



**Nomination Package for:**

***Director  
Electoral Area E – Cowichan Station/Sahtlam/Glenora***

**2018 General Local Election  
And Assent Voting  
October 20, 2018**



175 Ingram Street  
Duncan, BC V9L 1N8  
www.cvrld.bc.ca

Office: 250.746.2500  
Fax: 250.746.2513  
Toll Free: 1.800.665.3955

July 27, 2018

Dear Prospective Candidate:

**Re: Submission of Nomination for Office of CVRD Electoral Area Director**

Thank you for your interest in running as a candidate for the position of CVRD Electoral Area Director for the 2018 General Local Election and Assent Voting. Included in this nomination package are the necessary forms and related information resource links that explain the nomination and Election process. Please read through these documents and online guides prior to completing your nomination forms in order to familiarize yourself with aspects of the upcoming Election and your responsibilities as a candidate.

**Nomination Period**

Nomination forms can only be filed at the CVRD office located at 175 Ingram Street, Duncan, BC, during regular office hours, 8:00 a.m. to 4:30 p.m., Monday to Friday, excluding statutory holidays, **beginning at 9:00 a.m., Tuesday, September 4, 2018 until 4:00 p.m., Friday, September 14, 2018.** The *Local Government Act* prevents the acceptance of nomination forms before or after these dates and times.

**Appointment for Filing**

It is recommended that you schedule an appointment to file your nomination forms with either the Chief or Deputy Chief Election Officer (contact information as noted). Although not mandatory, a 15 minute appointment will ensure that you're not waiting while another candidate is filing their papers ahead of you. **CAUTION:** If you wait to file until the last hour of the nomination period and one of your mandatory nomination forms is missing or requires further information, you may not have time to obtain the necessary information before the 4:00 p.m. deadline.

**Standardized Nomination Forms**

Due to recent legislative changes, local governments now use standard nomination forms which require detailed contact information for candidates and their representatives. These forms are PDF fillable. A solemn declaration (included in the nomination package) stating that the candidate is aware of, understands, and intends to comply with the *Local Elections Campaign Financing Act* is also required at the time of filing.

The following forms are included in your package (or online):

**Form C2 – Nomination Documents:** All three pages of this form must be returned. Please note: In the CVRD **only two (2) nominators are required per candidate**. No nomination deposit is required. This form must be submitted at the time of filing.

.../2

**Form C3 – Other Information Provided by Candidate:** Following submission to the CVRD, this form will be provided to Elections BC. This form must be submitted at the time of filing.

**Form C4 – Appointment of Candidate Financial Agent:** Following submission to the CVRD, this form will be provided to Elections BC. This form must be submitted at the time of filing.

**Form C5 – Appointment of Candidate Official Agent:** This form is optional and is only required if you are going to appoint an Official Agent. If you choose to appoint an Official Agent later during the election process, you need to submit this form as soon as practicable after the appointment has been made.

**Form C6 – Appointment of Candidate Scrutineer:** This form is optional and is only required if you are going to appoint a scrutineer. Under the *Local Government Act*, each candidate is permitted to appoint one (1) scrutineer for each ballot box used at a voting place. While you can only have one scrutineer per ballot box per voting place at any one time, you may appoint multiple scrutineers to rotate through the voting place throughout voting day. The CVRD will have one ballot box at each voting place. If you choose to appoint a scrutineer later during the election process, you must submit this form as soon as practicable after the appointment has been made.

**Statement of Disclosure – Financial Disclosure Act:** In accordance with the *Local Elections Campaign Financing Act*, responsibility for campaign financing oversight is under the jurisdiction of Elections BC. Accordingly, Elections BC has requested that all campaign financing inquiries be handled directly by Elections BC staff in order to ensure consistency of information. If you have any questions or concerns regarding campaign financing, please consult the Elections BC website at [www.elections.bc.ca](http://www.elections.bc.ca), email [electoral.finance@elections.bc.ca](mailto:electoral.finance@elections.bc.ca) or call toll free 1.855.952.0280. The Statement of Disclosure form must be submitted at the time of filing.

