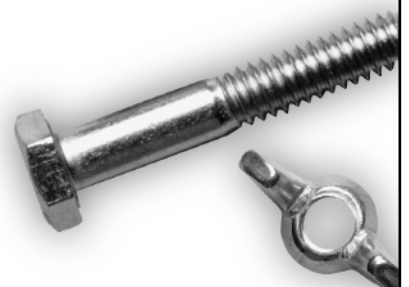# Election
TOOL KIT

Voting is Easy and Accessible!
A Guide to the Election Process in British Columbia

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Province of British Columbia
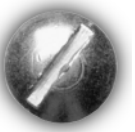
Election TOOL KIT

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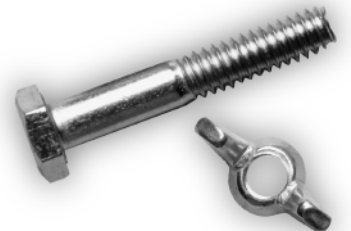
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Election TOOL KIT

INTRODUCTION

Purpose

The purpose of the Election Tool Kit is to introduce children in grade 5 classes and in youth groups to the basic principles of a provincial election.

Outcomes

It is expected that participants will learn terminology associated with provincial elections, as well as the concept of voting. The main message to children is that voting is important.

Participants

Every member of the group is a voter. Several children are called upon during the election process to carry out various tasks. The idea is to involve as many children as possible to maintain interest. The Election Tool Kit was developed for children in grade 5; however, the basic concept can be adapted by keeping only the lesson plans which best suit your class or group.

During the election simulation activity in Lesson 2, it is important to stress to students they are voting for a candidate based on their position on issues — not on their popularity with peers. We want to emphasize to students the importance of looking at a candidate's strengths, sincerity and ability to represent their constituency.

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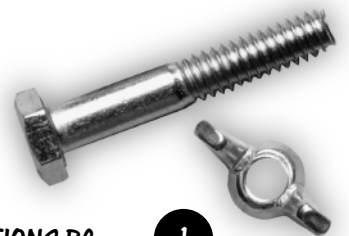
Election TOOL KIT

Materials Required

The following materials, provided by Elections BC, can be used for the election simulation in Lesson 2 — The Election Process and Simulation Activity (see page 14):

- Ballot Box

- Ballot Tally Sheet Template (page 6)

- Legislative Chamber Diagram (page 3)

- Oath of Office Template (page 12)

- Pencils

- Sample Ballot Template (page 4)

- Sample of Marked Ballot Papers (page 5)

- Setting up the Voting Place Diagram (page 7)

- Solemn Declaration of Secrecy Template (page 9)

- Voting Badges

  - Chief Electoral Officer

  - District Electoral Officer

  - Scrutineers (4)

  - Voting Clerk

  - Voting Officer

- Voting Book Template (pages 10-11)

- Voting Screen

- Writ of Election/Certificate of Election Template (page 8)

