

## 2018 LOCAL GOVERNMENT ELECTION OCTOBER 20, 2018

### ELECTION INFORMATION, CHANGES AND FAQ'S

The next general local government elections will be held on Saturday, October 20, 2018, with the polls open from 8 am to 8 pm. The *Local Government Act* sets out the requirements for both voters and candidates. These requirements cannot be altered by any local government for their particular jurisdiction.

The City of Port Alberni municipal Council is comprised of a mayor and six councillors each elected for a four-year term.

The City of Port Alberni no longer utilizes a voters' list; therefore, all voters will register on the day of voting at either an advance voting opportunity or on general voting day.

When arriving to vote, **you will be required to provide two pieces of identification**: one containing your name and address, the other containing your name and signature. If you do not have documentation showing residency, then two pieces of identification [at least one with a signature] are still required and you must then make a solemn declaration as to your residency.

#### ACCEPTABLE FORMS OF ID INCLUDE:

- ▶ BC driver's licence
- ▶ BC identification card issued by Motor Vehicle Branch
- ▶ Owner's certificate of insurance and vehicle licence issued by ICBC
- ▶ BC CareCard
- ▶ Birth certificate
- ▶ SIN card issued by Human Resources Development Canada
- ▶ Canadian passport
- ▶ Citizenship card issued by Citizenship and Immigration Canada
- ▶ Real property tax notice issued by City of Port Alberni
- ▶ Credit card or debit card issued by a savings institution
- ▶ A utility bill for electricity, natural gas, water, telephone or cable services.

The following is an outline of frequently asked questions regarding elections, either by voters or by candidates. The City will provide information updates on the election process on the City's website; however, should you have questions which are not addressed here, contact the administration offices for the City of Port Alberni, 4850 Argyle Street, Port Alberni, in person or by phone at 250 723-2146.

## VOTER'S QUESTIONS AND ANSWERS

### *How do I know if I'm eligible to vote in the City of Port Alberni?*

You are eligible to vote in the City of Port Alberni as a **resident elector** if you:

- are a Canadian citizen; AND
- are 18 years of age or older [October 20, 2000] on or before general voting day; AND
- have lived in British Columbia for at least six months before you register to vote [April 19, 2018, is last day to meet 6 month registration requirement]; AND
- have lived in the City of Port Alberni for at least 30 days or more before you register to vote [September 19, 2018, is last day to meet 30 day residency requirement]; AND
- have not been disqualified by the *Local Government Act* or any other act from voting in an election or be otherwise disqualified by law.

*If you meet all of the above requirements you can vote and it does not matter whether you rent or own your home.*

### OR

If you own property in the City of Port Alberni, but live somewhere else in British Columbia, you may be eligible to vote as a **non-resident property elector** if you:

- are a Canadian citizen; AND
- are 18 years of age or older [October 20, 2000] on or before general voting day; AND
- have lived in British Columbia for at least six months before you register to vote [April 19, 2018, is last day to meet 6 month registration requirement]; AND
- have owned property in the City of Port Alberni for at least 30 days or more before you register to vote [September 19, 2018, is last day to meet 30 day ownership requirement]; AND
- must not be eligible to register as a **resident elector** in the City of Port Alberni; AND
- have not been disqualified by the *Local Government Act* or any other act from voting in an election or be otherwise disqualified by law.

*Non-resident property electors can only vote once, regardless of the number of properties they own in the City of Port Alberni.*

*If more than one person owns the property, only one owner may register and that person must have the written consent of a majority of the other owners. Section 66(1)(f) of the Local Government Act states that the only persons who are registered owners, either as joint tenants or tenants in common, are individuals who are not holding the property in trust for a corporation or another trust.*

### *How do I register to vote?*

If you are a **resident elector** and have met all the requirements outlined above, you may register on the day of voting at either an advance voting opportunity or on general voting day.

When registering at any time, you will be required to provide two pieces of identification.

