, to be used as separate forms:

- 18SE: Note of Objection to a Ballot
 - 18SE would be used for an objection to a senate ballot
 - Form 18 would continue to be used for objections to municipal ballots
- 19SE: Ballot Account and Result of Vote
 - 19SE would be used for senate results
 - Form 19 would be used for municipal results

Applicable Legislation

Applicable Legislation

Sections of the *Election Act*, *Election Finances and Contributions Disclosure Act* and *Local Authorities Election Act* apply to the conduct of the senate election.

Election Act

Legislated Area	Sections	Section Numbers
Nominations / Candidates	Prohibition from Nomination, Service on candidate of documents and notices	s. 57, 58, 68
Judicial Recount	Conduct and results of recount, Appeals to Court of Appeals, Costs	s. 144 to 147, 148(1) to (6), 148.1
Election Documents	Custody of Documents, Inspection of Documents	s. 151, 152
Compliance	Investigations, Administrative Penalties, Corrupt Practices	Part 4.1, Part 5, Part 6
Controverted Elections	Filing of Petition, Court proceedings, Costs	Part 7, except 185(2)(c)
General	Certain irregularities excused, Confidentiality of Vote, Judicial Review	Part 8, except 207
Fees & Expenses		Part 9

Election Finances and Contributions Disclosure Act

Legislated Area	Sections	Section Numbers
Definitions	Campaign Period, Candidate	s. 1(1)(b)(iii.2), 1(1)(c)(ii)
Candidate	Registration of candidates, Cancellation of registration	s. 9(2)(b), 10(2)
Contributions	Limitations, Excessive Contributions, Records of Contributions, Receipts, Prohibitions	s. 12, 18, 20, 21, 32, 33, 35(1.1), 37, 38
Expense Limits	Registered parties, registered candidates	41.2, 41.3
Financial Statements	Annual financial statements, campaign return	42, 43
Third Party Advertising	Spending Limits, Restrictions, Fund Raising, Registration, Expenses, Financial reporting	Part 6.11

Applicable Legislation

Local Authorities Election Act


Legislated Area	Sections	Section Numbers
Procedure Modification		s. 5
Election Officers	Returning Officer, Substitute Returning Officer, Presiding Deputy, Constable, Substitute Deputy/Constable, Secretary, Oath requirements	s. 13 to 20
Notice of Election		s. 35(2) and (4)
Administrative Areas	Establishing voting subdivisions, voting stations, voting compartments, ballot boxes	s. 36 to 40
Voter Eligibility	Instructions to Voters, Voting Hours, Eligibility to Vote, Permanent Elector's register, Proof of elector eligibility, Acceptable identification, Person objected to	s. 45 to 49, 53 to 54
Access for campaigners		s. 52
Voting	Secrecy of the vote, Number of votes, Voting time for employees, Entries in elector register, Initialing of ballot, Person deemed to have voted, Spoiled ballots, Declining to vote, Persons at voting station, Prohibited removal of ballots	s. 55 to 61, 64 to 68
Scrutineers	Candidate's scrutineer	s. 69
Voting Opportunities & Assistance	Interpreter, Advance vote, Special ballot, Elector assistance, Institutional vote, Deputy and constable's votes, Alternative voting equipment	s. 72 to 84
Post-Vote Procedure	Counting of votes, counting centres, Void ballots, Notes of objections, Ballot account, Signatures to ballot account, Certificate in elector register,	s. 85 to 87, 88(1), 89, 90

Applicable Legislation

Election Documents	Packets of ballots, Sealing ballot packets, Securing election documents, Elector registers with objection, delivery of ballot box and ballot account	s. 91 to 94
Delivery, Disposition and Inspection of Documents	Delivery of election material, Disposition of election material, Order for inspection of ballots	s. 100 to 102
Offences	Prohibitions, Offences – returning officer and deputy returning officer, Offences – integrity of the vote, Advertisement distribution, Campaign activities at a voting station, Interference with posted documents, Improper appointment, Provision of time of vote, Use of information	s. 148 to 150, 152 to 158.1

Sample Forms

Senate Election Proclamation (Issued by Elections Alberta)



**Senate Election
Proclamation (Municipal)**

E-19-1216
Alberta Senate Election Act
Section 43

(Municipality, First Nation, or Métis Settlement name, etc.)

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, Public Notice is hereby given to the electors that the following are fixed pursuant to the *Alberta Senate Election Act*:

NOMINATION OF CANDIDATES

COMMENCING immediately and continuing until 2:00 P.M. 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 _____ between the hours of 10:00 A.M. and 8:00 P.M.
(date)

unless an elected authority has passed a bylaw to open voting stations before 10:00 A.M..

