



CATEGORY: 1.0 Governance and Strategic Direction Policies			
SECTION: 1.4 Annual General Meetings			
POLICY: 1.4.2 CPC Board Nomination and Election	APPROVED: May 2012	REVISED: May 22, 2015 Feb. 21, 2020	PAGES: 5

GENERAL PROVISION

The CPC Paralympic Sport Members will elect the CPC President, Vice-President and directors in accordance with the CPC By-laws and this Policy.

1. NOMINATION PROCESS

- 1.1 At least one year prior to the first day of the Quadrennial Annual meeting and any other annual meeting where there will be CPC Board elections, the CPC Board will appoint a Nominations Committee chaired by a Past President of the CPC or if unavailable, a past Board of Directors member, or a current director who is not seeking re-election. The Nominations Committee will work with CPC staff to ensure that the nominations process is conducted according to the by-laws; and pass a resolution setting out the number of directors pursuant to CPC by-law 3.1.
- 1.2 A “nominator” is defined as either one CPC Paralympic Sport member in good standing or one current CPC director.
- 1.3 At least sixty days prior to the first day of the Quadrennial Annual meeting and any other annual meeting where there will be CPC Board elections, the CPC will circulate to Sport Members a Call for Nominations. This Call for Nominations will include at least the following:
 - a. Nomination Form requiring at least the following information with respect to each nominee: (a) name, (b) nominator; and (c) background, including involvement in the Paralympic Movement (can be by way of curriculum vitae);
 - b. requirement for a letter of support from the nominator;
 - c. a commitment, including ethical guidelines to be signed by the nominee;
 - d. a requirement to sign an agreement to follow campaign guidelines;
 - e. the deadline for submissions of nominations;
 - f. information with respect to the meeting at which elections will be held;
 - g. a copy of the CPC By-laws, and
 - h. a copy of this Policy.
- 1.4 The same nominee may be nominated for more than one position. Nominees not nominated for multiple positions pursuant to this Policy will not be permitted to stand for multiple positions at the time of elections A separate nomination form must be submitted for each nomination position.



- 1.5 At least twenty-one days prior to the first day of the Quadrennial Annual meeting and any other annual meeting where there will be CPC Board elections, the CPC will circulate to all CPC Members a list of nominees and their nomination submission.

2. ELECTION PROCESS

- 2.1 Elections for the available Board positions will be held in the following order:
 - (1) one (1) President
 - (2) one (1) Vice-President
 - (3) up to ten (10) additional Directors but not less than three (3).

***The Board of Directors has confirmed that 7 additional Directors will be elected on March 12, 2021.**

- 2.2 In the event that the current President is standing for election, they will not serve as Chair of the annual meeting for the election portion of the meeting. The Chair of the Nominations Committee or their designate will serve as Chair for the elections portion of the annual general meeting. If the current President is not standing for election, they may nevertheless opt to delegate the election portion of the meeting to the Chair of the Nominations Committee.
- 2.3 In order to be elected to any position, a nominee must receive a majority of the votes cast. For the purpose of clarity, a majority of votes cast is equal to 50% of the votes cast plus one.
- 2.4 Following each election round, the number of votes obtained by each candidate will be disclosed to the membership.
- 2.5 A nominee with no votes cast in their favour in any voting round will not proceed to subsequent voting rounds.
- 2.6 If after the deadline for submissions of nominations a position up for election of President, Vice-President, Athlete Director, or Coach Director does not receive any nominations, or open positions for additional Directors receive less than three nominations, the CPC Board will within 5 days nominate a candidate for each open position for which no candidate was nominated by board resolution.

3. ELECTION OF PRESIDENT AND VICE-PRESIDENT

- 3.1 Each Paralympic Sport Member in good standing as of the date of the Call for Nominations is entitled to one (1) vote for the position of President, and one (1) for the position of Vice-President.



- 3.2 If one valid nomination is received, the nominee will be acclaimed.
- 3.3 If two valid nominations are received, the nominee with the majority of votes cast will be deemed elected.
- 3.4 If three or four valid nominations are received, and no one nominee receives a majority of the votes cast in the first round, the individual receiving the least number of votes cast will not proceed to the next round of voting. Subsequent voting rounds will occur with the nominee receiving the least number of votes not proceeding until one (1) nominee receives a majority of votes cast. Nominees tied for the final place in any voting round will not proceed to the next round, except where removing the individuals would result in only one nominee proceeding to the next round (without a majority), in which case a re-vote will occur between those individuals tied. In the event of a re-vote, the individual receiving the most votes will proceed to the next round.
- 3.5 If more than five valid nominations are received, and no one nominee receives a majority of the votes cast in the first round, the five individuals with the most votes cast in their favour will proceed to the next round of votes. Subsequent voting rounds will occur per section 3.4.
- 3.6 At any time where there are two nominees remaining and there is a tie, a re-vote will occur , with the individual receiving a majority of votes being deemed elected. If after two tie voting rounds there is no individual with a majority of votes a coin toss will determine the individual deemed elected.

4. ELECTION OF DIRECTORS

- 4.1 If the number of valid nominations received for Directors positions equals or is less than the number of open Director positions, the nominees will be acclaimed.
- 4.2 If the number of valid nominations received for Directors positions exceeds the number of open Director positions, the following process will be followed:
 - 4.2.1 Each voting member may cast in each ballot only one vote each for any of the nominees up to a maximum number of votes corresponding to the number of available positions in that particular voting round.
 - 4.2.2 A first ballot will occur to determine if any nominee(s) receive(s) a majority of votes cast.
 - 4.2.3 Where more than one nominee gets a majority of votes cast, such nominees will be ranked according to total number of votes received in that ballot, and given positions as Directors in a descending order to the maximum number of positions remaining



available. Where such nominees have the same number of votes in a particular voting round, and there are not enough remaining Director positions available, there will be a round of voting to break the tie, wherein nominees will be ranked according to number of votes received in the tie-breaking voting round, and given Director positions in a descending order to the maximum number of positions remaining available.

- 4.2.4 The number of Director positions remaining vacant after the first round of voting will be used to determine the number of nominees that proceed to the second round of voting. The number of nominees to proceed to the second round of voting will be the number of positions remaining vacant plus four. Therefore, the greatest number of nominees to proceed to a second round of voting will be ten.
- 4.2.5 If the original number of nominees is ten or less, the nominee with the least amount of votes will not proceed to the second round of voting.
- 4.2.6 Nominees tied for the final place in any voting round will not proceed to the next round, except where removing the individuals would result in only one nominee proceeding to the next round (without a majority), in which case a re-vote will occur between those individuals tied. In the event of a re-vote, the individual receiving the most votes will proceed to the next round.
- 4.2.7 Subsequent voting rounds will occur with the nominee with the least number of votes not proceeding to the next voting round, until such time as six nominees receive a majority of votes cast.
- 4.2.8 In the event that two consecutive voting rounds occur where no nominees receive a majority of votes cast, nominees will be ranked according to number of votes received in the second round of voting in which no nominees receive a majority of votes cast, and given Director positions in a descending order to the maximum number of positions remaining available. In the event of a tie, there will be a re-vote, with the nominees being given Director positions in a descending order of votes received. If after two tie voting rounds there is no individual with a majority of votes a coin toss will determine the individual deemed elected.