LEGISLATIVE CHAMBER
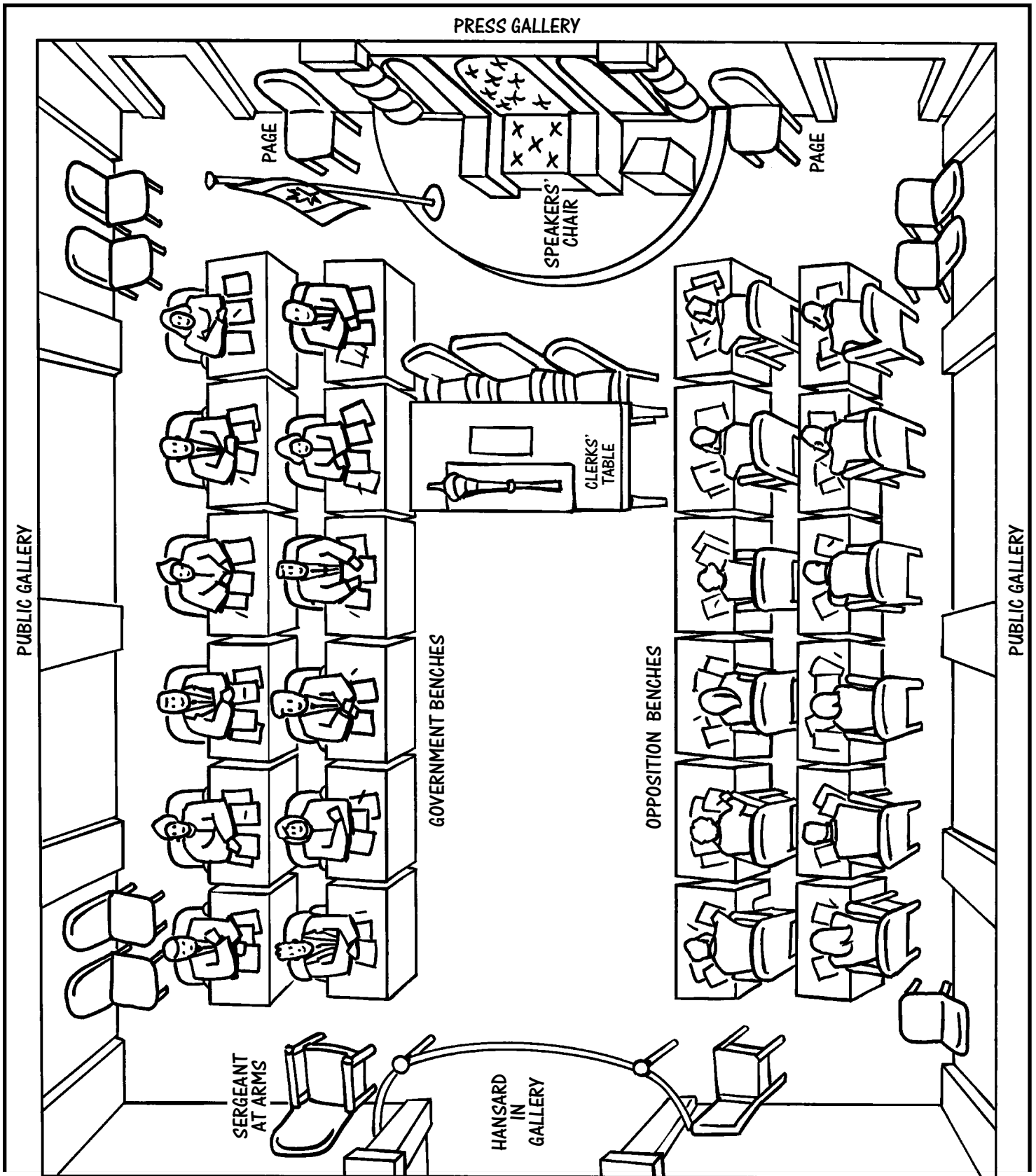
SAMPLE BALLOT

General Voting Day: _____

Electoral District: _____

SAMPLE OF MARKED BALLOT PAPERS

1. Should be accepted and counted.
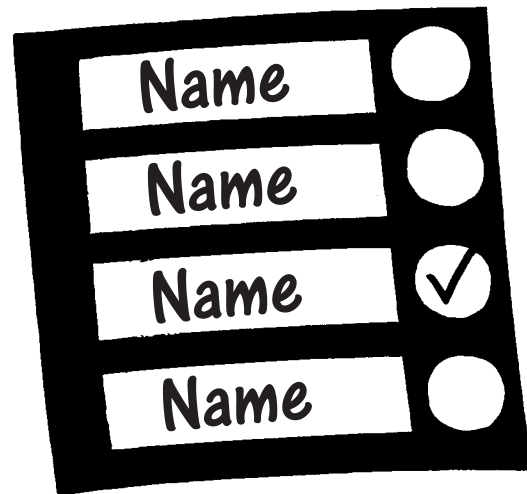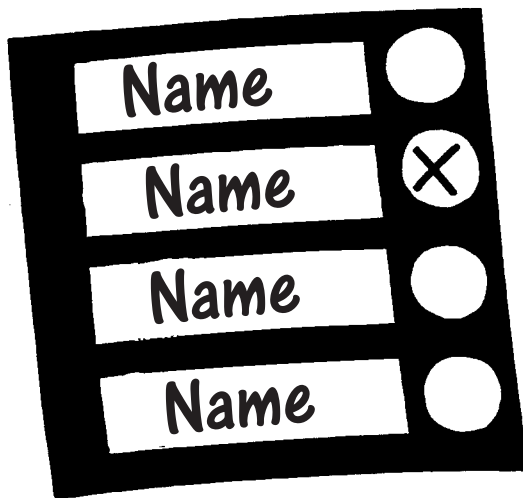
2. Should be rejected.
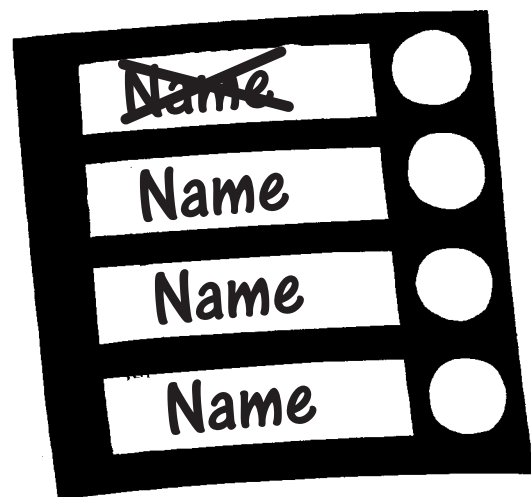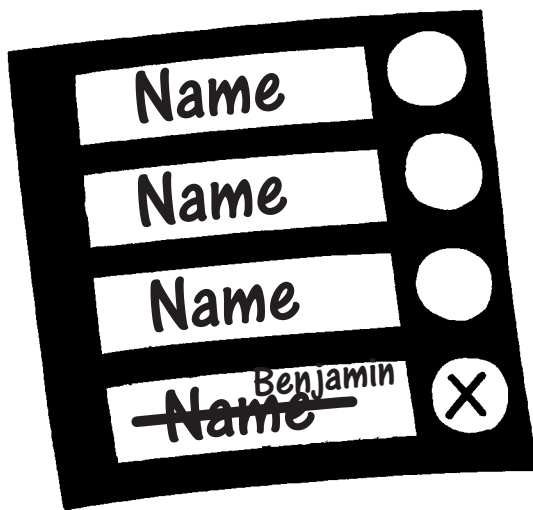
BALLOT TALLY SHEET

Candidate 1						Candidate 2					
Name						**Name**					
5						5					
10						10					
15						15					
20						20					
25						25					
30						30					

