

## Definitions

1. Capitalized terms shall have the same meanings within the Board Nomination and Election Policy as defined in the AthletesCAN bylaws. Additionally, the following capitalized terms shall have the following meaning within the Board Nomination and Election Policy
  - "AGM" shall mean the *Annual General Meeting* of AthletesCAN;
  - "Policy" shall refer to this *Board Nomination and Election Policy* unless otherwise stated.

## Nomination Procedures

### 2. Nominations Period & Process

The nomination form is available on AthletesCAN's website. The nomination period may be no less than 14 days and no more than 30 days. The nomination period shall finish no less 14 days prior to the AGM

### 3. Director Eligibility Criteria

- AthletesCAN operates with a board of nine (9) directors.

Directors:

- Must be a minimum of 18 years of age;
- Must have the capacity under law to contract;
- Must be competing on a Canadian senior national team or have competed on a Canadian senior national team; and
- Need not be a member of AthletesCAN.

The Board of Directors:

- Will consist of at least five (5) athletes that are competing on a Canadian senior national team or have competed on a Canadian senior national team within the last eight (8) years as of the date they are elected; and
- May consist of no more than four (4) athletes that have competed on a Canadian senior national team but have retired outside the last eight (8) years as of the date they are elected.

## Election Procedures

### 4. Accessibility

- In accordance with the organization's accessibility policy an electronic nomination and voting platform will be selected with the condition that it is accessible to all members of the organization. Should any issue arise in participating in the election procedure it is requested that individuals notify AthletesCAN staff which will provide support in ensuring the process is accessible to all members.

### 5. Lobbying

- Any and all lobbying must be respectful of other candidates and consistent with AthletesCAN *Code of Conduct and Ethics Policy*.
- The AthletesCAN Board of Directors reserves the right to ask any candidate to cease and desist with any and all campaign strategies if the Board decides they are not in the spirit of a fair election process.

### 6. Language

All nominee profiles are to be translated to both official languages in accordance with the AthletesCAN *Official Languages Policy*. AthletesCAN will translate all nominee profiles submitted and received at least 7 days prior to the end of the Nomination Period as defined in section 2 of this policy. Nominees will be responsible for the translation of nominee profiles submitted and received within 7 days of the end of the Nomination Period.

The voting system provided for the election will be offered in both official languages in accordance with the AthletesCAN *Official Languages Policy*.

### 7. Diversity

Diversity of candidates and the current board composition will be taken into consideration when electing board nominees. The current composition of the board will be provided in French and English via email to members in good standing prior to the nomination period. In keeping with the AthletesCAN *Diversity and Equity Policy*, the spectrum of characteristics of a diverse board including those listed below will also be highlighted in French and English.

- Active senior national team athletes;
- Retired senior national team athletes; retired within the past eight years and beyond;
- Winter sport;
- Summer sport;
- Team sport;
- Individual sport;
- Gender;
- Canadian Geography;
- Disability;
- Indigenous peoples;
- Ethnicity; and
- Language.

### 8. Nominee Platforms & Profiles

Nominees will be asked to submit an application form. This application will include an attestation that they are meeting the minimum requirements to be a director of AthletesCAN, as well as mandatory questions for candidates to answer. Candidates will also be encouraged to submit information on their personal platform. This application must be submitted to AthletesCAN by the nomination deadline to be considered valid. AthletesCAN will confirm with each candidate receipt of their application and confirmation that they meet the minimum requirements to be on the ballot. Nominees will be asked to provide all relevant characteristics listed in section 10 of this policy on their profile.

Access to the candidate platforms will be posted on the AthletesCAN website for the duration of the voting period.

### 9. Members Eligible to Vote

All registered members of the association who are members in good standing as of the voter eligibility date noted in the notice of AGM correspondence and remain members in good standing for the date of the AGM are eligible to vote in the election.

### 10. Voting

Prior to the AGM, a digital election to fill vacant board positions will be held by the members. Each voting member is eligible to place one vote for each of the available positions. Proxy voting is not permitted. The voting period shall be no less than 7 days.

- Electronic Ballots, Board Composition and Election
  - i) Voting will be by secret electronic ballots.
  - ii) Each Member will receive one 1 ballot on which the names of all nominees will be listed in a randomized order.
  - iii) Members will be asked to vote for the number of nominees required by vacancies, and so displayed on the ballot. No Member will vote for more directors than the number of vacant positions for directors; however, a member may vote for fewer nominees than the number of vacant positions available. Additionally, no member may vote for the same candidate twice. Any ballot on which more names are voted for than there are vacant positions will be deemed to be void.
  - iv) The number of director positions up for election will be announced on the AthletesCAN website and via email on the first day of the nomination period;
  - v) The number of successful candidates in a given year will be determined by the current composition of the Board of Directors pursuant to the eight-year retirement rule under '*Director Eligibility Criteria*'. As soon as the number of directors having competed on a national team within more than eight (8) years exceeds two (2), no more such candidates will be elected.
    - a. For example, if in a given year, one position for an athlete having been retired for more than eight years is available, and three such candidates run, only the first such candidate will be successful, and the other successful candidates will have competed within eight years or less.
  - vi) The nominees will be ranked according to total number of votes received and given positions as directors in a descending order to the maximum number of positions remaining available, in accordance with the eight-year rule under '*Director Eligibility Criteria*' as applicable.
  - vii) Following the elections, the elected directors will be announced at the AGM in the order of shortest term to longest, if applicable. Elected directors for the same term will be announced in alphabetical order.
  - viii) The electronic voting results will be destroyed by the scrutineers following the end of the election.

### Officer Elections

11. The Board of Directors will elect the Officers as soon as possible following the Forum pursuant to the bylaws of AthletesCAN.