

## **MUNICIPAL GENERAL ELECTION INFORMATION**

### **Running for Municipal Office**

For governments to be representative of, and responsive to, the needs of their constituents, their make-up should reflect the demographics of the constituency. As an elected official, you will

- bring the perspectives of your demographic to the decision-making table
- influence changes that benefit your community and ensure its sustainability
- put forward new ideas for debate and possible implementation and change
- make a positive difference in the quality of life in your community
- provide a voice for your community with other levels of government
- be part of a team that makes decisions that affect all aspects of community life

### **Qualifications**

It's not crucial to have education or experience in a government setting to run as a candidate. You likely have skills, knowledge and abilities that are transferable to the elected official's role.

You may want to undertake a self-assessment of your skills prior to running for elected office. Think about your:

- volunteer experience
- community involvement
- work experience
- membership in different organizations
- family life

Often your experiences have taught you how to:

- work as part of a team
- organize and prioritize
- make decisions
- debate
- lead

In the case of the Town of Rosetown a person is qualified if:

- on the day of election is 18 years of age: and
- at the time of submission of the nomination paper, is a Canadian citizen
- has resided in the Town of Rosetown for at least three months and in Saskatchewan for at least six months.

### **Understanding the Role, Time Commitment and Powers of Municipal Council**

As a member of council, you will have the opportunity to shape the future of the Town of Rosetown. Any ideas or proposed changes you have in mind cannot be achieved without the support of other council members.

### **Responsibilities**

Council establishes policies about what essential core services to provide, how those services will be delivered and at what levels, such as:

- Roads and transportation;
- Water treatment and sewer facilities;
- Snow and garbage removal;
- Recreation facilities and programs;
- Land use planning and economic development;
- Building code regulations;
- Crime prevention;
- Fire prevention;
- Animal control; and
- Emergency planning.

While all of the above responsibilities are important aspects of municipal responsibility, council members are not directly responsible for providing these services.

The municipal administrator (or administration) is then charged with implementing those policies. Council relies on the support, advice and assistance of the administration throughout the decision-making process.

When you take office, you will not be starting off from scratch. There will be local legislation existing in the form of bylaws, which will remain in effect until they are amended or repealed. It would be a good idea to contact your municipality and become familiar with local legislation prior to running for council so that you have a good idea of what policies exist in your community, and what kind of changes you might want to consider.

### **Time Commitment**

Many, if not most, council members have full-time jobs outside of municipal council. It's important not to underestimate the amount of time and dedication required to be an effective member of council.

If elected, you will serve a four (4) year term. During that time you should plan to attend the following:

- Regular and special council meetings;
- Meetings of council committees;
- Meetings of other boards and agencies as a representative of council;
- Conferences, seminars, workshops, and conventions for training and discussion; and
- Events that promote or represent your municipality.

You may also need to spend a significant amount of time talking to the public, business, colleagues in other municipalities, municipal staff and your administrator. Continuing interaction with these groups is an essential part of making an informed decision as a council member.

Town of Rosetown council derives their authority from *The Municipalities Act*. Individual members of council are not permitted to make decisions on their own on behalf of the Town of Rosetown. Any election promise you made during your campaign can only be carried out if you can convince a majority of council that it is in the best interest of the municipality.

### **The Nomination Process**

The first step to being elected to office is to be nominated by electors of the municipality for which you are seeking office.

A person can be nominated as a candidate for election by filing a nomination paper, personally or by agent, with the returning officer or nomination officer, at the Rosetown Town Office, on October 7, 2020 by 4:00 p.m. and during regular business hours on September 21, 2020 to October 6, 2020. The Nomination period will be advertised.

Nomination forms may be obtained at the Town Office, 417 Main Street, Rosetown, SK. Nomination forms must be signed by five (5) electors.

Town of Rosetown Bylaw No. 728-16 a bylaw to require a Criminal Record Check with Nomination Forms was adopted by Council on June 20, 2016.

A criminal record check must be in the form prescribed by the minister (Form B.1) and it will include the form issued by the RCMP and shall be included with and form part of the nomination form submitted by the candidate for municipal office for the Town of Rosetown.

**No nomination is complete or shall be accepted unless the nominee's acceptance statement is:**

- Signed by the person nominated;
- Witnessed by two people;
- Accompanied by a completed version of the municipality's public disclosure statement;
- Accompanied by a criminal record check.

### **Campaigning for Election**

The purpose of campaigning is to convince electors you are the best candidate for the job and it involves talking to people, distributing brochures and posters, and perhaps paid media advertising.

Rules regarding proper campaign procedures can be found within *The Local Government Election Act, 2015* (advertising, canvassing in or near the polling place) and *The Controverted Municipal Elections Act* (bribery and threats).

Every printed advertisement referencing an election must contain the name and address of the person who has authorized its printing, display and distribution.

No candidate, agent or other person shall canvass or solicit votes in a polling place or within 100 metres of the building where the poll is held and when the polls are open.



**TOWN OF ROSETOWN**  
***GENERAL ELECTION WILL BE HELD, if required, ON***  
***MONDAY, NOVEMBER 9, 2020***