

**CONSTITUTION
OF THE EDMONTON WHITEMUD
PROGRESSIVE CONSERVATIVE ASSOCIATION**

ARTICLE 1 - NAME

- 1.1 The name of the Association shall be the Edmonton Whitemud Progressive Conservative Association (the “Association”)

ARTICLE 2 - OBJECTS

- 2.1 The objects of the Association shall be:
- (a) to empower the residents of the provincial constituency of Edmonton Whitemud (the “Constituency”) to advance the principles and interests of the Progressive Conservative Association of Alberta (the “PCAA”) by engaging in the political process in cooperation with the PCAA;
 - (b) to foster and promote the Vision Statement and Mission Statement adopted by the Association from time to time; and
 - (c) to elect a Progressive Conservative Member of the Legislative Assembly of Alberta (the “M.L.A.”) to represent the residents of the Constituency.

ARTICLE 3 - MEMBERSHIP

- 3.1 Membership in the Association shall consist of all residents of the Constituency who support the PCAA and hold a current PCAA membership.
- 3.2 The membership fee shall be in the amount set by the PCAA from time to time unless otherwise determined by the Board.
- 3.3 Memberships may be permitted to non-residents of the Constituency, but they shall not be entitled to vote for the selection of the Nominated Candidate or at any Annual General Meeting or Special General Meeting.
- 3.4 Any member shall be entitled to receive a copy of this Constitution.

ARTICLE 4 - DIRECTORS AND OFFICERS

- 4.1 The Association shall have officers (the “Officers”) and a Board of Directors (the “Board”), which shall be comprised of those members of the Association elected at an Annual General Meeting of the Association or appointed, by the Board or by virtue of their office, pursuant to this Constitution.
- 4.2 The Board shall be comprised of not less than twenty (20) Directors. An unlimited number of Directors may be elected, recognizing that it is desirable that there be Directors for each poll in the Constituency, but that it is not required that a Director reside in the poll.

- 4.3 The following persons shall be Directors by virtue of their office:
- (a) the Officers;
 - (b) the Progressive Conservative M.L.A.;
 - (c) the Candidate nominated to represent the Association in the next provincial election or Constituency by-election (the “Nominated Candidate”);
 - (d) the immediate Past President of the Association;
 - (e) the Regional Director representing the Association on the Executive of the PCAA (the “Regional Director”) and any other member of the PCAA Executive residing in the Constituency; and
 - (f) the officers of the Progressive Conservative Youth of Alberta (“PCYA”) and of any other recognized Progressive Conservative youth organization who reside in the Constituency, and the PCYA Regional Director assigned to the Constituency by the PCYA.

4.4 Directors other than those described in the foregoing Section 4.3 (“Elected Directors”) shall be elected at each Annual General Meeting. To be eligible for election as a Director, a person must be a resident of the Constituency and a member of the Association.

4.5 The Officers shall be:

- (a) the President;
- (b) up to fourteen (14) Vice-Presidents. Unless the Board otherwise directs, positions for the Vice-Presidents may be designated by the President;
- (c) the Secretary; and
- (d) the Treasurer & Chief Financial Officer.

The President shall notify the Chief Electoral Officer of any change in the Officers, within thirty (30) days thereof.

4.6 The Officers shall be elected at each Annual General Meeting. To be eligible for election as an Officer, a person must be:

- (a) a resident of the Constituency;
- (b) a member of the Association; and
- (c) nominated by two members of the Association, either by notice to the chair of the Board Nomination Committee or in writing to the Board, at its address set out in any notice of the Annual General Meeting published in accordance with this Constitution. Any such notice must be received no later than seven (7) days prior to the date of the Annual General Meeting.

Where only one nominee is eligible for election to an office at an Annual General Meeting, that nominee shall be acclaimed elected as such Officer at the Annual General Meeting.

- 4.7 The Board may at any time appoint members of the Association to the Board or to fill any Officers' positions that remain vacant after an Annual General Meeting. The Board may also appoint members of the Association as Officers for the purpose of filling vacancies that arise between Annual General Meetings.
- 4.8 A Vice-President may fulfil the duties of the President of the Association at the President's request. In the event of the President's absence, or refusal or inability to act, the Vice-Presidents, with the approval of the Board, shall select one of the Vice-Presidents to fulfil the duties of the President. In the event that the President's absence, or refusal or inability to act, be deemed to be long term or permanent, the Board shall select one of the Vice-Presidents to fulfil the duties of the President and appoint a new Vice-President, both for the remainder of the term.
- 4.9 Subject to this Constitution and to directions given to the Board by a majority vote at any meeting of the members properly called and constituted, all rights, responsibilities and obligations of the Board for control and management of the business and affairs of the Association are delegated to the Executive Committee.

