



Islands Trust

2022 GENERAL LOCAL ELECTION TRUSTEE, ISLANDS TRUST

INFORMATION PACKAGE FOR CANDIDATES

The following Package is provided as a reference guide for prospective candidates for Trustee in the Islands Trust 2022 Local Government Election.

Election Forms:

- Quick Reference Guide to Election Forms for the 2022 General Local Election
- Candidate Nomination Package includes:
 - C1 – Candidate Cover Sheet and Checklist Form
 - C2 – Nomination Documents
 - C3 – Other Information Provided by Candidate
 - C4 – Appointment of Candidate Financial Agent
 - C5 – Appointment of Candidate Official Agent
 - C6 – Appointment of Candidate Scrutineer
- Statement of Disclosure – *Financial Disclosure Act*
- Trustee, Islands Trust Candidate Information Release Authorization
- Request for Copy of the List of Registered Electors
- Candidate Canvasser Authorization Form 2022

Reference Materials:

- Islands Trust Nomination Package Insert
- Candidate's Guide to Local Elections in BC 2022
- General Local Elections 101
- Guide to Local Elections Campaign Financing in BC for Candidates and their Financial Agents
- [Local Elections Campaign Financing Act](#)

The Islands Trust 2022 General Local Elections webpage can be found at:

<https://islandstrust.bc.ca/about-us/governance/2022-local-election/>

Additional reference materials can be found at:

<https://www2.gov.bc.ca/gov/content/governments/local-governments/governance-powers/general-local-elections/thinking-of-running/being-an-effective-elected-official>



Islands Trust

QUICK REFERENCE GUIDE TO ELECTION FORMS FOR THE 2022 GENERAL LOCAL ELECTION

Form name and number (Number of Pages)	Mandatory/Optional	Package element and details
Instruction Page		<ul style="list-style-type: none"> • For nominator and nominee reference
Candidate Cover Sheet and Checklist Form (C1) (1 page)	Mandatory for all candidates	<ul style="list-style-type: none"> • Must be filed between 9:00 a.m. August 30, 2022 and 4:00 p.m. September 9, 2022 • Not available for public inspection
Nomination Documents (C2) (3 pages)	Mandatory for all candidates	<ul style="list-style-type: none"> • Must be filed between 9:00 a.m. August 30, 2022 and 4:00 p.m. September 9, 2022 • Available for public inspection
Other Information Provided by Candidate (C3) (4 pages)	Mandatory for all candidates	<ul style="list-style-type: none"> • Must be filed between 9:00 a.m. August 30, 2022 and 4:00 p.m. September 9, 2022 • Not available for public inspection • Sent to Elections BC by the Chief Election Officer
Appointment of Candidate Financial Agent (C4) (1 page)	Mandatory for all candidates	<ul style="list-style-type: none"> • Must be filed between 9:00 a.m. August 30, 2022 and 4:00 p.m. September 9, 2022 • Not available for public inspection except that Elections BC is required to make financial agent's name and mailing address available for public inspection • Sent to Elections BC by the Chief Election Officer
Appointment of Candidate Official Agent (C5) (1 page)	Mandatory only IF an Official Agent is appointed	<ul style="list-style-type: none"> • Ideally submitted as soon as Official Agent is appointed • Appointment can be made at any time up to the final determination of the election or the validity of the election • Must be delivered to Chief Election Officer or a designate as soon as practicable after the appointment is made • Not available for public inspection

<p>Appointment of Candidate Scrutineer (C6) (1 page)</p>	<p>Mandatory only IF Scrutineers are appointed</p>	<ul style="list-style-type: none"> • Ideally submitted as soon as Scrutineer(s) is/are appointed • Appointment can be made at any time up to the close of general voting day (before the count begins) • Must be delivered to Chief Election Officer or a designate (e.g., presiding election official) as soon as practicable after each appointment is made • Not available for public inspection • A copy must be issued <u>to the Scrutineer</u> by the candidate before scrutineer attends voting place
<p>Statement of Disclosure required by section 2(1) of the <i>Financial Disclosure Act</i> (3 pages)</p>	<p>Mandatory for all candidates</p>	<ul style="list-style-type: none"> • Must be submitted <u>with Nomination Documents</u> between 9:00 a.m. August 30, 2022 and 4:00 p.m. September 9, 2022 • Available for public inspection
<p>Candidate Information Release Authorization (1 page)</p>	<p>Optional</p>	<ul style="list-style-type: none"> • Ideally submitted with nomination documents
<p>Request for List of Registered Electors (1 page)</p>	<p>Optional</p>	<ul style="list-style-type: none"> • Ideally submitted with nomination documents

