



# Frog Lake First Nations Election Code

**FOR COMMUNITY APPROVAL**  
REFERENDUM 2022-11-12

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## 1.0 PREAMBLE

**Frog Lake First Nations** does not intend to utilize this *Election Code* regarding the election of Chief and Councillors in any way to affect, define or erode the **Spirit and Intent of Treaty 6** or to be construed so as to abrogate or derogate from the protection provided for existing Aboriginal and Treaty rights including the Spirit and Intent of Treaty 6, of the Aboriginal peoples of Canada in representation of His Majesty, by the recognition and affirmation of those rights in section 35 of the *Constitution Act*, 1982, or to reduce the fiduciary responsibility of the Government of Canada at any level whether municipal, provincial or federal or in representation of in any form including departmental or programming and the delivery of services.

- (a) Frog Lake First Nations has the Inherent Right, Aboriginal Right, Treaty Right and authority to govern relations among its members and between Frog Lake First Nations and other Governments.
- (b) The Aboriginal Right of the Frog Lake First Nations to self-government was recognized and affirmed in Treaty No. 6 entered into between Her Majesty the Queen in Right of Canada and the Frog Lake First Nations.
- (c) The Customs, traditions and practices of the Frog Lake First Nations in regards to self government have been established with the consent and participation of its members.
- (d) The adoption of this *Election Code* does not in any way affect, define or erode the Spirit and Intent of Treaty 6 or the traditional values of the community.
- (e) Frog Lake First Nations now desires that its customs and traditions in relation to the Election of the Chief and Councillors be incorporated and recorded in written customary election regulations and procedures. This *Election Code* does not affect how hereditary or traditional leaders are chosen.
- (f) Frog Lake First Nations will approve by referendum of a simple majority of Electors the adoption of this *Election Code*.
- (g) Upon successful ratification of this *Election Code* by a simple majority of voting Frog Lake First Nations members, Frog Lake First Nations shall pass a Band Council Resolution (BCR) proclaiming this *Election Code* be approved by the community.

## 2.0 CITATIONS

- (a) This *Frog Lake First Nations Election Code* was developed with Elders, Women, Youth, current band members, and Frog Lake First Nations legal team.
- (b) Important elements of this draft *Election Code* were identified through a comprehensive online, and hard copy, survey of the membership in September 2021, and focus groups in October 2021 to June 2022 with Elders, Youth, Women, Membership, and Traditional Headmen. Extensive further consultation continued through 2022.
- (c) Drafts of this *Election Code* were revised based on community review, discussion and feedback. The final text was developed from feedback and approved by referendum on November 12, 2022.
- (d) This *Election Code* was reviewed by Frog Lake First Nations' legal counsel to ensure interests of FLFNs and members are protected.

## 3.0 DEFINITIONS

- (a) **“Act”** means the *Indian Act*, R.S.C. 1985, c. I-5, and as amended from time to time, and any successor legislation to the same general intent and effect.
- (b) **“Acclamation”** means an election of a Candidate to Office without ballot.
- (c) **“Appellant”** means an individual who submits an appeal in accordance with this *Election Code* with respect to an Election, or By-Election.
- (d) **“Appeal Committee”** means the committee established under section 9 of this *Election Code*.
- (e) **“Advance Poll”** means a poll held prior to Election Day to permit voters to cast their ballots, pursuant to section 5.8 of this *Election Code*.
- (f) **“By-Election”** means an Election held for the Office of Chief or Councillor pursuant to section 12 of this *Election Code* to replace an individual who has been removed from Office or where a vacancy has been declared.
- (g) **“Campaign”** means to encourage Electors to vote for one or more specific candidates in an Election.
- (h) **“Candidate”** means an individual who has been confirmed by the Electoral Officer as eligible for Office pursuant to the qualifications outlined in this *Election Code*.
- (i) **“Chair”** means the chair of the Appeals Committee pursuant to section 9.1(i) of this *Election Code*.
- (j) **“Chief”** means an individual Elected to the Office of Chief pursuant to this *Election Code*.

- (k) **“Council”** means the Chief and Councillors who are empowered to act on behalf of the Frog Lake First Nations.
- (l) **“Councillor”** means an individual who is Elected to the Office of Councillor under this *Election Code*.
- (m) **“Election Code”** means this *Frog Lake Election Code*.
- (n) **“Directly Related”** means currently related as a: brother, sister, mother, father, son or daughter, husband or wife, stepchild, grandparent, grandchildren, great-grandchildren, cousin, niece, nephew, aunt, uncle, in-law, common-law cohabitant, or any other family member who resides with a member of Council or Candidate, as the case may be.
- (o) **“Elder”** means an individual whose name is entered on the First Nation List of Electors and is at least fifty-five (55) years of age and is considered by the general FLFNs members as an Elder by local cultural or traditional ways.
- (p) **“Elected”** means an individual chosen to hold the elected position of Office of Chief or Councillor by Electors, or acclaimed or appointed by the provisions set forth in this *Election Code*.
- (q) **“Election”** means a vote of Electors of Frog Lake First Nations held to choose who will hold the Office(s) of Chief or Councillor, and includes a General Election, By-Election, and/or Run-Off Election as the case requires.
- (r) **“Election Call”** means the duly enacted Band Council Resolution that declares an Election will be held and specifies the Election Day.
- (s) **“Election Period”** means the period of time between the Nomination Meeting and Election Day.
- (t) **“Electronic Poll”** means a device that accesses the voting software chosen by the Electoral Officer for an Election.
- (u) **“Election Day”** means the date set for conducting an Election.
- (v) **“Elector”** means an individual who is eligible to vote pursuant to section 5.2 of this *Election Code*.
- (w) **“Electoral Officer”** means an individual appointed by Band Council Resolution to be responsible for conducting Elections, By-Elections, and/or Run-Off Elections.
- (x) **“Frog Lake First Nations”** or **“FLFNs”** means “Frog Lake Indian Band #465” as identified by Indigenous Services Canada (ISC).
- (y) **“FLFNs Entity”** means any corporation, board, council, association, society, or other organization in which FLFNs has a majority ownership interest or that is controlled by FLFNs.
- (z) **“General Election”** means the Election held every four years to elect all Office holders for a four-year term.

- (aa) **“List of Electors”** means the list of Members who are eligible to vote in an Election made pursuant to section 5.4 of this *Election Code*.
- (bb) **“Member(s)”** means a member or members of Frog Lake First Nations pursuant to the *Frog Lake Membership Code*, if such a code is in force. In the absence of a *Frog Lake Membership Code* in force, Member means the individuals on the Band List as maintained under section 11 of the *Act*.
- (cc) **“Nomination Meeting”** means the meeting at which individuals come forward to nominate and second candidates for an Election.
- (dd) **“Office”** means the position of Chief or Councillor elected for a specific term.
- (ee) **“Polling Clerk”** means any individual appointed by the Electoral Officer to assist the work of the Electoral Officer.
- (ff) **“Polling Station”** one or more physical locations designated by the Electoral Officer where Electors may cast their ballots for candidates during an Election.
- (gg) **“Reserve”** means collectively the Puskiakiwenin 122, Unipouheos 121 and Blue Quills First Nation Indian Reserve, being FLFNs’ reserve lands.
- (hh) **“Run-Off Election”** means an Election held in the event of a Tie Vote that would change the outcome of the Election.
- (ii) **“Scrutineer”** means an individual appointed by a Candidate who ensures proper procedures are followed during an Election.
- (jj) **“Tie Vote”** means a situation where after counting ballots, two or more Candidates receive the same number of votes.

## **4.0 COUNCIL**

### **4.1 Composition of Council**

- (a) FLFNs will be governed by a Council consisting of one (1) Chief and six (6) Councillors.

### **4.2 Term of Office**

- (a) Except by operation of a vacancy or removal from Office, the term of Office of the Chief and each Councillor will be four (4) years commencing the day after the date of the General Election.
- (b) An individual elected in a By-Election as a Chief or Councillor will hold that Office for the remainder of the term of that Chief or Councillor they are replacing. By-Elections shall follow all rules and regulations that General Elections follow.
- (c) A Chief or Councillor must take the oath of office before assuming the roles and responsibilities of their elected Office. The oath of office shall be administered to all Elected Office holders on the same day. Councillors shall take the oath of office in the order of the number of votes received in the Election, from most votes to fewest votes.
- (d) A Chief or Councillor who vacates an Office is deemed, at 12:01 a.m. of the day they vacate their Office, to have resigned all roles and surrendered all interests, instruments, authorities, privileges, and rights they held in their role as Chief or Councillor, including but not limited to:
  - (i) appointments to all FLFNs and non-FLFNs agencies, boards, commissions, committees, trusteeships, and other bodies regardless of legal status, structure or name held in their role as Chief or Councillor; and
  - (ii) shares of corporations, trusts, or other entities held in their role as Chief or Councillor.
- (e) Within three days after vacating an Office, a Chief or Councillor shall return to FLFNs administration all property to FLFNs, which was provided or received for the purpose of fulfilling that Office.

