



2023 SFC Annual Members' Meeting (AMM) ACCESS & VOTING PROCEDURE

IMPORTANT

- The meeting will be conducted online.
- Online access will be required throughout the meeting.
- Voting will require online access.
- All members should be familiar with their SFC login credentials prior to the start of the meeting.
- Only those members whose membership has been active for at least 6 months prior to the AMM, and who are 18 years of age or older, are permitted to attend and to vote at the AMM.

ONLINE MEETING LOG IN DETAILS

<https://bluejeans.com/400750834>

Meeting ID: 400 750 834

Participant Passcode: 5042

To dial in by phone:

1.866.599.3622 (toll free) - Enter the meeting ID (see above) followed by the # sign

OR

1.416.900.2956 (Toronto)

OR

1.438.788.3021 (Montréal)

(see all numbers - <https://www.bluejeans.com/premium-numbers>)

Voting Procedures

- As per SFC Bylaws, Article VI, only those members whose membership has been active for at least 6 months prior to the AMM, who are eighteen (18) years old or older, and are in good standing, shall have the right to attend and to vote at meetings of the members.
- Unless otherwise provided by law or SFC Bylaw, approval by an annual membership meeting (AMM) shall require the favorable vote of the majority of members in good standing present thereat. In the event of a tied vote, the Chairperson of the AMM shall have a second and/or deciding vote.

- Voting for motions and Director positions will be done by request.
- During the voting period at the AMM, all active SFC members in good standing will receive a unique link to direct them to the voting website.
- No voting member may vote more than once.
- Any member with an approved Proxy will receive a second unique link to cast the proxy vote.
- The method of voting (not including Director elections) shall at all times be a show of hands unless a secret ballot is deemed necessary by those present at the AMM.
- The online meeting platform will allow for “thumbs up” (show of hands) voting.
- Scrutineers will be assigned to observed votes cast and confirm the counts.
- The election of Directors will be conducted by secret ballot using an electronic platform.
- If there are two candidates in a particular election, the winner shall be the candidate who obtains the greater number of votes. Should there be more than two candidates submitting their names for office, the winner shall be the candidate who received a majority of the votes cast. Should no candidate receive the majority of the votes cast, the candidate receiving the lowest number of votes shall be withdrawn from the election, new ballots shall be submitted to the voting members and another vote shall be taken. This process shall continue until an individual receives a majority of votes cast. In the event of a tie vote between the final two candidates, the person presiding at the meeting shall be required to exercise a second or deciding vote.