

**TOWN OF QUALICUM BEACH  
BYLAW NO. 621.03**

**A BYLAW TO AMEND THE ELECTION PROCEDURES BYLAW**

The Council of the Town of Qualicum Beach, in open meeting assembled, enacts as follows:

1. "Town of Qualicum Beach Election Procedures Bylaw No. 621, 2008" is hereby amended as follows:
  - (1) By adding a new definition under section 1, Definitions, as follows:

**"register of mail ballots"** means the records that the chief election officer must keep in order to address any challenges to an elector's right to vote;
  - (2) By deleting section 5, Special Voting Opportunities, in its entirety, the remaining sections to be renumbered accordingly.
  - (3) By deleting the words "offer and" from section 5(1), Automated Voting Procedures.
  - (4) By deleting all instances of the words "and special" from section 6, Advance and Special Voting Opportunity Procedures.
  - (5) By deleting the words "or special" from section 6(3), Advance and Special Voting Opportunity Procedures.
  - (6) By deleting section 6(4), Advance and Special Voting Opportunity Procedures, in its entirety.
  - (7) By adding a new section 7, Mail Ballot Voting, immediately following section 6, Advance and Special Voting Opportunity Procedures, the remaining sections to be renumbered accordingly, as follows:
    7. **Mail Ballot Voting**
      - (1) As authorized under section 110 of the *Local Government Act*, voting may be done by mail for each election or other voting and, in relation to this, may permit elector registration to be done in conjunction with this voting.
      - (2) A mail ballot package may be requested by an elector who is registered or is entitled to be registered as an elector for the election, by presenting the Chief Election Officer with a written request for a mail ballot package.

- (3) The Chief Election Officer shall keep a register of mail ballots of all persons who request a mail ballot package and their addresses (unless the elector has requested that the address be obscured) and that register of mail ballots may be inspected by any person who signs a statement that the register is being inspected only for the purposes of the election or other voting.
- (4) Between the time an elector requests a mail ballot package and the time that the mail ballot package is hand-delivered, picked up, mailed or couriered to the elector requesting, the elector requesting can be challenged under section 126 of the *Local Government Act*.
- (5) The time limits in relation to voting by mail ballot may be determined by the Chief Election Officer, including the time limit to apply for a mail ballot package.
- (6) The Chief Election Officer shall establish procedures for voting and elector registration by mail ballot in accordance with section 110 of the *Local Government Act*.
- (7) To vote using a mail ballot, the elector shall mark the ballot in accordance with the instructions contained in the mail ballot package provided by the Chief Election Officer.
- (8) The elector shall mail, or have delivered, the completed mail ballot package and its contents to the Chief Election Officer so that it is received by the Chief Election Officer no later than the close of voting on general voting day.
- (9) The Chief Election Officer is authorized to designate one or more locations, days, and times for the counting of mail ballots before general voting day.
- (10) The Chief Election Officer is authorized to designate a location and time for the counting of mail ballots on general voting day.
- (11) For the counting of mail ballots pursuant to section 7(9) and 7(10) of this bylaw, the Chief Election Officer or the Deputy Chief Election Officer, in the presence of another Election Official, shall:

- (a) open accepted certification envelopes and place the secrecy envelopes containing the ballots in a portable ballot box designated for mail ballots;
  - (b) open the portable ballot box after all certification envelopes have been opened;
  - (c) open the secrecy envelopes and inserting the ballots into the vote counting unit designated by the Chief Election Officer for mail ballots;
  - (d) after the insertion of all mail ballots, seal the opened portable ballot box to prevent insertion of any ballots, and secure the vote counting unit so that ballots cannot be added or withdrawn;
  - (e) ensure the results tape in the vote counting unit are not generated;
  - (f) ensure the memory card in the vote counting unit is secured; and
  - (g) secure the vote counting unit, memory card, and all opened certification envelopes until the close of voting on General Voting Day.
- (8) By deleting the words "and special" from section 8(1), Procedures After the Close of Voting on General Voting Day.
- (9) By adding a new section 10, Determination of Results by Lot if Tie Vote, immediately following section 9, Recount Procedure, the remaining sections to be renumbered accordingly, as follows:
- 10. Determination of Results by Lot if Tie Vote
    - (1) If at the completion of a judicial recount the results of an election cannot be determined because there is an equal number of valid votes for two or more candidates, the results must be determined by lot, in accordance with section 151 of the *Local Government Act*.
2. This bylaw may be cited as "Town of Qualicum Beach Election Procedures Bylaw No. 621, 2008, Amendment (2022 General Local Election) Bylaw No. 621.03, 2022".

**READ A FIRST TIME** this 18th day of May, 2022.

**READ A SECOND TIME** this 18th day of May, 2022.

**READ A THIRD TIME** this 8th day of June, 2022.

**ADOPTED** this 29th day of June, 2022.

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Brian Wiese  
Mayor

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Heather Svensen  
Corporate Administrator