

**MANITOBA CITIZENS ON PATROL PROGRAM  
POLICY & PROCEDURE #2 - NOMINATIONS FOR PROVINCIAL BOARD MEMBERSHIP**

**MB COPP PROVINCIAL  
BOARD**

**Policies and Procedures**

**Subject: Nominations for Provincial Board  
Membership**

**Date Issued: November 6, 2010  
Date Amended: September 10, 2016  
April 26, 2019  
October 27, 2019  
May 28, 2020**

**SECTIONS 4/5/6/8 and 11 of By-Law #1-20 provides for filling vacant Regional Representative positions on the COPP Provincial Board.**

**1. Nominations**

- a. Regional Representatives shall be nominated as required from nominations submitted by COPP groups.
- b. Two signatures are required per nomination - one from a representative of the local law enforcement agency or from a Provincial Board member or from two members in good standing of the local COPP.
- c. Nominations will be reviewed and decided upon by the Provincial Board, with assistance from members of the Resource Council, based on the qualifications outlined in Section 2.
- d. The deadline for receipt of nominations will be 90 days prior to the Annual General Meeting. The Provincial Board is under no obligation to accept nominations after the deadline.
- e. Nominations will not be accepted from the floor at the AGM.

**2. Qualifications for Nomination**

The nominee must:

- Have strong communication and interpersonal skills.
- Be able to work in a professional, diplomatic and consensus-building manner.
- Have demonstrated experience in volunteer management or in a leadership role.
- Be a team player and work towards the common goal of the program.
- Be respectful of program policy and procedures in committee discussion and decision-making processes.
- Be prepared to commit a minimum of five (5) hours per month toward program activities.

**NOTE:** Nominees cannot nominate themselves.

**MANITOBA CITIZENS ON PATROL PROGRAM**  
**POLICY & PROCEDURE #2 - NOMINATIONS FOR PROVINCIAL BOARD MEMBERSHIP**

**3. Filling Eligible Provincial Board Positions**

Each spring, the Provincial Board will review how many positions will become vacant each year.

In regions where there will be vacancies, the Regional Representatives will:

- a) Contact each group in their region and provide them with information and nomination forms.
- b) Receive the completed nomination forms submitted by the deadline for receipt of nominations indicated on the nomination form. The Provincial Board is under no obligation to accept nominations after the deadline for receipt of nominations.
- c) Follow up with the nominees to determine if they will accept the nomination.
- d) Nominations will be reviewed and decided upon by the Provincial Board
- e) Upon decision, inform the nominee(s) that their name(s) will or will not stand for election at the next AGM.

**4. Elections**

Nominees will be elected by the general membership to the region they stand to represent according to COPP policies and procedures.

**5. Vacancy During a Term**

Where there is no regional representative or a Provincial Board member position becomes vacant during a current term of office, the Provincial Board:

- a) May appoint a representative to fill the vacant position from the Provincial Board, or by following “**By-law #1-20 Section 8: Filling Vacant Positions**” until an election can be held.

Until a representative is in place, a current Provincial Board representative may be appointed to fulfill the responsibilities of the representative.

**6. Dismissal**

In compliance with Section 11 of By-law #1-20 and Article VIII of the Manitoba COPP Constitution:

- a) Whereby the conduct of a regional representative is in question, a recommendation for dismissal from the Provincial Board will be determined by a majority vote of the Provincial Board.
  - i. To remain a member of the Provincial Board, each regional representative must attend fifty per cent (50%) or more of Provincial Board events in a year, which includes quarterly meetings, in-services and the annual conference.
- b) Failure to do so may result in the member being asked to step down. Extenuating circumstances will be taken into consideration by the Provincial Board when making a determination. Legal or financial considerations will also be taken into consideration.