ARTICLE 5 – STANDING COMMITTEES

- 5.1 There shall be an Executive Committee comprised of the Officers, the immediate Past President, the Regional Director, any other member of the PCAA Executive residing in the Constituency, the Progressive Conservative M.L.A. and the Nominated Candidate.
- 5.2 Subject to this Constitution and to directions given to the Board by a majority vote at any meeting of the members properly called and constituted, the Executive Committee shall be responsible for control and management of the business and affairs of the Association and shall carry out the day to day business of the Association. The Executive Committee is authorized to seek ratification by the Board, at a properly constituted meeting of the Board, of any decision made by the Executive Committee in the conduct of business and affairs of the Association.
- 5.3 In addition to the Executive Committee, the Board shall constitute the following standing committees: Communications, Finance, Membership, Organization & Community Network, Policy, Special Events and Youth, which committees shall fulfil the duties set out in Article 8.

ARTICLE 6 - BOARD NOMINATION COMMITTEE

- 6.1 The Executive Committee shall establish a Board Nomination Committee in advance of each Annual General Meeting, comprised of such number of Directors as may be determined appropriate in the circumstances. No member of the Executive Committee who intends to seek or accept appointment as an Officer at the Annual General Meeting shall be a member of the Board Nomination Committee.

- 6.2 The Board Nomination Committee shall identify and recruit eligible persons for election to the Board as the Elected Directors and Officers. The Board Nomination Committee's mandate shall be to assess and balance the relative personal strengths and weaknesses of the candidates for election as Elected Directors and Officers, with the object of strengthening the Association and providing for its continuous renewal through the identification and election of new Elected Directors and Officers.
- 6.3 Absent unusual or exceptional circumstances, such as the anticipation of a provincial election or Constituency by-election, the Board Nomination Committee will discourage members of the Association from nominating any person as Officer for a third consecutive annual term in any single office.
- 6.4 At the Annual General Meeting, the Board Nomination Committee shall recommend the nomination of eligible persons for election to the Board as the Elected Directors, and the chair of the Board Nomination Committee shall bring forward any nomination of an eligible person, for election to the Board as an Officer, which has been received in compliance with the requirements of subsection 4.6(c) hereof.

ARTICLE 7 - MEETINGS

- 7.1 An Annual General Meeting of the Association shall be held at least once in each calendar year at such time and place as the Executive Committee may determine provided that:
- (a) the Annual General Meeting shall take place no later than fourteen (14) months following the date of the last Annual General Meeting;
 - (b) notice of the date, time and place of the Annual General Meeting shall be provided to each member of the Association in writing, mailed or delivered to the member at the address last provided and shall also be published in a newspaper having general circulation in the Constituency, both of which notices shall be given at least fourteen (14) days prior to the date of the Annual General Meeting; and
 - (c) failure to hold the Annual General Meeting within the time hereby limited will not invalidate a meeting otherwise properly constituted.
- 7.2 The Board shall meet at such times and places as the Board may determine from time to time, or at the call of the President. In the event of regularly scheduled meetings no further notice shall be required. Any Director may call a meeting of the Board; but if the Director who calls the meeting is not the President, then such Director shall give at least seven (7) business days' written notice to each member of the Board.
- 7.3 The Executive Committee shall meet at such times and places as the Executive Committee may determine from time to time and otherwise at the call of the President. In the event of regularly scheduled meetings no further notice shall be required. In the event of meetings called by the President, at least 48 hours verbal or written notice shall be given to each member of the Executive Committee.

- 7.4 Special General Meetings of the membership may be held at any time upon the call of the Executive Committee to deal with such issues as the Executive Committee or any member wishes to bring before it. A Special General Meeting shall be called by the Executive Committee upon the request, in writing, of at least twenty-five (25%) percent of the members of the Association or a resolution of the Board. Notice of a Special General Meeting shall be in accordance with notice for an Annual General Meeting and shall include notice of the business to be discussed.
- 7.5 Quorum for meetings shall be as follows:
- (a) Annual General Meetings and Special General Meetings - at least fifteen (15) members of the Association;
 - (b) Board Meetings - at least ten (10) Directors including three (3) Executive Committee members; and
 - (c) Executive Meetings - at least five (5) Executive Committee members.
- 7.6 Every member in good standing ordinarily resident within the Constituency shall be entitled to one (1) vote on any question arising at a General Meeting of the Association.
- 7.7 At any meeting, excepting a nominating meeting, the vote of a majority of those present and entitled to vote shall be final. The Chair of any meeting shall not vote except in the event of a tie vote and in that instance the Chair may cast a vote to break the tie.
- 7.8 The conduct of all meetings shall be in accordance with Robert's Rules of Order.
- 7.9 Any notice to be given to any person by this Constitution may be delivered by facsimile or email to the last address of the addressee provided to the Association.

