



**Red Deer River Watershed Alliance
2014 - 2016 Nomination Consent Form**

I, _____ of _____
Nominator's name - please print Municipality (incl. City/Town/County, etc.)

Telephone _____ - _____ - _____
Nominator's signature

Hereby nominate the following person for the position of Director of the RDRWA.

Nominee's name: _____
Please print

Mailing Address: _____ City/Town _____

Prov. _____ Postal Code _____

Telephone: _____ Cell: _____ Fax: _____

Email Address: _____

The nominee will be representing: (please indicate by a check mark)

His / her self (to run as an Individual / Member-at-Large)... **OR**

An organization _____ for one of the following categories:
Name of organization - please print

- | | |
|--|--|
| <input type="checkbox"/> Environment / Stewardship | <input type="checkbox"/> Provincial / Federal / Academic |
| <input type="checkbox"/> Agriculture / Business / Industry | <input type="checkbox"/> First Nations |
| <input type="checkbox"/> Municipal Government | <input type="checkbox"/> Individual |

I, _____,
Nominee's name - please print

consent to my nomination and hereby allow my name to stand for election to the RDRWA Board of Directors for a two-year term. I am an RDRWA member; I agree with the Vision, Mission, and Goals of The Red Deer River Watershed Alliance and am prepared to be an active member of the RDRWA Board of Directors in accordance with the Board of Directors Terms of Reference.

_____ Date _____, 2014

Please return this form on or before the 6th day of June, 2014 by fax at 403-356-9189, by e-mail to info@rdrwa.ca, by mail or in person to 4918 59th St, Red Deer, AB T4N 2N1

Notes:
(1) To be included in the Nomination Committee report as part of the Notice of Annual General Meeting, the completed nomination consent form must be received by mail, fax, or e-mail by 3:00pm, June 6, 2014
(2) The nominee must be a member of the Red Deer River Watershed Alliance Society.
(3) The structure of the Board of Directors and the Mission, Vision, and Goals of the Red Deer River Watershed Alliance Society are printed on the back side of this form. The Board of Directors' Terms of Reference are also included with this document.

Red Deer River Watershed Alliance (RDRWA)

Nomination Consent Form

2014 - 2016 Board of Directors



RDRWA Mission

The Red Deer River Watershed Alliance is an inclusive, collaborative partnership that promotes a healthy watershed to ensure a legacy of ecological integrity and economic sustainability.

RDRWA Vision

The Red Deer River watershed will be a healthy, dynamic and sustainable through the efforts of the entire community.

RDRWA Goals

1. To provide an inclusive forum for the exchange of information and collaborative dialogue for watershed protection, conservation and improvement.
2. To raise awareness on issues impacting the Red Deer River watershed.
3. To promote the use of beneficial management practices and the integrated management of land and water resources.

Bylaws:

- 4.2 The Board of Directors shall consist of no more than sixteen (16) Directors and the past Chairperson.
- 4.3 At no time shall the Board of Directors consist of less than nine (9) Directors.

RED DEER RIVER WATERSHED ALLIANCE **BOARD OF DIRECTORS TERMS OF REFERENCE**

1.0 Introduction

- 1.1 The following terms of reference define the respective roles, responsibilities, and time commitments of the Board of Directors. It is required that these terms of reference be ratified if amended at the Annual General Meeting or a General Members' Meeting of the Red Deer River Watershed Alliance (RDRWA) Society.

2.0 Purpose, Responsibilities and Authority

- 2.1 The purpose of the Board of Directors is to provide the membership and Executive Director with leadership and focus consistent with the Mission, Vision, Bylaws and business plans of the RDRWA.
- 2.2 The Board of Directors is responsible for:
 - (a) providing leadership and focus consistent with the Mission, Vision, Bylaws and business plans of the RDRWA;
 - (b) hiring an Executive Director and annually evaluating the performance of the Executive Director and, if deemed necessary, terminating an Executive Director;
 - (c) providing the Executive Director with support and direction regarding governance, funding, projects and activities of the RDRWA;
 - (d) authorizing the employment of persons, companies, or organizations as may be required to carry out the work of the RDRWA;
 - (e) appointing committees and project teams to carry out specific works of the RDRWA;
 - (f) monitoring and managing the liabilities and assets of the RDRWA;
 - (g) ensuring that the financial records are audited annually in accordance with the Bylaws;
 - (h) monitoring the progress and success of RDRWA initiatives;

