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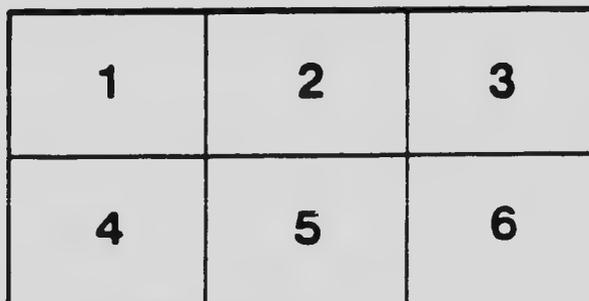
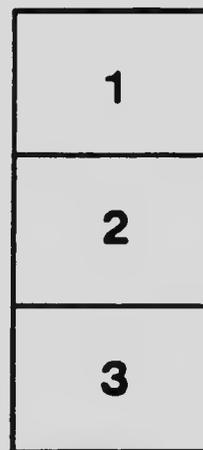
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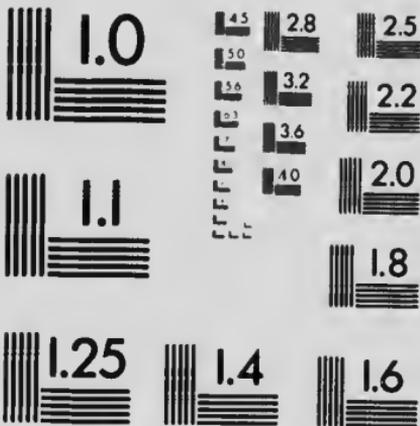
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# FEDERAL ELECTION

DECEMBER 17th, 1917

## Instructions to Agents

No 15. Miss Pauls notes at 11' o'clock  
~~Mr. Pow's~~ phone 210 L-2  
Mrs Blackwood's cap

32970

The following are extracts from the Dominion Election Act.

Agents are urged to familiarize themselves with its provisions as they concern him as far as possible before election day, so that any points that appear obscure may be cleared up, and so that the polling may be conducted as expeditiously as possible.

# INSTRUCTIONS TO AGENTS

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## Scrutineers for R. C. Cooper

---

You are Agent for Polling Division No.....

situate at.....

(Fill this in and know your locality)

THE POLL in Vancouver City opens at 6.00 a.m. and closes at 5.00 p.m. Outside Vancouver City the poll opens at 9.00 a.m. and closes at 5.00 p.m.

N.B.—See that you are at your Polling Station twenty minutes before it opens and remain until it closes.

An agent must be appointed as such in writing by a Candidate. (Section 147 Dominion Elections Act).

Not more than two agents can be present in any polling station for any one candidate.

An Agent (also a Deputy Returning Officer, Poll Clerk and a Candidate) may vote at the polling division in which he is employed, providing he produces a certificate from the Enumerator of the polling division in which he belongs, that he is a qualified voter in such polling division. (See Sections 59 and 60 of Dominion Elections Act).

If you are a duly qualified voter, procure such a certificate from the Enumerator in the Polling Division where you reside, in order that you may lose no time at the Polling Division in which you are employed.

If any urgent emergency arises in your Polling Division which requires the presence of the Candidate or of another Agent to assist you, telephone such emergency at once, from the nearest telephone, to the Central Committee Rooms of Mr. Cooper in your ward.

Do not, however, by telephone, or by any other method, give out from a polling station any information as to whether any person has or has not voted, or applied for a ballot paper, or as to how any Elector has marked a ballot.

You will be sworn to maintain the secrecy of the ballot. (Section 142).

See that the Agents of the Opposition Candidates are also sworn.

See that no person, agent or otherwise, hands out from the polling station any information as to whether any person has or has not voted.

See that the written authority in your favor attached hereto is signed by Mr. Cooper. Produce the same to Deputy Returning Officer.

See that the agents appearing for other candidates are duly appointed as agent by a candidate. Take down the names of every such agent.