ARTICLE 8 - DUTIES OF DIRECTORS AND OFFICERS

- 8.1 **President:** To call and preside over meetings of the Association, its Board of Directors and Executive Committee and to carry out the duties and responsibilities of the Association. In conjunction with the Treasurer & Chief Financial Officer, the President shall ensure that the Association is registered with Elections Alberta in accordance with the terms of Sections 8.1, 8.2, 8.3 and 8.4 of the *Election Finances and Contributions Disclosure Act* and otherwise complies with the requirements of that Act. Unless the Board otherwise directs, the President shall designate which of the Association's Vice-Presidents and Executive Committee members shall fulfil the roles and carry out the duties, as may be required from time to time in the sole discretion of the President, as hereafter set forth in Sections 8.2 through 8.8. The President shall be an ex-officio member of all Association committees except the Board Nomination Committee.
- 8.2 **Vice-President Membership:** To ensure that there is in place a plan for the recruitment of members; to chair the Membership Committee charged with ensuring that there is an ongoing effort to renew the memberships of those who have been members of the Association in the past and to recruit new members to the Association. To the extent possible, the Vice-President and the committee will also ensure that there are members in

each poll within the Constituency. The Vice-President, through the committee and any necessary sub-committees, shall be responsible to assist the Board Nominating Committee in seeking out and nominating persons to serve as Directors. All Directors shall be members of the Membership Committee with responsibility for membership in constituency polls designated by the Vice-President of Organization & Community Network.

- 8.3 Vice-President Organization & Community Network: To ensure that a poll organization is in place at all times for the purposes of membership recruitment; to ensure two way communications between the Association and its members, and between the Association and residents of the Constituency, and to assist the Progressive Conservative M.L.A. or Nominated Candidate in communications with Constituency residents. All Directors shall be members of the Organization & Community Network Committee with responsibility for constituency polls designated by the Vice-President.
- 8.4 Vice-President Communications: To ensure that there is in place a communications plan for the Association and to chair the Communications Committee which shall work in conjunction with the Vice President Communications of the PCAA to communicate the principles and platforms of the PCAA to the members and the public. The Vice-President will develop such materials, processes and, in conjunction with other committees, such events as may be necessary to meet the objects of the Association.
- 8.5 Vice-President Policy: To ensure that members of the Association have an opportunity to develop and express their ideas and concerns relating to visions, issues, policies and programs for the PCAA and the Province of Alberta and to ensure that the ideas and input from the members are forwarded to the PCAA, the Progressive Conservative M.L.A. or Nominated Candidate, and the Progressive Conservative elected Caucus. The Vice-President shall chair the Policy Committee with the mandate to develop and implement within the Constituency opportunities for input and to coordinate with the Vice-President Policy of the PCAA to ensure that the Association participates effectively in policy meetings and discussions within the PCAA.
- 8.6 Vice-President Finance: To develop a financial plan for the Association with a fundraising program directed toward raising sufficient funds to meet the ongoing needs of the Association, as well as building a fund to support the Nominated Candidate in the next election. The Vice-President shall chair the Finance Committee charged with assisting in developing the financial plan and in organizing and carrying out the fundraising events and programs necessary to fulfil the plan. The Finance Committee shall establish such ad-hoc sub-committees from time to time as shall be necessary to the proper planning and completion of the fundraising events.
- 8.7 Vice-President Special Events: To ensure that the Association holds such events as may be necessary throughout the year to interest and involve the members and Directors and to ensure that politics is fun. The Vice-President shall chair the Special Events Committee charged with planning and carrying out a social events calendar for the Association and co-operating with other committees to assist in planning and holding such events as may be necessary to meet the objectives of those committees. The Special

Events Committee shall establish such ad-hoc sub-committees from time to time as shall be necessary to the proper planning and completion of the special events.