Rejected Ballots				
5				
10				
15				
20				
25				
30				
35				
40				
45				
50				

Candidate 3						Candidate 4				
Name						**Name**				
5						5				
10						10				
15						15				
20						20				
25						25				
30						30				

SETTING UP THE VOTING PLACE

BALLOT BOX

VOTING SCREEN

Voting
Officer
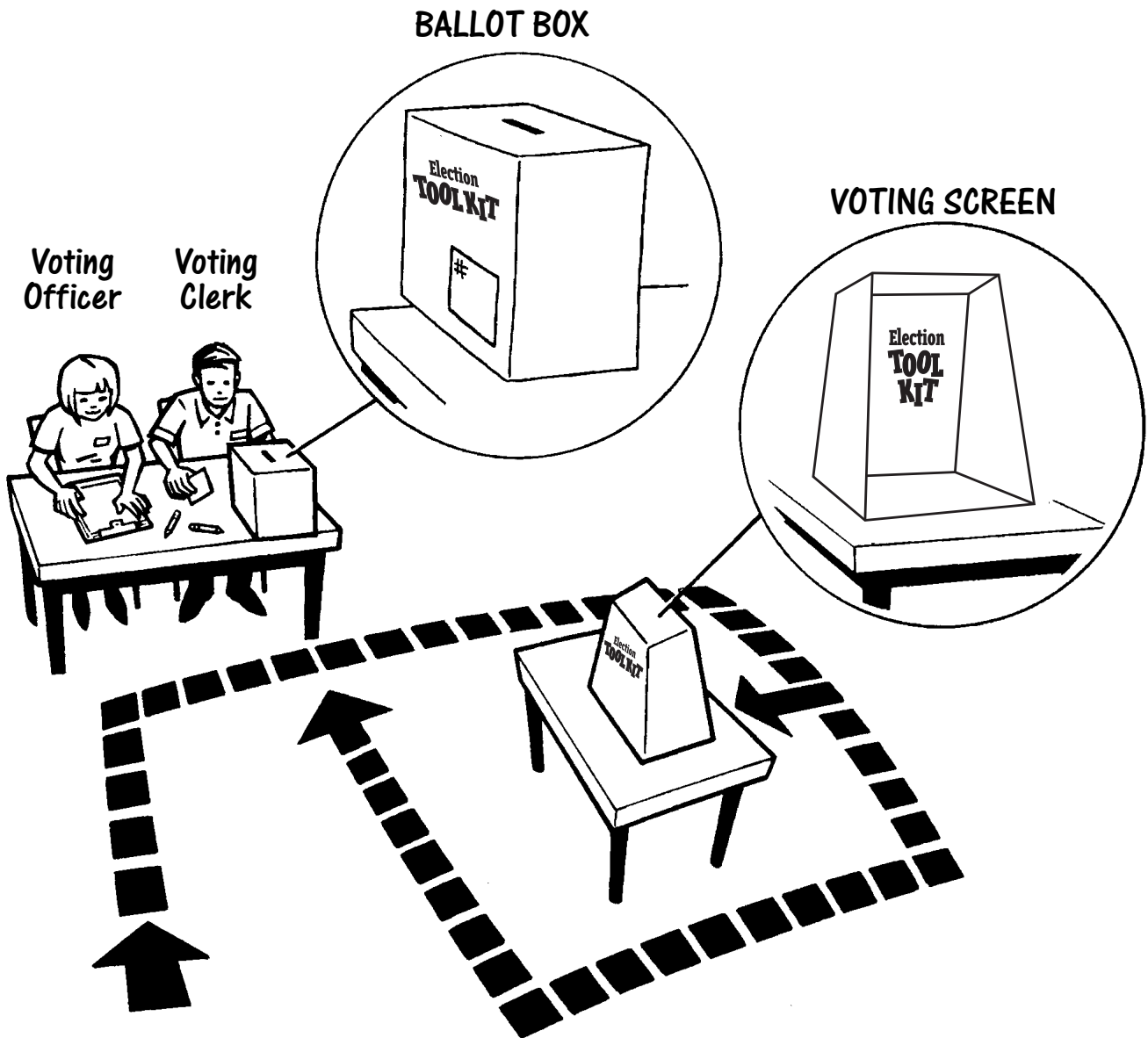
Voting
Clerk

Set up the voting place according to the diagram above.
Make sure the voting screen is set up to ensure privacy to the voter.
Leave a pencil behind the voting screen.

WRIT OF ELECTION

General voting will be conducted from _____ until _____ [Pacific time]

on the _____ day of _____ , _____ ;

in the electoral district of _____ .

The return day of the Writ must be on or before the _____ day of

_____ , _____ , being the day for the return of this Our Writ.

_____

Chief Electoral Officer

CERTIFICATE OF ELECTION

I hereby certify that I have caused an election to take place within the electoral

district of _____ .

The voters of this electoral district have elected the following candidate

to represent them as a Member of the Legislative Assembly of British Columbia

_____ .

Date of Certification _____

_____

District Electoral Officer

SOLEMN DECLARATION OF SECRECY

I, the undersigned, swear (or solemnly affirm) that:

I will preserve the secrecy of the ballot. In particular, I will not:

- interfere with an individual who is marking a ballot,
- attempt to discover how an individual voted,
- communicate information regarding how another individual voted or marked ballot, or
- induce an individual, directly or indirectly, to show the ballot in a way that reveals how the individual voted.

