

**M.O., 2002****Order number 2002-010 of the Minister of State for Health and Social Services and Minister of Health and Social Services dated 31 July 2002**

An Act respecting health services and social services (R.S.Q., c. S-4.2)

Regulation respecting the designation procedure for certain members of the board of directors of the public institution contemplated in Part IV.2 of the Act respecting health services and social services

CONSIDERING THAT section 530.62 of the Act respecting health services and social services (R.S.Q., c. S-4.2), replaced by section 94 of chapter 24 of the Statutes of 2001, provides for the composition of the board of directors of the public institution contemplated in Part IV.2 of the said Act;

CONSIDERING THAT, under section 530.64 of that Act, amended by section 97 of chapter 24 of the Statutes of 2001, the Minister shall determine, by regulation, the procedure to be followed for the designation of the persons referred to in paragraphs 2 to 6 of section 530.62 and shall fix the date on which each such designation is to be made;

CONSIDERING THAT, under section 12 of the Regulations Act (R.S.Q., c. R-18.1), a proposed regulation may be made without having been published in the *Gazette officielle du Québec* as required under section 8 of that Act where the authority making it is of the opinion that the urgency of the situation requires it;

CONSIDERING THAT, under section 18 of that Act, a regulation may come into force on the date of its publication in the *Gazette officielle du Québec* where the authority that has made it is of the opinion that the urgency of the situation requires it;

CONSIDERING THAT, under sections 13 and 18 of that Act, the reason justifying respectively the absence of publication of the proposed regulation and the coming into force of the regulation on the date of its publication in the *Gazette officielle du Québec* shall be published with the regulation;

CONSIDERING THAT the urgency of the situation is due to the fact that, under the provisions of sections 121 and 126 of the Act to amend the Act respecting health services and social services and other legislative provisions (2001, c. 24), the Minister is responsible for taking the necessary steps to ensure that, as soon as possible after the first boards of directors of the regional boards are formed pursuant to the provisions enacted by section 65 of that Act, the first boards of directors of the public institutions be formed in accordance with the new provisions enacted or amended by that Act;

CONSIDERING THAT, in accordance with sections 122 and 123 of that Act, 21 October 2002 has been determined as the date when the first elections by the population of certain members of the boards of directors of the public institutions are to take place and 16 October 2002 has been determined as the date when the first designations of other members of the boards of directors of those institutions are to be made;

CONSIDERING THAT the urgency of the situation is also due to the fact that the implementation of the Regulation respecting the designation procedure for certain members of the board of directors of the public institution contemplated in Part IV.2 of the Act respecting health services and social services requires the application of various preliminary measures within certain time limits extending over a period of close to 60 days before the designations to be made on 16 October 2002;

CONSIDERING THAT the Minister is of the opinion that these reasons justify that the Regulation be made without a 45-day prior publication period and that it come into force on the date of its publication in the *Gazette officielle du Québec*;

THEREFORE, the Minister of State for Health and Social Services and Minister of Health and Social Services

ORDERS :

THAT the Regulation respecting the designation procedure for certain members of the board of directors of the public institution contemplated in Part IV.2 of the Act respecting health services and social services, attached to this Order, be made.

FRANÇOIS LEGAULT,  
*Minister of State for Health and Social Services and  
Minister of Health and Social Services*

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**Regulation respecting the designation procedure for certain members of the board of directors of the public institution contemplated in Part IV.2 of the Act respecting health services and social services**

An Act respecting health services and social services (R.S.Q., c. S-4.2, s. 530.64; 2001, c. 24, s. 97)

**DIVISION I  
GENERAL**

*§1. Scope*

**1.** This Regulation applies to the procedure used to designate members of the board of directors of the public institution contemplated in Part IV.2 of the Act respecting health services and social services (R.S.Q., c. S-4.2), which procedure shall be determined pursuant to section 530.64 of this Act.

*§2. Date of designations*

**2.** The designations contemplated in this Regulation occur on the date determined by the Minister of Health and Social Services in keeping with section 530.64 of the Act.

The individuals designated take up their duties on the date of designations set in keeping with this section.

