

# RULES FOR THE PROVINCE OF BRITISH COLUMBIA FOR THE SELECTION OF CANDIDATES FOR THE LIBERAL PARTY OF CANADA

As amended by British Columbia Co-Chairs effective July 27, 2009

## 1.0 Interpretation and Application

- 1.1 These Rules are adopted after consultation with and with the agreement of the President of the LPCBC.
- 1.2 These Rules shall be interpreted and applied in a manner which is fair and equitable to all participants in the candidate selection process, having regard to all of the circumstances and in the best interests of the Liberal Party of Canada (LPC) and the Liberal Party of Canada in British Columbia (LPCBC).
- 1.3 These Rules are passed pursuant to the LPC Constitution and National Rules for the Selection of Candidates for the Liberal Party of Canada as adopted by the National Election Readiness Committee on May 8, 2009. The National Rules govern all aspects of the candidate selection process for the LPCBC, save and except to the extent that these Rules establish additional or greater requirements and administrative arrangements than those contained in the National Rules. Where these Rules establish such additional requirements and administrative arrangements, these Rules govern. In all other cases, the National Rules govern.
- 1.4 Capitalized terms used in these Rules which are not defined in these Rules shall have the meaning set out therefor in the National Rules, and if not defined therein, in the Act, and if not defined therein, in the LPC Constitution. References to days in these Rules means clear days.

## 2.0 Definitions

In these Rules, and in the forms attached to these Rules:

- 2.1 “Act” means *Canada Elections Act*, S.C. 2000, c.9, s.1, in force September 1, 2000 (Can. Gaz. Pt. I, Sept. 1,2000), as same may be replaced or amended from time to time.
- 2.2 “BC Campaign Chair” means any of the co-chairs of the British Columbia Election Readiness Committee, as appointed by the National Campaign Co-Chairs in consultation with the Leader and the National Executive;
- 2.3 “BC Campaign Director” means the person appointed by the BC Campaign Chair as the Campaign Director in British Columbia, pursuant to Rule 16.4.
- 2.4 “Campaign Office” means the location designated by the campaign chairs from time to time for the conduct of the Federal election campaign in British Columbia.

- 2.5 “Candidate” means any person who is selected pursuant to the National Rules and these Rules to represent the LPC to seek election as a member in the House of Commons for an Electoral District in an Election.
- 2.6 “Date of the Meeting” means the date on which a Meeting is held.
- 2.7 “Date of the Call of the Meeting” means the date on which the BC Campaign Chair or his, her or their designate sends a written notice to an Electoral District Association fixing a date for a Meeting.
- 2.8 “Election” means any federal general election or by-election to elect a member or members of the House of Commons.
- 2.9 “Electoral District Association” means any federal LPC constituency association in an Electoral District which meets the requirements set out in the LPC Constitution, under these Rules and in the Act.
- 2.10 “Electoral District” means any place or territorial area that is entitled to elect a member to serve in the House of Commons.
- 2.11 “Eligible Voting Member” means any person who in the opinion of the BC Campaign Chair for the purposes of these Rules, at the date of the Meeting meets the following requirements:
- (a) the person must meet the requirements fixed by the LPC Constitution and the National Rules entitling the person to vote at a Meeting;
  - (b) the person must be a member in good standing of the LPC for 14 days prior to the Date of the Call of the Meeting;
  - (c) the person’s membership in the LPC is current and not subject to renewal; and
  - (d) the person either:
    - (i) resides in the Electoral District of the Electoral District Association holding the Meeting; or
    - (ii) has, prior to October 1, 2000, fulfilled the requirements for being a non-resident member of the Electoral District Association holding the Meeting in accordance with paragraph 78(8) of the LPCBC Constitution.
- 2.12 “including” means including, without limiting the generality of the foregoing.
- 2.13 “Leader” means the leader of the LPC as determined by the LPC Constitution.
- 2.14 “LPC Constitution” means the constitution of the LPC.
- 2.15 “LPC” means the Liberal Party of Canada;