All forms must be submitted to the Chief or Deputy Chief Election Officer at the Regional District of Nanaimo offices, 6300 Hammond Bay Road, Nanaimo, BC V9T 6N2 (250-390-4111 or toll free 1-877-607-4111).

NOTE: We recommend you make an appointment to file your nomination papers, as a solemn declaration must be administered

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 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 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 Candidate 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 Chief Election Officer.

As per *Local Elections Campaign Financing Act* requirements, the following forms will be forwarded to Elections BC by the Chief Election Officer:
C2 – Nomination Documents (only page 3);
C3 – Other Information Provided by Candidate; and,
C4 – Appointment of Candidate Financial Agent.

After election results have been declared, please send any changes to documents previously provided to Elections BC 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

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 (E.G., MAYOR, COUNCILLOR, ELECTORAL AREA DIRECTOR)		

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) for applicable election-related provisions and requirements

C2 – Nomination Documents

PLEASE PRINT IN BLOCK LETTERS

JURISDICTION (NAME OF MUNICIPALITY OR REGIONAL DISTRICT)		ELECTION AREA (NAME OF MUNICIPALITY OR 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, ELECTORAL AREA DIRECTOR)		JURISDICTION (NAME OF MUNICIPALITY OR REGIONAL DISTRICT)	

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 67 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 voting in an election in British Columbia or from being nominated for, being elected to or holding the office or be otherwise disqualified by law.

A Nominator MUST be Qualified Under the *Local Government Act* or *Vancouver Charter* to Nominate a Nominee for Office

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 (e.g., 10) are required. For local governments that require 25 nominators attach an additional sheet(s) as necessary.

I consent to the above nomination for office:	
NOMINEE'S SIGNATURE	DATE: (YYYY/MM/DD)

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 81 of the *Local Government Act* to be nominated, elected and to hold the office of

POSITION (E.G., MAYOR, COUNCILLOR, ELECTORAL AREA 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 67 of the *Local Government Act*, for the past six months immediately preceding today's date.
5. I am not disqualified by the *Local Government Act* or any other enactment from voting in an election in British Columbia or 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 intend to fully 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 (E.G., MAYOR, COUNCILLOR, ELECTORAL AREA DIRECTOR)	JURISDICTION (NAME OF MUNICIPALITY OR REGIONAL DISTRICT)	ELECTION AREA (NAME OF MUNICIPALITY OR REGIONAL DISTRICT ELECTORAL AREA)
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, ELECTORAL AREA DIRECTOR)	JURISDICTION (NAME OF MUNICIPALITY OR REGIONAL DISTRICT)	ELECTION AREA (NAME OF MUNICIPALITY OR REGIONAL DISTRICT ELECTORAL AREA)

I hereby appoint as my Financial Agent for the:

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)	

I hereby consent to act as the Financial Agent for the above-named Candidate for the:

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

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	
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, ELECTORAL AREA DIRECTOR)	JURISDICTION (NAME OF MUNICIPALITY OR REGIONAL DISTRICT)	ELECTION AREA (NAME OF MUNICIPALITY, REGIONAL DISTRICT ELECTORAL AREA)

I hereby appoint as my Official Agent for the:

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

I hereby delegate to the above-named official agent the authority to appoint scrutineers.

