



EXTRACT FROM REGIONAL BOARD PROCEDURE BYLAW 2011

PART 2: INAUGURAL MEETINGS

Election of Chair and Vice Chair

2. Immediately after being called to order the Board shall proceed with the election of a Chair and Vice Chair.

Presiding Official

3. (1) The corporate officer shall administer the election process and shall preside until the elections have been completed.
(2) The Chair shall preside immediately following the declaration of election results for the position of Vice Chair.

Nominations for Chair

4. The selection of candidates for the position of Chair will be determined by nominations from directors in attendance. Nominations from the floor shall be called and a list of candidates compiled. The call for nominations shall be made 3 times only. In order to be confirmed as a candidate, a nominee must state their acceptance of the nomination. Candidates may withdraw from an election at any time prior to voting.

Restriction on Nominations

5. Nominations will not be accepted for;
 - (a) a director who is not present
 - (b) a director who has not made an oath of office
 - (c) a director for whom a successor has been elected or appointed but has yet to take office, or
 - (d) an alternate director.

Confirmation of Candidates

7. When no further nominations are forthcoming the corporate officer will close the nomination process. Before proceeding with voting, the corporate officer will confirm the list of candidates for the election by reading it aloud. Each candidate will be provided an opportunity to speak for not more than 3 minutes in favour of their candidacy, in the order of their nomination. If a candidate chooses not to speak to their candidacy the nominator of that candidate will be offered the same opportunity. No other debate shall be in order.

Declaration of Election

8. (1) If there is only one candidate that director shall be declared elected by acclamation.

- (2) If there are 2 or more candidates an election by secret ballot will be declared. In order to be elected a candidate must receive an absolute majority of votes.

Voting Procedure

9. (1) If an election is required, each director in attendance will be provided with a ballot paper upon which they may cast their vote. Directors who are not in attendance and seated before the ballots have been collected for counting shall not be provided with a ballot paper. Completed ballots shall be placed into a ballot box, and when all of the ballots have been collected the ballot box will be removed to a separate room and the votes counted. The corporate officer will be advised of the voting results.
 - (2) The distribution and collection of ballots, the counting of the votes and the subsequent destruction of ballots shall be the responsibility of the corporate officer or such other person as may be designated by the corporate officer.

Declaration of Election Results

10. Immediately after reviewing the voting results the corporate officer shall declare the name of the candidate who has been elected. The number of votes received by each candidate will not be disclosed to the Board unless a resolution requiring disclosure is passed.

No Candidate Elected

11. (1) If the voting results confirm that no candidate has received a sufficient number of votes to be elected, the candidate receiving the fewest votes will be removed from the list of candidates and second voting process will be conducted. In the case of a tie between two or more candidates receiving the fewest votes, all candidates shall be eligible to proceed to the next ballot. The voting process will be repeated until a candidate receives a sufficient number of votes to be elected or a declaration under section 12(2) is made.
 - (2) As an exception to subsection (1) if there are only 2 candidates in an election for which no winner can be declared, both of them shall be eligible to proceed to the next round of voting.

Subsequent Ballots

12. (1) If none of the candidates has been declared elected after the third ballot the meeting shall be recessed for 5 minutes, following which a final ballot will be held.
 - (2) Following the fourth ballot the corporate officer shall either declare that:
 - (a) one of the candidates has been elected because they have received the required minimum number of votes, or
 - (b) an election by lot draw will be made in accordance with Section 13 (*Tie Votes and Deadlocks*).

Tie Votes and Deadlocks

13. At any stage in the election process after the second ballot the corporate officer may declare that a deadlock exists and that it will be resolved by drawing lots, utilizing the procedure outlined in Section 141 of the *Local Government Act*.

Destruction of Ballots

14. Following the declaration of election results the ballots used in the election shall be destroyed.

Election Procedure for Vice Chair

15. The election for the position of Vice Chair shall be subject to the same rules as, and commence immediately following, the election of the Chair.