*§3. Officer responsible for the designation procedure and deputy officers*

**3.** The Minister shall appoint an officer responsible for the designation procedure no later than 45 days before the date of designations. If the latter is absent or unable to act, the Minister shall appoint a new officer.

Unless otherwise indicated, the term “designation officer” used in this Regulation refers to the officer responsible for the designation procedure appointed in keeping with this section.

The Minister may allow the designation officer to appoint one or more deputy officers to assist him in his duties.

The designation officer and deputy officers may not run as candidates or countersign for candidates and are not entitled to vote in the designations contemplated by this Regulation.

**4.** The designation officer is responsible for carrying out the designation procedure and ensuring that the rules provided for in this Regulation are respected. Depending on the circumstances, his duties are to:

- (1) obtain the list of bodies or individuals that are to participate in the designation procedure from the president and executive director of the institution;
- (2) give notice of the designation procedure;
- (3) receive nominations and accept or refuse them;
- (4) inform participants of the voting procedure when there are more nominations than positions to be filled;
- (5) appoint all of the scrutineers needed to assist him in the performance of his duties;
- (6) supervise the designation procedure;
- (7) count the votes;
- (8) declare individuals designated in keeping with this Regulation;
- (9) report on the results of the designation procedure to the Minister and the president and executive director of the institution.

**5.** A deputy officer reports to the designation officer and performs the following duties:

- (1) receives nomination papers and forwards them to the designation officer;
- (2) informs participants of the voting procedure when there are more nominations than positions to be filled;
- (3) appoints all of the scrutineers needed to assist him in the performance of his duties;
- (4) supervises the designation procedure;
- (5) counts the votes;
- (6) sends the report on the count contemplated in section 24 and ballot papers to the designation officer.

*§4. President and executive director*

**6.** The president and executive director of the institution shall provide the designation officer and deputy officers with the technical and administrative support required for the performance of their duties.

He shall keep, in sealed envelopes, the originals of the documents completed in accordance with Schedules I to VII, and forwarded by the designation officer, for a period of not less than 180 days after the date of designations.

## **DIVISION II** DESIGNATIONS BY THE USERS COMMITTEE OF THE INSTITUTION

**7.** No later than 40 days before the date of designations, the president and executive director shall forward the coordinates of the users committee of the institution to the designation officer.

**8.** No later than 35 days before the date of designations, the designation officer shall send the users committee a notice inviting it to participate in the designation of two individuals to the board of directors of the institution.

This notice shall mention the restrictions stipulated in section 150 and third paragraph of section 151 of the Act and indicate the designation procedure to follow.

**9.** A users committee resolution designating two individuals to the board of directors shall be adopted in a meeting attended by the majority of the members of this users committee.

A copy of this resolution must be received by the designation officer no later than the day before the date of designations, before 5:00 p.m. It must be accompanied by the original nomination paper provided for in Schedule I, duly completed and signed by each of the nominees.

After ensuring that each candidate's nomination paper is duly completed and signed, the designation officer completes the certificate of designation provided for in Schedule II and forwards a copy of the certificate, all nomination papers and the users committee's resolution to the Minister within 10 days. Within the same time frame, he forwards the originals of these documents to the president and executive director of the institution.

The president and executive director shall post a notice indicating the name of the individual designated in a location accessible to the public in each of the institution's facilities.

**10.** If there is no candidate or valid candidacy, the designation officer completes the declaration of no designation provided for in Schedule III and sends a copy to the Minister within three days. Within the same time frame, he shall send the original of this declaration

along with the invalid nomination papers and the copy of the users committee's resolution to the president and executive director of the institution.

The provisions of this section shall apply if there is no designation at any other stage in the procedure.

## **DIVISION III** DESIGNATION BY AND FROM AMONG THE MEMBERS OF THE COUNCIL OF PHYSICIANS, DENTISTS AND PHARMACISTS OF THE INSTITUTION

### *§1. Opening of designation procedure*

**11.** No later than 40 days before the date of designations, the president and executive director of the institution shall forward the list of members of the council of physicians, dentists and pharmacists of the institution to the designation officer. The list shall indicate an address at which each of these physicians, dentists and pharmacists can be reached.

