A. Preliminary Notes

(1) **Remember: Only Voting Members can vote during an election.**

(2) **As per Queer Ontario Bylaw 401(1), Voting Membership may be granted to any person:**
(a) who is an individual person; and
(b) supports the objects of Queer Ontario as set out in part II of these by-laws; and
(c) pays any annual membership fee as may be set according to By-law 1104; and
(d) has followed any registration procedure that the Steering Committee may require from time to time; and
(e) has participated for at least six (6) hours in Queer Ontario activities in person or by electronic means, which may include any combination of:

i. attending any Queer Ontario meetings; and/or

ii. volunteer work on Queer Ontario initiatives or events in the 365 days preceding the issuance of notice of an Annual General Meeting or Special General Meeting. Individuals unable to meet the six-hour requirement due to extenuating circumstances may apply to the Steering Committee to have this provision waived.

(3) **If you want to verify your Voting Member status:**
Send an email to the Secretary via info@queerontario.org with "Verifying Membership Status" as the subject line and your first and last name as the main text.

B. Upon Entering the Meeting Room (Registration, Issuance of Ballots)

1. See the The Secretary or Designated Person (from now on just referred to as "The Secretary") located by the door to register your arrival.

2. Upon registering, the Secretary will provide you with your official, authenticated ballot.

3. Upon receiving the ballot, the Secretary will indicate on the Official Members List that you have already received your authenticated ballot.

4. The authentication method (i.e. stamp, punch, or written mark by the Secretary -- or any combination of the three) will be the same for all the ballots issued to the voting membership at that Annual General Meeting.

5. The ballot issued by the Secretary upon entering will be the only one issued to the voting member. Do not lose this ballot.

ITEM 2 of 3: HOW TO FILL OUT YOUR BALLOT

A. If there is only one candidate running for a particular position...

--------->   Place a checkmark (or a "Y" for "yes") beside their name if you wish to
            elect them to the position

Note 1:   <u>Not</u> placing a checkmark (or "Y") beside the candidate's name will be under-
            stood to mean that (a) you do not vote for them, or (b) you abstain from
            voting on that particular position.

Note 2a: A candidate will be declared a "winner" if at least a majority (over 50%) of
            the ballots cast have voted the candidate forward.

Note 2b: In other words: a nominee *needs* to receive majority ballot approval in order to be
            declared a winner; otherwise, the position remains unfilled.

B. If there are two or more candidates running for a particular position…

--------->   Rank your top candidates by order of preference, where a "1" marks your first-
            choice preference, a "2" your second choice, a "3" your third, and so on.

--------->   Only rank the candidates you support.

C. If there are more than two candidates running for two equal positions...

Note: Currently, this method (should the scenario arise) would only apply to:
            (a) Anywhere-in-Ontario Member-At-Large positions 1, 2 and 3, and
            (b) Outside-of-Toronto Member-At-Large positions 1, 2 and 3.

--------->   The candidates are to be considered as a group.

--------->   Rank these grouped candidates according to Scenario B above.

--------->   The two candidates with the greatest membership support (provided they meet
            the minimum vote quota) are declared the winners.

ITEM 3 of 3: TALLYING THE RESULTS FOR SCENARIOS B AND C ABOVE

A.   Procedure for Counting Ballots

Step 1:   Sort the ballots by way of the #1 ("first-choice") votes.

Step 2:   Count the number of ballots ("the #1 votes") each candidate has received.

Step 3:   Take the pile with the least number of ballots (i.e. the candidate with the least #1 votes, or the "least-supported" candidate) and re-distribute *their* ballots by way of the #2 votes.

Step 4:   If applicable: Take the candidate with the least number of ballots (i.e. the "least-supported" candidate after *that* round) and re-distribute *their* ballots by way of the #3 votes.

…   Continue this process until the ballots cannot be re-distributed any further.

B.   The Winner Is...

(1) If there is only one individual left standing:
The sole individual left standing.

(2) If there are two or more candidates left standing:
The candidates who have the most ballots (votes) in favour

NOTE: **In either case, the candidate <u>must</u> have, at minimum, the vote quota.**
The "vote quota" is based on the number of ballots cast and the number of candidates vying for the position in question. Therefore:

– – – – – – – – –   If two candidates are running, the winner *must* have, <u>at minimum</u> 1/2 (one-half, or 50%) of the votes in their favour;

– – – – – – – – –   If three (3) individuals are running, the winner is anyone who has <u>at minimum</u> 1/3 (one-third, or 33.3%) of the votes in their favour;

– – – – – – – – –   If four (4) individuals are running, the winner is anyone who has <u>at minimum</u> 1/4 (one-quarter or 25%) of the votes in their favour.

This is because a winner will statistically have more votes than all the other candidates if they reach this quota.

NOTE: **If there are two or more individuals left standing and no one has reached the vote quota then <u>no</u> individual has "majority support". Hence, there is no winner.**
The position remains vacant.