PRINT IN BLOCK LETTERING

NAME OF SCRUTINEER, VOTING OFFICIAL OR OTHER		SIGNATURE OF DECLARATION	SIGNATURE OF AUTHORIZED OFFICIAL
NAME	CAPACITY		

VOTING BOOK

PRINT IN BLOCK LETTERING

ELECTORAL DISTRICT

VOTING OFFICER - SURNAME	FIRST NAME
VOTING CLERK - SURNAME	FIRST NAME
DATE (YYYY/MM/DD)	

NO.	VOTER'S NAME	SIGNATURE
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		

NO.	VOTER'S NAME	SIGNATURE
19		
20		
21		
22		
23		
24		
25		
26		
27		
28		
29		
30		
31		
32		
33		
34		
35		
36		
37		
38		

The law requires that the Voting Book contain an accurate record of all persons who voted and that all documents be properly completed.

SIGNATURE OF VOTING OFFICER

SIGNATURE OF VOTING CLERK

OATH OF OFFICE

I, the undersigned, swear (or solemnly affirm) that:

a) I will faithfully and impartially fulfill the duties of the above named position;

b) I have not received and will not accept any inducement to perform the duties otherwise than impartially and in accordance with the *Election Act* or to otherwise subvert the election; and

c) I will preserve the secrecy of the ballot. In particular, I will not;

- interfere with an individual who is marking a ballot;
- attempt to discover how an individual voted;
- communicate information regarding how another individual voted or marked a ballot;
- induce an individual, directly or indirectly, to show the ballot in a way that reveals how the individual voted.

SWORN *(OR SOLEMNLY AFFIRMED)* BEFORE ME

NAME OF ELECTION OFFICIAL	AT (CITY/TOWN)	DATE (YY/MM/DD)
SIGNATURE OF ELECTION OFFICIAL	SIGNATURE OF AUTHORIZED OFFICIAL	

WARNING: Signing a false declaration is a serious offense and is subject to significant penalties.

Election TOOL KIT
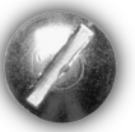
LESSON 1: YOUR RIGHT TO VOTE

Teacher Directed Discussion:

The teacher should introduce the unit with a lesson on the Canadian Charter of Rights and Freedoms (see Background Information, page 21). Specifically discuss the democratic rights to participate in political activities (petitions, demonstrations, etc.) and the right to vote or run in elections.

Student Activity: Critical Challenge

Is voting in an election important?

During Critical Challenge the students are asked to think about a topic for which there may not be an immediate solution or correct answer, but which requires some thought. Often, "right or wrong" becomes more difficult to determine when all of the facts are known. One possible solution may cause another problem.

It is important to note that many issues from which Critical Challenge questions arise are controversial. The intent is to teach students how to think about controversial or confusing issues, isolating where possible the influence of bias, attitude or values.

Divide students into groups of 3-5. Each group must discuss reasons to support either a yes or no response to the question "Is voting in an election important?" The teacher assigns yes or no responses to the group. Try to have an even number of yes and no groups. After a limited period of time, mix the groups so that each group contains some 'yes' and some 'no' supporters. In their new groups, the students should try to persuade each other of their individual points of view. The 'yes' people give their reasons to the 'no' people and vice versa, in order to try to change their opinion.

Teacher Directed Discussion:

The lesson should be concluded with a discussion of the reasons for supporting each of the responses. This should be followed up with a discussion of how the students feel about the issue now and how the opinions of others influenced their thinking.

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LESSON 2: THE ELECTION PROCESS AND SIMULATION ACTIVITY

Teacher Directed Discussion:

This lesson begins with a short lesson on the three levels of government and some of the responsibilities of each.

FEDERAL: International trade agreements, communications with other countries on national issues, the defense of our country, our money system, immigration and national parks.

PROVINCIAL: Education, health care, highways, management of natural resources and provincial parks.

MUNICIPAL: Repair of sidewalks and streets, recycling, garbage, streetlights, local building regulations, public transportation, snow removal, fire, library and police.

Discuss how these three levels of government are similar to the three levels that operate within a school. The principal (federal) is responsible for the overall operation of the school, supervising teachers, support staff, and students, as well as budgets and school wide programs. The teacher (provincial) is responsible for delivery of curriculum, day to day running of the classroom, reporting to parents. The students (municipal) are responsible for their own learning and to contribute in positive ways to the school community.

Students can participate more actively and in an organized fashion if a student council exists.

Student Activity:

Students will conduct an election. The election will involve voting in an informed manner, knowing what the candidates stand for on specific issues through the candidates' campaign activities.

SIMULATION STEP-BY-STEP

Candidates

The teacher chooses four children to be candidates.

Scrutineers

Scrutineers are appointed to represent candidates at the voting station during voting (see Glossary, page 28). Have each of the four candidates appoint a scrutineer. Each scrutineer must make a **Solemn Declaration of Secrecy** to ensure the secrecy of the vote is maintained. Provide each scrutineer with a name tag supplied in the kit.
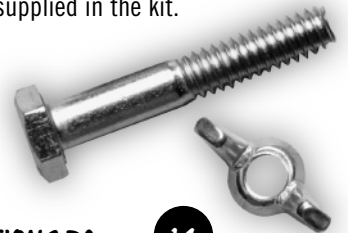
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Election TOOL KIT

Election Officials

Designate one child (or teacher) to play the role of the Chief Electoral Officer and give them a name tag supplied in the kit. Explain the role to the group.