### **4.3 Role of Council**

- (a) The Council are the elected representatives of FLFNs and will, at all times, act in good faith and in a manner which represents the interests of the FLFNs.

### **4.4 Decision Making**

- (a) A quorum for a meeting of Council is established when more than half of Council are present in person or by teleconference at a meeting.
- (b) Decisions may be made at a meeting by a simple majority of Council members who form quorum at that meeting .
- (c) Decisions may be made electronically by a simple majority of all Council members.



- (d) Council may, by Band Council Resolution, specify that certain kinds of decisions shall require more votes than a simple majority.
- (e) In the event of a tie vote amongst Councillors, the Chief (or the Councillor acting as Chief in the absence of a Chief) shall determine the outcome of a decision or call for further discussion and another vote where all Councillors are present.
- (f) Council may from time to time, by providing at least 30 days written notice to all Members and passing a subsequent Band Council Resolution:
  - (i) set the size of quorum to be no fewer than three members of Council; and/or
  - (ii) change the number of Councillors to no fewer than four Councillors;with such changes to take effect immediately after the next General Election.

#### **4.5 Council Meetings**

- (a) Council may pass Band Council Resolutions under this *Election Code* from time to time with respect to actions including, but not limited to, the following:
  - (i) notices of Council meetings;
  - (ii) selection of presiding officer(s), Acting Chief(s), and/or other positions and roles at Council meetings and within Council;
  - (iii) participation of Crown or other officials at Council meetings;
  - (iv) establishment of Council committees; and
  - (v) conduct of Council members at Council meetings and as Councillors.
- (b) Where the provisions of Band Council Resolutions passed under this section conflict with those of this *Election Code*, the *Election Code* supersedes such BCR provisions to the extent of the conflict.

## 5.0 ELECTION

### 5.1 Election Call

- (a) Chief and Council shall pass a Band Council Resolution declaring the Election Call at least ninety (90) days prior to the expiration of the current term of office.
- (b) The Election Call shall specify the Election Day and the combination of physical, electronic and/or additional methods of voting to be used for the Election subject to this Code.
- (c) The Election Call shall be posted at the band office within one day of the Election Call being made and shall remain posted as such for the entirety of the Election Period.

### 5.2 Voter Eligibility

- (a) Any Member is entitled to vote if on the Election Day they:
  - (i) are eighteen (18) years of age or older on or before the day of the Election; and
  - (ii) are on the List of Electors.

### 5.3 Notice of Election

- (a) At least thirty (30) days prior to an Election Day, the Electoral Officer must inform Electors in the manner specified in section 6.5 of:
  - (i) each Candidate nominated and the Office for which they are nominated;
  - (ii) the locations of at least one Polling Station on Reserve, at least one Polling Station off Reserve, at least one online Polling Station (if applicable), and the hours when each Polling Station will be open;
  - (iii) the List of Electors and the process to update the List of Electors;
  - (iv) locations where a copy of this *Election Code* may be obtained at no cost; and
  - (v) contact information for the clerk of the Appeal Committee, including a physical mailing address and an email address; and
  - (vi) contact information for the Electoral Officer.

### 5.4 List of Electors

- (a) At least sixty (60) days before the Election Day, FLFNs band administration shall provide the Electoral Officer with the names, phone numbers, email addresses, mailing addresses and band number of all Members aged eighteen (18) or over, which shall include:
  - (i) the membership list held by the Indigenous Services Canada Registrar (“**ISC Registrar**”) in effect at that time, should the ISC Registrar maintain such a list; or

- (ii) such other sources as determined by FLFNs, should FLFNs maintain the membership list which is in effect at that time.
- (b) Electors' information shall be kept confidential and used by the Electoral Officer only for the purposes of creating the List of Electors and administering an Election, as required by this *Election Code*.
- (c) A Candidate may obtain from the Electoral Officer the List of Electors, containing only the names of Electors, to conduct a Campaign.
- (d) Upon request by a Member, which request must be made within forty-eight (48) hours of issuance of the Notice of Election in section 5.3, the Electoral Officer will decide whether the name of a person should or should not be on the List of Electors and shall provide written reasons therefor to the requesting Member within forty-eight (48) hours of the request. The Electoral Officer may consider any documentary evidence from the ISC Registrar as applicable. An Elector may appeal the Electoral Officer's decision made pursuant to this section 5.4(d) with the Appeal Committee.
- (e) The Electoral Officer may revise the List of Electors by adding, modifying, or removing one or more names, upon presentation of documentary evidence which demonstrates to the Electoral Officer's satisfaction that:
  - (i) the name of an Elector has been omitted from the List of Electors;
  - (ii) the name of an Elector is incorrectly set out in the List of Electors; or
  - (iii) the name of an individual who is not eligible to vote is included in the List of Electors.

## **5.5 Election Period**

- (a) The Election Period consists of all days between and including the day of the Nomination Meeting and Election Day.

## **5.6 Restrictions on Voting**

- (a) An Elector may only vote for a Candidate whose name appears on the ballot.

## **5.7 Refusing Votes**

- (a) An Electoral Officer or Polling Clerk must refuse to allow an individual to vote if:
  - (i) the individual's name does not appear on the List of Electors;
  - (ii) the individual has previously voted in the current Election;
  - (iii) the individual is unable to establish their identity to the satisfaction of the Electoral Officer;
  - (iv) the individual represents that they are another individual not themselves; or
  - (v) the individual presents identity documents of another individual.

- (b) An Electoral Officer or Polling Clerk may remove an individual from a Polling Station if:
  - (i) the individual is interfering with another Elector's ability to vote; or
  - (ii) the individual is refused the opportunity to vote pursuant to section 5.7 (a).

## **5.8 Advance Poll**

- (a) The Council may, as part of the Election Call Band Council Resolution, provide an option for holding one or more Advance Polls. If an Advance Poll is provided, then the Band Council Resolution must set the duration, date(s), time(s), place(s), and mechanism(s) of the Advance Poll.
- (b) An Advance Poll, if any, must be held at least three (3) days prior to an Election Day.
- (c) Election and voting procedures for the Advance Poll will be the same as those used for Election Day.
- (d) Ballots cast using paper at a physical location in an Advance Poll will remain locked in sealed ballot boxes and remain in the possession of the Elector Officer until they are counted when Polling Stations close on Election Day.
- (e) The names of Electors who vote during an Advance Poll during an Election must be recorded. Such Electors shall not be entitled to vote again at any other Poll during the same Election.

## **5.9 Tie Votes**

- (a) In the event of a Tie Vote after ballots have been recounted, and breaking the Tie Vote is necessary to determine which Candidate(s) have been elected to Office, a Run-Off Election will be held among the Candidates involved in the Tie Vote.

## **5.10 Council Activities during an Election Period**

- (a) During an Election Period, Council shall not directly or indirectly do any of the following:
  - (i) enter into any contracts or agreements that are not in the ordinary course of the FLFNs' business;
  - (ii) extend any offers of employment or benefit to any person or enter into any contracts of employment for any new or current employee of the FLFNs or an FLFNs Entity;
  - (iii) terminate any contracts of employment of any current employee of the FLFNs or a FLFNs Entity;
  - (iv) extend any form of financial assistance to a Member save and except that the FLFNs administration may, on its own authority, provide for emergency assistance as it in its sole discretion deems appropriate; or

- (v) access any funds from any sources of the FLFNs or FLFNs Entity whether discretionary or non-discretionary for any purpose relating to the Election, including Campaigning or otherwise supporting or opposing any Candidate.

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## **6.0 ELECTORAL OFFICER**

### **6.1 Terms of Appointment**

- (a) At least sixty (65) days prior to Election Day, an Electoral Officer must be appointed by a Band Council Resolution.
- (b) The Electoral Officer's appointment will commence on the date specified in the Band Council Resolution until thirty (30) days after Election Day or until any appeals to the Appeals Committee are resolved, whichever is later.
- (c) Unless otherwise determined by a Band Council Resolution, the Electoral Officer will serve as the Electoral Officer for any Run-Off Elections arising from the Election.
- (d) The Electoral Officer shall be responsible for the appointment of any assistant(s), Polling Clerks, security officers, volunteers, or other persons to carry out one or more duties in this *Election Code*, which appointees may not be Directly Related to a member of Council or a Candidate, if known at the time of appointment.
  - (i) If an appointee is already employed by FLFNs or an FLFNs Entity, then that appointee shall not receive any compensation from the Electoral Officer.

