



Minutes

A MEETING of the CENTRAL ELECTIONS AND SEARCH COMMITTEE was held on Wednesday, March 8, 2017 at 1:00 p.m.

Present: J. D. Adams, P.Eng., Chair [via teleconference]
N. Fung, P.Eng. [via teleconference, joined at 1:25 p.m.]
J. Obaid, P.Eng. [via teleconference]
H. Wojcinski, P.Eng.

Staff: G. McDonald, P.Eng., Registrar [via teleconference]
S.W. Clark, LL.B. Chief Administrative Officer
and General Secretary
R. Martin, Manager, Secretariat
D. Smith, Director, Communications
D. Power, staff support

Regrets: G. Comrie, P.Eng., President

CALL TO ORDER Notice having been given and a quorum being present, the Chair called the meeting to order.

APPROVAL OF AGENDA Moved by J. Obaid, seconded by H. Wojcinski:

That the agenda be approved as presented.

CARRIED

APPROVAL OF MINUTES FROM JANUARY 26, 2017 MEETING Moved by H. Wojcinski and J. Obaid:

To approve the January 26, 2017 minutes as presented.

CARRIED

2016 OUTSTANDING ISSUES REPORT

The Committee discussed Issue number one regarding the recommendation that the CESC conduct a policy review of the signature requirement. This was brought forward for consideration because at least one member declined to put their name forward for election due to the requirement to obtain signatures of members from all regions (for at-large positions and from within the region for regional Councillors). Reducing this possible barrier for members to run may result in fewer acclamations and more members for all positions running for Council.

Moved by J. Obaid, seconded by H. Wojcinski:

That the CESC propose that the 15 signature requirement be retained in general and that electronic signatures on the Nomination Petition forms be permitted and made prominent on the PEO website and promotional

material.

Moved by H. Wojcinski, seconded by J. Obaid:

That the main motion be amended to read:

That the CESC propose that the 15 signature requirement be retained in general, that electronic signatures on the Nomination Petition forms be permitted and made prominent on the PEO website and promotional material and that one regional signature for the positions of President-elect, Vice President and Councillor at Large no longer be required.

AMENDMENT CARRIED

The committee then voted on the main motion as amended.

That the CESC propose that the 15 signature requirement be retained in general, that electronic signatures on the Nomination Petition forms be permitted and made prominent on the PEO website and promotional material and that one regional signature for the positions of President-elect, Vice President and Councillor at Large no longer be required.

MAIN MOTION AS AMENDED CARRIED

S. Clark explained that the above proposal is a regulatory process that must go through regulation change in order to be undertaken.

The Committee then discussed issue number two regarding the recommendation that the CESC conduct a policy review of s.21 of Regulation 941 in light of the electronic voting environment. The rationale is to ensure that the duties of the Returning Officers reflect those required in the current electronic environment.

Council has decided that voting in the elections for Council be conducted solely by electronic means, however, the Regulations pertaining to the duties of the Returning Officers do not reflect electronic voting. Following discussion, it was agreed that since Section 21 currently reflects in part paper balloting that no changes be made at this time.

The final item related to the number of candidate eblasts that are sent during the voting period which is currently three. The recommendation was that the CESC conduct a policy review of the length of the voting period and the number of candidate eblasts during the voting period.

Following discussion it was agreed that the number of candidate eblasts sent during the voting period remain at three. Furthermore the length of the voting period should also remain as is since there have been no issues identified with the five week voting period.

**COMMUNICATIONS UPDATE FOR
ELECTION PERIOD**

D. Smith provided an update. He advised that as a result of an error in the credentialing system affecting those licence holders who had not yet voted the voting website was temporarily shut down. In an attempt to correct the first error, new credentials were sent to approximately 10,000 licence holders who had already cast a vote. During this time, 69 licence holders cast a second ballot which were subsequently cancelled out by the Chief Elections Agent, Everyone Counts. The following oblasts were sent to all licence holders updating them on the situation.

Eblast Regarding Voting Credential Distribution

February 22 (12:21 a.m.) - On Tuesday, our official elections agent, Everyone Counts, notified PEO that an error had occurred in the credentials distribution to those licence holders who had not yet voted in the 2017 Council Elections. The credentialing system is a separate system from the digital balloting system and some credentials were emailed to unintended recipients.

To rectify the situation, the voting website was shut down temporarily Tuesday evening and new voting credentials were sent to those who have yet to vote.

Regrettably, issues with the system have persisted. As such, the voting website has been closed indefinitely to allow for further investigation.

PEO is working diligently with our elections agent to resolve these issues and preserve the integrity of the election.

We will keep you informed as new developments arise.

Thank you for your patience.

Eblast Regarding Important Update

February 22 (9:31 a.m.) - As you may be aware, the voting website for PEO's 2017 Council Elections was closed twice on Tuesday as we investigated issues related to the distribution of voting credentials by our official elections agent, Everyone Counts.

The following is a summary of events and the steps that have been taken to address the issues.