**12.** No later than 35 days before the date of designations, the designation officer shall notify each of the individuals on the list in writing of the designation procedure and post a notice to this effect in at least one location accessible to these individuals in each of the institution's facilities. The notice shall be accompanied by the list of names of all physicians, dentists and pharmacists concerned by this designation.

A physician, dentist or pharmacist whose name does not appear on the list posted or who notes an error on it may contact the designation officer to have the appropriate correction made.

The notice shall mention the restrictions stipulated in section 150 and third paragraph of section 151 of the Act, state the nomination period and indicate the designation procedure to follow.

### *§2. Nominations*

**13.** A nomination is made by means of a nomination paper drawn up in accordance with Schedule IV.

The original nomination paper, duly completed, shall be signed by the candidate, countersigned by two members of the same designating college and received by the designation officer or deputy officer no later than 25 days before the date of designations.

To give electors more information about himself, a candidate may also complete the information sheet provided in Schedule V and submit it along with his nomination paper.

**14.** A deputy officer who receives a nomination paper shall forward it to the designation officer immediately along with the information sheet, if applicable.

**15.** The designation officer shall accept or refuse a nomination paper no later than two days after receiving it and shall give written notice to the person who filed the paper. The designation officer shall complete the section of the nomination paper reserved for this purpose.

**16.** If there is no candidate or valid candidacy by the end of the nomination period, the designation officer completes the declaration of no designation provided for in Schedule III and sends a copy to the Minister within three days. Within the same time frame, he shall send the original of this declaration along with any invalid nomination papers and information sheets, where applicable, to the president and executive director of the institution.

The provisions of this section shall apply if there is no designation at any other stage in the procedure.

### *§3. Designation by acclamation*

**17.** At the close of nominations, if the designation officer notes that there is only one valid candidate, he shall declare this candidate designated. He shall then complete the certificate of designation provided for in Schedule II and shall send a copy of this certificate and the candidate's nomination paper to the Minister within 10 days. Within the same time frame, he shall send the originals of these documents to the president and executive director of the institution.

No later than 10 days before the date of designations, the president and executive director shall post, in each of the institution's facilities in a location accessible to the members of the designating college, a notice indicating the name of the individual designated and stating that no election will be held.

### *§4. List of candidates and polling notice*

**18.** At the close of nominations, if there is more than one valid candidate, the designation officer shall draw up a list of the candidates and send a polling notice to each of the physicians, dentists and pharmacists concerned no later than 20 days before the date of designations. The notice shall contain the polling date, time and location and the list of candidates.

The designation officer also posts the polling notice in each location where the notice of designation procedure had been posted in keeping with section 12.

### *§5. Exercise of right to vote*

**19.** The polling notice given by the designation officer to each electing physician, dentist and pharmacist is accompanied by the following documents:

(1) the information sheet provided for in Schedule V and completed by a candidate, where applicable;

(2) a ballot paper initialled by the designation officer;

(3) an election envelope, not identified to the name of the elector, into which to insert ballot paper;

(4) a return envelope identified to the name of the elector and addressed to the designation officer.

**20.** The elector shall use the ballot paper and envelopes received by the designation officer.

The ballot paper is returned inside the election envelope provided for this purpose, which, in turn, is inserted into the elector's return envelope.

The ballot paper must be received by the office of the designation officer or deputy officer no later than the day preceding the date of designations, before 5:00 p.m.

### *§6. Counting of votes, designation proclamation and publication of results*

**21.** The designation officer or deputy officer, accompanied by the scrutineers, shall count the votes at the time and in the location indicated in the polling notice.

Only return envelopes identified to the name of the elector are taken into account and checked to the electoral list.

**22.** First, the election envelopes containing the ballot papers are taken out of the envelopes identified to the name of the elector.

If a return envelope contains no election envelope, the situation is noted in the report on the count provided for in Schedule VI.

If a return envelope contains two or more election envelopes, the latter may not be counted and the situation is noted in the report on the count.

**23.** Once the return envelopes have been opened, the scrutineers count the votes in the presence of the designation officer or deputy officer.

The count is public.