#### **DOCUMENTS WHICH MAY BE ACCEPTED ARE:**

- ▶ BC driver's licence
- ▶ BC identification card issued by Motor Vehicles Branch
- ▶ Owner's certificate of insurance and vehicle licence issued by ICBC
- ▶ BC CareCard
- ▶ Birth certificate
- ▶ SIN card issued by Human Resources Development Canada
- ▶ Canadian passport
- ▶ Citizenship card issued by Citizenship and Immigration Canada
- ▶ Real property tax notice issued by City of Port Alberni
- ▶ Credit card or debit card issued by a savings institution
- ▶ A utility bill for electricity, natural gas, water, telephone or cable services.

If you meet the requirements of a **non-resident property elector**, you may be eligible to vote in the City of Port Alberni municipal election. You may register on the day you vote at either an advance voting opportunity or on general voting day.

When you arrive to vote, you will be required to provide two pieces of identification containing your name and address at least one with a signature [see above for ID samples]. In addition to the identification, you will need satisfactory proof [copy of property tax notice, land title notice, etc.] that you are entitled to register as a non-resident property elector for the property and have a signed "Non-Resident Elector Consent Form" if more than one person is registered as an owner on the property's land title. A "Non-Resident Elector Consent Form" is written consent from the majority of the registered owners appointing one of the registered owners as the non-resident property elector for the property.

### *I own a company or business located within the City, do I get a vote?*

No - a corporation is not entitled to be registered as an elector or have a representative registered as an elector. There is no corporate vote in BC.

### *I am a member of a First Nation, living on reserve. Can I vote?*

#### **Tseshah First Nation:**

The Tsahaheh and Polly Point Reserves are outside the City of Port Alberni's boundaries which means that residents who live in these areas are not eligible to vote in the City of Port Alberni's election for Mayor/Council. They can however, vote for Area Director and School Trustee in the Regional District jurisdiction in which they reside.

Tsahaheh residents will be able to vote in the Sproat Lake electoral area (if an election is declared in that area).

Polly Point residents will be able to vote in the Cherry Creek electoral area (if an election is declared in that area).

**Hupacasath First Nation:**

The Ahahswinis Reserve, although surrounded by the City of Port Alberni, is not actually included within the City's boundaries. This means that residents who live on the Ahahswinis Reserve are not eligible to vote in the City of Port Alberni's election for Mayor/Council. They can however, vote for Area Director and School Trustee in Beaver Creek (if an election is declared in that area).

Residents of the Klehkoot Reserve are able to vote in the Sproat Lake electoral area (if an election is declared in that area).

***Is there an opportunity to vote other than general voting day on October 20, 2018?***

Yes - there are two advance voting opportunities in the City of Port Alberni. If you are unable to vote on October 20, you may vote at an advanced voting opportunity.

The advance voting opportunities will be held on Wednesday, October 10 and Tuesday, October 16, 2018, from 8 am to 8 pm at the following locations:

**Wednesday, October 10, 2018  
Echo Centre (Dogwood Room), 4255 Wallace Street**

**Tuesday, October 16, 2018  
City Hall (Council Chambers), 4850 Argyle Street**

***Where do I go to vote on general voting day Saturday, October 20, 2018?***

General voting will be held at the **Alberni Athletic Hall, 3727 Roger Street** from 8 am to 8 pm.

When you vote at either an advance voting opportunity, or at one of the general voting day locations, you will be required to sign a written declaration that you have not voted previously at any other time or location during the election.

***Can I vote by mail or through the Internet?***

No, the City of Port Alberni does not offer mail-ballot voting, and internet voting is not currently an option in B.C.

[SEE NEXT PAGE FOR CANDIDATES' QUESTIONS AND ANSWERS](#)

## CANDIDATES' QUESTIONS AND ANSWERS

### *Can I run for office?*

To run for local government office, at the time of nomination, you must:

- be a Canadian citizen; AND
- be 18 years of age or older [**October 20, 2000**] on or before general voting day; AND
- have lived in British Columbia for at least six months [**March 13, 2018**, last day to meet 6 month residency requirement for candidates]; AND
- have not been disqualified by any law or statute from being nominated, elected or holding office.

You are specifically *disqualified* from running for office if you:

- are a Judge of the Provincial Court, Supreme Court or Court of Appeal; OR
- are an employee or salaried officer of the local government [unless you have taken a leave of absence to run for office and agree to resign if elected], including if you are running as a regional district electoral area director when employed by a municipality which is a member of that regional district; OR
- are under sentence for an indictable offence and are in custody or in prison; OR
- have been found guilty of an elections offence, such as intimidation, double voting or buying votes and are prohibited from holding office;

### *Do I have to live in the City of Port Alberni to run for Mayor or Council?*

No.