### **6.2 Qualifications**

- (a) The Electoral Officer must:
  - (i) be at least eighteen (18) years of age at the time of appointment;
  - (ii) be a person of good character and reputation with experience and has received appropriate training in administering an election;
  - (iii) not be Directly Related to any member of Council;
  - (iv) not be a Member;
  - (v) not be a permanent employee of FLFNs or an FLFNs Entity;
  - (vi) not have an interest in or hold any contract or agreement with FLFNs or FLFNs Entity;
  - (vii) not be indebted to FLFNs or any FLFNs Entity;
  - (viii) be bonded and insured to conduct the work of an Electoral Officer; and
  - (ix) provide to Council their own criminal record check obtained within thirty (30) days prior to the time of appointment.

### **6.3 Ethics**

- (a) The Electoral Officer is expected to conduct the Election in an ethical and fair manner and must:
  - (i) uphold and abide by the processes outlined in this *Election Code*;

- (ii) bind themselves by entering into a contract with FLFNs providing that the best interests of FLFNs will be upheld;
- (iii) remain neutral and professional in the conduct of their duties;
- (iv) refrain from providing any preferential treatment or expressing support for or opposition to any Candidate;
- (v) not accept anything of value, including but not limited to money, offers of employment, gifts, or travel, in exchange for preferential treatment or access to confidential information;
- (vi) not discriminate against anyone because of race, religion, sex, gender, or age;
- (vii) not pressure or intimidate other officials or personnel to favour any Candidate;
- (viii) avoid conflicts of interest, or the appearance of conflicts of interest, by abstaining from decision making where the Electoral Officer has, or may be perceived as having, a personal or private interest in the Election outcome;
- (ix) disclose potential conflicts of interests to Chief and Council prior to appointment, and after appointment should a conflict arise or be discovered; and
- (x) observe traditional practices and procedures inherent to FLFNs.

#### **6.4 Responsibilities**

- (a) The Electoral Officer is responsible for managing and executing all pre-electoral, electoral and post-electoral processes and procedures included in this *Election Code* including but not limited to:
  - (i) supervising and being responsible for all persons appointed by the Electoral Officer;
  - (ii) documenting expenses incurred to perform duties required from appointment until dismissal in accordance with the FLFNs financial policies;
  - (iii) posting all notices and announcements as required by this *Election Code*;
  - (iv) protecting and maintaining ballots, the List of Electors, and all other documents and information relating to an Election;
  - (v) maintaining confidentiality of any information that is received in execution of their duties unless authorized to be disclosed by this *Election Code*;
  - (vi) assisting Electors, Candidates, and Members with translating, interpreting, understanding, or otherwise accessing procedures or processes relating to this *Election Code*;
  - (vii) performing all duties outlined within this *Election Code*;

- (viii) complying with and implementing decisions made by the Appeal Committee;
- (ix) ensuring that at least one of the Electoral Officer or a person appointed by the Electoral Officer under section 6.1 (d) is fluent in Cree and is made available to Electors for the duration of the Election Period;
- (x) complying with all confidentiality agreements;
- (xi) maintaining a list of all Members to whom the Electoral Officer or its appointees have mailed information; and
- (xii) creating and updating such lists and forms as required by or ancillary to this Election Code.

## 6.5 Informing Electors

- (a) Whenever the Electoral Officer is required by this *Election Code* to provide information to Electors about a Nomination Meeting, Candidate list, Election result, Election, By-Election, Run-Off Election, voting procedures, or other reason, the Electoral Officer must:
  - (i) post the information at the Band Office, where public notices are placed;
  - (ii) communicate the information through a minimum of three (3) of the following methods:
    - (A) FLFNs website;
    - (B) FLFNs app;
    - (C) social media;
    - (D) postal mail;
    - (E) radio, television, newspapers and other broadcast or digital media;
    - (F) mobile applications that the nation has produced;
    - (G) in the public places on Reserve; and
    - (H) any additional public locations accessible by Members with the consent of property owners, if any.

and
  - (iii) send a notice by postal mail containing information and relevant forms and documents to every Elector who does not reside on the Reserve in respect of whom the Electoral Officer has been provided with, or has been able to obtain, a postal mailing address.
- (b) Any Elector living on or off the Reserve may request election information to be sent by postal mail, or that election information not be sent by postal mail. The Electoral



Officer shall take reasonable efforts to verify a request from an Elector prior to ceasing communication via postal mail.

## **6.6 Security of Polling Stations**

- (a) The Electoral Officer is empowered to ensure the security of each Polling Station by:
- (i) removing any individual from a Polling Station who:
    - (A) interferes with an Elector's ability to vote;
    - (B) interferes with the ability of the Electoral Officer to administer an Election; or
    - (C) Campaigns for a Candidate at the Polling Station.
  - (ii) removing any individual from a Polling Station who violates this *Election Code*;
  - (iii) preventing any individual who is not authorized to be at a Polling Station from entering or remaining at that Polling Station; and
  - (iv) requesting assistance from law enforcement, security, or other appointed persons to ensure the integrity of a Polling Station, Electors, Candidates, staff, and other persons during the conduct of an Election.

## **6.7 Decisions of the Electoral Officer**

- (a) Decisions of the Electoral Officer shall be enforceable by individuals appointed by the Electoral Officer and by FLFNs band administration.
- (b) A person who has been subject to a decision of the Electoral Officer before Election Day may, within twenty-four (24) hours of the decision, request written reasons for the decision from the Electoral Officer, who shall provide such reasons within twenty-four (24) hours of such request.

## **7.0 NOMINATIONS**

### **7.1 Notice of Nomination Meeting**

- (a) A Nomination Meeting shall be held at least thirty-five (35) days prior to Election Day.
- (b) At least fourteen (14) days prior to the date set for the Nomination Meeting, the Electoral Officer must inform Members of:
  - (i) the specific date, time, duration and place for the Nomination Meeting;
  - (ii) the Offices which are open for nomination;
  - (iii) the date on which the Election will be held, the location and manner in which to access each Polling Station (physical, electronic, or otherwise);
  - (iv) the name, phone number, and email address of the Electoral Officer;
  - (v) a form by which any Elector may request to vote by mail-in ballot;
  - (vi) a description of the manner in which an Elector can nominate a Candidate, or second the nomination of a Candidate;
  - (vii) the statement that, if the Elector wants to receive information from Candidates, the Elector can agree to have their contact information released to the Candidates;
  - (viii) the method by which a Member may affirm or confirm their status as an Elector, provide FLFNs administration with updated contact information, or otherwise participate in the Nomination Meeting and Election; and
  - (ix) the current members of the Appeal Committee.
- (c) The duration of the Nomination Meeting will be no shorter than three (3) hours
- (d) The Electoral Officer shall conduct the Nomination Meeting.
- (e) The Electoral Officer shall disclose at the Nomination Meeting all nominations which have been received by mail prior to the Nomination Meeting.

### **7.2 Requirements for Nomination**

- (a) A Member may accept nomination as a Candidate for the Office of Chief or the Office of Councillor, but not both, if that Member:
  - (i) appears on the List of Electors;
  - (ii) is at least eighteen (18) years of age on Election Day;
  - (iii) provides to the Electoral Officer, within three (3) full business days after the Nomination Meeting date, all of the following documents, dated within the fourteen (14) days before or three (3) days after the Nomination Meeting:

- (A) a criminal record check of their own records;
- (B) a child welfare or vulnerable sector check of their own records; and
- (C) the Candidate's consent that the Electoral Officer may disclose to Members whether the Candidate has provided the items in (A). and (B);
- (iv) signs and agrees to follow the *Candidate Campaign Code of Conduct* in Schedule A;
- (v) pays to the Electoral Officer a non-refundable candidacy fee of:
  - (A) one thousand dollars (\$1000) to seek the Office of Chief, or
  - (B) five hundred (\$500) to seek the Office of Councillor;
- (vi) is physically or virtually (by video conference) present at the Nomination Meeting to accept the nomination or, in absence, provides a signed letter or email by no later than two (2) days after the Nomination Meeting to the Electoral Officer accepting their nomination;
- (vii) has paid, in full, all fines, fees, or debts owing arising from previous Elections; and
- (viii) is not a member of the Appeal Committee.
- (a) All nominees shall be contacted by the Electoral Officer within two days following the Nomination Meeting to confirm acceptance or refusal of nomination and to provide and receive information required for nomination.
- (b) Nominees nominated in absence for both the Office of Chief and the Office of Councillor may accept their choice of one of those nominations.
- (c) A nominee may refuse their nomination for an Office at a Nomination Meeting by signing a withdrawal form during the Nomination Meeting. That nominee may then be nominated for a different Office.

