



**LEDUC
COUNTY**

2025 municipal election

Candidate nomination information package

Last updated: November 2024

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Introduction

This information package is intended to provide resources for potential candidates for the 2025 general municipal election. It is not a replacement for legal advice, and it is the responsibility of each candidate to be familiar with current legislation. Selected excerpts are provided from the *Local Authorities Election Act* and *Municipal Government Act* for your convenience. Specific legislation should be referred to for all purposes of interpreting and applying the law.

Excerpt references noted throughout this document refer to:

- [Local Authorities Election Act](#), RSA 2000, Chapter L-21 (LAEA) current to Oct. 31, 2024
- [Municipal Government Act](#), RSA 2000, Chapter M-26 current to Oct. 31, 2024

For general information and updates, visit the Leduc County website at leduc-county.com/election or contact the Returning Officer:

Lisa Brown

Email: legservices@leduc-county.com or phone 780 770-9259

Copies of these acts are available from:

The King's Printer

Park Plaza

Suite 700, 10611 98 Ave.

Edmonton, AB | T5K 2P7

Telephone: 780-427-4952 | Email: kings-printer@gov.ab.ca | Website: www.kings-printer.alberta.ca

Additional municipal election information, forms, frequently asked questions, information guides and procedure manuals are available from:

Alberta Municipal Affairs

18th Floor Commerce Place

10155 102 St.

Edmonton, AB | T5J 4L4

Telephone: 780-427-2225 or toll-free at 310-000 | Website: ma.advisory@gov.ab.ca

Running for council

Important dates

- **Campaign period** for the 2025 municipal election is Oct. 31, 2024 to Dec. 31, 2025
- **Nominations** will be accepted starting Jan. 2, 2025 at County Centre (1101 5 St., Nisku, AB)
- **Nomination Day** is Monday, Sep. 22, 2025 (***please note*** – *On nomination day*, nomination papers will be accepted ***only*** between 10 a.m. to noon in Council Chamber at County Centre, 1101 5 St., Nisku, AB)
- **Election Day** is Monday, Oct. 20, 2025
- **Advance Polls** – dates to be determined
- **Poll stations** – maps and locations will be available on the County website in 2025

Before filing nomination papers

Eligibility

You are eligible to run in the 2025 municipal election if you are:

- 18 years of age
- a Canadian citizen
- a resident of Leduc County for the six consecutive months before nomination day and reside in the electoral division in which you intend to run
- not otherwise ineligible or disqualified under the *Local Authorities Election Act (LAEA)*

Notice of intent to run for council and register of candidates

The *notice of intent and register of candidates* is a **NEW** process for the 2025 municipal election. Candidates who plan to run in the 2025 election can only accept campaign contributions and incur campaign expenses once their notice of intent is filed with Leduc County. Once the notice of intent is completed, candidates will be added to a register of candidates.

Submitting a notice of intent is one step in the process and does not mean your name will appear on a ballot. For your name to appear on a ballot, you must complete the nomination process during the nomination period from Jan. 1 to Sept. 22, 2025.

A register of candidates is a record of all candidates who have given notice to Leduc County that they intend to seek nomination for office in the next municipal election, as required by the *Local Authorities Election Act*.

Candidates must follow the election finance rules as set out in the *LAEA, Part 5.1 – Election Finances and Contributions Disclosure*.

Nomination process

Candidate nominations will be accepted from Jan. 2 to Sept. 22, 2025 at County Centre during regular business hours (8:30 a.m. to 4:30 p.m.).

Candidates are encouraged to contact Leduc County's returning officer, Lisa Brown, at 780-770-9259 or legservices@leduc-county.com to schedule a date and time to submit nomination forms.

Nomination forms may be submitted on Nomination Day, Monday, Sept. 22, 2025 **only** between 10 a.m. and noon at the following address:

County Centre
Council Chamber
1101 5 St.
Nisku, AB

Late filing of nominations

The Returning Officer **CANNOT** accept nominations after noon on Nomination Day. It is strongly recommended that you file your nomination papers well in advance of this deadline.