The **Chief Electoral Officer** is an independent Officer of the Legislature. When an election is called, an Order in Council is issued ordering the Chief Electoral Officer to prepare and issue the **Writ of Election.** A Writ is addressed and directed to the District Electoral Officer for each electoral district in which an election is to be held.

The Chief Electoral Officer will appoint a **District Electoral Officer** (see Glossary, page 26) and give them a name tag supplied in the kit. The District Electoral Officer will appoint all of the other election officials (Voting Clerk and Voting Officer).

Designate two children to play the roles of **Voting Clerk** and **Voting Officer** and give each of them a name tag supplied in the kit. Explain each role to the group.

The **Voting Officer** is responsible for the following duties:

- announces each voter as they are issued a ballot
- ensures each voter signs the Voting Book
- issues a ballot to each voter
- receives a marked ballot from the voter
- places ballots in the ballot box, or allows voters to do so
- counts the ballots after the close of voting, using the Ballot Tally Sheet
- reports the results to the District Electoral Officer at the close of voting
- returns all materials to the District Electoral Officer

The **Voting Clerk** assists the Voting Officer.

The District Electoral Officer will require the Voting Clerk and Voting Officer to take an **Oath of Office** and sign a **Solemn Declaration of Secrecy.** This will ensure that voting will be conducted in a non-partisan manner and that the secrecy of the vote will be maintained. (Candidates are not permitted to also be Election Officials.)

Voters List

The Voters List is prepared by the Chief Electoral Officer for use at an election. The Voters List contains the names and addresses of registered voters in each electoral district.

During an election, the information from the Voters List is entered into Voting Books. A Voting Book is produced for each voting area. The Voting Book provides an alphabetical listing of all voters who were registered within each voting area by Day 7 of the election calendar (see Timetable of the Election Period, page 22).

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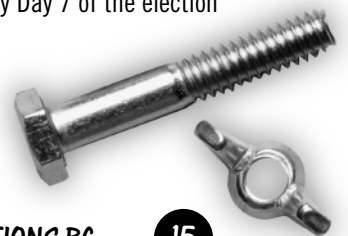
Before voting begins, have the Voting Officer enter the name of each student alphabetically into the Voting Book by using a class list (see Voting Book template, page 10).

Voting

Set up the ballot box and voting screen according to the diagram found in Preparation, page 7. Make sure the voting screen is set up to ensure privacy to the voter. Leave a pencil behind the voting screen.

Make a list of the four candidates on the ballot (see Sample Ballot template, page 4).

Photocopy and cut the number of ballot papers required for your group.

Note: You may tell the group that, in a real election, the names of candidates are printed on the ballot paper in alphabetical order, by family names, to ensure no candidate is privileged over another.

Campaigning

While the election simulation is meant to be used by educators as a tool to introduce children to the concept of voting, it must help build their enthusiasm, arouse their curiosity and, above all, be fun. You may have the four candidates produce signs, make a speech or wave posters. The candidates may have their supporters and scrutineers help them. Class activities can include "all candidates" meetings at which candidates respond to voters' questions, students can prepare their campaign posters, and complete writing activities focussed on an issue of interest to them.

During the election simulation activity in Lesson 2, it is important to stress to students they are voting for a candidate based on their position on issues — not on their popularity with peers. We want to emphasize to students the importance of looking at a candidate's strengths, sincerity and ability to represent their constituency.

When the campaigning is over, have the group remain quiet until the end of voting.

Voting Simulation

A. Explain the voting procedures to the group.

  i.   Children will come forward one at a time to the Voting Station.

  ii. The Voting Clerk locates the voter's name in the Voting Book.

  iii. Each voter must sign the Voting Book before receiving a ballot.

  iv. The Voting Officer will announce each voter as they are issued a ballot.
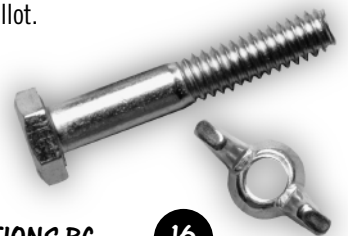
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v. Each voter will go behind the voting screen and mark the ballot with an X or ✓ by the name of the candidate of their choice.

vi. Each voter will go directly to the ballot box and drop in their folded marked ballot.

B. Once every voter has voted, the votes are counted using the following procedures.

i. The Voting Officer is to open the ballot box and empty it.

ii. The Voting Clerk will be responsible for marking the number of ballots that each voter has marked in the **Ballot Tally Sheet** (see Ballot Tally Sheet template, page 6).

   If the voter has not clearly marked their ballot, the vote will need to be recorded as a **rejected** ballot on the Ballot Tally Sheet.

iii. The Voting Officer is requested to show each one of the ballots to the group and call out the name of the candidate for whom it is marked. A ballot paper is rejected if it is marked improperly (see Sample of Marked Ballot Papers, page 5).

iv. The scrutineers will be **observing** the counting of the ballots to ensure that they are counted correctly by the Voting Officer and Voting Clerk.

v. At the end of the counting, the Voting Officer must report the results to the District Electoral Officer.

vi. The District Electoral Officer must announce the name of the winning candidate.

