

Rules and Procedures
for the conduct of the
Leadership Election Process

As presented to Executive Council

August 23rd, 2021

Progressive Conservative
Party of Manitoba

1) Introductory

These rules and procedures were developed by the proposed Leadership Election Committee (LEC) and approved by Executive Council at its meeting on August 23rd, 2021 under the authority of Article XIV (2) of the Constitution (Schedule A) for use by the LEC for the election of the next Leader of the Party.

2) Leadership Election Committee

The LEC is authorized by Article XIV (2) of the Constitution to oversee these rules and procedures (the 'Rules') once decided by Executive Council. The membership of the proposed Committee is as follows:

Chair: George Orle¹
Member: Rae Wagner²
Member: Liz Reimer

Subcommittees to the LEC will be recruited and are outlined in Schedule B to these Rules.

3) Definitions

- a)** "Applicant" means a person who is eligible and has completed a Leadership application form under these rules to be a candidate in the Party Leadership election
- b)** "Constituency Association" or "CA" means a constituency association of the Party
- c)** "Lapsed Membership" means a Party membership which expired within the previous 12 month period
- d)** "Leadership Candidate" means an Applicant whose application has been certified by the LEC;
- e)** "Leadership Election Committee" or "LEC" means the Leadership Election Committee established by Executive Council under Article XIV of the Constitution;
- f)** "Member" means a member of the Party;
- g)** "Membership Sales" include sales to new members and renewal or extension of a current, lapsed or expired memberships made on or after August 23rd, 2021;
- h)** "Party" means the Progressive Conservative Party of Manitoba

¹ Appointed by the President on August 11th, 2021 as per Article XIV (2)(b)

² Also a member of the Board of Directors as required by Article XIV (2)

- i) “Party Headquarters” means the Party headquarters at 23 Kennedy Street, Winnipeg.

4) Application

a) Eligibility

Applicants must meet the following eligibility requirements at the time of their application; they must:

- i) be a Canadian citizen;
- ii) be at least eighteen years of age; and
- iii) be a Member of the Party in good standing.

b) Form of Application

Unless waived by the LEC, eligible individuals shall file the following (included as Schedule C) at Party Headquarters by the Application Deadline (5(a)):

- i) A completed and signed Leadership Candidate application
- ii) The following checks:
 - a) An original copy of a current Certificate of Conduct obtained through the RCMP or local police detachment;
 - b) Child Abuse Registry check;³
 - c) Adult Abuse Registry check
 - d) Signed authorization for the Party to conduct a credit check; and
 - e) Completed forms authorizing the Canada Revenue Agency, the Canada Border Services Agency, Citizenship and Immigration Canada, and the Department of National Defence to release any available information through the *Privacy Act* to the Party concerning any offences, infractions, or pending matters involving the Applicant under an Act, regulation, or Code enforced by those departments.
- iii) A nomination petition signed by at least fifty (50) current Members who were Members at least fourteen (14) days prior to signing the petition.

³ Obtain from: Child Abuse Registry Unit – Child Protection Branch, 201-114 Garry Street, Winnipeg, MB R3C 4V5. Telephone:(204) 945-6967 Fax:(204) 948-2222.

- iv) A signed declaration stating the agreement of the Applicant that:
 - a) He or she has “read, understood and do hereby affirm my personal commitment to the principles, values and policies of the Progressive Conservative Party of Manitoba and the Constitution of the Progressive Conservative Party of Manitoba”
 - b) Membership information provided by the Party will be used only for the purpose of campaigning for the leadership, and not for any other purpose; and
 - c) Use of the Party logo is not permitted in campaigning for the leadership.
- v) Proof of one thousand (1,000) Membership Sales⁴.in the form of completed membership application forms accompanied by a summary spreadsheet in electronic format. The spreadsheet must include the following information: Date membership sold/renewed, Full name of member, full address of member including mailing address, postal code and legal description. Online membership sales include a field to write in the name of a potential candidate to which they should be credited. These will be included towards the total.
- vi) An entry fee of \$25,000 is received by PC Party of Manitoba.
- vii) An interview with the Credentials Committee established by the LEC. Interview to be conducted and decision on conditional approval within 48 hours of receipt of application.

