



# **POLICY 1014**

## **Governing Policy Pertaining to the Election of Voting Members**

Scouts Canada  
National Board of Governors

Approved  
April 21, 2007

## Policy 1014 Governing Policy - Pertaining to the Election Of Voting Members

### 1.0 DEFINITIONS

- 1.1 Member – has the meaning as defined in the Bylaw.
- 1.2 Ordinary Member – has the meaning as defined in the Bylaw.
- 1.3 Voting Member – has the meaning as defined in the Bylaw.
- 1.4 Council – has the meaning as defined in the Bylaw.
- 1.5 Group – has the meaning as defined in BP&P.
- 1.6 Council Voting Rep – has the meaning as defined in section 4.7 of this policy.

### 2.0 PREAMBLE

- The Bylaw stipulates that 3 Voting Members of the National Corporation shall be elected annually by each Council.
- Under the Bylaw Voting Members have the principle responsibility to act as “representative shareholders” for all Ordinary Members.
- Voting Members perform the following functions;
  - Provide external nominations for candidates to the Board of Governors
  - Vote in the national electoral process to elect the Board of Governors
  - Annually approve the appointment of Financial Auditors for Scouts Canada
  - Approve amendments of Scouts Canada Bylaws as required
  - Annually elect 3 fellow Voting Members to sit on the national nominations committee
- The purpose of this Policy is to provide a consistent application of principles in the implementation of elections of Voting Members.

### 3.0 POLICY PERTAINING TO ELECTION of VOTING MEMBERS

- 3.1 Each Council shall adhere to a procedure ensuring the orderly and transparent annual election of Voting Members as prescribed in Article II section 3a of the Bylaw. Councils may conduct annual elections for Voting Members by either;

A) Utilizing a process as prescribed by sections 4 and 5 of the policy by the Board of Governors in its entirety without modification.

OR

B) Utilizing a process developed by said Council which is compatible with both the spirit and intent of each of the individual principles as outlined in section 4.0. of this policy, and which has received formal approval by the Board of Governors prior to its implementation.

- 3.2 Any interpretation with respect to this policy or any procedures derived from or contained within this policy, shall rest solely with the Board of Governors.

#### 4.0 GOVERNING PRINCIPLES FOR ELECTION OF VOTING MEMBERS

Each Council shall ensure each of the following principles are adhered to in the implementation of any procedure used to administer the election of Voting Members within a Council.

- 4.1 Each Council shall ensure the annual election of Voting Members occurs no earlier than 11 months and no later than 30 calendar days prior to the commencement of each National AGM.
- 4.2 As per the Bylaw Article II section 3 each Council shall provide the Chief Commissioner care of the National office with a list of its Voting Members at least 25 days prior to the National AGM.
- 4.3 The annual nomination and election process used to define and administer the procedure to elect Voting Members shall be a volunteer led activity.
- 4.4 Councils shall annually facilitate a process to collect nominations of candidates for election as Voting Members, and publish said slate of candidates to the Ordinary Members of the Council.
- 4.5 Any five (5) Members of a Council aged 16 or older may nominate any Member of their Council aged 16 or older (except employees and contractors of Scouts Canada), who is a member in good standing of Scouts Canada as defined in section II of the Bylaw, to stand for election as a Voting Member of Scouts Canada.
- 4.6 Nominations must specify people not positions.
- 4.7 Council Voting Reps are selected by the Ordinary Members serving in Groups, Areas, and said Council for the express purpose of providing representative participation in the Council's annual election of Voting Members.
- 4.8 Council Voting Reps selected by Groups as eligible to participate in the election must directly or indirectly comprise at least 66 % of the total Council Voting Reps eligible to vote.
- 4.9 Polling and/or balloting methods employed by a Council shall ensure effective access for remote participation by all Council Voting Reps. Both open polling and balloting are deemed to be acceptable practices for the electoral process.
- 4.10 Councils shall ensure that Voting Members will have the access to the information and processes necessary to effectively discharge their role and obligations as a Voting Member as defined in the Bylaw.

**5.0 STANDARDIZED COUNCIL PROCEDURE FOR ELECTION OF VOTING MEMBERS**

- 5.1 Councils shall ensure the formation of a volunteer based nominating committee to administer both the nominations and the election process.
- 5.2 Any persons standing for election as a Voting Member may not actively participate in the planning, administration or execution of the electoral process.
- 5.3 Councils shall annually provide notice of election and a call for written nominations in of candidates for election as Voting Members. Said notice may be via written or electronic form sent to those eligible volunteers as defined in section 4.7 of this policy who are registered in good standing as at the date of the issuance of said notice.
- 5.4 Councils shall publish said slate of candidates and their biographies to the Ordinary Members of the Council at a minimum of 30 calendar days prior to the election.
- 5.5 Councils shall at a minimum publish the slate of candidates and accompanying biographies on their web council web site or via electronic email distribution to eligible volunteers. Such web based or email based publications candidates and biographies shall be deemed to be sufficient.
- 5.6 Council Voting Reps within a Council shall be composed of;
  - 5.6.1 3 Council Voting Reps per Group - Ordinary Members registered with each Group who are aged 16 or older, shall by simple majority, annually select up to 3 Ordinary Members from their Group to serve as their Group's Council Voting Rep, one of which if available shall be a Youth Member aged 16 or older.
  - 5.6.2 Each Council Commissioner and up to 3 Deputy/Assistant Council Commissioners or other Council management team members, one of which shall be a Youth Member aged 16 or older.
  - 5.6.3 Each Area Commissioner and up to 3 Deputy/Assistant Area Commissioners, one of which shall be a Youth Member aged 16 or older.
- 5.7 Council Voting Reps selected by Groups must comprise at least 66 % of the total Council Voting Reps eligible to participate in the election.
- 5.8 Balloting/Polling is not required to be conducted in secret.
- 5.9 Valid balloting/polling methods include physical polling from those present at the election, or the receipt of electronic or written ballots, utilization of electronic survey programs or other applicable methods, provided that those voting remotely can be identified by Name, Group and Area.
- 5.10 Councils are not required to hold a physical meeting to affect the election.