Nomination forms

Candidates must complete and submit to the Returning Officer:

- Notice of intent (*Form 29*) – **NEW**
- Nomination Paper and Candidate's Acceptance (*Form 4*)
- the required \$100 deposit* (*payable in cash, certified cheque, money order, debit card or credit card*)
- Candidate financial information form (*Form 5*)

Forms are available at leduc-county.com/election.

* *Your deposit will be reimbursed to you if you are elected, get at least one-half the number of the total number votes cast for the person elected with the least number of votes, or withdraw as a candidate within 24 hours of the close of nominations.*

Nomination forms must be signed by at least five voters eligible to vote in the election and who reside in the same electoral division as the candidate. To ensure validity of nomination forms, a candidate is encouraged to submit more than the required five electors' signatures.

Qualifications of electors who sign nomination papers

Any person who signs nomination papers must be eligible to vote. The person must also be a resident in the same electoral division as the candidate.

A candidate may submit more than the required five electors' signatures to ensure validity of nomination papers.

Excerpt from the *Local Authorities Election Act*:

Form of nomination

27(1) *Every nomination of a candidate must*

- (a) be in the prescribed form,*
- (b) be signed by at least 5 persons who are electors eligible to vote in that election and resident in the local jurisdiction on the date of signing the nomination,*
- (c) be accompanied with a written acceptance sworn or affirmed in the prescribed form by the person nominated, stating*
 - (i) that the person is eligible to be elected to the office,*
 - (ii) the name, address and telephone number of the person's official agent, if one has been appointed,*
 - (iii) that the person will accept the office if elected,*
 - (iv) that the person will read and comply with the municipality's code of conduct if elected, and*
 - (v) that the persons who have signed the nomination are electors who are eligible to vote in that election and resident in the local jurisdiction on the date of signing the nomination,*
- (d) if required by bylaw, be accompanied with a deposit in the required.*

Ineligible for nomination (LAEA, section 22)

A person is not eligible to be a candidate if:

- you are the auditor of the municipality,
- if your property taxes are more than \$50 in arrears (*excluding current taxes or indebtedness for arrears for which a person has entered into a consolidation agreement with the municipality*),

- if you are in default for any other debt to the municipality in excess of \$500 for more than 90 days, or
- if within the previous 10 years you have been convicted of an offence under *the Local Authorities Election Act*, the *Election Act*, *Election Finances and Contributions Disclosure Act* or the *Canada Elections Act*.

If you are an employee of the municipality and you wish to run for local office, you must take a leave of absence without pay as outlined in section 22 of the *Local Authorities Election Act*. You may notify your employer on or after Jan. 1, 2025 but before your last working day prior to Nomination Day.

A candidate is disqualified and becomes ineligible to continue as a candidate if on or after the day the nomination has been accepted under section 28(5) of the *LAEA* and on or before election day is convicted of:

- an offence punishable by imprisonment for 5 or more years, or
- under section 123, 124 or 125 of *the Criminal Code (Canada)*, or
- uses or expend a contribution in contravention of section 147.23 of the *LAEA*.

Candidate's official agent

Excerpt from the *Local Authorities Election Act*:

Option for 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, the Election Finances and Contributions Disclosure 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 financial disclosure requirements

Recent amendments to the *Local Authorities Election Act* changed the campaign finance requirements, including but not limited to:

- campaign period
- limitations on contributions
- prohibited from making contributions
- notice required regarding contributions and expenses
- register of candidates
- contributions not belonging to contributor

Election finances and contributions disclosure forms must be submitted to the returning officer:

- for expenses incurred and contributions received in 2024, a disclosure statement must be filed on or before March 1, 2025,
- for expenses incurred and contributions received in 2025, a disclosure statement must be filed on or before March 1, 2026.

It is the responsibility of candidates to ensure they comply with *Part 5.1 – Election Finances and Contributions Disclosure*, of the Local Authorities Election Act.