- 8.8 Vice-President Youth: To ensure that the Association remains always mindful of the need for renewal and that there is an opportunity for meaningful participation by first-time voters in the Association and in the Progressive Conservative Youth of Alberta. The Vice-President shall chair a Youth committee charged with ensuring that the Association reaches out to young people in the Constituency, recruiting young members, and creating an opportunity for the voice of young people to be heard in all aspects of the Association's activities.
- 8.9 Secretary: To ensure that proper notice is given for any meetings of the Association, the Board or the Executive Committee and to record minutes of the proceedings at all such meetings; to maintain such records and copies of correspondence as may from time to time be necessary; to maintain an accurate list of the members of the Association and the Board and to advise the PCAA of any changes in members or members' addresses as they become known; to advise the PCAA of the dates and locations of activities of the Association including meetings and events and to ensure that the Association selects delegates to meetings of the PCAA.
- 8.10 Treasurer & Chief Financial Officer: To make and preserve records of account, banking records, fees and revenue received, contributions and all disbursements; to prepare in conjunction with the Vice-President Finance and after consultation with the committee chairs and the Executive Committee, a budget for the approval of the Board; to invest the funds of the Association not required for its day to day activities; to generally engage in the prudent fiscal management of the Association's financial resources. The Treasurer & Chief Financial Officer is responsible for filing financial statements of the Association with the Chief Electoral Officer.
- 8.11 All Directors, in addition to the responsibilities prescribed, shall have the duty to attend meetings, participate on at least one committee of the Association in addition to the Membership Committee and Organization & Community Network Committee, and to provide such input to the Vice-President Policy as is necessary to ensure that the Association participates effectively in policy meetings and discussions within the PCAA.
- 8.12 Both the Board and the Executive Committee may establish such other permanent or ad-hoc committees as they may see fit from time to time in addition to the standing committees chaired by the Vice-Presidents as set out above.

ARTICLE 9 - NOMINATION OF CANDIDATE

- 9.1 The Executive Committee shall at an appropriate time and in conjunction with the election planning of the PCAA, call for the nomination of a Nominated Candidate to represent the Association in any election or by-election to be held within the Constituency for the election of a Member of the Legislative Assembly of Alberta. In so doing, the Executive Committee shall set a date for voting in respect of the nomination and a date for the close of nominations to the position of Nominated Candidate.

- 9.2 In conjunction with the call for the nomination of a Nominated Candidate, the Executive Committee is authorized to establish a Candidate Nomination Committee to serve in accordance with and implement the Nomination of Candidate Roles and Rules of Procedure for use the nomination process.
- 9.3 Nomination of the Nominated Candidate shall take place in accordance with Article 13(b) of the Constitution of the PCAA, Section 11.1 of this Constitution, and the Nomination of Candidate Roles and Rules of Procedure attached to this Constitution as Schedule "A".

ARTICLE 10 - AMENDMENTS

- 10.1 Amendments to this Constitution may be made at any General Meeting of the Association by a vote of two-thirds (2/3) of the members present and voting, provided that notice of the nature of the proposed amendments, in sufficient detail to permit the members of the Association to form a reasoned judgment thereon, is received by the Secretary of the Association at least thirty (30) days in advance of the date of the General Meeting. Upon receipt of any such notice, the Secretary shall be responsible for forthwith notifying the members of the Association of the proposed amendment.

ARTICLE 11 - PROGRESSIVE CONSERVATIVE ASSOCIATION OF ALBERTA

- 11.1 This Constitution and any Rules and By-laws enacted hereto shall be consistent with the Constitution of the PCAA. In the case of any inconsistency, the Constitution of the PCAA shall prevail.

THE FOREGOING IS HEREBY CERTIFIED TO BE A TRUE COPY OF THE CONSTITUTION OF THE EDMONTON WHITEMUD PROGRESSIVE CONSERVATIVE ASSOCIATION ADOPTED AT THE FOUNDING MEETING OF THE ASSOCIATION ON MARCH 18, 2004, AMENDED AT THE JUNE 8, 2006 ANNUAL GENERAL MEETING AND AGAIN AT A SPECIAL GENERAL MEETING SEPTEMBER 20, 2007.

PRESIDENT

SECRETARY

SCHEDULE "A"

EDMONTON WHITEMUD PROGRESSIVE CONSERVATIVE ASSOCIATION

NOMINATION RULES

ROLE: THE EDMONTON WHITEMUD PROGRESSIVE CONSERVATIVE ASSOCIATION (the "Constituency Association"), as founded on March 18, 2004, is responsible to its membership to provide the rules and procedures by which the Constituency Association's Candidate will be selected to run for the office of member of the Legislative Assembly from Edmonton Whitemud. The Constituency Association has authorized its Executive Committee to establish a Candidate Nomination Committee to give effect to such responsibility.

