

Village of Alliance

2025

Municipal Election

Candidate Forms

The 2025 Municipal Election in Alberta will take place on Monday, October 20, 2025.

***New* Intent to Run**

The notice of intent to run process is new for the 2025 municipal election. Prospective candidates must file the [notice of intent to run form](#) at the Village of Alliance Administration office (209 Main Street). Once the Village receives your completed form, your name will be added to the registry of candidates list, which can be found posted at the office or on our website.

Nomination Period

The nomination period for candidates will run from January 2, 2025 to 12:00 noon on September 22, 2025.

During this period, nomination papers can be submitted at the Village of Alliance Administration office Tuesday to Thursday between the hours of 9:00 a.m. and 3:00 p.m.

In order for the nomination papers to be accepted, they must:

- Be complete and in the prescribed form;
- Include a minimum of five signatures from electors eligible to vote in the 2025 Municipal Election and be a resident within the local jurisdiction on the date of signing.

Form 4 – Nomination Paper and Candidate's Acceptance.

Candidate Information

To be eligible to run in the 2025 Municipal Election candidates must be:

- At least 18 years old;
- A Canadian citizen;
- A resident of the Village of Alliance for the six consecutive months before nomination day;
- Not otherwise ineligible or disqualified under the Local Authorities Election Act.

Local Authorities Election Act & Municipal Government Act

Alberta's Municipal Affairs has made changes to the Local Authority Elections Act and the Municipal Government Act in 2024. The Village of Alliance strongly encourages anyone interested in becoming a candidate to review the amended legislation.

[Local Authorities Election Act](#)

[Municipal Government Act](#)

Completion of Nomination Forms

Nominators must be electors who are eligible to vote in that election and reside in the local jurisdiction on the date of signing the nomination.

At least 5 eligible voters are required to sign your Nomination Paper and Candidate's Acceptance form to make it valid. Voters must be:

- eligible to vote in that election;
- a resident of the local jurisdiction for the 6 consecutive months immediately preceding Nomination Day, and
- not otherwise ineligible or disqualified

The Candidate's Acceptance requires you to swear or affirm that:

- you are eligible to be elected under sections 21 and 47 of the Local Authorities Election Act;
- you are not disqualified under section 22 or 23 of the Local Authorities Election Act;
- you have read and understand sections 12, 21, 22, 23, 27, 28, 47, 68.1, 151 and Part 5.1 of the Local Authorities Election Act; and
- if elected, you will accept the office for which you are a candidate.

The Nomination Paper and Candidate's Acceptance form must be completed in full. The Candidate's Acceptance must be sworn or affirmed before a Commissioner for Oaths

Councillors

Serving as a member of the Council presents a unique opportunity to shape the future of your community. Your effectiveness in this role hinges on your ability to actively collaborate as part of a team, contributing to informed decision making and strategic direction. Under the Municipal Government Act (MGA), Council can only exercise its authority as a municipal corporation through formal processes—either by bylaw or resolution.

As a Councillor, your primary responsibility is to work alongside fellow Council members to establish the municipality's overall direction through policy development. These policies serve as guiding principles for municipal administration in managing day-to-day operations. A significant portion of your role will involve reviewing, refining, and implementing new policies and programs. Additionally, Council engages in extensive discussions each year to develop the Annual Business Plan and Budget, ensuring the municipality's long term sustainability and growth. Elected to represent the entire municipality, Councillors must approach decision-making with a broad perspective. While it may sometimes be challenging, decisions should always prioritize the best interests of the community as a whole. Effective governance requires balancing local input with a municipality-wide vision, ensuring that every decision contributes to the greater good.

The Municipal Government Act is the guide to how municipalities operate, and is one of the most significant and far-reaching statutes in Alberta. The MGA affects everyone in Alberta, the private sector and every ministry in the Government of Alberta.

