

## ELECTION SIGNS

A permit is not required to install an election sign with the Town of Westlock. However, there are policies and bylaws you must follow to ensure the sign is placed properly and does not pose a hazard to pedestrians or vehicular traffic.

Prior to placing any election sign, please ensure you have familiarized yourself with the attached policies and bylaws. Any sign placed in contravention of the Town's Bylaws and policies will be removed. All relevant policies and bylaws have been compiled for your reference in the attached pages.

If you have any questions about the enclosed, please contact the Town of Westlock's Planning & Development Department at 780-349-4444 or [planning@westlock.ca](mailto:planning@westlock.ca).

<b>Title: Election Signage</b>	
<b>Resolution: 101-2013, 2023-0006</b>	<b>Revised: Jan 9/23</b>
<b>Special Notes/Cross Reference:</b>	<b>Next Review Date:</b>
<b>Traffic Bylaw; Land Use Bylaw</b>	

**POLICY STATEMENT** : The Town of Westlock recognizes the importance of campaigning and the use of signage.

**PURPOSE** : Establish guidelines for installation of election signs within the Town of Westlock. The purpose of the election sign regulations is to create a reasonable balance between communicating for election purposes, reducing sign clutter, and keeping our streets safe.

**RESPONSIBILITIES**

1. The Candidate is at all times responsible to ensure compliance with Town Bylaws and Policies.
2. The Town of Westlock Planning and Development Department is the point of contact for this Policy.

**DEFINITIONS**

1. *Election Sign* – a temporary sign designed or intended to be displayed in connection with a: federal election or referendum; provincial election, referendum or plebiscite; or local government election.
2. *Highway* – means a provincial highway under the *Highways Development and Protection Act*, as amended.

**LOCATION GUIDELINES**

1. Election signs shall be placed in accordance with the regulations of the Town’s Land Use Bylaw and Traffic Bylaw, as amended.
2. Candidates may place signs on private property only with the consent of the property owner. Candidates are encouraged to obtain the homeowner’s permission before placing a sign adjacent to their property.
3. In general, election signs shall be placed as far from the shoulder line as practical, always allowing the travelling public to have an unobstructed view of the roadway.
4. The following shall be considered when placing election signs:
  - a. Election signs shall be placed with a minimum spacing distance of **10 metres (32.8 feet)** between the same candidate’s signs.

- b. Signs must be placed no closer than **2 metres (6.6 feet)** from the edge of pavement.
- c. During winter conditions, there is a high probability that signs near the road will be either covered with snow or damaged during snow removal and sanding operations.
- d. No elections signs will be allowed within the median of Highway #44 or Highway #18.
- e. No election signs shall be placed in or within **500 metres (1,640 feet)** of highway construction zones.
- f. No election signs shall be placed that obstruct a motorist's view of an intersection within the Town limits.

**SAFETY PRECAUTIONS**

- 1. Those installing election signs must use safety precautions to ensure their safety and prevent driver distraction.
- 2. All persons working near the highway shall wear reflective vests and bright clothing.
- 3. Election signs shall be installed during daylight hours only.
- 4. Vehicles used for transporting election signs must be parked so as to minimize the impact to the travelling public, as far as possible from the travel lanes, and have four-way hazard warning signals operating at all times.

**SIGN REMOVAL**

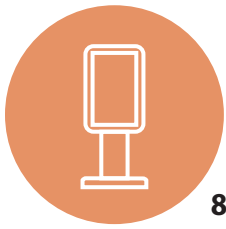
- 1. All election signs **must be removed no later than fourteen (14) days after the election**. The removal shall include the sign panel, supporting structure, stakes, and any tie wiring used to install and support the sign.
- 2. Signs that pose a hazard to the public, or safety or operational concerns may be removed without notice or compensation, by the Town of Westlock. Signs will be stored at the Town of Westlock Public Works workshop for seven days.
- 3. The Town of Westlock is not responsible for any signs damaged during the removal process.

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Mayor Ralph Leriger

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CAO Simone Wiley



## **8.7 ELECTION SIGNS**

- 8.7.1 Election signs installed within a highway right-of-way shall have a maximum sign area of 1.5m<sup>2</sup> (16.1ft<sup>2</sup>).
- 8.7.2 Election signs installed on private property shall have a maximum sign area of 1.0m<sup>2</sup> (10.8ft<sup>2</sup>).
- 8.7.3 Election signs shall be removed by no later than fourteen (14) days after the election of which they refer.
- 8.7.4 Election signs shall:
- a) Not imitate the wording of a standard or commonly used highway traffic sign, such as stop, stop ahead, or yield;
  - b) Not be animated, illuminated, rotating, flashing, or have moving lights or other electrical features;
  - c) Not have attachments such as balloons, kites, or inflatable devices;
  - d) Not contain an electronic message component;
  - e) Not resemble traffic control devices;
  - f) Not be placed in such a way as to create a potential hazard to vehicular or pedestrian traffic and must not obstruct the view of any portion of a traffic control device or signal;
  - g) Not be placed within centre medians and traffic islands; and
  - h) Be self supporting and not attached to any Town property such as fences, benches, trees, street light poles, traffic signal poles, or fire hydrants.
- 8.7.5 Election signs placed on a corner lot shall be setback a minimum of 3.0m (9.8ft) from the front and front flanking property lines.

