

**CONSERVATIVE PARTY  
OF CANADA  
VOTING  
PROCEDURES  
FOR THE 2020  
LEADERSHIP**

**2020**  
**LEADERSHIP**



Adopted by the Leadership Election Organizing Committee  
May 27, 2020



This Voting Procedures (“Procedures”) document outlines the leadership voting procedures and provides guidance as to the interpretation and application of Article 10.9.2 of the *Conservative Party of Canada Constitution* and Rule 1.3.2(c) of the *Conservative Party of Canada Rules and Procedures for the 2020 Leadership* (“Rules”). Abbreviations are as in the Rules.

## **A. Form of Ballot**

1. On the ballot, the Leadership Candidates shall be listed in alphabetical order by surname followed by first name if more than one candidate has the same surname.
2. Unless otherwise requested by a Leadership Candidate and approved by the CRO, the name used by the candidate for the purposes of their application to the LCNC shall be the name used on the ballot.
3. On their ballot, voters shall numerically rank in descending order the Leadership Candidates in order of preference up to the actual number of candidates (unless there is more than 10 candidates on the ballot in which case the maximum rank order is 10).
4. A ballot is valid if at least one candidate is selected.
5. The last date a candidate can remove themselves from the ballot is May 29, 2020. Requests to be removed from the ballot must be submitted to the Chief Returning Officer (CRO).
6. The CRO shall approve the form of the ballot in accordance with the *Rules* and these *Procedures*.

## **B. Selection Process**

7. Leadership Candidates shall be assigned points from the 100 available in each riding in proportion to the number of valid votes received in that riding.
8. After each calculation of the vote where no candidate receives 16,901 points, the Leadership Candidate receiving the least number of points shall be dropped and the ballots recalculated based on next choices for the dropped candidates. This process shall be repeated until one Leadership Candidate receives at least 16,901 points.
9. Should two or more candidates receive the same number of points on any ballot which would make them subject to elimination under section 8, the candidate with the fewest total votes on that ballot shall be dropped.
10. The manner, order and timing of the announcement of the results will be determined by the LEOC Chair(s).



11. Each valid ballot will be reviewed and shall be counted toward the awarding of points where it is found to have been cast in substantial compliance with the relevant parts of the *Constitution* and *Rules*, this document, and any written instructions included with the ballot, where the secrecy of the vote is maintained, where the intent of the voter can be clearly determined, and where the ballot has not been spoiled.
12. Decisions of the Chief Returning Officer (CRO) or their designate on the validity of a ballot is final and not subject to appeal.

### **C. Ballots and Voting by Mail**

13. All eligible voters will be mailed a ballot package and may cast their ballot by reply mail to:

2020 Leadership Vote  
C/O Deloitte Canada  
1600-100 Queen Street,  
Ottawa, ON K1P 5T8

14. Each ballot package will consist of:
  - a. The ballot, marked with one or more unique identifiers which ensure the validity of the ballot but which are not associated to any individual voter;
  - b. A declaration form, marked with one or more unique identifiers which ensure that the ballot package is valid and has been assigned to an eligible voter, that must be signed by the voter;
  - c. An inner ballot secrecy envelope, into which the voter will seal their ballot which will contain means of identifying the riding associated with the ballot it contains; and
  - d. A return postage paid envelope, into which the voter will place the ballot secrecy envelope containing their ballot, their signed declaration form, and a photocopy of their identification.
15. The Party will mail the ballot package to each eligible voter by July 13, 2020.
16. It is the responsibility of each individual member, and of each Leadership Candidate submitting membership applications on behalf of a member, to ensure that Conservative Party Headquarters has accurate mailing information on file so that they can receive their ballot package.
17. An eligible voter whose ballot has been lost or spoiled may request a replacement from Conservative Party Headquarters. The Party will make reasonable best efforts to issue that voter a replacement ballot package if it is satisfied that doing so will not affect the integrity of the voting process.



18. The failure of any individual voter to receive a ballot, or a requested replacement ballot shall not in any way affect the counting of the votes or the outcome of the Leadership Selection Process.
19. Eligible voters may deliver their ballot to the address in Section 13 by regular mail in the envelope provided in the ballot package. All ballots received before the deadline will be processed and no ballot will be refused on the sole basis that it was delivered by alternate means (courier, personal delivery, etc.)
20. All postal ballots must be received prior to 5:00pm EDT on August 21, 2020. No ballot package received after this time will be processed.

#### **D. Identification Requirements**

21. Voters must provide one or more pieces of official identification that individually or together provide: (i) their photo, (ii) their name; and (iii) current address.
22. Voters casting their ballot by mail must provide a clear photocopy of identification satisfying the requirements herein. The CRO will ensure that there is a process to securely destroy any and all identification provided in a secure manner once the ballot is processed.
23. Any piece of identification accepted by Elections Canada for voter identification during a federal election are acceptable for satisfying the identification requirements including:
  - Permanent Resident Card;
  - Health Card;
  - Driver's Licence;
  - Birth Certificate;
  - Senior's Card;
  - Drug Card;
  - Student ID Card;
  - Age of Majority Card;
  - Firearms Licence; or
  - Other identification issued by the Government of Canada or a provincial /territorial government.