Withdrawal of nomination

Excerpt from the *Local Authorities Election Act*:

- 32(1)** *A person nominated as a candidate may withdraw as a candidate at any time during the nomination period.*
- (2)** *At any time within 24 hours after the close of the nomination period, if more than the required number of candidates for any particular office are nominated, any person so nominated may withdraw as a candidate for the office for which the candidate was nominated by filing with the returning officer a withdrawal in writing.*

Insufficient nominations

Excerpt from the *Local Authorities Election Act*:

- 31(1)** *If the number of persons nominated for any office is less than the number required to be elected, the time for receipt of nominations*
- (a) shall stand adjourned to the next day at the same place at the hour of 10 a.m. and shall remain open until 12 noon for the purpose of receiving further nominations for the office, and*
- (b) shall continue to remain open and be adjourned in the same manner from day to day until a period of 6 days, including nomination day but not including Saturday, Sunday and holidays, as defined in the Interpretation Act, has elapsed.*

Acclamations

Excerpt from the *Local Authorities Election Act*:

- 34(1)** *When at the close of nominations, the number of persons nominated for any office is the same as the number required to be elected, the returning officer shall declare the persons nominated to be elected to the offices for which they were nominated.*

Other considerations when running for office

Time commitment

It is important to acknowledge the demands on your time may be significant. If elected, it is a four-year term of office and you will be required to attend:

- regular and special meetings of Council,
- committee meetings, including external boards and agencies to which you are appointed as a council representative,
- conferences, conventions, seminars and workshops, and
- other events promoting your municipality.

You will also be expected to prepare for meetings (*read agenda materials*), speak with residents, the County Manager and other relevant stakeholders.

More details regarding commitments are provided in this package under 'Councillor roles and responsibilities'

Remuneration

Elected officials receive compensation for their time which is conducted under County business.

Details provided under 'Remuneration for elected officials'

Roles and responsibilities of elected officials

As an elected official, you will have the opportunity to influence the future of Leduc County.

More information and details can be found under 'Roles and responsibilities of elected officials'

Voting procedures

Election day, advance voting and voting stations

Election day is Monday, Oct. 20, 2025; voting stations will be open from 10 a.m. to 8 p.m.

Advance voting dates and locations will be determined, advertised and be made available in early 2025. All electors are eligible to participate in advance voting.

Eligibility to vote

Excerpt from the *Local Authorities Election Act*:

- 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.
- (2)** Subject to subsection (3) and sections 75, 77.1, 79, 81 and 83, an elector is eligible to vote only at the voting station for the voting subdivision in which the elector's place of residence is located on election day.

Electoral divisions

Leduc County has seven electoral divisions with one individual to be elected from each of the seven divisions as councillor. The seven councillors elect a mayor (*chief elected official*) from amongst themselves at the annual organizational meeting held in October each year.

[See Appendix A for the electoral divisions map.](#)

Rules of residence

Excerpt from the *Local Authorities Election Act*:

- 48(1)** *For the purposes of this Act, the place of residence is governed by the following rules:*
- (a) a person may be a resident of only one place at a time for the purposes of voting under this Act;*
 - (a.1) if a person has more than one residence in Alberta, that person shall, in accordance with subsection (1.1), designate one place of residence as the person's place of residence for the purposes of this Act;*
 - (b) the residence of a person is the place where the person lives and sleeps and to which, when the person is absent, the person intends to return;*
 - (c) a person does not lose the person's residence by leaving the person's home for a temporary purpose;*
 - (d) subject to clause (e), a student who*
 - (i) attends an educational institution within or outside Alberta,*
 - (ii) temporarily rents accommodation for the purpose of attending an educational institution, and*
 - (iii) has family members who are resident in Alberta and with whom the student ordinarily resides when not attending an educational institution**is deemed to reside with those family members;*
 - (e) if a person leaves the area with the intention of making the person's residence elsewhere, the person loses the person's residence within the area.*
- (1.1)** *For the purposes of subsection (1)(a.1), a person shall designate the person's place of resident in accordance with the following factors in the following order of priority:*
- (a) the address shown on the person's driver's licence or motor vehicle operator's licence issued by or on behalf of the Government of Alberta or an identification card issued by or on behalf of the Government of Alberta;*
 - (b) the address to which the person's income tax correspondence is addressed and delivered;*
 - (c) the address to which the person's mail is addressed and delivered.*
- (2)** *A person who is a resident of a public school division or of a separate school division under the Education Act is deemed to be a resident of the public school division or that separate school division, as the case may be, under this Act.*

Voter identification

Section 49 of the *Local Authorities Election Act* states that a municipality must prepare a permanent electors register of residents in the municipality who are entitled to vote.