CANDIDATE'S SIGNATURE	DATE: (YYYY/MM/DD)
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C6 – Appointment of Candidate Scrutineer

PLEASE PRINT IN BLOCK LETTERS

CANDIDATE'S LAST NAME	FIRST NAME	MIDDLE NAME(S)
POSITION (E.G., MAYOR, COUNCILLOR, ELECTORAL AREA DIRECTOR)	JURISDICTION (NAME OF MUNICIPALITY OR REGIONAL DISTRICT)	ELECTION AREA (NAME OF MUNICIPALITY OR REGIONAL DISTRICT ELECTORAL AREA)
I hereby appoint as my Scrutineer for the:		
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)	

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:

<i>creditor's name(s)</i>	<i>creditor's address(es)</i>

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.

<i>your capacity</i>	<i>name(s) of business(es)/organization(s)</i>

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.

<i>legal description(s)</i>	<i>address(es)</i>

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



Islands Trust

TRUSTEE, ISLANDS TRUST

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 allows your municipality to provide additional information, as appearing below, to the public and / or media. All fields are optional.

The information you choose to share will be posted on websites operated by CivicInfo BC. This is the primary source through which the media (television, newspapers, radio, and online sources), the public, provincial ministries, researchers, and others are able to obtain province-wide local election information.

I, _____ (please print name of person nominated)

having submitted nomination documents for election to the office of _____, hereby give my consent to share the following information. This information may be shared by email, posting on a website, phone, or by any other means of electronic communication.

Address:	
Primary Phone:	Alternate Phone:
Email:	
Website:	Instagram:
Twitter:	Facebook:

Gender (Self-identified):

- Female
- Male
- Non-binary
- Other / Undisclosed

Previous Elected Experience (Check one):

- Incumbent. Served as the Electoral Area Director between 2018 and 2022.
- Served as the Electoral Area Director in this area prior to 2018, but not during the past term.
- No experience as the Electoral Area Director for this area, but has been elected to office elsewhere (local, provincial, or federal).
- None.

(Signature of Candidate)



REQUEST FOR COPY OF THE LIST OF REGISTERED ELECTORS

PLEASE PRINT

***In accordance with the Election Act, sections 266, 267, 275
& Local Government Act, section 77(8)***

I, the undersigned, hereby request a copy of the list of registered electors for the 2022 Regional District of Nanaimo general local election. I will not inspect the document or use the information in it except for the purposes of Part 3 of the *Local Government Act*.

I understand that the information in the list of registered electors is confidential, that access to it is restricted under the *Election Act* and the *Local Government Act* and that the information is supplied exclusively for electoral purposes. I understand and accept that the information may not be used, copied or distributed, in whole or in part, by or for any person, in any form whatsoever, except in relation to election purposes.

I undertake to ensure that the confidentiality of the information in the list of registered electors is protected. No later than 8 weeks after the declaration of final results of the general local election, I will ensure that the information is confidentially, completely and irreversibly destroyed.

I understand that the *Election Act* and the *Local Government Act* provide significant penalties for making a false or misleading statement or for the misuse of information in the list of registered electors.

I request a list in the following format (check one): Electronic (recommended) Paper

<i>NAME OF CANDIDATE</i>	<i>TELEPHONE NUMBER</i>
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SIGNATURE OF CANDIDATE

DATE

I, the undersigned, acknowledge receipt of one copy of the list of registered electors. (If applicable) I am accepting this list of registered electors on behalf of the candidate noted above and I have been authorized by the candidate to do so.

<i>NAME OF PERSON RECEIVING REGISTER OF ELECTORS</i>	<i>TELEPHONE NUMBER</i>
--	-------------------------

SIGNATURE OF PERSON RECEIVING LIST

DATE

ELECTION OFFICE USE ONLY

Format of List Provided (check one): Electronic Paper

Canvasser Authorization Form

PLEASE PRINT IN BLOCK LETTERS

Notice to building owners and property managers:

Please be advised, under section 160.1 of the *Local Government Act*, authorized canvassers are entitled to access multiple residence buildings in the applicable jurisdiction (e.g., municipality, regional district electoral area, board of education, specified parks board, local community commission or Islands Trust local trust area) **between the hours of 9:00 a.m. to 9:00 p.m. local time during the campaign period** (from the 28th day before general voting day until general voting day). A canvasser may be a candidate or an individual authorized in writing by a candidate in order to canvass voters and distribute candidate information on the candidate's behalf.