### **Online Resources**

The Local Government Division of the Ministry of Community, Sport and Cultural Development has the following documents available on their webpage located at: <https://www2.gov.bc.ca/gov/content/governments/local-governments/governance-powers/general-local-elections> :

- [Local Elections in BC: What Every Candidate Needs to Know](#)
- [Candidate's Guide to Local Government Elections in BC](#)
- [Elector Organization Guide to Local Government Elections in BC](#)
- [Guide for Local Elections Third Party Sponsors in BC](#)
- Voter's Guide to Local Elections in BC in [English](#); [Chinese – Simplified](#); [Chinese – Traditional](#); [Farsi](#); [French](#); [Korean](#); and [Punjabi](#).

.../3

Elections BC has the following document available on their website at:  
<https://elections.bc.ca/political-participants/local-elections-campaign-financing/2018-general-local-elections>

- [Guide to Local Elections Campaign Financing in BC](#)
- [Guide to Local Elections Campaign Financing in BC – Elector Organizations](#)
- [Guide to Local Elections Campaign Financing in BC – Third Party Sponsors](#)

On behalf of the Cowichan Valley Regional District, I would like to thank you for your interest in running as a candidate for the position of CVRD Electoral Area Director for the 2018 General Local Election and Assent Voting. If you have any questions regarding the nomination process, the Election process, or CVRD operations in general, please contact the Chief Election Officer by email at [kharrison@cvrd.bc.ca](mailto:kharrison@cvrd.bc.ca) or by phone at 250.746-2517 or Shannon Carlow, Deputy Chief Election Officer by email at [scarlow@cvrd.bc.ca](mailto:scarlow@cvrd.bc.ca) or by phone at 250.746.2508.

Sincerely,



Kathleen Harrison  
Chief Election Officer



## NOMINATION DOCUMENTS

### CHECKLIST

- Nomination Paper made by two qualified electors of the jurisdiction the Candidate is running in, together with consent to the nomination signed by the nominee (Form C-2).
- Declaration of Candidate (Form C-2)
- Statement of Disclosure *Financial Disclosure Act*.
- Appointment of Financial Agent (optional unless an elector Organization) (Form C-4).
- Appointment of Official Agent (optional unless an elector Organization) (Form C-5).
- Appointment of Scrutineer (optional) (Form C-6).
- Candidate Information Release Authorization (optional).
- Not Disqualified by Statute or Law from Running (Inspector's List)

#### Eligibility Dates:

Candidates:	Six Month BC Residency –	March 13, 2018 if submitting September 14 <sup>th</sup> March 16, 2018 if submitting September 17 <sup>th</sup> (extended)
Nominators:	Six Month BC Residency –	Before nomination date (varies)
	30 Day Area Residency –	Before nomination date (varies)
Voters:	Six Month BC Residency –	April 19, 2018 if voting October 20 <sup>th</sup> April 15, 2018 if voting October 16 <sup>th</sup> April 9, 2018 if voting October 10 <sup>th</sup>
	30 Day Area Residency -	September 19, 2018 if voting October 20 <sup>th</sup> September 15, 2018 if voting October 16 <sup>th</sup> September 9, 2018 if voting October 10 <sup>th</sup>

## CANDIDATE NOMINATION PACKAGE

Use the Candidate Cover Sheet and Checklist Form C1 to ensure that the Candidate Nomination Package is complete and meets the legislative requirements of the *Local Government Act*, *Local Elections Campaign Financing Act*, *Financial Disclosure Act* and/or *Vancouver Charter*.

The Candidate Cover Sheet and Checklist Form C1 serve as a guide to the forms that must be submitted by a Candidate, their Official Agent and/or their Financial Agent to the local Chief Election Officer as part of the nomination process.

Ensure that, for each item checked off on the Checklist Form C1 (Section B), the relevant form is completed and attached.

*The Candidate Cover Sheet and Checklist Form C1 are for the local Chief Election Officer's reference only and do not constitute part of the Candidate Nomination Package.*

Completing only the Candidate Cover Sheet and Checklist Form C1 **does not** constitute completion of the Candidate Nomination Package, nor does it satisfy the legislative requirements set out in the *Local Government Act*, *Local Elections Campaign Financing Act*, *Financial Disclosure Act* and/or *Vancouver Charter*.

