# CIRA Board of Directors Election 2023
## Returning Officer's Report

**October 25, 2023**

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## Introduction

This report describes my role as Returning Officer in the 2023 CIRA Board election. My role encompassed the following:

➤ Monitoring the process of the election of the Directors, including monitoring for deviations from the Corporation's By-laws and /or Policy on Nominations and Elections

➤ Determining whether any conflict of interest exists for any Nomination Committee candidate or any Member Nominee candidate

➤ Determining whether any financial association exists for any Nomination Committee candidate or any Member Nominee candidate

➤ Review and approve the election software

➤ Start and end both the shows of support process and the election process

➤ Monitor the campaign forum

➤ Verify the results of the shows of support

➤ Verify the results of the election

All meetings with CIRA staff were held virtually, this did not affect my ability to carry out my role. I recommend that the virtual meeting process be used for future elections.

The process for the shows of support and the election was outsourced to Dominion Voting, as it was in the 2022 election. The 2023 election went smoothly in all areas of the process.

**Overview**

Four Director positions on the CIRA Board of Directors were available for candidates in the 2023 CIRA Board Election, three positions for candidates elected from the Nomination Committee slate, and one position for a member nominee.

Five candidates were put forward by the Nomination Committee. Eight members put forward their names to be candidates for the members slate. All candidates submitted their required declaration in the required time period. The eight member nominee candidates went to the shows of support stage. There were no candidates for the members slate who withdrew their candidacy during the shows of support period.

During the shows of support period 269 ballots were cast and six of the eight member nominee candidates received the required 20 shows of support to reach the final ballot.

The final ballot included the five Nomination Committee candidates and the six member nominee candidates.

623 ballots were cast by CIRA members during the voting period.

The Nomination Committee candidates elected were:

Gwen Beauchemin
Graeme Bunton
Jill Kowalchuk

The Member Nominee candidate elected was:

Rob Villeneuve

**Pre-Election Stage**

The Returning Officer's role in supervising the election began prior to the opening of the election. The pre-election steps were as follows:

➤ I completed a review of the 2023 CIRA Board of Directors Election manual.

➤ I completed a review of CIRA's Directors' code of conduct and policy on conflicts of interest and financial associations

➤ I completed a review of CIRA's By-law No.1

➤ I completed a review of CIRA's policy on nominations and elections

➤ I attended the testing of the voting system on June 29 for the testing for the mock election, August 24 testing for logic and accuracy testing for the shows of support, and September 22 testing for the logic and accuracy testing for the final vote.

I have no recommendations in this area. The review of the documents and testing provided me with appropriate background and knowledge to carry out my duties as the 2023 Returning Officer. I noted that CIRA staff who were present for the testing acted in a professional manner and answered all questions I posed in regard to the testing.

**Nomination Committee Stage**

The Nomination Committee phase began with posting the call for candidate applications, and the selection of the five candidates by the Nomination Committee. Each Candidate submitted a declaration which included a statement of any conflicts of interest and any financial associations.

My role for this stage was to review and process the candidates declarations, Survey Monkey Apply was used to complete the review. My review focused on any conflicts of interest or prohibited financial associations. The five candidates moved to the election stage; the results of the election were as follows:

| Candidate | Votes | Result |
|---|---|---|
| Jill Kowalchuk | 415 | Elected |
| Graeme Bunton | 376 | Elected |
| Gwen Beauchemin | 361 | Elected |
| Adam Harvey | 227 | |
| Wade Leslie | 203 | |

**Membership Nomination Stage**

Applications to be a Membership Nominee were required to be received between August 2 and August 16. During this period eight candidate applications were received by the August 16 deadline. The eight applicants satisfied the eligibility and completeness requirements and moved on to complete a declaration which included a statement of any conflicts of interest and any financial associations.

My role for this stage was to review and process the candidates' declarations, Survey Monkey Apply was used to complete the review. My review focused on any conflicts of interest or prohibited financial associations. All candidates for the members slate submitted the required declaration by the August 22 deadline. The eight member nominee candidates went to the shows of support stage.

The process for the declarations provided me with the tools to complete my review.

**Shows of Support Stage**

The eight member Nominees were posted on CIRA's website on August 30, 2023. The show of support period was August 30, 2 p.m. to September 13, 2 p.m. Six member Nominees received 20 or more shows of support, the six member Nominees moved to the final ballot. The results of the show of support and election were as follows:

| Candidate | Shows of Support | Votes | Results |
|---|---|---|---|
| Rob Villeneuve | 47 | 146 | Elected |
| Shaheen Rehmat | 39 | 136 | |
| David Mackey | 36 | 105 | |
| Frank Michlick | 39 | 83 | |
| Jacquelin d'Eon | 34 | 70 | |
| Robert Birkner | 33 | 67 | |
| John Schaub | 19 | | |
| Paul Williams | 16 | | |

**Campaign Forum**

The campaign forum period commenced on September 21 and ended on October 4. The campaign forum allows final candidates to promote their election platforms and CIRA members, registrants, and the public to discuss viewpoints, concerns, and candidate positions related to how candidates will serve CIRA and Canada's internet community.

My role during the forum was to monitor the discussions for any posts that contain abusive language, personal attacks, threats, commercial solicitation, or defamations.

There were questions from members which the candidates were able to answer. In monitoring the forum, I did not see any comments that fell outside of the acceptable discussions.

In monitoring the election, I noted the same level of questions from CIRA members and the involvement of the candidates as in the 2022 election. I recommended that the continued promotion of the forum be reviewed to determine if it can be promoted to the members to result in more questions and discussion during the campaign.

**Voting**

The voting period was from September 27, 12:30 p.m. to October 4, 12:30 p.m.

The following two items were brought to our attention by CIRA staff, and were resolved in a professional manner which protected the integrity of the 2023 vote and did not restrict any members from voting.

During the election there were five members who initially were not able to cast their vote as they found the logon to the voting system was slow. This was investigated by CIRA staff and found the challenge to be the overload on the system due to a member with a large number of domains (as noted below). Each member who had a challenge voting was able to vote prior to the election deadline.

During the election there was one member who initially was not able to cast their vote as they received a timeout error. To preserve the integrity of the voting system, and to only allow active members to access the ballot, the system validates each membership by checking all the domain names with a membership when a member logs into the voting system, this procedure caused the timeout error.

This member's voting challenge was investigated by CIRA staff who found the that the member had a large number of domains which caused the timeout error due to the time taken to check all of the member's domain names. The issue was resolved directly with the member and the member was able to vote during the election period.

**Voting**

We will review the voting challenges with CIRA staff as part of our role in the 2024 election to ensure the system allows all members to access the voting platform in a seamless manner.

**Request for the List of CIRA Members**

Nomination Committee candidate Adam Harvey requested and received the CIRA member list. Also, two other candidates (Shaheen Rehmat and David MacKey) started their request but did not complete their request.

**Returning Officer Communication with Candidates**

There was improved communication between the candidates and the Returning Officer for the 2023 election. The candidates responded to the Returning Officer in a timely manner to all reasonable information requests. This allowed the Returning Officer to have effective communications to discuss any matters that arose through the election process.

**Conclusion**

During the course of my role as the Returning Officer the process and testing went smoothly.

I was assisted in a very professional manner by Deanna Young, Julie Lepine, and Albert Chang. They all answered all questions I had throughout the 2023 process, and provided independent support when needed.

The testing portion of the process was pertinent and provided me with a solid understanding of the reports and process, this provided me with a strong background for my role as the Returning Officer.

Respectfully submitted,

# Thomas Kriens,

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