Not more than two agents can be present for any one candidate.

Look out sharply to prevent voters being personated and make a note of anything wrong which you may see.

See that the Deputy Returning Officer initials each ballot, and also see that each friendly voter is properly instructed and knows how to mark and fold his ballot. (See Section 160 of the Act).

But do not let a friendly voter have his ballot kept from him on account of the mis-spelling of his name, or the wrong Christian name, or the wrong designation, or a mistake in his description, for, so long as he can swear he is the person designated on the list, he can vote.

If a friendly voter is being sworn be sure the nature of the oath is explained to such friendly voter so that he will not refuse to be sworn and so lose his vote.

Remember that if a voter once refuses to take the oath he cannot again be admitted to vote; see to it that the oath is explained, and that friendly voters are not "bamboozled" until they quit and do not vote.

Once a voter gets a ballot he has a right to use it, whether he has been sworn or not. (See Section 162 of the D. E. Act). When a friendly voter therefore gets a ballot, he should at once mark it and have it deposited into the box. He cannot be sworn after he gets the ballot paper.

Voter must be a British Subject.

Voter must be 21 years of age.

Voter must have resided in B.C. six months.

Voter must have resided in the Electoral District for one month immediately previous to making application to be placed on the voters' list.

She must, in addition to having the above qualifications, be either the wife, widow, mother, sister or daughter of a person, male or female, living or dead, who is serving or has served *without Canada in any of the Military Forces, or within or without Canada in any of the Naval Forces of Canada or Great Britain* in the present war.

Female relatives of a person serving in the Naval Forces are only entitled to vote if that person became engaged in the Naval Forces prior to 20th September, 1917.

A Military Voter not now on active service may vote without qualifying as to residence, provided he is residing in the Polling Division where he claims to vote on election day, and also providing he takes the oath in Form D and produces his Certificate of Discharge. (See Section 10, part 4, Military Voters' Act):

No person otherwise qualified to vote at an election shall be incompetent by reason only of his having been absent on account of serving in any corps despatched from Canada, or performing service in Canada. Read carefully Sec. 157.

Must add his name to list of voters made by him and vote (if at all) in the polling division for which he has been appointed. Enumerator shall attend at a convenient place named by him during whole time poll is open.

Judges appointed by the Governor of Canada-in-Council.

Any person disfranchised for corrupt practices under Dominion Elections Act.

Prisoners, Patients in Asylums, Persons supported by Charity, by Municipal or Provincial Governments or their institutions.

Conscientious objectors who have applied for exemption from Military Service or such.

Qualifications of Voters, both Male and Female. Sec. 4, Provincial Elections Act.

Additional qualification of Female Voter. Sec. 33A of Dominion Elections Act (Amended 1917).

Enumerator, Sec. 46 S.S. 3, D. E. Act. (Note Sec. 59). Sec. S.S. 3.

Persons disqualified from voting. Secs. 67, 67B

Meunonites and Doukhobors (except such as are in Military or Naval Service).

Naturalized enemy aliens: who were naturalized subsequent to March 3rd, 1902 (except such as are in Military or Naval Service for Great Britain, Canada or Allies).

Any person convicted of any offence against the Military Service Act, 1917.

Any person offending against Sections 270 or 271 of Dominion Elections Act (relating to paying for Conveyance of Voters).

**Challenge such Persons.**

An agent should promptly challenge any such person. The Deputy Returning Officer must, at the request of an Agent, question any person as to his alien birth, in the manner set out in Section 67-B.

**Voting by persons not on Voters' List. Sec. 62 "D. E. Act" by "Certificate."**

1. Such a person may be examined under oath by the Enumerator and if Enumerator is satisfied as to his qualification and identity he shall issue a Certificate entitling such person to vote.

2. The Deputy Returning Officer shall require such person to take the oath required in this section (and any other oath which may be required under the Act), and if the person takes such oath (or oaths) he may vote, but not otherwise. This vote will be counted.

