

Council Voting Representatives FAQ

1. What is a Council Voting Representative (CVR)?

Scouts Canada holds an Annual General Meeting (AGM) every year where there a number of motions that must be voted on. Each Council elects, acclaims or appoints three Council Voting Representatives (CVRs), one of whom must be a youth (age 14–26). The CVRs plus Board of Governors, Honourary and special voting members make up the 84 people who vote on behalf of all members of Scouts Canada.

2. What are the duties and responsibilities of a CVR? What is the time commitment?

The CVRs represent the interest of the members of their Council and ensure that items prescribed by the Bylaw are presented for approval (see FAQ#6 for a full list). This includes:

- recommendations from the Nominating Committee regarding appointments to the Board of Governors,
- resolutions from the Board of Governors that modify the Bylaw,
- recommendation of the Audit Committee regarding the appointment of auditors for the following year,
- reports from management, the Vice-Chair Finance and Audit Committee.

The CVRs are not involved in setting policy and procedures or modifying the Bylaw of Scouts Canada; these are the responsibilities and duties of the Board of Governors (BoG). The CVRs, however, have a genuinely meaningful role in the democratic governance of Scouts Canada.

The BoG has committed to holding an orientation session with all CVRs in advance of the AGM to walk through the AGM and how CVRs can best represent their Council membership. CVRs are encouraged to be actively involved in local Scouting so they can discharge their duties appropriately.

The time commitment required of a CVR is minimal. There will be sporadic emails to be read and responded to and attendance at orientation session(s). Most important is availability on the day of the AGM, which is usually held on the second or third Saturday of November. A computer with internet access is needed to attend and participate electronically.

Two months in advance of the AGM, CVRs will receive the Nominating Committee Report. This includes short biographies of the recommended returning and new members of the Board of Governors. Prior to the AGM the summary audited financial statements will be made available. CVRs are expected to have reviewed these documents in advance of voting.

3. What is the term of a CVR?

CVR's term start following their election and continue to August 31 of the following year or until the next election of voting members.

4. Why do we have CVRs?

When the Bylaw was created with the change of corporate governance structure of Scouts Canada in 2002 there was recognition that "ordinary" members should have representation at AGMs as well as the Board of Governors and Honourary Members.

After much discussion and review of similar organizations' practices it was agreed that each of the 20 Councils would elect three members to vote at the AGM, one of which must be a youth between 14–26.

5. What is an "ordinary" member?

Scouts Canada's Bylaw notes three different types of members: ordinary, honourary officers and voting members. Ordinary members are basically everyone who is a registered and active in MyScouts. It includes all youth members, volunteers, BP Guild members and all Scouts Canada employees. The actual wording can be found [here](#).

6. What happens at a Scouts Canada AGM?

Scouts Canada is regulated by the Federal Not for Profit Corporations Act. One of the major requirements of the Act is that there be an Annual General Meeting within six months of end of the fiscal year. Our year end is August 31 and the AGM is usually the second or third weekend in November.

There are specific statutory requirements for an AGM including approval of financial statements, appointment of public accountants for the next year's audit and election of officers and directors. Here are the items Scouts Canada lists that will be done in the Bylaw Article III-Meetings of Members.

- Receipt and consideration of reports including the Corporation's annual report;
- Receipt and consideration of the financial statements and the auditor's report thereon for the preceding year;
- Election of Honourary Officers and Honourary Members;
- Appointment of Officers and election of Members of the Board (except for the CEO, who is appointed by the Board);
- Appointment of an auditor;
- Consideration of any matter placed before it by the Chair of the Board on behalf of the Board;

- Selection of three (3) Voting Members to serve on the Nominating Committee for the ensuing year;
- Consideration of any resolution(s) introduced by the Voting Members in accordance with Article III i., and the recommendation(s) of the Board relating thereto; and;
- Such other business as may come before the meeting and which the Members under applicable law are authorized to transact.

7. Are there any other duties for CVRs?

Occasionally a special general meeting may be called by the Board of Governors. CVRs would be required to attend the meeting, typically via video conference or teleconference. Notice of the meeting must be sent to all voting members and representatives at least 30 days in advance. The last special general meeting was held in May 2012 to reduce the number of Governors.

CVRs for BCY (Cascadia, Fraser Valley and Pacific Coast Councils) are also deemed to be voting representatives for the BC Property Society. Any activity with BC Property Society is separate and distinct from role as AGM CVR.

8. Do all CVRs attend the AGM?

Yes, all CVRs attend the AGM, but not in person. Scouts Canada first broadcast the AGM via the internet in 2009. Since 2014, online voting has been available, which eliminates the need for Council Voting Representatives to be in person at the AGM.

All members of the Board of Governors, Honourary Officers and voting representatives from L'Association des Scouts du Canada, Salvation Army and BP Guild also have votes at the AGM. The total is 84 people who vote.

Detailed instructions on how to access the online AGM are sent to all Council Voting Representatives and other voting members in advance of the AGM.

9. What is the difference between the Fall National Service Team weekend meeting and the AGM?

Since 2007, the AGM has been held on the same weekend as what is now known as the National Service Team (NST) Fall Meeting. This is when all the Council Key 3s (CK3—Council Youth Commissioner, Council Commissioner and Council Relationship Manager) have an in-person meeting along with National Key Three, senior volunteers and staff focused on Scouts Canada's strategic plan project updates and relevant workshops.

The NST is a business meeting and invitations to attend are extended only to CK3s and key senior volunteers and staff. Because many of the Council Voting Representatives are also members of the CK3, 90 minutes are carved out of the weekend for the AGM.

10. How can I become a CVR?

There are three ways in which Scouts Canada members aged 14-years plus can become CVRs:

1. Nominated and Acclaimed

- Complete [the nomination form](#) which includes support of five (5) ordinary members from your Council and forward to Scouts Canada Elections (elections@scouts.ca).
- If fewer than three (3) nominations are received you will be acclaimed. One nominee must be a youth member.

2. Nominated and Elected

- Complete [the nomination form](#) which includes support of five (5) ordinary members and forward to Scouts Canada Elections (elections@scouts.ca).
- Where more than three (3) nominations or one youth nomination are received an electronic election is held for the Council.

3. Appointed

- Where fewer than three (3) nominations are received the Council Youth Commissioner and Council Commissioner can be appointed based on their positions.

11. Who can be nominated and vote for CVRs?

One of the three CVR positions is reserved for a youth member, but it should be noted that all three Voting Representatives from a Council may be youth members.

The Bylaw defines youth members as those who are under the age of 27 years on September 1, 2020.

All ordinary members who are 14 years or older during the current Scouting Year are eligible to vote for their Council voting members, even if they are 13 years old at the time of the election.