NOVA SCOTIA FEDERATION OF MUNICIPALITIES

How to Participate in NSFM Board of Directors Elections

This guide provides an overview of the new process for electing the Board of Directors and how all elected municipal officials can take part.

The NSFM Board of Directors is composed of 17 positions. These positions include the Past-President, President, Vice President, 13 Regional Representatives, and a Representative of the Association of Municipal Administrators. The positions of President, Vice President, and Regional Representatives of the NSFM Electoral Regions are elected as part of the annual election process.

Elected municipal officials will vote **individually** by anonymous ballot to elect these positions.

FAQ

How will voting take place?

Using e-voting software, elections will involve individual voting by all elected municipal officials using an anonymous ballot. The voting period shall be between two (2) weeks and one (1) week prior to the Annual General Meeting and no less than two (2) business days.

All elected municipal officials will receive personalized sign in credentials at the email that NSFM has on file. **Elected municipal officials should not share this personal sign in information with anyone.**

Each elected municipal official may vote for one nominee for President, one nominee for Vice-President, and two different nominees for Regional Representative in their Electoral Region.

NSFM staff w ill be available to support any elected municipal officials who are having difficulty accessing their ballot.

Who can run and vote for the positions of President and Vice President?

All elected municipal officials may be nominated for the position of President and Vice President. These positions are elected at large by all elected municipal officials.

These positions serve for a one-year term.

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Who can run and vote for the positions of Regional Representative?
All elected municipal officials may be nominated for the position o f Regional Representative. These positions are nominated and elected by elected municipal officials in the same Electoral Region as the nominee. **A list of which municipalities are in each Electoral Region can be found below.**

How are Regional Representatives nominated and what is their term of office?
An elected municipal official shall only be nominated to be Regional Representative of the Electoral Region in which their municipal unit is located. Nominators and seconders must also be elected municipal officials from the same Electoral Region.

Two (2) Regional Representatives will be elected in each Electoral Region. The one exception is Cape Breton Regional Municipality, which has its own Electoral Region and will elect one (1) Regional Representative. Halifax Regional Municipality also has its own Electoral Region and will elect two (2) Regional Representatives.

To ensure broad membership representation on the Board, Regional Representatives of each Electoral Region shall be from different municipal units unless nominations for Regional Representative in a given Electoral Region include only elected municipal officials from one municipal unit.

Regional Representatives will normally serve a two-year term.

In all Electoral Regions that have two (2) Regional Representatives, the terms of Regional Representatives will be staggered so that one (1) is elected each year.

In elections in which both Regional Representatives in an Electoral Region or municipal unit need to be elected, the Regional Representative nominee receiving the second most votes will serve a one-year term.

Can more than one elected municipal official from the same municipality be nominated?
Yes. Multiple elected municipal officials from the same municipal unit may be nominated to be a Regional Representative. However, only one (1) elected municipal official from that municipal unit shall be elected as a Regional Representative, unless nominations for Regional Representative in a given Electoral Region include only elected municipal officials from one municipal unit.

Can one elected municipal official run for multiple Board positions (e.g.: President and Regional Representative)?
No. An individual elected municipal official shall only run for one position in each election year.

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What is the timeline of the nominations process?

In the last week of August each year, the Nominations Committee shall distribute a call for nominations for all positions that will be up for election that year. This call for nominations will include the deadline for nominations, instructions on how to make a nomination, and the dates of the voting period.

An optional nomination form will be circulated during the call for nominations.

In October, the Nominations Committee will issue a Nominations Report. The Nominations Report will include a list of all nominations received, a list of all positions for which an election will be held, and where further information on nominees can be found.

If you have any further questions, please send them to info@nsfm.ca.

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NSFM ELECTORAL REGIONS

Colchester/Cumberland/Pictou/East Hants Region

- Town of Amherst
- County of Colchester
- County of Cumberland
- District of East Hants
- Town of New Glasgow
- Town of Oxford
- County of Pictou
- Town of Pictou
- Town of Stellarton
- Town of Stewiacke
- Town of Trenton
- Town of Truro
- Town of Westville

Valley Region

- County of Annapolis
- Town of Annapolis Royal
- Town of Berwick
- Town of Kentville
- County of Kings
- Town of Middleton
- West Hants Regional Municipality
- Town of Wolfville

South Shore Region

- Town of Bridgewater
- District of Chester
- Region of Queens Municipality
- District of Lunenburg
- Town of Lunenburg
- Town of Mahone Bay

Cape Breton Regional Municipality

- Cape Breton Regional Municipality

Halifax Regional Municipality

- Halifax Regional Municipality

Southwestern Shore Region

- District of Argyle
- District of Barrington
- District of Clare
- Town of Clark's Harbour
- District of Digby
- Town of Digby
- Town of Lockeport
- District of Shelburne
- Town of Shelburne
- District of Yarmouth
- Town of Yarmouth

Cape Breton-Strait Region

- County of Antigonish
- Town of Antigonish
- District of Guysborough
- County of Inverness
- Town of Mulgrave
- Town of Port Hawkesbury
- County of Richmond
- District of St. Mary's
- County of Victoria