c) Application Process

- i) Upon receipt of a completed and signed Leadership Candidate application, along with satisfaction of all of the requirements outlined in section 4(b) except for the proof of Membership Sales requirement in 4(b)(v), and the payment of entry fee in 4(b) (vi), the LEC may consider the candidate conditionally approved and provide a list of Members⁵ to an Applicant.
- ii) Upon receipt of a completed and signed Leadership Candidate application along with satisfaction of all of the requirements outlined in section 4b, except for the proof of Membership Sales requirement in 4(b)(v), and the

⁴ See definition of “Membership Sales” in Section 3.

⁵ Lists will include current, lapsed and expired Members.

payment of entry fee in 4(b) (vi), the LEC may consider the candidate conditionally approved and certify Applicant as Leadership Candidate with Elections Manitoba.

- iii) Full entry fee of \$25,000 in 4(b)(vi) must be received by PC Party within seven (7) days of conditional approval, or September 15, 2021, whichever is earlier.
- iv) Final proof of 1000 membership sales must be provided no later than the application deadline of September 15th, 2021 as described in 5(a).
- v) Failure to meet the final deadlines for conditions 4 c (iii) and (iv) will result in the revocation of conditional approval and disqualification from the election,
- vi) Updated lists of Members will be provided on a regular basis to certified Leadership Candidates until Thursday, September 30th, 2021, and afterwards as determined by the returning officer.

5) Milestones for Leadership Election Process

- a) **Application Deadline** : The LEC will accept completed candidate applications delivered to Party Headquarters up until 5:00 p.m. on Wednesday, September 15th, 2021 to allow certifications to be completed before Wednesday, September 22nd, 2021.
- b) **Membership Cutoff**: Memberships must be submitted prior to 5:00pm on Thursday September 30th, 2021 to qualify to vote. Memberships that lapse within the 12-month period prior to October 30th, 2021 must be renewed prior to the close of registration on Saturday, October 30th, 2021 to qualify as voting members (6(d) below).
- c) The **Final Membership List** will be compiled and distributed to Leadership Candidates by Monday, October 4th, 2021, depending on the volume of membership applications received near the end of the cutoff period. Memberships will be processed on a first in, first out basis.
- d) **Mail-in Ballots** will be mailed out to the final membership list by Tuesday, October 5th, 2021, depending on the volume of membership applications received near the end of the cutoff period, and must be completed and received at headquarters through Canada Post or authorized, secure drop-off location by 5 pm on Friday, October 29th, 2021 in order to be counted.
- e) The **Leadership Convention** will take place on Saturday, October 30th, 2021, with speeches, vote counting, and declaration of winner taking place on that day.

- f) If following the close of candidate applications (5a) there is only one Leadership Candidate, the LEC shall acclaim that person and communicate that result.

6) Membership

- a) Memberships cannot be paid for in cash unless the cash payment is accompanied by and affixed to, a completed application form including the residence phone number and the signature of the membership applicant.
- b) Persons presenting multiple membership applications to Party Headquarters must certify that cash payments were received from the person(s) named in the associated membership application⁶.
- c) Individual Members can only be attributed to one Applicant/ Leadership Candidate for the purposes of 4(b)(v). If multiple consecutive renewals are presented by different Applicants/ Leadership Candidates in respect to the same Member, only the first renewal will qualify for the purposes of this requirement.
- d) Memberships that lapse within the 12-month period prior to October 30th, 2021 may be renewed at any time prior to the close of registration on Saturday, October 30th, 2021.
- e) Membership lists provided to Applicants/Leadership Candidates will include current, lapsed and expired members.