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 _____ at _____.
(date) (time)

RETURNING OFFICER


Additional information concerning the Senate Election 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 _____ BY _____
(Chief Electoral Officer)

Municipality Details Form – Submitted by Municipalities to Elections Alberta

	Municipality Details for Senate Election		Alberta Senate Election Act 2019
	Municipality: _____		
RETURNING OFFICE CONTACT INFORMATION			
RETURNING OFFICER			
Surname/Last Name		Given/First Name	Middle Name (optional)
Telephone Number - Private		Email Address - Private	
OFFICE ADDRESS			
Physical Address			
Municipality		Postal Code	
Mailing Address (if different from above)			
Municipality		Postal Code	
Telephone Number - Public		Email Address (optional) - Public	
POLLING INFORMATION			
BYLAW			
• Has a bylaw been passed for Election Day to be held on Saturday, October 16, 2021? <input type="checkbox"/> Yes <input type="checkbox"/> No			
WHERE TO VOTE INFORMATION			
Public Website			
Other			
ALTERNATIVE VOTING METHODS			
• Are advance polls being held? <input type="checkbox"/> Yes <input type="checkbox"/> No		If yes - polls begin on: _____ and end on: _____	
• Are special ballots available? <input type="checkbox"/> Yes <input type="checkbox"/> No		If yes - polls begin on: _____ and end on: _____	
VOTER ACCESSIBILITY			
• Will a blind voter template be provided at the poll? <input type="checkbox"/> Yes <input type="checkbox"/> No			
LIST OF ELECTORS			
• Is a copy of the provincial list of electors requested? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>(If yes, a bylaw must be passed.)</i>			
ESTIMATED NUMBER OF ELECTORS <small>(AS OF JANUARY 1, 2021)</small>			
COUNTING OF THE BALLOTS			
• Are tabulators being used to count the ballots? <input type="checkbox"/> Yes <input type="checkbox"/> No			
• If yes, which company is providing the tabulators?		<input type="checkbox"/> Dominion <input type="checkbox"/> ES&S <input type="checkbox"/> Other _____	



Municipality Details for Senate Election

Alberta Senate
Election Act 2019

BALLOTS - REGULAR (ONLY COMPLETE THIS SECTION IF YOU ARE NOT USING A TABULATOR.)

• How many ballots will you require Elections Alberta to send? _____ *(Ballots are batched in books of 25.)*

BALLOTS - SPECIAL BALLOT (ONLY COMPLETE THIS SECTION IF YOU ARE HOLDING A SPECIAL BALLOT POLL.)

• How many ballots will you require Elections Alberta to send? _____ *(Ballots are batched in books of 25.)*

POSTERS (ONE OF EACH WILL BE PROVIDED PER POLLING STATION)

- *Directions for Guidance of Voters and Notice as to Secrecy of Voting* Yes No How many? _____
- *Translated Voting Instructions* Yes No How many? _____

NOTE: Elections Alberta will provide ballots to all municipalities that are not using a tabulator. Municipalities using tabulators are responsible to supply their own ballots, per the requirements in the Alberta Senate Election Act. Elections Alberta can provide poster materials for all municipalities.

POST-ELECTION

CUSTODIAN OF RECORDS (FOR THE 90-DAY POST-ELECTION RETENTION PERIOD)

- Returning Officer CAO
- Other _____

LOCATION OF RECORDS (FOR THE 90-DAY POST-ELECTION RETENTION PERIOD)

- Municipal Office Returning Office Other *(Include address information below)*

Physical Address	
Municipality	Postal Code

Other Location Notes (if applicable)

SUBMISSION

Complete and submit this form no later than March 31, 2021. Where information is not yet known, leave the section blank. Once information becomes known, re-submit to Elections Alberta. Complete information is required by June 30, 2021.

[PRINT](#) [EMAIL](#) [RESET](#)




RETURN ALL FORMS TO ELECTIONS ALBERTA AT:

100, 11510 Kingsway NW Edmonton, AB T5G 2Y5
Phone: (780) 427-7191 | Fax: (780) 422-2900 | Email: ops@elections.ab.ca

Sample Ballot – Hand Count

STUB		BALLOT		
FRONT OF BALLOT (bound or stitched)	SELECT A MAXIMUM OF # CANDIDATES			
			CANDIDATE'S NAME NAME OF FED. PARTY OR INDEPENDENT	<input type="radio"/>
			CANDIDATE'S NAME NAME OF FED. PARTY OR INDEPENDENT	<input type="radio"/>
			CANDIDATE'S NAME NAME OF FED. PARTY OR INDEPENDENT	<input type="radio"/>
			CANDIDATE'S NAME NAME OF FED. PARTY OR INDEPENDENT	<input type="radio"/>
		INITIALS OF ELECTION OFFICER	ALBERTA SENATE ELECTION	(year)
00000000		Second Fold	First Fold	
2"		1 7/8"	1 7/8"	1 1/4"

