



## **NOMINATION PACKAGE**

for Municipal Elections October 20, 2025

[www.morinville.ca/town-hall/election](http://www.morinville.ca/town-hall/election)



This package is intended as general information only to supplement the *Municipal Government Act (MGA)*, the *Local Authorities Election Act (LAEA)*, *Election Finances and Contributions Disclosure Act*, the *Education Act*, and applicable Morinville bylaws and has no legal sanction. Please refer to specific legislation when references are made to legislation in this handbook.

Morinville bylaws and policies and school board policies are amended from time to time. For updated information, please refer to the applicable websites.

**Each candidate is responsible for ensuring his or her compliance with the laws governing elections and for obtaining any necessary legal advice.**

For questions regarding the **Offices of Mayor or Councillor**, or questions regarding general election procedures, please contact:

Rachelle Gilbert, Returning Officer  
Tracy Dalzel-Heise, Substitute Returning Officer  
Phone: (780) 939-4361  
Email: [elections@morinville.ca](mailto:elections@morinville.ca)

For questions regarding **Catholic School Trustees**, please contact:

Iva Paulik, CPA, CA, MBA, CSBO  
Greater St. Albert Roman Catholic Schools  
6 St. Vital Avenue, St. Albert, AB T8N 1K2  
Phone: (780) 459-7711  
Email: [ipaulik@gsacrd.ab.ca](mailto:ipaulik@gsacrd.ab.ca)

For questions regarding **Public School Trustees**, please contact:

Sean Nicholson  
Secretary-Treasurer, Sturgeon Public Schools  
9820 – 104 Street, Morinville, AB T8R 1L8  
Phone: (780) 939-4341  
Email: [Corporate.services@sturgeon.ab.ca](mailto:Corporate.services@sturgeon.ab.ca)

Any person wanting a complete copy of the *Municipal Government Act (MGA)*, *Local Authorities Election Act (LAEA)*, the *School Act* or any other piece of legislation should contact:

Alberta Queen's Printer  
10611 – 98 Avenue; 5th Floor Park Plaza  
Edmonton AB T5K 2P7  
780-427-4952  
[www.qp.alberta.ca](http://www.qp.alberta.ca)

Municipal Advisory Services / AB Municipal Affairs  
10155 – 102 Street; 17th Floor Commerce Place  
Edmonton AB T5J 4L4  
780-427-2225 / 310-0000 (Toll free; AB only)  
[www.municipalaffairs.gov.ab.ca](http://www.municipalaffairs.gov.ab.ca)

General Candidate Information:

Alberta Municipal Affairs – Candidates Handbook  
<https://open.alberta.ca/publications/candidates-guide-running-for-municipal-office-in-alberta>

# General Information

## Campaign Expense Limits

New [Expense Limits Regulation](#) under the LAEA introduce province wide campaign expense limits.

Under the LAEA, campaign expenses are any expense or non-monetary contribution used to directly promote or oppose a candidate during a campaign period.

Candidates should review the following materials to ensure they are in compliance with the *Regulation* and the *Local Authorities Election Act*.

[Alberta Municipal Affairs Expense Limits Regulation](#)  
[Municipal Affairs Alberta Fact Sheet](#)

## Candidate Eligibility

To be eligible to be nominated as a candidate, an individual must be:

- At least 18 years of age on nomination day, which is September 22, 2025
- A Canadian Citizen
- A resident of Morinville for the 6 consecutive months immediately preceding nomination day
- A resident of Morinville on Election Day, which is October 20, 2025, and
- Not otherwise ineligible or disqualified under sections 22, 23, and 23.1 of the *Local Authorities Election Act* (LAEA)

## Nominations

Candidate nominations will be accepted in-person starting January 2, 2025 at Morinville Civic Plaza by appointment. Candidates are encouraged to contact the Returning Officer at their earliest convenience to ensure all required forms are complete prior to the Nomination deadline. To schedule a date and time to submit nomination forms, please email [elections@morinville.ca](mailto:elections@morinville.ca).

Nomination packages will be accepted until 12:00 p.m. on Nomination Day (September 22, 2025), pursuant to the *Local Authorities Election Act*.

It is the sole responsibility of the candidate to ensure their Nomination Package is completed, received, and accepted by the Returning Officer prior to the close of Nomination Day.

## Candidate Checklist & Forms

Ensure that all prescribed forms and documents are completed and included in your submission. Use the checklist to ensure you have completed all the requirements in the nomination package.

- NEW - Notice of Intent to Run
- Form 4 - Nomination Paper & Candidate's Acceptance and \$100 Deposit
- Form 5 - Candidate Financial Information
- Candidate Consent Disclosure
- Have Commissioner for Oaths or Returning Officer sign your form.



# Notice of Intent

*Local Authorities Election Act (section 147.22)*

Pursuant to **Part 5.1 Election Finances and Contributions Disclosure** of the [Local Authorities Election Act](#), No individual and no person acting for the individual shall accept a contribution or incur a campaign expense unless the individual has given written notice.

Individuals who intend to be nominated or has been nominated to run in the municipal election as a candidate must give written notice. **Submitting a notice of intent is not a substitute for completing the nomination process.**

### INSTRUCTIONS

1. The form is to be completed by the individual who intends to be nominated or has been nominated to run for election as a candidate in the 2025 Municipal Election.
2. Email, mail or drop off in-person the completed form at Morinville Civic Plaza, Attention: Legislative Services, Elections or email [elections@morinville.ca](mailto:elections@morinville.ca).
3. When there are any changes to the information below, notify the Election Office in writing within 48 hours by submitting a revised Candidate Financial Information form.

