



POLICY 3.03

ELECTION, REFERENDUM, AND PLEBISCITE MANAGEMENT

By-Elections

POLICY INTENT

To outline when a by-election must occur and the process that must be followed to fill vacant Councillor seats.

POLICY

Responsibilities of Executive Officers

- 3.03.01 Council may, at its discretion, opt to fill vacant seats via by-election.
- 3.03.02 A by-election must be called within 30 days of the official announcement of the fourth vacancy at a council meeting, unless a general election will be held within 90 days of the announcement.
- 3.03.03 Where one or more executive offices are vacant and cannot be filled by the existing councillors, the Executive Committee will develop a work plan and a division of roles and responsibilities as defined by AUSU Bylaws, Policy 2.03 Responsibilities of Executive Councillors, and Policy 4.06 Annual Timeline and Executive Work Plans for approval at the following regularly scheduled Council meeting. This plan may include holding a by-election for council vacancies and hosting an executive by-election following the Council by-election or hosting an additional executive by-election at a later date.
- 3.03.04 By-elections will follow the procedures set out in the Policy 3.01 Election Conduct.
- 3.03.05 Council may create any other Executive Councillor position that council deems necessary, and in doing so, may delegate a portion of the responsibilities of the other executives to the position.
- 3.03.06 A by-election may not occur during the course of a general election.
- 3.03.07 The elected candidate(s) become councillors at the next regularly scheduled council meeting.
- 3.03.08 The Executive Committee must ensure that new councillors are informed of the issues currently affecting council and that they are adequately transitioned into their role as a Councillor.

RELATED REFERENCES, POLICIES, PROCEDURES AND FORMS

This Policy References

AUSU Bylaws

Policy 2.03 Responsibilities of Executive Councillors

Policy 3.01 Election Conduct

Policy 4.06 Annual Timeline and Executive Work Plans

This Policy is Referenced by

Policy 2.07 Member Representatives on AUSU Committees

Policy 2.14 Councillor Responsibility and Honoraria

Policy 3.01 Election Conduct

POLICY RESPONSIBILITY

Council

POLICY HISTORY

Original Approval Date: April 3, 2006

Last Review Date: February 17, 2022

Review by Date: April 2023