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- (i) bringing forth new issues and opportunities to the RDRWA membership;
- (j) holding the Annual General Meeting in accordance with the Bylaws;
- (k) calling and holding Special Meetings in accordance with the Bylaws;
- (l) reporting of the finances and activities of the RDRWA, including its committees and project teams, for both the past and current year;
- (m) reporting to funding agencies, as required.

2.3 The Board of Directors is authorized to conduct business and to make decisions on behalf of the RDRWA membership by virtue of their election and of the ratification of the RDRWA business plans and Board of Directors Terms of Reference at the Annual General Meeting, in accordance with the by-laws.

3.0 Time Commitment

3.1 Members of the Board of Directors will be required to commit a two-year term from the date of the Annual General Meeting in which they were elected as a Director.

3.2 The term of office of a Director is renewable upon nomination and election by the Members.

3.3 Directors must be prepared to commit significant energy and effort to the affairs of the RDRWA for the term(s) of their election.

4.0 Board of Directors Membership

4.1 The Board of Directors shall consist of no less than nine (9) and no more than seventeen (17) Members, excluding the Past Chairman as follows:

- (a) a maximum of three (3) members from the Environmental category;
- (b) a maximum of three (3) members from the Agriculture and Business/Industry category;
- (c) a maximum of four (4) members from the Municipal Government category;
- (d) a maximum of three (3) members from the Provincial / Federal and Academia category;
- (e) a maximum of two (2) members from the First Nations and / or Aboriginal category (Treat 6 & 7);
- (f) a maximum of one (1) member from the Individual category; and
- (g) the past Chairperson, who shall be an ex-officio member.

4.2 Whenever possible, the Members of the Board of Directors should reside/work in a variety of areas in the watershed and bring a broad range of expertise to the Board of Directors.

4.3 As part of a nomination it must be stated which sector each nominee represents.

5.0 Officers

5.1 Following each annual general meeting, the Board of Directors shall elect from among itself, a Chairperson, Vice-Chairperson, and Treasurer. There is no limit to the number of terms an officer may serve. Ex-officio officers are the Executive Director and Past Chairperson.

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6.0 Meeting Process and Frequency

6.1 The Board of Directors will meet bi-monthly (September, November, January, March, May, and June following the AGM. Meetings may be by conference call should circumstances so require. Directors are also required to join a minimum of one (1) working committee.

6.2 For extra-ordinary circumstances decisions may be made by conference call, email or fax but must be ratified at the subsequent meeting of the Board of Directors.

7.0 Decision Making

7.1 Decisions and recommendations of the Board of Directors shall be made by consensus. In the event that consensus cannot be reached, decisions will be made by voting whereby a motion to pass requires at least two-thirds majority of the Directors present and voting, provided a quorum is present.

7.2 Each Board of Directors member has one vote. When it is required that decisions be made by email or fax, Directors will be given a date by which they must respond. No responses will imply acceptance of the group decision.

8.0 Other Matters

8.1 Agendas and background materials will be circulated to Director members five working days before the meeting date of the Board of Directors.

8.2 Brief meeting minutes will be kept regarding decisions, outcomes, actions, and responsibilities, and will be circulated to the Board of Directors in a timely manner. Accepted minutes are available to any Member upon request and are available for review at the RDRWA office.

Note: this form provides opportunity for organizations and individuals to nominate a person as a candidate for the Board of Directors of the Red Deer River Watershed Alliance Society. **A completed nomination form must be received no later than fourteen (14) days prior to the date of the Annual General Meeting (AGM). Nominations cannot be made from the floor at the AGM.** In addition, if a completed form is received (by mail, fax, or email) by 3:00pm on June 6, 2014, the nomination will be included in the Nomination Committee report as part of the Notice of Annual General Meeting to the membership, which must be given no later than twenty-one (21) days prior to the date of the AGM.