



Minutes

A MEETING of the CENTRAL ELECTIONS AND SEARCH COMMITTEE was held on Wednesday, May 17, 2017 at 1:00 p.m.

Present: J. D. Adams, P.Eng., Chair
G. Comrie, P.Eng. President [via teleconference]
N. Fung, P.Eng.
J. Obaid, P.Eng. [via teleconference]
H. Wojcinski, P.Eng. [via teleconference]

Staff: G. McDonald, P.Eng., Registrar
S.W. Clark, LL.B. Chief Administrative Officer
and General Secretary
R. Martin, Manager, Secretariat
D. Smith, Director, Communications
A. Elliot, Chief Elections Officer
D. Power, staff support

CALL TO ORDER Notice having been given and a quorum being present, the Chair called the meeting to order.

APPROVAL OF AGENDA Moved by J. Obaid, seconded by N. Fung:

That the agenda be approved as presented with the addition of “2017 Election Review.”

CARRIED

APPROVAL OF MINUTES FROM MARCH 8, 2017 MEETING Moved by N. Fung, seconded by H. Wojcinski:

To approve the March 8, 2017 minutes as presented.

CARRIED

2017 ELECTION REVIEW

D. Adams led a discussion regarding the 2017 election. This included a strong candidate slate, in particular the number of female candidates who ran. Registrar McDonald acknowledged the efforts of the Regional Elections and Search Committees (RESC) and the Central Elections and Search Committee (CESC) in this regard. Also discussed were the issues related to errors made by the official elections agent regarding incorrect voting credential distribution. Registrar McDonald, President Comrie, Scott Clark, Ralph Martin, David Smith and Allison Elliot were recognized for their efforts in managing the successful resolution to the issues that were encountered. This included an external audit of the election process. Members were updated on a regular basis regarding the closure of the voting website due to errors made by the official elections agent.

The voter turnout was 16% which was 5% higher than 2016, due in part by a concerted effort to update the member database with contact information, etc. was as up to date as possible and with weekly reminders sent to members who had not yet voted.

Responding to a query, S. Clark advised that there were no issues reported regarding the telephone voting option.

H. Wojcinski referred to the information that she provided in the agenda package which included the name of an elections agent for consideration. S. Clark advised that this company would be invited to submit an RFP to provide services as the official elections agent.

Allison Elliot, Chief Elections Officer, indicated that the 2017 election was conducted in accordance with Council approved voting and publicity procedures.

2017 ISSUES REPORT

The Issues Report was reviewed and revised based on discussion. Amendments were made to Issues 8, 10 and 11. By consensus, the recommendations contained in the Issues Report were approved by the Committee.

The Issues Report will be submitted to Council for approval at its June 2017 meeting.

OTHER BUSINESS

H. Wojcinski requested that the OSPE Election background information that was included in the agenda package be retained for future reference.

There being no further business, the meeting concluded.

These minutes consist of two pages.

D. Adams, P.Eng., Chair

S.W. Clark, LL.B., Chief Administrative Officer and
General Secretary