

**B.C. Ferry Authority  
Nomination Form  
for Appointment to the Board of Directors**

**TO BE COMPLETED BY NOMINEE**

The information on form is collected because you wish your name to be considered for appointment to the board of directors of B.C. Ferry Authority. The information obtained on this form will be used to assess your candidacy.<sup>1</sup>

Full Name:

Home Address:

Mailing Address:

Telephone: Work

Home

Mobile

Email Address:

Date of Birth (YYYY MM DD):

Gender:

Male

Female

**Part I: Statutory Qualifications**

**A director of B.C. Ferry Authority must be a "qualified Authority candidate" as defined in the *Coastal Ferry Act*. All nominees MUST answer Yes or No to all of the following questions. An affirmative answer to any of the questions in this section disqualifies a nominee from appointment to the board of B.C. Ferry Authority.**

1. I hold an elected public office (of any type)	Yes	No
2. I am an employee, steward, officer, director, elected official or member of the British Columbia Ferry & Marine Workers' Union	Yes	No
3. I am an employee of a municipality, regional district, trust council or greater board within an Appointment Area	Yes	No
4. I am currently an employee, director, officer or executive <sup>2</sup> of British Columbia Ferry Services Inc.	Yes	No

<sup>1</sup> Your personal information is collected under Part 2, Division 1 of the Coastal Ferry Act and section 26 of the Freedom of Information and Protection of Privacy Act.

<sup>2</sup> "Executive" means an individual who is the Chief Executive Officer or an Executive Vice President or Vice President of British Columbia Ferry Services Inc. (BC Ferries) or who is, despite his or her title, acting in a similar capacity or performing similar functions to a Chief Executive Officer or Executive Vice President or Vice President of BC Ferries.

**Part II: Education**

1. Educational Background

Name & Location of School or Institution	Course, Program, Major field	Credits, Diploma, Degree attained	Year Completed
Special Courses	Course Content, Duration, etc.		Year Completed

2. Membership in Professional Organizations (List):

**Part III: Employment History** (List in chronological order starting with your most recent employment)

**Part IV: Please describe why you are interested in being a director of B.C. Ferry Authority**

**Part V: Key Skills and Experience**

The board of B.C. Ferry Authority has determined that, as a whole, it should possess skills and experience in the following five key areas (See "Key Skills and Experience" in the Profile attached as Schedule A to this form). An individual director is not expected to have skills and experience in each of the key areas, but should have them in more than one. Please describe your skills and indicate your job and/or volunteer experience as they relate to each of the following five areas:

**1. Leadership** - experience at a senior level managing the operations of a large or complex commercial or not-for-profit entity.

**2. Business** - experience in operating a business in British Columbia.

**3. Board Experience** - experience as a member of a board of directors of a commercial or not-for-profit entity.

**4. Accounting and Finance** - accounting or financial expertise or financial literacy, including the ability to read and interpret financial statements.

**5. Legal** - a law degree or experience in managing legal issues of a complex commercial nature.

**Part VI: Integrity and Accountability**

**1. To be a director of B.C. Ferry Authority, a potential nominee must satisfy the requirements of section 124 of the *Business Corporations Act (British Columbia)*.**

i. Are you under the age of 18 years?	Yes	No
ii. Have you been found by a court, in Canada or elsewhere, to be incapable of managing your own affairs?	Yes	No
iii. Are you an undischarged bankrupt?	Yes	No
iv. Have you been convicted in or out of British Columbia of an offence in connection with the promotion, formation or management of a corporation or unincorporated business, or of an offence involving fraud?	Yes	No
<p><b>If yes,</b></p> <p>Unless the court has ordered otherwise (please specify)</p> <p>1. Has five years elapsed since the last to occur of:</p> <p>A. The expiration of the period set for suspension of the passing of sentence without a sentence having been passed;</p> <p>B. The imposition of a fine;</p> <p>C. The conclusion of the term of any imprisonment; and</p> <p>D. The conclusion of the term of any probation imposed?</p> <p><b>or</b></p> <p>2. Has a pardon been granted or issued under the Criminal Records Act (Canada)?</p>	Yes	No

**2. In your current or previous employment, business or personal affairs have you, or your company in which you have a direct or indirect controlling interest, in British Columbia or elsewhere:**

i. Been convicted of an offence under the Criminal Code of Canada?	Yes	No
ii. Been convicted of an offence under any other federal statutes or regulations?	Yes	No
iii. Been convicted of any offence under any provincial statutes or regulations?	Yes	No
iv. Been disciplined by any professional association or body?	Yes	No
v. Been involved in any issue or controversy that has gone or is now likely to go to litigation or public review?	Yes	No

**If you have answered yes to any of questions (i) to (v) in this section, please provide details below:**

<p>3. <b>Generally, are you aware of any facts or matters which, if publicly disclosed, could cause B.C. Ferry Authority embarrassment or hinder the performance of your duties as a Board member?</b></p>	<p>Yes</p>	<p>No</p>
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If yes, please describe:

**4. A director of B.C. Ferry Authority must not be in a position of conflict of interest as described in section 8 of the Coastal Ferry Act (British Columbia). Do you have, either directly or indirectly:**

