

Canada Water Consultative Forum Procedure for Annual Meeting

Nominations for Chair and Vice-Chair

The Chair and Vice-Chair are directly elected by Forum members' using the following procedure

Nominations for Chair and Vice-Chair should be made in writing and contain the name of the person nominated along with the nominator and seconder.

Nominations should be forwarded to the Chair no later than 10 days before the AGM.

In the event of there being more than one nomination election by secret ballot shall take place at the AGM.

In the event of no nominations being made before the AGM, nominations can be made at the AGM.

In the event of a casual vacancy nominations shall be made at the next Forum meeting with the person elected serving until the next AGM.

The Chair and Vice-Chair shall hold office until the following AGM and be eligible for re-election

Topic Convenors

The Forum is recommended to appoint Topic Convenors to lead the Forum's response to the issues raised by developments in the area.

Topic Convenors shall bring together Forum members with an interest or expertise in topic subjects.

Proposed Topic Areas

- Environment
- Transport
- Planning and Infrastructure

Other topics can be added by the Forum

Topic Convenors should report on a regular basis to the Forum.

Forum Committee

Nominations for Committee Members should be made by the Forum AGM by a Proposer and Seconder.

(Members of the Forum Committee shall hold office until the next AGM and be eligible for re-election)

In the event of more nominations being made than vacancies an election shall take place using the single transferable method of voting.

At this stage it is not recommended to fill other functional officer posts.