### COMPLETION INSTRUCTIONS:

1. Record the Candidate's full name.
2. Record the office for which the Candidate is seeking election.
3. Use section B of the Cover Sheet and Checklist Form C1 to identify which forms have been completed and are included in the Candidate Nomination Package.
4. Return the completed package to the local Chief Election Officer.

As per *Local Elections Campaign Financing Act* requirements, the following forms will be forwarded to Elections BC by the local Chief Election Officer: C3 – Other Information Provided by Candidate; and, C4 – Appointment of Candidate Financial Agent.

After election results have been declared, please send any changes to these documents to:

**Elections BC**  
PO Box 9275 Stn Prov Govt  
Victoria BC V8W 9J6  
Toll-free fax: 1-866-466-0665  
Email: [electoral.finance@elections.bc.ca](mailto:electoral.finance@elections.bc.ca)

## C1 – Candidate Cover Sheet and Checklist Form

PLEASE PRINT IN BLOCK LETTERS

### SECTION A

CANDIDATE'S LAST NAME	FIRST NAME	MIDDLE NAME(S)
NAME OF OFFICE FOR WHICH CANDIDATE IS SEEKING ELECTION		

### SECTION B

This nomination package includes the following completed forms, appointments, consents and declarations:

- C2 – Nomination Documents
- C3 – Other Information Provided by Candidate
- C4 – Appointment of Candidate Financial Agent (if Candidate is not acting as own Financial Agent)
- C5 – Appointment of Candidate Official Agent (if applicable)
- C6 – Appointment of Candidate Scrutineer (if applicable)
- Statement of Disclosure: Financial Disclosure Act (required under the *Financial Disclosure Act*)

**Disclaimer:** All attempts have been made to ensure the accuracy of the forms contained in the Candidate Nomination Package – however the forms are not a substitute for provincial legislation and/or regulations.

Please refer directly to the latest consolidation of provincial statutes at BC Laws ([www.bclaws.ca](http://www.bclaws.ca)) for applicable election-related provisions and requirements.

## C2 – Nomination Documents

PLEASE PRINT IN BLOCK LETTERS

JURISDICTION NAME (E.G. MUNICIPALITY, REGIONAL DISTRICT ELECTORAL AREA)

**We, the following electors of the above named jurisdiction, hereby nominate:**

NOMINEE'S LAST NAME	FIRST NAME	MIDDLE NAME(S)
USUAL NAME OF PERSON NOMINATED IF DIFFERENT FROM ABOVE AND PREFERRED BY THE PERSON NOMINATED TO APPEAR ON THE BALLOT		
RESIDENTIAL ADDRESS (STREET ADDRESS)	CITY/TOWN	POSTAL CODE
MAILING ADDRESS IF DIFFERENT FROM RESIDENTIAL ADDRESS (STREET ADDRESS/PO BOX NUMBER)	CITY/TOWN	POSTAL CODE

**As a Candidate for the office of:**

POSITION (E.G. MAYOR, COUNCILLOR, DIRECTOR)	JURISDICTION NAME (E.G. MUNICIPALITY, REGIONAL DISTRICT ELECTORAL AREA)
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Each of us **affirms** that to the best of our knowledge, the above named person nominated for office:

1. Is or will be on general voting day for the election, 18 years of age or older.
2. Is a Canadian citizen.
3. Has been a resident of British Columbia, as determined in accordance with section 52 of the *Local Government Act*, for the past six months immediately preceding today's date.
4. Is not disqualified under the *Local Government Act*, or any other enactment from being nominated for, being elected to or holding the office, or is not otherwise disqualified by law.
5. Is not subject to any of the disqualifications set out in section 66(2) of the *Local Government Act*.