- 2.16 “LPCBC Constitution” means the Constitution and any Bylaws of the LPCBC.
- 2.17 “LPCBC” means the Liberal Party of Canada British Columbia as recognized under the LPC Constitution.
- 2.18 “Meeting Chair” means the nomination meeting chair appointed pursuant to Rule 14.1.
- 2.19 “Meeting” means a Meeting of members of an Electoral District Association in British Columbia called for the purpose of selecting a Candidate in that Electoral District for any Election.
- 2.20 “National Rules” means the National Rules for the Selection of Candidates for the Liberal Party of Canada as adopted by the National Election Readiness Committee on May 8, 2009.
- 2.21 “Returning Officer” means the returning officer appointed pursuant to Rule 14.1. ; and
- 2.22 “Qualified Nomination Contestant” means a Potential Nomination Contestant who meets the requirements set out in these Rules and section 5 of the National Rules.

### **3.0 Requirements for Meetings**

- 3.1 No Meetings shall be called in British Columbia until consent in writing to conduct such Meetings is received by the BC Campaign Chair from the National Campaign Chair on behalf of the National Campaign Committee.
- 3.2 No Meeting shall be held in any Electoral District until consent in writing (substantially in Form 7 attached to the National Rules) is given to the executive of an Electoral District Association by the BC Campaign Chair.
- 3.3 No consent to hold a Meeting shall be given under Rule 3.2 until:
- (a) the Electoral District Association criteria set out in Rule 4.0 have been met;
  - (b) the Nomination Contestant search criteria set out in Rule 5.0 have been met; and
  - (c) one or more Qualified Nomination Contestant(s) have met the Nomination Contestant approval criteria set out in Rule 6.0;

except where the BC Campaign Chair has waived or varied any of such criteria either in respect of any Electoral District Association alone or in respect of all of them, in the BC Campaign Chair’s absolute discretion.

- 3.4 Unless otherwise determined by the Act or the BC Campaign Chair, the Electoral Districts subject to these Rules shall be those Electoral Districts set out for British Columbia in Elections Canada’s *Representation Order of 2003*.

#### **4.0 Electoral District Association Criteria**

4.1 No consent shall be given under Rule 3.2 until the following criteria respecting the Electoral District Association have been met:

- (a) the Electoral District Association has met the requirements set out in the National Rules;
- (b) the Electoral District Association has met the Minimum Membership Threshold;
- (c) the Electoral District Association has met fundraising or organizing criteria required by the these Rules or the BC Campaign Chair;
- (d) where practicable and requested by the BC Campaign Chair, the Electoral District Association has made adequate provision for at least one opportunity for all Eligible Voting Members of the Electoral District Association to attend an accountability meeting with all Qualified Nomination Contestants prior to the Meeting;
- (e) where requested by the BC Campaign Chair, the Electoral District Association has made adequate provision for joint mailings to Eligible Voting Members from the Qualified Nomination Contestants; and
- (f) such further conditions may be set by the BC Campaign Chair, in the BC Campaign Chair's absolute discretion, as prerequisites for holding a Meeting.

#### **5.0 Nomination Contestant Search Criteria**

5.1 No consent shall be given under Rule 3.2 until one of the following criteria respecting Nomination Contestant Search have been met:

- (a) the Electoral District Association can demonstrate to the BC Campaign Chair that the association has conducted an acceptable search for Nomination Contestants, including careful consideration of female potential candidates and candidates reflective of the demographic makeup of the local electorate, or
- (b) the BC Campaign Committee has conducted such a search on its own behalf.

