Local Elections in British Columbia 2022:



What Every Candidate Needs to Know

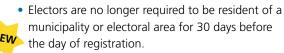


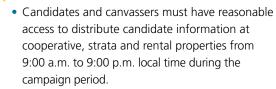


General local elections will be held on **Saturday**, **October 15**, **2022**.

WHAT'S NEW FOR 2022

There have been some important changes since the 2018 general local elections.





Mail ballot voting (if available) is open to all eligible electors.



 Elector organizations must first register with Elections BC before endorsing candidates, receiving campaign contributions or incurring elections expenses.

 Council must consider whether to establish a code of conduct or update an existing code of conduct at the first regular council meeting after general local elections



 Monetary penalties have been established for failing to comply with the campaign financing and advertising rules under the Local Elections Campaign Financing Act.

What should the public expect from people who run for elected office?

People who demonstrate *integrity*, *accountability*, *respect*, *leadership* and *collaboration* with other locally elected officials and local government staff are essential to the effectiveness and success of a local government.

What is responsible conduct of locally elected officials?

Responsible conduct is how locally elected officials conduct themselves in their relationships with elected colleagues, local government staff and the public – and is directly connected to how a community is governed.

An elected official's relationships with their colleagues, local government staff and the public can play a significant role in helping councils and regional district boards carry out their collective responsibilities as

Refer to the Foundational Principles of Responsible Conduct brochure and the Forging the Path to Responsible Conduct guide for information about the key values that guide locally elected officials' conduct.

decision-makers for their communities.

GENERAL LOCAL ELECTIONS

What are general local elections?

Through general local elections, residents and non-resident property electors determine the individuals who will collectively make decisions and govern on their behalf following general voting day. Electors do this by voting – casting their ballots in favour of a candidate(s).



How often are general local elections held?

General local elections for: mayors; councillors; electoral area directors; school trustees; specified parks board commissioners; local community commissioners; and, Islands Trust local trustees are held every four years on the third Saturday of October.

ELECTION ADMINISTRATION

Who oversees local elections?

Local governments (municipalities and regional

districts) and Elections BC share responsibility for local elections. Local governments (municipalities and regional districts) administer elections and: set voting opportunity dates, times and places; accept nomination documents and nomination deposits; count ballots; announce election results; and, break tied elections. Each local government is

The Chief Election Officer is an individual appointed by a municipal council or regional district board to conduct a general local election or by-election. The Chief Election Officer is responsible for overseeing all local election administration activities, including: receiving nomination documents; declaring candidates; administering voting opportunities; counting ballots; and, declaring election results.

responsible for running its own general local election.

Elections BC administers, investigates and enforces the campaign financing disclosure requirements including elector organization registration, expense limits, campaign contribution limits and the election advertising rules under the Local Elections Campaign Financing Act.

Elections BC is the non-partisan and independent Office of the Legislature responsible for the administration of the provincial electoral process in B.C. and the campaign financing and advertising rules for local elections and non-election assent voting events under the Local Elections Campaign Financing Act.

HOW TO GET STARTED

Am I eligible to run for office?

To be eligible to run for office you must:

- be 18 years of age or older on general voting day;
- be a Canadian citizen;
- have been a resident of British Columbia for at least six months immediately before filing nomination documents; and,
- not be disqualified under the Local Government Act, or any other enactment

Refer to the *Local Government Act, s.67* for the rules for determining B.C. residency.

from voting in an election in B.C. or from being nominated for, being elected to or holding the office, or be otherwise disqualified by law.

How do I get nominated?

You must be nominated by at least two eligible

electors – some local governments may require each candidate to have as many as 10 or 25 nominators.

Nominators must be qualified under the *Local Government Act* or the *Vancouver Charter* to nominate a candidate for office.



You may also be required to pay a refundable nomination deposit (up to a \$100 maximum) as part of the nomination process. You can confirm specific nomination requirements with your Chief Election Officer.

Where can I find nomination forms?

Candidate nomination documents are available from your local government. Local government mailing addresses, telephone numbers, email addresses and websites are available online from CivicInfoBC at: www.civicinfo.bc.ca/directories

What are some key nomination requirements?

Local governments generally use standard nomination forms and you are required to provide detailed contact information for you and those people who work for you during your election campaign (e.g., financial agent, official agent). Information provided on the nomination forms also includes the office you are running for, your nominators, and the statement of financial disclosure required under the *Financial Disclosure Act*

You are also required to make a solemn declaration stating that you are aware of, understand, and will comply with the requirements of the *Local Elections Campaign Financing Act*.

Where do I file my nomination papers?

