



DURHAM  
COLLEGE  
STUDENT  
ASSOCIATION

DURHAM COLLEGE STUDENT ASSOCIATION

POLICIES OF DURHAM COLLEGE STUDENT ASSOCIATION, 2022

CHAPTER A-4

REFERENDUM POLICY

OFFICIAL CONSOLIDATION

Current as of

February 15, 2022

**NOTES ON OFFICIAL CONSOLIDATION**

This consolidation is current as of February 15, 2022.

The notes that appeared in the left or right margins are now in boldface text directly above the provisions to which they relate. They form no part of the enactment, but are inserted for convenience of reference only.

Table of Contents

<b><i>DIVISION 1: INTERPRETATION AND DEFINITIONS</i></b> .....	<b>0</b>
<b>Short Title</b> .....	<b>0</b>
<b>Definitions</b> .....	<b>0</b>
<b><i>DIVISION 3 – THE CONDUCT OF A REFERENDUM</i></b> .....	<b>0</b>
<b>Calling of a Referendum</b> .....	<b>0</b>
<b>More than One Question</b> .....	<b>0</b>
<b>Wording of the Question</b> .....	<b>0</b>
<b>Timing of Question</b> .....	<b>0</b>
<b>Notice of Referendum</b> .....	<b>0</b>
<b>Application of the Elections Policy</b> .....	<b>1</b>
<b>Formation of Campaign Committees</b> .....	<b>1</b>
<b>Chief Agent of Committee</b> .....	<b>1</b>
<b>Discipline</b> .....	<b>1</b>
<b>The Board of Directors</b> .....	<b>1</b>
<b>The Effect of Disqualification on a campaign</b> .....	<b>1</b>
<b><i>SCHEDULE I</i></b> .....	<b>3</b>
<b><i>Form 1 – Notice of Referendum</i></b> .....	<b>3</b>
<b><i>Form 2 – Nominations paper</i></b> .....	<b>4</b>
<b><i>Form 4 – official statement of votes</i></b> .....	<b>7</b>
<b><i>Form 5 – Declaration of results</i></b> .....	<b>8</b>

**Durham College Students Inc.  
(hereinafter the “Corporation”)  
REFERENDUM POLICY**

**DIVISION 1: INTERPRETATION AND DEFINITIONS**

*Short Title*

1. This policy may be cited as the Durham College Students Incorporated Referendum Policy.

*Definitions*

2. Any capitalized terms that are not defined herein shall have the same meaning as those defined in the Elections Policy.

**DIVISION 3 – THE CONDUCT OF A REFERENDUM**

*Calling of a Referendum*

3. Whenever it seems appropriate to do so and it is in the public interest to do so, the Board of Directors may by Ordinary Resolution call a referendum in accordance with this policy.

*More than One Question*

4. The Board may call a referendum which:
  - a) have more than one question; and
  - b) use a rank voting system.

*Wording of the Question*

5. The Referendum Question and all Answers shall be concise and simple. If there is a dispute over if the question is concise and simple, the Chief Returning Officer shall attain the opinion of legal counsel regarding the question and shall make the determination if a question is concise and simple.

*Timing of Question*

6. A question must be passed at least 10 days before a referendum.

*Notice of Referendum*

7. The Chief Returning Officer shall give notice at least 25 and not more than 37 days before the first day of voting of a referendum.

### *Application of the Elections Policy*

8. (a) Subject to any provision of this policy, the Elections Policy, as adapted applies to a referendum.
- (b) The Chief Returning Officer shall have the authority to adapt the Elections Policy as is necessary for the conduct of an election.

### *Formation of Campaign Committees*

9. (a) A referendum committee may apply for registration for the purposes of a referendum by filing with the Chief Returning Officer, during the Nomination period, an application in accordance with this section.
- (b) An application for registration shall set out the following:
  - (i) the full name of the committee,
  - (ii) the name, student number and email address of the leader of the committee,
  - (iii) the name, student number, email address and title of each officer of the committee,
  - (vi) the name, student number and email address of the chief agent of the committee; and
  - (v) indicate which answer to the question the committee supports.