### **7.3 Accepting Nominations**

- (a) The Electoral Officer shall:
  - (i) verify that a nominee meets all requirements before declaring them a Candidate; and
  - (ii) disclose in writing to each nominee who is not declared a Candidate the requirements(s) that the nominee did not meet.
- (b) If a nominee disagrees with the Electoral Officer's decision made pursuant to section 7.3(a), that nominee may within 24 hours of the Electoral Officer's decision, request the Electoral Officer to review his decision. Upon receiving a request to review a decision, the Electoral Officer shall have 24 hours to reaffirm or change his decision made pursuant to section 7.3(a) and issue written reasons therefore to the requesting

nominee. A nominee may appeal the Electoral Officer's decision made pursuant to this section 7.3(b) with the Appeal Committee.

- (c) Fees paid pursuant to 7.2 (a)(v) may only be used towards costs of conducting Elections under this *Election Code*.

#### **7.4 Nominating a Candidate**

- (a) An Elector may nominate and/or second nominations of any combination of the following:
  - (i) nominate up to one (1) individual for the Office of Chief;
  - (ii) nominate up to six (6) individuals for the Office of Councillor;
  - (iii) second the nomination of up to one (1) individual for the Office of Chief; and
  - (iv) second the nominations of up to six (6) individuals for the Office of Councillor.
- (b) The Electoral Officer must reject nominations or seconds beyond the limits specified in section 7.4 (a).
- (c) If a nominee nominated or seconded by an Elector declines their nomination for Office, that Elector may not nominate or second a different individual for the same Office.
- (d) A nominee may only accept a nomination for either the Office of Chief or the Office of Councillor, but not both, during one Election.

#### **7.5 Election by Acclamation**

- (a) If the total number of Candidates nominated for an Office is equal to or less than the number of Office holders to be elected for that Office:
  - (i) the Electoral Officer shall declare the nominated individuals to be Elected by Acclamation to the Office for which they are nominated; and
  - (ii) an Election for that Office shall not be held.
- (b) An Election must be held for all Offices not filled by Acclamation.

#### **7.6 Posting of Candidates**

- (a) Within five (5) days following the Nomination Meeting, the Electoral Officer must inform all Members of the names of nominees who become Candidates, nominees who have declined nomination, and nominees who did not meet nomination requirements.

#### **7.7 Withdrawal of Candidate**

- (a) A Candidate may withdraw their candidacy at any time by giving written notice to the Electoral Officer. The notice must be witnessed and signed by another Elector.

- (b) A Candidate who is charged or convicted of an indictable criminal offense after being nominated shall be disqualified by the Electoral Officer.
- (c) Any Candidate who returns to the Creator before the close of polls on Election Day shall be withdrawn by the Electoral Officer.
- (d) All candidacy fees paid are non-refundable when a Candidate withdraws or is disqualified for any reason.
- (e) Prior to the creation of printed ballots, the Electoral Officer shall inform Electors of candidates who withdraw, are disqualified, or otherwise become ineligible to run for Office.
- (f) Should a Candidate withdraw, be disqualified or otherwise become ineligible to run for Office after the creation of printed ballots, votes cast for that Candidate will be counted at nil.

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## **8.0 ELECTION DAY**

### **8.1 Candidates' Scrutineers**

- (a) A Candidate may appoint a maximum of ten individuals as Scrutineers.
- (b) A letter naming and confirming the appointment of each Scrutineer, signed by the Candidate, must be provided to the Electoral Officer prior to Election Day.
- (c) A Candidate can revoke the appointment of one or more of their Scrutineers at any time by providing written notice to the Electoral Officer.
- (d) A Candidate shall be entitled to assign a maximum of two Scrutineers at each Polling Station at any given time.
- (e) A Scrutineer may submit objections to the Electoral Officer or designate for compliance regarding:
  - (i) the handling or counting of ballots;
  - (ii) eligibility of Electors to vote; and
  - (iii) any other conduct which violates this *Election Code*.
- (f) The Electoral Officer shall record the time, substance, and evidence of all objections raised by Scrutineers or other individuals.
- (g) The Electoral Officer shall render a decision and take any corrective action on each objection in a timely manner, and record each decision and action(s) taken.
- (h) Once the Electoral Officer makes a decision, a Scrutineer may only challenge the decision of the Electoral Officer in accordance with the Elections Appeals process described in this *Election Code*.
- (i) Scrutineers may communicate with their Candidate, or Candidates' Campaign team while present at any Polling Station.
- (j) Scrutineers shall not interfere with the operation of any Polling Station.
- (k) The Electoral Officer may direct or remove a Scrutineer who, at the sole discretion of the Electoral Officer, interferes with the operation of the Polling Station.

### **8.2 Polling Hours**

- (a) Each Polling Station shall be open from 8 a.m. to 8 p.m. according to the time observed at the FLFNs band office on Election Day.
- (b) If electronic voting is used, electronic votes may only be cast between 8 a.m. to 8 p.m. according to the time observed at the FLFNs band office on Election Day.
- (c) In the event of a natural disaster, extreme weather, or circumstance which prevents the majority of Electors from being able to access available Polling Stations, the Electoral Officer may change Polling Station locations to accommodate circumstances.

- (d) In the event of one or more funerals or protocols which closes the FLFNs band office on Election Day, the Electoral Officer may, in consultation with Band Administration, change Polling Station locations to accommodate circumstances.

### **8.3 Secrecy**

- (a) All ballots cast in Elections shall be by secret ballot.
- (b) No Elector may vote by proxy or authorize another Elector to vote on their behalf.
- (c) Notwithstanding the above, an Elector who is unable to mark their own ballot, cast an electronic vote, or attend a Polling Station due to incapacity to travel, disability or illness shall be entitled to reasonable accommodation by the Electoral Officer to vote in the Election. Accommodations may include, but are not limited to, the following before or on Election Day:
  - (i) delivery of a ballot or electronic voting device to an Elector's residence;
  - (ii) marking of a ballot or casting of an electronic vote on behalf of an Elector using an accommodation by a person authorized by the Electoral Officer; and
  - (iii) any other accommodation provided at the discretion of the Electoral Officer.
- (d) An Elector who votes pursuant to section 8.3(c) must verify their eligibility to vote under the same criteria specified under section 8.5.2(a).
- (e) A Scrutineer may observe, but not interfere with, the casting of a vote by an Elector whose ballot is marked through an accommodation. However, a Scrutineer is not entitled to observe an Elector's choice(s) of Candidate(s).

### **8.4 Campaigning at Polling Stations**

- (a) No Elector or Candidate shall, on Election Day, within 100 meters of a Polling Station entrance:
  - (i) distribute materials related to the promotion of Candidates;
  - (ii) display signage related to the promotion of Candidates;
  - (iii) attempt to influence or interfere with any Elector marking their ballot; or
  - (iv) attempt to obtain information on how an Elector has voted or intends to vote.

### **8.5 Voting**

#### **8.5.1 Voting Procedure**

- (a) Each Elector is entitled to vote for no more than one (1) Candidate for Chief.
- (b) Each Elector is entitled to vote for no more than six (6) Candidates for Councillor.
- (c) An Elector may not vote at more than one of a physical Polling Station, an Advance Poll, or Electronic Poll.

- (d) After an Elector has voted, they must depart from the Polling Station premises in a timely way.

### **8.5.2 Physical Voting Procedure**

- (a) Before allowing an Elector to vote, the Electoral Officer or Polling Clerk must:
  - (i) verify the identity of the Elector using:
    - (A) at least one document bearing the name and other identifying information of the Elector; or
    - (B) the sworn attestation of two individuals whose names appear on the List of Electors who present identification specified in section 8.5.2 (a)(i)(A).
  - (ii) verify that the Elector's name appears on the List of Electors; and
  - (iii) mark the Elector's name on the List of Electors as having voted.
- (b) An Elector whose eligibility has been verified may proceed to the Polling Station and vote.
- (c) Upon entering a Polling Station, an Elector will receive a ballot containing the names of Candidates for Office of Councillor and a ballot containing the names of Candidates for the Office of Chief.
- (d) An Elector who unintentionally spoils their ballot may request a new ballot from the Electoral Officer or Polling Clerk. The Electoral Officer or Polling clerk must write the word "Spoiled" and initial on the returned ballot. An Elector may request a new ballot a maximum of one time when voting for the Office of Chief and a maximum of one time when voting for the Office of Councillor.
- (e) An Elector who enters the line of Electors at a Polling Station prior to the close of polls shall be entitled to vote and shall vote expeditiously.
- (f) No person shall photograph or remove a ballot from the Polling Station unless explicitly authorized to do so by the Electoral Officer.
- (g) The Electoral Officer may, from time to time and at their discretion, make available to Scrutineers a list of names of Electors who have voted.