**Voting on Declaration**

3. If the Enumerator is *not* satisfied as to the qualification of such person the Enumerator shall give to such person a Declaration in form W 2, provided in the Act. The Deputy Returning Officer shall require such person to take the oath (or oaths) above mentioned, and if such person takes such oath (or oaths) he may vote, but not otherwise.

In this case, however, the vote will not be counted by the Returning Officer, but will be kept in a separate envelope, to be dealt with as provided in the Act.

A Scrutineer is an Agent of a Candidate.

**Challenging a Voter by Scrutineer. Sec. 62, S.S. 4, "D. E. Act."**

Every Agent has a right to challenge the right of any person to vote.

The challenge must be made *before* a person has received a ballot paper.

The challenge is made by the Agent making an oath in Form W 4 of the Act, that such Agent "has good ground for believing, and does believe that (name of intending voter), whose name is on the list of voters of this polling division and who now applies for a ballot paper in order to vote at this election, is not a qualified voter (or is a person disqualified from being an elector) because he" (here the reason or ground of challenge must be stated). These reasons or grounds may be a lack on the part of the intending voter of any part of the qualification to vote as stated above.

If a person challenged takes the oath of qualification he may vote, but his vote is not counted by the Deputy Returning Officer. It is kept in a separate envelope, to be dealt with as provided in the Act.

Consequence  
Challenge  
Sec. 63,  
"D. E. Act."

A Judge has power upon recount to hear and decide the right of "Declared" and "Challenged" voters to vote.

If a person challenged refuses to take the oath (or oaths), his name is struck off the list as "Refused to be sworn," and he cannot thereafter vote at this election.

Sec. 63; also  
Sec. 154.

Challenge of the right of any voter to vote should only be made by an agent, if the agent has *reasonable ground for believing and does believe* that the intending voter fails in at least one of the particulars of qualification of voters set out above.

Care in making  
Challenge.

Deputy Returning Officer, Poll Clerk, Enumerator, Candidates, Agents of Candidates not exceeding two for each Candidate. In the absence of Agents for any Candidates, two electors may be present to represent such Candidate.

Persons  
Entitled  
to be present  
in Polling  
Booth.  
Sec. 137 and  
Sec. 138,  
"D. E. Act."

Only one Elector for each balloting compartment may be admitted to polling room at one time.

Agents may count ballot papers and forms and documents for use at poll, provided agent is present at least 15 minutes before opening of poll.

Agents' Rights



"Provincial disqualifications oath taken" or "Refused to take Provincial disqualifications oath" opposite name of each Elector who has refused to take that oath.

Section 172 of Election Act reads as follows:

Counting of  
Ballots.  
Secs. 172, 173, 174.

"Immediately after the close of the poll, the Deputy Returning Officer shall first place all the spoiled ballots in an envelope and seal it up, and shall then count the number of voters whose names appear on the poll book as having voted, and make an entry thereof on the line immediately below the name of the voter who voted last, thus: "The number of voters who voted at this election in this Polling Division is (stating the number)" and he shall sign his name thereto; then, in the presence of and in full view of the Poll Clerk and the Candidate or their Agents—and if the Candidates and their Agents, or any of them are absent, then in the presence of such, if any, of them as are present, and of at least three Electors—he shall open the ballot box and proceed to count the number of votes given for each candidate, giving full opportunity to those present to examine each ballot."

Section 173 reads as follows:

"In counting the votes, the Deputy Returning Officer shall reject all ballot papers—

- (a) Which have not been supplied by him; or
- (b) By which votes have been given for more candidates than are to be elected;
- (c) Upon which there is any writing or mark by which the voter could be identified, other than numbering by the Deputy Returning Officer in the cases hereinbefore provided for; provided, however, that no ballot paper shall be rejected on account of any writing, number or mark placed thereon by the Deputy Returning Officer.