The full MGA can be found online at:

<https://kings-printer.alberta.ca/documents/Acts/m26.pdf>

Village of Alliance Policies can be found online

As per Section 153 of the MGA, duties of a Councillor are 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;

1. Promote an integrated and strategic approach to intermunicipal land use planning and service delivery with neighboring municipalities;
2. Participate generally in developing and evaluating the policies and programs of the municipality;
3. Participate in Council meetings and Council committee meetings and meetings of other bodies to which they are appointed by the Council;
4. Obtain information about the operation or administration of the municipality from the Chief Administrative Officer (CAO) or a person designated by the CAO;
5. Keep in confidence matters discussed in private at a Council or Council committee meeting until discussed at a meeting held in public;
6. Adhere to the code of conduct established by the council under section 146.1(1);
7. Perform any other duty or function imposed on Councillors by this or any other enactment or by the Council.
8. As per Section 201 of the MGA, Council's principal roles in the municipal organization are:

1. Council is responsible for:

- a. Developing and evaluating the policies and programs of the municipality.
- b. 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 designated officer.

Council

Time Commitment

The Local Authorities Election Act specifies that members elected in the 2025 general election will serve a four-year term. The time commitment required of an elected official is considerable and depends on their position and board/committee appointments. The amount of time spent is left to the discretion of each member of Council; however, there are certain minimum duties that need to be performed should a candidate be elected to Council. In addition to attending Council and board/committee meetings, conventions, and events, being elected requires members to read and review agenda packages, respond to citizen inquiries, and liaise with administration. Councillors may also represent the municipality by attending community events like fundraisers, grand openings, and parades, etc.

Meeting Schedule

Regular Council Meetings:

All regular Council meetings shall commence at 4:00P.m. and shall be held once per month, with the specific dates for the upcoming year to be established by resolution of Council at the annual organizational meeting. On average, these meetings last approximately 1.5 hours. The remaining Regular 2025 meetings are set as follows:

April, May, June, July, August, September

Additional Council Meetings:

Your time may be required for Special Council meetings and Budget Meetings.

Committee Board Participation:

Councillors are expected to serve on internal and external committees and boards that promote regional cooperation and uphold the Village's interests. Committee appointments are made annually during the Organizational Meeting in October. Meetings may be held during the day or evening, and time commitments will vary based on the committee and board.

Council Committee List

Committee	Member
Alliance Arena Board	
Citizens Advisory Committee	
Flagstaff Regional Emergency Service Society	
Flagstaff Family Community Service	
Alliance Fire Department	
Flagstaff Regional Housing Group	
Flagstaff Waste Management	
Alliance Library Board	
Parkland Regional Library	
Alliance Recreation Board	

Council Orientation and Training

Council orientation is mandatory for all members of Council. Council orientation and training will commence in the weeks after the new Council is declared elected. The orientation provides Elected Officials critical information about their roles and responsibilities, processes, and plans, as well as allows for an opportunity to become acquainted with fellow Elected Officials, operations, and facilities. Elected Officials will gain an understanding of the business plan and budget.

Remuneration

The long-term interest of the community are best served by dedicated, committed and representative elected officials who on behalf of the citizens provide good governance. To attract such individuals, remuneration should be responsible, fair and equitable.

Remuneration, Expenses and Benefits:

As per Village of Alliance Policy Council Remuneration & Expenses, Village Council will receive a salary for their time and service.

Mileage, Meals and Accommodation:

While representing the municipality on business beyond the boundaries of Alliance, reimbursement will be provided in accordance with policies and Bylaws – Mileage and Subsistence and the Fees and Charges Schedule.

Required Equipment Provided:

Councillors will be provided with an electronic device (ie. tablet or laptop). This equipment is to be returned to the County upon resignation or at the end of their term on Council.

The Seven Key Stages of Leadership Transition

1. Self-Awareness

Leadership begins with understanding oneself. Self-awareness allows leaders to recognize the differences between managing and leading. For municipal leaders, this also means acknowledging the natural silos within their organizations. For example, the culture of a recreation department often contrasts sharply with that of public works or fire services. A self-aware leader understands these differences and develops the skills to navigate them, fostering collaboration across departments.

2. Commitment

Leadership requires commitment—to change, to growth, and to serving the greater good. Municipal leaders must navigate complex political frameworks and manage the diverse aspirations of elected officials. This commitment also extends to the staff and community, ensuring that every decision aligns with the municipality's long-term goals.

3. Vision

Visionary leaders see beyond the immediate challenges, focusing on long-term success. In the municipal context, this involves aligning departmental goals with the organization's broader mission while fostering collaboration and driving strategic decision-making. Visionary leadership is the bridge between managing the present and building the future.