ROLE: THE CANDIDATE NOMINATION COMMITTEE is responsible to the Executive Committee and through it to the members to provide the policies, rules and procedures whereby a member of the Progressive Conservative Association of Alberta ("PCAA") is nominated as a candidate for election as the Member of the Legislative Assembly for Edmonton Whitemud. The Candidate Nomination Committee shall:

1. Create a process that is open, fair and democratic as required by the Constitution of the PCAA.
2. Provide a method to monitor and assess all aspects of the process and to authorize those to whom functions have been assigned to take such action as may be required.

RULES OF PROCEDURE

CANDIDATE NOMINATION COMMITTEE

As part of its role and responsibility the Candidate Nomination Committee will approve the following procedures:

1. Provide for reasonable public notice to members and the general public of the nomination process in accordance with the Constitution, including the boundaries of the Constituency, which shall at a minimum include the following:

- (i) The public notice shall be placed in local newspaper and shall be of at least 4 ½” X 3 ½” in size and of a display type of advertisement so as to provide reasonable notice to the general public;
 - (ii) The public notice shall provide for a period of not less than seven (7) days or more than fourteen (14) days between the date of the appearance of the public notice and the close of nominations;
 - (iii) The public notice shall provide for a period of not less than seven (7) days or more than fourteen (14) days from the close of nominations to the date of the nomination election.
2. Appoint a Returning Officer and such other persons to perform such functions as appear to the Committee to be required and necessary.
3. Provide terms and conditions and establish democratic standards by which candidates are to conduct their campaigns.
4. Establish rules under which membership cards and membership lists are made available to the candidates.
5. Be reasonably available to those people who are interested in becoming candidates and to provide to them the information that is required to become a candidate.
6. Be reasonably available to candidates and their agents for the purpose of providing memberships and explaining rules and procedures.
7. Provide nominated candidates with:
 - (i) the names of members of the Candidate Nomination Committee and their contact information;
 - (ii) the name of and contact information for the Constituency Association President;
 - (iii) the name of and contact information for the Returning Officer;
 - (iv) details of the North, East, South and West boundaries, including names of communities, where applicable, within the Constituency boundaries; and
 - (v) a current membership list when nomination papers are filed.
8. Establish the procedure for the conduct of the voting process, and ballot counting and accountability of those participating in the process.
9. Promote consensus with all candidates and provide them with such rules and guidelines as are approved.
10. Design and approve the form of the ballot with approval of the Returning Officer (see #xii under Returning Officer) taking into consideration the following:
 - (i) nominated candidates shall be listed on the ballots by surname, followed by first name in the order drawn by lot; and,
 - (ii) ballots to carry unique security features to reduce the opportunity for duplication.

11. Prepare ballots and have them available for voting day.
12. Establish rules and procedures so as to ensure the security of ballots before, during and after the vote in consultation with the Returning Officer, taking into consideration that:
 - (i) ballots be under control of Candidate Nomination Committee or Returning Officer at all times; and
 - (ii) all ballots shall at a minimum be initialled by a member of the Candidate Nomination Committee or Returning Officer.
13. Arrange for ballot boxes.
14. Make available opportunities for candidates to meet with the membership as may be reasonable and appropriate.
15. Communication Protocol shall be as follows:
 - (i) communications with the Candidate Nomination Committee shall be through the Chair or his/her designate as identified by the Chair;
 - (ii) communications with the nominated candidates shall be through the candidate or his/her appointed agent;
 - (iii) communications relating to voting and election procedure at the Nomination Meeting shall be through the Returning Officer;
 - (iv) final results of the Nomination Meeting shall be communicated by the President of the Constituency Association;
 - (v) communication with media relating to nomination process or relating to Nomination Meeting shall be the responsibility of the chair of the Candidate Nomination Committee;
 - (vi) communications with the media relating to specific campaign of nominated candidate shall be the responsibility of nominated candidate or appointment agent;
 - (vii) no signs, brochures or other advertisement promoting a nominated candidate shall be permitted in the venue for Nomination Meeting or within 50 metres of the entrance to the venue. At no time shall any promotion of a nominated candidate impede or intimidate the access of participants to the Nomination Meeting.
16. Make further rules and directives, as required, to deal with situations and circumstances that have not been foreseen and occur during the process.
17. Make such provision for advance polls as may be reasonable, open, fair, democratic and appropriate to all candidates.