### **8.5.3 Electronic Voting**

- (a) Electronic voting shall be used for an Election if required by the Election Call.
- (b) The procedure which Electors follow for electronic voting will be determined by the process defined by the chosen vendor of the electronic voting system.
- (c) The Electoral Officer must ensure that instructions for electronic voting are provided to Electors at least fourteen (14) days before the earliest date on which a vote may be cast on the electronic voting system.
- (d) The electronic voting platform chosen by FLFNs must:



- (i) ensure electronic ballots are confidential and by secret ballot;
- (ii) be accessible for voting by a majority of Electors with respect to technology, telecommunications, language, software, and other requirements;
- (iii) be accessible for voting at only the times specified by this *Election Code*;
- (iv) verify each Elector against the List of Electors;
- (v) allow each Elector to vote only once;
- (vi) require an Elector to verify their identity to the satisfaction of the Electoral Officer;
- (vii) at the request of the Electoral Officer, produce a list of Electors who have voted;
- (viii) be accessible to Scrutineers in a manner determined at the sole discretion of the Electoral Officer; and
- (ix) be auditable by FLFNs' chosen auditor(s) for the Election.

#### **8.5.4 Mail In Ballots**

- (a) An Elector who wants to receive a mail-in ballot must make a written request to the Electoral Officer by:
  - (i) Submitting the request to vote by mail-in ballot referenced in section 7.1(b)(v); or
  - (ii) Contacting the Electoral Officer directly and requesting a mail-in ballotand by providing the Electoral Officer with evidence of identification specified in section 8.5.2 (a)(i)(A).
- (b) The Electoral Officer will maintain a list of all names and mailing addresses of Electors who request a mail-in ballot. This list will be made available to candidates upon request.
- (c) Requests for mail-in ballots are receivable up to and including the sixth day before the Election.

#### **8.6 Counting of Votes**

- (a) Immediately upon the close of all Polling Stations, the Electoral Officer and/or Polling Clerks will count the ballots, including the ballots from all Advance Poll and electronic polls, in the presence of at least one Elector, and any Candidates and appointed Scrutineers who wish to attend and are physically present.
- (b) In the instance of physical ballots, each ballot box will be opened, each ballot will be counted and the number of votes for each Candidate recorded.

- (i) No physical ballots may be concealed or removed from the sight of Scrutineers.
- (c) A ballot on which the Elector's intent is not evident to the Electoral Officer will be deemed spoiled. The Electoral Officer will write the words "spoiled" on such a ballot and not count it towards the tally.
  - (i) A ballot for an Office shall not be deemed spoiled by reason that it was deposited in the ballot box for a different Office. The Electoral Officer shall write and initial "Found in ballot box for Chief" or "Found in ballot box for Councillor", as the case may be, on the back of any such ballot and otherwise process that ballot with the ballots cast for the Office for which the ballot was intended.
- (d) The Electoral Officer shall reject any ballot which:
  - (i) has more than one (1) vote for Chief or more than six (6) votes for Councillor. For clarity, a ballot that selects fewer than six (6) votes for Councillor shall not be rejected if it is proper in all other respects in accordance with this *Election Code*; or
  - (ii) identifies, in any manner, the Elector who cast that ballot.
- (e) Rejected ballots shall not be counted toward any Candidate's votes and all rejected ballots shall be preserved by the Electoral Officer.
- (f) If a ballot contains votes for a disqualified or withdrawn Candidate, then:
  - (i) the ballot shall not be rejected or considered spoiled for that reason alone;
  - (ii) votes on the ballot for a disqualified or withdrawn Candidate shall not be counted; and
  - (iii) remaining votes on the ballot shall be counted.
- (g) The Electoral Officer shall take note of any objection(s) made by any Candidate or Scrutineer to any of the ballots and decide any questions arising out of the objection.
- (h) Ballots cast in an electronic manner will be tallied in the manner used by the digital system chosen by FLFNs.
- (i) The sum of all electronically and physically cast ballots for a Candidate at all Polling Stations and Advance Polls will constitute the total number of votes received for that Candidate. The Electoral Officer shall make a written statement of the number of votes given to each Candidate and the number of ballots either spoiled or rejected and not counted by the Electoral Officer. The statement shall be signed by the Electoral Officer.
- (j) Physical ballots shall remain in the custody of the Electoral Officer until 24 hours after the period for filing post-election appeals has elapsed, or until all post-election appeals have been resolved, whichever is later. Electronic ballots, if any, shall remain

accessible by the Electoral Officer on the electronic voting platform until 24 hours after the period for filing post-election appeals has elapsed, or until all post-election appeals have been resolved, whichever is later.

- (i) The Electoral Officer shall cause physical and electronic ballots to be destroyed at the conclusion of the time specified in this subsection.

## **8.7 Declaration of Outcome**

- (a) After all ballots have been counted, the Electoral Officer shall declare and inform Members of:
  - (i) the number of votes received by each Candidate for Council and the names of the successfully elected and/or acclaimed Councillors;
  - (ii) the number of votes received by each Candidate for Chief and the name of the successfully elected or acclaimed Chief;
  - (iii) the total numbers of ballots issued for each Office, the total number of votes cast for each Office, and the total number of spoiled and rejected ballots for each Office;
  - (iv) whether or not one or more Run-Off Elections are necessary to resolve any Tie Votes pursuant to section 5.9; and
  - (v) the declaration of outcome should be made within 24 hours of the polling station closing.
- (b) The declaration shall be signed and dated by the Electoral Officer and posted in accordance with section 6.5. The Electoral Officer shall not delegate declaration of the outcome.
- (c) The Electoral Officer shall send a copy of the declaration made pursuant to section 8.7(a) by postal mail to every Elector who does not reside on the Reserve in respect of whom the Electoral Officer has been provided with, or has been able to obtain, an address.

## **8.8 Recount**

- (a) A recount will be held only if within twenty-four (24) hours after the electoral outcome has been declared:
  - (i) a Candidate or Elector who voted requests in writing to the Electoral Officer, a recount of the ballots cast for Chief or the ballots cast for Councillor;
  - (ii) such Candidate or Elector encloses a non-refundable recount fee of \$100.00 for each Office to be recounted, made payable to "Frog Lake First Nations"; and
  - (iii) the number of votes separating a Candidate who was not declared Elected and another Candidate for the same position who was declared Elected is fewer

than the number of spoiled ballots, or the margin of loss is five (5) votes or less than one percent (1%) of the total number of votes cast.

- (b) Only one recount will be conducted with respect to the ballots cast for Chief.
- (c) Only one recount will be conducted with respect to the ballots cast for Councillors.
- (d) The Electoral Officer shall notify all Candidates of a recount in writing, which notification shall include the time and place of the recount, and which recount shall be held no later than twenty-four (24) hours after the requirements of section 8.8 (a) are met.
  - (i) Notification in writing may, at the Electoral Officer's discretion, be provided by one or more of: email, SMS or similar mobile phone messaging, communication by smartphone or online applications, paper, fax, or other format which creates a record of communication.
  - (ii) The Electoral Officer must commence a recount of the ballots cast for an Office immediately after declaring electoral outcomes for that Office under section 8.7 provided the conditions of section 8.8 (a) are met and at least one Candidate for that Office (or their Scrutineers) attends the recount.
  - (iii) Ballots shall not be removed from the place of counting between a count and a recount.
  - (iv) Ballots found after a count shall not be counted in a recount, except as otherwise directed by the Electoral Officer.
- (e) The Electoral Officer will perform the recount in the same manner as specified in section 8.6.
- (f) The Electoral Officer may, in writing, appoint assistants to help at a recount.
- (g) Each Candidate may:
  - (i) attend in person or designate one (1) Scrutineer in writing to represent them at the recount, or
  - (ii) choose not to attend the recount proceedings at all.
- (h) The Candidate (or Candidate's Scrutineer) or Elector whose request for a recount has been accepted must have full view of the ballots as they are counted.
- (i) Electors who voted in the Election may attend and witness the recount.
- (j) Upon completion of the recount, the Electoral Officer shall announce the results to those present in the proceedings and the results will be final.
- (k) Notwithstanding this section the Appeal Committee may order recounts as it considers appropriate following a declaration of contravention of this *Election Code* or the regulations.

- (1) The Electoral Officer shall prepare and sign a formal written report certifying the results of the recount, provide a copy of the report to the Candidate(s) concerned, provide a copy of the report to FLFNs for filing, and cause a copy of the report to be published in the manner specified in section 6.5.