Section 53 of the *Local Authorities Election Act* includes a requirement for a person to provide proof of identity and current residence in order to vote.

A person who does not meet the requirements of section 53(1) of the LAEA is not eligible to vote.

Candidate's scrutineer

Excerpt from the *Local Authorities Election Act*:

- 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.*
- (a) signed by a candidate, and*

- (b) *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, the Election Finances and Contributions Disclosure 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.*
- (5) *The presiding deputy may designate the place or places at a voting station where a candidate, an official agent or a scrutineer of a candidate may observe the election procedure, and in designating the place or places, the presiding deputy shall ensure that the candidate, official agent or scrutineer can observe any person making a statement under section 53(1)(b) or (2) or 78.*
- (5.1) *A scrutineer may perform the duties of a scrutineer at more than one voting station.*
- (6) *When, in the provisions of the Act that relate to the election of a member of an elected authority, expressions are used requiring or authorizing an act or thing to be done or implying that an act or thing is to be done in the presence of an official agent, a scrutineer or a candidate, the expression is deemed to refer to the presence of those official agents and scrutineers*
 - (a) *that are authorized to attend, and*
 - (b) *that have in fact attended at the time and place where that act or thing is being done.**and if the act or thing is otherwise properly done, the non-attendance of an official agent or a scrutineer at that time and place does not invalidate it.*
- (7) *Except as otherwise provided in this Act, no person may impede a scrutineer from performing the duties of a scrutineer during voting hours.*

Advertisement distribution

The Leduc County logo is **NOT** allowed to be used by candidates on any displays including advertisements, handbills, placards, posters, circulars, pamphlets, newspapers or other materials.

Further, in accordance with section 152 of the *Local Authorities Election Act*, candidates, agents and other persons are prohibited from any type of campaign activities and any actions considered to be an attempt to solicit or influence votes in and on the property surrounding a building used as a voting station. Those found guilty of an offense under this section may be liable to a fine of not more than \$500.

Third-party advertising

The current *Local Authorities Election Act* was amended to address third-party advertising in municipal elections. Recent changes came into force on Oct. 31, 2024 and can be found under *Part 8 – Third Party Advertising, Local Authority Elections Act*.

Councillor roles and responsibilities

Purpose and responsibility

Excerpts from the *Municipal Government Act*:

Part 1 – Purposes, Powers and Capacity of Municipalities

Municipal purposes

3 *The purposes of a municipality are:*

- (a) to provide good government;*
- (a.1) to foster the well-being of the environment;*
- (a.2) to foster the economic development of the municipality;*
- (b) to provide services, facilities or other things that, in the opinion of council, are necessary or desirable for all or 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.*

Part 6 – Municipal Organization and Administration

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;*
- (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.*

Term of office

Members of an elected authority elected at a general election will hold office for a term of four years, as per the *Local Authorities Election Act*:

Term of office

9(1) *A person elected under this Act, unless otherwise disqualified from remaining in office, holds office from the beginning of the organizational meeting of the elected authority following the general election to immediately before the beginning of the organizational meeting of the elected authority after the next general election.*

10(1) *Commencing with the year 2013,*

- (a) the members of an elected authority elected at a general election hold office for a term of 4 years, and*
- (b) a general election shall be held every 4th year.*

Duties of councillors

Excerpt from the *Municipal Government Act*:

Division 3 – Duties, Titles and Oaths of Councillors

General duties of councillors

153 Councillors have the following duties:

- (a) to consider the welfare and interests of the municipality as a whole and to bring to council's attention anything that would promote the welfare or interests of the municipality;
- (a.1) to promote an integrated and strategic approach to intermunicipal land use planning and service delivery with neighbouring municipalities;
- (b) to participate generally in developing and evaluating the policies and programs of the municipality;
- (c) to participate in council meetings and council committee meetings and meetings of other bodies to which they are appointed by the council;
- (d) to obtain information about the operation or administration of the municipality from the chief administrative officer or a person designated by the chief administrative officer;
- (e) to keep in confidence matters discussed in private at a council or council committee meeting until discussed at a meeting held in public;
- (e.1) to adhere to the code of conduct established by the council under section 146.1(1);
- (f) to perform any other duty or function imposed on councillors by this or any other enactment or by the council.