## **8.8 ELECTRONIC MESSAGE SIGNS**

- 8.8.1 A sign located within a Residential Land Use District shall not have an electronic message component.
- 8.8.2 A sign with an electronic message component shall not be located within 300.0m (984.3ft) of any other Electronic Message Sign facing the same oncoming traffic.
- 8.8.3 An Electronic Message Sign shall not include illumination that may compete with or dull the contrast of a traffic control device or traffic control signal for oncoming vehicular traffic.

BEING A BYLAW OF THE TOWN OF WESTLOCK IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF TRAFFIC SAFETY AND REGULATING AND CONTROLLING THE OPERATION OF MOTOR VEHICLES AND OFF HIGHWAY VEHICLES WITHIN THE CORPORATE LIMITS OF THE TOWN.

2. A Bicycle found Parked or left abandoned on any Sidewalk or impeding Pedestrian Traffic in a manner as identified under subsection (1) may be taken into custody by a Peace Officer and impounded.
3. Any Bicycle not equipped as required by the *Act* or the regulations thereto may be similarly impounded.
4. Bicycles that are abandoned or unclaimed shall be kept and disposed of pursuant to *Municipal Government Act* and Town Policy.
5. Any Bicycle impounded under subsection (2) may be released to the Owner once any payment of any penalties has been made.

#### SECTION 6 TRAFFIC CONTROL DEVICES

- 6.1 The power to prescribe where Traffic Control Devices are to be located within the Town, including traffic control devices restricting the speed of vehicles, is hereby delegated to the C.A.O. Traffic Control Devices located by the C.A.O., shall be deemed to have been made by Bylaw of the Town.
- 6.2 No Person shall, unless prior written permission is obtained from the Town, place or erect any signage adjacent to any Municipal Road, on any highway right of way including the service road right of way, or on any Boulevard that could be confused with a Traffic Control Device.
- 6.3 No Person shall pull down, deface or destroy any sign, board or notice lawfully placed on any Municipal Road.
- 6.4 Notwithstanding anything contained herein, the Town may remove any signage authorized in accordance with this Bylaw if it is deemed to interfere with an authorized Traffic Control Device or if it is deemed to restrict visibility at junctions or Intersections of Municipal Roads, or in any other way creates a potential hazard for Pedestrians or Motor Vehicles.
- 6.5 In addition to any penalty imposed by law, any sign found posted in contravention of this Bylaw may be seized and held by Town for retrieval by the sign's Owner. Signs shall be kept for a period not exceeding sixty (60) days.

#### SECTION 7 SPEED LIMITS

- 7.1 Except where otherwise posted, the maximum speed limit for any Municipal Road within the Town of Westlock is forty (40) kilometer per hour.



## Sign Removal

All election signs must be removed three days after the election. The removal shall include the sign panel, supporting structure and any tie wiring used to install and support the sign.

When the removal of an election sign is necessary due to safety or operational concerns, the appropriate Alberta Transportation district office will notify the responsible campaign office to take the required action. Failure to respond within the specified time will result in the sign being removed. Signs will be stored at the nearest highway maintenance facility or Alberta Transportation district office. The campaign office will be notified to arrange to have the signs picked up.

Signs that pose immediate hazard to the public will be removed immediately by Alberta Transportation's highway maintenance contractors without notification.

Alberta Transportation is not responsible for any signs damaged during the removal process. The campaign office is responsible for installing and removing election signs.

For more information contact the nearest Alberta Transportation district office.