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## 9.0 ELECTIONS APPEALS

### 9.1 Establishment of Appeal Committee

- (a) The Appeal Committee shall be a standing committee appointed every four (4) years by way of Band Council Resolution no later than 90 days prior to an Election Day. The term of the Appeal Committee shall end upon the appointment of a successor Appeal Committee.
- (b) The Appeal Committee shall be entitled to a reasonable honorarium paid by FLFNs for any days the Appeal Committee performs services under this *Election Code*. Expenses reasonably and necessarily incurred by the Appeal Committee in the course of performing services under this *Election Code* shall be paid by FLFNs.
- (c) Council shall communicate the names of the Appeal Committee members to Members by way of a notice within fourteen (14) days after appointing the Appeal Committee.
- (d) Other than establishing the Appeal Committee pursuant to section 9.1(a) and making appointments pursuant to section 9.1(k), Council has no authority to interfere with or influence the Appeal Committee in the performance of its duties and decision making.
- (e) The Appeal Committee shall be comprised of five (5) Electors who among them meet all of the following criteria:
  - (i) at least two Elders;
  - (ii) at least one woman;
  - (iii) at least one man;
  - (iv) at least one Elector under the age of thirty (30);
  - (v) at least one Elector who possesses a grade twelve (12) or equivalent education; and
  - (vi) at least two Electors who possess extensive historical or cultural knowledge of FLFNs.
- (f) Each Appeal Committee member must meet at least one of the criteria in section 9.1(e).
- (g) An Elector who is Directly Related to any member of Council may not be appointed to the Appeal Committee. Appeal Committee members shall recuse themselves from deliberations or decisions about any appeals brought by a Directly Related Elector or in relation to a Directly Related Candidate.
- (h) Members of the Appeal Committee may not participate in an Election as a Candidate, nominator or seconder, or at all, except to vote. An Appeal Committee Member must resign from the Appeal Committee prior to becoming a nominee.
- (i) One member of the Appeal Committee will be appointed by Council as the Chair. The Chair shall call meetings and preside over meetings of the Appeal Committee. In the

incapacity or absence of the Chair for a period of time, the remaining Appeal Committee members may choose an Appeal Committee member to act as Chair during that period.

- (j) The Chair is entitled to vote on all matters. In the instance a tie vote occurs within the Appeal Committee, the Chair shall cast an additional deciding vote.
- (k) If there is a vacancy on the Appeal Committee, then Council shall appoint an Elector to the Appeal Committee to fill such vacancy within 60 days of such vacancy occurring unless such vacancy occurs between the date of the Election Call and Election Day, in which case the Council shall appoint an Elector to the Appeal Committee within 7 days of such vacancy occurring. Such appointments shall be for the remainder of the term of the Appeal Committee and such appointees shall fulfill the eligibility criteria in section 9.1(e) that the vacated Appeal Committee member fulfilled.
- (l) Council shall designate one or more persons from FLFNs band administration to serve as a clerk to the Appeal Committee. The clerk shall be responsible for receiving records and petitions on behalf of the Appeal Committee, keeping minutes of Appeal Committee meetings, receiving and keeping all documentary evidence filed as part of an appeal, assisting with scheduling and correspondence, and such other administrative tasks as the Appeal Committee may delegate from time to time.
- (m) The Appeal Committee may retain legal counsel to provide independent legal advice to the Appeal Committee as may be reasonably necessary from time to time.
- (n) Each Appeal Committee member must sign a confidentiality agreement with FLFNs prior to appointment to the Appeal Committee.

## 9.2 List of Electors and Nominations Appeals

- (a) **Grounds of Appeal:** Before Election Day, an Elector may appeal a decision of the Electoral Officer if the person believes on reasonable and probable grounds that:
  - (i) a person's name has been improperly included on or left off of the List of Electors after a Member's request to the Electoral Officer is made pursuant to section 5.4(d) of this *Election Code*;
  - (ii) a nominee did not meet all nomination requirements in section 7.2 before the Electoral Officer declared such nominee a Candidate, notwithstanding a request for review made to the Electoral Officer pursuant to section 7.3(b);
  - (iii) a nominee met all nomination requirements in section 7.2 but was not declared a Candidate by the Electoral Officer, notwithstanding a request for review made to the Electoral Officer pursuant to section 7.3(b); or
  - (iv) an ineligible person nominated or seconded the nomination of a nominee pursuant to section 7.4 of this *Election Code*.
- (b) **Filing an Appeal:**

- (i) An Elector may commence an appeal pursuant to this section 9.2 by filing an appeal in the form of an affidavit sworn by the person, in the presence of a notary public or commissioner for oaths which:
  - (A) states the ground(s) on which the appeal is made,
  - (B) makes reference to relevant clauses of this *Election Code*, and
  - (C) includes evidence to support each ground on which the appeal is made.
- (ii) An appeal filed pursuant to this section 9.2 must:
  - (A) be filed in writing and delivered by hand or by email to the band office to the attention of the clerk of the Appeal Committee and must be accompanied by a non-refundable filing fee of \$100.00, paid by money order, cash, or e-transfer made payable to “Frog Lake First Nations”; and
  - (B) be filed within 24 hours of:
    1. issuance of the Electoral Officer’s written reasons made pursuant to sections 5.4(d), in the case of an appeal brought pursuant to section 9.2(a)(i);
    2. issuance of the Electoral Officer’s written reasons made pursuant to section 7.3(b), in the case of an appeal brought pursuant to sections 9.2(a)(ii) or (iii); or
    3. the Nomination Meeting, in the case of appeal made by the Appellant receiving the Electoral Officer’s written reasons pursuant to section 5.4(d), in the case of an appeal brought pursuant to section 9.2(a)(iv).
- (iii) Within 24 hours of receiving an appeal, the Chair shall:
  - (A) issue a receipt to the Appellant as proof of filing; and
  - (B) determine whether the requirements of section 9.2(b) have been met. If not, the Chair shall inform the Appellant in writing that the appeal is dismissed for failing to meet the requirements of section 9.2(b) and will not receive further consideration.
- (c) **Appeal Process:** If an appeal is not dismissed pursuant to section 9.2(b)(iii)(B), then the Chair, within 24 hours of receiving the appeal, shall:
  - (i) prepare a Notice of Appeal, to include the following information:
    - (A) date, time and location of the appeal hearing;
    - (B) the manner in which the appeal will be heard;
    - (C) a copy of the appeal being considered;



- (D) the manner in which appeal hearing participants can provide information and evidence; and
- (E) any other information that the Appeal Committee deems advisable.
- (ii) issue the Notice of Appeal:
  - (A) by email to the Appellant, the Electoral Officer, Council, all Candidates and nominees, and any other persons that the Appeal Committee may determine; and
  - (B) to the Electors in the same manner specified in section 6.5 of this *Election Code*.
- (d) **Appeal Hearing:** The Appeal Committee shall convene within seventy-two (72) hours after the Notice of Appeal is issued to hear an appeal made pursuant to this section 9.2.
- (e) **Decision and Remedies:**
  - (i) Upon hearing an appeal made pursuant to this section 9.2, the Appeal Committee may:
    - (A) Dismiss the appeal;
    - (B) Give directions to the Electoral Officer concerning the eligibility of a person to appear on the List of Electors;
    - (C) Give directions to the Electoral Officer concerning the eligibility of a nominee to be a Candidate; and/or
    - (D) Give directions to the Electoral Officer concerning the eligibility of an Elector to nominate or second the nomination of a nominee.
  - (ii) Within twenty-four (24) hours after the appeal hearing, the Appeal Committee shall communicate its decision and any directions to the Electoral Officer, the Appellant, Council, nominees who are affected by the appeal, any other person that received a Notice of Appeal pursuant to section 9.2(c)(ii), and to the Electors in the manner specified in section 6.5 of this *Election Code*.

### 9.3 Post-Election and Other Appeals

- (a) **Grounds of Appeal:**
  - (i) After Election Day, an Elector may appeal the results of the Election if the Elector believes on reasonable and probable grounds that:
    - (A) an error was made in the application of the Election Code that would have directly affected the outcome of the Election;
    - (B) there was a violation of this Election Code or the Candidate Campaign Code of Conduct that would have directly affected the outcome of the Election;

- (C) a sufficient number of ineligible individuals voted so as to affect the outcome of the Election; or
- (D) a sufficient number of rejected or spoiled ballots were cast to affect the outcome of the Election.

- (ii) If Council makes a decision to dismiss a Removal Complaint pursuant to section 11.1(b)(iv)(A) of this Election Code, the complainant Member may appeal that decision if the complainant believes on reasonable and probable grounds that the respondent Chief or Councillor contravened section 11.1(a) of this Election Code.

**(b) Filing an Appeal:**

- (i) An Elector (pursuant to section 9.3(a)(i)) or a complainant Member (pursuant to section 9.3(a)(ii)) may commence an appeal pursuant to this section 9.3 by filing an appeal in the form of an affidavit sworn by that person, in the presence of a notary public or commissioner for oaths, and which:

- (A) states the ground(s) on which the appeal is made,
- (B) makes reference to relevant clauses of this *Election Code*, and
- (C) includes evidence to support each ground on which the appeal is made.

