Rules and Procedures for the Election of the

Conservative Party of BC Leader

(Drafted by the Leadership Election Organizing Committee on March 7, 2023)

ARTICLE 1: INTERPRETATION

1.1 These Rules and Procedures (the "Rules") are made pursuant to section 11.03 of the Conservative Party of BC Constitution (the "Constitution"), in respect of the Leadership Election that will be held to elect a new Leader of the Conservative Party of BC following the resignation of Trevor Bolin.

1.2 Any term not defined herein that is defined in the Constitution has the meaning given to it in the Constitution.

1.3 If there is any conflict between these Rules and the Constitution, the Constitution will prevail.

1.4 The following terms and definitions apply:

(a) "**Applicant"** means a person who has submitted an Application to the Party Treasurer and paid the Application Fee;

(b) "**Application"** means an application in a form approved by the Candidate Selection Committee to become a Leadership Candidate;

(c) **"Application Fee"** means $5,000;

(d) **"Board"** means the Board of Directors of the Conservative Party of British Columbia;

(e) **"Candidate Fees"** means the Second Fee and Final Fee;

(f) **"Candidate Review Committee"** means the committee established by the Board pursuant to section 12.04;

(g) **"Compliance Deposit"** means the amount or amounts payable to the Party as a compliance deposit or to replenish a compliance deposit pursuant to Article 4;

(h) **"Final Fee"** means the amount of $7,500 due on or before May 12, 2023;

(i) **"Leadership Candidate"** means an Applicant who has been approved by the Board to become a candidate for election as the Leader, pursuant to section 12.04 of the Constitution, and who has paid the Application Fee;

(j) **"Leadership Election"** means the entire process by which a new Leader is selected, whether by acclamation or contest, and is to be administered by the LEOC between the day nominations open and the moment a new Leader is elected;

(k) **"Leadership Vote"** means the procedure, to take place on May 28, 2023, to select a Leadership Candidate for Leader;

(l) **"LEOC"** means the Leadership Election Organizing Committee appointed by the Board of Directors on March 1, 2023, to administer the Leadership Election and to which the Board has delegated the power to determine the Rules and Procedures for conducting the Leadership Election;

(m) **"Membership Deadline"** means May 7, 2023, the day by which an individual must be a member of the Party, in order to be a member in good standing with the right to vote for the Leader;

(n) **"Nomination Period"** means the period of time between the opening of nominations on March 10, 2023 and the closing of nominations on March 29, 2023;

(o) **"Party"** means the Conservative Party of British Columbia;

(p) **"Party Leadership Events"** means those prescribed by the LEOC pursuant to Article 9;

(q) **"Province-wide Count"** means that counting for each Leadership Candidate of the aggregate number of points allocated to the 87 electoral districts;

(r) **"Returning Officer"** means the individual appointed by the Board pursuant to section 12.07 of the Constitution;

(s) **"Rules"** means these Rules and Procedures as may be amended from time to time;

(t) **"Second Fee"** means the amount of $7,500 due on or before April 14, 2023.

ARTICLE 2: ROLE AND DUTIES OF THE LEOC

2.1 The LEOC will administer the Leadership Election which shall include, without restriction and is not limited to, the following:

(a) establishing the dates of the opening and closing of the Nomination Period in compliance with section 12.06(c) of the Constitution;

(b) establishing procedures, enquiries, and investigations to enable the LEOC to determine whether a Leadership Candidate or anyone involved in their campaign has complied with these Rules and the Candidate Nomination Rules and Regulations, including receiving and considering any complaints of non-compliance;

(c) taking action as it determines is advisable and necessary to enforce compliance with these Rules;

(d) deciding what events or activities will be Party Leadership Events, including the nature of such events and the date, time, and manner in which they will be held or conducted;

(e) establishing the Application Fee and the Candidate Fees; and

(f) at any time amending the Rules.

2.2 The LEOC will provide regular reports to the Board in electronic form regarding its administration of the Leadership Election.

2.3 All decisions of the LEOC are final and are not subject to review.

2.4 Members of the LEOC must conduct themselves in an entirely neutral fashion in the administration of the Leadership Election.