CANDIDATES SHALL:

1. Conduct themselves and their campaign and shall direct their campaign team in a manner that will bring credit to themselves, to the Constituency Association and the PCAA.

2. Abide by the terms and conditions of the prescribed Nomination Rules for the conduct of the candidate nomination process.
3. Assume responsibility for the actions and conduct of their campaign team.
4. Assume responsibility to insure their agents have filed all documents including the Candidate's Nomination Form and the non-refundable deposit to the chair of the Candidate Nomination Committee prior to the close of nominations. Late filing or non-sufficient funds at time of payment of the non-refundable deposit shall disqualify a person from being a candidate.
5. Agree that with respect to the conduct of the voting and counting, the decision of the Returning Officer on any disputed matter is final.
6. Sign a pledge of support for the successful candidate.
7. Sign Form G hereto the Nomination Process Support or File for Arbitration Form relating to the conduct of the nomination process prior to the announcement of the final voting results.

CANDIDATE ELIGIBILITY:

1. A candidate must be a current member of the PCAA.
2. A candidate must be eligible under the Election Act. The candidate must:
 - (i) Be a Canadian citizen;
 - (ii) Be at least eighteen (18) years of age;
 - (iii) Have been continuously resident in Alberta for six (6) months; and
 - (iv) Provide evidence of eligibility satisfactory to the Nominating Committee.
3. A candidate shall be nominated by submitting nomination papers (Form B – Nominations Form) signed by a minimum of 25 current members of the Constituency Association who are eligible to vote in the nomination, to the Candidate Nomination Committee Chair or designate before the filing deadline of _____ together with a non-refundable deposit in an amount set by the Association.
4. The non-refundable deposit shall be an amount not exceeding \$500.00 so as not to deter candidates wishing to become a nominated candidate.
5. To be eligible as a candidate, the candidate must sign his or her acceptance of these Nomination Rules (Form C – Candidates Acceptance of all Nomination Rules) when filing his or her nomination papers.
6. When filing nomination papers, each candidate shall, in writing, appoint one person to act as that candidate's agent, who must be a member of the PCAA, (Form D – Candidate Appointment of Agent). Such agent shall, on behalf of the candidate, obtain memberships for sale as is hereinafter provided for and shall also represent the candidate

at any meetings of the Candidate Nomination Committee to which the candidate is invited. Documents delivered to the Agent shall be taken as delivered to the candidate. Notices and documents may be delivered personally or by facsimile transmission to the Candidate Nomination Committee Chair or designate.

7. Upon submission of Form B and following the confirmation that persons signing this form are members of the Constituency Association and the submission of Forms C and D and payment of non-refundable deposit, the candidate shall be issued a current list of members of the Association.
8. Any candidate wishing to withdraw prior to the beginning of balloting may do so by written submission to the Candidate Nomination Committee Chair or to the Returning Officer. A candidate cannot withdraw with the request that the candidate's votes be assigned to another candidate (Form E – Candidate Withdrawal).
9. Where the Candidate Nomination Committee deems that a candidate is in substantial breach of any of these Nomination Rules, the Candidate Nomination Committee has the authority to disqualify that candidate from continuing to seek the nomination.
10. To be eligible as a candidate, a candidate must agree to the submission of any dispute or other matter in question between candidates for nomination or in respect of the nomination process arising under, or in connection with, or in relation to the nomination of a candidate or a candidate's qualifications, or disqualification before or after the nomination to arbitration pursuant to the Constitution of the PCAA by signing Form F - Submission to Arbitration.
11. The Candidate Nomination Committee shall submit any dispute or matter relating to the nomination process to arbitration pursuant to the process set out in the Constitution of the PCAA and that such process is accepted in lieu of, and no recourse shall be available to, the Courts for or in respect of any such dispute or matter.

RETURNING OFFICER:

The Returning Officer shall:

- (i) ensure that there is supervision of all activities at and around the polling place on nomination vote day(s);
- (ii) attend to registration and determine the eligibility of all voters and resolve any other dispute that may arise;
- (iii) ensure the balloting is carried on in accordance with the rules;
- (iv) maintain the integrity of the ballots and voter registration and eligibility procedures;
- (v) provide security for the ballot boxes;

- (vi) ensure supervision of the ballot counting and ensure counting procedures are in accordance with these rules;
- (vii) establish an appeals desk for unresolved challenges;
- (viii) ensure that all voters, volunteers and officials fulfil the requirements of these Nomination Rules;
- (ix) make any required decisions with respect to the conduct of the voting and counting;
- (x) appoint deputy returning officers as required and assign their responsibilities;
- (xi) direct and approve the number and location of scrutineers and supervise the actions of scrutineers as required;
- (xii) approve the form of the ballot; and
- (xiii) supervise the security of ballots before, during and after the vote.