#### **E. Processing of Mail Ballots**

24. The CRO shall establish a process to verify the ballot packages that meets with the satisfaction of the appointed auditor, including:
  - a. Receiving the ballot packages;
  - b. Opening the ballot packages;
  - c. Certifying the eligibility of the voter and that the required declaration is signed;
  - d. Confirming that the identification requirements are met;
  - e. Where everything is in order, coding the voter as having voted;



- f. Where there is an issue that affects the validity of the ballot package, allowing for a secondary review of ballots;
  - g. The storage for sealed inner ballot envelopes deemed to have been validly cast; and
  - h. The transport and opening/counting process for ballots.
25. The CRO has the authority necessary to ensure that ballots packages are processed and ballots are prepared for counting. While this document provides further guidance in performing this task, nothing herein is intended to limit the authority to take whatever steps the CRO deems necessary to achieve an efficient and fair process.
  26. To preserve ballot secrecy, the inner ballot envelope shall not be opened until when it is to be counted other than if it appears a voter has made an error in assembling the package which would invalidate their vote if not corrected. In this case, the CRO may take steps to review all documents submitted by the voter to see if there is a way of re-assembling the package to deliver a valid ballot. In such case, all reasonable steps shall be taken to protect the secrecy of the vote.
  27. If two or more ballots are received marked with the same voter identifiers, the first ballot received shall be accepted and the ballot shall be counted. Any subsequent ballots received will be considered spoiled and will not be counted.
  28. If two or more inner envelopes are received with the same voter identifier, any ballots contained within those envelopes will be considered spoiled and any associated votes will not be counted.
  29. If an inner envelope contains more than one ballot, all ballots contained within that envelope will be considered spoiled and any associated votes will not be counted.
  30. If a ballot package is returned without identification for each associated inner envelope, the ballot contained within that envelope will be considered spoiled and any associated votes will not be counted.
  31. Any Ballot packages or inner envelopes not being actively processed will be secured in sealed boxes in a locked room(s) at all times when not being processed and the CRO shall take reasonable measures to allow leadership candidates to monitor these room(s) by webcam.
  32. To encourage voter participation, the CRO will provide Leadership Candidates regular updated lists of those eligible members whose ballot packages have been successfully processed. These lists will be made available as frequently as reasonably possible for so long as the CRO determines that additional voter participation remain productive.



## **F. Scrutineers**

33. The CRO will provide Leadership Candidates with a schedule for ballot processing and for ballot counting.
34. Leadership candidates have the right to have one scrutineer at the processing centre at all times ballots are being processed. Any scrutineer must be authorized to represent the Leadership Candidate and shall, while they are scrutineering, be treated as a candidate representative for sections 3.5.2 and 3.5.3 of the Rules. The CRO has the discretion to allow additional scrutineers.
35. Leadership candidates have the right to have an agent who will act as their supervisory scrutineer at the location of the ballot count. In addition, the CRO will provide each campaign with the right to have enough additional scrutineers to allow a scrutineer to be present at each station where ballots are being opened and each station where remarking will occur.
36. Candidates are not obliged to appoint scrutineer(s) and the CRO is not obliged to delay any step taken to accommodate scrutineers.
37. Scrutineers shall not obstruct ballot processing, remarking or vote counting and shall keep any and all information which could violate voter secrecy confidential.

## **G. Confidentiality**

38. No records shall be created by the CRO or any Leadership Candidate which would violate voter secrecy.
39. The CRO shall ensure that all ballot packages received after the deadline are securely destroyed in a timely manner.
40. The CRO shall ensure that all identification documents submitted by voters are securely destroyed in a timely manner once their purpose has been served.
41. The CRO shall ensure that all ballot packages deemed to be spoiled are securely destroyed in a timely manner.
42. Once the final results of the vote have been verified in accordance with section 6.2.2 and communicated to the LEOC Co-Chairs, the CRO shall ensure that the ballot documents (which could contain identifying information) including any scanned copies of these documents are securely destroyed in a timely manner.



43. Until the results are announced at a leadership event, any person having knowledge of full or partial preliminary or final results shall keep those results confidential. Any Leadership Candidate or campaign who is found to have participated in any violation of this confidentiality of the results is subject to the loss of the entirety of their Compliance Deposit along with additional penalties determined by the CRO and/or LEOC.

## **H. Announcement of Results**

44. The Party will organize a leadership event to announce the results – which may be a virtual event. The details of this, including provision for the participation of Leadership Candidates, are to be determined by LEOC and communicated to all Leadership Candidates.
45. Participation by Leadership Candidates at the leadership event is mandatory unless LEOC determines otherwise.