



# NOMINATION PACKAGE

Prepared by the Office of the City Clerk

# SEPARATE SCHOOL BOARD





## **NOMINATION PACKAGE – SEPARATE SCHOOL BOARD**

**The following forms are included in the Nomination Package for Public School Board Trustee:**

### **Form J (Front) – Nomination Paper**

- The Nomination Paper must be signed by ten (10) voters of the respective subdivision.
- Each nominator must be an elector of the school division for which the person is being nominated.
- An elector of the school division may be nominated in a subdivision in which he/she does not reside.
- Candidates may not nominate themselves.

### **Form J (Back) – Candidate’s Acceptance**

The Nomination Paper is not considered complete unless the Candidate’s Acceptance Statement is signed by the person being nominated and witnessed by two (2) people. Candidates’ information printed on the ballots will be based on the information provided on the Candidate’s Acceptance Form. It is the Candidate’s responsibility to ensure this information is accurate and complete.

### **Criminal Record Check for Election Candidate**

A Criminal Record Check for Election Candidate is to be filed with nomination papers. Please take this form to your local RCMP detachment for completion. The Criminal Record Check must be issued within six (6) months (dated after April 1, 2024) of filing of the nomination papers.

**A Public Disclosure Statement is NOT required to accompany the nomination papers for Candidates of the Separate School Board Trustee.**

### **IMPORTANT DATES**

<i>Nomination Period</i>	<i>September 23 - October 9, 2024</i>
<i>Nomination Day</i>	<i>October 9, 2024 by 4:00 p.m.</i>
<i>Final Day to Withdraw Nomination</i>	<i>October 10, 2024 by 4:00 p.m.</i>
<i>Advance Polls Begin</i>	<i>November 1, 2024</i>
<i>Advance Polls Close</i>	<i>November 4, 2024</i>
<i>Special Polls Begin</i>	<i>November 5, 2024</i>
<i>Election Day</i>	<i>November 13, 2024</i>

### **Filing of Nomination Papers**

Nomination papers shall be filed with the Returning Officer at City Hall any time from 8:00 a.m. to 4:00 p.m. commencing on Monday, September 23, 2024 to Tuesday, October 8, 2024, and on Nomination Day, Wednesday, October 9, 2024, between 9:00 a.m. to 4:00 p.m. only. When the nomination paper is filed with the Returning Officer it shall be reviewed and, if found in order, a receipt shall be issued to the Candidate or their agent.

[It is requested that candidates make an appointment, prior to attending City Hall, by calling \(306\)778-2768.](tel:306778-2768)

It is the Candidate’s responsibility to ensure that his/her Nomination Paper has been received by the Returning Officer.



## **CANDIDATE'S PROFILE STATEMENT**

Submitting a Candidate's Profile Statement is optional. Should a candidate choose to submit, the following requirements must be met:

- Statements, excluding contact information, must be a maximum of 150 words. Statements exceeding 150 words will be reduced to the end of the last complete sentence or phrase within the 150 word limit.
- Statements must be written in English, printed and signed, as well as accompanied by an electronic version.
- Statements must be confined to information about the Candidate, any organization endorsing the Candidate, and the Candidate's platform.
- Statements must be free of vulgar language, hate speech, and defamatory remarks. The Returning Officer will have the final decision on whether to accept the statement and reserves the right to refuse any statement deemed to be obscene or offensive.
- Contact information with a limit of two (2) telephone numbers, one (1) email address and two (2) social media accounts.
- Photographs should be a recent portrait style, head and shoulder shot of the candidate alone, no larger than 2 x 3 inches in colour and in JPEG format. By submitting a photograph, you grant permission to the Returning Officer to publish the photograph for election purposes.
- The technology on which the candidate profile statement and photo is submitted (preferably USB) must be clearly labeled with the Candidate's first and last name and include a phone number. If submitted via email, the body of the email must contain the aforementioned information.

### **PLEASE NOTE:**

- All profiles and photographs must be received by the Returning Officer, along with Nomination Papers, on or before close of Nominations (Wednesday, October 9 at 4:00 p.m.).
- The Returning Officer will not return photographs and cannot guarantee the quality of reproduced images.
- The Returning Officer will not edit any statements, except to reduce the length to 150 words, including incorrect spelling, grammar or other obvious errors.
- Profiles received will be included on the City's website, will be published in the local newspaper and posted at City Hall.
- If you choose not to submit a profile and/or photograph, the words "*Candidate information not available*" and/or "*Photo not available*" will appear next to your name.
- If a candidate statement or photograph, in the sole opinion of the Returning Officer, does not reasonably comply with the criteria above or is otherwise unsuitable for publication, the Returning Officer will request that the candidate resubmit such information. The Candidate will then have two (2) business days for resubmission to the satisfaction of the Returning Officer. However, such resubmission shall be no later than the nomination deadline of 4:00 p.m. on Wednesday, October 9, 2024.