NOMINATOR'S NAME (FIRST, MIDDLE AND LAST NAMES)	NOMINATOR'S NAME (FIRST, MIDDLE AND LAST NAMES)
RESIDENTIAL ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A RESIDENT ELECTOR	RESIDENTIAL ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A RESIDENT ELECTOR
PROPERTY ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A NON-RESIDENT PROPERTY ELECTOR	PROPERTY ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A NON-RESIDENT PROPERTY ELECTOR
NOMINATOR'S SIGNATURE	NOMINATOR'S SIGNATURE

**Please see over for additional space when more than two nominators are required. For local governments that require 25 nominators attach an additional sheet as necessary.**

**I consent to the above nomination for office:**

NOMINEE'S SIGNATURE	DATE: (YYYY / MM / DD)
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**CANDIDATE NOMINATION PACKAGE**

NOMINATOR'S NAME (FIRST, MIDDLE AND LAST NAMES)	NOMINATOR'S NAME (FIRST, MIDDLE AND LAST NAMES)
RESIDENTIAL ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A RESIDENT ELECTOR	RESIDENTIAL ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A RESIDENT ELECTOR
PROPERTY ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A NON-RESIDENT PROPERTY ELECTOR	PROPERTY ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A NON-RESIDENT PROPERTY ELECTOR
NOMINATOR'S SIGNATURE	NOMINATOR'S SIGNATURE

NOMINATOR'S NAME (FIRST, MIDDLE AND LAST NAMES)	NOMINATOR'S NAME (FIRST, MIDDLE AND LAST NAMES)
RESIDENTIAL ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A RESIDENT ELECTOR	RESIDENTIAL ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A RESIDENT ELECTOR
PROPERTY ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A NON-RESIDENT PROPERTY ELECTOR	PROPERTY ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A NON-RESIDENT PROPERTY ELECTOR
NOMINATOR'S SIGNATURE	NOMINATOR'S SIGNATURE

NOMINATOR'S NAME (FIRST, MIDDLE AND LAST NAMES)	NOMINATOR'S NAME (FIRST, MIDDLE AND LAST NAMES)
RESIDENTIAL ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A RESIDENT ELECTOR	RESIDENTIAL ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A RESIDENT ELECTOR
PROPERTY ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A NON-RESIDENT PROPERTY ELECTOR	PROPERTY ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A NON-RESIDENT PROPERTY ELECTOR
NOMINATOR'S SIGNATURE	NOMINATOR'S SIGNATURE

NOMINATOR'S NAME (FIRST, MIDDLE AND LAST NAMES)	NOMINATOR'S NAME (FIRST, MIDDLE AND LAST NAMES)
RESIDENTIAL ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A RESIDENT ELECTOR	RESIDENTIAL ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A RESIDENT ELECTOR
PROPERTY ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A NON-RESIDENT PROPERTY ELECTOR	PROPERTY ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A NON-RESIDENT PROPERTY ELECTOR
NOMINATOR'S SIGNATURE	NOMINATOR'S SIGNATURE

NOMINATOR'S NAME (FIRST, MIDDLE AND LAST NAMES)	NOMINATOR'S NAME (FIRST, MIDDLE AND LAST NAMES)
RESIDENTIAL ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A RESIDENT ELECTOR	RESIDENTIAL ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A RESIDENT ELECTOR
PROPERTY ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A NON-RESIDENT PROPERTY ELECTOR	PROPERTY ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A NON-RESIDENT PROPERTY ELECTOR
NOMINATOR'S SIGNATURE	NOMINATOR'S SIGNATURE

## C2 – Nomination Documents

PLEASE PRINT IN BLOCK LETTERS

I do solemnly declare as follows:

1. I am qualified under section 66 of the *Local Government Act* to be nominated, elected and to hold the office of

POSITION (E.G. MAYOR, COUNCILLOR, DIRECTOR)

2. I am or will be on general voting day for the election, 18 years of age or older.
3. I am a Canadian citizen.
4. I have been a resident of British Columbia, as determined in accordance with section 52 of the *Local Government Act*, for the past six months immediately preceding today's date.
5. I am in no way disqualified by the *Local Government Act*, or any other enactment from being nominated for, being elected to or holding the office, or be otherwise disqualified by law.
6. To the best of my knowledge, the information provided in these nomination documents is true.
7. I fully intend to accept the office if elected.
8. I am aware of and understand the requirements and restrictions of the *Local Elections Campaign Financing Act* and I fully intend to comply with those requirements and restrictions.