Duties of chief elected official (mayor)

Duties of the chief elected official (mayor) in the *Municipal Government Act*:

General duties of chief elected official

154(1) A chief elected official, in addition to performing the duties of a councillor, must

- (a) preside when in attendance at a council meeting unless a bylaw provides that another councillor or another person is to preside; and
- (b) perform any other duty imposed on a chief elected official by this or any other enactment or bylaw.

Code of conduct

Councillors must abide by the Leduc County [Code of Conduct Bylaw 02-24](#).

Council procedures

All meetings are conducted in accordance with the [Council Procedures Bylaw](#).

Council orientation

Excerpt from the *Municipal Government Act*:

201.1(1) *A municipality, in accordance with the regulations, must offer, and each councillor must attend orientation training:*

(a) *on the following topics, to be held prior to or on the same day as the first organizational meeting following a general election required by section 192, or in the case of a by-election, on or before the day that councillor takes the oath of office:*

- (i) *role of municipalities in Alberta;*
- (ii) *municipal organization and functions;*
- (iii) *roles and responsibilities of council and councillors;*
- (iv) *the municipality's code of conduct;*
- (v) *roles and responsibilities of the chief administrative officer and staff;*

and

(b) *on the following topics, to be held prior to or on the same day as the first regularly scheduled council meeting, ..*

- (i) *key municipal plans, policies and projects;*
- (ii) *budgeting and financial administration;*
- (iii) *public participation;*
- (iv) *any other topic prescribed in accordance with the regulations.*

(2) *A council may by resolution extend the time for orientation training under subsection (1)(b) by up to 90 days.*

A municipal orientation will be held on a date to be determined. This will be the first opportunity for council to build teams and review county operations.

Organizational meeting

A council must hold an organizational meeting annually not later than two weeks after the third Monday in October.

The Leduc County organizational meeting is scheduled for Oct. 28, 2025, at 9 a.m. At this meeting, all councillors must take an oath of office, elect the mayor, select committee members and perform other relevant county business.

Council and council committees

Council establishes council appointments to committees, boards and representations at the annual organizational meeting each year in October. Refer to [Appendix B](#) for a list of internal and external boards and committees.

Regular council and committee meeting dates are held as follows:

- Governance and Priorities Committee - the first Tuesday of each month from 10 a.m. to 3:30 p.m. (or at the call of chair).
- Regular Council - the second and fourth Tuesday of each month commencing at 1:30 p.m. (or at the call of chair).
- Organizational meeting - annually on the fourth Tuesday in Oct., commencing at 9:00 a.m.

- Council Workshop - the second and fourth Tuesday of each month commencing at 10 a.m. and, if required, the fourth Thursday of each month commencing at 10 a.m. (or at the call of the chair).
- Agricultural Service Board - the second Monday of the months of January, March, April, June, September, November and December, commencing at 10 a.m. (or at the call of the chair).
- Public Works Committee - the second Monday of each month, commencing at 1:30 p.m. (or at the call of the chair).
- Subdivision Authority - the third Tuesday of each month commencing at 1:30 p.m. (or at the call of the chair).

Remuneration for council members

Elected officials compensation

Council receives remuneration for attending council and committee meetings, or for assuming or performing any related duties such as meeting preparation time, research of matters and liaison/ communications with residents and others.

Remuneration

Elected officials are compensated an annual salary as determined by council in the annual county budget, subject to yearly cost of living adjustment consideration.