The designation officer or deputy officer may reject any ballot paper that does not comply with this Regulation by writing "Void" on it and initialling it. This situation is noted in the report on the count.

**24.** The report on the count provided for in Schedule VI shall be completed for each polling station.

A deputy officer shall inform the designation officer of the result of the count immediately and, within the next two days, forward the original report on the count along with the original ballot papers to him.

**25.** The designation officer shall compile the counts in keeping with Schedule VII and declare the candidate who obtained the most votes designated.

If there is a tie, the designation officer immediately draws lots between the candidates with the most votes to determine who is designated.

**26.** The designation officer completes the certificate of designation provided for in Schedule II and forwards a copy of the certificate and the nomination paper of the candidate designated to the Minister within 10 days.

Within the same time frame, he forwards the originals of these documents, the nomination papers of the candidates not designated, all information sheets completed by the candidates, the ballot papers and the documents completed in keeping with Schedules VI and VII to the president and executive director of the institution.

The president and executive director shall post a copy of the certificate of designation in a location accessible to the members of the designating college in each of the institution's facilities.

#### **DIVISION IV** DESIGNATION BY AND FROM AMONG THE MEMBERS OF THE COUNCIL OF NURSES OF THE INSTITUTION

**27.** The provisions of Division III apply, adapted as applicable, to the designation of an individual to the board of directors by and from among the members of the council of nurses of the institution.

#### **DIVISION V** DESIGNATION BY AND FROM AMONG THE MEMBERS OF THE MULTIDISCIPLINARY COUNCIL OF THE INSTITUTION

**28.** The provisions of Division III apply, adapted as applicable, to the designation of an individual to the board of directors by and from among the members of the multidisciplinary council of the institution.

#### **DIVISION VI** DESIGNATIONS BY THE BOARDS OF DIRECTORS OF FOUNDATIONS OF THE INSTITUTION

**29.** No later than 40 days before the date of designations, the president and executive director shall send the designation officer the names and addresses of all of the institution's foundations, within the meaning of section 132.2 of the Act, and the names of the chairs of the boards of directors of these foundations.

**30.** No later than 35 days before the date of designations, the designation officer shall send a notice to the board of directors of each foundation concerned indicating that it is entitled to participate in designating an individual to the board of directors of the institution.

The notice shall mention the restrictions stipulated in section 150 and third paragraph of section 151 of the Act and indicate the designation procedure to follow.

**31.** The nomination shall be received by the designation officer no later than the day before the date of designations, before 5:00 p.m., via a copy of a resolution of the foundation's board of directors indicating the name of the nominee, accompanied by the original nomination paper provided for in Schedule I, duly completed and signed by the candidate.

The provisions of first paragraph of section 10 apply, adapted as applicable, if there is no candidate or valid candidacy at the close of the nomination period.

**32.** The designation officer draws up a list of the candidates nominated by the foundations concerned.

If there is only one valid candidate, the designation officer shall declare this candidate designated. He shall then complete the certificate of designation provided for in Schedule II and shall send a copy of this certificate, the candidate's nomination paper and any resolution received under section 31 to the Minister within 10 days.

Within the same time frame, he shall send the originals of these documents to the president and executive director of the institution.

**33.** If there is more than one nominee, the individual nominated by the most foundations is designated to the institution's board of directors.

If there is a tie, the designation officer immediately draws lots between candidates with the most nominations to determine who will be designated.

**34.** The designation officer shall complete the certificate of designation provided for in Schedule II and send a copy of this certificate and the nomination paper of the candidate designated to the Minister within 10 days.

Within the same time frame, he shall send the originals of these documents, the nomination papers of the candidates not designated and all resolutions received under section 31 to the president and executive director of the institution.

#### **DIVISION VII** **FINAL PROVISIONS**

**35.** Until such time as the president and executive director of the institution has been appointed by the government under paragraph 9 of section 530.62 of the Act and pursuant to second paragraph of section 126 of Chapter 24 of the 2001 statutes, the duties of the president and executive director provided for in sections 4, 6, 7, 9 to 11, 16, 17, 26, 29, 32 and 34 of this Regulation shall be performed by the executive director of the institution.