Sample Ballot – Tabulator

11		Alberta Senate Election 2021	
		To vote, fill in the oval (inside the box) that indicates your choices, like this:	
21			
SENATE NOMINEES SELECT A MAXIMUM OF # CANDIDATES			
	CANDIDATE'S NAME NAME OF PARTY OR INDEPENDENT <input type="radio"/>	CANDIDATE'S NAME NAME OF PARTY OR INDEPENDENT <input type="radio"/>	
40	CANDIDATE'S NAME NAME OF PARTY OR INDEPENDENT <input type="radio"/>	CANDIDATE'S NAME NAME OF PARTY OR INDEPENDENT <input type="radio"/>	
41			
42	CANDIDATE'S NAME NAME OF PARTY OR INDEPENDENT <input type="radio"/>	CANDIDATE'S NAME NAME OF PARTY OR INDEPENDENT <input type="radio"/>	
43	CANDIDATE'S NAME NAME OF PARTY OR INDEPENDENT <input type="radio"/>	CANDIDATE'S NAME NAME OF PARTY OR INDEPENDENT <input type="radio"/>	
	CANDIDATE'S NAME NAME OF PARTY OR INDEPENDENT <input type="radio"/>	CANDIDATE'S NAME NAME OF PARTY OR INDEPENDENT <input type="radio"/>	
61	CANDIDATE'S NAME NAME OF PARTY OR INDEPENDENT <input type="radio"/>	CANDIDATE'S NAME NAME OF PARTY OR INDEPENDENT <input type="radio"/>	
	CANDIDATE'S NAME NAME OF PARTY OR INDEPENDENT <input type="radio"/>	CANDIDATE'S NAME NAME OF PARTY OR INDEPENDENT <input type="radio"/>	
	CANDIDATE'S NAME NAME OF PARTY OR INDEPENDENT <input type="radio"/>	CANDIDATE'S NAME NAME OF PARTY OR INDEPENDENT <input type="radio"/>	
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	CANDIDATE'S NAME NAME OF PARTY OR INDEPENDENT <input type="radio"/>	CANDIDATE'S NAME NAME OF PARTY OR INDEPENDENT <input type="radio"/>	

Notice of Secrecy of Voting



E-20-1219
Election Act
Sections 90, 177(1)

Notice as to Secrecy of Voting

Every person in attendance at this voting station, or at the counting of the votes shall:

- maintain and aid in maintaining the absolute secrecy of voting at this voting station
- **not** attempt to ascertain how any person is about to vote or has voted
- **not** communicate any information obtained at the voting station that may enable or assist any person to ascertain how any other person has voted
- **not** destroy, take, open or otherwise interfere with any ballot box or ballot papers, nor attempt to do so

Any person who is guilty of violating any of the secrecy provisions of the Election Act commits a corrupt practice and is liable to a fine of not more than \$50,000 or to imprisonment of not more than 2 years or to both fine and imprisonment.

Directions for Guidance of Voters



E-20-1220
Election Act
Section 90

**Directions for Guidance of Voters
For the Selection of Senate Nominees**

SELECT UP TO THREE (3)

Candidate	X
Candidate	X
Candidate	X

Vote for up to three (3) senate candidates by marking an “X” in the white circle opposite the name of the candidate(s) of your choice.

A ballot spoiled or marked in error may be exchanged for another.

An elector may choose not to vote for any candidates by placing their blank ballot into the ballot box.

A person unlawfully taking down, covering up, mutilating, defacing, or altering any proclamation, notice, or other document required to be posted under any of the provisions of the *Election Act* is guilty of an offense and is liable to a fine of not more than \$10,000 and/or a to a term of imprisonment not more than 1 year, or both.

Statement of Official Results



Statement of Official Results
Senate Election

E-19-1218
Alberta Senate Election Act

Municipality: _____

Number of Ballots Counted for Each Candidate - In Ballot Order			
Candidate Name	# Votes	Candidate Name	# Votes
1 _____	_____	11 _____	_____
2 _____	_____	12 _____	_____
3 _____	_____	13 _____	_____
4 _____	_____	14 _____	_____
5 _____	_____	15 _____	_____
6 _____	_____	16 _____	_____
7 _____	_____	17 _____	_____
8 _____	_____	18 _____	_____
9 _____	_____	19 _____	_____
10 _____	_____	20 _____	_____
Subtotal A = _____		Subtotal B = _____	
		Total Number Of Valid Ballots (A + B) = _____	
Number of rejected ballots <i>(ballot deposited but not counted; not including the blank ballots)</i> _____		Number of blank ballots <i>(ballot where no vote was cast by an elector)</i> _____	

(printed name of municipal returning officer)

(signature of municipal returning officer)

(date)