

## 2022 Port Coquitlam All Candidates Meeting

7 – 9 p.m. Arrive at 6:30 p.m.

Monday, October 3, 2022

Riverside Community Church

2329 Fremont Connector

Please confirm your participation no later than 48 hours prior to the event, by emailing Leslie Courchesne [ceo@tricityschamber.com](mailto:ceo@tricityschamber.com)

### Rules & Procedures

#### 1. General

- a. If a candidate is not feeling well the day of the event, or experiencing any symptoms related to COVID-19, please do not attend. Candidates displaying signs of illness will not be permitted to participate, out of respect to all candidates and attendees. Candidates can not participate online. Please contact Leslie Courchesne, CEO, Tri-Cities Chamber at 778-928-2521 (cell) as soon as possible, if you are unable to attend the event.
- b. Candidates are asked to arrive at the venue no later than 6:30 p.m. and check-in at the candidate registration table.
- c. Candidates are asked to report to the stage at 6:50 p.m. for a pre-event briefing, and to take their assigned seat on stage.
- d. Candidates may bring literature to place on shared tables in the foyer. Candidates are not permitted to bring literature or signage into the auditorium.
- e. The Tri-Cities Chamber All-Candidates Meetings exist to inform Chamber members and the general public on the platforms and qualifications of confirmed candidates. All candidate comments during the meeting should pertain to this goal.
- f. Candidates must respect the time limits allotted for statements and responses. The moderator will keep candidate responses to the allowed length of time.
- g. Candidates are not permitted to interrupt other candidates' opening or closing statements, or initial answers to questions.
- h. Candidates must observe proper decorum during the meetings. Offensive language, personal attacks or disruptive behavior will not be tolerated in any way and may result in removal from the meeting at the moderator's discretion and/or bans from future events.

#### 2. Opening Statements

- a. Opening Statements must focus on personal qualifications and policy platforms.
- b. Due to the number of candidates participating, opening statements will be no longer than 1.5 minutes (90 seconds). We encourage candidates to rehearse their opening

statement to ensure adherence to the time limit. In respect for all candidates, the moderator will ensure opening statements do not exceed 90 seconds each.

3. Question and Answer Period

- a. Questions will include those generated by the Chamber, pre-submitted questions, and audience questions (posed through the Slido app). The moderator or their designate reserves the right to edit the content of questions to maintain relevance, remove offensive language, or to shorten the question for time.
- b. Councillor candidates will be paired in groups of 3 or 4 by random draw prior to the event.
- c. The candidate selected to speak first in their group will be selected at random.
- d. Each participant will then have 60 seconds to answer the question posed by the moderator, without interruption. The moderator will prompt each group member to speak in turn, in a random order.
- e. Optional: When the initial answers from each group member are complete, each candidate may ask one short follow-up question to the other candidates in the group, that is no more than 30 seconds in length. The responding participant(s) will each have 30 seconds to answer. The moderator reserves the right to remove this optional portion for some or all questions due to time constraints, and/or if initial answers of the group are aligned.
- f. The moderator will end the Question and Answer period at their discretion, to ensure adequate time for candidate closing remarks, and ending the event on time.

4. Closing Statements

- a. Each candidate will have one minute (60 seconds) to give closing statements. In respect for all candidates, the moderator will ensure closing statements do not exceed 60-seconds each.

5. Streaming, Videography, and Photography

- a. The event will be streamed live online via Zoom Webinar, and recorded for posting to the Chamber's YouTube channel and website. Photography will be taken at the event for use in the Chamber's communications online and in print. By accepting the invitation to participate in this event, Candidates grant their permission for the Chamber to stream, record, and post the content of this event.

The Chamber and moderators acting as Chamber representatives reserve the right to adjust these rules at their discretion. Candidates will be informed of any changes before the event via e-mail or at the pre-event briefing.