



Thompson Rivers University Students' Union

Local 5 BC Federation of Students

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2025 Annual General Meeting Agenda

Tuesday, January 28, 2025

TRU Mountain Room

1.0) **Call to Order** 6:00pm

2.0) **Territorial Acknowledgment**

3.0) **Approval of the Agenda**

MOTION

Be it resolved that the meeting agenda be adopted as presented.

4.0) **Presentation of the Annual Report**

A report of the Union's activity for the previous twelve months will be presented.

5.0) **Presentation of the 2023/2024 Audited Financial Statements**

The 2023/2024 Audited Financial Statements will be presented.

6.0) **Appointment of the Auditor**

MOTION

Be it resolved that KPMG be appointed as the auditor for the 2023/2024 fiscal year.

7.0) **Presentation of the 2024/2025 Budget**

The 2024/2025 Budget will be presented.

8.0) **New Business**

8.1) **Motion to Amend Electoral Procedures**

Be it resolved that Bylaw VII and Operational Policy 06 be amended to read:

BY-LAW VII - ELECTION OF THE BOARD OF DIRECTORS

1. Electoral Committee

The Union shall strike and electoral committee which shall be responsible for the administration of all elections to fill Board of Directors positions.

a) The electoral committee shall be comprised of:

- i. three (3) members of the Union who are not contesting positions in the current election, and who have not been a member of the Board of Directors; and
- ii. the Executive Director of the Union.

b) The electoral committee shall ensure that all elections occur in the manner prescribed by this By-law and the policy of the Union.



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- c) The electoral committee shall determine the eligibility of all nominated candidates.
 - d) The electoral committee may disqualify a candidate or rule an election invalid for any violation of these By-laws.
 - e) The electoral committee shall make, in the event of a strike, circumstance beyond human control, or other event that may delay the electoral procedure, a decision as to how and when the electoral procedure may best be completed.
- 2. Schedule of Elections**
- a) The Union shall hold:
 - i. a general election no later than the last week of March.
 - ii. by-elections at such times as deemed necessary by the Board of Directors; or the Electoral Committee in the event that the number of Board of Directors members falls below seven (7); notwithstanding that elections may be delayed in the event of a lockout, strike, natural disaster or other such occurrence.
 - b) The schedule of elections shall include:
 - i. a minimum one (1) week period for the submission of nomination forms to the electoral committee;
 - ii. a minimum one (1) week period between the close of nominations and the commencement of polling; and
 - iv. not less than sixteen (16) hours of polling over a period of not less than two (2) days.
 - c) The schedule of elections for the Board of Directors shall be set by:
 - i. the Board of Directors; or
 - ii. the Electoral Committee in the event that the number of Board of Directors members falls below three (3)
- 3. Notice of Elections**
- Sufficient notice shall be deemed to have been given by:
- a) the posting, on or about Thompson Rivers University, not less than five (5) days prior to the opening of the nomination period, of:
 - i. the positions vacant or expiring;
 - ii. the opening and closing date and time of the period for the submission of nominations;
 - iii. the location at which nomination forms may be obtained;
 - iv. the location to which completed nomination forms are to be submitted;
 - v. the period of time allotted to nominees for campaigning;
 - vi. the days on which polling will take place; and
 - vii. the contact information for the Electoral Committee.
 - b) the posting, on or about Thompson Rivers University, not more than three (3) days after the closing of the nomination period, of:
 - i. the members nominated for vacant positions on the Board of Directors;
 - ii. the date, time and location of polling; and
 - iv. the contact information for the Electoral Committee
- 4. Eligibility**
- a) Nominees for any position on the Board of Directors must be members of the Union in good standing.



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- b) In order to seek election to the Board of Directors, members must be nominated by not less than ten (10) other members of the Union.
- c) Members of the Union shall not hold or seek election to more than one (1) position on the Board of Directors at any one time.
- d) Nominees for Advocacy Representatives must meet the criteria for the given constituency
 - i. In the case of the Indigenous Representative, nominees must self-identify as Indigenous;
 - ii. In the case of the Womens Representative, nominees must self-identify as women;
 - iii. In the case of the International Representative, nominees must be registered at Thompson Rivers University as international students;
 - iv. In the case of the Graduate Representative, nominees must be registered at Thompson Rivers University as graduate students;
 - v. In the case of the LGBTQ+ Representative, nominees must self-identify as LGBTQ+;
 - vi. In the case of the Racialized Persons Representatives must self-identify as a racialized person
 - vii. In the case of the Accessibility Representative must self-identify as a person with an accessibility issue.

5. Conduct of Nominees

- a) Nominees for all positions may campaign between the close of nominations and close of polling.
- b) Nominees shall abide by all other regulations established by the electoral committee.

