NOMINATION AND ELECTION PROCEDURES

CMA welcomes the participation of members in its electoral process and encourages diverse participation. CMA will respect its Bylaws and Operating Rules & Procedures in all elections and will ensure a fair, transparent, effective and expeditious process. Election procedures that are not explicitly defined in the bylaws or operating rules and procedures will be governed by the rules of order (i.e., nominations from the floor). The Committee on Nominations Chair will refer to these procedures during the elections.

Call for nominations

• The CMA sends a call for nominations for elected positions to all provincial and territorial medical associations and affiliate organizations by Nov. 15 and also posts the call on cma.ca; the deadline for response is April 1. The Committee on Nominations approves and presents the Committee on Nominations Report to General Council.

• Nominee bios put forward by the Committee on Nominations are available here; any outstanding bios will be distributed electronically as soon as possible as set out in these procedures.

• CMA will not distribute any election material, other than the bios, on behalf of any nominee for any office.

• A participant list will be provided at the time of registration; contact information for delegates is not provided, consistent with CMA’s privacy policy.

CMA media services

• CMA’s news conference room is for the exclusive use of the CMA president or designates.

• Interviews and scrums can be held on-site at General Council, with the exception of chambers and the news conference room.

• CMA will not produce nor distribute any material directly to the media on behalf of any organization or nominee; a nominee’s biography, news releases and other material can be placed in the media room.

• Nominees or their representatives will not have access to CMA computers, printing services, phones, or other communication services for purposes related to the elections.

• Nominees have access to the reporters’ room solely at the invitation of registered media.

• While CMA staff will not facilitate media requests for nominees, they will provide reporters with contact information for either the nominee or his/her representative.

Day 1 of General Council

• During the opening remarks on the first day of General Council, the speaker will note that any additional nominations for the position of president-elect must be submitted to the speaker or the deputy speaker through the Resolutions Committee by the end of that day’s session (nomination forms are available at the Resolutions Committee table). Each nomination will contain the full name and address of the nominee and the names and signatures of the five delegates making the nomination; the nomination must be accompanied by a bio.

• The speaker will also encourage members to notify the Resolutions Committee if they are planning to be nominated from the floor of General Council for any other elected positions; only those individuals who notify the committee of their intention to run for an elected position by the end of the first day’s session will have their bio distributed electronically.

• Delegates will be notified before the end of Day 1 if any additional nominations for the position of president-elect have come forward and bios will be distributed electronically as soon as possible.
Day 2 of General Council

- At the start of the second day of General Council, the speaker will remind delegates that elections will be held later on Day 3. In accordance with section 13.4 (c) of the CMA Bylaws, the immediate past president will preside over the elections at General Council.

- Prior to the elections, the Committee on Nominations Chair will refer delegates to the nominations and election procedures outlined in this document.

- Electronic voting will be employed; should any delegate ask that paper ballots be utilized, the Chair will call for a vote to select the preferred method.

- If paper ballots are chosen, the Chair will ask delegates to appoint scrutineers who will distribute and collect the paper ballots; the scrutineers will also count the ballots and one of the scrutineers will bring forward the result to the Chair. The Chair will then announce the successful candidate.

Elections

- The Chair will read the name(s) of the nominee(s) received by the Committee on Nominations (as noted in the 2017 Report to Members) and will ask if there are further nominations for each position.

- If no additional nominations are received and there is only one nominee per position, the Chair will then declare the nominee (or slate of nominees where more than one position is available) duly elected.

- If any additional nominations are received, the Chair will identify the nominee(s). Note: nominations from the floor of General Council comprise those not reported by the Committee on Nominations and must be made by a delegate present at the time of the elections or by self-nomination.

- In the event of a vote, i.e., more than one nominee for a particular position, the Chair will invite each candidate (in alphabetical order), or their designate, to address delegates for two minutes. CMA will request again this year that we use plurality voting in elections when there are three or more candidates, as noted in the rules of conduct and procedural rules and guidelines for this meeting.

- In the case of an electronic ballot, a member of the Resolutions Committee will receive the vote and bring it to the Chair.

- The election results will not be projected and the tally of votes for each nominee will not be revealed unless otherwise requested by any delegate as set out in the Operating Rules and Procedures.

- The Chair will announce the successful nominee(s).

- At the end of the elections, the Chair will entertain a motion to destroy all ballots.

- All terms will commence immediately following the annual meeting.