ARTICLE 3: NOMINATION PROCESS

3.1 To be eligible to become a Leadership Candidate an individual must:

(a) be a member in good standing;

(b) be eligible under the Election Act for election to the Legislative Assembly of British Columbia; and

(c) not be a person whose approval to become a Leadership Candidate would likely bring the Party into disrepute.

3.2 In order to become a Leadership Candidate an individual must:

(a) deliver via email a completed Application, including nomination papers signed by a minimum of fifty (50) Party members excluding members of the Board, which may be in one or more counterparts, via e-mail to treasurer@conservativebc.ca before the Nomination Deadline;

(b) deliver via registered mail a completed Application including nomination papers with Party members original signatures, which may be in one or more counterparts, to the Treasurer's address, to be provided by the Treasurer upon receipt of the initial Application submission;

(c) deliver a signed undertaking by them and required by Article 11 of these Rules via email to treasurer@conservativebc.ca;

(d) pay the Application Fee to the Party; and

(e) comply with the Constitution and these Rules.

3.3 As soon as is practicable, after a completed Application has been delivered, the Candidate Review Committee will review that Application and determine whether the Applicant is eligible to become a Leadership Candidate.

3.4 After the Candidate Review Committee has determined whether an Applicant is eligible to become a Leadership Candidate, they will provide the Board with a report on each Applicant.

3.5 An Applicant will become a Leadership Candidate after a majority vote by the Board pursuant to section 12.04.

3.6 The Board must approve or reject each eligible Leadership Candidate on or before March 31, 2023.

3.7 Application Fees paid by Applicants are non-refundable and shall not form part of any Candidate Fees.

ARTICLE 4: CANDIDATE FEES AND COMPLIANCE DEPOSIT

4.1 Subject to section 4.4, every Leadership Candidate must pay the Candidate Fees to the Party at or before the following times:

(a) the Second Fee for the amount of $7,500 on or before 5:00 pm on April 14th, 2023; and

(b) the Final Fee for the amount of $7,500 on or before 5:00 pm on May 12th, 2023.

4.2 Every Leadership Candidate must pay $5,000 to the Party as a Compliance Deposit on or before April 6, 2023.

4.3 If the Party uses all or any part of the Compliance Deposit to pay or partially pay a fine imposed pursuant to Article 5, the Leadership Candidate in respect of which the Compliance Deposit is held must restore their respective Compliance Deposit within five business days to $3,000.

4.4 LEOC may at any time, and from time to time, extend a deadline for payment of the Candidate Fees or the Compliance Deposit, or any replenishment of a Compliance Deposit as the LEOC determines is appropriate and subject to any conditions that the LEOC may impose.

4.5 The Party will refund to each Leadership Candidate the balance of the Compliance Deposit held for them after that Leadership Candidate has paid all unpaid fines levied against them, met all filing requirements of Elections BC, provided copies of those filings to the Party, and all audits have been successfully completed showing no further violation of the Constitution or Rules.

ARTICLE 5: COMPLIANCE WITH THE RULES AND CONSTITUTION

5.1 Every Leadership Candidate must:

(a) make every payment required by Article 4 within the time limit for making such payment;

(b) not obtain access to, or use, any credentials or information to use a member's voting credentials or otherwise vote for or on behalf of a member in the Leadership Election;

(c) not spend or incur any liability for any expenses that exceed those permitted by section 10.1 of these Rules;

(d) not take advantage of public resources, including travel budgets incurred by or available to them as a member of the Legislative Assembly of British Columbia, for the purpose of pursuing their campaign;

(e) comply with the applicable provisions of the Election Act;

(f) ensure they and those involved in their campaign comply with these Rules;

(g) comply with and perform each of those undertakings made by them described in Article 11 of these Rules; and

(h) ensure they and those involved in their campaign comply with the Constitution.

5.2 Any member in good standing may deliver to the LEOC via email to aisha.estey@conservativebc.ca an allegation that a particular Leadership Candidate or a member of a Leadership Candidate's campaign team has contravened these Rules.

5.3 If an issue of compliance with these Rules comes to the attention of the LEOC as a result of a complaint made pursuant to section 5.2 or otherwise, the LEOC may, but will not be required to, conduct an investigation to determine whether there has been a breach of these Rules.