<p>a. a beneficial interest in a share, stock, bond, debenture, or other security of British Columbia Ferry Services Inc.;</p>	<p>Yes</p>	<p>No</p>
<p>b. a significant beneficial interest in a device, appliance, machine, article, patent or patented process, or part of it, that is required or used by British Columbia Ferry Services Inc. for the purpose of British Columbia Ferry Services Inc.'s equipment or service;</p>	<p>Yes</p>	<p>No</p>
<p>c. a significant beneficial interest in a contract for the construction of works or the provision of a service for or by British Columbia Ferry Services Inc.; or</p>	<p>Yes</p>	<p>No</p>
<p>d. a significant beneficial interest in a corporation or other person competing with British Columbia Ferry Services Inc. for marine transportation business, other than a beneficial interest (if any) in a publicly held mutual fund or pension fund that contains any of the investments referred to in paragraphs 4(a) to 4(d) above, where such investment makes up 30% or less of the total mutual fund or pension fund holdings.</p>	<p>Yes</p>	<p>No</p>

**Note: An affirmative answer to any of the questions in this section does not automatically disqualify a nominee from appointment to the board. Before being appointed to the board, a director who is in a position of conflict described in subsection (a) to (d) must disclose the nature and extent of the interest. A director who is in a position of conflict described in subsections (a) or (d) must eliminate such a conflict in order to serve on the board. Please provide details of the conflict below.**

**Part VII: References**

**All nominees MUST provide a minimum of three references.**

**Please note that the information provided to B.C. Ferry Authority by references will be treated confidentially and will not be shared with nominees.**

Name:	Occupation:
Address:	Business Telephone:
Home Telephone:	Cell Telephone:

Name:	Occupation:
Address:	Business Telephone:
Home Telephone:	Cell Telephone:

Name:	Occupation:
Address:	Business Telephone:
Home Telephone:	Cell Telephone:

**ATTESTATION AND CONSENT**

I, \_\_\_\_\_ (print name) attest to the veracity of the information provided by me in this form.

I understand that B.C. Ferry Authority has a requirement to verify information with respect to all potential appointees, including me, to evaluate their suitability for appointment to the board of B.C. Ferry Authority.

By signing below, I consent to the B.C. Ferry Authority and its Officers obtaining any personal information about me, either from me directly or from others, for purposes related to assessing this expression of interest. The references that I may provide may be contacted and the information provided by me in relation to my request to be considered for appointment to the board of B.C. Ferry Authority will be verified. I also consent to the disclosure of my personal information in this form to any individuals or organizations where such disclosure is necessary to obtain the information required to evaluate my suitability.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**B.C. FERRY AUTHORITY  
SKILLS AND EXPERIENCE PROFILE  
Schedule A**

Appointments to the board of directors (the "board") of the B.C. Ferry Authority (the "Authority") will be guided by the following selection criteria.

**Statutory Qualifications:**

A person appointed to the Authority board must be a "qualified Authority candidate" as defined in the *Coastal Ferry Act* (the "Act"). Specifically, this means an individual who:

- does not hold elected public office of any type;
- is not an employee, steward, officer, director, elected official or member of any union representing employees of British Columbia Ferry Services Inc. (BCFS);
- is not an employee of a municipality, regional district, trust council or greater board within the appointment area; and
- is not an employee, director, officer or executive<sup>1</sup> of BCFS.

As well, all appointments to the Authority board must comply with the provisions related to director qualifications and conflicts addressed in sections 8 and 9 of the Act.

**Personal Attributes:**

All directors should possess the following personal attributes:

1. high ethical standards and integrity in professional and personal dealings;
2. ability and willingness to raise potentially controversial issues in a manner that encourages dialogue;
3. flexibility, responsiveness and willingness to consider change;
4. ability and willingness to listen to others;
5. capability for a wide perspective on issues; and
6. ability to work as a team member.

**Core Competencies:**

All directors should possess the following core competencies:

1. well-developed faculty for critical analysis;
2. financial literacy, including an ability to read financial statements and ability to understand the use of financial ratios and other indices to measure performance;
3. appreciation of the unique role of the Authority as the shareholder of BCFS as set out in the Act;
4. thorough knowledge of the responsibilities and duties of a director; and
5. ability to distinguish corporate governance from management.

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<sup>1</sup> "executive" means an individual who is the chief executive officer or an executive vice president or vice president of BCFS or who is, despite his or her title, acting in a similar capacity or performing similar functions to a chief executive officer or executive vice president or vice president of BCFS.

**Representation:**

The Authority board should, in its composition, reflect the diversity of the people served by coastal ferry services in British Columbia.

**Key Skills and Experience:**

The Authority board, as a whole, should possess the following skills and experience, while individual directors must possess more than one.

1. **Leadership** - experience at a senior level managing the operations of a large or complex commercial or non-profit entity.
2. **Business** - experience in operating a business in British Columbia.
3. **Board Experience** - previous experience as a member of a board of directors of a commercial or non-profit entity.
4. **Accounting and Finance** - accounting or financial expertise.
5. **Legal** - a law degree or experience in managing legal issues of a complex commercial nature.