4. Empowerment

True leadership requires empowering others. Municipal leaders must delegate responsibilities, foster collaboration, and encourage teams to take ownership of their work. Empowerment builds trust, morale, and a sense of shared purpose within the organization.

5. Communication

Effective communication is the lifeblood of leadership. Municipal leaders must excel in internal communication, council communication, and public engagement. Transparent, consistent messaging helps bridge the gap between departments, align council priorities, and build trust with residents.

6. Continuous Learning

Great leaders never stop learning. Municipalities operate in a dynamic environment, and leaders must continually adapt to emerging challenges, reflect on their successes and failures, and seek opportunities for growth. This commitment to learning ensures resilience and innovation in leadership.

7. Continuous Self-Assessment

Leadership is a journey of constant reflection and improvement. Self-assessment allows leaders to identify and address missteps, ensuring their actions align with their ideals. A weekly practice of reflection can help leaders focus on questions like:

- Did I communicate effectively with my team and stakeholders?
- Did I model the behaviors I expect from others?
- Did I support my team, show empathy, and build trust?

Self-assessment is not optional—it is a critical practice to ensure that leadership efforts are intentional, impactful, and aligned with organizational goals.

A Call for Leadership

The challenges municipalities face today demand more than just incremental improvements—they require transformative leadership. Leaders must rise to meet these challenges by committing to self-awareness, fostering collaboration, and continuously learning and evolving. Transitioning to great leadership is not just an individual journey; it is a collective effort to build the professional, trusted, and impactful municipalities that our communities deserve.

Municipal government is too important to let dysfunction define its reputation. It is time for leaders to step up, embrace the responsibility of leadership, and guide their organizations toward a brighter future. With the right focus and effort, we can overcome the criticisms of today and create the municipalities our communities will be proud of tomorrow.

For those ready to take the next step in their leadership journey, structured guidance and mentorship can make all the difference. Together, we can help municipalities grow stronger, more connected, and better prepared to serve.

2025 General Municipal Election Regional Council Orientation is scheduled for Tuesday, October 28, 2025. Registration/coffee will commence at 8:15 a.m. with the legal presentation starting at 8:30 a.m. and ending at 2:30 p.m.; this will be followed by some regional discussions. The October 28, 2025 date ensures participating municipalities are meeting the new statutory deadlines, subject to organizational meetings being scheduled after October 28, 2025. The participating municipalities are:

Killam, Hardisty, Sedgewick, Loughheed, Daysland, Forestburg, Heisler and Alliance

1. Council Orientation Training

Content - The Municipal Affairs Statutes Amendment Act amended the Municipal Government Act. The amendments provide that all councillors must attend Orientation and that Orientation must be held prior to or on the same day as the first organizational meeting following a general election – this means Orientation must be held no later than November 3, 2025, although that deadline may be extended by council resolution. The following topics must be covered:

- (a) the role of municipalities in Alberta;
- (b) municipal organization and functions;
- (c) roles and responsibilities of council and councillors;
- (d) the municipality's code of conduct; and
- (e) roles and responsibilities of the chief administrative officer.

The Municipal Government Act further provides that prior to or on the same day as the first regularly scheduled council meeting, the following topics must be covered:

- (f) key municipal plans, policies, and projects;
- (g) budgeting and financial administration;
- (h) public participation; and
- (i) other topics prescribed in the regulations (currently, there are no regulations addressing Orientation).

These topics include issues like Council meetings and meeting procedures, including closed sessions; passing bylaws and resolutions; pecuniary interests and bias; councillor disqualification; and the personal liability of councillors.

Attendees – As noted, all Councillors must attend Orientation.

Materials – We will provide a PowerPoint presentation slide deck; if you wish, you can provide hard copies to the attendees to make notes and keep as a reference guide.

Notice of Intent

Local Authorities Election Act (Section 147.22)

LOCAL JURISDICTION: VILLAGE OF ALLIANCE, PROVINCE OF ALBERTA

Election Date: October 20, 2025
date

I, _____, of

complete address and postal code

intend to be nominated, or have been nominated, to run for election as a candidate in the

VILLAGE OF ALLIANCE

name of local jurisdiction and ward, if applicable

I understand that by completing this form, I am declaring my intent to become a candidate as defined in the *Local Authorities Election Act*, which carries with it certain obligations and responsibilities.