**36.** This Regulation comes into force on the date of its publication in the *Gazette officielle du Québec*.

**SCHEDULE I**  
(s. 9)

**DESIGNATION**  
**INSTITUTION LOCATED IN NORTHERN QUÉBEC**  
**Candidate nomination paper**

|  |                  |  |   |   |               |
|--|------------------|--|---|---|---------------|
| Institution: _____   |                  |  |   |   |               |
| Designating college: _____   |                  |  |   |   |               |
| <b>Section I – Nomination</b>  |                  |  |   |   |               |
| Candidate's surname and given name   |                  |  | Sex   |   | Y M D         |
|  |                  |  | M <input type="checkbox"/> F <input type="checkbox"/> |   | Date of birth |
| Address  |                  |  | Occupation  |   |               |
| Municipality/Community   | Province         | Postal code  | Employer  |   |               |
| Area code  | Phone no. (home) | Area code  | Phone no. (work)                                      | Ext.  |               |
| <b>Section II – Candidate's consent</b>  |                  |  |   |   |               |
| <p><b>CRITERIA FOR BEING A MEMBER OF<br/>AN INSTITUTION'S BOARD OF DIRECTORS</b></p>   |                  |  |   |   |               |
| <ol style="list-style-type: none"> <li>1. Be a Québec resident;</li> <li>2. Be of the age of majority (18 years or more);</li> <li>3. Not be under the care of a guardian or curator;</li> <li>4. In the past five years, not have been found guilty of a crime punishable by three years' imprisonment or more;</li> <li>5. In the past three years, not have been stripped of one's duties as a member of the board of directors of an institution or regional board;</li> <li>6. In the past three years, not have been found guilty of an offence under the Act respecting health services and social services or the attendant regulations;</li> <li>7. Not work for the above-mentioned institution or work in a centre operated by this institution.</li> </ol> |                  |  |   |   |               |
| <p>I hereby declare that I have read this information and meet the above-mentioned criteria for being a candidate. I also authorize the transmission of the information contained herein to the Ministère de la Santé et des Services sociaux, if I am designated a member of the board of directors. The information transmitted to the Department is governed by the Act respecting Access to documents held by public bodies and the Protection of personal information.</p>  |                  |  |   |   |               |
| <p>In witness whereof, I have signed at _____ on _____</p> <p style="text-align: center;">_____<br/>Candidate's signature</p>  |                  |  |   |   |               |
| <b>Section III – Acceptance by officer responsible for designation procedure</b>   |                  |  |   |   |               |
| NOMINATION ACCEPTED <input type="checkbox"/>   |                  |  | NOMINATION REFUSED <input type="checkbox"/>           |   |               |
| Reasons for refusal: _____   |                  |  |   |   |               |
| _____  |                  |  |   |   |               |
| _____<br>Signature of officer responsible for designation procedure  |                  |  | _____<br>Date   |   |               |
| <small>IN ACCORDANCE WITH SECTIONS 64 AND 65 OF THE ACT RESPECTING ACCESS TO DOCUMENTS HELD BY PUBLIC BODIES AND THE PROTECTION OF PERSONAL INFORMATION</small>  |                  |  |   |   |               |
| <small>1. The information on this form is gathered for the institution concerned and, in the case of candidates who are designated, for the Ministère de la Santé et des Services sociaux.</small>   |                  | <small>2. The information transmitted to the Department is used to make up a file on the members of the boards of directors of the health and social services institutions, used for the purposes of management and control.</small> |   | <small>3. The following have access to the information:</small> <ul style="list-style-type: none"> <li>• The employees of the institution concerned and of the Department within the scope of their office;</li> <li>• Any other user meeting the requirements of the Act.</li> </ul> |               |
| <small>4. The information on the form is compulsory.</small>   |                  |  |   |   |               |

**SCHEDULE II**  
(s. 9)

**DESIGNATION**  
**INSTITUTION LOCATED IN NORTHERN QUÉBEC**  
Certificate of designation

Designating college: \_\_\_\_\_

Number of positions to fill: \_\_\_\_\_

To the president and executive director of: \_\_\_\_\_  
Name of the institution

I, the undersigned, officer responsible for the designation procedure, hereby declare that on \_\_\_\_\_ the following candidate(s) was/were designated member(s) of the board of directors of the above-mentioned institution:

| <u>Name</u> | <u>Address</u> | <u>Phone no.</u> |
|-------------|----------------|------------------|
|-------------|----------------|------------------|

