

POLICY AND PROCEDURES MANUAL

5.5.2 REGIONAL ELECTIONS

Policy

To ensure a fair and democratic process for Regional elections.

Procedure

There are two processes for carrying out Regional Executive member elections: in conjunction with the Provincial Election which occurs every three years or as a Special Election to fill a vacancy. For clarity, Regional Council Members, as part of the governing Council, are to be elected in accordance with Policy 5.2.8.

Regional Nominations Representative (RNR)

1. There will be one RNR for each Region. The RNR shall be elected from the floor at a Regional Meeting, and must be in place prior to the call for nominations for the next Regional Executive Member election.
2. Candidates for the RNR:
 - (a) Must be a Member in Good Standing;
 - (b) May be a Steward (other than a Full-Time Steward or Regional Steward-at-large; and
 - (c) Must not hold a position as Regional Council Member, Regional Executive Member, Full-Time Steward, EDMP representative, or Regional Steward-at-large. Should a RNR wish to run for such an elected position, they must step down from their role as the RNR.
3. The term shall be for three (3) years, commencing September 1st, in the year prior to the general elections.
4. Any vacancy which requires filling outside of the ability to hold an election at a Regional Meeting shall be filled by appointment as selected by the Regional Executive Committee following a call for expressions of interest in the position.
5. The responsibilities of RNR shall include:
 - (a) To implement the procedure for obtaining nominations for Regional Elected Positions (for clarity, this does not include Regional Council Members).
 - (b) To advertise, prior to the close of nominations, for candidate(s) for any Regional Elected Position for which no nomination has been received.
 - (c) To prepare and present the ticket of nominations to the Nominations Committee.
 - (d) Assist the Nominations Committee, as may be requested by the Nominations Committee from time to time, and which may include:
 - i. Assisting the Nominations Committee with respect to conducting and overseeing Regional elections; and
 - ii. Assisting the Nominations Committee with respect to the investigation, resolution or remedying of Election Complaints, including those relating to a Regional election.

Note: For clarity, while RNRs may assist the Nominations Committee with respect to the above matters, including by making recommendations to the Nominations Committee (if requested) any final decisions or determinations rest with the Nominations Committee.

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- (e) To remain independent and impartial and not state a political preference or endorsement in any election.
- (f) To encourage all Members to participate and vote in BCNU election processes.

Election Procedure Common to All Regional Election Processes/Methods

1. The entire election timeline, including the nomination, official campaigning and voting periods, shall not be more than ten (10) weeks in length, as directed by the Nominations Committee and approved by Council.
2. The RNR confirms, with the support of the Provincial Office, that the candidates are Members in Good Standing, and that there are no outstanding issues between BCNU and the candidates which might impact Regional representation. Should untoward information be forthcoming, this information may be shared with Members. The candidates shall be informed in advance of such disclosure.
3. Candidates may only seek election for one Regional Executive Member position.
4. Members with a regular position in a BCNU Region may only submit a nomination to that Region. Members who work in casual positions in more than one BCNU Region must declare one Region to engage with and must only submit a nomination to their declared Region.
5. The RNR should report any vacant positions with no nominations to the Regional Executive Committee seven (7) days prior to the close of nominations.
6. The RNR will approve the candidates' biographical sketch and statement of objectives.
7. Candidate responsibilities, as defined by the Nominations Committee, shall be respected and maintained throughout the entire election process.
8. If there is only one nomination in any given office, the RNR shall advise the Nominations Committee and declare that candidate elected, by acclamation.
9. If elected, a Member not previously holding a BCNU steward position must complete a BCNU Steward education course within the first year of their term.
10. The term shall be for three (3) years or in the case of a Special Election the time remaining in the term.

Election Process: In Conjunction with Provincial Election

1. The Nominations Committee chair will coordinate with the Provincial Office regarding the election timeline.
2. The Provincial Office will issue the Call for Nominations for all provincial and regional executive positions.
3. The Provincial Office will forward submitted Nomination Forms to the RNR.
4. An election bulletin listing regional candidates will be circulated by the Provincial Office. Detailed candidate information will be posted on the BCNU election webpage.
5. The RNR will notify all candidates of the results of the Regional elections, and then inform the Regional Council Member (in-coming/out-going as appropriate) of the results.
6. In the event of a tie, the RNR will consult the Provincial Returning Officer to determine the process for selecting the successful candidate.

Filling Vacancies Occurring in a Regional Elected Office

1. Any vacancy occurring in an elected office, of less than or equal to one (1) year, shall be filled by appointment as selected by the Regional Executive, following a call for an expression of interest.
2. Any vacancy occurring in an elected office of more than one (1) year, shall be filled by Special Election for the remainder of the term.

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3. Any temporary vacancies occurring as a result of policy 5.2.9 Interim Replacement are exempt from the above. If a Regional Council Member is elected by Council to temporarily fill a vacancy, pursuant to policy 5.2.9 Interim Replacement, the Regional Executive Committee will elect a temporary replacement for the duration of the leave, or until return of the Regional Council Member to their position, from the existing Regional Executive Committee members.
4. In the event that the leave of a member of the Regional Executive Committee (other than a Regional Council Member) is expected to last longer than two weeks, the Regional Executive Committee will appoint a temporary replacement until the return of the incumbent, if needed. In such a case the Regional Executive Committee will place a call for expression of interest for the temporary position available.
5. In the event that a Regional Council Member's leave is expected to last longer than two weeks, the Regional Executive Committee will elect a temporary replacement for the duration of the leave, or until return of the Regional Council Member to their position, from the existing Regional Executive Committee members. The resulting temporary vacancy amongst the existing Regional Executive Committee members will be filled by appointment in accordance with (4) above.

Special Elections

1. The call for Nominations will be sent to members on the second Monday of the month by the BCNU Office.
 - (a) Members will receive the special election timeline with specific dates and times for the election process.
 - (b) Members will receive information on accessing the Regional Nomination Forms and Regional Executive roles and functions.
2. Nominations will open at noon (1200 hours) on the second Monday of the month.
3. Nominations will close 14 calendar days (two weeks) later at noon (1200 hours).
4. A list of candidates, including Biographical Sketch and Statement of Objectives, will be sent to regional Members on Monday after the close of nominations.
5. Electronic voting will open the next day, Tuesday, at noon (1200 hours) and closes Friday at noon (1200 hours).
6. The Provincial Office will notify the RNR of the election results after electronic voting closes.
7. In the event of a tie, the RNR will conduct a run-off vote in the next monthly election cycle.
8. The electronic ballots will be kept for seven days after the vote closes.

Policy Footnotes

Section	5 Governance and Administration
Sub-section	5.5 Regions
Policy Number	5.5.2
Council Approved	21-01-11
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Further reading	