Resignations from elected positions

According to the Bylaws (11.6), should a position become vacant due to a resignation or other unforeseen circumstances during the year, the Board of Directors will fill the vacancy on an interim basis until the end of the association year. Elections, as necessary, will take place at the next meeting of General Council. Should the individual appointed by the Board on an interim basis be elected at General Council for the position the following year, their interim year served will not count towards their term.

Excerpts from the CMA bylaws concerning nominations and elections

Chapter 12. Nominations

12.1 Committee on Nominations

12.1.1 General Council shall annually elect the members of the Committee on Nominations, which shall be comprised of 1 member from each division, 1 member representing the affiliate societies, 1 resident member, 1 student member and the Immediate Past President of the Association who shall chair the Committee on Nominations. The process and rules for making nominations for election to the Committee on Nominations shall be contained in the Association’s Operating Rules and Procedures. The Committee on Nominations shall meet at the request of the Board of Directors. A quorum at any meeting of the committee shall be 10.

12.2 Eligibility for Nomination
12.2.1 Only members of the Association who are, unless otherwise stated, members of the medical profession shall be eligible for nomination.

12.2.2 Only members of the Association who have been members for 5 consecutive years preceding their nomination shall be eligible for nomination to the positions of President-Elect, Speaker and Deputy Speaker.

12.3 Nominations Rules and Process

12.3.1 Any division or 50 members of the Association may submit nominations for the offices of Speaker and Deputy Speaker of the General Council, Chair of the Committee on Ethics, members of the committees on Ethics and Nominations, and elected members of the Audit and Finance, Governance and Appointments committees.

12.3.2 Nominations for the student member and resident member of the Committee on Ethics shall be carried out in accordance with the Association’s Operating Rules and Procedures.

12.3.3 The process and rules respecting nominations for divisional directors, student directors and resident directors shall be in accordance with Section 11.3 of these bylaws.

12.3.4 The following may submit a nomination for the Office of President-Elect, which shall be carried out in accordance with the Association’s Operating Rules and Procedures:

(a) any division;
(b) any 50 members of the Association; and
(c) any 5 delegates provided that such nomination is presented to General Council in session on the first day of General Council.

12.3.5 The general process applying to nominations shall be set forth in the Association’s Operating Rules and Procedures.

12.4 Responsibilities of the Committee on Nominations

12.4.1 The primary task of the Committee on Nominations shall be to recruit and secure strong balanced leadership for the Association. In particular, the duties of the Committee on Nominations shall be as follows:

(a) to issue a call to all members, divisions and affiliate societies by November 15 for nominations for the following elected positions in the Association: President-Elect, Speaker and Deputy Speaker of General Council, directors, the Chair of the Committee on Ethics and all members of the committees on Ethics and Nominations. The call for nominations shall also include, subject to vacancies arising; up to 2 members of the Governance Committee, up to 2 members of the Audit and Finance Committee and 1 member of the Appointments Committee. Only nominations received prior to April 1 or made by the Committee on Nominations as in 12.4.1(e), shall be eligible for presentation to General Council by the Committee on Nominations;

(b) to interact with divisions and affiliates to seek and encourage nominations that reflect the diversity and demography of the physician population, specifically with a sensitivity to age, gender, and cultural and regional balance, and the requirements of the Association regarding the specific vacancies to be filled;

(c) to establish and maintain a process to enable nominees to indicate their eligibility and commitment;

(d) to establish a process to ensure that all nominees for the position of director understand and agree to commit to the responsibilities of the office;

(e) to select nominations only from those placed before it through the process referred to in these bylaws or in the Association’s Operating Rules and Procedures. In the event that no eligible nominations for any position are placed before it, the committee may select a nominee of its choice;

(f) to submit, at its discretion more than 1 nomination for any position to General Council; and

(g) in carrying out the above duties to ensure that the Association’s requirements concerning eligibility for nomination set forth in Section 12.2 and the rules and procedures for nomination contained in the Association’s Operating Rules and Procedures are followed.

12.4.2 The report of the Committee on Nominations shall be provided to each delegate to General Council at least 15 days before the meeting of General Council and shall be presented to General Council. Any additional nominations received by the Committee in accordance with these bylaws and the Operating Rules and Procedures shall then be presented to General Council.

12.4.3 When the report of the Committee on Nominations has been received by the General Council in session, except in the case of nominations under 12.3.4, other nominations may be proposed from the floor.