NOMINEE'S SIGNATURE

**DECLARED BEFORE ME:** CHIEF ELECTION OFFICER OR COMMISSIONER FOR TAKING AFFIDAVITS FOR BRITISH COLUMBIA

AT: (LOCATION)

DATE: (YYYY / MM / DD)

I am acting as my own Financial Agent

\_\_\_\_\_  
NOMINEE'S SIGNATURE

I have appointed as my Financial Agent

\_\_\_\_\_  
FINANCIAL AGENT'S NAME (IF APPLICABLE)

### C3 – Other Information Provided by Candidate

PLEASE PRINT IN BLOCK LETTERS

Office for which individual is a nominee:

POSITION	of the	JURISDICTION NAME	
NOMINEE'S LAST NAME		FIRST NAME	MIDDLE NAME(S)
USUAL NAME OF PERSON NOMINATED IF DIFFERENT FROM ABOVE AND PREFERRED BY THE PERSON NOMINATED TO APPEAR ON THE BALLOT			
MAILING ADDRESS (STREET ADDRESS/PO BOX NUMBER) AS PROVIDED IN THE NOMINATION DOCUMENTS		CITY/TOWN	POSTAL CODE
ADDRESS FOR SERVICE (STREET ADDRESS OR EMAIL ADDRESS)		CITY/TOWN	POSTAL CODE
TELEPHONE NUMBER		EMAIL ADDRESS (IF AVAILABLE)	

Additional Addresses for Service Information

**OPTIONAL**

MAILING ADDRESS (STREET ADDRESS/PO BOX NUMBER) IF EMAIL WAS PROVIDED AS ADDRESS FOR SERVICE	CITY/TOWN	POSTAL CODE
FAX NUMBER	EMAIL ADDRESS IF MAILING ADDRESS WAS PROVIDED AS ADDRESS FOR SERVICE	

NAME OF ELECTOR ORGANIZATION ENDORSING THE CANDIDATE (IF APPLICABLE)

<input type="checkbox"/> I am acting as my own Financial Agent	<input type="checkbox"/> I am not acting as my own Financial Agent
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Please ensure that name and mailing address information is the same as that entered on FORM C2 – NOMINATION DOCUMENTS

## C4 – Appointment of Candidate Financial Agent

PLEASE PRINT IN BLOCK LETTERS

CANDIDATE'S LAST NAME	FIRST NAME	MIDDLE NAME(S)
POSITION (E.G. MAYOR, COUNCILLOR, DIRECTOR)	JURISDICTION (E.G. MUNICIPALITY, REGIONAL DISTRICT ELECTORAL AREA)	
<b>I hereby appoint as my Financial Agent for the:</b>		
GENERAL VOTING DATE: (YYYY / MM / DD)	<input type="checkbox"/> General Local Election	<input type="checkbox"/> By-election
FINANCIAL AGENT'S LAST NAME	FIRST NAME	MIDDLE NAME(S)
MAILING ADDRESS (STREET ADDRESS/PO BOX NUMBER)	CITY/TOWN	POSTAL CODE
TELEPHONE NUMBER	EMAIL ADDRESS (IF AVAILABLE)	
EFFECTIVE DATE OF APPOINTMENT: (YYYY / MM / DD)		
CANDIDATE'S SIGNATURE	DATE: (YYYY / MM / DD)	

<b>I hereby consent to act as the Financial Agent for the above named Candidate for the:</b>		
GENERAL VOTING DATE: (YYYY / MM / DD)	<input type="checkbox"/> General Local Election	<input type="checkbox"/> By-election
FINANCIAL AGENT ADDRESS FOR SERVICE (STREET ADDRESS OR EMAIL ADDRESS)	CITY/TOWN	POSTAL CODE
<b>Additional Addresses for Service Information</b> <span style="float: right;"><b>OPTIONAL</b></span>		
MAILING ADDRESS (STREET ADDRESS/PO BOX NUMBER) IF EMAIL WAS PROVIDED AS ADDRESS FOR SERVICE	CITY/TOWN	POSTAL CODE
FAX NUMBER	EMAIL ADDRESS IF MAILING ADDRESS WAS PROVIDED AS ADDRESS FOR SERVICE	
FINANCIAL AGENT'S SIGNATURE	DATE: (YYYY / MM / DD)	