1. \_\_\_\_\_

2. \_\_\_\_\_

- the number of candidates was less than or equal to the number of positions to fill
- the number of candidates was greater than the number of positions to fill and the designated candidate(s) received the highest number of nominations or votes
- because there was a tie in the number of nominations or votes, the candidate(s) \_\_\_\_\_ was/were designated by a drawing of lots held on \_\_\_\_\_

Signed at \_\_\_\_\_, on \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of officer responsible for designation procedure



**SCHEDULE III**

(s. 10)

**DESIGNATION  
INSTITUTION LOCATED IN NORTHERN QUÉBEC  
Declaration of no designation**

**Institution:** \_\_\_\_\_

**Designating college:** \_\_\_\_\_

**I, the undersigned, officer responsible for the designation procedure, declare that there was no designation for the above-mentioned institution for the following reason:**

**No candidate was nominated** ( )

**No candidacy was valid** ( )

**Signed at** \_\_\_\_\_, **on** \_\_\_\_\_

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Name of officer responsible for designation procedure**

## SCHEDULE IV

(s. 13)

**DESIGNATION  
INSTITUTION LOCATED IN NORTHERN QUÉBEC  
Candidate nomination paper**

|   |  |   |  |
|---|--|---|--|
| Institution   |  |   |  |
| Designating college: _____  |  |   |  |
| <b>Section I – Nomination</b>   |  | <b>Section II – Nominators</b>  |  |
| Candidate's surname and given name  |  | 1- Nominator's surname and given name *   |  |
| Sex<br>M <input type="checkbox"/> F <input type="checkbox"/>  | Date of birth<br>Y M D   | Address   |  |
| Address   |  | Phone no.   |  |
| Municipality/Community  | Province   | Postal code   | Nominator's signature  |
| Area code Home phone no.  | Area code Work phone no.   | Ext.  | 2- Nominator's surname and given name *                      |
| Occupation  |  |   | Address  |
| Employer  |  |   | Phone no.  |
| * The nominator must be a member of the appointing college indicated above.   |  |   | Nominator's signature  |
| <b>Section III – Candidate's consent</b>  |  |   |  |
| <b>CRITERIA FOR BEING A MEMBER OF<br/>AN INSTITUTION'S BOARD OF DIRECTORS</b>   |  |   |  |
| <ol style="list-style-type: none"> <li>1. Be a Québec resident;</li> <li>2. Be of the age of majority (18 years or more);</li> <li>3. Not be under the care of a guardian or curator;</li> <li>4. In the past five years, not have been found guilty of a crime punishable by three years' imprisonment or more;</li> <li>5. In the past three years, not have been stripped of one's duties as a member of the board of directors of an institution or regional board;</li> <li>6. In the past three years, not have been found guilty of an offence under the Act respecting health services and social services or the attendant regulations.</li> </ol> |  |   |  |
| <p>I hereby declare that I have read this information and meet the above-mentioned criteria for being a candidate. I also authorize the transmission of the information contained herein to the Ministère de la Santé et des Services sociaux, if I am designated a member of the board of directors. The information transmitted to the Department is governed by the Act respecting Access to documents held by public bodies and the Protection of personal information.</p>   |  |   |  |
| <p>In witness whereof, I have signed at _____ on _____</p> <p style="text-align: center;">_____<br/>Candidate's signature</p>   |  |   |  |
| <b>Section IV – Acceptance by officer responsible for appointment process</b>   |  |   |  |
| NOMINATION ACCEPTED <input type="checkbox"/>  |  | NOMINATION REFUSED <input type="checkbox"/>   |  |
| Reasons for refusal: _____  |  |   |  |
| _____   |  |   |  |
| _____<br>Signature of officer responsible for designation procedure   |  | _____<br>Date   |  |
| <small>IN ACCORDANCE WITH SECTIONS 64 AND 65 OF THE ACT RESPECTING ACCESS TO DOCUMENTS HELD BY PUBLIC BODIES AND THE PROTECTION OF PERSONAL INFORMATION</small>   |  |   |  |
| <small>1. The information on this form is gathered for the institution concerned and, in the case of candidates who are designated, for the Ministère de la Santé et des Services sociaux.</small>  | <small>2. The information transmitted to the Department is used to make up a file on the members of the boards of directors of the health and social services institutions, used for the purposes of management and control.</small> | <small>3. The following have access to the information:</small> <ul style="list-style-type: none"> <li>• The employees of the institution concerned and of the Department within the scope of their office;</li> <li>• Any other user meeting the requirements of the Act.</li> </ul> | <small>4. The information on the form is compulsory.</small> |