I am intending to run for (please specify below):      Mayor      or      Councillor		
Last Name	First Name	Middle Name(s) or Initials
Home Address		Postal Code
Email Address		
Phone Number(s)		
Address of place(s) where candidate records are maintained and where communications may be sent (records must be kept for period of three years following election day):		
Name(s) and address(es) of the financial institution where campaign contributions will be deposited. (List additional financial institutions on page 2, if any): <i>Example: Name of financial institution - Address of financial institution</i>		
Name(s) of signing authorities for the above depository		

Personal information is collected under the authority of Section 33(a), (c) of the *Freedom of Information and Protection of Privacy Act* and will be used for the administration of the municipal election. This form or parts thereof may be disclosed as permitted or required by law. If you have any questions about the collection, use or disclosure, please contact the FOIP Coordinator at 780-939-4361.



**Name(s) and address(es) of additional financial institutions where campaign contributions will be deposited (if any):**

Name(s) and address(es) of the financial institution where campaign contributions will be deposited. (if any):
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Name(s) of signing authorities for the above depository
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*By typing your name in the signature box below, this indicates that the information entered into this form is accurate.*

SIGNATURE (insert electronic signature or type name)	DATE
--	------



**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)

The personal information on this form is being collected to support the administrative requirements of the local authority's election process and is authorized under section 21 and 27 of the *Local Authorities Election Act* and section 33(a)&(c) of the *Freedom of Information and Protection of Privacy Act*. The personal information will be managed in compliance with the privacy provisions of the *Freedom of Information and Protection of Privacy Act*. If you have any questions about the collection, use or disclosure, please contact the FOIP Coordinator at 780-939-4361.

**LOCAL JURISDICTION: TOWN OF MORINVILLE, PROVINCE OF ALBERTA**

**ELECTION DATE: Monday, October 20, 2025**

We, the undersigned electors of the Town of Morinville Province of Alberta, nominate

\_\_\_\_\_ of  
(Candidate Surname) (Candidate Given Names)

\_\_\_\_\_ as a candidate at the election  
(Candidate's Residential Address and Postal Code)

about to be held for the office of \_\_\_\_\_  
(Office Nominated for)

of the Town of Morinville, Province of Alberta

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*.

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

To ensure the Validity of the Nomination Paper, a Candidate may submit more than the required 5 SIGNATURES. Additional signatures may be placed on the lines below.

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 of the *Local Authorities Election Act* to be elected to the office;
- THAT I am not otherwise disqualified under section 22, 23 or 23.1 of the *Local Authorities Election Act*;
- THAT I will accept the office if elected;
- THAT I have read sections 12, 21, 22, 23, 27, 28, 47, 68.1, and 151 and Part 5.1 of the *Local Authorities Election Act* and understand their contents;
- THAT I am appointing as my official agent (if applicable)

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

- THAT I will read and abide by the municipality’s code of conduct if elected, and
- THAT the electors who signed this nomination paper are eligible to vote in accordance with the *Local Authorities Election Act* and resident in the Town of Morinville on the date of signing the nomination.

**Print name as it should appear on the ballot:**

\_\_\_\_\_  
(Candidate’s Surname)

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

SWORN (AFFIRMED) BEFORE ME )  
 at the \_\_\_\_\_, )  
 in the Province of Alberta )  
 this \_\_\_\_\_ day of \_\_\_\_\_, 2025 )  
 )  
 )

\_\_\_\_\_  
**Candidate’s Signature**

Commissioner for Oaths stamp

\_\_\_\_\_  
Signature of Returning Officer or Commission for Oaths  
(include printed or stamped name and expiry date)

**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 FINANCIAL INFORMATION**

*Local Authorities Election Act  
(Section 27)*

The personal information on this form is being collected to support the administrative requirements of the local authorities election process and is authorized under sections 21 and 27 of the *Local Authorities Election Act* and section 33(a)&(c) of the *Freedom of Information and Protection of Privacy Act*. The personal information will be managed in compliance with the privacy provisions of the *Freedom of Information and Protection of Privacy Act*. If you have any questions about the collection, use or disclosure, please contact the FOIP Coordinator at 780-939-4361.

**Candidate's Information**

\_\_\_\_\_  
(Candidate's Surname)

\_\_\_\_\_  
(Candidate's Given Names)

\_\_\_\_\_  
(Candidate's Complete 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 of Financial Institution)

\_\_\_\_\_  
(Address of Financial Institution)

\_\_\_\_\_  
(Name of Financial Institution)

\_\_\_\_\_  
(Address of Financial Institution)

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

\_\_\_\_\_  
\_\_\_\_\_

**Where there is a 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.**





## CANDIDATE CONSENT DISCLOSURE

**Candidate Information:** Complete and sign the form below. When there are any changes to the information below, notify the Town of Morinville Elections office at [elections@morinville.ca](mailto:elections@morinville.ca)

Candidate Full Name	
Candidate Full Address (including Postal Code)	
Candidate Campaign Office Address (if different than above)	
Phone (campaign office)	Cell
Email	Website URL
Social Media Accounts (Platform & Username)	

I, the candidate named above, hereby grant consent to the Town of Morinville to publish the personal information listed above to the Province of Alberta, any interested persons, organization, media source, or through posting on the Town of Morinville website, from the date the Release is signed until the completion of the 2025 Municipal Election.

\_\_\_\_\_  
Candidate Signature

\_\_\_\_\_  
Date