## C5 – Appointment of Candidate Official Agent

PLEASE PRINT IN BLOCK LETTERS

CANDIDATE'S LAST NAME	FIRST NAME	MIDDLE NAME(S)
POSITION (E.G. MAYOR, COUNCILLOR, DIRECTOR)	JURISDICTION (E.G. MUNICIPALITY, REGIONAL DISTRICT ELECTORAL AREA)	
<b>I hereby appoint as my Official Agent for the:</b>		
GENERAL VOTING DATE: (YYYY / MM / DD)	<input type="checkbox"/> General Local Election	<input type="checkbox"/> By-election
OFFICIAL AGENT'S LAST NAME	FIRST NAME	MIDDLE NAME(S)
MAILING ADDRESS (STREET ADDRESS/PO BOX NUMBER)	CITY/TOWN	POSTAL CODE
<input type="checkbox"/> I hereby delegate to the above named official agent the authority to appoint scrutineers		
CANDIDATE'S SIGNATURE	DATE: (YYYY / MM / DD)	

## C6 – Appointment of Candidate Scrutineer

PLEASE PRINT IN BLOCK LETTERS

CANDIDATE'S LAST NAME	FIRST NAME	MIDDLE NAME(S)
POSITION (E.G. MAYOR, COUNCILLOR, DIRECTOR)	JURISDICTION (E.G. MUNICIPALITY, REGIONAL DISTRICT ELECTORAL AREA)	
<b>I hereby appoint as my Scrutineer for the:</b>		
GENERAL VOTING DATE: (YYYY / MM / DD)	<input type="checkbox"/> General Local Election	<input type="checkbox"/> By-election
SCRUTINEER'S LAST NAME	FIRST NAME	MIDDLE NAME(S)
MAILING ADDRESS (STREET ADDRESS/PO BOX NUMBER)	CITY/TOWN	POSTAL CODE
CANDIDATE'S SIGNATURE	DATE: (YYYY / MM / DD)	

**You must complete a Statement of Disclosure form if you are:**

- a nominee for election to provincial or local government office\*, as a school trustee or as a director of a francophone education authority
- an elected local government official
- an elected school trustee, or a director of a francophone education authority
- an employee designated by a local government, a francophone education authority or the board of a school district
- a public employee designated by the Lieutenant Governor in Council

\*("local government" includes municipalities, regional districts and the Islands Trust)

**Form and Fact Sheets:**

This form, Statement of Disclosure, can be found on the B.C. Government Web site: [www.gov.bc.ca](http://www.gov.bc.ca) [type 'Statement of Disclosure' in the search bar]. The form can be printed and completed by hand, or it can be completed at your computer then printed. If you do complete the form at your computer, you will not be able to save it so please ensure you have printed the completed form before exiting the program. There are also important fact sheets on the Financial Disclosure Act to accompany this form on the Web site:

- Fact Sheet for those accepting nomination as a municipal official [type 'AG04003-a' in the search bar]
- Fact Sheet for those accepting nomination as member of the Legislative Assembly in B.C. [type 'AG04003-b' in the search bar].

**Who has access to the information on this form?**

The *Financial Disclosure Act* requires you to disclose assets, liabilities and sources of income. Under section 6 (1) of the Act, statements of disclosure filed by nominees or municipal officials are available for public inspection during normal business hours. Statements filed by designated employees are not routinely available for public inspection. If you have questions about this form, please contact your solicitor or your political party's legal counsel.

**What is a trustee? – s. 5 (2)**

In the following questions the term "trustee" does not mean school trustee or Islands Trust trustee. Under the Financial Disclosure Act a trustee:

- holds a share in a corporation or an interest in land for your benefit, or is liable under the Income Tax Act (Canada) to pay income tax on income received on the share or land interest
- has an agreement entitling him or her to acquire an interest in land for your benefit

<b>Person making disclosure:</b>	<input type="text" value="last name"/>	<input type="text" value="first &amp; middle name(s)"/>
<b>Street, rural route, post office box:</b>	<input type="text"/>	
<b>City:</b>	<b>Province:</b>	<b>Postal Code:</b>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>Level of government that applies to you:</b>	<input type="checkbox"/> provincial <input type="checkbox"/> local government <input type="checkbox"/> school board/francophone education authority	