#### **6.0 Qualified Nomination Contestant Criteria**

6.1 To be a Qualified Nomination Contestant in an Electoral District, a person shall:

- (a) have met the requirements set out in the National Rules;
- (b) be a current member in good standing of the LPCBC;

- (c) have:
- (i) fully and truthfully completed and executed or caused to be executed Forms 1 (or 1A, as appropriate), 2, 3, 4, 5 and 8 attached to and in accordance with the National Rules;
  - (ii) have completed a nomination paper on Form 6 attached to the National Rules, containing the signatures of at least 25 persons who are members in good standing of the Electoral District Association; and filed all the completed Forms with the BC Campaign Chair or the BC Campaign Chair's designate no later than seven days prior to the Meeting;
  - (iii) have discharged, to the satisfaction of the BC Campaign Chair, all debts due to the LPC and its constituent elements then owed by that person or by any campaign organization that supported the election of that person in any previous Election; and
  - (iv) have received the approval of the BC Campaign Chair on behalf of the Leader to be a Qualified Nomination Contestant in such Electoral District prior to issuance of the notice of the Meeting;

subject to the absolute discretion of the BC Campaign Chair to waive or modify any of the foregoing requirements, where, in the BC Campaign Chair's sole opinion, circumstances warrant.

## **7.0 Green Light Committee**

- 7.1 To facilitate the approval by the BC Campaign Chair on behalf of the Leader of Nomination Contestants, the BC Campaign Chair may designate a committee to receive the Forms referred to in Section 6.1(c), to make such enquiries as the committee determines are necessary, and to make recommendations to the BC Campaign Chair.

## **8.0 Access to Membership Lists and Forms for Qualified Nomination Contestants**

- 8.1 Upon the request of the BC Campaign Chair, the LPCBC shall provide to each Qualified Nomination Contestant a current membership list in respect of the relevant Electoral District Association.
- 8.2 Copies of the list may be made, used and distributed in accordance with these Rules. The list shall be kept confidential and used by each Qualified Nomination Contestant and their designate(s) solely for the purposes of:
- (a) contacting Eligible Voting Members to seek support for the Qualified Nomination Contestant during the Nomination Contest; and
  - (b) evaluating membership numbers and accuracy.

## **9.0 Submission of Forms**

- 9.1 Where any Electoral District Association, individual, or Qualified Nomination Contestant (including any agents of that Qualified Nomination Contestant) delivers or sends to LPCBC more than twenty-five (25) membership forms in a seven day period, those forms shall be accompanied by a computer diskette in a format approved by LPCBC as compatible with LPCBC's data requirements, which diskette shall contain the names of the individuals whose forms are being submitted, in alphabetical order by surname, including, in respect of each individual named, the following information:
- (a) surname, followed by first name and initials, if any;
  - (b) residence address including postal code;
  - (c) email address, and home and business telephone numbers, if stated on the application;
  - (d) an indication of whether the individual has paid a reduced youth, or senior's fee, and if so, his or her date of birth;
  - (e) an indication as to whether the individual is a new applicant or renewing member.

## **10.0 Calling of a Meeting**

- 10.1 The BC Campaign Chair will determine the Date of the Meeting in each Electoral District Association and then issue the Call for a Meeting to the president of the relevant Electoral District Association, in a form generally consistent with Form 7 of the National Rules.
- 10.2 If the Electoral District Association refuses to hold a nomination meeting or if the LPCBC refuses to provide the notice of Meeting on a date fixed, or at all, or fails to take any other step under these Rules, the BC Campaign Chair or the BC Campaign Chair's designate may take whatever steps are necessary to give notice of and hold a Meeting.
- 10.3 The BC Campaign Chair shall determine the voting location(s) and voting hours for each Meeting. The BC Campaign Chair shall determine any procedures necessary to ensure that Eligible Voting Members are able to vote in only one such location. In determining the voting location(s) and voting hours, the BC Campaign Chair shall take into account:
- (a) the number of Eligible Voting Members of the Electoral District Association;
  - (b) the size of the facility in which the meeting is to be held;
  - (c) the number of volunteers anticipated to be available to assist in the conduct of the Meeting; and
  - (d) the characteristics of numerically relevant segments of the membership, including, but not limited to, geographic dispersion, religious and cultural

observances, and hours of work of major employers in and about the Electoral District.

## **11.0 Notice of a Meeting**

11.1 Subject to Rule 11.3, the notice of a Meeting shall be in a form generally consistent with Form 11.0 attached to these Rules or as prescribed by the BC Campaign Chair and shall be sent by LPCBC to all Eligible Voting Members of the Electoral District Association, by prepaid ordinary post to the last known address of the member, seven days before the Date of the Nomination Meeting, or by such other means as the BC Campaign Chair in the BC Campaign Chair's absolute discretion may deem necessary and appropriate under the circumstances, and without limiting the generality of the foregoing, may include the use of e-mail, other electronic transmission, print or broadcast media.