- (ii) An appeal filed pursuant to this section 9.3 must:

- (A) be filed in writing and delivered to the band office to the attention of the clerk of the Appeal Committee and must be accompanied by a non-refundable filing fee of \$100.00, paid by money order, cash, or e-transfer be made payable to “Frog Lake First Nations”; and

- (B) be filed within:

1. thirty (30) days of Election Day, in the case of an appeal concerning Election results; or
2. thirty (30) days of Council’s dismissal decision, in the case of an appeal concerning a Removal Complaint.

- (iii) Within 24 hours of receiving an appeal, the Chair shall:

- (A) issue a receipt to the Appellant as proof of filing;
- (B) determine whether the requirements of section 9.3(b) have been met. If not, the Chair shall immediately inform the Appellant in writing that the appeal is dismissed for failing to meet the requirements of section 9.3(b) and will not receive further consideration.

- (c) **Appeal Process:** If an appeal is not dismissed pursuant to section 9.3(b)(iii)(B), then the Chair, within 24 hours of receiving the appeal, shall:

- (i) prepare a Notice of Appeal, to include the following information:

- (A) date, time and location of the appeal hearing;
  - (B) the manner in which the appeal will be heard;
  - (C) a copy of the appeal being considered;
  - (D) the manner in which appeal hearing participants can provide information and evidence; and
  - (E) any other information that the Appeal Committee deems advisable.
- (ii) issue the Notice of Appeal:
- (A) by email, courier, registered mail, or other means with proof of sending, to the Electoral Officer (in the case of an appeal concerning Election results), Council, Candidates, persons who are affected by the appeal, and any other persons that the Appeal Committee may determine; and
  - (B) to the Electors in the manner specified in section 6.5 of this *Election Code*.
- (d) **Appeal Hearing:** The Appeal Committee shall convene within fourteen (14) days after the Notice of Appeal is issued to hear an appeal made pursuant to this section 9.3.
- (i) At least 24 hours prior to the appeal hearing, the Chair will prepare and distribute any information relating to the appeal hearing to all Candidates and parties to the appeal.
- (e) **Decision and Remedies:**
- (i) Upon hearing an appeal made pursuant to this section 9.3, the Appeal Committee may:
    - (A) dismiss the appeal;
    - (B) in the case of an appeal of an Election result, grant the appeal and:
      1. Order a recount and give directions to the Electoral Officer in relation thereto; or
      2. Set aside the results of the Election, in whole or in part, and direct a new Election or By-Election and give directions to the Electoral Officer in relation thereto;
    - (C) In the case of an appeal concerning a Removal Complaint:
      3. Grant the appeal and order a By-Election in accordance with section 12 of this *Election Code*;
    - (D) call for a new Election, Run-Off Election, or By-Election under this *Election Code* of one or more positions and give directions to the Electoral Officer for the conduct of that Election;
    - (E) determine questions or issues of constitutional law; and
    - (F) order any combination of remedies listed above to resolve an appeal.

- (ii) Where, as a result of a decision by the Appeal Committee, a quorum of Chief and Council is not possible, the Appeal Committee must order an Election to fill vacancies.
- (iii) Within three (3) weeks after the appeal hearing, the Appeal Committee shall communicate its decision and any directions to the Electoral Officer (in the case of appeal concerning Election results), the Appellant, Council, any other person that received a Notice of Appeal pursuant to section 9.3(c)(ii), and to the Electors in the manner specified in section 6.5 of this *Election Code*.

#### **9.4 Referral of Removal Complaints**

- (a) If Council makes a decision to refer a Removal Complaint to the Appeal Committee pursuant to section 11.1(b)(iv)(B) of this *Election Code*, then the Appeal Committee shall decide whether the respondent Chief or Councillor shall be removed from Office having consideration to the grounds in section 11.1(a).
- (b) Within 24 hours of receiving Council's decision pursuant to section 11.1(b)(iv)(B), the Chair shall prepare a Notice of Referral to include the information set out in section 9.3(c)(i) and issue the Notice of Referral in the manner set out in section 9.3(c)(ii).
- (c) Within seven (7) days after the Notice of Referral is issued, the Appeal Committee shall convene a hearing to decide the referral.
- (d) Upon hearing a referral of a Removal Complaint, the Appeal Committee may:
  - (i) Dismissal the referral; or
  - (ii) Grant the referral and order a By-Election in accordance with section 12 of this *Election Code*.
- (e) Within three (3) weeks after hearing a referral of a Removal Complaint, the Appeal Committee shall communicate its decision and any directions to Council, any other person that received a Notice of Referral and to the Members in the manner specified in section 6.5 of this *Election Code*.

#### **9.5 Decisions of the Appeal Committee**

- (a) All decisions of the Appeal Committee:
  - (i) shall represent the views of a majority of Appeal Committee members who hear an appeal;
  - (ii) are final and binding;
  - (iii) are not subject to any further appeals.

#### **9.6 Appeal Committee Procedures**

- (a) The Appeal Committee must follow and apply the procedures and timelines established in sections 9.2, 9.3 and 9.4 of this *Election Code*.

- (b) Notwithstanding the generality of the foregoing, the Appeals Committee must make every reasonable effort to follow the timelines for hearing and determining appeals in accordance with sections 9.2 (c)-(e), 9.3 (c)-(e) and 9.4(b)-(e). However, the Appeals Committee may:
  - (i) start, adjourn, and continue appeal hearings after the deadlines specified in sections 9.2(d),9.3(d) and 9.4(c), above, in consideration of the volume of appeals received by the Appeal committee or other circumstances in which an adjustment to timelines is reasonably required to ensure procedural fairness to the participants in the appeal;
  - (ii) divide matters under one appeal into separate appeal hearings;
  - (iii) combine the related matters from several appeals into a single appeal hearing; or
  - (iv) otherwise schedule and hold hearings to consider any combination of matters under one or more petitions in an expeditious manner as it deems appropriate.
- (c) Individuals and Appeal Committee members may participate in an appeal hearing in person or remotely.
- (d) Individuals may participate in appeal hearings directly, and/or through representation by legal or other counsel. Individuals shall pay their own costs to participate in an appeal hearing, including but not limited to legal or other counsel, experts, preparation of materials, or travel costs, and:
  - (i) no person shall provide compensation to any other person to provide testimony or information to the Appeal Committee;
  - (ii) notwithstanding the foregoing, the Appeal Committee may recommend that FLFNs reimburse reasonable travel and logistical expenses to individuals to provide information or evidence requested by the Appeal Committee.
- (e) An appeal hearing participant shall have the right to know all accusations, evidence, or other information presented by any party to the Appeal Committee concerning such participant and shall have the right to respond thereto. Such response shall occur in a reasonable and expeditious manner.
- (f) The Appeal Committee shall investigate the appeal and shall have power to compel sworn testimony and the production of documents, recordings, and other evidence from the Electoral Officer, Candidates, nominators, seconders, Scrutineers, Electors, and any other individuals or persons who participated in the Election or are relevant to the appeal.
- (g) The Appeal Committee shall set its own procedures for hearing of evidence, deliberations, and any other matter concerning its own work as it deems necessary.
- (h) The Appeal Committee shall consider applicable privacy laws in making decisions about how to share information about an appeal with Members.

## **10.0 OFFICE VACANCIES**

- (a) Council shall duly and publicly declare a vacancy when the Chief or a Councillor:
  - (i) resigns from Office;
  - (ii) returns to the Creator; or
  - (iii) is removed pursuant to section 11.
- (b) An Office of Chief or Councillor becomes vacant:
  - (i) when a Candidate elected to that Office fails to swear the oath required by section 4.2 (c); or
  - (ii) as a result of a decision of the Appeal Committee.
- (c) A vacancy must be declared within 30 days after Council receives notice or becomes aware of a vacancy.
- (d) Vacancies for the Office of Chief or the Office of Councillor shall be filled by way of By-Election, if there are more than twelve (12) months until the next General Election.
- (e) If the Office of Chief or Councillor becomes vacant and there are fewer than twelve (12) months until the next General Election, then the position shall remain vacant, unless the vacancy, alone or in combination with other vacancies, results in there being fewer than four (4) members of Council.

