



2024 Call for Applications: **Local Region Committee Members** **Edmonton, Northwest, NWT, and South Regions**

To: Skate Canada AB | NT | NU Members, Parents and Volunteers

Date: February 16, 2024

From: Monique Moore, Section Nominating Sub Committee Chair

The Nominating Sub-Committee is seeking prospective candidates to serve as **Region Committee Members** for the Skate Canada AB | NT | NU (Section). Region Committee Members are members of their respective Local Region Committee.

Available Local Region Committee Positions for 2024-2026 Term:

- Edmonton Region Representative (2-year term)
- Edmonton Region Assessment Coordinator (2-year term)
- Edmonton Region Member at Large (1) (2-year term)

- Northwest Region Representative (2-year term)
- Northwest Region Assessment Coordinator (2-year term)
- Northwest Region Member at Large (1) (2-year term)

- NWT Region Representative (2-year term)
- NWT Region Assessment Coordinator (2-year term)
- NWT Region Member at Large (1) (2-year term)

- South Region Representative (2-year term)
- South Region Assessment Coordinator (2-year term)
- South Region Member at Large (1) (2-year term)



Eligibility of Local Region Committee Members:

To be eligible to be elected to serve as a Local Region Committee Member, a person must:

- a) be a registrant* in good standing of Skate Canada and the Section or become a registrant of Skate Canada upon being elected;
- b) not have served three (3) consecutive terms in the current position on their Local Region Committee within the designated Region;
- c) reside within the Region, for the duration of the term, in which they wish to represent; and
- d) be 18 years of age or older.

All Members of the Local Regions Committee shall serve without remuneration.

*A Skate Canada Coach is not a registrant. Coaches are eligible for the Region Coaching Representative position on the Local Region Committees.

Composition of the Skate Canada AB | NT | NU Local Region Committees

Local Region Committee Members represent the members of each respective Region and the Region in which they reside.

There are nine (9) Regions within Skate Canada AB | NT | NU and each Region is represented by a Local Region Committee (currently excluding Nunavut). These Committees are comprised of a minimum of five (5) Committee Members, to a maximum of seven (7) Committee Members: Region Representative, Assistant Region Representative, Secretary/Treasurer, Assessment Coordinator, Coaching Representative, and Members at Large.

The Region Coaching Representative for each Region is also a member of the Section's Coaching Committee and the Region Representative is also a member of the Section's Regions Committee.

Application Process

Interested applicants are required to submit their application using the online form available on the Skate Canada AB | NT | NU website at www.skateabnwnun.ca under About/AGM and Elections/Elections.

Local Region AGM dates and application deadline dates will be posted on the Section website as dates are confirmed.

When submitting your application, please have the following available to complete your submission:

- Head shot photo
- Skate Canada number, if applicable
- The name and email of a Skate Canada registrant who would endorse your application.



Election Process

The election rotation for the Local Region Committee Members, listed above, is as follows:

Even Years: Edmonton, South, Northwest, NWT and Nunavut (if applicable)

Odd Years: Calgary, Central, Northeast and Peace

The **Call for Applications** for **Local Region Committee Members** will be distributed to each respective Region a minimum of twenty-one (21) days prior to the Local Region Committee Annual General Meeting date. All communications will also be available on the Section website under About/AGM and Elections/Elections once distributed.

Elections for the Local Region Committee Members will take place electronically, by and amongst the pre-registered eligible Region Members, by electronic ballot as determined by the Chair of the Nominating Sub-Committee prior to each Region Annual General Meeting.

Local Committee Members are elected by a simple majority.

Applications may be received up to 10 days prior to the Local Region Annual General Meeting.

Local Region Committee Elections Nominations will not be accepted from the floor.

Elections for the Local Region Committee positions will take place electronically prior to each 2024 Region Annual General Meetings and will be announced at each respective 2024 Region Annual General Meeting (scheduled per each respective Region) and at the 2024 Section Annual General Meeting, to be held on Saturday June 8, 2024.

2024 Local Region Annual General Meetings: Pre-Registration & Attendance

The 2024 Local Region Annual General Meetings will be open to assigned Club / Skating School Delegates as well as Local Region Committee Members, Nominees, and Observers. All voting members (Region Club / Skating School Delegates and Local Region Committee Members) are to pre-register online a minimum of seven (7) days prior to the scheduled Region Annual General Meeting in order to be eligible to vote on committee elections.

For the purposes of clarification, if a Club/Skating School or Local Region Committee (a region member) does not pre-register a delegate by the deadline, that member **will not be** eligible to vote on an election, if applicable, however will be eligible to attend the AGM.

All additional Nominees and Observers may attend the meeting, without pre-registration, whether held in person, virtually or both.



Election Procedures

- The Call for Applications for Local Region Committee Members will be distributed from the Section Office to all Member Clubs and Skating Schools in the Region via the last known email on file and will also be posted on the Section's website and social media channels a minimum of twenty-one (21) days prior to each Local Region Committee Annual General Meeting.
- All submissions must be electronic, pursuant to the Section policies ten (10) days prior to the respective Region Annual General Meeting date at 12:00 PM (noon) MT, to the Region Nominating Chair or designate. Late applications will not be accepted.
- Applications are accepted only through the online application form. Nominations will not be accepted from the floor.
- Electronic ballots, along with detailed candidate descriptions, will be distributed to pre-registered Delegates for each Region (as applicable), six (6) days prior to the scheduled Region Annual General Meeting. The election ballot(s) will be open for voting for a period of three (3) days. If a second vote is required to break a tie, the second electronic ballot will be distributed three (3) days prior to the scheduled Region Annual General Meeting and available for the duration of two (2) days to cast votes.
- To ensure that all Committee members are elected by a simple majority, a voting procedure as approved by the Skate AB | NT | NU Board of Directors shall be conducted.
- Eligible voting members: Each pre-registered Member Club or Skating School Delegate in good standing and each Local Region Committee member shall be entitled to one vote. There is no proxy voting.
 - Employees or coaches who receive compensation through activities related to the Club are not eligible to be a Club or Skating School Delegate.
- The elected Committee Members and nominees will be advised of the election results at the close of the election. The elected Committee Members will be announced at each respective Local Region Annual General Meeting (as determined by each Region) and at the 2024 Section Annual General Meeting, to be held on Saturday June 8, 2024.
- Local Region Committee Member Election Tie Breaker Policy: In the event of a tie, a second ballot will be cast with the tied candidates (electronically). If a tie remains after the second vote, the two remaining names will be drawn from a box by the Region Nominating Chair and an appointed scrutineer during the Region Annual General Meeting and announced immediately.
- In the event any changes are required to the voting process, once it has commenced, communication will be provided to all Region Member Clubs and Skating Schools both electronically and via the election platform if applicable.

Questions

Questions regarding the elections may be directed to the Section Nominating Sub Committee Chair, Monique Moore Email: mickmoore12@gmail.com