### *Do I have to complete a nomination form?*

Yes - you and your **ten eligible** nominators must complete a written nomination in the prescribed form providing:

- your full name [and your usual name if you would rather have that on the ballot - i.e. if you would prefer to be called Bob when your full name is Robert]; AND
- the office for which you are being nominated; AND
- if applicable, a statement that you are being endorsed by an elector organization and would like that organization's name to appear on the ballot; AND
- your residential address and mailing address if different; AND
- the names and residential addresses of your 10 nominators [if one or both of your nominators are a non-resident property elector, the address of that property]; AND
- a statement signed by your nominators that, to the best of their knowledge, you are qualified to hold local government office in British Columbia.

### **Who can nominate me for office?**

To run as a candidate for any local government office, you must be nominated by ten people who are qualified to vote - either as a resident or non-resident property elector in the City of Port Alberni. Any person who is entitled to make a nomination, may sign as many nomination documents as there are offices to be filled. **A candidate should be prepared to have additional nominators in the event that it turns out one or all of the ten original people are not eligible to be a nominator.**

### **Do I have to complete other documents as well?**

Yes - your nomination form must include and be accompanied by:

- a statement signed by you saying that you consent to the nomination; AND
- your solemn declaration that you are qualified to be nominated for office and that the information provided in the nomination documents is true [a solemn declaration is a declaration made on oath or by solemn affirmation signed by you and witnessed by the Chief Election Officer, Deputy Chief Election Officer, a lawyer or notary. It may be made in advance or taken by the Chief Election Officer or Deputy Chief Election Officer when you deliver your nomination documents]; AND
- if applicable, a solemn declaration from your elector organization that the organization fulfils the requirements for endorsing you as a candidate and your written consent to the endorsement by the elector organization; AND
- the financial disclosure statement required by section 2(1) of the *Financial Disclosure Act*. This statement must provide details of both your corporate and personal holdings and is designed to help you avoid situations of conflict of interest. Candidate Financial Disclosures must be filed directly with Elections BC (*contact information will be provided*).
- If you are elected, you will also be required to update your financial disclosure statement between January 1 and January 15 of each year while holding office. *This is an ongoing annual commitment to disclose financial information and is different from the requirement to disclose financial campaign information.*

### **Do I have to pay a nomination deposit fee?**

No - the City of Port Alberni does not require a nomination deposit to be paid when filing your nomination documents.

### **When can I pick up nomination papers?**

You can pick up a nomination package at the administration offices of the City of Port Alberni during regular office hours [8 am to 4 pm, Monday to Friday excluding statutory holidays], starting at **9 am on Friday, July 27, 2018, to 4 pm on Friday, September 14, 2018.**

***When and where can I file my nomination papers?***

You must file your nomination papers with the Chief Election Officer, or the Deputy Chief Election Officer, at the administration offices of the City of Port Alberni, during regular office hours [8 am to 4 pm excluding statutory holidays], commencing at 9 am on **Tuesday, September 4, 2018**, until 4 pm on **Friday, September 14, 2018**. Appointments are recommended and no late filing will be permitted.

***Nomination packages will not be accepted prior to 9 am on September 4 or after 4 pm on September 14.***

Nomination documents may be delivered by hand, mail, fax or other delivery service. Originals of faxed nomination documents must be received by the Chief Election Officer by 4 pm on September 21, 2018, or the nomination is deemed to be withdrawn.

***A word of caution, candidates are strongly encouraged not to leave filing their nomination papers to the last minute in the event the papers cannot be accepted by the Chief Election Officer as submitted. Ensure you have sufficient time to make any changes, if necessary, prior to the 4 pm deadline on September 14, 2018.***

***Can the public look at my nomination documents?***

Yes - from the time of delivery to the Chief Election Officer, all nomination documents must be available for public inspection during regular office hours and will be posted on the City's website, from the date of delivery until 30 days after the declaration of the election results.