VOTER ELIGIBILITY:

1. As defined in the Constitution of the PCAA an eligible voter shall be:
 - (i) a Canadian citizen;
 - (ii) of the full age of 16 years;
 - (iii) ordinarily resident in the Edmonton Whitemud constituency and
 - (iv) a member of the PCAA.

2. Every voter must produce:
 - (i) a current membership card in the Constituency Association, which membership card shall not bear any candidate identification;

 - (ii) two pieces of identification, one of which should be a photo I.D., indicating residency within the constituency satisfactory to the Returning Officer such as:
 - driver's licence
 - passport
 - utility or phone bill
 - automobile or insurance pink card
 - Alberta health card
 - social insurance card
 - union card
 - student card

3. Voters whose eligibility as Canadian citizens is challenged will be required to show evidence of Canadian citizenship such as:

- citizenship card
 - birth certificate
 - passport
4. If challenged, proof of age.

BALLOTS:

1. Only persons who are eligible to vote and have current valid Constituency Association memberships and have had their credentials verified shall be entitled to obtain a ballot.
2. Candidates' names shall be listed on the ballots by surname, followed by first name, the order to be drawn by lot, or written in on a blank ballot in order of preference.
3. The voter's membership card shall be marked to indicate receipt of a ballot at the time the ballot is delivered to the voter.
4. The voter shall deposit his or her own ballot in the ballot box.
5. No voter shall deposit more than one ballot.
6. If there are three (3) or more candidates the ballots shall be marked in a preferential manner, numbering the candidates in order of preference, 1 being the first choice. A ballot shall not be invalid by reason only of its showing one choice or clearly designated preference for less than the full slate of candidates.
7. Ballot counting will be under the direction of the Returning Officer in a room designated for this purpose. The Returning Officer will determine the persons who shall count the ballots. Each candidate shall be entitled to have scrutineer(s) in the counting room as determined by the Returning Officer.
8. Scrutineers shall not communicate results. Communication devices will not be permitted in the counting area.
9. When counting the ballots for three (3) or more candidates, the first count is a simple separation into piles of first (1st) choice; the candidate receiving the fewest first choice votes will be dropped and the second (2nd) choice votes of dropped candidate's ballots will be counted and allocated to the remaining candidates. If no candidate has a 50% +1 vote following this allocation the candidate with the fewest votes will be dropped and that candidate's ballots will be allocated among the remaining candidates according to the highest preference indicated. This process is repeated until a winner is declared with 50% +1 of the votes of the ballots remaining. The President of the Association shall vote if necessary to break the tie.
10. Upon the Returning Officer being satisfied with the count, the results will be announced by the President of the Association.

11. The Decision of the Returning Officer in administering the rules relating to the balloting is final.

SCRUTINEERS:

Each candidate is allowed to have scrutineers (number to be determined by the Returning Officer) at the credentials' tables and in the counting room but they must not interfere. If a scrutineer determines a need to challenge they must do it through the Returning Officer. Any interference or non-compliance will be cause for the Returning Officer to eject the scrutineer.

MEMBERSHIP SALES AND MEMBERSHIP LISTS:

1. Since the nominators must be members of the Edmonton Whitemud Progressive Conservative Association, a prospective candidate may purchase from the Nomination Chairman up to 100 membership books provided that, when doing so, a signed declaration of intention to seek nomination is filed with the Nomination Chairman and the Memberships are paid for. (Form A)
2. Distribution of membership cards to candidates shall be through the Candidate Nomination Committee. Once a candidate has filed nomination papers and has otherwise complied with these Nomination Rules as set forth herein, the candidate shall be entitled to obtain membership cards for sale in the following manner.
3. The candidate or his/her agent may purchase blank memberships, in books of 5, from the Candidate Nomination Committee. The purchase price will be calculated at the current membership fee per blank membership to be paid in advance by cash or certified cheque.
4. The membership stubs must be fully completed, name, address, phone number, email address and status (youth or regular) for the person to whom the membership card was issued.
5. The candidate or agent should turn over to the Candidate Nomination Committee, all sold memberships and all unsold memberships at a date set by the Candidate Nomination Committee
6. Any unsold or voided membership cards will be refunded at the current membership fee per card.
7. Memberships will continue to be sold up until the time of the closing of the ballot boxes by the Constituency Association at the Nomination meeting.