At the request of a resident or individual acting on behalf of a multiple residence building, a canvasser entering a residential property must produce:

- government issued photo identification and proof of candidacy; or,
- written authorization to canvass on behalf of a candidate.

PART A

ACCEPTANCE OF CANVASSER APPOINTMENT

FULL NAME OF CANVASSER	
SIGNATURE OF CANVASSER	DATE (YYYY/MM/DD)

PART B

CANDIDATE AUTHORIZATION

I hereby authorize the above-named individual to canvass on behalf of my campaign as a candidate for the following jurisdiction:

FULL NAME OF CANDIDATE	
NAME OF JURISDICTION IN WHICH THE CANDIDATE IS SEEKING ELECTION (E.G., MUNICIPALITY, ELECTORAL AREA, BOARD OF EDUCATION)	
SIGNATURE OF CANDIDATE	DATE (YYYY/MM/DD)



Islands Trust

General Information for Candidates

Islands Trust Local General Elections 2022

What is Islands Trust?

Encompassing the waters and islands of the Salish Sea between southern Vancouver Island and the mainland, the Trust Area of British Columbia has been home to Indigenous Peoples since time immemorial. The region features vibrant communities, spectacular beauty, extensive cultural sites, and some of the world's most precious and endangered ecosystems. The Islands Trust Area covers 5,200 square kilometres and is home to over 30,000 residents, 10,000 non-resident property owners, and is the homeland of over 28,000 Coast Salish People.

Islands Trust is a special purpose government mandated to preserve and protect over 450 islands and surrounding waters in the Salish Sea.

The Province of British Columbia created the Islands Trust in response to the high rate of development in the Gulf Islands and the need to protect the unique amenities and environment of the region.

Today, Islands Trust preserves and protects the islands in the context of many complex challenges, including climate change, lack of affordable housing, freshwater

limitations, hundreds of species at risk, and development and tourism pressures.

What Does Islands Trust Do?

Land-Use Planning

Local trust committees and Bowen Island Municipality create policies and regulations for land and marine areas that respect the Islands Trust preserve and protect mandate.

Regional Collaboration and Advocacy

Islands Trust Council advocates and cooperates on issues important to the entire region in a non-regulatory way to preserve and protect the Trust Area for future generations.

Land Conservation

The Islands Trust Conservancy works with people and communities to preserve and protect the unique ecosystems and culturally significant places in the Trust Area. Since 1990, over 110 places across the region have been protected. islandstrust.bc.ca/conservancy/

Governance and Responsibility, Local Accountability, and Oversight

The Islands Trust Area is divided into local trust areas and an island municipality. Local trust committees oversee the development of official community plans and land use bylaws. Trustees elected from Bowen Island Municipality only participate in regional Trust Council and Islands Trust Conservancy decisions as land use decision making remains the responsibility of the municipality.

Islands Trust has approximately 60 full and part-time staff, with offices on Gabriola and Salt Spring Islands and in Victoria. Positions include land use planners, policy advisors, mapping technicians, freshwater and ecosystem specialists, communications specialists, support staff and other roles. Funding for operations comes from property taxes, provincial grants, and development application fees.

Regional Action

Islands Trust Council sets the annual budget and policy, advocates on issues important to the region, oversees public education programs and coordinates with other levels of government.

The Islands Trust Conservancy carries out a mission to protect special places in the Trust Area through conservation planning, land conservation, land management, and focussed community outreach.

The Role of a Trustee

Like other communities in British Columbia, island communities elect their local representatives for the Islands Trust every four years in accordance with Part 3 of the Local Government Act. Island communities elect trustees that: i) serve on a local trust committee and ii) serve on Trust Council.

The Islands Trust Object

“to preserve and protect the trust area and its unique amenities and environment for the benefit of the residents of the trust area and of British Columbia generally, in cooperation with municipalities, regional districts, improvement districts, First Nations, other persons and organizations and the government of British Columbia”

– *The Islands Trust Act*

Trustees have two primary responsibilities – local trust area decision making, and region-wide decision making.