NOMINATION FOR SEPARATE SCHOOL BOARD

We, the undersigned, being voters of the

HOLY TRINITY ROMAN CATHOLIC SEPARATE SCHOOL DIVISION NO. 22
SWIFT CURRENT SUBDIVISION

nominate (Name)

of (street/road address or legal land description of land)

to be a candidate at the election to be held on the 13th day of November, 2024, for the office of:

BOARD MEMBER: HOLY TRINITY ROMAN CATHOLIC SEPARATE SCHOOL DIVISION NO. 22
SWIFT CURRENT SUBDIVISION

Table with 3 columns: Signature (10 signatures required), Name (printed), Street/Road Address or Legal Description of Land. Contains 10 rows of horizontal lines for data entry.

AN ELIGIBLE NOMINATOR MUST BE A VOTER OF THE SEPARATE SCHOOL DIVISION IN ACCORDANCE WITH SUBSECTION 37(2) OF THE LOCAL GOVERNMENT ELECTION ACT, 2015

AN ELIGIBLE NOMINATOR MUST RESIDE IN THE SUBDIVISION IN WHICH THE CANDIDATE IS SEEKING NOMINATION



CANDIDATE'S ACCEPTANCE

I, \_\_\_\_\_
(Name as it will appear on the ballot)

a(n) \_\_\_\_\_
(occupation as it will appear on the ballot)

a candidate nominated for the office of:

BOARD MEMBER: HOLY TRINITY ROMAN CATHOLIC SEPARATE SCHOOL DIVISION NO. 22
SWIFT CURRENT SUBDIVISION

declare that:

- 1. I am the full age of 18 years or will attain the full age of 18 years on or before election day;
2. I am a Canadian citizen and I have resided in Saskatchewan for at least six (6) months immediately preceding the date on which this nomination paper is submitted;
3. I am not disqualified by The Local Government Election Act, 2015, The Education Act, 1995 or any other Act from holding the office for which I am a candidate;
4. If elected, I will accept the office for which I was nominated; and
5. I have resided for at least three (3) consecutive months immediately preceding the date on which nomination paper is submitted in, or on land land now in the Holy Trinity Roman Catholic Separate School Division No. 22, Swift Current Subdivision.

CANDIDATE'S PREFERRED CONTACT INFORMATION

(Candidate's must provide at lease one (1) of the following)

Home Phone Number: \_\_\_\_\_

Cell Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Other Contact Information: \_\_\_\_\_

Dated at Swift Current this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

Signature of Candidate

Witness

Witness



## CRIMINAL RECORD CHECK FOR ELECTION CANDIDATE

**NAME OF CANDIDATE:**

\_\_\_\_\_  
Last Name                                      Given Name                                      Middle Name

**PREVIOUS NAME and/or ANY OTHER NAMES USED:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

Apt.#                                      Street/Avenue

\_\_\_\_\_  
City/Town                                      Province/Postal Code                                      Telephone Number

**DATE OF BIRTH:** \_\_\_\_\_ **PLACE OF BIRTH:** \_\_\_\_\_  
Year/Month/Day

**GENDER:** Male / Female

**CITY:** \_\_\_\_\_  
Name of City

**NAME OF LOCAL POLICE SERVICE THAT CONDUCTED CHECK:** \_\_\_\_\_

**CRIMINAL RECORD CHECK ATTACHED:** Yes / No

*Note: The criminal record check from the local police service must be attached to this form to be acceptable for submission with the nomination paper and must have been completed not more than 30 days before the date of submission.*

**STATEMENT OF CONSENT:** *I consented to a search of all records available at the time the search was conducted, including charges before the courts (including active alternative measures, stays of proceedings entered within one year of this request and findings of unfit to stand trial), findings of guilt or convictions (including youth records accessible under subsection 119(2) of the Youth Criminal Justice Act) and court orders (including peace bonds, restraining orders and recognizances under sections 810.01, 810.1 or 810.2 of the Criminal Code) registered in my name in the National Repository and local records available to the police service. I understand that if a possible record existed, it would not be disclosed until identification was confirmed by either myself or by fingerprints. I also understand that apprehensions, orders or other records relating to The Mental Health Services Act or The Youth Drug Detoxification and Stabilization Act were not disclosed.*

*I understand criminal record checks submitted pursuant to section 63.1 of The Cities Act:*

- *are not considered to be for a volunteer position;*
- *are not considered to be for a position with the vulnerable sector;*
- *do not require fingerprint verification for the sake of submission with the nomination paper and it was my option to submit a fingerprint verification to confirm my identity and record or lack of a record;*
- *do not require a release of information to a third party because I received the results personally; and*
- *are not required to include copies of the records themselves.*

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2024. **Signature:** \_\_\_\_\_