



LAKE COUNTRY

# DELEGATE NOMINATION PACKAGE

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**2022 Nomination Guide**

BIG RIVER  
WAKAW  
DOMREMY  
Kinistino  
CANWOOD  
Shell  
Lake  
NIPAWIN  
Debden  
LA RONGE  
MARCELIN  
BIRCH HILLS  
SPIRITWOOD  
CHOICELAND  
Smeaton

Air Ronge  
PADDOCKWOOD  
SHELLBROOK



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# ABOUT US

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Lake Country Co-op is a locally owned retail co-operative that employs over 1,000 employees serving over 50,000 members in 18 communities across north central Saskatchewan. The Co-op operates food stores, pharmacies, convenience stores with full service gas pumps, cardlock facilities, liquor stores, home centres, agro centres, and commercial rental units.



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# VISION

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To be recognized by members, customers and partners as a retail innovator, community supporter and business leader in Western Canada.

# MISSION

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We provide an exceptional experience to customers and members to enhance the success and vibrancy of our communities.

# VALUES

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Honesty  
Innovation  
Responsibility  
Respect



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# DELEGATE ROLE

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To represent the members in the geographical area in the development of the Co-operative, while ensuring that it is responsive to their needs.

# RESPONSIBILITIES

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- To fulfill the responsibilities of a member.
- To represent the members of the geographical area, and participate at the annual and special meetings of the Co-operative.
- To participate in nominating and electing the Directors of the Co-operative.
- To advise the Directors on conditions and needs in the geographical area.
- Together with the other delegates in the geographical areas, to participate as a committee member as may be required.
- Appoint and consider the reports of auditors for the Co-operative.
- Assist in amending the bylaws of the Co-operative.
- To give leadership in promoting the interests of the Co-operative.
- To be informed and to develop the understanding and skill required to carry out the role of a delegate.
- Delegates will be expected to support and promote the Co-operative to the best of their ability.



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# GOVERNANCE STRUCTURE

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Members of Lake Country Co-op elect community members to serve as delegates. Members then trust the delegate body to elect the Board of Directors. All delegates serve a three-year term and are able eligible for re-election after serving their term. If elected to fill a vacancy, a delegate holds office only for the unexpired term. There are no restrictions on the number of terms served.

The delegate structure of Lake Country Co-op is: 15 delegates representing Prince Albert and 42 delegates representing 15 communities, for a total of 57 delegates.

# REMUNERATION

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Delegate remuneration is determined annually.

The 2021 Delegate remuneration was:

Delegates will be paid 55% of the Lake Country Director other meeting per diem rate when they attend delegate meetings. Travel time to and from the meeting will be included when determining total length of the meeting.

When a Delegate uses their personal vehicle to travel for Association business, they will be reimbursed at \$0.45 per kilometre.



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# ESTIMATED TIME COMMITMENT

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**Delegates Meetings** - Meetings are held semi-annually, typically in November and March. Meetings are approximately two hours each.

**Meeting Format** - Meetings may be held in-person, or in virtual settings.

**Electronic Communications** - Delegate information is typically distributed on a quarterly basis through email.

**Community Involvement** - Delegates are expected to participate in community activities from time to time.

**Training & Development** - Delegates are encouraged to participate in the available development opportunities based on their role.



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# AVAILABLE 2022 TERMS

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**BIG RIVER** - one position (3-year term)

**BIRCH HILLS** - three positions (one 3-year term, one 2-year term & one 1-year term)

**CANWOOD** - one position (3-year term)

**CHOICELAND** - one position (3-year term)

**DOMREMY** - three positions (one 3-year term, one 2-year term & one 1-year term)

**KINISTINO** - one position (one 3-year term)

**LA RONGE** - two positions (one 3-year term & one 2-year term)

**MARCELIN** - one position (3-year term)

**NIPAWIN** - one position (3-year term)

**PADDOCKWOOD** - one position (3-year term)

**PRINCE ALBERT** - five positions (3-year term)

**SHELLBROOK** - one position (3-year term)

**SMEATON** - one position (3-year term)

**SPIRITWOOD** - two positions (one 3-year term & one 1-year term)

**WAKAW** - one position (3-year term)



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# ELIGIBILITY REQUIREMENTS

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**Nominees for delegates must meet all of the qualifications as outlined in the Lake Country Co-operative Bylaws:**

## Eligibility of Directors and Delegates

6.01 The following individuals, in addition to those specified in the Act and the regulations, shall not be eligible to be elected or entitled to remain director of the Co-operative:

- (a) individuals having an account with the Co-operative which is over 6 months in arrears;
- (b) individuals who have not transacted at least the average amount purchased by the active members of the Co-operative during the preceding fiscal year (2021 - \$9,580);
- (c) employees of the Co-operative;
- (d) former employees of the Co-operative who were dismissed with or without cause from a position.





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# APPLICATION PROCESS

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**Delegate Nominations will only be accepted from January 7 to 13, 2022.**

All nominations must be submitted using the “Nomination for Delegate” form enclosed in this package. All nominations must have two members’ signatures, along with the signature of the nominee confirming all eligibility requirements have been met.

Nominations can be submitted by:

- email: [adena.viczko@lakecountrycoop.ca](mailto:adena.viczko@lakecountrycoop.ca)
- mail: Lake Country Co-op  
c/o Adena Viczko, Executive Assistant  
791 - 801 15th Street East  
Prince Albert, SK S6V 0C7
- in person: At any Lake Country Co-op location.

**Nominations will not be accepted after 5:00 pm on Thursday, January 13, 2022.**



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# Lake Country Co-operative Association Limited Nomination for Delegate

We, the undersigned, nominate \_\_\_\_\_ (printed name)  
of \_\_\_\_\_ (community) for \_\_\_\_\_ (branch) Delegate.

Co-op Members making nomination:

1. \_\_\_\_\_ (Printed Name)      \_\_\_\_\_ (Signature of Nominator)      \_\_\_\_\_ (Co-op #)
2. \_\_\_\_\_ (Printed Name)      \_\_\_\_\_ (Signature of Nominator)      \_\_\_\_\_ (Co-op #)

I hereby state, I hold a Lake Country Co-op membership in my name, I am a resident of the branch in which I am nominated or I do the majority of my Co-op purchases at the branch in which I am nominated and I meet the Co-operative Bylaw eligibility requirements below and I consent to stand for election as Branch Delegate of Lake Country Co-operative Association Limited:

- I do not have an account that is over six months in arrears.
- I have transacted at least the average amount purchased by the active members of the Co-operative during the preceding fiscal year. (2021 - \$9,580).
- I am not a current employee of Lake Country Co-op.
- I am not a former employee of the Co-operative whom was dismissed with or without cause from a position.

\_\_\_\_\_ (Date)      \_\_\_\_\_ (Signature of Nominee)      \_\_\_\_\_ (Co-op #)

\_\_\_\_\_ (Phone #)      \_\_\_\_\_ (Email Address)

**Nominations will only be accepted until 5:00 pm on January 13, 2022**

Nominations can be submitted by: email: [adena.viczko@lakecountrycoop.ca](mailto:adena.viczko@lakecountrycoop.ca), mail: Lake Country Co-op c/o Adena Viczko, 791 - 801 15<sup>th</sup> Street East, Prince Albert, SK S6V 0C7 or in person: At any Lake Country Co-op location.