C. Explain the role of the District Electoral Officer and the importance of returning the Writ. Have the District Electoral Officer complete the Certificate of Election (see Certificate of Election template, page 8) and return it to the Chief Electoral Officer.

Debrief:

Why did you vote the way you did?
Were these good reasons to vote for a particular candidate?
How do you think adults choose who to vote for?

Students should discuss the above questions in small groups. This should be followed by a whole class discussion of what the groups discussed. The teacher then introduces the concept of a fair election following the rules made for real provincial elections (see The Rules of an Election, page 22).

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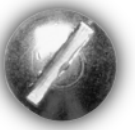
LESSON 3: CURRENT EVENTS

Every day the class can spend 10 minutes discussing current events and the impact these events have on each student and the community/province.

Student Activity:

Each student is responsible to bring in a provincial issue and present that issue to the class using approximately 2 minutes of class time.

Criteria for Assessment: (For assessment purposes)

Explain: Who, What, When, Where & Why

The Presentation: Clear expressive voices

Knowledge of facts is demonstrated by presenters through discussion (presenters shouldn't just read from the article)

*Teachers: Each item could be assessed out of 5.
5 Excellent, **4** Very Good, **3** Good, **2** Satisfactory, **1** Unsatisfactory

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EXTENSION ACTIVITIES

Research Local MLA: Students use the internet to research their local MLA. They should find out the name of their electoral district, the name of their MLA and the political party they are affiliated with, the number of years they have spent in office and their constituency address.

The MLA could also be asked to visit the class: Students could prepare a list of interview questions based on the issues that they have researched in Lesson #3.

The Speaker of the Legislative Assembly could be asked to visit the class: Students could question the Speaker on the Assembly, rules and duties.

Start a school club: Find people to join your club. Make rules and write a constitution for your club. Conduct meetings of your club.

Take a field trip to Victoria to tour the parliament buildings: Sit in the public gallery of the Legislative Chamber when the House is sitting (see the Legislative Chamber diagram, page 3).

Conduct a mock session of the Legislative Assembly: Choose one of the issues researched in Lesson #3 to debate.

Elections BC Word Search: Have the students complete the word search. This could be assigned as homework.
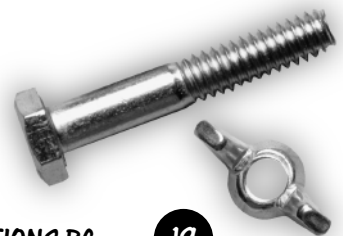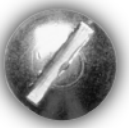
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ELECTIONS BC WORD SEARCH

E	Q	S	M	A	T	C	E	R	X	C	T
E	L	P	V	I	B	L	S	E	R	A	N
Y	N	E	C	P	O	B	R	T	Q	N	U
Y	N	O	C	P	O	B	R	U	Q	D	U
G	Y	W	P	T	I	F	P	R	B	I	Q
V	U	R	S	I	I	A	O	N	V	D	T
X	S	F	H	M	L	O	U	D	E	A	P
Z	C	V	N	E	J	G	N	A	W	T	Y
Q	E	T	U	O	P	L	J	Y	G	E	Z
C	O	N	S	T	I	T	U	E	N	C	Y
B	A	L	L	O	T	P	Y	E	Q	B	X
P	I	Y	R	W	D	G	J	L	U	E	Y
S	C	R	U	T	I	N	E	E	R	P	K
G	J	L	O	Y	R	C	B	M	R	D	K
E	N	O	M	I	N	A	T	I	O	N	R
U	Y	E	Q	U	W	R	I	T	K	N	V
V	O	T	E	R	S	L	I	S	T	M	Q

BALLOT	NOMINATION	VOTERS LIST
CANDIDATE	RETURN DAY	WRIT
CONSTITUENCY	SCRUTINEER	
ELECTION	TIME	

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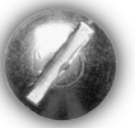
BACKGROUND INFORMATION

Canada is a democratic country, where the people have the right to participate in the governing of the country. There are three levels of government: federal, provincial and municipal. These various levels of government serve and protect the rights of all residents.

The right to vote is protected by the Canadian Constitution, but you must be a Canadian citizen. Voting is one way a citizen can participate in our government.

What are my rights as a Canadian Citizen?

All Canadians are protected by certain rights based on Canada's tradition of democracy and respect for human dignity and freedom. These rights are found in Canada's Human Rights Code and in the Canadian Charter of Rights and Freedoms. All Canadians enjoy the following rights:

- **equality rights:** equal treatment before and under the law, and equal protection and benefit of the law without discrimination

- **democratic rights:** such as the right to participate in political activities, to vote and to run for political office

- **legal rights:** such as the right to be presumed innocent until proven guilty, the right to retain a lawyer and to be informed of that right, and the right to an interpreter in court proceedings

- **mobility rights:** such as the right to enter and leave Canada, and to move to and take up residence in any province

- **language rights:** generally, the right to use either the English or the French language in communications with Canada's federal government and some of Canada's provincial governments

- **minority language education rights:** in general, French and English minorities in every province and territory have the right to be educated in their own language
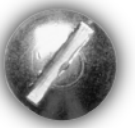
All Canadians also enjoy fundamental freedoms of religion, thought, expression, peaceful assembly, and association.