5.4 Subject to section 5.5, if the LEOC determines either that a Leadership Candidate or a member of a Leadership Candidates campaign team contravened these Rules then it may impose any penalty it deems appropriate, including but not limited to one or more of the following:

(a) issuing a letter of caution to the Leadership Candidate;

(b) reprimanding the Leadership Candidate;

(c) directing the Leadership Candidate to take immediate and specified actions to ensure compliance with the Rules and to promptly remedy any consequences of the breach;

(d) imposing a fine payable to the Party by the Leadership Candidate in an amount which does not exceed $5,000 for each contravention of these Rules and such fine shall be deducted immediately from the Compliance Deposit and the amount so paid shall be forfeited by that Leadership Candidate;

(e) suspending or restricting the Leadership Candidate from participating in some or all future Party Leadership Events;

(f) disqualifying the Leadership Candidate and, if applicable, instructing the Party and Returning Officer to remove such Leadership Candidate's name from all ballots; or

(g) recommend to the Management Committee that the Leadership Candidate be disqualified from seeking a future Party nomination as a candidate in any British Columbia general election or bi-election or Leadership Election.

5.5 If a Leadership Candidate contravenes section 5.1(c) of these Rules, the penalty or penalties imposed by the LEOC for that breach shall include, but will not be limited to, a fine that is equal to the amount of the Compliance Deposit then held by the Party for that Leadership Candidate.

5.6 In any case where there is uncertainty, the LEOC will determine whether someone is a Leadership Candidate, or someone who represents or acts for or on behalf of either a Leadership Candidate or is otherwise a member of a Leadership Candidate's campaign team.

ARTICLE 6: LEADERSHIP CONVENTION

6. If the Management Committee calls a Leadership Convention, to be held in connection with the Leadership Election, that Leadership Convention will be held on May 28, 2023, and the results of the Leadership Vote will be announced at the Leadership Convention.

ARTICLE 7: MEMBERSHIP DEADLINE/LEADERSHIP VOTING PROCEDURES

7.1 The Leadership Vote will be conducted on a one member, one vote preferential ballot system.

7.2 In order to have the right to vote, an individual must be a member in good standing when they vote for the Leader.

7.3 Each Electoral District will be given equal weight in the balloting, and in particular, each Electoral District will be allocated 100 points.

7.4 If there is only one Leadership Candidate, then that Leadership Candidate will be named Leader and no Leadership Vote will be held.

7.5 If there are two Leadership Candidates, then each member who has a right to vote will have the opportunity to vote for their preferred Leadership Candidate.

7.6 If there are three or more Leadership Candidates, then each member who has a right to vote may vote by a preferential ballot on which the member may indicate the order of their preference for the Leadership Candidate. A ballot will not be considered spoiled only because the member has not indicated the order of the preference for each of the Leadership Candidates.

7.7 The ballots will be counted under the discretion and supervision of the Returning Officer, in accordance with the following procedure:

(a) Each Electoral District will be allocated 100 points, subject to 12.08(b)(iii) of the Constitution, whereby said Electoral District will be allocated the number of points equal to the number of its members in good standing.

(b) On the first count:

i. for each Electoral District, the first choice or preference votes recorded in favour of Leadership Candidates on the ballots cast by the members who ordinarily reside in that Electoral District (or are registered in such Electoral District as members living outside such Electoral District) will be counted. Then, the points allocated to the Electoral District will be allocated to each Leadership Candidate based on the ratio of first preference votes received by that Leadership Candidate compared to the total number of votes counted for that Electoral District; and

ii. the total number of points allocated to each Leadership Candidate from all Electoral Districts in British Columbia will be added to produce a total for the Province-wide Count.

(c) On the second count, the Leadership Candidate who received the fewest points on the first Province-wide Count is eliminated and that Leadership Candidate's first preference votes are distributed in each Electoral District among the remaining Leadership Candidate's according to second preferences indicated and counted according to the procedures set out in the previous section as if they were first preference votes.

(d) On each subsequent count, the Leadership Candidate who receives the fewest points in the preceding Province-wide Count will be eliminated, and that Leadership Candidate's subsequent preference votes will be distributed among the remaining Leadership Candidates according to the next preference indicated.

