
 The College of Naturopaths of Ontario	Policy Type <b>GOVERNANCE PROCESS</b>	<b>COUNCIL POLICIES</b>
	Title <b>Process for Election of Officers</b>	Policy No. <b>GP23.04</b>
		Page No. <b>1</b>

*Annually at the first meeting following the regular election of Council members, and, in the event that the Officer positions become vacant as set out in the by-laws, the Council will hold democratic and open elections for the positions of Officers of the Council.*

- Accordingly,
- 1 The elections will be supervised by the CEO.
  - 2 The CEO may appoint scrutineers to assist in the election.
  - 3 Before the first regular meeting of the newly elected Council each year or any other Council meeting designated for the purpose by Council resolution, or should a position become vacant, the CEO shall send an invitation to all Council members requesting any person wishing to stand for election to the offices of the Council Chair, Council Vice-Chair and Officers-at-Large to indicate so, in writing to or on a form set by the CEO.
  - 4 A Council member's intent to seek office must be supported by two other Council members either electronically or on a form set by the CEO no later than 5:00 p.m. on the day one week before the meeting of Council when the election of Officers shall take place.
  - 5 Where no candidate is nominated for a position or, in the case of Executive Committee members at large where there are insufficient nominations for the number of positions available, nominations from the floor will be permitted.
  - 6 The CEO shall, prior to the deadline indicated in section 4 but not more than one week prior to that deadline, inform all Council members about any Council members' intent to seek election that has been submitted up to the point.
  - 7 At least five (5) days prior to the meeting of Council when the election of officers shall take place, the CEO shall circulate to the Council a list of the eligible candidates for election to the offices of the Council Chair, Council Vice-Chair and Officers-at-Large.
  - 8 A Council member may withdraw as a candidate at any time before the election.
  - 9 At the meeting of Council when the election of officers shall take place, the CEO shall present the names of eligible candidates who have indicated their interest for the position of Council Chair.
    - a) Where there is only one nominee for a position, that person shall be elected by acclamation.
    - b) In the event that there is more than one candidate for the office, the voting will be conducted by ballot or by electronic voting means, with the result being tabulated and then recorded and reported by the CEO.
    - c) Before the vote, candidates shall be given the opportunity to speak briefly (order to be determined by lot).
    - d) The election of a candidate shall be confirmed by a majority vote of those present and voting.

DATE APPROVED	DATE LAST REVISED
April 28, 2015	March 29, 2023

 The College of Naturopaths of Ontario	Policy Type	COUNCIL POLICIES
	<b>GOVERNANCE PROCESS</b>	
	Title	Policy No.
	<b>Process for Election of Officers</b>	GP23.04
		Page No.
		2

- e) Where no candidate receives a majority vote, the candidate receiving the fewest votes shall be disqualified and Council shall, by ballot or electronic voting means, vote on the remaining candidates until one candidate receives a majority vote.
  - f) In the event of a tie, a second ballot will take place. If the second ballot also results in a tie, the winning candidate will be determined by lot.
- 10 The results of each election will be tabulated and reported by the CEO, with the number of votes accorded to each candidate to remain confidential.
  - 11 Once the Council Chair is elected, the Council Vice-Chair shall be nominated and elected in a similar manner.
  - 12 Once the Council Vice-Chair has been elected, the Officer-at-Large positions shall be filled in a similar manner, with the following modifications.
    - a) Council shall first elect the Officer-at-Large position(s) to be filled by Registrants(s).
    - b) Once the required number of Registrants has been elected, Council shall elect the remaining Officer-at-Large position(s) to be filled by Public member(s).
    - c) Where two or more positions are available for a Registrant or a Public Member, they may be elected on one ballot.
    - d) The required number of candidates who receive the most votes cast on the ballot shall be declared elected and a majority vote is not required.
  - 13 Once the election is completed, the CEO shall call for a motion to destroy the ballots or any record of the electronic voting system.

DATE APPROVED	DATE LAST REVISED
April 28, 2015	March 29, 2023