1. As a Trustee for the Local Trust Area

Each **local trust committee** has land use jurisdiction over a major island, plus smaller islands and surrounding waters. Local trust committees are made up of two locally elected trustees and an appointed chair from the Executive Committee. British Columbia’s Local Government Act and *Islands Trust Act* guide land use decisions in the Islands Trust Area.

Local trustees’ responsibilities include:

- Making residential, commercial, and other land use decisions within their local trust area in accordance with applicable Provincial legislation
- Any amendments to official community plans and land use bylaws
- Local advocacy on behalf of their island
- Engagement with First Nations governments

Bowen Island Municipality is responsible for municipal functions, including land use. Two municipal trustees represent Bowen Island Municipal Council on the Islands Trust Council.

2. As a Trustee on Trust Council

The 24 local trustees and two municipal trustees form the Islands Trust Council, which makes decisions on behalf of the whole region to further the Object of the Islands Trust, including:

- Overall policy
- Staff resources and budget
- Governance
- Region-wide advocacy
- Provincial outreach and liaison

Executive Committee, elected by and from Islands Trust Council, guides day-to-day operations and cooperative relations with other levels of government. It also reviews the land use bylaws of local trust committees and Bowen Island Municipality to ensure consistency with the Islands Trust Object and Policy Statement. It acts as the local trust committee for the Ballenas-Winchelsea Islands.



There is also an opportunity for trustees to join any of four standing committees of Trust Council: Financial Planning Committee, Regional Planning Committee, Trust Programs Committee, and Governance Committee. These committees play an important role in advancing the work of Trust Council, and any trustee may stand for any of these committees.

Trustees elected to the Islands Trust Conservancy Board have the added responsibility to put the Object of the Islands Trust into action by:

1. Engaging in conservation planning, research, and mapping
2. Working with First Nations as described in the Islands Trust Conservancy Reconciliation Declaration, available at islandstrust.bc.ca/about-us/reconciliation/
3. Conservation of land and active management of protected areas as nature reserves and conservation covenants, including a program to protect species at risk
4. Building internal and shared strength and resilience through fund development and outreach work

The Conservancy consists of two island trustees elected by the Islands Trust Council, one Executive Committee representative elected by the Executive Committee, and three members from the public, appointed by the Minister of Municipal Affairs. The Conservancy is guided by the Conservancy Plan (islandstrust.bc.ca/document/islands-trust-conservancy-plan-2018-2022).

How much time does it take to serve as a trustee?

Time commitments for trustees vary considerably, based on the population they represent and the number and types of land use issues that face their community.

Local trust committees meet regularly, with most having between six and ten regular meetings per year, with additional special meetings added as needed. Some local trust committees may meet less frequently

but there is a minimum requirement, established by the local trust committee bylaws, of at least two meetings a year. The purpose of these business meetings is to deal with land use planning applications and long range planning projects. Local trust committees may hold other meetings to seek community input or to meet statutory requirements. Local trust committees are supported by planning and administrative staff. The two trustees from Bowen Island Municipality are also municipal councilors, and attend regularly scheduled meetings of the Bowen Island Municipal Council which are held twice a month, as well as other meetings related to Bowen Island Municipality.

Trustees also spend time meeting, speaking or corresponding with community members and attending meetings of other organizations.

All trustees attend four quarterly meetings of Islands Trust Council. These meetings may be held on different islands throughout the Trust Area or virtually. Traditionally, the December meeting is held in Victoria.

At the first meeting of the Islands Trust Council in November, soon after newly-elected trustees are sworn in, Trust Council will elect a chair and three vice-chairs that will form the Executive Committee, which meets approximately 15–20 times per year. Each member of Executive Committee also serves as the chair of one or more local trust committees, leading to a more demanding workload and much more inter-island travel.

Trust Council will also elect two members to the Islands Trust Conservancy Board, with a third elected by the Executive Committee. Potential candidates may wish to speak to current or former Islands Trust Conservancy Board members to get a better sense of time commitments (islandstrust.bc.ca/about-us/governance/islands-trust-conservancy-board/). Trustees elected to the Islands Trust Conservancy Board meet approximately six times per year for meetings that last between five and six hours. Islands Trust Conservancy Board members may also sit on Conservancy committees as deemed necessary by the Board.