The mayor and deputy mayor are compensated an additional amount calculated on the annual salary:

- mayor receives an additional 20 per cent
- deputy mayor receives an additional five per cent

Any monies forthcoming from boards and commissions that councillors are appointed to go directly to the councillors with the proviso that it be accounted for in the annual statement.

Consideration of an annual cost of living adjustment to councillor remuneration will be similar to that granted to staff. For more information on council remuneration go to the following link to the policy.

[Councillor Fees and Expenses policy.](#)

Travel and accommodation expense reimbursement

Leduc County reimburses council members for reasonable travel and accommodation costs incurred in the course of conducting county business. Mileage to certain common destinations is reimbursed in accordance with the current mileage rate.

Council members are required to submit expense claims for reimbursement of expenses within 60 days of being incurred.

Other expenses reimbursement

Councillors will be reimbursed for other expenses such as communication devices, laptop computers, home internet service, elected official education payment in accordance with the current [Councillor Fees and Expenses policy.](#)

Leduc County Strategic Plan

Mission

Leading the way for people and business to thrive.

Vision

A caring and growing community at the center of industry and agriculture

Values and commitments

Leduc County's values guide how Leduc County operates:

- **Accountability**
We look after the best interests of Leduc County citizens.
- **Integrity**
We follow through on our commitments.
- **Passion**
We believe in the good that local government can provide and will carry out our roles in a way that shows the importance of local government.
- **Responsiveness**
We act quickly to provide local programs, services, facilities and amenities that our citizens require.

Strategic Pillars

Leduc County Strategic Plan's goals, strategies and priorities are based on three strategic pillars:

- Deep community connections
- A robust economy
- Strong leadership

Additional information

A summary of the recent changes to the *Local Authorities Election Act* can be found in the [fact sheet from Alberta Municipal Affairs](#).

