



**ENDORSED NOMINATION FORM
NATIONAL BOARD OF DIRECTOR APPLICATION**

This nomination form is being submitted, subsequent to the presentation of the Proposed Slate of 2021-2023 National Board of Directors, put forward by the Nominating Committee. This nominee will stand for election and will be voted for by members.

APPLICANT NAME: _____ **EMPLOYER:** _____

JOB TITLE: _____ **YEARS OF EXPERIENCE IN SECTOR:** _____

PHONE: _____ **EMAIL:** _____

CANASA POSITION CURRENTLY APPLYING FOR (Check one box only):

- BC Representative
- Alberta Representative
- Prairie Representative (MB, SK & Thunder Bay)
- Ontario Representative (excluding Thunder Bay)
- Quebec Representative
- Atlantic Representative (PEI, NS, NL, NB)
- Monitoring Community Representative
- Vendor Community Representative
- Director "At large" (4 positions available)

APPLICANT SIGNATURE: _____ **DATE:** _____

5 MEMBER ENDORSEMENTS ARE REQUIRED (Primary contact)

NAME: _____ **COMPANY:** _____ **SIGNATURE:** _____

NAME: _____ **COMPANY:** _____ **SIGNATURE:** _____

NAME: _____ **COMPANY:** _____ **SIGNATURE:** _____

NAME: _____ **COMPANY:** _____ **SIGNATURE:** _____

NAME: _____ **COMPANY:** _____ **SIGNATURE:** _____

Application must be received by May 1, 2021 at 5:00 p.m., ET Email *Don Budden, Chair of the Nominating Committee* at nomination@canasa.org



**PROPOSED SLATE OF NATIONAL BOARD OF DIRECTORS
2021 - 2023 TERM**

Alberta Representative	Neil Jones, Tyco Security Products
Atlantic Representative	Roger Miller, Northeastern Protection Service Inc.
British Columbia Representative	Anita Brunet, Anixter Security
Ontario Representative	Bob Smith, Alliance Security Team
Prairie Representative	Jonathan Metcalfe, National Industrial Communications Inc.
Quebec Representative	Brahm Ptack, Corporation Centrale de Sécurité B.P.G. Ltée
Monitoring Representative	Kevin Leonard, Huronia Alarm & Fire Security Inc.
Vendor Representative	Luke Raymond, Inaxsys Security Systems Inc.

Directors at Large:

Stuart Armour, Affordable Security Systems
Dan Cyr, Sirix
Trask Dittburner, Telus
Helen Perry-Raycroft, Brigadier Security Systems (2000) Ltd.



CALL FOR NATIONAL BOARD OF DIRECTOR NOMINATIONS

For more details on the nominating process please consult the by-law section 5 located [here](#):

National Board Composition (By-law 4.2)

The Board of Directors shall be comprised of:

- 4.2.1 Six directors representing the regular members, one from each region. These regional directors shall be elected by all members in the applicable region. If regional director positions cannot be filled by regular members, nominations from the associate member class can be considered. Individuals may only hold one position on the Board of Directors.
 - One director from the British Columbia region
 - One director from the Alberta region
 - One director from the Prairie region (MB, SK & Thunder Bay)
 - One director from the Ontario region (excluding Thunder Bay)
 - One director from the Quebec region
 - One director from the Atlantic region (PEI, NS, NL, NB)
- 4.2.2 Four directors elected “at large” (candidates may be from any class of membership and shall be elected via ballots cast by all members)
- 4.2.3 One director representing the monitoring community (elected by associate members)
- 4.2.4 One director representing the vendor community (elected by associate members)
- 4.2.5 Up to four directors may be appointed at the discretion of the Board of Directors (i.e. Past President)

Role of a National Board Director:

CANASA relies on volunteer leadership to help advance its goal to promote CANASA as the voice of the security industry. Specifically, the role as a National Board Director is to:

- Determine organizational priorities and strategic objectives by constantly monitoring internal and external trends and member needs
- Establish and monitor policies on executive authority and governance processes to ensure accountability
- For additional information consult the by-law located [here](#):

Board members are expected to:

- Participate on other committees or councils
- Give National Board updates to their local Regional Councils
- Be visible at/attend CANASA events
- Attend all meetings. Board members can be removed if they are absent for more than two consecutive meetings