Candidate Information

Title	Candidate Last Name	Candidate First Name
<input type="text"/>	<input type="text"/>	<input type="text"/>
Gender	Telephone Number	Email Address
<input type="text"/>	<input type="text"/>	<input type="text"/>

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

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

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

SWORN (AFFIRMED) before me at the _____
of _____, in the Province of Alberta, this _____
day of _____, 20 ____

Signature of Returning Officer or Commissioner for Oaths or Notary Public in
and for Alberta

Signature of Candidate

Commissioner for Oaths Stamp

RETURNING OFFICER'S ACCEPTANCE

Returning office 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

The personal information collected through this form is for administering the election. This collection is authorized by section 33(c) of the *Freedom of Information and Protection of Privacy Act*. For questions about the collection of personal information, contact your local municipal office.

NOMINATION PAPER AND CANDIDATE'S ACCEPTANCE

Local Authorities Election Act
(Sections 12, 21, 22, 23, 23.1, 27, 28,
47, 68.1, 151, 158.3, Part 5.1)
Education Act (Sections 4(4), 74)

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VILLAGE OF ALLIANCE

Business Title/Organization

209 MAIN STREET

Address

ALLIANCE

City or Town

780-879-3911

Business Phone Number

AB

Province

T0B 0A0

Postal Code

LOCAL JURISDICTION: VILLAGE OF ALLIANCE, PROVINCE OF ALBERTA

We, the undersigned electors of VILLAGE OF ALLIANCE
Name of Local Jurisdiction and Ward (if applicable)
nominate of
Candidate's Surname and Given Names

Complete Address and Postal Code
as a candidate at the election about to be held for the office of COUNCILLOR
Office Nominated for
of VILLAGE OF ALLIANCE
Name of Local Jurisdiction

The candidate's local political party or slate is (if applicable).

Provide signatures of at least 5 ELECTORS ELIGIBLE TO VOTE in this election in accordance with sections 27 and 47 of the *Local Authorities Election Act* and sections 4(4) and 74 of the *Education Act* (if applicable). If a city or a board of trustees under the *Education Act* passes a bylaw under section 27(2) of the *Local Authorities Election Act*, then the signatures of up to 100 electors eligible to vote may be required.

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

CANDIDATE'S ACCEPTANCE

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

I am eligible under sections 21 and 47 (and section 12, in the case of summer villages) of the *Local Authorities Election Act* and sections 4(4) and 74 of the *Education Act* (if applicable) to be elected to the office,

I am not otherwise disqualified under section 22, 23 or 23.1 of the *Local Authorities Election Act*,

I will accept the office if elected,

I have read sections 12, 21, 22, 23, 23.1, 27, 28, 47, 68.1 and 151 and Part 5.1 of the *Local Authorities Election Act* and sections 4(4) and 74 of the *Education Act* (if applicable) and understand their contents,

I am appointing _____

Name, Contact Information or Complete Address and Postal Code, and Telephone Number of Official Agent

as my official agent (if applicable),

I have provided a criminal record check with my nomination package (if applicable),

I will read and abide by the municipality's code of conduct if elected (if applicable), and

The electors who have signed this nomination paper are eligible to vote in accordance with the *Local Authorities Election Act* and the *Education Act* and resident in the local jurisdiction on the date of signing the nomination.

(Print name as it should appear on the ballot.)

Candidate's Surname

Candidate's Given Names
(may include nicknames, but not titles, i.e. Mr., Ms, Dr.)

SWORN (AFFIRMED) before me

at the _____ of _____,

in the Province of Alberta,

this _____ day of _____, 20 _____.

Signature of Candidate

Signature of Returning Officer or
Commissioner for Oaths

Commissioner for Oaths Stamp

**IT IS AN OFFENCE TO SIGN A FALSE AFFIDAVIT
OR A FORM THAT CONTAINS A FALSE STATEMENT**

RETURNING OFFICER'S ACCEPTANCE

Returning Officer signals acceptance by signing this form:

Signature of Returning Officer