

**APPENDIX 1
BY-LAW 27-2022**

**ELECTION OF REGIONAL VICE-CHAIRS
VOTING PROCEDURES**

1. DEFINITIONS

- 1.1 "Lot" is the method of determining the nominee to either fill the vacancy or go on to the next ballot, as determined by the particular circumstance. The names of the tied nominees shall be placed on equal sized pieces of paper, placed in a container and one name shall be drawn by a person chosen by the Regional Clerk.
- 1.2 "Majority Vote" means more than half the votes cast by persons legally entitled to vote in a regular or properly called meeting at which quorum is present.

2. PROCEDURE FOR NOMINATIONS

- 2.1 Nominations shall be placed in the following manner:
 - a. The Regional Clerk or Regional Chair shall call for nominations.
 - b. In accordance with By-law 70-2021 and section 2.1.3 of this by-law, a Regional Vice-Chair nominee must be an elected Regional Councillor who is a lower tier municipal ward councillor. A mayor of one of the lower tier municipalities may not be nominated for the position of Regional Vice-Chair, nor can the Regional Chair be nominated for the position of Regional Vice-Chair.
 - c. There must be at least one Regional Vice-Chair nominee representing each of the two lower tier municipalities that differ from one another and from the municipality represented by the Regional Chair.
 - d. Each nomination shall be moved and seconded by a member.
 - e. After nominations have been closed by a vote of Council, each nominee shall, prior to the vote being taken, be permitted to speak to the nomination for not more than two minutes.
 - f. The nominees shall be called upon in alphabetical order of surnames.
- 2.2 A nominee may withdraw their name at any time.

3. VOTING PROCESS

- 3.1 The voting process for one of the Regional Vice-Chairs shall be conducted and concluded, following which time the voting process for the second Regional Vice-Chair shall be conducted and concluded.
- 3.2 Nominees shall be voted on in alphabetical order of surnames.
- 3.3 If there is more than one nominee, votes shall be recorded.
- 3.4 There shall be one nominee vote per member per round of voting for each office. A member's first vote is deemed to be the member's vote. If a member votes a

second time in the same round of voting, the Regional Clerk shall advise the member and the member's vote shall not count.

3.5 Once the process commences, the only motion permitted will be a motion to recess.

3.6 One Nominee:

a. The nominee requires a majority of votes to be elected. Voting may be by show of hands.

3.7 Two Nominees Only:

- a. The nominee who receives a majority of votes is elected.
- b. If there is a tie vote the Regional Clerk shall declare a ten minute recess to allow members time to consider the matter, after which the vote shall be retaken. If the vote is again tied, the Regional Clerk shall declare a second ten minute recess, after which the vote shall be retaken. If the vote is again tied then the vacancy shall be filled by the nominee selected by lot. The name drawn shall be the winner of the election.

3.8 Three or More Nominees:

- a. First and Successive Ballots:
 - i) A nominee who receives a majority of votes is elected.
 - ii) If no nominee receives a majority of votes, the nominee with the least number of votes shall be excluded from subsequent voting and Council shall proceed with the next ballot.
 - iii) If there is a tie vote with respect to the nominees receiving the least number of votes then a lot shall be conducted until there is one name not drawn, and the name (or names) drawn shall go forward to the next ballot, and the name not drawn shall be excluded from subsequent ballots.
 - iv) When there are only two nominees remaining, the procedure for two nominees [Procedure 3.7] shall apply.