National Directors' time commitments for the two year term are as follows*

DATE	FORMAT/LOCATION	FOCUS/SCHEDULE
2021		
June 16, 2021	Annual General Meeting, Virtual	AGM <ul style="list-style-type: none"> • 2021-2023 Election Affirmation • Appointment of Board of Directors • Approval of financial statements • Approval of auditors • Award presentations Joint Transition Past/New Board Meeting <ul style="list-style-type: none"> • Transition discussion and information gathering for new board • New Board Training • Election of Executive Committee (new board only)
June 17, 2021		
August 12, 2021 10am – 2pm EDT	Videoconference	<ul style="list-style-type: none"> • Update meeting
October 19 2021 9am – 5pm EDT	Toronto (Security Canada Central – October 20-21)**	<ul style="list-style-type: none"> • Approve 2022 business plan • Review 2022 draft budget • Monitoring Symposium date TBD
December 9, 2021 10am – 2pm EST	Videoconference	<ul style="list-style-type: none"> • Approve 2022 budget • Appoint Committee Chairs for 2022 term
2022		
February 24, 2022 10am – 2pm EDT	Videoconference	<ul style="list-style-type: none"> • Approval of financial statements
May 12, 2022	Annual General Meeting, Laval, QC /Virtual **	AGM <ul style="list-style-type: none"> • Approval of financial statements • Approval of auditors • Award presentations Board Meeting <ul style="list-style-type: none"> • Update meeting
August 18, 2022 10am – 2pm EDT	Videoconference	<ul style="list-style-type: none"> • Update meeting
October 25, 2022 9am – 5pm EDT	Toronto (Security Canada Central – October 26-27)**	<ul style="list-style-type: none"> • Approve 2023 business plan • Review 2023 draft budget
December 8, 2022 10am – 2pm EST	Videoconference	<ul style="list-style-type: none"> • Approve 2023 budget • Appoint Committee Chairs for 2023 term
2023		
February 23, 2023 10am – 2pm EDT	Videoconference	<ul style="list-style-type: none"> • Approval of financial statements
June 16, 2023 9am – 5pm PDT	Annual General Meeting, Richmond, BC / Virtual (Security Canada West – June 15)**	AGM <ul style="list-style-type: none"> • 2023-2025 Election Affirmation • Appointment of Board of Directors • Approval of financial statements • Approval of auditors • Award presentations Joint Transition Past/New Board Meeting <ul style="list-style-type: none"> • Transition discussion and information gathering for new board • New Board Training • Election of Executive Committee (new board only)

*Schedule is subject to change based on the demands of the Association.

**The hosting of in-person meetings will be discussed by the Board on an ongoing basis, a virtual option will always be provided. Due to COVID-19 Board travel is not currently included in the Association's budget.

Nomination Process:

The Nominating Committee is responsible for presenting a Board of Directors slate to members to ensure the Canadian Security Association (CANASA) is governed with excellence and vision and has begun the process.

At the September 24, 2020 National Board meeting, the following individuals were appointed, and have accepted the mandate, of participating as members of the Nominating Committee (for a one year term):

- Don Budden (Chair), Atlantic Security Automation Partners Canada, Inc.
- Kim Caron, Armstrong's National Alarm Monitoring
- Rob Harman, Johnson Controls
- Francois Rousseau, Anixter Security

CANASA's By-law states that these individuals may not stand for election onto the National Board (but they may be appointed).

Nominating Procedure:

- a) No later than *February 15, 2021*, the Nominating Committee shall seek in writing to Members, the names of eligible Members to consider for possible nomination as Directors for the available positions. This notice will include an application for potential Directors.
- b) Applications to the Board of Directors must be signed by the applicant and received before *March 17, 2021* at 5pm ET.
- c) The Nominating Committee shall consider all applications and the proposed slate of Directors will be circulated to all Members, no later than *April 16, 2021*.
- d) After the slate has been circulated, should a Member wish to stand for election for a position, they shall obtain a nomination form from CANASA. The nomination form, signed by at least five voting Members, may be submitted to the Nominating Committee within 15 days of the date of the slate announcement.

Questions?

At any time throughout this process, you can contact Nominating Committee Chair Don Budden by calling +1-902-482-1213 or emailing nomination@canasa.org