11.2 Subject to Rule 11.3, the notice of a Meeting shall, at a minimum, specify:

- (a) the purpose of the Meeting;
- (b) the Date of the Meeting;
- (c) the place(s) of meeting;
- (d) the time when registration of voters will commence and the earliest time when registration will close;
- (e) the approximate time when the meeting is to be called to order; and
- (f) the identification requirements set out in Rule 13.2.

11.3 The BC Campaign Chair may, in the BC Campaign Chair's absolute discretion, waive any requirement in Rules 11.1 and 11.2.

## **12.0 Candidate Selection**

12.1 Subject to the National Rules, the Candidate for an Electoral District shall be the Qualified Nomination Contestant who is acclaimed or chosen from Qualified Nomination Contestants by a vote of Eligible Voting Members of the Electoral District Association at a Meeting in accordance with the National Rules and these Rules, provided that such person is endorsed by the Leader under the Act.

## **13.0 Eligibility to Vote at Meetings**

13.1 Only those persons who are Eligible Voting Members are eligible to vote at a Meeting.

13.2 In order to be issued a ballot to vote at a Meeting, each Eligible Voting Member shall be required to show identification proving identity, place of ordinary residence and signature to the satisfaction of the Returning Officer, unless the Returning Officer responsible for the conduct of the vote at a particular meeting determines that such requirements shall be

waived, in whole or in part. In order to establish identity, at least one piece of identification shall be photo identification. If such photo identification does not prove the residency requirement necessary to be an Eligible Voting Member, such residency may be established by another piece of identification.

- 13.3 The residency requirement to be an Eligible Voting Member will be met by a member if the member's identification shows the residential address set out for such member on the list of members eligible to vote, and such address is within the riding boundaries.
- 13.4 The Returning Officer shall not attempt to determine whether or not any residential address established by identification but not on the membership list is or is not within the riding boundaries. The BC Campaign Chair may, in the BC Campaign Chair's absolute discretion, waive or vary the application of this Rule 13.4 in respect of any Electoral District Association alone or in respect of all of them.
- 13.5 If a minor has photo identification which establishes identity, but does not establish residency, and the minor is accompanied by a parent or legal guardian, which parent or guardian has identification proving both identity and residency to the satisfaction of the Returning Officer, and both the minor and the minor's parent or guardian claim that the minor is resident at the same address shown for the parent or guardian on the membership list, then that minor shall be issued a ballot.

#### **14.0 Conduct of a Meeting and Challenges**

- 14.1 For each Meeting, the BC Campaign Chair shall appoint a Meeting Chair and a Returning Officer who are not Eligible Voting Members for the relevant Electoral District Association for which the Meeting is to be held.
- 14.2 During the course of a Meeting, the Meeting Chair has the absolute discretion to conduct the meeting in any manner he or she deems necessary to hold a fair and orderly meeting including, without limitation, the absolute discretion to make the following orders:
  - (a) that the meeting, or any parts of the meeting, including the commencement or closing of voter registration, be delayed, adjourned, postponed or moved to another location; or
  - (b) that the physical arrangement of the meeting and voting rooms be altered in any way.
- 14.3 The Meeting Chair and the Returning Officer may each appoint other officials as they may require in order to ensure the fair and orderly conduct of a meeting.
- 14.4 All Meetings shall have the following parts:
  - (a) a call to order by a member of the executive of the Electoral District Association or other person, as may be necessary;
  - (b) the introduction of the Meeting Chair and the Returning Officer; and