Athabasca District Office  
Unit #2, Jewell Building, 3603 – 53rd Street T9S 1A9  
Phone: 780-675-2624 Fax: 780-675-5855  
[transdevelopmentathabasca@gov.ab.ca](mailto:transdevelopmentathabasca@gov.ab.ca)

Calgary District Office  
2nd Floor, Willowglen Business Park, 803 Manning Road N.E. T2E 7M8  
Phone: 403-297-6311 Fax: 403-297-7682  
[transdevelopmentcalgary@gov.ab.ca](mailto:transdevelopmentcalgary@gov.ab.ca)

Edson District Office  
Rm. 202, 111 - 54th St., Edson T7E 1T2 Phone: 780-723-8250 Fax:  
780-723-8387  
[transdevelopmentedson@gov.ab.ca](mailto:transdevelopmentedson@gov.ab.ca)

Fort McMurray District Office  
6<sup>th</sup> Floor, West Tower, Box 9, 9915 Franklin Ave. Fort McMurray T9H 2K4  
Phone: 780-743-7376 Fax: 780-743-7215  
[Application.Permit.FM@gov.ab.ca](mailto:Application.Permit.FM@gov.ab.ca)

Grande Prairie District Office  
1401, Provincial Bldg., 10320 99th St. Grande Prairie T8V 6J4  
Phone: 780-538-5310 Fax: 780-538-5384  
[transdevelopmentgrandeprairie@gov.ab.ca](mailto:transdevelopmentgrandeprairie@gov.ab.ca)

Hanna District Office  
P.O. Box 1300, Hanna T0J 1P0  
Phone: 403-854-5550 Fax: 403-854-3086  
[transdevelopmenthanna@gov.ab.ca](mailto:transdevelopmenthanna@gov.ab.ca)

Lethbridge District Office  
3rd Flr, Admin. Bldg., 909 3rd Ave. N, Lethbridge T1H 0H5  
Phone: 403-381-5426 Fax: 403-382-4057  
[transdevelopmentlethbridge@gov.ab.ca](mailto:transdevelopmentlethbridge@gov.ab.ca)

Peace River District Office  
Bag 900, Box 29, 9621 96 Ave., 3<sup>rd</sup> Floor Peace River T8S 1T4  
Phone: 780-624-6280 Fax: 780-624-2440  
[transdevelopmentpeacereiver@gov.ab.ca](mailto:transdevelopmentpeacereiver@gov.ab.ca)

Red Deer District Office  
401, 4920 - 51st St, Red Deer T4N 6K8 Phone: 403-340-5166 Fax:  
403-340-4876  
[transdevelopmentreddeer@gov.ab.ca](mailto:transdevelopmentreddeer@gov.ab.ca)

Stony Plain District Office  
Rm. 223, Provincial Bldg., 4709 44th Ave. Stony Plain T7Z 1N4  
Phone: 780-963-5711 Fax: 780-963-7420  
[transdevelopmentstonyplain@gov.ab.ca](mailto:transdevelopmentstonyplain@gov.ab.ca)

Vermilion District Office  
Box 28, 4701-52nd St., Vermilion T9X 1J9 Phone: 780-853-8178  
Fax: 780-853-8270  
[transdevelopmentvermilion@gov.ab.ca](mailto:transdevelopmentvermilion@gov.ab.ca)

# Guidelines for the Installation of Election Signs



## Election Signs Guidelines

Those installing election signs on Alberta highways need to follow these guidelines:

1. For signs located within highway rights-of-way, the maximum sign size will be one and a half square metres. There is no size restriction for signs located on private property.
2. Election signs are temporary signs and are only permitted from the date the election is called until three days after the election.
3. Signs of the following types will **not** be allowed:
  - signs that display an intermittent flashing, rotating or moving light
  - signs that are floodlit which could cause visual distractions to the motoring public
  - signs that have any moving or rotating parts
  - signs that imitate the wording of a standard or commonly used highway traffic sign, such as stop, stop ahead or yield.
  - signs that imitate or resemble the visual appearance of a traffic control device (e.g., stop sign).

If a sign is in contravention of these guidelines, a peace officer or a person authorized by the road authority may, without notice or compensation, remove the sign, and may enter onto privately owned land to do so.

## Location Guidelines

In general, election signs shall be placed as far from the shoulder line as practical, always allowing the travelling public to have an unobstructed view of the roadway.

The following shall be considered when placing election signs.

- Signs must be placed no closer than two metres from the edge of pavement (or, in the case of gravel roads, no closer than two metres from the shoulder of the road).
- During winter conditions, there is a high probability that signs less than six metres from the road will be either covered with snow or damaged during snow removal and sanding operations.
- No election signs will be allowed within the median of a divided provincial highway.
- No election signs shall be mounted on highway signs or sign posts. These signs will be removed immediately.
- No election signs shall be placed in or within 500 metres of construction zones.
- No election signs shall be placed that obstruct a motorist's view of an intersection in an urban area or within 250 metres of an intersection in a rural area.



## Safety Precautions

Those installing election signs must use safety precautions to ensure their safety and prevent driver distraction.

All persons working near the highway shall wear reflective vests and bright clothing.

Election signs shall be installed during daylight hours only.

Vehicles used for transporting election signs must be parked so as to minimize the impact to the travelling public (preferably on an approach), as far as possible from the travel lanes, and have four-way hazard warning signals operating at all times.