Election excerpts from the CMA Operating Rules and Procedures

11) Nominations for election to the Committee on Nominations

The following provisions shall apply pursuant to Section 12.1 of the Bylaws:

11.1 Nominations for the Committee on Nominations:

(a) shall for the divisional member, be submitted by each division or by 50 members of the division;
(b) shall for the affiliate society member, be submitted by the Board of Directors after consultation with affiliate societies or by 50 members of any affiliate society;
shall for the student member, be submitted by the Board of Directors after consultation with affiliate medical student societies or by 50 student members; and

(d) shall for the resident member, be submitted by the Board of Directors after consultation with affiliate societies of residents or by 50 resident members.

11.2 If there is more than one nomination for any position, a ballot shall then be taken for that position.

12) Nomination procedures for positions elected by General Council via the Report of the Committee on Nominations

The following provisions shall apply pursuant to Section 12.3.5 of the Bylaws:

12.1 Each nomination for positions elected by General Council:

(a) shall be submitted in writing to the Chief Executive Officer;

(b) shall be accompanied by a curriculum vitae;

(c) shall contain full name and address;

(d) shall be received 90 days prior to the first day of the Annual Meeting of members;

(e) shall be referred by the Chief Executive Officer to the Committee on Nominations;

(f) shall, together with the curriculum vitae, be transmitted to all delegates of General Council; and

(g) may be changed up to the time of the election at General Council by the request of the nominator and with the agreement of the Presidents of 7 divisions and the President of the Association.

13) Nominations for Student and Resident members of the Committee on Ethics

The following provisions shall apply pursuant to Section 12.3.2 of the Bylaws:

13.1 Nominations for the student member of the Committee on Ethics shall be submitted by the Board of Directors after consultation with affiliate medical student societies or by 50 student members.

13.2 Nominations for the resident member of the Committee on Ethics shall be submitted by the Board of Directors after consultation with affiliate societies of residents or by 50 resident members.

14) Nomination for the position of President-Elect

The following provisions shall apply pursuant to Section 12.3.4 of the Bylaws:

14.1 Any division may submit 1 nomination for the office of President-Elect, except that in the event of a tie during a divisional election, the division may submit more than 1 nominee.

14.2 A nominee must be selected through an election process open to all Association members in that division and according to a process established by the Board of Directors of the Association.

15) Voting at meetings of the Association

The following provisions shall apply pursuant to Chapter 18 of the Bylaws:

15.1 Except as otherwise provided in the Bylaws including the rules of order referenced in section 18.1, these Operating Rules and Procedures, or the Speaker’s rules and guidelines for General Council, questions shall be decided by a simple majority of the votes cast. In the case of an election, if more than 2 candidates are on the ballot and no candidate receives more than 50% of the votes cast, the candidate receiving the lowest number of votes is retired from the ballot and another vote is taken involving the remaining candidates. This process is repeated until one candidate obtains the majority of votes cast.

(a) Tie Vote Procedure (3 or more candidates)

In an election where more than 2 candidates are on the main ballot, in the event there is a tie for the lowest number of votes and no candidate receives more than 50% of the votes cast, a vote will be taken between only the tied candidates (a “Tie Breaker”). In a Tie Breaker, the candidate receiving the lower number of votes is retired from the main ballot and the candidate receiving the higher number of votes is included on the main ballot for a revote between all remaining candidates. If the Tie Breaker results in a tie, the names of the Tie Breaker candidates shall be entered into a random draw to be made by the Chair of the meeting. In that event, the name drawn by the Chair is included on the main ballot for a revote between all remaining candidates, and the other Tie Breaker candidates are retired from the main ballot.

(b) Tie Vote Procedure (2 candidates)

In an election between only 2 candidates, if there is a tie, a second vote will be taken and the candidate receiving more than 50% is the successful candidate. In the event of a tie on the second vote, the names of the candidates shall be entered into a random draw to be made by the Chair of the meeting. In that event, the name drawn by the Chair is the successful candidate.

15.2 Unless a poll is demanded, a declaration by the chair of the meeting as to whether or not the question or motion has been carried shall be evidence of the fact without proof of the number or proportion of the votes recorded in favour of or against the motion or for any candidate. On the request of any person eligible to vote, the Chair shall announce the exact count of the poll.

15.3 With the consent of the members at a meeting of the Board of Directors or a Committee, questions may be decided on the basis of consensus without voting.