

Election Process for Officers of the Corporation and Committee Chairs

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The Governance Committee has the responsibility for overseeing an orderly election process for Officers of the Corporation and Committee Chairs.

ELECTION PROCESS FOR OFFICERS OF THE CORPORATION AND COMMITTEE CHAIRS

The process for the annual elections for Officers of the Corporation and Committee Chairs shall be as follows:

The Governance Committee will appoint a “Registrar” from the Committee (preferably an outgoing member) to oversee the election process.

Election of Officers of the Corporation and Committee Chairs will be held at the early December Board meeting.

ELECTION OF OFFICERS OF THE CORPORATION AND COMMITTEE CHAIRS

Candidates will file an Expression of Interest for a specific position as an Officer of the Corporation (Board Chair, Vice Chair, or Secretary) or Committee Chair (Human Resources Committee, Audit and Finance Committee, or Planning and Development Committee) to the “Registrar” two weeks prior to the early December Board meeting. Each year the Registrar will provide at least two weeks notification of the dates to the members.

Members are eligible to stand for election as an Officer of the Corporation or a Committee Chair if the remaining term as a director on the Board does not expire during the 12 months that the office will be held, and nominations have been received from the Nominating Body prior to the Expression of Interest being submitted.

Board members will be notified by the Registrar of the candidates running as Officers of the Corporation or Committee Chair the day after the close date for Expressions of Interest. The election of officers will be held by secret ballot at the early December board meeting.

VOTING PROCESS

Voting will be held in person by secret ballot during the early December Board meeting. Members will cast their votes for Board Chair, Board Vice-Chair, Board Secretary and the Committee Chairs. In the event the meeting cannot be held in person, voting will be held electronically by secret ballot.

When all ballots have been cast, the Election Registrar and the Executive Assistant and Corporate Secretary will verify the confidential and anonymous votes. A formal announcement will be made at the meeting once the voting process is complete.

A successful candidate for a position of an Officer of the Corporation, a Committee Chair or Vice Chair must have a clear majority support of the Board (50% plus 1 of those voting), and if necessary to achieve this, a run-off vote will be held the same day.