**SCHEDULE V**  
(s. 13)

**DESIGNATION  
INSTITUTION LOCATED IN NORTHERN QUÉBEC**  
Information concerning candidate

**PHOTO**

**Institution:** \_\_\_\_\_

**Designating college:** \_\_\_\_\_

**Candidate's name:** \_\_\_\_\_

**Municipality or community in which candidate  
resides:** \_\_\_\_\_

**Municipality or community in which  
candidate works:** \_\_\_\_\_

Candidate's profile (education, occupation, experience):

Reasons for candidacy:

Involvement in social or community organizations, volunteer work, etc.:

Candidate's consent: I hereby authorize distribution of the above the information to the above-mentioned college for the purposes of the designation process for which I have filed my candidacy.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Candidate's signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of officer responsible for designation  
procedure

**SCHEDULE VI**  
(s. 22)

**DESIGNATION  
INSTITUTION LOCATED IN NORTHERN QUÉBEC  
Report on the count**

**Institution:** \_\_\_\_\_

**Designating college:** \_\_\_\_\_

**Polling station:** \_\_\_\_\_

**In keeping with the polling notice, the votes were counted on \_\_\_\_\_,  
at \_\_\_\_\_**

**Number of envelopes identified to the name of the elector received:** \_\_\_\_\_

**Envelopes not containing election envelopes:** \_\_\_\_\_

**Envelopes containing more than one election envelope:** \_\_\_\_\_

**Election envelopes counted:** \_\_\_\_\_

**Election envelopes not counted:** \_\_\_\_\_

| Candidates | Number of votes |
|------------|-----------------|
| 1. _____   | _____           |
| 2. _____   | _____           |
| 3. _____   | _____           |

**Valid ballot papers** \_\_\_\_\_  
**Rejected ballot papers** \_\_\_\_\_  
**Total** \_\_\_\_\_

**Signed at \_\_\_\_\_, on \_\_\_\_\_**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Name of officer responsible for designation procedure or deputy officer**

\_\_\_\_\_  
**Name of scrutineer**

**SCHEDULE VII**  
(s. 25)

**DESIGNATION  
INSTITUTION LOCATED IN NORTHERN QUÉBEC  
Report on the count and result of drawing of lots**

Institution: \_\_\_\_\_

Designating college: \_\_\_\_\_

Polling date: \_\_\_\_\_

Polling period: \_\_\_\_\_

**1. Report on the count**

Number of envelopes identified to the name of the elector received: \_\_\_\_\_

Envelopes not containing election envelopes: \_\_\_\_\_

Envelopes containing more than one election envelope: \_\_\_\_\_

Election envelopes counted: \_\_\_\_\_

Election envelopes not counted: \_\_\_\_\_

| Candidates | Number of votes |
|------------|-----------------|
| 1. _____   | _____           |
| 2. _____   | _____           |
| 3. _____   | _____           |

Valid ballot papers \_\_\_\_\_  
Rejected ballot papers \_\_\_\_\_  
Total \_\_\_\_\_

**2. Result of drawing of lots**

The following candidates received the same number of votes:

\_\_\_\_\_

\_\_\_\_\_

Lots were drawn on \_\_\_\_\_, at \_\_\_\_\_

The following candidate won the draw:

\_\_\_\_\_

Signed at \_\_\_\_\_, on \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of officer responsible for designation procedure