*If sections do not provide enough space, attach a separate sheet to continue.*

**Assets s. – S. 3 (a)**

List the name of each corporation in which you hold one or more shares, including shares held by a trustee on your behalf:

<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>

## Liabilities – s. 3 (e)

List all creditors to whom you owe a debt. Do not include residential property debt (mortgage, lease or agreement for sale), money borrowed for household or personal living expenses, or any assets you hold in trust for another person:

*creditor's name(s)*

*creditor's address(es)*


## Income – s. 3 (b-d)

List each of the businesses and organizations from which you receive financial remuneration for your services and identify your capacity as owner, part-owner, employee, trustee, partner or other (e.g. director of a company or society).

- Provincial nominees and designated employees must list all sources of income in the province.
- Local government officials, school board officials, francophone education authority directors and designated employees must list only income sources within the regional district that includes the municipality, local trust area or school district for which the official is elected or nominated, or where the employee holds the designated position

*your capacity*

*name(s) of business(es)/organization(s)*


## Real Property – s. 3 (f)

List the legal description and address of all land in which you, or a trustee acting on your behalf, own an interest or have an agreement which entitles you to obtain an interest. Do not include your personal residence.

- Provincial nominees and designated employees must list all applicable land holdings in the province
- Local government officials, school board officials, francophone education authority directors and designated employees must list only applicable land holdings within the regional district that includes the municipality, local trust area or school district for which the official is elected or nominated, or where the employee holds the designated position

*legal description(s)*

*address(es)*




## Corporate Assets – s. 5

Do you individually, or together with your spouse, child, brother, sister, mother or father, own shares in a corporation which total more than 30% of votes for electing directors? (Include shares held by a trustee on your behalf, but not shares you hold by way of security.)  no  yes

If yes, please list the following information below & continue on a separate sheet as necessary:

- the name of each corporation and all of its subsidiaries
- in general terms, the type of business the corporation and its subsidiaries normally conduct
- a description and address of land in which the corporation, its subsidiaries or a trustee acting for the corporation, own an interest, or have an agreement entitling any of them to acquire an interest
- a list of creditors of the corporation, including its subsidiaries. You need not include debts of less than \$5,000 payable in 90 days
- a list of any other corporations in which the corporation, including its subsidiaries or trustees acting for them, holds one or more shares.

\_\_\_\_\_ *signature of person making disclosure*

\_\_\_\_\_ *date*

### Where to send this completed disclosure form:

- ❖ **Local government officials:**
  - ... **to your local chief election officer**
    - with your nomination papers, and
  - ... **to the officer responsible for corporate administration**
    - between the 1st and 15th of January of each year you hold office, and
    - by the 15th of the month after you leave office
- ❖ **School board trustees/ Francophone Education Authority directors:**
  - ... **to the secretary treasurer or chief executive officer of the authority**
    - with your nomination papers, and
    - between the 1st and 15th of January of each year you hold office, and
    - by the 15th of the month after you leave office
- ❖ **Nominees for provincial office:**
  - with your nomination papers. If elected you will be advised of further disclosure requirements under the *Members' Conflict of Interest Act*.
- ❖ **Designated Employees:**
  - ... **to the appropriate disclosure clerk (local government officer responsible for corporate administration, secretary treasurer, or Clerk of the Legislative Assembly)**
    - by the 15th of the month you become a designated employee, and
    - between the 1st and 15th of January of each year you are employed, and
    - by the 15th of the month after you leave your position



**COWICHAN VALLEY REGIONAL DISTRICT  
CANDIDATE INFORMATION RELEASE AUTHORIZATION**

Your nomination documents are available to the public to view as soon as they are submitted. Consent provided with this form simply allows the CVRD to provide your contact information, as appearing below, to the public and / or media. The information you choose to share will also be posted on websites operated by CivicInfo BC ([www.civicinfo.bc.ca](http://www.civicinfo.bc.ca)) and Elections BC ([www.elections.bc.ca](http://www.elections.bc.ca)). These are the primary sources through which the media, the public, provincial ministries, researchers, and others are able to obtain province-wide local election information.

