



CALL FOR NOMINATIONS

To: CAPG Members

Date: April 18, 2017

From: Rob Stephanson, Chair, Nominations Committee

Subject: Call for Nominations to the CAPG Board of Directors

On behalf of the CAPG Nominations Committee, I am pleased to invite nominations to the Association's Board of Directors for the term 2017-2019.

Nominations are an important responsibility of our members. The effectiveness and success of our Association depends on the strength and quality of our volunteer Board. It is up to you to propose nominees who will bring the necessary competencies and commitment.

Under the CAPG governance structure, Section 5.4 of the By-laws states that:

The Directors shall be elected by the Members at each annual meeting of Members for which an election of Directors is required. Each Director shall be elected to hold office for two (2) years, at which time each such Director shall retire as a Director, but, if qualified, shall be eligible for re-election. No Director may continue to serve for more than six (6) consecutive years but will be eligible for election to the Board after twelve (12) or more months have elapsed since he/she ceased to be a Director.

In order to be eligible for election, the By-laws of the Association state that candidates must:

- (a) be appointees of a Police Board who is a Member of the Association;
- (b) reside in the province or territory in which the Police Board is located;
- (c) have been appointed to his/her local Member Board/Commission for a two year term which will not expire during the following two years (meaning that his/her appointment to his/her local Member Board/Commission must be at least the same length of time as the term of a Director of the Association).

Please note: All of the current directors whose terms will expire in 2017 are eligible to run for election for an additional two year term because none of these directors have served six consecutive years. The details of vacancies are set out in the chart below.

The Nominations Form is attached as Schedule A; Schedule B includes a list of competencies that we would ask you to complete. Following the receipt of nominations and identification of eligible candidates, the Nominations Committee will conduct a phone interview with each

candidate.

Please submit your nomination forms electronically to the attention of Rob Stephanson, Chair, Nominations Committee at the following address: nominations@capg.ca. **The deadline for receipt of nomination papers is JUNE 1, 2017.** Along with my fellow members of the Nominations Committee, Jonathan Franklin, Saint John, New Brunswick and Joan Kotarski, Victoria, British Columbia, I look forward to your response. If you have any questions, please direct them to Jennifer Malloy, the CAPG Executive Director. We will do our best to address your questions promptly.

Sincerely,

Rob Stephanson
Chair, Nominations Committee 2017

| GEOGRAPHIC LOCATION | CURRENT BOARD ELECTIONS and VACANCIES |
|--|---|
| British Columbia (2 seats – 1 Vacancy) | 1. Barj Dhahan, Vancouver Police Board – Elected for two year term; term expires in 2018 VACANCY – 2017 -2019 |
| Alberta (2 seats – 0 Vacancies) | 1. Micki Ruth, Edmonton Police Commission Elected for two year term; term expires in 2018 2. Tyler Shandro, Calgary Police Commission Elected for two year term; term expires in 2018 |
| Saskatchewan (2 seats – 1 Vacancy) | 1. Darlene Brander, Saskatoon Board of Police Commissioners Elected for two year term; term expires in 2018 VACANCY 2017-2019 |
| Manitoba (2 seats – 2 Vacancies) | 1. VACANCY 2017-2019 2. VACANCY 2017-2019 |
| Ontario (3 seats – 3 Vacancies) | 1. Mary Anne Silverthorn, Woodstock Police Services Board Elected for two year term; term expires in 2017; eligible to be elected for another 2 year term VACANCY 2017-2019 2. L.A. (Sandy) Smallwood, Ottawa Police Services Board Elected for two year term; term expires in 2017; eligible to be elected for another 2 year term VACANCY 2017-2019 3. Michael Vagnini, Greater Sudbury Region Police Services Board Elected for one year term; term expires in 2017; eligible to be elected for another 2 year term VACANCY 2017-2019 |
| New Brunswick (1 seat – 0 Vacancies) | 1. Brian Boudreau, Saint John Board of Police |

| | |
|-------------------------------------|---|
| | Commissioners Elected for two year term; term expires in 2018 |
| Nova Scotia (2 seats – 1 Vacancy) | 1. Steve Graham, Halifax Board of Police Commissioners Elected for two year term; term expires in 2017; eligible to be elected for another 2 year term VACANCY 2017-2019 2. Pat Cappello, Truro Board of Police Commissioners Elected for two year term; term expires in 2018 |
| First Nations (2 seats – 1 Vacancy) | 1. Dan Bellegarde, File Hills Board of Police Commissioners Elected for two year term; term expires in 2018 VACANCY 2017-2019 |

**Schedule A NOMINATION
FORM**

TO BE SIGNED BY BOARD/COMMISSION CHAIR/VICE CHAIR AND NOMINEE:

We _____, being members in good standing of CAPG,
nominate _____ for the position above.

We also confirm that:

- We represent a geographical region of Canada represented by the Association's Members (By-laws – Article 5.2);
- We are members in good standing of the Association; (By-laws – Article 5.3(a));
- The nominee resides in the province where our Police Board/Commission is located (By-laws – Article 5.3(b));
- The nominee is willing to commit to the Association for at least a two year term;
- The nominee has the time to contribute fully in 3 or 4 face-to-face meetings a year (two in Ottawa, one board retreat, one at the annual conference);
- The nominee has the financial support of our Police Board/Commission to cover the cost of his/her attendance at the three meetings a year including airfare and accommodation (estimated financial commitment is \$5,000);
- The nominee is able to participate in a two-hour bi-monthly teleconference board meeting; and
- The nominee is willing to sit on at least one working committee and actively participate in the work of that committee.

Signature:

Name: (please print)

Chair of Board/Commission

NOMINEE:

I _____ being a member of, _____ consent to this nomination.

I am currently a _____ (provincial, municipal, citizen appointment) representative on my police board/commission and I have _____ years left to serve. I am eligible for another reappointment for _____ years.

Address: _____

Telephone: _____

Fax: _____

Email: _____ Date _____

Signature:

Name: (please print)

RETURN THIS FORM BY EMAIL TO NOMINATIONS@CAPG.CA BY JUNE 1, 2017

SCHEDULE B

COMPETENCY CHECKLIST FOR CAPG BOARD MEMBERS

| YES | NO | EXPERIENCE |
|-----|----|--|
| | | Business, business administration, especially non-profit |
| | | Strategic planning |
| | | Risk management |
| | | Accounting & Finance |
| | | Human resources |
| | | Labour Relations |
| | | Legal, especially non-profit & tax law |
| | | Multi media / communications |
| | | Advocacy |
| | | Knowledge of federal government |
| | | Board or governance experience |
| | | Community development |
| | | Proposal and grant writing |
| | | Policy making |
| | | Information Technology |
| | | Marketing & public relations |
| | | Fundraising & special events |
| | | Contacts, networking, especially on a national level |
| | | Educational program development |
| YES | NO | SKILLS |
| | | Strong communication skills |
| | | Strong decision maker |
| | | Consensus builder/collaborative |
| | | Effective listener |
| | | Strong analytical skills |
| YES | NO | PERSONAL ATTRIBUTES |
| | | Integrity and high ethical standards |
| | | Strong public service orientation |
| | | Respect for diversity |
| | | Discretion, objectivity and good judgment |
| | | Desire to contribute |
| | | Active participant |
| | | Ability to meet time commitments |
| | | Capable of wide perspective |
| | | Resilience |
| | | Life long learning |
| | | Team player |