



Policy:	2.4.3
Approved By:	Trust Council
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Policy Holder:	Legislative Services Manager

EXECUTIVE COMMITTEE ELECTION

Background

Section 20(4) of the *Islands Trust Act* states that Council shall, as soon as practicable after the election of the local trustees, elect from among its members a chair and 3 vice-chairs. Executive Committee election administration is regulated under Sections 6, 7 and 8 of the Islands Trust Regulation 119/90.

A. Definitions n/a

B. Policy

1. Pre-Election

1.1 The corporate secretary will ensure that the schedule for the first Trust Council meeting includes:

1.1.1 A date and time where trustees can indicate their interest to run for position of chair and/or vice-chair.

1.1.2 A date and time where an Executive Committee Candidates Panel will be held.

1.2 The corporate secretary will ensure that trustees are notified of the above and the Executive Committee Election Procedures in the Notice provided for the first Trust Council meeting.

2. Election of Executive Committee

2.1 The Executive Committee election will be held as the first item of business at the Council business meeting in November after the quadrennial trustee elections.

2.2 The Chair of the Executive Committee shall be elected first, followed by a separate election of 3 vice-chairs.

2.3 No trustee shall, at one time, hold more than one office of chair or vice-chair.

2.4 The corporate secretary, or a staff person designated by the corporate secretary, shall act as the presiding officer.

2.5 For each election the presiding officer shall call for nominations and accept and record each nomination that is:

2.5.1 Made by a trustee, other than the nominee.

- 2.5.2 Seconded by a trustee, other than by the nominee.
- 2.5.3 Accompanied by an indication of the nominee's willingness to stand as a candidate.
- 2.6 The presiding officer shall call three times for nominations, after which time nominations will be closed.
- 2.7 If only one nomination is accepted and recorded for a position, the nominated candidate is elected to that position by acclamation.
- 2.8 After the recording of nominations and where an election is required, the trustees shall, by a majority vote of those present, elect a trustee who is not a candidate to assist the presiding officer in counting the votes.
- 2.9 The presiding officer will call a recess to prepare ballots showing all candidates' names in alphabetical order. Once the ballots are prepared, the presiding officer will reconvene the election, and distribute the ballots to trustees.
- 2.10 Voting is by secret ballot and proxy voting is not permitted.
- 2.11 The presiding officer will collect the completed ballots, and, with the assistance of the trustee chosen by the vote under item 2.8, will count the ballots.
- 2.12 If there is no election by acclamation for the 3 positions of vice-chair, the candidates receiving the highest, second highest and third highest number of votes shall be elected.
- 2.13 The presiding officer shall announce the election of the successful candidate or candidates.
- 2.14 When the election is completed, the ballots shall be destroyed by the presiding officer.

3. Tied Results

- 3.1 If 2 or more of the candidates standing for election to the position of chair of the Executive Committee are tied with a majority of votes, the vote shall be taken again by secret ballot with only the names of the tied candidates on the ballot.
- 3.2 If the ballot under item 3.1 results in a further tie, the trustee elected under 2.8 to assist in counting the votes shall elect a candidate by lot.
- 3.3 If 4 or more of the candidates standing for election to the position of vice-chair are tied with a majority of votes, the procedures under 3.1 and 3.2 apply.
- 3.4 If 3 or more of the candidates standing for election to the position of vice-chair are tied with the second highest number of votes, and one position of vice-chair has been filled, the procedures under items 3.1 and 3.2 apply.

4. Vacancies

If an office of the Executive Committee becomes vacant, the election under Section 20(7) of the *Islands Trust Act* of a trustee to serve the balance of the term shall be held within 90 days of the vacancy.

C. Legislated References

Islands Trust Act: Section 20(4)

Islands Trust Regulation 119/90: Sections 6, 7 & 8

D. Links to Supporting Forms, Documents, Websites, Related Policies and Procedures n/a