What are some of the important dates leading up to the elections?

- **August 30, 2022** Nomination period begins at 9:00 a.m.
List of electors becomes available for review and objection
- **September 9, 2022** Nomination period ends at 4:00 p.m.
End of opportunity to register objections to names on the list of electors
- **September 12, 2022** Deadline for nominations if there is an extension due to insufficient candidates ends at 4:00 p.m.
- **September 13, 2022** Deadline for challenge of nominations ends at 4:00 p.m.
- **September 14, 2022** Last day to move or buy property and qualify as an elector ends at 4:00 p.m.
- **September 16, 2022** Deadline for withdrawal of candidates
- **September 19, 2022** Declaration of election by voting or of candidates elected by acclamation ends at 4:00 p.m.
- **October 5, 2022** Required advance voting opportunity (additional advance voting day may be scheduled in some locations – see local advertisements for details)
- **October 15, 2022** **GENERAL VOTING DAY**

What is the remuneration for trustees?

As defined in Trustee Remuneration Policy 7.2.1 (islandstrust.bc.ca/document/policy-7-2-1-trustee-remuneration/), trustees receive remuneration for their service to their community, reflecting the population size

and level of work in their community, with the following amounts approved for the fiscal year April 1, 2022 to March 31, 2023.

Local Trustees	Remuneration \$ per Year	Remuneration \$ per Month
Denman	\$12,178.00	\$1,014.83
Gabriola	\$21,492.00	\$1,791.00
Galiano	\$13,049.00	\$1,087.42
Gambier	\$11,863.00	\$988.58
Hornby	\$12,241.00	\$1,020.08
Lasqueti	\$10,072.00	\$839.33
Mayne	\$13,155.00	\$1,096.25
North Pender	\$15,894.00	\$1,324.50
Salt Spring	\$37,061.00	\$3,088.42
Saturna	\$10,282.00	\$856.83
South Pender	\$9,561.00	\$796.75
Thetis	\$10,579.00	\$881.58
Municipal Trustees		
Bowen	\$3,705.00	\$308.75
Executive Committee Remuneration		
Chair	\$ 50,959.00	\$ 4,246.58
Vice-chairs	\$ 40,767.00	\$ 3,397.25

Remunerations are subject to Income Tax and CPP under applicable regulations in place at the time of payment.

Medical and Dental Benefits

As defined in Trustee Remuneration Policy 7.2.1, the premiums for the following medical and dental benefits are 100% covered by Islands Trust for trustees and their eligible dependents:

- Premiums for dental plan available through the Union of BC Municipalities (UBCM)
- Premiums for extended health care available through the Union of BC Municipalities (UBCM)

- Premiums for Employee and Family Assistance plan through the Union of C Municipalities (UBCM)

Payments of these premiums by the Islands Trust may be subject to Income Tax as defined by Canada Revenue Agency.

Local trustees who do not register for any health or dental benefits through Islands Trust shall be paid \$1,000.00 per annum, paid monthly at a rate of \$83.33 per month and prorated for periods of less than one year.

Honoraria for Board Members who attend Islands Trust Conservancy Meetings

The Chair of the Islands Trust Conservancy Board is paid an honorarium of \$250.00 per meeting attendance. The remaining members of the Board are paid \$150.00 per meeting attendance.

Honoraria for Council Committee Meetings

Meeting attendance will be remunerated at \$100.00 per meeting attended for committee members, and \$150 per meeting attended for committee chairs.

Travel

As defined in Trustee Travel Policy and Procedure 7.2.3, Trustees are reimbursed for costs they incur to travel to meetings. islandstrust.bc.ca/document/policy-7-2-3-trustee-travel/

When will elections be held for Islands Trust trustees?

General local elections for local government officials in British Columbia (including trustees for Islands Trust) take place every four years. **The next general voting day is Saturday, October 15, 2022.**

Who administers General Local Elections in the Trust Area?

The Islands Trust is responsible for coordinating its general local elections process. For cost-effectiveness and for the convenience of voters, it contracts with

the following regional districts for administration of its elections.