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THE RULES OF AN ELECTION

The Writ

The Canadian Constitution states that all provinces, including British Columbia, must hold general elections every five years. In British Columbia, the B.C. *Constitution Act* makes provincial elections mandatory every four years on the second Tuesday in May. The next provincial election will be held on Tuesday, May 17, 2005. Each provincial general election thereafter will be held on the 2nd Tuesday in May in the fourth year following the most recently held provincial general election.

An election is called by the issuing of an Order in Council directing the Chief Electoral Officer to prepare and issue the Writ of Election. A Writ is addressed and directed to the District Electoral Officer of each electoral district in which an election is to be held.

Election Period

An election period is generally 51 days in duration. This period starts on the day the Writ is issued to the District Electoral Officer and ends on the day the Writ is returned to the Chief Electoral Officer.

## Timetable of the Election Period

Day 0   Writ Day
Day 6   Beginning of nomination period
Day 7   Closing Day for general voter registration
Day 15   End of nomination period
Day 28   General Voting Day
Day 41   Final count begins
Day 50   Return of Writ

Deciding How to Vote

During an election, candidates use the media to state their ideas about local and provincial issues, and why they feel they would be the best representative if elected. Candidates can be representatives of political parties, or can run as independents.

Based on the position that candidates take on local and provincial issues, voters decide what party or candidate best represents their own views and then vote for the best candidate.

Voting hours on General Voting Day are from 8 am to 8 pm. Prior to the opening of the voting places, all ballot boxes are checked to ensure that they are empty. All voting officials and candidate representatives must sign the Declaration of Secrecy. When the voting places close, only those voters who entered the voting place prior to 8 pm are permitted to cast their ballots. No campaign materials are permitted in voting places, or within 100 metres of voting places.
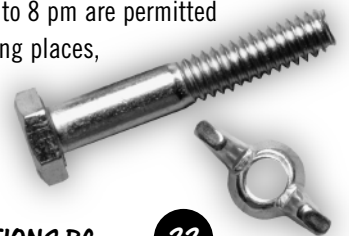
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Profile on Elections BC

As a non-partisan Office of the Legislature, Elections BC is responsible for the impartial administration of provincial elections, referendums, recalls and initiatives as well as voter registration and outreach.

The *Election Act*

The *Election Act* came into force in September 1995. Some of the highlights include:

Voter Access

- Voting places must be accessible to those with physical disabilities.
- Voting by mail is open to all voters who are unable to attend Advance or General Voting.
- Special Voting makes it easy for people in extended care facilities, hospitals or remote work sites to vote.
- Any voter who is not registered can register when they vote.

Openness

- Political parties and constituency associations must register with Elections BC in order to issue tax receipts for political donations and to incur election expenses.
- Political party registration information is available for public inspection.
- Full disclosure of election contributions and expenses is required of candidates and registered parties.
- All election advertising must disclose the sponsor.

In addition to administering the *Election Act* which affects provincial elections and referendums, Elections BC maintains and updates the provincial Voters List, trains election officials and registration personnel, prepares and distributes election materials and supplies, and publishes information about the election and voter registration. Following an election, the Chief Electoral Officer reviews procedures and legislation and reports the election results to the Legislature.

To register as a provincial voter, an individual must:
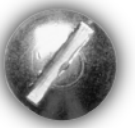- be a Canadian citizen;
- be 18 years of age or older on General Voting Day for the election; and,
- be a resident of British Columbia for at least six months immediately preceding General Voting Day for the election.

The following people are not permitted to vote in provincial elections:
- the Chief Electoral Officer and the Deputy Chief Electoral Officer.

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Election TOOL KIT

Role of the Chief Electoral Officer

The Chief Electoral Officer (CEO) is an independent officer of the Legislature. The CEO can make rulings, regulations and exercise responsibilities of the position in a totally impartial manner. To enhance this impartial position, the CEO cannot be a member of any political party, make contributions to a party or candidate or vote in any provincial election.

How to Become a Candidate

To qualify for nomination as a candidate in a provincial election, an individual must be:

- a Canadian citizen;
- 18 years of age or older on General Voting Day for the election; and,
- a resident of British Columbia for at least six months immediately before becoming a candidate.

An individual who meets the qualifications must file a complete nomination in order to become a candidate. This involves filing the required nomination documents, including the signatures of 25 nominators from the electoral district in which the individual is seeking election, and paying a $100 nomination deposit. An individual does not become a candidate until a complete nomination has been made and accepted, and a Certificate of Candidacy has been issued.

Certificates of Candidacy cannot be issued until an election is called.

A nominator does not have to be registered as a voter, but must meet the qualifications to be a voter.

Nomination Kits are available from the Chief Electoral Office.

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Important Dates in British Columbia Election History

1871   First general election in British Columbia for the Legislative Assembly.

1873   Secret ballots are introduced.

1876   Owning property is dropped as a qualification to vote.

1903   First general election along federal party lines, i.e., Conservatives and Liberals.

1916   The life of Legislature is extended to five years. Clergy are no longer prohibited from being candidates and sitting as MLAs.

1917   The right to vote is extended to women.

1918   Mary Ellen Smith is the first women to run and be elected in the Vancouver by-election held on January 24, 1918. This is the first time that women were permitted to vote in a provincial election.