6. Voting

- a) Members of the Union may vote only once for each position in an election.
- b) If only one (1) nomination is received for a particular office, members shall be asked on the ballot to approve or disapprove of the nominee. The nominee must receive the approval of the majority of the ballots cast to be declared duly elected.
- c) Where positions are contested, the nominees receiving a plurality of votes cast shall be declared duly elected.



Operational Policy 06 (OP-06) - ELECTION POLICY

I. Nomination Procedures

- a. *The nomination of candidates shall be in writing, and shall contain the signature and student identification number of at least ten (10) nominators who shall each be members of the Students' Union*
- b. *No individual may nominate more than one (1) candidate for the same position, and where a nominator has done so all of their nominations for that position shall be declared void*
- c. *Complete nomination forms, containing all material must be received no later than 14:00 on the last day of Nominations. It is the sole responsibility of nominees to ensure the completeness and accuracy of their nominations*
- d. *Where, at the deadline for nominations, a nomination fails to fully comply with the requirements that nomination shall be rejected*
- e. *All candidates shall attend the candidate's orientation session. Candidates not able to attend the candidates orientation session for any reason shall have their nomination voided.*
- f. *At the candidate's meeting the electoral committee shall:*
 - i. *Review election rules and regulations and respond to questions about the same;*
 - ii. *Review policy relating to campaign material and complaints;*

II. Campaigning

- a. *Campaigning shall begin at 0900 hours on a day selected by the electoral committee following the nomination period and shall conclude at the end of the polling period*
- b. *Each individual candidate is required to act reasonably, responsibly and in good faith, and is required to:*
 - i. *Ensure their volunteers are aware of, and comply with, all policies, rules, and regulations;*
 - ii. *Be responsible to the electoral committee for the conduct of their volunteers;*
 - iii. *Report any breach of policy, rule, or regulation;*
 - iv. *Comply with all Institution regulations including those of facilities and residences;*



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- c. *No official student group (i.e. clubs registered with the Students' Union) shall provide any candidate with the resources of their group. No official groups of Thompson Rivers University shall provide any campaign with the resources of their group. Where a student group violates this section, the candidate that benefits from their violation shall be penalised*
 - d. *Members of the Board of Directors are not permitted to actively support any candidate in any Students' Union space*
 - e. *No member of the Board of Directors shall provide any candidate with the resources of the Students' Union*
 - f. *No candidate shall collude with another candidate, including the formation of a party or slate prior to, during or following the campaign period*
 - g. *Where any candidate or volunteer of a candidate's campaign damages property belonging to the Institution, the Students' Union, or any third party, the candidate shall be personally liable for that damage*
 - h. *Candidates may participate in forums organised by other campus groups, but no candidate shall participate in a forum unless all candidates for a given position have received an invitation to attend and participate*
 - i. *All campaign materials must be approved in form, content, and cost by the electoral committee before they may be used in a campaign*
 - j. *The electoral committee shall not approve campaign materials which:*
 - i. *Contain libel or slander;*
 - ii. *Are factually incorrect; or*
 - iii. *Violate any federal or provincial statute.*
 - k. *Where the electoral committee determines that a campaign material that has not been approved is being distributed, displayed or used by a candidate, the electoral committee will order the material immediately withdrawn or removed and shall penalise the candidate.*
 - l. *Each candidate shall fully disclose his/her campaign finances to the electoral committee prior to the final day of campaigning*
- III. *Voting*
- a. *Each member of the Students' Union shall be allowed to cast one (1) secret, non-transferable ballot, and the ballot will entitle each voter to make one (1) choice for each position*
 - b. *Voting shall be conducted at locations and times determined by the electoral committee, and the electoral committee shall advertise the same*
 - c. *A candidate shall be declared elected if they receive the most votes for that position*



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IV. Breach of Rules

- a. *The electoral committee is empowered to investigate and rule upon any breach of this policy*
- b. *The electoral committee shall be responsible for preparing and making available any forms or information pertaining to rule violations*
- c. *No complaint shall be considered by the electoral committee unless it is in writing and is received within twenty-four (24) hours of the discovery of the alleged breach and shall include all of the following:*
 - i. *The name and student identification number of the complainant;*
 - ii. *The specific section number that has been breached;*
 - iii. *The specific individual that is alleged to be in breach;*
 - iv. *The specific facts which constitute the alleged breach;*
 - v. *The evidence for these facts*
- d. *Where a complaint is received and found to be complete, the electoral committee shall investigate the facts, and shall rule on the complaint in writing.*

V. Finalisation of Elections

- a. *The electoral committee shall give a written report to the Board of Directors no more than two (2) weeks after the close of the election*