You must file your nomination documents with the Chief Election Officer where you intend to run for office. The nomination deadline is 4:00 p.m. local time on **Friday, September 9, 2022**.

Who can help me run my election campaign?

You may appoint a financial agent, an official agent, scrutineers and volunteers to help with your election campaign and to take on campaign activities.

Some candidates may also be endorsed by an elector organization.

Financial Agents

A financial agent is a representative that a candidate is legally required to have during an election campaign.

You are your own financial agent unless you appoint another individual to the position.

Financial agents are responsible for administering campaign finances in accordance with the Local Elections Campaign Financing Act. This includes

Elections BC will send the financial agent the Guide to Local Elections Campaign Financing in B.C. for Candidates and their Financial Agents shortly after receiving the candidate declaration and appointment of financial agent forms from the Chief Election Officer.

The required disclosure statement forms will be sent after general voting day. This information will assist you or your financial agent when it is time to disclose your campaign finances.

opening and depositing contributions to, and paying election-related expenses from, a candidate's campaign account; maintaining records for campaign contributions, election expenses and all other campaign transactions; and filing the candidate's required disclosure statement with Elections BC within 90 days following general voting day.

You must appoint your financial agent in writing and have their written consent to be your financial agent. The written appointment must be submitted to the Chief Election Officer as part of your nomination documents and the Chief Election Officer will send your candidate declaration and appointment of financial agent forms to Elections BC.



Official Agents

Candidates may appoint an official agent to represent them during the election process. The official agent may act as your campaign manager or spokesperson or be the point of contact for the people helping on your election campaign. You must appoint your official agent in writing and deliver the appointment (including the name and address of the person) to the Chief Election Officer as soon as practicable after you have made the appointment.

Scrutineers

Candidates or their official agent may appoint scrutineers to observe voting procedures and the ballot-counting process. You or your official agent may appoint one scrutineer for each ballot box used at a voting place during general local elections. In

some cases, the local government may allow you to have more than one scrutineer for each ballot box used at a voting place.

Further information about scrutineers is available in the Scrutineers Guide to General Local Elections.

You must appoint your scrutineers in writing and deliver the appointment (including the name and address of the person) to the Chief Election Officer as soon as practicable after you have made the appointment.

Volunteers

Candidates may retain volunteers to take on election campaign-related activities (such as preparing and distributing flyers, canvassing, calling eligible voters and/or handling logistics). A volunteer who works on your election campaign must not receive any payment or remuneration for their services.

Elector Organizations

An elector organization is an organization that endorses or intends to endorse a candidate(s) in general local elections and that files endorsement documents with the Chief Election Officer and Elections BC. Elector organizations may also be known as "civic political parties."

Elector organizations may endorse you on the ballot by allowing its name, abbreviation or acronym to appear on the ballot beside your name.

Elector organizations and candidates may each direct their own separate election campaign or run complementary campaigns; however, you may decide to rely solely on the elector organization to run campaign activities on your behalf. An elector organization may also promote your viewpoint and/or the elector organization's viewpoint during an election campaign.

What is a third party sponsor?

Third party sponsors are individuals or organizations that sponsor election advertising independently from candidates and elector organizations.

Third party sponsors must register with Elections BC before conducting advertising during the pre-campaign and campaign periods.

Third party advertising includes advertising for or against a candidate and/or an elector organization. In the campaign period, it also includes advertising on an issue with which a candidate or elector organization is associated.

Third party sponsors must be independent from candidates and/or elector organizations and must not coordinate, or sponsor advertising together with, or on behalf of a candidate and/or elector organization.

ELECTION CAMPAIGN FINANCING

Are there new campaign financing rules?

Yes. The pre-campaign period set out in the *Local Elections Campaign Financing Act* has been established to lengthen the time election advertising is regulated from 29 to 89 days. This means that during the pre-campaign period beginning on **July 18, 2022** and ending **September 16, 2022** election advertising, such as billboards or commercials, must include sponsorship information.

Election advertising rules apply to advertising that promotes or opposes the election of a candidate or an elector organization that is endorsing a candidate (e.g., directed advertising)

Refer to Elections BC's

Guide to Local Elections

Campaign Financing in

B.C. for Candidates and
their Financial Agents
for detailed information
regarding the new
campaign financing rules.

during the pre-campaign period.

Elector organizations are required to register with Elections BC before accepting a campaign contribution, incurring an election expense or endorsing a candidate.

Elections BC has additional investigative and enforcement tools to ensure compliance with the campaign financing and advertising rules in the *Local Elections Campaign Financing Act*. Elections BC can issue monetary penalties for a wide-range of contraventions, including exceeding campaign contribution limits or expense limits for candidates.