FORM A

DECLARATION OF INTENTION TO BECOME A CANDIDATE

I, _____, hereby declare my intention to seek the nomination for the Edmonton Whitemud Progressive Conservative Association.

DATED this ____ day of _____, 20 ____.

Signature

(print name)

Address

Business phone

Residence phone

Fax

E-mail: _____

FORM B

NOMINATION FORM

We, the undersigned, each of whom declare that he/she is a current member in good standing of the Progressive Conservative Association of Alberta, is a citizen of Canada and resides within the boundaries of the Edmonton Whitemud Constituency, hereby nominate (candidate), who is seeking the Association nomination as it's candidate in the next Provincial Election.

Name, Address and Postal Code

Membership#

Signature

(Please Print)

1.	_____	_____	_____

2.	_____	_____	_____

3.	_____	_____	_____

4.	_____	_____	_____

5.	_____	_____	_____

6.	_____	_____	_____

7.	_____	_____	_____

8.	_____	_____	_____

- 9. _____
- _____
- 10. _____
- _____

[Sufficient pages should be attached for 25 signatures]

FORM C

**CANDIDATES ACCEPTANCE OF
ALL NOMINATION RULES**

I, the undersigned, agree to let my name stand as candidate for the Edmonton Whitemud Progressive Conservative Association. I acknowledge receipt of the foregoing Nomination Rules, I have read them and understand them, including the counting procedures described under the heading_Ballots.

I agree that I will:

- Abide by the said Nomination Rules;
- Abide by the results of the nomination process;
- Abide by the rulings and decisions of the Returning Officer;
- Support without reservation the successful nominee;
- Appear on stage with all other Nominees at the time the winner is announced and support the motion that the decision of the vote be made unanimous and the ballots_including all voting and membership lists as it pertains to the nomination, be destroyed.

Witness

Nominee

Address

Business Phone

Date

Residence Phone

Fax

E-mail:_____

FORM D

CANDIDATE APPOINTMENT OF AGENT

I, _____, a candidate for nomination to represent the Edmonton
Whitemud Progressive Conservative Association in the next Provincial election, hereby appoint

of _____
_____ (address)
_____ (business phone)
_____ (residence phone)
_____ (fax)
_____ (e-mail)

to act as my Agent in accordance with the Nomination Rules issued by the Nomination Committee
of the Edmonton Whitemud Progressive Conservative Association.

DATED this ____ day of _____, 20 ____.

I, _____, accept my appointment by
_____ to act as his/her Agent.

FORM E
CANDIDATE WITHDRAWAL

I, _____, a candidate for nomination for the Edmonton Whitemud Progressive Conservative Association hereby voluntarily withdraw my name from consideration for nomination in the said constituency.

Dated at _____ o'clock this _____ day of _____, 20_____.

Witness

Signature

Returning Officer

FORM F

SUBMISSION TO ARBITRATION

I, _____, a candidate for nomination for the Edmonton Whitemud Progressive Conservative Association, hereby agree that any dispute or other matter in question between candidates for nomination for the Edmonton Whitemud Progressive Conservative Association or in respect of the nomination process arising under, out of, in connection with, or in relation to the nomination of a candidate or a candidate's qualification or disqualification before or after nomination shall be resolved pursuant to the Arbitration process provided under the Constitution of the Progressive Conservative Association of Alberta, and that such process is accepted in lieu of, and no recourse shall be available to the Courts, for or in respect of any such dispute or matter.

Dated at _____ o'clock this _____ day of _____, 20_____.

Witness

Signature

FORM G

NOMINATION PROCESS SUPPORT or FILE FOR ARBITRATION FORM

I, _____, the candidate seeking the nomination of the Edmonton Whitemud Progressive Conservative Association am satisfied the nomination held on (DATE) was conducted in accordance with the Constitution of the PCAA and the Constitution of the Edmonton Whitemud Progressive Conservative Association and was a fair and democratic process.

Candidate

Signature

Agent

Signature

FILE FOR ARBITRATION

I, _____, the candidate seeking the nomination of the Edmonton Whitemud Progressive Conservative Association am not satisfied the nomination held on (DATE) was conducted in accordance with the Constitution of the PCAA or the Constitution of the Edmonton Whitemud Progressive Conservative Association for the following reason(s):

and am requesting this matter to be submitted to arbitration.

Candidate

Signature

Agent

Signature