Local Trust Area	Regional District
Denman / Hornby	Comox Valley comoxvalleyrd.ca
Gabriola	Nanaimo rdn.bc.ca
Galiano / Mayne / North Pender / South Pender / Salt Spring / Saturna	Capital crd.bc.ca
Gambier	Sunshine Coast scrd.ca Metro Vancouver metrovanancouver.org (for Bowyer and Passage islands)
Lasqueti	qathet qathet.ca
Thetis	Cowichan Valley cvrld.bc.ca

Maps showing the boundaries of local trust areas and Bowen Island Municipality are available on the Islands Trust website: islandstrust.bc.ca/wp-content/uploads/2021/02/LocalTrustAreas.pdf

Municipal trustees for Bowen Island are determined as part of the election process for the Bowen Island Municipal Council. Additional information about elections on Bowen Island is available from the Chief Election Officer at Bowen Island Municipality: bowenislandmunicipality.ca/elections

Who may run for election?

You may run for local government office in BC if you:

- are a Canadian citizen
- are at least 18 years old on election day
- have lived in BC for at least six months, and
- have not been disqualified from voting in a BC local election

You do not have to live in the jurisdiction in which you are running for office.

More information for candidates in local elections can be found in the **Candidate's Guide** in the nomination package (if included) or at: gov.bc.ca/assets/gov/british-columbians-our-governments/local-governments/governance-powers/candidates_guide_to_local_elections.pdf

How do electors learn about candidates?

Candidates may request a list of registered electors from those regional districts that maintain such lists.

During the campaign period, Islands Trust will post basic candidate information on its website, including nomination papers, and will provide an optional space for a photo and short biographical statement. Candidates must provide this information before the nomination period ends by sending an e-mail to elections@islandstrust.bc.ca.

Candidates must be familiar with the *Local Elections Campaign Financing Act (LECFA)* and its requirements. Elections BC oversees the campaign financing, disclosure and third-party advertising rules for local elections. After the election, campaign finance disclosure documents (mandatory for all candidates, even if a candidate withdraws and even if no money is spent or raised) will be posted on the Elections BC website.

The LECFA is available online at bclaws.gov.bc.ca/civix/document/id/complete/statreg/14018.

Refer to Elections BC's *Guide to Local Elections Campaign Financing in B.C.* and *Guide for Local Elections Third Party Sponsors in B.C.* for detailed information and instructions about the campaign financing disclosure process and requirements, and rules related to third-party sponsors, available online at: elections.bc.ca

What are standards of conduct for elected officials?

All elected local government officials in BC must make an Oath of Office, must disclose financial information, and must comply with certain ethical conduct rules in accordance with the *Community Charter* (bclaws.gov.bc.ca/civix/document/id/complete/statreg/03026_00). This statute provides rules regarding topics such as conflict of interest, insider information, influence, gifts and confidentiality. Violation of these rules can lead to disqualification from office. Islands Trust Council has also adopted a policy on standards of conduct. Candidates should familiarize themselves with these rules and standards to ensure they are comfortable with them before running for election. Specific guidelines about conduct are available on the Islands Trust website.

- islandstrust.bc.ca/document/policy-2-1-2-standards-of-conduct/
- islandstrust.bc.ca/document/policy-2-1-1-statutory-rules-of-conduct/

Where can I find more information?

General information about local elections in British Columbia is available at the provincial website: gov.bc.ca/gov/content/governments/local-governments/governance-powers/general-local-elections

Please check regularly for Islands Trust election information online at: islandstrust.bc.ca/trust-council/elections/

Additional information about the Islands Trust is available from Islands Trust staff (250-405-5151) and on the Islands Trust website: islandstrust.bc.ca. For toll free access, request a transfer via Enquiry BC: in Vancouver 604-660-2421 and elsewhere in B.C. 1-800-663-7867.



Islands Trust



ISLANDS TRUST CONSERVANCY

Victoria Office

200-1627 Fort Street,
Victoria BC V8R 1H8
250-405-5151

Salt Spring Office

1-500 Lower Ganges Road,
Salt Spring Island BC V8K 2N8
250-537-9144

Northern Office

700 North Road,
Gabriola Island BC VOR 1X3
250-247-2063

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