- (c) a description by the Meeting Chair of the process to be followed at the Meeting.
- 14.5 Presentations on behalf of the Qualified Nomination Contestants shall be as follows:
- (a) a total of four minutes (4) shall be permitted for the nomination and seconding of each Qualified Nomination Contestant; and
  - (b) a total of fifteen minutes (15) shall be permitted for the speech of each Qualified Nomination Contestant, which shall include time for any demonstrations organized by the Qualified Nomination Contestant.
- 14.6 Any challenges concerning the eligibility to vote at a Meeting, must be made to the BC Campaign Chair in care of the Campaign Office, in writing, no later than 72 hours prior to the commencement of registration of the Meeting, except challenges concerning a member's identity and residency, which challenges must be made to the Returning Officer at the time such member seeks to obtain a ballot.
- 14.7 The BC Campaign Chair may rule upon challenges made, in accordance with Rule 14.6 prior to the Meeting, and shall advise the Meeting Chair of any such rulings prior to the Meeting. If the BC Campaign Chair fails to make or communicate any ruling in respect of any member prior to the Meeting, then such challenges shall be ruled upon, or the ruling communicated, by the Returning Officer at the Meeting before the close of voter registration. The Returning Officer shall rule upon challenges made in accordance with Rule 14.6 during the Meeting and shall advise the Meeting Chair of any such rulings before the close of voter registration.
- 14.8 All ballots and forms used at a Meeting must be official ballots and forms produced under the direction and authority of the BC Campaign Chair, and, in all cases where it is feasible to do so, a pre-printed ballot shall be used containing the names of the Qualified Nomination Contestants.
- 14.9 A Qualified Nomination Contestant shall be entitled to have one scrutineer per counting table and ballot box and one chief scrutineer in the voting area but the Qualified Nomination Contestant shall not be entitled to be a scrutineer on his or her own behalf.
- 14.10 No person shall vote for a Qualified Nomination Contestant at more than one Meeting in respect of any Election.

## **15.0 Counting the Ballots**

- 15.1 In any Candidate selection meeting in which there are only two Qualified Nomination Contestants, voting must be by a majority ballot on which voters may indicate a choice for only one Qualified Nomination Contestant. The ballots in the election must be counted, under the direction of the Returning Officer, and the Qualified Nomination Contestant who receives more than 50% of the votes on any ballot is selected as the Candidate. In the case of a tie vote, the winner will be determined by a toss of a coin.

- 15.2 In any Candidate selection meeting in which there are more than two Qualified Nomination Contestants, voting must be by a single preferential ballot on which voters may indicate their preferences for the Candidate.
- 15.3 On each ballot cast, the Eligible Voting Member casting the vote:
- (a) shall vote for at least one Qualified Nomination Contestant; and
  - (b) may vote for up to as many Qualified Nomination Contestants as appear on the ballot, provided that the member indicates the member's order of preference for the Contestants on such ballot.
- 15.4 Each ballot will be counted only until the preferences expressed by the ballot are exhausted, and will not be counted on subsequent tallies.
- 15.5 The ballots in the election must be counted, under the direction of the Returning Officer, according to the following procedure:
- (a) On the first count, each voter's first preference is recorded in favour of the Qualified Nomination Contestant selected as the voter's first choice to be the Candidate.
  - (b) On the second count, the Qualified Nomination Contestant who received the least votes on the first count is eliminated and that Qualified Nomination Contestant's first count ballots are distributed among the remaining Qualified Nomination Contestants according to the second preferences indicated.
  - (c) On each subsequent count, the Qualified Nomination Contestant who received the least votes in the preceding count is eliminated, and that Qualified Nomination Contestant's ballots are distributed among the remaining Qualified Nomination Contestants according to the next preferences indicated.
  - (d) The first Qualified Nomination Contestant to receive more than 50% of the votes on any count is selected as the Candidate.
- 15.6 Where a vote tally gives rise to a tie vote among two or more Qualified Nomination Contestants, and the tie is relevant either to a declaration that a Qualified Nomination Contestant is eliminated pursuant to these Rules, or is between the only remaining Qualified Nomination Contestants, the returning officer shall flip a coin, if there are more than two Qualified Nomination Contestants tied, use a system of drawing names from a receptacle to determine who shall remain on a ballot or who, on a final tally, shall be declared elected as the Candidate.
- 15.7 The British Columbia Campaign Chair may issue further written directives regarding balloting procedures for Meetings including the explanations about counting of votes for Qualified Nomination Contestants under preferential balloting.

