

## BRIEFING NOTE

**TO:** Council

**FROM:** Fazal Khan, Registrar

**DATE:** December 2 and 3, 2019

**SUBJECT:** 19.0 Executive Committee Election Procedure

☐ For Decision

☒ For Information

☐ Monitoring Report

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### Purpose:

To provide Council with direction regarding the procedure which governs the election of the Executive Committee, as set out in the COO By-laws.

### Background:

#### *Executive Committee Composition*

Pursuant to Article 10.1 of the by-laws, the Executive Committee of the COO is composed of five individuals: the President, the Vice-President, and three additional Council members.

The Executive Committee must consist of three Elected Council members and two Public Council members.

#### *Election of the Executive Committee*

The general procedure for electing Executive Committee members is set out in Article 9 of the COO By-laws. The procedure can be summarized as follows:

1. The meeting must be chaired by a neutral party
2. Each candidate must be nominated and seconded
3. The election must be conducted by secret ballot
4. The successful candidate must obtain a majority vote
5. The elections must take place in the following order:
  - i. President
  - ii. Vice-President
  - iii. Remaining three positions, in no particular order

#### *Eligibility for the Executive Committee*

All Elected Council members and Public Council members are eligible for election to any position on the Executive Committee. There is no requirement that an individual serve on Council for a minimum amount of time prior to running for Executive Committee election.

There is, furthermore, no requirement that an individual serve on the Executive Committee for a minimum amount of time before running for President of the Executive Committee.<sup>1</sup>

The President may serve a maximum of two consecutive one-year terms.

**Recommendation:**

For information only.

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<sup>1</sup> A motion to amend the by-laws to add these requirements was made to Council at its May 13, 2014 meeting, but the motion was defeated.