### *Chief Agent of Committee*

10. The Chief Agent of the Committee is the responsible for approving all campaign activities done by the committee, and this must be understood by all members of the committee.

### *Discipline*

11. The Discipline Provision of the Elections Policy applies to the committees.

### *Spending Limit*

12. The Spending Limit of the Executive Chair Race shall be the spending limit for the committee.

### *The Board of Directors*

13. The Board of Directors may by special resolution run a campaign for the referendum to promote an answer to the referendum question. The Board is subject to a spending limit, but is not subject the prohibition on the use of Corporate Resources.

### *The Effect of Disqualification on a campaign*

14. When a disqualification occurs, the leadership of the committee shall be ineligible to hold office for the same period of time as if they were disqualified under the Elections Policy.



## **SCHEDULE I**

### **Form 1 – Notice of Referendum**

#### NOTICE OF ELECTION

of which all members of the Durham College Students Inc. are required to take notice hereof and to govern themselves accordingly that there shall be a General Referendum in accordance with the by-laws to answer the following question:

Petitions to form campaigns are due at 1:00 p.m. on –

An All Campaign Meeting will be held at --- on ----.

Campaigning will begin at 9:00 a.m. on ---

Voting will be held on ---- and until.

Given under my hand, this --- day of ---, 20---.

Chief Returning Officer

**Form 2 – Nominations paper**



PETITION PAPER  
OF A REFERENDUM COMMITTEE OF A REFERENDUM  
OF DURHAM COLLEGE STUDENTS INC.

MUST BE RETURNED TO THE DURHAM COLLEGE STUDENTS INC. OFFICE  
ROOM 212, SECOND FLOOR, STUDENT CENTRE, NORTH CAMPUS, 2000 SIMCOE ST.  
NORTH  
BY [date] AT [time]

***Part I – campaign Information***

The name appearing in the boxes below must be exactly as the campaign wishes to be registered in the referendum as. This name must appear on all campaign material during the course of the campaign.

Name of campaign

***Part II – Statement of Campaign officers***

Officer	Title	Student number





**Part III – Statement of officers of campaign**

I, the undersign officer, for the campaign agrees to be bound by the rules of the referendum as contained in the Referendum Policy.

Name of officer	Signature of office

**Part VI – Primary contact of the campaign**

We designate the following campaign official to be the primary contact for the campaign.

Contact first name	Contact last name
Contact email address	Contact phone number

**Form 4 – official statement of votes**

**OFFICIAL STATEMENT OF VOTES**

POLL NUMBER	LOCATION OF POLL
TABULATION OFFICER	TABULATION OFFICER

QUESTION	
YES	
NO	
REJECTED BY TABULATION OFFICER	
BLANK	
TOTAL	

I certify and solemnly affirm that the results as stated above is a true and complete record of the votes casted at the polling station named above.

Dated at \_\_\_\_\_, Ontario this --th day of ----, 20--.

\_\_\_\_\_  
Tabulation officer

\_\_\_\_\_  
Tabulation officer

\_\_\_\_\_  
Chief Returning Officer

**Form 5 – Declaration of results**

I, [name of CRO] of [municipality of CRO] Chief Returning Officer for Durham College Students Inc, do hereby solemnly declare [or make oath and say] that in accordance with the mandate of the Board of Directors, held a referendum on the following question: [text of questions here] on the following days [insert days of the referendum] by the following method [paper ballots] [online ballots].

The result of the referendum is as follows: [number of votes] voted yes; [number of votes] voted no; and [number of votes] abstained.

I am aware of no violation of the referendum policy which would cause the results of the referendum to be invalid.

[I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.]

Affirmed [sworn] before me,  
at [city], Ontario, this [date] of  
[month], [year]

|  
|  
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|  
|

\_\_\_\_\_  
[name of Chief Returning Officer]

\_\_\_\_\_  
Commissioner, etc

[stamp of Commissioner if needed]