

Municipal By-Election Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<p>Teal = Legislated</p> <p>Tan = Regulatory</p> <p>Clear = Guide</p>	<p>Address 2 - 3 months before election:</p> <ul style="list-style-type: none"> Council appoints Municipal Electoral Officer (MEO) and Deputy MEO Ensure Election Bylaw is up to date 					
Day 43	Day 42	Day 41	Day 40	Day 39	Day 38	Day 37
Day 36	Day 35	Day 34 (5 th Tues)	Day 33	Day 32	Notice of Nominations*	Day 30
Day 29	Day 28	<p>Issue of writ (optional)</p> <ul style="list-style-type: none"> 1st day office can be open 	Nominations open *		Map of boundaries of each polling division in each ward posted	Day 23
Day 22	Day 21	Day 20 (3 rd Tues)	Day 19	Day 18	<ul style="list-style-type: none"> Nomination Day* 2:00 pm (Ballots to printer) Immediate electronic public notice of extension if required 	Day 16
Day 15	<p>DRO/poll clerks/officials appointed (or before)</p> <ul style="list-style-type: none"> Published notice of extended nominations if required 	<ul style="list-style-type: none"> Deadline to correct voter info – 11:59 am List becomes official list 12:00 pm 	<ul style="list-style-type: none"> Notice of election information List shared 		Extended nomination day (if required) 2:00 pm	Day 9
Day 8	Day 7	Day 6	Day 5	Day 4	Day 3	<ul style="list-style-type: none"> Last day for advance polls (min 3 hours)
Day 1	ELECTION DAY (voting from 9:00 am – 7:00 pm)	Day +1	Determination day (verification of results)*	Day +3	Deadline to request recount*	Day +5
Day +6	MEO recount deadline (no later than)*	Day +8	Deadline to request judicial review*	Day +10	Day +4 (1st Fri after)	Day +12
Day +13	<p>Deadline - judicial review (3 business days)</p> <p>Declaration Day (no later than)*</p>	<ul style="list-style-type: none"> Enumeration – enumeration the timelines are not included on this calendar. Consult the MGA & Election Regulations for requirements. Swearing in – newly elected council member must swear their oath of office before (or at) their first meeting. Term of office – a newly elected member serves out remaining term of the council member they replaced. CAO files Election Summary Report with the Minister within 10 days of being notified of elected candidate(s). If a council member wishes to run for a vacant mayoral position, they must resign their current position. If the two by-elections are to be held at the same time, that councillor must give advance notice to ensure the Notice of Nominations includes both positions – otherwise the municipality must hold a second by-election within 6 months. 				