



Date Revised: Oct. 22, 2003

Approved by BOD: Jan. 29, 2004

Ratified by Membership: Apr. 30, 2004

SECTION 1 Nominations Committee

- (1) The Board shall elect a voting member of the Board as chairperson of the nominating committee for a term of office of two years.
- (2) In the case of a vacancy of the chairperson, the Board may appoint a member of the Board to complete the term of office.
- (3) The chairperson of the nominating committee may appoint a maximum of three members to the committee from among the active members of the Association.
- (4) Quorum for meetings of the nominating committee shall be all of the members of the committee.
- (5) The nominations committee shall
 - (a) send a call for nominations for election of the President-Elect, Vice-President Northwest Territories, Vice-President Nunavut, Secretary, Treasurer and the regional members to all members of the Association not less than ninety days before the date of the general meeting of the Association;
 - (b) send a call for nominations for the positions mentioned in clause (a) at any time there is a vacancy during the term of office in accordance with the bylaws and the direction of the Board; and
 - (c) prepare the election slate and distribute the election slate to the members of the Association in accordance with the bylaws.

SECTION 2 Nominations Procedure

- (1) Any active member of the Association is eligible to be nominated, in accordance with the bylaws, for an elected position on the Board.
- (2) Only active members of the Association may make nominations.
- (3) The names of the nominees shall be submitted in writing to the chairperson of the nominating committee along with the written consent of the nominee to have his/her name stand for nomination.



- (4) The nominations committee shall verify that each nominee is an active member in good standing in the Association.
- (5) If no nominations are received for a position of the Board, the Board may, at the discretion of the Board, make an appointment to that position.
- (6) Where there is only one nominee for a position, that nominee shall be declared duly elected by acclamation to that position, and no election or ballot is required.
- (7) If an elected member is unable to accept the position at the general meeting, that position may be filled by nomination and election at that general meeting, in accordance with the bylaws.

SECTION 3 Voting Procedure

- (1) A member of the Association is eligible to be a voting delegate at a general meeting if the member has been an active member of the Association for at least six weeks prior to the general meeting.
- (2) At least six weeks prior to the general meeting of the Association, the Association shall develop the list of members who are eligible in order to determine the number of votes carried by each region and to determine the number of voting delegates.
- (3) Each region of the Association shall be entitled to one voting delegate for the first five active members of the region and one voting delegate for every additional ten active members, or part thereof, of the region.
- (4) The voting body at the general meeting of the Association shall consist of voting delegates.
- (5) The names of all of the voting delegates shall be submitted in writing to the Board at least four weeks prior to the start of the general meeting.
- (6) To facilitate the voting procedure
 - (a) voting delegates at a general meeting shall be properly identified and seated; and
 - (b) voting delegates at a teleconference general meeting shall be properly identified and confirm their presence.



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- (7) A voting delegate shall carry more than one vote for his/her region, if necessary.
- (8) Voting on motions and resolutions shall be by show of voting delegate cards that indicate the number of votes the delegate carries or by voting delegates declaring the number of their votes via teleconference.
- (9) Despite subsection (8), in the case of voting for officers, voting shall be by secret ballot.

SECTION 4 Scrutineers

- (1) The chairperson of the general meeting shall, prior to the general meeting, appoint scrutineers from among active members of the Association who are not voting delegates and who are not candidates for election.
- (2) The scrutineers shall
 - (a) count the ballots and report the results of the count in writing to the chairperson;
 - (b) count votes on resolutions and motions at a general meeting and report the results in writing to the chairperson; and destroy the ballots.