(e) The first Leadership Candidate to receive more than 50% of the points allocated on any Province-wide Count is selected as the Leader;

(f) In the event of a tie, the tie shall be broken by the raw number of first choice or first preference votes for said Leadership Candidate. If the tie is still not broken, it shall be determined by the drawing of lots.

7.8 Leadership Vote balloting will take place through a secure voting system starting on May 28, 2023 at such times as the LEOC sets. The voting system will include a voter registration process, requiring eligible members to register and verify their identity in order to receive voting credentials.

7.9 Members must not allow another person to use their voting credentials or otherwise vote in their place.

ARTICLE 8: RETURNING OFFICER

8.1 The Returning Officer will be responsible for arranging the conduct of the Leadership Vote and together with the LEOC will oversee and ensure the integrity or the Leadership Vote.

8.2 Representatives of the LEOC, each of the Leadership Candidates or a representative for them, and the Returning Officer are entitled to monitor the vote to ensure compliance with these Rules and the integrity of the vote.

8.3 Decisions of the Returning Officer with respect to voter eligibility are subject to review by the LEOC.

ARTICLE 9: PARTY LEADERSHIP EVENTS

9.1 Unless their failure to participate is authorized by the LEOC, all Leadership Candidates must attend and participate in all Party Leadership Events.

9.2 The LEOC will determine what events or activities, or both, will constitute a Party Leadership Event and the dates, times, and places at which Party Leadership Events will take place and how

Leadership Candidates, members, and other persons who are permitted to attend may participate in a Party Leadership Event.

ARTICLE 10: CAMPAIGN FINANCES

10.1 Leadership Candidate expenses will include personal candidate expenses described in subsection 184(4) of the Election Act but will not include those things described in subsections 180(5) and 184(6) of the Election Act, the Application Fee, the Candidate Fees, the Compliance Deposit, and the amounts payable to the Party pursuant to section 10.2.

10.2 Expenses incurred by a Leadership Candidate includes an expense incurred by an individual before they became a Leadership Candidate or incurred by individuals acting on behalf of a future Leadership Candidate.

10.3 Calculation of expenditures by a Leadership Candidate will commence on the date that these Rules and Procedures come into effect and will end immediately after the Leadership Election.

10.4 Leadership Candidates must report to the Party the amount of all leadership campaign contributions that are received either before or after the Leadership Vote.

10.5 Each Leadership Candidate must, on or before August 26, 2023, deliver to the Party a copy of the Leadership Candidate's written finance report as required by the Election Act.

ARTICLE 11: PARTY UNITY

11.1 All Leadership Candidates must undertake in writing to the Party that they will:

(a) pledge their support for the Leadership Candidate who is ultimately elected as the Leader;

(b) commit to campaigning for the Party in the first provincial general election as that occurs after the Leadership Election;

(c) neither make, or condone supporters who make, disparaging personal remarks concerning other Leadership Candidates;

(d) provide the Party with all data and email addresses of persons or entities which have contributed to their campaigns;

(e) participate in fundraising activities organized by the Party, both before and after the Leadership Election;

(f) support the Principles of the Party as set out in Article 3 of the Constitution and will not advocate any policies that are not guided by the Principles; and

(g) conduct themselves and their campaigns in a manner so as not to bring the Party into disrepute.

ARTICLE 12: PRIVACY AND PARTY PROPRIETARY MATERIAL

12.1 All Leadership Candidates must comply and must ensure that their campaigns comply, with all applicable privacy laws.

12.2 With the approval of the LEOC, the Party may put in place such conditions or restrictions as they deem necessary on the use of Party data by Leadership Candidates and their campaigns.

12.3 Leadership Candidate's will not use the official Party logo.

ARTICLE 13: AUDIT

13.1 The LEOC, the Returning Officer, and their designates may conduct audits and retain an auditor to carry out oversight to ensure the integrity of the Leadership Vote, and in particular, compliance by all interested parties with these Rules.

13.2 All Leadership Candidates must comply with and facilitate such audits, random or otherwise, as may be conducted by the LEOC and the Returning Officer or their designate.