7) Voting

- a) The principle of one (1) eligible member, one (1) vote, through direct election will apply.
- b) All voting by mail-in ballot or at secure drop off locations established by LEC.
 - i) One piece of identification must include an address, such as
 - (1) Drivers License – must be clearly visible on all sides,
 - or
 - (2) Health Card, or
 - (3) PC Manitoba Membership Card; and
 - ii) A second piece of identification displaying the individual's name, such as
 - (1) Credit Card, or
 - (2) Utility bill
- c) Mail in ballots will be mailed out to the final membership list by Tuesday, October 5th, 2021 and must be completed and received at

⁶ A certification form will be developed for this purpose.

headquarters through Canada Post or at secure drop-off locations by 5pm on Friday, October 30th, 2021 in order to be counted. Hand delivered ballots will not be accepted.

- d) Voting shall include ballot drop-off at secure locations established within party regions outside Winnipeg. Following consultations with the CAs, the LEC may establish one polling location to serve multiple constituencies, or more than one polling location in a single constituency at their discretion (see 7j).
- e) Ballots will be designed such that each voter may indicate their choice for their preferred candidate. The Leader will be selected by a single preferential transferable ballot wherein voters are given the opportunity to numerically rank the Leadership Candidates⁷.
- f) It is not a requirement that second, third and subsequent choices be completed in order for ballots to be valid.
- g) Proxy voting is not permitted.
- h) Each Leadership Candidate shall be entitled to scrutineers who may scrutinize the receipt of mail-in ballots, the issuing of live voting ballots and the counting of ballots⁸.
- i) Stationary ballot boxes must be provided to receive ballots.
- j) Regional Secure Drop-off locations shall be established by the LEC and RO in all party regions outside of Winnipeg and at least one region inside Winnipeg, Date, time and location to be determined by the Returning officer.
 - i) allow time for ballots to be sealed in ballot boxes and transported to the venue for the Leadership Convention for counting.
- k) In the event of a tied vote at any stage of the count, the deciding vote will be cast by a majority vote of the LEC through a secret ballot process supervised by the RO.

8) Modifications and Appeals

- a) The LEC may modify or suspend these rules as it sees fit.
- b) Appeals from decisions of the LEC are to be heard by the Party Credentials Committee in a timely manner.

⁷ The RO designated by the LEC will develop a counting protocol.

⁸ The number of scrutineers will be designated by the RO.

Schedule A: Relevant Constitutional Provisions

Article XIV – Election of Provincial Leader

1. Leadership Elections

A leadership election at which the Provincial Leader is elected shall be called by the Executive Council at such time on such date and at such place within Manitoba as it deems advisable if:

- (a) The office of Provincial Leader becomes vacant;*
- (b) The Provincial Leader is unable to act by virtue of a physical or mental incapacity;*
- (c) The Provincial Leader so requests; or,*
- (d) A resolution calling for a leadership election is passed by a simple majority of delegates at a general meeting.*
- (e) At the first annual general meeting following a general Provincial election when the Party does not form the Government and the Provincial Leader has not indicated, prior to the commencement of the meeting, an irrevocable intention to resign, the President shall put the following resolution for determination by a simple majority by way of secret ballot to a meeting: “Do you wish to have a leadership election?”.*

2. Leadership Election Process

- (a) The principle of one (1) Member, one (1) vote, through direct election, shall apply.*
- (b) Once a Leadership Election has been called, the President shall appoint the Chair of the Leadership Election Committee. The Chair shall in turn appoint at least two other Members to the Leadership Election Committee, one of whom shall be from the Board of Directors.*
- (c) At the first meeting of the Executive Council after the Leadership Election Committee has been appointed, the Executive Council may confirm or reject one or more of the members of the Leadership Election Committee. If any of the members are rejected, the Executive Council shall replace those members.*
- (d) The Leadership Election Committee shall recommend to the Executive Council the rules and procedures of the conduct of the Leadership Election Process. The Executive Council shall decide the rules and procedures after receiving the recommendations from the Committee.*