ELECTION CAMPAIGNING

What can I do to get my message out to the voting public?

Election campaigns are generally a planned set of actions, events or initiatives (e.g., public speeches, canvassing, phoning voters, holding events and advertising) designed to raise awareness about you or your election platform with voters.

Key campaign activities you could undertake include: canvassing door-to-door to raise awareness about your campaign; identifying

It is an election offence to advertise in newspapers or magazines and on the radio or on television on general voting day.

issues important to voters or determining your level of voter support; holding a luncheon or fundraising dinner where voters can listen to your election platform and ask questions; advertising in print, on radio, television or social media (e.g. Facebook, Twitter, YouTube); and/or, putting up signs as a way of "getting your name out there."

You and your canvassers must have reasonable access to distribute candidate information at cooperative, strata and rental properties from 9:00 a.m. to 9:00 p.m. local time during the campaign period.

Government-issued photo ID and proof of candidacy, or written authorization to canvass on behalf of a candidate, must be made available upon request when you and/or your canvassers are canvassing in a cooperative, strata or rental property.

ELECTION ADVERTISING

What are some key election advertising rules for local elections?

Generally, all your election advertising (e.g., signs, posters, brochures, billboard and commercials) transmitted during the pre-campaign and campaign period must include information about who sponsored and authorized the ad. The sponsorship

The pre-campaign period begins on Monday, July 18, 2022, and ends at midnight on Friday, September 16, 2022.

The campaign period starts on Saturday, September 17, 2022, and ends when voting closes at 8:00 p.m. local time on Saturday, October 15, 2022.

information must be provided in English. There are also limits to the value of sponsorship contributions that can be provided to third party sponsors.

Refer to Elections BC's *Guide to Local Elections*Campaign Financing in B.C. for Candidates and their

Financial Agents for detailed information regarding election advertising.

VOTING DAY

Will voters be able to cast their ballots before general voting day?

Yes. At least one advance voting opportunity must be held in every local government 10 days before general voting

Voting places are open from 8:00 a.m. to 8:00 p.m. local time Saturday, October 15, 2022 for general voting.

day. The required advance voting opportunity for the 2022 general local elections is **Wednesday**, **October 5, 2022**.

Many local governments hold more than one advance voting opportunity and may also hold special voting opportunities at hospitals and/or long-term care facilities where people who have limited mobility can vote. Only designated electors are eligible to vote at special voting opportunities.

Can I campaign on general voting day?

Yes. You are allowed to campaign on general voting day by:

- advertising on the Internet, as long as the advertising was transmitted to the public before general voting day and was not changed before being transmitted on general voting day;
- advertising by means of signs, posters, or banners;
- canvassing and/or distributing pamphlets; and,
- advertising that exclusively encourages people to "get out and vote."

You are not allowed to advertise in newspapers, magazines, on the radio or on TV on general voting day. It is an election offence to campaign within 100 metres of a voting place during voting proceedings.

Can I watch the ballot counting process?

Yes. Candidates can be present during the ballot count. The Chief Election Officer can tell you the time and location for the final vote count and when the election results will be declared. Ballot counting starts after 8:00 p.m. local time at the close of voting. Your official agent or a scrutineer may also attend at each location where ballot counting takes place.

When will the election results be announced?

The official election results must be declared by 4:00 p.m. local time on **Wednesday**, **October 19**, **2022**. Candidates with the most votes will be declared elected.

A tie between two or more candidates must be broken in accordance with the *Local Government Act* (or *Vancouver Charter* in the City of Vancouver) and the local government's election bylaw. The judicial recount must be completed by **October 28, 2022**.

AFTER THE ELECTION

What do I do if I'm elected?

You must take the oath of office within 45 days after the election results were declared. You must also file a campaign financing disclosure statement with Elections BC within 90 days of general voting day.

Refer to Elections BC's

Guide to Local Elections

Campaign Financing in

B.C. for Candidates and
their Financial Agents
or contact Elections BC
directly for more detailed
information about
campaign financing
disclosure requirements.

A candidate may take

the oath of office or make a solemn affirmation as soon as you are declared elected by the Chief Election Officer; however, elected candidates do not take office immediately.

Municipal council members (e.g., mayor and councillors) formally take office at the first regularly scheduled council meeting following general local elections – this meeting must take place before **November 10, 2022**.

A council or regional district board must decide whether to establish a code of conduct or, if one already exists, whether to update it within six months of the first regular council or board meeting following general local elections.

The term of office for a municipal council member appointed to a regional district board begins when the person has made an oath of office or solemn affirmation as a regional district director.