Only two Agents for each Candidate are entitled to be present. If possible, arrange to have all objected ballots laid aside before you argue for their rejection or validity, so that you may see how the ballots will affect the count. Examine carefully back and front each ballot marked for an opposition candidate. If it is not marked

Instructions to  
Agent in  
Counting.

exactly as required by law, or if it has any improper mark, get the Deputy Returning Officer to reject it, and to mark it rejected. If he refuses to do so, object to it, and get him to make a note of your objection, and to mark the ballot as required by Section 174 of the Election Act (that is, he must number each objection, and put a corresponding number on the ballot objected to). You should also make a note of your objections, and of the number which it bears, on the Deputy Returning Officer's list of objections. In like manner make a note of all objections made by opposition agents to any ballot for your candidate. You will, of course, do your utmost to prevent any ballot for your candidate being rejected. Object to any ballot for an opposition candidate which has not on it the Deputy Returning Officer's initials. (See Sections 160 and 173 of Act).

**Valid Marks  
on Ballot  
Paper.**

The following modes of marking ballots are good and you need not object to any so marked:—

(1) With a proper cross *with a black lead pencil* on any part within the white space containing the name of the candidate. (See Section 162, Dominion Election Act).

(2) An irregular or awkward mark in the nature of a cross, so long as it does not lose the form of a cross. If the lines cross at any point within the white space containing the name of a candidate.

(3) With an ill-formed cross, or with a curved line or lines forming a cross.

(4) Ballot paper inadvertently torn.

**Bad Ballots.**

Ballots marked as follows are *Bad*:—

1. A single stroke instead of a cross.
2. Two single strokes not crossing.
3. Ballots with the candidate's name written thereon in addition to the cross.
4. Ballots marked with a number of lines.
5. Ballots with a cross for each candidate.
6. All those upon which there is any writing or mark by which the voter can be identified.

Make a copy of all ballots rejected and all marks on them, and of all objected to by yourself or the opposite agents.

Fill in from your records, compared with the records of the Poll Clerk, the form prepared on this page. Sign this.