1924   Premier John Oliver and Opposition Leader William John Bowser are defeated in the general election.

1934   Thomas King is the last candidate elected by acclamation in the Columbia by-election.

1940   All ballots to state political party or interest of candidates. Public opinion polls ("straw votes") are banned after the Writ of Election is issued. Returning Officers are no longer required to proclaim "Oyez!Oyez!Oyez!" on nomination day.

1947   Canadian citizenship is recognized as a qualification to vote as an alternate to being a British subject.

1953   The voting age is lowered to 19 from 21 years of age.

1977   Liquor sales are allowed on election day.

1985   The term 'British subject' is dropped as a qualification to vote.

1992   Voting age is lowered to 18 from 19 years of age.

1995   The new *Election Act* and the *Recall and Initiative Act* came into force in their entirety.

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ADVANCE VOTING — A voting opportunity held between the hours of 12 noon and 9 pm on the Wednesday, Thursday, Friday and Saturday of the week preceding General Voting Day.

CANDIDATE — An individual who has filed all required nomination documents and who has been issued a Certificate of Candidacy.

CHIEF ELECTORAL OFFICER — An Officer of the Legislature appointed by the Lieutenant Governor on the recommendation of the Legislative Assembly. The Chief Electoral Officer is an impartial Officer of the Legislature reporting to the Assembly and is not entitled to vote. The Chief Electoral Officer is responsible for the supervision and administration of the provincial *Election Act*.

CONSTITUENCY ASSOCIATION — The local organization of a political party or the local organization of an independent Member of the Legislative Assembly.
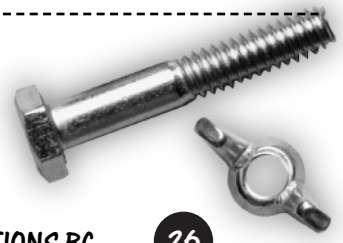
DEPUTY CHIEF ELECTORAL OFFICER — Assists the Chief Electoral Officer with the duties of that office and serves in that capacity during absences.

DEPUTY DISTRICT ELECTORAL OFFICER — Appointed by the Chief Electoral Officer to assist the District Electoral Officer with the duties of that office. If the District Electoral Officer becomes incapacitated, this person assumes the duties.

DISTRICT ELECTORAL OFFICER — One District Electoral Officer is appointed by the Chief Electoral Officer for each electoral district to administer elections in that district.

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DISTRICT REGISTRAR OF VOTERS

An individual reporting to the Chief Electoral Officer responsible for the preparation and maintenance of the provincial Voters List through the registration of voters in one or more electoral districts.

ELECTORAL DISTRICT

The province is divided into electoral districts (constituencies or ridings), each returning one Member to the Legislative Assembly.

FINAL COUNT

The time during an election period when all ballots contained in ballot envelopes are counted by the District Electoral Officer and the initial ballot counts completed on General Voting Day are confirmed. Final Count ordinarily begins 41 days after an election is called.

FINANCIAL AGENT

An individual appointed to administer the finances of an organization or individual. Registered political parties, registered constituency associations, candidates and leadership contestants each must have a financial agent.

GENERAL ELECTION

Elections called on the same date for all electoral districts in the Province.

GENERAL VOTING DAY

The day on which the election is held. General Voting Day is the 28th day after the date of the issue of the Writ of Election. Voting hours are 8 am to 8 pm (Pacific time).

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NOMINATION PERIOD   A period for the nomination of candidates in each electoral district. The nomination period begins on the sixth day following the issue of a Writ of Election and ends at 1 pm (Pacific time) on Day 15.

RETURN DAY   Return Day is usually Day 50, the day on which the Writ of Election and other specified election documents must be returned to the Chief Electoral Officer by the District Electoral Officer.

SCRUTINEER   Scrutineers are appointed by candidates to observe the voting and to make sure that the requirements of the *Election Act* are followed. They observe the counting of the ballots to ensure that the counting is consistent and fair.

TIME   All times referred to in the *Election Act* are local times, except for the close of nominations and voting hours on General Voting Day which are Pacific time.

VOTER   An individual who meets the qualifications to be registered as a voter.

VOTERS LIST   The Voters List is prepared by the Chief Electoral Officer for use at an election. The Voters List contains the names and addresses of registered voters in each electoral district.

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VOTING AREA

An electoral district is divided into voting areas for the purpose of assigning voters to voting places. A voting area is generally a geographic area containing not more than 400 registered voters.

VOTING BOOK

A voting book is maintained at each voting station by the election official. This document contains information and signatures of those voters who have voted.

VOTING CLERK

An individual appointed by the District Electoral Officer to assist the Voting Officer.
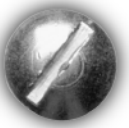
VOTING OFFICER

The election official appointed by the District Electoral Officer to conduct the vote at a particular voting station.
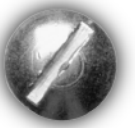
VOTING PLACE

A building or part of a building or other facility to which the voters of one or more voting areas are assigned for the purpose of voting.

VOTING SCREEN

The compartment within a voting place behind which a voter marks the ballot while screened from observation.

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VOTING STATION

The location in a voting place where a particular ballot box is situated and voters of a specific voting area are assigned to vote.

WRIT OF ELECTION

The document issued by the Chief Electoral Officer which officially directs a District Electoral Officer to conduct an election in the electoral district.

WRIT DAY

The day on which an election is called and the Writ of Election is issued.

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