On Tuesday morning, PEO learned that incorrect voting credentials were sent to the approximately 60,000 licence holders who had yet to vote. When staff learned of this error, the voting website was temporarily shut down. Unfortunately, 105 licence holders voted using incorrect credentials prior the website's closure. These licence holders were notified today by our official elections agent that their vote has been deemed invalid and they should resubmit their vote using the valid credentials sent to them on Tuesday evening.

To resolve the issue of sending incorrect credentials, a subsequent email was sent by our official elections agent Tuesday evening containing new, valid credentials. The voting website was then re-activated. Unfortunately, new credentials were sent to the approximately 10,000 licence holders who had already cast a vote, in addition to those who had not yet voted. The new credentials were only intended to be sent to licence holders who had yet to vote. As a result of this error, the voting website was shut down again to prevent licence holders who had already voted from doing so again.

Prior to the website's second closure, 154 licence holders voted using the new credentials, including 69 who voted for a second time. Our elections agent has contacted these individuals to advise them that only their original vote will be counted in the elections. Their second vote has been deemed invalid. The remaining 85 votes cast during this time were by licence holders who had yet to vote and, as such, their vote is valid and will be counted.

For licence holders who have voted, your vote remains securely intact and will be decrypted and counted in the final results of the election. No further action on your part is required.

The voting website is once again active. If you have not voted and wish to do so, you may proceed using the credentials provided to you on Tuesday evening. If you are unsure about your voting credentials or need assistance voting either online or by telephone, please contact the Everyone Counts help desk at 1-888-492-4763. Representatives are available to help 24 hours a day for the remainder of the voting period.

PEO is currently considering extending the voting period to make-up for the voting website closures. An update on this decision will be provided as soon as it's available.

PEO is also arranging for a comprehensive and independent audit of the 2017 Council Elections to be undertaken immediately after voting closes to ensure that the integrity of the process has been maintained. The elections results will not be released until we have received this assurance. We apologize for any inconvenience this situation may have caused and we thank you, again, for your patience.

Eblast Regarding Voting Period Extended

February 23 (10:31 a.m.) - In light of the recent complications with the voting website for PEO's 2017 Council Elections, the voting period has been extended.

Voting will now close at 4 p.m. EST on Tuesday, February 28. It was previously scheduled to conclude on Friday, February 24 at 4 p.m. EST.

If you have not voted and wish to do so, you may proceed using the credentials provided to you on Tuesday, February 21, 2017. If you are unsure about your voting credentials or need assistance voting either online or by telephone, please contact the Everyone Counts help desk at 1-888-492-4763. Representatives are available to help 24 hours a day for the remainder of the voting period.

For more information on PEO's 2017 Council Elections, please visit www.peovote.ca.

Independent Audit of the 2017 Council Elections

March 7 (9 a.m.) - As you may know, PEO has arranged for a comprehensive and independent audit of the 2017 Council Elections to ensure that the integrity of the process has been maintained following issues related to the distribution of voting credentials.

On March 3, 2017, PEO engaged Deloitte to conduct this audit. They are currently undertaking the following activities:

- Conducting interviews with account representatives and IT personnel at the official elections agent and select representatives of PEO;
- Obtaining the source data from the official elections agent;
- Obtaining confidence in the results of the election through a reperformance of the vote count to ensure the results, as reported, are accurate and reflect the actual voting activity; and
- Preparing a report summarizing their findings.

The auditors have been given two weeks to provide their report.

The results will be known March 20, 2017, following receipt of the auditor's report and sign off by the returning officers.

Results

TBD – March 20, 2017

D. Smith advised that the Secretariat arranged for weekly reminders to be sent out to those who had not yet voted.

In response to a query regarding the obligations of the CESC in the election process S. Clark explained that the Registrar and General Secretary are charged under the Regulations for getting the ballots to all the members. The CESC has a role under the Regulations to find candidates, to address any issues to support the Chief Elections Officer (CEO) when required and to handle any complaints that the CEO is unable to handle. The CEO is charged with oversight of the election. Once the vote is closed the Returning Officers determine verification of the votes and signing off. They then turn it over to the Registrar who has an obligation to inform the candidates, Council and the membership. S. Clark added that Allison Elliot, the CEO, was involved in the entire process along with staff members G.

McDonald, D. Smith, S. Clark, R. Martin and President Comrie.

S. Clark added that Council approves the Election Procedures and will deal with any matters arising from the election as applicable.

Action: Committee members were asked to advise R. Martin if they have any items to add to the Issues Report.

**CONSTITUENT ASSOCIATION
ELECTIONS**

This item was deferred to the next meeting.

**YORK CHAPTER ALL CANDIDATES
DEBATE**

This item was deferred to the next meeting.

DATE OF NEXT MEETING

To be determined.

There being no further business, the meeting concluded.

These minutes consist of six pages.

D. Adams, P.Eng., Chair

S.W. Clark, LL.B., Chief Administrative Officer and
General Secretary