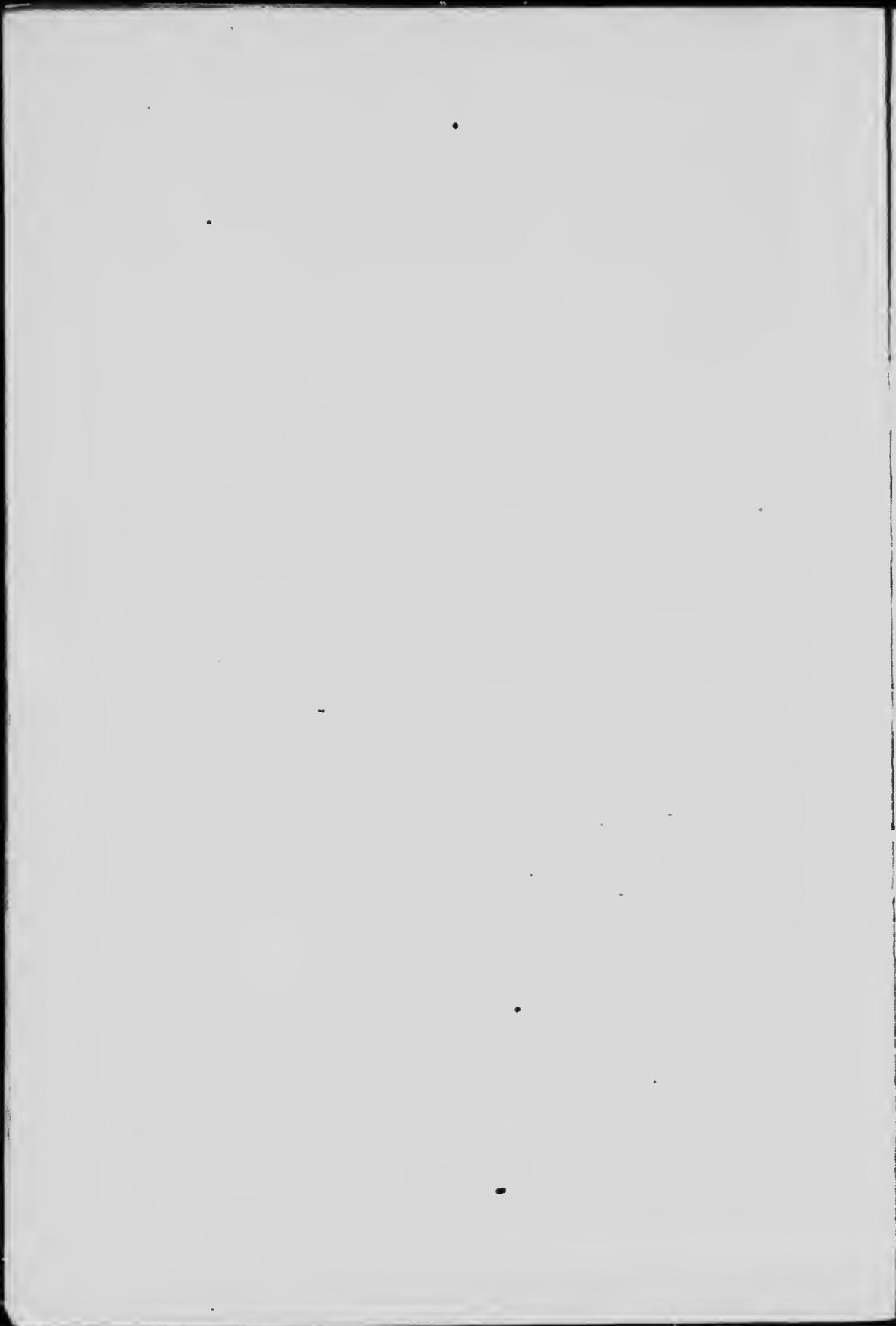
Obtain from the Deputy Returning Officer a Certificate of the number of ballots cast for each candidate in Form F-F of the Act.

As soon as your work in the Polling Station is completed, and you have obtained the Certificate Form F-F, go at once to the Central Committee Room in your ward and report.

## Statement of the Poll after Counting the Ballots

Polling Division No. ....  
Electoral District of Vancouver South.

Number of Ballot Papers received from the Returning Officer .....		
Number of Ballot Papers cast for Major R. C. Cooper..		
Number of Ballot Papers for J. H. McVety.....		
Number of Ballot Papers cast for Edward Gold.....		
Number of Ballot Papers cast for Chas. MacDonald...		
Number of Ballot Papers spoiled.....		
Number of Ballot Papers rejected.....		
Number of Ballot Papers polled in envelopes.....		
Number of Ballot Papers not used and returned.....		
Totals.....		



## Appointment of Agent

I, R. C. Cooper, one of the candidates at the election for the House of Commons for the Electoral District of Vancouver South, under the authority of "THE DOMINION ELECTIONS ACT," hereby name

and appoint.....as my Agent

for Polling Station number.....of  
the said Electoral District.

As WITNESS my hand this.....day of December, 1917.



Candidate.

U

### Oath of Agent of a Candidate or Elector Representing Candidate—Section 142

I, the undersigned, Agent for R. C. Cooper, one of the Candidates at the election now pending for the Electoral District of Vancouver South, do swear (or solemnly affirm) that I will keep secret the names of the Candidates for whom any of the Voters at the Polling Station in the

Polling Division No.....marks his ballot paper in my presence at this election. So help me God.

.....  
(Agent sign here).

SWORN (or affirmed) before me, at.....

this.....day of December, 1917.

.....  
Returning Officer,  
or Justice of the Peace,  
or Commissioner.