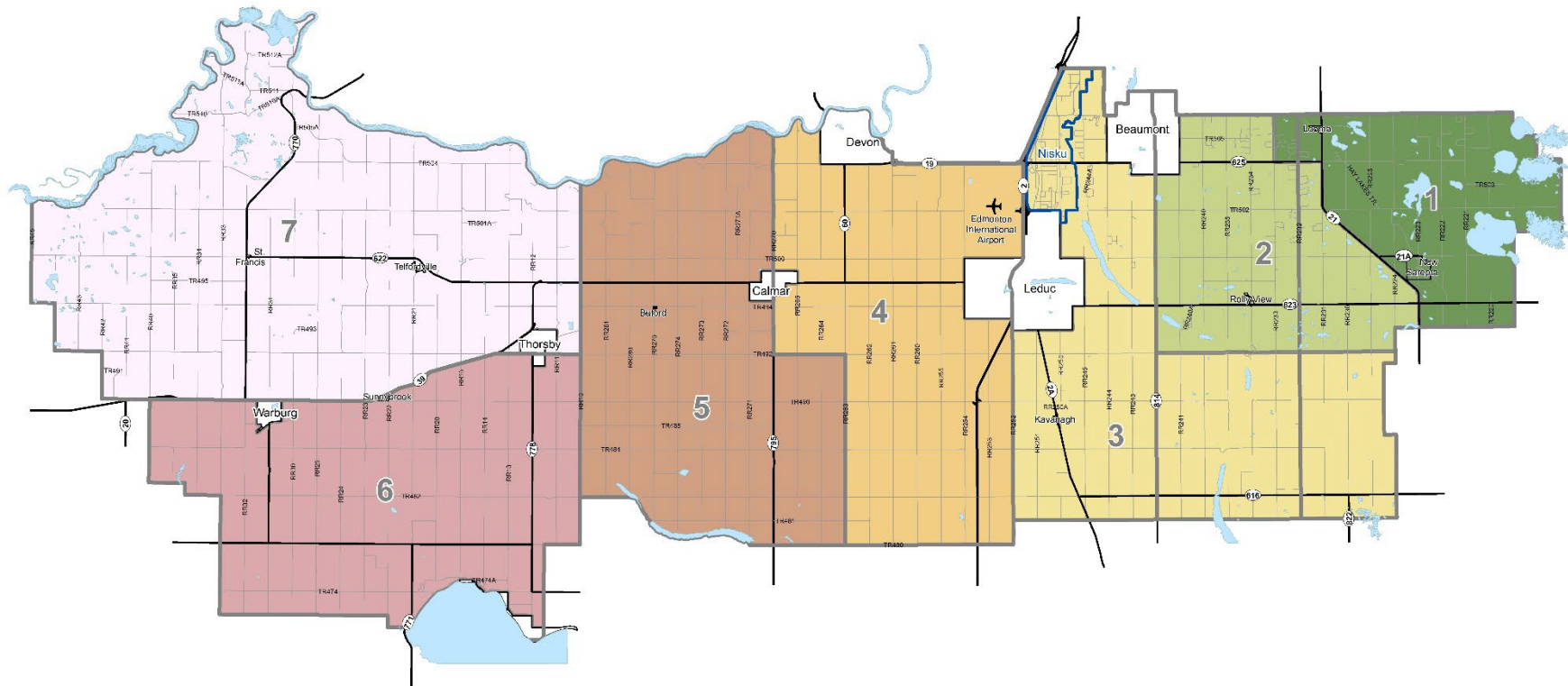
Disqualification of councillors

Excerpt from the *Municipal Government Act*:

- 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*
 - (ii) *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 60 consecutive days, 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 five or more years, or*
 - (ii) *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.*
- (2)** *A councillor is not disqualified by being absent from regular council meetings under subsection (1)(d) if*
- (a) *the absence is authorized by a resolution of council passed at any time*
 - (i) *before the end of the last regular meeting of the council in the 60-day period, or*
 - (ii) *if there is no other regular meeting of the council during the 60-day period, before the end of the next regular meeting of the council,*
- or*
- (b) *the absence is in accordance with a bylaw under section 144.1.*
- (3)** *For the purposes of this section, a councillor is not considered to be absent from a council meeting if the councillor is absent on council business at the direction of council.*
- (4)** *A councillor who is disqualified under this section is eligible to be elected at the next general election in the municipality if the person is eligible for nomination under the Local Authorities Election Act.*

Appendix A – Electoral divisions map



Appendix B – Council committees/representations

Internal boards and committees

- Agricultural Service Board
- Council Committees: Governance and Priorities Committee, Regular Council and Workshop
- Council Sponsorships and Grants Committee
- Emergency Management Committee
- Family and Community Support Services Advisory Committee
- Leduc County Library Board
- Municipal Policy Review Committee
- Parks and Recreation Advisory Committee
- Protective Services Committee
- Public Works Committee
- Subdivision Authority

External boards/committees/commissions

- Alternative Land Use Services Partnership Advisory Committee
- Alliance of Pigeon Lake Municipalities
- Arrow Utilities Commission
- Beaver Hills Biosphere / Beaver Hills Initiative Coordinating Committee
- Capital Region Southwest Water Services Commission
- Cost Share Planning and Consultation Committees: City of Beaumont, City of Leduc
- Edmonton Global
- Edmonton International Airport Noise Advisory Committee
- Edmonton Metropolitan Region Board
- Edmonton Region Waste Advisory Committee
- Edmonton Regional Airports Authority (Appointer Representation)
- Edmonton Regional Airports Authority; City of Edmonton, Leduc County and City of Leduc - Airport Accord Oversight Committee
- Intermunicipal Liaison Committee
- Intermunicipal Planning Framework Oversight Committee
- Leduc and District Regional Waste Management Commission
- Leduc (City) Parks, Recreation and Culture Board
- Leduc Regional Housing Foundation (Leduc Foundation)
- North Saskatchewan Watershed Alliance
- Pembina River Association of Municipal Districts (District 3)

- Pigeon Lake Watershed Steering Committee
- Warburg Seed Cleaning Co-op Ltd Board of Directors

Appendix C - Forms

Form 4 – Nomination Paper and Candidates Acceptance

Form 5 – Candidate Information

Form 26 – Campaign Disclosure Statement and Financial Statement

Form 29 – Notice of Intent

Candidate Consent Disclosure