



Edmonton Salutes

Chair Election Process 2021

Overview

This process is designed to align with the Edmonton Salutes Committee Procedure for the Election of the Chair policy adopted by the Committee. COVID-19 has meant that the election will be done remotely rather than in-person, meaning the process has to be adapted somewhat.

Eligibility

All Voting Members of the Edmonton Salutes committee are eligible to serve as Chair, with the exception of the Edmonton City Councillor and any elected officials from other orders of government.

Any Voting member of Edmonton Salutes is eligible to nominate another Voting Member to serve as Committee Chair. Voting Members are able to self-nominate.

Any Voting Member of Edmonton Salutes who is virtually in attendance at the relevant Committee meeting is eligible to vote for the Chair.

Term

The Chair serves at the pleasure of the Committee for two years* beginning with the meeting at which the Chair is named.

**it is possible that the term of the Chair for 2021-23 may change to a spring election.*

Timing

Item	Date	Comments
Call for Nominations	Nov. 19	<ul style="list-style-type: none">Email sent to all members of Committee. Can self-nominate.City to distribute call for nominations and bio. along with <i>Committee Procedure for the Election of Chair and Election of Chair During COVID-19</i>
Nominations Deadline	Dec. 3	<ul style="list-style-type: none">Nominations to be submitted to City of Edmonton.
Submission of Biographies	Dec. 3	<ul style="list-style-type: none">250-word bio to be submitted to City of Edmonton

Distribution of Meeting Package	Nov. 19	<ul style="list-style-type: none"> Dec. 3 meeting package is to be provided to all members. This to include nominations/bio requests for Chair candidates and nominations for Vice Chair
Committee Meeting	Dec. 3	<ul style="list-style-type: none"> Chair and Vice Chair will be elected
<ul style="list-style-type: none"> Nominations from the Floor 		<ul style="list-style-type: none"> Chair Hodgson chairs meeting and calls for nominations from the floor. Chair Hodgson closes nominations.
<ul style="list-style-type: none"> Presentation to Committee 		<ul style="list-style-type: none"> Chair Candidates will each have two minutes to speak to the Committee about their candidacy.
<ul style="list-style-type: none"> Questions from Members 		<ul style="list-style-type: none"> Any voting member of the committee may pose questions to the candidates for up to 15 minutes.
<ul style="list-style-type: none"> Vote of Committee 		<ul style="list-style-type: none"> All voting members are requested to text or email their votes to Judy Wilson, 780-289-9853. They will be tallied and provided to the Committee in aggregate.
Assumption of Chair	Dec. 3	<ul style="list-style-type: none"> Elected member assumes the Chair for the remainder of the meeting.



Edmonton Salutes Election of Committee Chair

Nomination and Biography

Nomination

I _____(name) nominate _____(name) to serve as the Chair of the Edmonton Salutes Committee as established by City of Edmonton Bylaw 16675 for the 2021-2022 Committee year.

If elected by the Voting Members, the nominee agrees to serve the term as the Committee's Chair.

Signature of Nominee

Date

Nomination Statement

Please provide up to 250 words identifying why you, the nominee, would be the best candidate for the position of Chair of Edmonton Salutes. The Statement can include biographical information, ideas about the Committee's work, a vision for the future of Edmonton Salutes, and/or other pertinent information. This statement will be shared with all Committee members prior to the vote for Chair. The information can be written below or submitted in a separate file.

Please submit this nomination to Judy Wilson at judy.wilson@edmonton.ca by 9:00 am MDT on Friday, Friday December 3, 2021.