***Can the public look at my financial disclosure statements?***

Yes - they will be available on the Elections BC website ([elections.bc.ca](http://elections.bc.ca)).

***When can I start campaigning?***

Whenever you like, but make sure you record all your election contributions and expenses for the disclosure statement you must file with Elections BC within 90 days after general voting day (Friday, January 18, 2019).

Before spending any money on an election campaign you are required to appoint a Financial Agent (you may be your own Financial Agent or appoint a trusted advisor) AND you must have a separate campaign bank account through which you deposit any campaign contributions and make all campaign expenditures. Information about the duties of a Financial Agent and the use of a campaign bank account are available from Elections BC toll free at 1-855-952-0280.

***Is there a limit to what I can spend on my campaign?***

In accordance with the *Local Elections Campaign Financing Act*, for the 2018 general local election, the following expense limits for candidates during the campaign period apply:

Mayor	\$15,433.40
Councillor	\$ 7,720.64

***Where can I get more information on campaign financial disclosure requirements?***

A great resource is the "[Candidate's Guide to Local Government Elections in BC](#)". A copy of the *Candidate's Guide* will also be included in the nomination package for candidates.

As previously noted, Elections BC will be dealing with financial disclosure statements and will have information on what is required, any questions on campaign financing information, please call Elections BC toll free at 1-855-952-0280 or visit their website at [elections.bc.ca](http://elections.bc.ca).

You should also be familiar with the [Local Elections Campaign Financing Act](#).

***Are there any other requirements for me as a candidate?***

As previously noted, you must open a separate bank account for all campaign contributions and expenses. You should open that account as soon as you receive your first election contribution, or before you spend any money on your campaign.

***What if I receive no contributions and spend nothing on my campaign, do I still have to open a separate account?***

Any questions on campaign financing information, please call Elections BC toll free at 1-855-952-0280 or visit their website at [elections.bc.ca](http://elections.bc.ca).

***If I don't win the election, do I still have to file disclosure documents?***

Yes.

***Can I, or my elector organization, have campaign signs at the voting place on voting day?***

No - there can be no campaign material [signs, buttons, brochures] within 100 metres of a voting place and that includes advance voting opportunities as well.

***Can I put up signs anywhere?***

Signs can only be placed on private property subject to the provisions of *Local Elections Campaign Financing Act* and the City's Sign Bylaw 4843.

Signs can also be placed on provincial highways (check Ministry policies for full details).



***Please be aware that the City intends to enforce the provisions of its Bylaw No. 4843 and signs placed illegally on public property will be removed without notice. Signs removed will be destroyed if not picked up within 3 days following contact by City officials. Failure to comply with the City's Sign Bylaw may result in a fine of \$200.***

***Can I, my elector organization, or third party sponsors advertise on the day of general voting?***

No - advertising, including websites, social media, print media, television and radio, are not permitted on voting day [Saturday, October 20, 2018].

***Can I have a website for my campaign?***

Yes.

***What if I decide I don't want to run for office after I've filed my nomination papers?***

You may withdraw as a candidate until 4 pm on Friday, September 21, 2018. If you want to withdraw after that deadline, the Chief Election Officer must notify the Minister and the Minister will decide whether or not the candidate may withdraw.

**SEE NEXT PAGE FOR PUBLIC ELECTION NOTICES**

## PUBLIC ELECTION NOTICES

The *Local Government Act* requires municipalities to undertake a series of public notifications on the various aspects of a general local government election. These notices must be published in a local newspaper circulating in the municipality (Alberni Valley News), posted at City Hall, 4850 Argyle Street, and on the City website at <https://www.portalberni.ca/public-notice-posting-place>

*The above information has been prepared for the convenience of the public and to provide assistance in understanding the local government election process and does not cover every aspect of local elections. It is not intended to be a complete and comprehensive document nor is it a substitution for the legislation contained in Part 3 of the Local Government Act or any other Act. For detailed information on all aspects of voting or running for office in local government elections, refer to the Local Government Act or visit the Ministry of Municipal Affairs and Housing website on local government elections at [cscd.gov.bc.ca/lqd/governance/elections.htm](http://cscd.gov.bc.ca/lqd/governance/elections.htm) or Elections BC at [elections.bc.ca](http://elections.bc.ca).*