## **16.0 BC Campaign Chair and BC Campaign Committee**

- 16.1 The BC Campaign Chair is the individual or individuals appointed as British Columbia campaign chair by the Leader.
- 16.2 The BC Campaign Committee shall be made up of the BC Campaign Chair and the BC Campaign Chair's appointees, such appointments to be made by the BC Campaign Chair in consultation with the executive of the LPCBC.
- 16.3 Subject to the National Rules and pursuant to the LPC Constitution, the BC Campaign Committee has the authority to apply, administer and enforce the National Rules and these Rules.
- 16.4 The BC Campaign Chair may delegate all or part of the BC Campaign Chair's sole and unfettered powers to any person that the BC Campaign Chair, in its absolute discretion, may see fit. In addition, the BC Campaign Chair may appoint a BC Campaign Director to discharge specified functions, including the power to distribute membership forms and membership lists in accordance with these Rules.
- 16.5 Upon the request of the BC Campaign Chair, or the BC Campaign Chair's designate, the LPCBC will provide the BC Campaign Chair, or the BC Campaign Chair's designate, copies of or access to current information on membership application processing, including:
- (a) copies of all membership applications received;
  - (b) the date on which such applications were received;
  - (c) the names of the persons responsible for receiving and entering membership applications;
  - (d) the number of membership application forms distributed and to whom;
  - (e) copies of all rejected applications with reasons for their rejection; and
  - (f) such other and further information the BC Campaign Chair deems necessary;
- within five business days of such request.

## **17.0 Miscellaneous**

- 17.1 No Nomination Contestant shall use any logo or mark of the LPC or the LPCBC or use any confusingly similar logo or mark in a manner that suggests any association with the LPC or the LPCBC.
- 17.2 No Electoral District Association shall provide financial assistance to the efforts of a Nomination Contestant at becoming the Candidate in a contested nomination campaign.

**18.0 Electoral Urgency and Designation of Candidates**

- 18.1 If the National Campaign Chair provides written notice to the effect that a state of electoral urgency exists, the National Campaign Chair or his or her designate may abridge the time limits or alter the procedures fixed by the National Rules or these Rules in such manner as he or she, in his or her absolute discretion, may see fit, and the BC Campaign Chair shall ensure that any such changes so enacted shall forthwith be communicated in writing to any affected Constituency Association and to any anticipated Nomination Contestant who may be affected.
- 18.2 The Leader may designate a person to be the LPC Candidate in any election, without the need for the conduct of a Meeting as otherwise contemplated by the National Rules and these Rules.

**NOTICE OF NOMINATION MEETING**

**Form 11.0**

NOTICE is hereby given of a meeting of the Electoral District Association to nominate a Candidate for the upcoming Federal Election.

Date of Meeting:

Time for commencement of voter registration:

Time for close of voter registration:

Approximate time for the call to order:

This notice is being sent to all Eligible Voting Members of the Electoral District Association. You will be required to show identification proving both identity and residency to the satisfaction of the Returning Officer. In order to establish identity, at least one piece of identification shall be photo identification. You must establish residency at the residential address on the Party's membership list.

If the address maintained by the Party for you is not your residential address, you must submit to the Party a change of address to your residential address as soon as possible.

If you have any questions, please call the Campaign Office.

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Date

**RIDING SERVICES PACKAGE**

**Form 2.22**

I, the undersigned, hereby agree that if I am nominated as the Candidate for the next Election in the Electoral District of

I agree that my campaign will participate in the Riding Services Package at a cost of ten thousand dollars (\$10,000) or such lesser amount as may be determined by the BC Campaign Chair.

I agree that there may be further charges, related to the Riding Services Package, in which my campaign will be obliged to participate.

I undertake and agree to use the prescribed graphics chosen by the BC Campaign Chair.

Dated this \_\_\_\_\_ day of \_\_\_\_\_.

Signature:

Print Name: