

2007 LEADERSHIP CONVENTION

NOVA SCOTIA LIBERAL PARTY

RULES OF PROCEDURE

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A. APPLICATION & INTERPRETATION

Application & Interpretation

- A-1 The Rules must be applied in a fair and equitable manner and must be interpreted in a manner which is fair and reasonable, having regard to all circumstances and in the best interests of the NSLP.
- A-2 For the purposes of the Rules the following terms have the following meanings:
- (a) “Allotted Time” means 22 minutes and includes the Nomination Speeches, the Candidate's Speech and Demonstrations;
 - (b) “Alternate” means a Nominated Delegate not elected as Delegate;
 - (c) “Ballot” means a single round of voting;
 - (d) “ballot” means the paper issued to vote at either a Delegate Election Meeting or at the Convention;
 - (e) “Candidate's Agent” means the agent of a Leadership Candidate for whom the Official Agent has completed a Form 8 and/or Form 13;
 - (f) “Candidate's Speech” means the opportunity to address under clauses J-1 and J-5;
 - (g) “CEO” means the chief electoral officer of the Convention;
 - (h) “Co-Chairs” means the co-chairs of the Convention;
 - (i) “Constitution” means the constitution of the NSLP;
 - (j) “Convention” means the Nova Scotia Liberal Party 2007 Leadership Convention;
 - (k) “Convention Committee” means the committee as constituted by clause B-2;
 - (l) “Convention Floor” means that area of the Convention Site as is more specifically identified in the Convention Program;

- (m) “Convention Program” means the detailed schedule of proceedings to be held at the Convention Site prepared by the Co-Chairs in consultation with the Organizing Committee and the CEO.
- (n) “Convention Site” means such sites as the Co-Chairs deem necessary for the Convention;
- (o) “Counting Room” means that area of the Convention Site the Co-Chairs make available to the CEO to count and tally votes;
- (p) “DCEO” means deputy chief electoral officer of the Convention;
- (q) “DRO” means a deputy returning officer;
- (r) “Delegate” or “Delegates” means a delegate or delegates as defined by clause E-1;
- (s) “Delegate Election Meeting” means a meeting of an Electoral District, a Women’s Club or a University Club for the purposes of electing Delegates;
- (t) “Demographic Category” means whether the person is male or female and whether he or she is a Youth or a Senior;
- (u) “Demonstration Badge” means a badge issued by the Co-Chairs to a Leadership Candidate for distribution to Demonstrators;
- (v) “Demonstrations” means demonstrations permitted by clause J-6;
- (w) “Demonstrator” means an unpaid volunteer;
- (x) “Disputed ballot” means a ballot at the Convention which may have any mark identifying or tending to identify the voter or where there is a question as to which Leadership Candidate the voter intended to vote for;
- (y) “Draw” means the draw in clause J-2;
- (z) “Election Materials” includes ballots, ballot boxes, seals, voting screens, lists of electors, prescribed forms and any other materials the CEO deems necessary for the effective running of a Delegate Election Meeting or Poll Station;

- (aa) “Electoral Body” means an Electoral District, Women’s Club or University Club entitled to representation by Delegates at the Convention.
- (bb) “Electoral District” means one of the 52 provincial constituencies;
- (cc) “*ex officio* Delegate” means a delegate deemed selected in accordance with clause E-3.
- (dd) “Leadership Candidate” means a person nominated as a leadership candidate in accordance with Section C;
- (ee) “List of Alternates” means the list of Alternates prepared by the CEO pursuant to clause F-49(b), which list shall contain the following information:
 - (i) the names of all persons eligible to be Alternates under the Rules;
 - (ii) the ranking of each such person according to the number of votes received at the Delegate Election Meeting;
 - (iii) the Demographic Category for each; and
 - (iv) the body for which each sought election as a Delegate.
- (ff) “List of Delegates” means the list of Delegates prepared by the CEO pursuant to clause F-49(a), which list shall contain the following information:
 - (i) the names of all Delegates, including the names of those persons deemed as Delegates pursuant to Part E of the Rules; and
 - (ii) if elected at a Delegate Election Meeting, the Demographic Category of the Delegate and the body from which he or she was elected.
- (gg) “Management Committee” means the management committee of the NSLP;
- (hh) “Member” or “Members” means a member or members of NSLP;
- (ii) “NSLP” means Nova Scotia Liberal Party;
- (jj) “Nominated Delegate” means a candidate for delegate election at a Delegate Election Meeting;

- (kk) “Nomination” has the meaning ascribed to it at clause C-2;
- (ll) “Nomination Speeches” means the speeches of the mover and seconder during the Official Nomination;
- (mm) “Observer” means a non-voting observer at the Convention;
- (nn) “Offices of the NSLP” means the following addresses:
- Suite 304
Centennial Building
1660 Hollis Street
Halifax, Nova Scotia
B3J 1V7
- P.O. Box 723
Halifax Nova Scotia
B3J 2T3
- (oo) “Official Agent” means the official agent of a Leadership Candidate appointed under the Rules;
- (pp) “Official Nomination” means the procedure at clause J-4;
- (qq) “Organizing Committee” means the Committee charged with the organization of all events being held at the Convention Site;
- (rr) “Poll Assistant” means a person appointed by the CEO or CEO’s designate to assist at a Poll Station
- (ss) “Poll Station” means a poll for voting at the Convention Site and will occur April 28, 2007;
- (tt) “Polling Area” means that portion of the Convention Site which has been specifically delineated for Delegate voting.
- (uu) “Rejected ballot” means a Disputed ballot:
- (i) that in the opinion of the CEO is a ballot which has a mark identifying or tending to identify the voter; or

- (ii) where the CEO is in doubt as to which Leadership Candidate the voter intended to vote for.
 - (vv) “Renewal Fee” means the annual membership fee as prescribed by the Constitution;
 - (ww) “RO” means returning officer;
 - (xx) “Rules” means these rules and includes sections A to K inclusive;
 - (yy) “Scrutineer” or “Scrutineers” has the meaning ascribed by clause K(iii)-2 for the purposes of the Convention and the meaning ascribed by clause F-35 for the purposes of a Delegate Election Meeting;
 - (zz) “Senior” means a Senior Liberal who is at least 65 years of age as of February 21st, 2007.
 - (aaa) “University Club” means a youth association that is organized at a post secondary degree granting institution within an Electoral District that has been accredited by the Liberal Party of Canada and includes those clubs organized at St. Francis Xavier University, Saint Mary’s University, Dalhousie University and Acadia University.
 - (bbb) “Valid Ballot” means every ballot that is not a Rejected ballot.
 - (ccc) “Voting Credentials” means a delegate badge and/or a form of personal identification or any other credential or thing issued in accordance with clause H-3; and
 - (ddd) “Women’s Club” means a women’s association that is organized within an Electoral District and has been accredited by the Liberal Party of Canada on or before January 1, 2007 and includes the Bluenose Women’s Club, Halifax Women’s Club, Halifax West Women’s Club, Shelburne County Women’s Club, Yarmouth Women’s Club, Lunenburg West Women’s Club and the Cape Breton Centre Women’s Club.
 - (eee) “Youth” means a Young Liberal within the meaning of the Constitution.
- A-3 The Co-Chairs may provide for any matter or procedure not provided for in the Rules and may delegate such authority to the CEO as they see fit.

B. GENERAL

Convention Committee

- B-1. The Convention Committee shall be responsible for all matters pertaining to the Convention, including but not limited to the election of Delegates to the Convention.
- B-2. The Convention Committee shall consist of the following members:
- (a) the Management Committee;
 - (b) the Co-Chairs
 - (c) the CEO;
 - (d) the DCEO; and
 - (e) any other person appointed by the Co-Chairs.
- B-3. An appeal of a decision of the Convention Committee as a whole will be dealt with by the NSLP Appeals Committee as provided for under Article 18 of the by-Laws of the NSLP. Decisions of the NSLP Appeals Committee are final and not subject to appeal.

Co-Chairs

- B-4. The Co-Chairs will preside over the Convention and have the authority to interpret and enforce the Rules, decide on other matters which may arise and are not dealt with by the Rules and delegate authority as they see fit, subject to any appeal as prescribed by the Rules.
- B-5. Appeals from any decision of the Co-Chairs relating to the application of these Rules may only be made by an Official Agent as follows:
- (a) the appeal will be in writing and signed by the Official Agent and 25 Members in good standing;
 - (b) the appeal will be delivered within two (2) weeks of the decision to the NSLP in person or by facsimile transmission;

- (c) no appeals to the application of these rules will be accepted after April 13, 2007;
- (d) the appeal will be decided by a majority vote of the Convention Committee (excluding the Co-Chairs) at its next meeting or at such other time as is reasonable; and
- (e) the decision of the Convention Committee will be forthwith communicated to all Official Agents.

CEO

- B-6. The responsibilities of the CEO shall include but not be limited to the conduct and administration of:
- (a) Delegate Election Meetings;
 - (b) voting at the Convention.
- B-7. The CEO may delegate his or her authority as he or she sees fits and shall have the authority to appoint DROs, ROs, Poll Assistants and such other persons as the CEO deems necessary to assist him or her in the discharge of his or her duties and responsibilities.
- B-8. Notwithstanding Rule B-4, the CEO will have the final decision on any question relating to:
- (a) the membership of a person in the NSLP;
 - (b) the administration and conduct of Delegate Election Meetings;
 - (c) the eligibility of Nominated Delegates; and
 - (d) the registration of Delegates and the promotion of Alternates to the status of Delegates.
- B-9. There shall be no appeal from the decision of the CEO or his or her designates on any of the matters set out in B-8.

DCEO

- B-10. The DCEO will assume such powers and duties of the CEO as the CEO designates or in the CEO's absence, incapacity or refusal to act, all the powers and duties of the CEO.

Rules

- B-11. (a) The Rules are made by the Convention Committee for the Convention pursuant to Article 10.4 of the Constitution.
- (b) The Convention Committee may amend the Rules and make such further rules, regulations and procedures, from time to time as it deems necessary to provide full effect to the Rules and to conduct an open, fair and equitable process.
- (c) Unless the Co-Chairs decide otherwise, a failure to comply with any requirement of the Rules will be treated as an irregularity and will not nullify the Convention or any results, steps taken, documents or decisions.
- (d) To the extent that the Rules or any amendments thereto are inconsistent with the Constitution, the Constitution shall override the Rules.
- B-12. If the Convention Committee amends the Rules in any manner, subsequent notice of the amendment will be delivered to the Official Agents in a manner deemed expedient by the Co-Chairs.

Forms

- B-13. The forms and schedules attached to the Rules, and such other forms, schedules and undertakings as are prescribed or approved from time to time by the Co-Chairs, CEO, DCEO or the Convention Committee, form part of, are included in, and have the force and effect of the Rules. The Co-Chairs may amend any forms, schedules and undertakings from time to time as they see fit in their absolute discretion.

General

- B-14. Any authority or power granted under these rules to the Convention Committee, or any member of the Convention Committee, to make appointments or to delegate authority shall be construed as also granting authority to revoke appointments, to make substitute appointments, to revoke a delegation or to make a substitute delegation.

C. NOMINATION OF LEADERSHIP CANDIDATES

Eligibility

- C-1. To be nominated as a Leadership Candidate at the Convention, a person must
- (a) be a Member in good standing;
 - (b) be eligible to stand for election as a member of the Nova Scotia House of Assembly;
 - (c) deliver a Nomination in person to the Executive Director of the NSLP by February 15, 2007 at 1:00 p.m.

Nomination

- C-2. A Nomination shall include:
- (a) a written, complete and legible Form 1 containing the signatures of not less than 50 Members in good standing. The name, address and phone number of a signatory must be legible or the signature will not be counted. Whether a name is legible is in the discretion of the Co-Chairs.
 - (b) a written, complete and legible Form 2 signed by the Leadership Candidate;
 - (c) a written, complete and legible Form 3 signed by the Official Agent of the Leadership Candidate; and
 - (d) a certified cheque, solicitor's trust cheque or bank draft made payable to the NSLP in the total sum \$25,000.00.

Form 1

- C-3. Members may sign the Form 1 of more than one Leadership Candidate.

Deadline

C-4. Nominations will not be accepted after 1:00 p.m. on February 15, 2007;

Inspection

C-5. Forms 1, 2 and 3 of a Leadership Candidate may be examined at the Offices of the NSLP by any Member at reasonable hours and on reasonable notice.

Notice

C-6. After the expiry of the deadline for Nominations as provided for in C-4, the Co-Chairs will, within a reasonable time thereafter, notify all Leadership Candidates of the names of all Leadership Candidates.

Withdrawal

C-7. A Leadership Candidate who wishes to withdraw before the commencement of the first Ballot may do so in writing provided such withdrawal is signed by the Leadership Candidate and delivered to the Co-Chairs. A Leadership Candidate who withdraws will forfeit the Deposit and comply with the Rules, including Section D.

Lists

C-8. A Leadership Candidate shall be entitled to the following lists:

- (a) A current list of all Members, which shall be provided at such time and on such conditions as set by the Co-Chairs, provided the Leadership Candidate signs an undertaking of the NSLP. If at any time thereafter, a Leadership Candidate at any time wishes to receive an additional copy of the list of Members, he or she shall be entitled to receive such list within a reasonable time;
- (b) the List of Delegates, which shall be provided at such time and on such conditions as set by the Co-Chairs; and
- (c) the List of Alternates, which shall be provided at such time and on such conditions as set by the Co-Chairs.

- C-9. No Leadership Candidate will use any list provided under the Rules for a use inconsistent with the purposes relating to the election of Delegates and Leadership Candidates.

Acclamation

- C-10. If upon the close of Nominations in clause C-4 there is only one Leadership Candidate, then that Leadership Candidate will be acclaimed the winner and become the leader of the NSLP. In such case the following will prevail in addition to any other rules that may be required to be made by the Co-Chairs:

- (a) the requirement for Delegate Election Meetings will be void;
- (b) voting procedures for the Convention will become void; and
- (c) the Convention will proceed in such a manner as determined by the Convention Committee.

Compliance

- C-11. All Leadership Candidates will be subject to and comply with the Rules.

D. SPENDING LIMITS AND DISCLOSURE

Interpretation

D-1. In this Section of the Rules:

- (a) "Candidate" means a person:
 - (i) who has announced his or her intention to seek the leadership of the NSLP, even though such person has not yet filed nomination papers in accordance with these Rules; or
 - (ii) nominated as a Candidate in accordance with Section C.
- (b) "Commercial Value", in respect of goods or services donated or provided at less than fair market value, means:
 - (i) if the supplier normally provides this same type of goods or services, then the lowest amount charged by the supplier to another customer for the same type and quantity will be used for purposes of determining Leadership Expenses. If a business sells both retail and wholesale, the wholesale price is the commercial value to be attributed to goods provided at no charge; or
 - (ii) if persons or businesses which do not normally provide this type of goods or services on a commercial basis donate such goods or services, then the lowest amount charged by a supplier in that business shall be used for purposes of determining Leadership Expenses.

unless the total value of the donation is less than \$100 in which case the contribution is neither a contribution nor a Leadership Expense;

- (c) "Committee" means the Convention Committee;
- (d) "Leadership Campaign" means the period commencing 1:00 a.m. on January 15, 2007 and ending upon adjournment of the Convention by the Co-Chairs.
- (e) "Leadership Expenses" means any expenses incurred, whether paid, contracted or invoiced or the Commercial Value of goods and services donated, before, during or

after the Leadership Campaign, and used, in whole or in part, during the Leadership Campaign, for the purposes of electing a Candidate, other than:

- (i) the Deposit;
- (ii) all fees, including auditor, accounting, and legal fees expended for purposes of complying with the Rules;
- (iii) interest on loans;
- (iv) reasonable expenses incurred in holding fund-raising functions that made a profit;
- (v) costs for receptions after the final ballot at the Convention and "thank you" advertising published after the Convention;
- (vi) Candidates' child care expenses;
- (vii) salaries of Candidates, or payments made to a Candidate in lieu of salary lost during an unpaid leave of absence from his or her employer;
- (viii) (A) actual travelling costs at no more than commercial rates for a Candidate, spouse or equivalent designated partner, their children and one aide, when travelling together, and

(B) hotel/accommodation for a Candidate, spouse or equivalent designated partner, their children and one aide, when travelling together, at a cost of up to \$500.00 in the aggregate per day;
- (ix) any goods produced for a Candidate by voluntary labour less the cost of materials;
- (x) any service performed for a Candidate by an individual voluntarily, so long as:
 - (A) such individual provides, outside of his or her working hours, or on unpaid leave of absence, and free of charge, service to a Candidate; or
 - (B) if during working hours such individual does not receive from his or her employer or from any person, corporation or trade union pursuant

to an arrangement with the individual's employer, compensation in excess of that which he or she would normally receive during the period such service was performed; and

- (C) such individual is not employed for purposes of supporting or working for a Candidate; and
- (xi) the amount, if any, paid by a Candidate to the NSLP to assist in the cost of a social event organized by the Committee on the date of the Leadership Convention.

Candidate's Official Agent

D-2. Each Candidate will appoint a Member to act as Official Agent for him or her. The obligations of an Official Agent commence once the Candidate announces his or her intention to seek the leadership of the NSLP. The Official Agent will:

- (a) act as the sole authorized recipient of contributions to each Candidate's Leadership Campaign;
- (b) ensure that all records and other information exist in respect of all Leadership Expenses and all contributions in order that the requirements of the Rules, in particular the reporting requirements to the Committee, can be fully met;
- (c) make payments on behalf of a Candidate;
- (d) ensure adherence with the expenditure limitations set out herein;
- (e) ensure that reports as required by these Rules are filed; and
- (f) ensure that surplus funds are paid to the NSLP as required by clause D-15.

Leadership Candidate Account

D-3. (a) Each Official Agent shall, on behalf of the Candidate, open an account at a branch of a chartered bank or credit union located in Nova Scotia (the "Candidate Account"). All cheques from the NSLP under clause D-8 and any other revenues shall be deposited to the

Candidate Account. All payments made on behalf of the Candidate shall be made drawn from the Candidate Account.

(b) Each Official Agent shall provide to the Co-Chairs, with respect to the Campaign Account:

- (i) the name under which it has been opened;
- (ii) the name and branch of the financial institution where it has been opened;
- (iii) the account number; and
- (iv) the branch number.

Maximum Spending Limit

D-4. No Candidate will incur Leadership Expenses during the Leadership Campaign exceeding in the aggregate \$150,000 exclusive of payments to the NSLP.

Prohibited Expenditures

D-5. No Candidate or anyone on behalf of a Candidate will incur Leadership Expenses for the purchase of a membership in the NSLP other than for his or her own account.

Interim and Final Expenditures Report

D-6. (a) The Official Agent shall provide the Co-Chairs, a written and complete Form 5 and Record of Election Expenses at the dates given in D-7(b) or within seven days of a request by the Co-chairs. The Record of Election Expenses will be in the same form as Part III of Form ENS-02-601 used in the general provincial election.

(b) The Official Agent shall provide a Record of Election Expenses:

- (i) by noon April 1, 2007 for expenses incurred between January 15, 2007 and March 15, 2007;

- (ii) by noon May 15, 2007 for expenses incurred after March 15, 2007.

Prohibited Contributions

- D-7. No Candidate will accept a contribution from any member organization or constituency association of the NSLP or receive funds previously contributed to any member group for which a tax receipt has been issued.

Contributions

- D-8. (a) All Candidates shall submit all monetary contributions to his or her Leadership Campaign to the NSLP.
- (b) All monetary contributions to a Leadership Campaign up to \$1000 in the aggregate per contributor will be issued a tax receipt by the NSLP (“Receiptable Contributions”).
- (c) Only Receiptable Contributions shall be eligible for tax receipts issued in compliance with the **Income Tax Act** and any other applicable statute.
- (d) All Receiptable Contributions must be in compliance with the **Income Tax Act** and any other applicable statute, in particular:
- (iii) if in the form of a cheque or money order, made payable to the "Nova Scotia Liberal Party in trust for Candidate" _____ (provided such cheque or money order is endorsed on the reverse by the Official Agent of the Candidate); and
 - (iv) if in cash, accompanied by a signed contributor's form.
- (e) All contributions must be accompanied by a form approved by the Co-Chairs itemizing the contributor's full name, address, amount of total contribution and amount of Receiptable Contribution.
- (f) The Leadership Campaign designated by the contributor shall receive a refund of the Deposit to the extent of all Receiptable Contributions retained by the NSLP from that Leadership Campaign up to \$25,000 under the terms provided in this clause.

(g) Once Receiptable Contributions to a Leadership Campaign exceed \$25,000, each candidate shall transfer an amount of 10% of all Receiptable Contributions thereafter to the NSLP.

(h) Any contributions will only be delivered on Fridays between 9:00 a.m. and 12:00 noon to the Offices of the NSLP.

(i) A cheque will be made payable to the Candidate's campaign for the total delivered (less any amounts payable to the NSLP pursuant to this clause) and will be available for pick-up on the Friday of the week following the delivery of the cheques between 9:00 a.m. and 12:00 noon

(j) The Official Agent of the Candidate will be responsible for the issuance of receipts for all contributions except Receiptable Contributions.

(k) The NSLP will be responsible for the issuance of receipts for Receiptable Contributions directly to the contributors.

(l) Any cheque made payable to anyone or any organization other than the NSLP will be returned to the Candidate's Official Agent.

(m) The NSLP may delay making payment to the Candidate until a contributor's cheque has been cleared by the financial institution on which it is drawn.

Report of Contributions

D-9. (a) A Candidate shall provide a written and complete Form 5 verified by the Candidate's Official Agent at the dates set out in Rule D-9 (b) or within seven days of a request by the Co-chairs. Such a report will disclose the names of all contributors and the amount of cash donated to the date of the request and the Commercial Value of goods and services to the date of the request and the totals thereof.

(b) The Candidate shall provide a written and complete Form 5 verified by the Candidate's Official Agent:

(i) by noon April 1, 2007 for contributions received between January 15, 2007 and March 15, 2007;

(ii) by noon May 15, 2007 for contributions received after March 15, 2007.

(c) Within a reasonable time after the final deadline in clause D-9(b), the Co-Chairs will make public a list, by Candidate, containing the names of contributors with the amount of cash donated and the Commercial Value of goods and services in aggregate exceeding \$50.00.

Audit

D-10. Any Candidate or anyone who has been a Candidate will submit to an audit if so requested by the Co-Chairs.

Retention of Receipts and Records

D-11. All Candidates will retain all receipts and records until at least May 15, 2008.

Complaints

D-12. Any complaint received by any member of the Convention Committee regarding contributions to a Candidate or expenditures by a Candidate shall be submitted in writing. Such complaints will be referred immediately to the Co-Chairs who will investigate and determine the complaint. A Candidate, whether or not the subject of the complaint, will cooperate in the investigation and, at the request of the Co-Chairs, disclose to the Co-Chairs any and all information and documents deemed by the Co-Chairs to be relevant to the complaint.

Sanctions

D-13. If it is determined by the Co-Chairs that a Candidate has committed a substantial breach of any of the Rules, the Convention Committee may apply any appropriate sanctions, including, but not limited to, one or more of the following:

(a) issue a private reprimand;

(b) issue a public reprimand;

- (c) impose a fine on the Candidate in an amount not to exceed \$25,000, and in default of full payment of such fine within a time period set by the Convention Committee, the Candidate will be deemed to be disqualified; or
- (d) disqualify the Candidate.

Withdrawal of Candidates

- D-14. Any Candidate who withdraws under section C will, in addition to any other requirements under the Rules:
- (a) continue to be responsible for any levies required under the Rules; and
 - (b) make all filings required by the Rules.

Surplus Funds

- D-15. All Candidates will, within four months of the Convention or, if the Candidate withdraws from the Leadership Campaign, within four months of the date of withdrawal, remit any contributions in excess of the aggregate of the following: Leadership Expenses, Excluded Expenses and payments to the NSLP under clause D-8 as permitted by law.

E. DELEGATES

Delegates

- E-1. A Delegate is a delegate to the Convention, whether selected by the deeming provisions in accordance with Part E of the Rules, or by election in accordance with Part F of the Rules, or by promotion of status from an Alternate in accordance with Part I of the Rules.
- E-2 Notwithstanding any other rule, to be entitled to vote at the Convention a Delegate must:
- (a) be a Member in good standing pursuant to the Constitution; and
 - (b) register and pay the registration fees at the Convention.
- E-3 The following persons who were Members since February 21, 2007 and who hold any of the following offices or positions as of the date of the Convention shall be deemed to be *ex officio* Delegates:
- (a) former leaders of the NSLP;
 - (b) a Liberal member of the Nova Scotia Legislative Assembly;
 - (c) a Liberal candidate in the most recent Provincial general election;
 - (d) all past presidents of the NSLP;
 - (e) the President of the Nova Scotia Women's Liberal Commission;
 - (f) the President of the Nova Scotia Liberal Aboriginal Commission;
 - (g) the President of the Nova Scotia Young Liberals;
 - (h) members of the Organizing Committee;
 - (i) Officers of the NSLP;
 - (j) a Liberal Senator representing Nova Scotia;
 - (k) a Member of Parliament representing Nova Scotia for the Liberal Party of Canada;

- (l) a former Member of Parliament representing Nova Scotia for the Liberal Party of Canada;
 - (m) a President of a provincial Liberal Constituency Association;
 - (n) a President of a federal Liberal Constituency Association;
 - (o) a Liberal candidate in Nova Scotia in the most recent federal general election; and
 - (p) a Leadership candidate.
- E-4. Two members of the Nova Scotia Women's Commission selected from amongst its members by its executive shall be deemed to be Delegates. These selections shall be made no later than March 16, 2007 and the CEO shall be advised of the selections, on or before such date.
- E-5. Two members of the Young Liberals selected from amongst its members by its executive shall be deemed to be Delegates. These selections shall be made no later than March 16, 2007 and the CEO shall be advised of the selections, on or before such date.
- E-6. Two members of the Aboriginal Commission elected from amongst its members by its executive shall be deemed to be Delegates. These selections shall be made no later than March 16, 2007 and the CEO shall be advised of the selections, on or before such date.
- E-7. Each Electoral District is entitled to elect 30 Delegates at a Delegate Election Meeting pursuant to Part F of the Rules, of whom:
- (a) 10 shall be males;
 - (b) 10 shall be females;
 - (c) 6 shall be Youth, of whom
 - (i) 3 shall be male Youths; and
 - (ii) 3 shall be female Youths;
 - (d) 4 shall be Seniors, of whom
 - (i) 2 shall be male Seniors; and

(ii) 2 shall be female Seniors;

E-8. Each Women's Club is entitled to elect two Delegates at a Delegate Election Meeting held in accordance with Part F of the Rules.

E-9. Each University Club is entitled to elect four members at a Delegate Election Meeting held in accordance with Part F of the Rules, of whom:

(a) 2 shall be males; and

(b) 2 shall be females.

F. DELEGATE ELECTION MEETINGS

Delegate Election Meeting Conducted in accordance with Rules

F-1. Each Delegate Election Meeting shall be conducted in accordance with the Rules.

Voter Eligibility

F-2. To be eligible to vote in a Delegate Election Meeting, a Member must:

- (a) be at least the age of 14 years on February 21, 2007;
- (b) be ordinarily resident in Canada on the day of the Delegate Election Meeting;
- (c) have been a Member since February 21, 2007 at 1:00 p.m. and for greater certainty:
 - (i) any membership received by fax after this deadline will not be accepted, regardless whether the fax originated before the deadline;
 - (ii) the CEO may reject any membership form he or she deems incomplete or illegible; and
 - (iii) membership fees must be paid up at the Offices of the NSLP by February 21, 2007 at 1:00 p.m.

F-3. In addition to meeting the eligibility requirements set out in F-2 of the Rules (and not in substitution thereof), to vote in a Delegate Election Meeting held by an Electoral District, the Member must be “ordinarily resident”, as defined by the *Elections Act* (Nova Scotia), in the Electoral District in which the Delegate Election Meeting is being held.

F-4. In addition to meeting the eligibility requirements set out in F-2 of the Rules (and not in substitution thereof), to vote in a Delegate Election Meeting held by a Women’s Club the Member must have had a membership with the Women’s Club holding the election since on or before January 1, 2007.

F-5. In addition to meeting the eligibility requirements set out in F-2 of the Rules (and not in substitution thereof), to vote in a Delegate Election Meeting held by a University Club, the

Member must have a valid student identification card from the post secondary degree granting institution at which the particular University Club is organized.

Scheduling of Delegate Election Meetings

- F-6. A Delegate Election Meeting for a Women's Club or a University Club may be held at the same time as a Delegate Election Meeting for an Electoral District in which the Women's Club or University Club operates.
- F-7. The dates, times and locations of all Delegate Election Meetings must be approved in advance by the CEO or his or her designate. Each Electoral Body shall submit the proposed date, time and location of its Delegate Election Meeting to the CEO or his or her designate for approval by no later than February 9, 2007.
- F-8. Unless otherwise authorized by the CEO, all Delegate Election Meetings must be held on one of the following dates:
- (a) Friday, March 23, 2007;
 - (b) Saturday, March 24, 2007; or
 - (c) Sunday, March 25, 2007.
- F-9. Unless otherwise authorized by the CEO, the voting hours at Delegate Election Meetings shall be as follows:
- (a) Voting at meetings held on Friday, March 23, 2007 must be conducted from 7:00 p.m., local time, to 9:00 p.m., local time;
 - (b) Voting at meetings held on Saturday, March 24, 2007 must be conducted from 2:00 p.m., local time, to 4:00 p.m., local time or from 7:00 p.m., local time, to 9:00 p.m., local time; and
 - (c) Voting at meetings held on Sunday, March 25, 2007 must be conducted from 2:00 p.m., local time, to 4:00 p.m., local time.

- F-10. Any and all requirements with respect to any postponement of registration or voting at a Delegate Election Meeting shall be determined by the CEO.

Notice

- F-11. Notice of a Delegate Election Meeting shall be given in the manner set by the CEO.
- F-12. A notice of a Delegate Election Meeting shall state the location, date, time and voting hours of the Delegate Election Meeting.

Returning Officer

- F-13. For each Delegate Election Meeting held by an Electoral District, the President of the Provincial Constituency Association for the Electoral District shall act as the RO and be responsible to the CEO for the conduct and administration of the meeting. In the absence of the President, the President shall appoint a RO.
- F-14. If a Delegate Election Meeting for a Women's Club or a University Club is held at the same time as a Delegate Election Meeting for the Electoral District in which the Women's Club or University Club operates, then the President of the Provincial Constituency Association for the Electoral District shall act as the RO and be responsible to the CEO for the conduct and administration of the meetings. In the absence of the President, the President shall appoint a RO.
- F-15. If a Delegate Election Meeting for a Women's Club is not held at the same time as a the Delegate Election Meeting for the Electoral District in which the Women's Club operates, the President of the Women's Club shall act as the RO and be responsible to the CEO for the conduct and administration of the meeting. In the absence of the President, the President shall appoint a RO.
- F-16. If a Delegate Election Meeting for a University Club is not held at the same time as a the Delegate Election Meeting for the Electoral District in which the University Club operates, the President of the University Club shall act as the RO and be responsible to the CEO for the conduct and administration of the meeting. In the absence of the President, the President shall appoint a RO.

- F-17. The RO shall undertake to the CEO to remain neutral throughout the Delegate election process and shall confirm said neutrality in writing to the CEO as prescribed in Form 6 at the time of his appointment.
- F-18. The RO may appoint such persons he or she requires to assist with the conduct of the Delegate Election Meeting provided such persons undertake to remain neutral throughout the Delegate election process.
- F-19. The CEO may, in circumstances deemed by him or her to be extraordinary orally appoint a RO or receive an irrevocable undertaking of neutrality given orally by a RO, which then shall be completed in writing, using Form 6, as soon as practical.

Notice of Intention to Stand as a Nominated Delegate

- F-20. Not later than 1 hour prior to the opening of voting at a Delegate Election Meeting, any person seeking to stand as a Nominated Delegate at a Delegate Election Meeting must have provided a completed, signed “Notice of Intention to Stand” in Form 9 to the RO of the Delegate Election Meeting or his or her designate. A person may not stand as a Nominated Delegate unless his or her Notice of Intention to Stand is submitted to the RO or his or her designate by the prescribed deadline. A Notice of Intention to Stand is not complete unless it includes the printed name, address and telephone number(s), and signature of the Member seeking to be a Nominated Delegate.

Eligibility Requirements for a Nominated Delegate

- F-21. Any member of an Electoral District can stand as a Nominated Delegate in a Delegate Election Meeting held by an Electoral District provided he or she:
- (a) is “ordinarily resident”, as defined by the *Elections Act* (Nova Scotia), in the Electoral District in which he or she is standing as a Nominated Delegate;
 - (b) is a Member in good standing pursuant to the Constitution since February 21, 2007 at 1:00 p.m.; and

- (c) has declared an intention to stand as a Nominated Delegate at the Delegate Election Meeting held by the Electoral District by submitting a “Notice of Intention to Stand” in Form 9 in accordance with F-20 of the Rules.

F-22. Any member of a Women’s Club may run as a Nominated Delegate in a Delegate Election Meeting held by the Women’s Club provided that she:

- (a) runs in the Delegate Election Meeting held by the Women’s Club of which she is a member;
- (b) has been a member in the Women’s Club holding the election since on or before January 1, 2007;
- (c) is a Member in good standing pursuant to the Constitution since February 21, 2007 at 1:00 p.m.; and
- (d) has declared an intention to stand as a Nominated Delegate at the Delegate Election Meeting held by the Women’s Club by submitting a “Notice of Intention to Stand” in Form 9 in accordance with F-20 of the Rules.

F-23. Any member of a University Club may run as a Nominated Delegate in a Delegate Election Meeting held by the University Club provided that he or she:

- (a) runs in the Delegate Election Meeting held by the University Club of which he or she is a member;
- (b) has a valid student identification card from the post secondary degree granting institution at which the particular University Club is organized;
- (c) is a Member in good standing pursuant to the Constitution since February 21, 2007 at 1:00 p.m.; and
- (d) has declared an intention to stand as a Nominated Delegate at the Delegate Election Meeting held by the University Club by submitting a “Notice of Intention to Stand” in Form 9 in accordance with F-20 of the Rules.

F-24. It is in the sole discretion of the RO to determine whether a person meets the eligibility requirements for a Nominated Delegate under F-21, F-22 and F-23 of the Rules. Any such determination by the RO is final and binding.

F-25. If eligible, a person may seek to stand as a Nominated Delegate for more than one Electoral Body. However, if the person is elected as a Delegate for more than one Electoral Body, then the person must chose which one Electoral Body he or she will represent as a Delegate and must deliver notice of that choice to the CEO within 5 days of his or her election. If the person does not deliver such notice, the CEO in his or her sole discretion may decide which one Electoral Body the person will represent as a Delegate.

Registration

F-26. A person who meets the voter eligibility requirements as set out in the Rules may register to vote at a Delegate Election Meeting.

F-27. Registration and voting at the Delegate Election Meeting shall be done in person. There shall be no proxy registration or voting.

F-28. Any person denied registration may appeal to the RO, whose decision shall be final and binding.

F-29. When a person has registered to vote, he or she will be provided with a ballot in the form prescribed by the CEO.

Voting at Delegate Election Meeting

F-30. Before opening voting at the Delegate Election Meeting the RO shall:

(a) display or cause to display the names in numbered order of the Nominated Delegates in the room where the Delegate Election Meeting is being held so that all eligible voters are able to inspect the names and numbers of Nominated Delegates prior to voting;

(b) shall upon the inquiry of a registered voter explain the balloting procedure;

F-31. A voter shall write on the ballot the names and/or numbers of the Nominated Delegates for whom the voter wishes to vote.

F-32. Once a voter has completed the ballot, the ballot shall be deposited by the voter into the designated ballot box.

- F-33. Where a voter is unable to read or write, or is incapacitated by blindness or other physical infirmity, a RO will allow:
- (a) a friend to assist with voting, provided that friend has assisted no other voter;
 - (b) a relative to assist with voting, provided that relative has assisted no other voter except for another relative; or
 - (c) in the absence of a friend or a relative to assist with voting, the RO or his or her designate will assist with voting.
- F-34. The RO shall declare the voting process closed at the end of the time prescribed for voting.
- F-35. The Official Agent of each Leadership Candidate may appoint one (1) Scrutineer to represent him or her at the Delegate Election Meeting and the counting of the ballots, but such Scrutineer may not interfere with the conduct or administration of the Delegate Election Meeting or the counting of the ballots and must present a completed Form 8 to the RO in advance of the Delegate Election Meeting.

Counting of the Ballots

- F-36. When the balloting process has closed, the RO, may count the ballots in a room other than the room where the Delegate Election Meeting is being held.
- F-37. The following persons may be in attendance for the counting of the ballots:
- (i) RO;
 - (ii) CEO or such persons as are authorized by the CEO; and
 - (iii) a Scrutineer appointed by an Official Agent using a Form 8.
- F-38. A vote shall be counted only in favour of a Nominated Delegate where the RO is able to ascertain the voter's intentions. Where the name and the number assigned to the Nominated Delegate do not match, the name of the Nominated Delegate takes priority.
- F-39. A ballot shall be rejected by the RO if, in the opinion of the RO, the ballot has a mark identifying or tending to identify the voter.

- F-40. (a) If, in the case of a Delegate Election Meeting for an Electoral District, a ballot contains the names or numbers of more than 30 Nominated Delegates, only the names or numbers of the first 30 Nominated Delegates which appear on the ballot shall be counted;
- (b) If, in the case of a Delegate Election Meeting for a Women's Club, a ballot contains the names or numbers of more than 2 Nominated Delegates, only the names or numbers of the first 2 Nominated Delegates which appear on the ballot shall be counted;
- (c) If, in the case of a Delegate Election Meeting for a University Club, a ballot contains the names or numbers of more than 4 Nominated Delegates, only the names or numbers of the first 4 Nominated Delegates which appear on the ballot shall be counted;
- F-41. Any decision by the RO regarding a ballot shall be final and binding.
- F-42. Counting of the ballots with respect to the Delegate Election Meetings of an Electoral District shall be conducted pursuant to the following rules:
- (a) If the number of Nominated Delegates who are male Youth does not exceed 3, all of these Nominated Delegates shall be declared elected as male Youth Delegates for the Electoral District.
- (b) If the number of Nominated Delegates who are male Youth exceed 3, the 3 with the most votes shall be declared elected as the male Youth Delegates for the Electoral District.
- (c) If the number of Nominated Delegates who are female Youth does not exceed 3, all of these Nominated Delegates shall be declared elected as female Youth Delegates for the Electoral District.
- (d) If the number of Nominated Delegates who are female Youth exceed 3, the 3 with the most votes shall be declared elected as the female Youth Delegates for the Electoral District.
- (e) If the number of female Nominated Delegates, does not exceed 10, all of these Nominated Delegates shall be declared elected as female Delegates for the Electoral District.

- (f) If the number of female Nominated Delegates exceeds 10, the 10 with the most votes shall be declared elected as female Delegates for the Electoral District.
- (g) If the number of male Nominated Delegates does not exceed 10, all of these Nominated Delegates shall be declared elected as male Delegates for the Electoral District.
- (h) If the number of Nominated Delegates who are male exceed 10, the 10 with the most votes shall be declared elected as male Delegates for the Electoral District.
- (i) If the number of Nominated Delegates who are Senior males does not exceed 2, all of these Nominated Delegates shall be declared elected as Senior male Delegates for the Electoral District.
- (j) If the number of Nominated Delegates who are Senior males exceed 2, the 2 with the most votes shall be declared elected as the Senior male Delegates for the Electoral District.
- (k) If the number of Nominated Delegates who are Senior females does not exceed 2, all of these Nominated Delegates shall be declared elected as Senior female Delegates for the Electoral District.
- (l) If the number of Nominated Delegates who are Senior females exceed 2, the 2 with the most votes shall be declared elected as the female Youth Delegates for the Electoral District.
- (m) After the election of male, female, Youth and Senior Delegates, all remaining positions, if any, will be declared vacant.
- (n) The remaining Nominated Delegates shall be ranked according to the number of votes received by each. Remaining vacant Delegate positions will be filled by those Nominated Delegates with the most votes and be declared elected as Delegates for the Electoral District.
- (o) Those Nominated Delegates ranked in accordance with F-42(n) that are not declared elected Delegates for the Electoral District, shall be Alternates.

F-43. Counting of the ballots with respect to the Delegate Election Meeting of a Women's Club shall be conducted pursuant to the following rules:

- (a) if the number of Nominated Delegates voted for, does not exceed 2, all of these Nominated Delegates shall be declared elected as Delegates for the Women's Club.
- (b) If the number of Nominated Delegates voted for exceeds 2, the 2 with the most votes shall be declared elected as Delegates for the Women's Club.
- (c) The remaining Nominated Delegates shall be ranked according to the number of votes received by each
- (d) Those Nominated Delegates ranked in accordance with F-43(c) that are not declared elected Delegates for the Women's Club, shall be Alternates.

F-44. Counting of the ballots with respect to the Delegate Election Meeting of a University Club shall be conducted pursuant to the following rules:

- (a) If the number of male Nominated Delegates, does not exceed 2 all of these Nominated Delegates shall be declared elected as male Delegates for the University Club.
- (b) If the number of male Nominated Delegates exceeds 2, the 2 with the most votes shall be declared elected as male Delegates for the University Club.
- (c) If the number of female Nominated Delegates does not exceed 2, all of these Nominated Delegates shall be declared elected as female Delegates for the University Club.
- (d) If the number of female Nominated Delegates exceeds 2, the 2 with the most votes shall be declared elected as female Delegates for the University Club.
- (e) After the election, all remaining positions, if any, will be declared vacant.
- (f) The remaining Nominated Delegates shall be ranked according to the number of votes received by each. Remaining vacant Delegate positions will be filled by those Nominated Delegates with the most votes and be declared elected as Delegates for the University Club.

- (g) Those Nominated Delegates ranked in accordance with F-44(f) that are not declared elected Delegates for the University Club, shall be Alternates.
- F-45. When any two Nominated Delegates receive the same number of votes, one shall be deemed to have more votes than the other pursuant to a random process selected by the RO.
- F-46. Once the balloting process has been completed, the RO shall,
- (a) notify the CEO, within 24 hours of the Delegate Election Meeting, in writing of the results of the Delegate Election Meeting;
 - (b) provide the CEO, within 72 hours of the Delegate Election Meeting, with a sealed envelope containing the ballots cast, and
 - (c) notify all Nominated Delegates of the results of the Delegate Election.
- F-47. After being advised of the results of a Delegate Election Meeting by the RO, the CEO shall cause the results to be published in such manner as he or she sees fit.
- F-48. Any objection to the results of the Delegate Election Meeting may be appealed to the CEO, whose decision in relation thereto shall be final and binding, and not subject to further review or appeal.

List of Delegates and Alternates

- F-49. As soon as reasonably practicable following the expiry of the deadline for all Delegate Election Meetings the CEO shall:
- (a) prepare the List of Delegates and make it available to the Co-Chairs and the Leadership Candidates; and
 - (b) prepare the List of Alternates and make it available to the Co-Chairs and the Leadership Candidates.

G. CONVENTION FLOOR AND POLLING AREAS

Convention Site Rules

- G-1. The Co-Chairs will make such directions as they see fit for the use and decoration of the Convention Site, including directions:
- (a) as to where and when materials supporting or opposing the election of any Leadership Candidate may be posted or placed;
 - (b) designating areas for the exclusive use of Leadership Candidates, the media, the Convention Committee, the Organizing Committee; and
 - (c) prohibiting persons from any portion of the Convention Site.

Convention Floor

- G-2. Except as may be otherwise provided by the Co-Chairs, only the following persons will be permitted on the Convention Floor (excluding the Polling Area):
- (a) Leadership Candidates;
 - (b) Delegates;
 - (c) Alternates;
 - (d) Immediate family members of a Leadership Candidate;
 - (e) CEO, DCEO, ROs, DROs, Official Agents, Scrutineers as ascribed by K(iii)-2 and such other persons as designated by the CEO as necessary for the conduct of the Ballot;
 - (f) accredited members of the media;
 - (g) members and representatives of the Convention Committee and Organizing Committee;
 - (h) up to five guests of each Leadership Candidate;

- (i) Observers; and
- (j) Demonstrators but only at such limited time and on such conditions as provided for in the Rules.

Polling Area

- G-3. Except as may be otherwise provided by the Co-Chairs or the CEO, only those persons identified in G-2 (b), (e) and (g) will be permitted in the Polling Area.

Badges

- G-4. The Co-Chairs will issue separate badges to each group of persons identified in G-2. An issued badge will be worn by the person to whom the badge is issued to gain admittance to the Convention Floor and at all times while the person remains on the Convention Floor.

Co-Chairs Assign

- G-5. All meeting rooms and conference facilities (including suites) at the Convention Site will be assigned by the Co-Chairs for the effective running of the Convention.

Prohibition of Certain Functions

- G-6. No Leadership Candidate (or person acting on behalf of a Leadership Candidate) will carry on any function at any place and for any period of time at the convention site in the discretion of the Co-Chairs.

H. REGISTRATION OF DELEGATES & ALTERNATES

Registration

- H-1. Delegates and Alternates shall register for the Convention by attending in person at the registration desk at the Convention Site during the hours of operation set by the Convention Committee and complete any forms deemed necessary by the Co-Chairs.

Registration Fees

- H-2. Prior to or at the time of registration for the Convention, Delegates and Alternates shall pay the registration fee prescribed by the Convention Committee in such manner as set by the Convention Committee.

Credentials

- H-3. All Delegates who register to vote at the Convention will receive Voting Credentials.

Substitute Credentials

- H-4. The CEO may issue substitute Voting Credentials to a Delegate if the Delegate satisfies the CEO that the Delegate has lost or misplaced his or her Voting Credentials.

Methods

- H-5. The Convention Committee will determine the method or methods to be used to provide for the delivery of Voting Credentials to Delegates and the method of voting.

Observer

- H-6. Any person who wishes to be an Observer will complete any forms deemed necessary by the Co-Chairs and pay the registration fee set by the Convention Committee.

I. PROMOTION OF ALTERNATES

Ascertaining Alternates at the Convention

- I-1. After the close of registration at the Convention, the CEO shall ascertain:
- (a) which Delegates elected by an Electoral Body have not registered for the Convention;
and
 - (b) which Alternates elected by an Electoral Body have registered for the Convention.

Promotion of Alternates at the Convention

- I-2. If a Delegate elected by an Electoral Body fails to register before the close of registration for the Convention, the CEO shall promote an Alternate to the status of Delegate based upon the following factors:
- (a) the Alternate must have sought election from the same Electoral Body as the Delegate who failed to register;
 - (b) the Alternate shall not have been promoted already to the status of a Delegate;
 - (c) the Alternate must satisfy the greatest number of the following criteria:
 - (i) is a Youth, if the delegate position was for a Youth;
 - (ii) is a Senior, if the delegate position was for a Senior;
 - (iii) is a female, if the delegate position was for a female;
 - (iv) is a male, if the delegate position was for a male;
 - (v) received more votes than any other Alternate who sought election at a Delegate Election Meeting from the same Electoral Body; and
 - (d) the Alternate must have registered for the Convention and paid the registration fee as provided for in the Rules.

- I-3. In the event two or more Alternates satisfy an equal number of the criteria set out in I-2(c), the CEO in his sole discretion shall determine which of those Alternates shall be promoted to the status of a Delegate.

J. NOMINATION SPEECHES AND CANDIDATE SPEECHES

Candidate Speeches

- J-1. Each Leadership Candidate will be provided with an opportunity to address those gathered at the Convention Site after the Leadership Candidate's Official Nomination and at a time set in the Convention Program.

Draw

- J-2. The speaking order of Leadership Candidates will be determined by Draw to be organized by the Co-Chairs and held at a time set by the Co-Chairs.

Official Nomination

- J-3. The Official Nomination of each Leadership Candidate will occur during the Convention immediately before the Candidate's Speech.

Rules for Official Nomination

- J-4. The procedure for Official Nomination is:
- (a) the Co-Chairs will call for the mover and seconder of each Leadership Candidate in the order determined by the Draw in the following manner:

"I now call on the mover and seconder of Candidate "X" to come to the stage."

and the mover and seconder will proceed to the stage to move and second his or her Leadership Candidate's Official Nomination;
 - (b) the mover and seconder will be Delegates; and
 - (c) the mover and seconder will be the only persons having the right to speak during an Official Nomination.

Candidate's Speech

- J-5. Immediately following the Leadership Candidate's Official Nomination, the Co-Chairs will introduce the Candidate in the following manner:

"The name of Candidate "X" has been properly placed in nomination and I now call upon him or her to address the Convention."

and the Leadership Candidate will proceed to the stage and address the Convention.

Demonstrators and Demonstrations

- J-6. Each Leadership Candidate will be entitled to have Demonstrators on the Convention Floor for the Candidate's Demonstration in accordance with the following rules:
- (a) the Co-Chairs will issue 75 Demonstration Badges to each Leadership Candidate;
 - (b) each Demonstrator will wear a Demonstration Badge at all times to gain access to the Convention Floor for any Demonstration in support of a Leadership Candidate; and
 - (c) no Demonstration in support of a Leadership Candidate may precede the Nomination Speeches for that Leadership Candidate.

Allotted Time

- J-7. Nomination Speeches, the Candidate's Speech and the Demonstrations in support of a Leadership Candidate in total will not exceed the Allotted Time. Any Demonstration to follow a Candidate's Speech will begin within 20 minutes of the commencement of the Allotted Time and such demonstrations shall not exceed Allotted Time.

Demonstrators not Registered

- J-8. Demonstrators will leave that area of the Convention Floor immediately at the end of a Leadership Candidate's Allotted Time and will have no further access to the Convention Floor following the end of the Leadership Candidate's Allotted Time.

K. VOTING AND BALLOTS AT THE CONVENTION

K(i). GENERAL

Powers and Duties of CEO at the Convention

K(i)-1. In addition to the authority delegated to the CEO elsewhere in the Rules, the powers and duties of the CEO with respect to voting at the Convention are:

- (a) the general supervision of the vote to ensure the vote is conducted fairly and in accordance with the Rules;
- (b) the establishment, control, supervision and security of the Poll Stations, the voting process, the counting of votes and the reporting of results to the Co-Chairs;
- (c) the approval of reporting forms and all devices for the counting of the vote;
- (d) the security of the voting process; and
- (e) the determination as to whether a person is a Delegate entitled to vote.

K (ii). VOTING

Appointment of DROs and Poll Assistants

K(ii)-1. The CEO will appoint an appropriate number of DROs as prescribed in Form 11 and Poll Assistants as prescribed by Form 12 for conducting the vote at the Convention.

Appointment of Agents

- K(ii)-2.
- (a) Each Leadership Candidate may appoint up to three Candidate's Agents to monitor voting at a Poll Station;
 - (b) The Official Agent of a Leadership Candidate will complete a Form 13 for each Candidate's Agent and the Candidate's Agent will present the completed Form 13 to the DRO to gain access to a Poll Station;
 - (c) Candidate's Agents will not interfere with the flow of traffic at a Poll Station and will stand where they are directed by the CEO; and
 - (d) When a Leadership Candidate is dropped from a Ballot, his or her Candidate's Agents will have no further access to the Polling Area.

Proceedings Before a Poll Station Opens

- K(ii)-3.(a) Immediately prior to the opening of a Poll Station a DRO in full view of those present will ascertain that the ballot box is empty and then proceed to affix the appropriate seal to the ballot box; and
- (b) The CEO will post a direction to Delegates on each voting screen.

Voting

- K(ii)-4.
- (a) Voting on each ballot shall be conducted by secret ballot.
 - (b) A Delegate who is issued Voting Credentials is eligible to vote at a Poll Station and a Delegate shall cast only one vote on each Ballot at the Convention;

- (c) The Co-Chairs will announce the taking of each Ballot and in their announcement will indicate the appointed times when the voting will start and end. The Co-Chairs will have the power to extend the appointed times for voting. Only those persons in line at a Poll Station at the appointed ending time will be permitted to vote after that time;
- (d) Delegates will present their Voting Credentials at a Poll Station;
- (e) On being satisfied with the authenticity of the Voting Credentials, the DRO will record the use of the Voting Credentials and provide the Delegate with a ballot and permit the Delegate to proceed to the voting screen;
- (f) The Delegate will then mark the ballot with a cross, an "x", a check mark, a line or in some other conspicuous manner in the space provided at the right of the Leadership Candidate's name;
- (g) Upon marking the ballot, the Delegate will in the presence of a DRO deposit the ballot in the ballot box provided; and
- (h) The Delegate will then immediately leave the Polling Area until the next Ballot is called.

Proxy Voting

- K(ii)-5. There will be no proxy voting at a Poll Station.

Cancelled Ballots

- K(ii)-6. Where a Delegate has inadvertently dealt with a ballot so that it should not be used:
- (a) the ballot will be returned to the DRO;
 - (b) the DRO will, without unfolding the ballot, write the word "cancelled" upon it and place it in an envelope entitled "cancelled ballots"; and
 - (c) the DRO will issue another ballot to the Delegate.

Assistance with Voting

K(ii)-7. Where a Delegate is unable to read, or is incapacitated by blindness or other physical infirmity, a DRO will allow:

- (a) a friend to assist with voting, provided that friend has assisted no other Delegate;
- (b) a relative to assist with voting, provided that relative has assisted no other Delegate except for another relative; or
- (c) in the absence of a friend or a relative to assist with voting, the DRO will assist with voting.

Elimination of Candidate

K(ii)-8. (a) The Leadership Candidate receiving the lowest number of votes on a Ballot will be dropped from the next Ballot;

(b) In the case of a tie between Leadership Candidates receiving the lowest number of votes on any Ballot, such Leadership Candidates' names will not be dropped and they will be eligible to proceed to the next Ballot;

(c) Before the beginning of each Ballot, the Co-Chairs will announce the names of the Leadership Candidates on the Ballot and those names will be listed in alphabetical order; and

(d) The Leadership Candidate receiving 50 per cent plus one of the total Valid Ballots cast on any Ballot will be declared the winner and the new Leader of the NSLP.

Ballot Results

K(ii)-9. The Co-Chairs will make public the result of each Ballot by giving the name of each candidate and votes received by each Leadership Candidate in alphabetical order.

Withdrawal of a Candidate

K(ii)-10. If a Candidate elects to withdraw as a Leadership Candidate after a Ballot, the Candidate's Official Agent will personally deliver within 10 minutes of the announcement of the Ballot result to the Co-Chairs a written notice signed by the Leadership Candidate indicating the Leadership Candidate elects to withdraw. The Co-Chairs will immediately announce this to the Convention. The withdrawal will not be effective, however, unless the notice is delivered to the Co-Chairs and announced to the Convention prior to the Co-Chairs announcing a new Ballot. Under no circumstances will any Leadership Candidate be permitted to announce from the platform his or her own withdrawal.

K(iii). COUNTING OF BALLOTS

Persons Permitted in the Counting Room

- K(iii)-1. (a) The only persons permitted in the Counting Room for each Ballot shall be:
- (i) the CEO and DCEO;
 - (ii) any person designated by the CEO to assist with the counting of the vote;
 - (iii) the Co-Chairs;
 - (iv) Persons hired by the CEO to assist with the counting of the vote; and
 - (v) not more than 8 Scrutineers appointed by the Official Agent of each Leadership Candidate whose name is on the Ballot being counted.
- (b) Scrutineers of a Leadership Candidate whose name is not on a Ballot shall not be permitted in the Counting Room

Scrutineers

- K(iii)-2. The Official Agent of a Leadership Candidate will complete a Form 13 for each Scrutineer and the Scrutineer will present the completed Form 13 to the DRO to gain access to the Counting Room.

Securing the Counting Room

- K(iii)-3. The CEO will secure the Counting Room before any ballot boxes are opened.

Counting Room Proceedings Confidential

- K(iii)-4.(a) All persons permitted in the Counting Room, except for the Co-Chairs, CEO and DCEO, will not disclose any information relating to the counting of the ballots until after they have been released from the Counting Room and the results of the Ballot have been made public by the Co-Chairs;

- (b) No person, except the Co-Chairs, CEO and DCEO, from the time he or she enters the Counting Room until the results of a Ballot are made public, shall leave the Counting Room or communicate any information in any manner whatsoever to any person outside the Counting Room, provided, however, Scrutineers may leave the Counting Room for the purposes of voting;
- (c) In the event of a personal emergency, the CEO or DCEO will determine procedures to be followed.

Counting of Ballots

- K(iii)-5. (a) The CEO may remove ballot boxes from the Polling Area to the Counting Room while the voting continues on a Ballot to enable those counting ballots to commence the counting of a Ballot.
- (b) The counting of the ballots on each Ballot will be carried out in the following manner:
 - (i) All ballots cast will be removed from ballot boxes under the supervision of the CEO or his designate;
 - (ii) Disputed Ballots will be set aside for examination and a ruling by the CEO or his designate;
 - (iii) The CEO will issue a ruling on a Disputed Ballot; and
 - (iv) Under the supervision of the CEO, a tally will be made by a third party of all of the Valid Ballots cast for each Leadership Candidate together with the total number of Rejected Ballots.

FORM 1

NOMINATION PAPER

NOVA SCOTIA LIBERAL PARTY

2007 LEADERSHIP CONVENTION

We, the undersigned, paid-up members of the Nova Scotia Liberal Party, nominate _____, of _____, as a Candidate for the Leadership of the Nova Scotia Liberal Party.

* To be signed by not less than 50 members of the Nova Scotia Liberal Party in good standing. Name must be legible or signature will not be counted.

	NAME *	ADDRESS	PHONE	SIGNATURE
1.				
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	NAME *	ADDRESS	PHONE	SIGNATURE
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	NAME *	ADDRESS	PHONE	SIGNATURE
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	NAME *	ADDRESS	PHONE	SIGNATURE
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	NAME *	ADDRESS	PHONE	SIGNATURE
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	NAME *	ADDRESS	PHONE	SIGNATURE
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	NAME *	ADDRESS	PHONE	SIGNATURE
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FORM 2
CONSENT AND OATH OF CANDIDATE
AND APPOINTMENT OF OFFICIAL AGENT

I, the undersigned, do swear (or affirm) that;

- 1 I, _____, nominated in the foregoing nomination paper, consent to the nomination.

- 2 I appoint _____, whose mailing address is _____, and whose telephone number is _____(business) and _____ (home) to be my Official Agent.

- 3 I agree to follow the Rules.

4. I am eligible to sit in the House of Assembly in accordance with the *House of Assembly Act* (Province of Nova Scotia).

5. I agree that any decision by the Convention Committee, CEO, DCEO, Co-Chairs and any other decision-maker, and any results of the Convention, will be final and binding, subject

only to any appeal prescribed in the Rules, and will not be subject to judicial review or any other litigation commenced by or on behalf of me.

6. I agree to save harmless and keep indemnified NSLP, its employees, officers or agents and members of the Convention Committee, individually and collectively, against any claims, suits, demands, loss and/or damages that arise or might arise as a result of my candidacy or campaign.

7. The definitions in the Rules apply to the words in this undertaking.

SWORN TO at _____, in the)
 County of _____, Province of)
 Nova Scotia, this _____ day of _____,)
 2007, before me)
)
)
 _____)
 A Commissioner of the Supreme)
 Court of Nova Scotia))
)
)
)
)
)

_____)
Candidate

FORM 3

CONSENT OF AGENT

I, _____, hereby consent to be the Official Agent for
_____, a Candidate for the Leadership of the Nova Scotia Liberal Party, and I
agree to follow the Rules of Procedure established for the 2007 Leadership Convention of the Nova
Scotia Liberal Party.

Official Agent

Name:

Address:

Telephone:

Fax:

Email:

FORM 4

**EXPENDITURE REPORT
NOVA SCOTIA LIBERAL PARTY
2007 LEADERSHIP CONVENTION**

CANDIDATE'S NAME: _____

1. Leadership Expenses (Paid)\$ _____

2. Leadership Expenses (Unpaid)\$ _____

3. Goods & Services Donated.....\$ _____

4. **Total Leadership Expenses**\$ _____

VERIFICATION OF OFFICIAL AGENT

I, _____, Official Agent for Candidate _____, verify that this [Interim] [Final] Expenditure Report was prepared in accordance with the Rules of Procedure for the 2007 Leadership Convention of the Nova Scotia Liberal Party and that no payment not permitted by the Rules of Procedure was made with my knowledge and consent and to the best of my knowledge and belief every Leadership Expense is entered in this Report.

Dated at _____, Nova Scotia this _____ day of _____, 2007.

Official Agent

FORM 5

**REPORT OF CONTRIBUTIONS
NOVA SCOTIA LIBERAL PARTY
2007 LEADERSHIP CONVENTION**

CANDIDATE'S NAME: _____

I, _____, Official Agent for Candidate _____, verify:

1. That Schedule "A" to this Report of Contributions lists the names of all contributors to Candidate _____ for the 2007 Leadership Campaign together with the amount contributed by that contributor and that the total amount shown on Schedule "A" is \$ _____ ;

2. That Schedule "B" to this Report of Contributions contains the names of all contributors who donated goods and services to the Leadership Campaign of Candidate _____ together with the commercial value of such goods and services and that the total amount shown on Schedule "B" is \$ _____; and

3. That to the best of my knowledge no person, other than those persons listed on Schedules "A" and "B" made any contribution to the Leadership Campaign of Candidate _____ .

Dated at _____, Nova Scotia this _____ day of _____, 2007

Official Agent

FORM 6

APPOINTMENT OF RETURNING OFFICER
at
DELEGATE ELECTION MEETING

I, _____, of _____, Nova Scotia will act faithfully and with impartiality in the performance of my duties as a Returning Officer for the Delegate Election Meeting for the Nova Scotia Liberal Party 2007 Leadership Convention held by _____.

Meeting Location: _____

Date: _____

Signature of Appointee

Chief Electoral Officer

FORM 7

APPOINTMENT OF
DEPUTY RETURNING OFFICER / POLL ASSISTANT
at
DELEGATE ELECTION MEETING

I, _____, of _____, Nova Scotia will act faithfully and with impartiality in the performance of my duties as a Deputy Returning Officer / Poll Assistant for the Delegate Election Meeting for the Nova Scotia Liberal Party 2007 Leadership Convention.

Meeting Location: _____

Signature of Appointee

Signature of Returning Officer

FORM 8

APPOINTMENT OF SCRUTINEER
FOR A DELEGATE ELECTION MEETING

I, _____, of _____, Nova Scotia, Official Agent for Leadership Candidate _____ hereby appoint _____ as a Scrutineer for Candidate _____ for the Delegate Election Meeting for the Nova Scotia Liberal Party 2007 Leadership Convention held by _____ at _____.

Dated at _____, Nova Scotia this ____ day of _____, 2007.

Official Agent

FORM 9**Notice of Intention to Stand as a Nominated Delegate**

In order for you to stand for election as a delegate to the 2007 Nova Scotia Liberal Leadership Convention, you must meet the requirements of the Rules of Procedure for the Election of Delegates to the Convention and you must file this form, fully completed and signed, with the appropriate Returning Officer or his or her designate not later than 1 hour prior to the commencement of voting at the Delegate Election Meeting.

(Print your name as you wish it to appear on the list of Nominated Delegates)

Name

Mailing
Address

Telephone

e-mail

Association, Club or Commission in which you seek election as a delegate

I am a SENIOR; I am or will be at least 65 years of age on February 21, 2007.

I am a YOUTH; I am or will be at least 14 years of age and not more than 26 years of age on February 21, 2007.

I am FEMALE.

I, the undersigned, wish to stand for election as a delegate to the Convention.

Signature: _____ **Date:** _____, 2007

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Male Youth Delegates	
#	and / or Name:

Female Youth Delegates	
#	and / or Name:

Male Senior Delegates	
#	and / or Name:

Female Senior Delegates	
#	and / or Name:

FORM 11

APPOINTMENT OF
DEPUTY RETURNING OFFICER (DRO)

- Convention -

I, _____, of _____, Nova Scotia will act faithfully and with impartiality in the performance of my duties as Deputy Returning Officer (DRO) for the Nova Scotia Liberal Party 2007 Leadership Convention.

Signature of Appointee

Signature of Chief Electoral Officer or
Returning Officer

FORM 12

APPOINTMENT OF POLLING CLERK

- Convention -

I, _____, of _____, Nova Scotia will act faithfully and with impartiality in the performance of my duties as Poll Clerk for the Nova Scotia Liberal Party 2007 Leadership Convention.

Signature of Appointee

Signature of Chief Electoral Officer or
Returning Officer

FORM 13

APPOINTMENT OF CANDIDATE'S AGENT
(Scrutineers)

- Convention -

I, _____, of _____, Nova Scotia, Official Agent for Leadership Candidate _____ hereby appoint _____ as an Agent (Scrutineer) for Leadership Candidate _____ for the 2007 Leadership Convention of the Nova Scotia Liberal Party.

Dated at _____, Nova Scotia this ____ day of _____, 2007

Official Agent

SCHEDULE "A"
LIST OF CONTRIBUTORS

CANDIDATE'S NAME: _____

LIST OF CONTRIBUTORS		
#	Name	Amount
1		
2		
3		
4		
5		
6		
7		
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LIST OF CONTRIBUTORS		
#	Name	Amount
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SCHEDULE "B"

LIST OF GOODS AND SERVICES DONATED

CANDIDATE'S NAME: _____

LIST OF GOODS & SERVICES DONATED		
#	Name	Commercial Value of Goods & Services Donated
1.		
2.		
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LIST OF GOODS & SERVICES DONATED		
#	Name	Commercial Value of Goods & Services Donated
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