**Completing any or all of this form is not mandatory and is entirely at your option**

I, \_\_\_\_\_  
(please print name of person nominated)

having submitted nomination documents for the 2018 General Local Election to the office of Electoral Area \_\_\_\_\_ Director, hereby give my consent to share the following information. This information may be shared by email, website posting, social media, telephone, or by any other means of electronic communication.

<b>Address:</b>	
<b>Phone:</b>	<b>Alternate Phone (e.g. Mobile):</b>
<b>Email:</b>	
<b>Website:</b>	
<b>Twitter (e.g. @candidatename):</b>	<b>Facebook (e.g. www.facebook.com/candidate):</b>

**Gender (Check one):**

- Female                       Male                       Prefer not to disclose

**Previous Elected Experience (check one):**

- Incumbent. Served in the same role between 2014 and 2018  
 Served in this same role before 2018, but not during the past term  
 Have never been elected to this position before, but have been elected elsewhere (e.g., school board, other local government, provincial or federal government.)  
 None

\_\_\_\_\_  
(Signature of Candidate)

If you have questions about the information collected being on this form, please contact Kathleen Harrison, Chief Election Officer at 250.746.2517 or [kharrison@cvrd.bc.ca](mailto:kharrison@cvrd.bc.ca); or Shannon Carlow, Deputy Chief Election Officer at 250.746.2508 or [scarlow@cvrd.bc.ca](mailto:scarlow@cvrd.bc.ca); or CivicInfo BC at [info@civicinfo.bc.ca](mailto:info@civicinfo.bc.ca), 250.383.4898

## Disqualification Lists - Candidates

The following candidates did not file a disclosure statement or supplementary report within the applicable time and are therefore disqualified from seeking office until after the 2018 General Local Elections.

<b>2014 General Local Elections Full Name</b>	<b>Ballot Name (if different)</b>	<b>Jurisdiction</b>	<b>Endorsement (if applicable)</b>
Glen Paul Armstrong	Glen Armstrong	SD40 – New Westminster School District	
Lori Ann Baxendale	Lori Baxendale	Golden	
John Lambert Bjornstrom	John Bjornstrom	Williams Lake	
Christina Janeen Bolton	Christina Bolton	SD92 – Nisga'a School District	
Christopher Denis Clarke	Christopher Clarke	Fort St. John	
Max Clough		West Vancouver	
Karen Michelle Conway	Karen Conway	SD33 – Chilliwack School District	
Peter Udo Demski	Peter Demski	Grand Forks	
James Allen Duncan	James Duncan	Surrey	

<b>2014 General Local Elections Full Name</b>	<b>Ballot Name (if different)</b>	<b>Jurisdiction</b>	<b>Endorsement (if applicable)</b>
Anthony Preston Guitar	Anthony Guitar	Vancouver	
Michael George Horn	Mike Horn	Nanaimo	
Jason William Kramer	Jason Kramer	Chilliwack	
June Sylina Lewis	June S. Lewis	SD52 – Prince Rupert School District	
Kevin James Millership	Kevin Millership	Slocan	
James Lawrence Pepa	James Pepa	SD40 – New Westminster School District	
Marlisa Power/Spadafora	Marlisa Power	Abbotsford	

<b>By-elections held since the 2014 General Local Elections Full Name</b>	<b>Ballot Name (if different)</b>	<b>Jurisdiction</b>	<b>Endorsement (if applicable)</b>
Kenneth Herbert Francis Johnston	Ken H.F. Johnston	Grand Forks	
Joshua Edward Wasilenkoff	Joshua Wasilenkoff	Vancouver	

### **Elector organizations**

The following elector organizations did not file a disclosure statement within the applicable time and are therefore disqualified from endorsing a candidate and are prohibited from accepting campaign contributions or incurring election expenses until after the 2018 General Local Elections.

<b>Full Name</b>	<b>Ballot Name (if different)</b>	<b>Jurisdiction</b>
None		

### **Third party and non-election assent voting advertising sponsors**

The following advertising sponsors did not file a disclosure statement within the applicable time and are therefore prohibited from sponsoring third party election advertising or non-election assent voting advertising and are prohibited from accepting sponsorship contributions until after the 2018 General Local Elections.

<b>Full Name</b>	<b>Usual Name</b>	<b>Jurisdiction</b>
None		