## **11.0 REMOVAL OF CHIEF OR COUNCIL MEMBER**

### **11.1 Grounds for Removal From Office**

- (a) An individual holding the Office of Chief or Councillor shall be subject to removal proceedings if that individual, while holding Office:
  - (i) is convicted of an indictable offense under the *Criminal Code*;
  - (ii) engages in the improper or illegal use of funds as determined by FLFNs' auditors;
  - (iii) violates their oath of office;
  - (iv) fails to attend three consecutive Council meetings without, in the opinion of Council, reasonable excuse;
  - (v) engages in recurring intoxicated, disorderly or irresponsible conduct at a Council meeting, community or other public forum or function or is otherwise unable or unfit to perform the duties of Office due to intoxication, whether by drugs or alcohol; or
  - (vi) is unable to perform their duties due to incapacity for a continuous period of more than six (6) months.

- (b) Upon receiving a complaint in writing from a Member about a Chief or Councillor engaged in conduct identified in section 11.1(a) (“**Removal Complaint**”):
- (i) Council shall, within seven (7) days of receiving the Removal Complaint, direct the band administrator to review and investigate the Removal Complaint.
  - (ii) Within fourteen (14) day of receiving the Removal Complaint from Council, the band administrator shall:
    - (A) Provide the respondent Chief or Councillor with a copy of the Removal Complaint;
    - (B) Take all steps necessary to investigate the allegations in order to determine if the Removal Complaint is reasonably credible, which may include requesting further information from the complainant and the respondent Chief or Councillor; and
    - (C) Provide Council with an investigation report which describes the allegations and the result of the investigation.
  - (iii) Upon receipt of the investigation report, Council shall review and consider:
    - (A) Whether the allegations in the Removal Complaint amount to the grounds for removal identified in section 11. 1(a);
    - (B) The credibility and reliability of the information contained in the Removal Complaint;
    - (C) Any response provided by the respondent Chief or Councillor; and
    - (D) Any other relevant circumstances.
  - (iv) Upon completing its review, Council shall decide whether to:
    - (A) Dismiss the Removal Complaint; or
    - (B) Refer the Removal Complaint to the Appeal Committee for a removal decision.
  - (v) Council’s decision in section 11.1(b)(iv) shall be made:
    - (A) within fourteen (14) days of receiving the investigation report from the band administrator; and
    - (B) through a resolution approved by a quorum at a duly convened meeting and with Council acting in the best interests of FLFNs, with a copy provided to the complainant Member and respondent Chief or Councillor.
  - (vi) A decision by Council to dismiss the Removal Complaint pursuant to section 11.1(b)(iv)(A) may be appealed by the complainant Member to the Appeal Committee pursuant to section 9.3 of this *Election Code*.

- (c) A Chief or Councillor shall not be removed from Office or impeded from fulfilling their responsibilities as an Office holder except pursuant to the provisions of this Election Code.
- (d) After initiating removal proceedings against an Office holder concerning a specific set of circumstances, Council shall not initiate subsequent removal proceedings against that same Office holder concerning the same circumstances.

## **12.0 BY-ELECTIONS**

- (a) A By-Election shall be called when a vacancy is declared, or a Chief or Councillor is removed from Office, with more than 12 months remaining until the next General Election, or as otherwise ordered by the Appeal Committee. Such a By-Election shall:
  - (i) use the rules specified in this Election Code for a General Election;
  - (ii) be limited to filling the vacant Office until the next General Election; and
  - (iii) be held within ninety (90) days after the date on which the Office is declared vacant.
- (a) If at any time there are fewer than four (4) members of Council, and there are more than six (6) months until the next General Election, a By-Election shall be deemed to have been called on the 14th day after the most recent vacancy by an Office holder.
  - (i) A By-Election called under these circumstances:
    - (A) shall not require a Band Council Resolution to commence;
    - (B) empowers the remaining Council members to pass a motion by majority to appoint an Electoral Officer without a Band Council Resolution if no Electoral Officer is currently appointed;
    - (C) empowers the remaining Council members to pass a motion by majority to appoint an Appeal Committee under section 9.1 without a Band Council Resolution if an Appeal Committee is already appointed; and
    - (D) shall follow all other requirements of a By-Election.
- (b) If at any time there are no members of Council:
  - (i) An Election shall be deemed to have been called on the 14th day after the most recent declared or undeclared vacancy by an Office holder.
  - (ii) The band administrator, or, in the absence of a band administrator, the person holding the senior most role in the band administration, shall:
    - (A) exercise the powers of Council to appoint an Electoral Officer, and to appoint members to fill any vacancies on the Appeal Committee, and



(B) following the provisions of this Election Code, carry out any task, make any decision, and authorize any expenditure to the extent required to conduct a Election to fill all vacancies on Council.

(iii) A Council member who is Elected pursuant to this section shall hold Office until the next General Election.

### **13.0 MISCELLANEOUS PROVISIONS**

(a) Council may pass regulations under this *Election Code* from time to time:

- (i) respecting non-retroactive penalties for persons who violate any provisions of this *Election Code*;
- (ii) respecting increases to fees and fines specified in this *Election Code*;
- (iii) respecting the forms appended to this *Election Code*;
- (iv) prescribing the oath of office to be used;
- (v) respecting the conduct of FLFNs employees and contractors during the Election Period; or
- (vi) governing any necessary matter relating to Elections or any other matter set out herein for which no provision is made in this *Election Code*.

(b) Where the provisions of this *Election Code* conflict with those of any FLFNs Band Council Resolution, policy, bylaw, or other code whether or not enacted by referendum, this *Election Code* supersedes such other provisions to the extent of the conflict.

### **14.0 AMENDMENTS**

(a) The process to amend this *Election Code* shall be initiated with:

- (i) a petition presented to Council, signed by at least thirty percent (30%) of Electors, specifying the section(s) of this *Election Code* proposed to be amended; or
- (ii) a Band Council Resolution specifying the section(s) of this *Election Code* proposed to be amended.

(b) Upon the process to amend this *Election Code* being initiated:

- (i) an Electoral Officer must be appointed to conduct a referendum on the proposed amendment; and
- (ii) a referendum must be called within 180 days of receipt of the petition or Band Council Resolution which proposed the amendment.

(c) Upon ratification of the amendment by a simple majority of Electors voting in the referendum, this *Election Code* shall be amended according to the passed amendment.

- (d) Any amendments approved less than three (3) months prior to an Election shall not come into force until the conclusion of that Election.

#### **14.1 Effect of Court Rulings**

- (a) Notwithstanding the above, if a final decision from a court of competent jurisdiction causes a portion of this *Election Code* to become non-compliant, this *Election Code* shall be amended without a referendum by the Appeal Committee only to the extent necessary to conform with the court decision. Council shall approve funds and other resources required by the Appeal Committee to convene, deliberate, seek legal advice, and communicate with FLFNs' members about the amendment process and outcomes.

#### **15.0 LIABILITY**

- (a) FLFNs, its Members, its committees (including the Appeals Committee) its employees and officers (including its administrator and the Electoral Officer) shall not be liable for any claims, losses or damages resulting from the inadvertent deletion or addition of an individual's name to the List of Electors, any inadvertent breach of this *Election Code*, or any decision made pursuant to this *Election Code*.
- (b) It is the responsibility of each Member to ensure FLFNs has their current address. Addresses provided to FLFNs for the purpose of contacting Members in respect of this *Election Code*, will be treated as confidential information by FLFNs.

#### **16.0 SEVERABILITY**

- (a) If any part of this *Election Code* is declared to be invalid or unenforceable by a Court of competent jurisdiction such invalidity or unenforceability shall not affect the validity or enforceability of any other part of this *Election Code*.

#### **17.0 COMING INTO FORCE**

- (a) This *Election Code* shall come into force upon the passing of a Ministerial Order proclaiming removal of FLFNs from the election provisions of the *Act*.

## 18.0 APPENDIX

### Schedule “A” - Candidate Campaign Code of Conduct

According to the following rules and regulations established in this *Election Code*, candidates must campaign:

- (a) Without coercion or vote-buying;
- (b) Respecting the rights and freedoms of other individuals and groups to organize and campaign;
- (c) Respecting the rights of Electors to obtain information from a variety of sources and to attend political gatherings;
- (d) Ethically, focusing on political issues and candidate platforms, instead of conducting smear campaigns or ones of rumour and innuendo;
- (e) Non-violently, without intimidating opposing party candidates, opposition supporters or the media, and without the use of language inciting their own supporters to violence;
- (f) Respecting the freedom of the press to cover the campaign and to express opinions on the campaign;
- (g) Respecting the electoral officials and not interfering with the performance of their duties;
- (h) Respecting the processes and procedures of the *Frog Lake First Nations Election Code*; and
- (i) Accepting and complying with the official election results and the final decision of the Election Appeal Committee.

Signature of the Candidate	Signature of the Witness
Printed Name of the Candidate	Printed Name of the Witness
Date	Date

## Schedule "B" - Scrutineer Appointment Form

### Appointment of Scrutineer

*Scrutineers must show their appointment letter and identification to the designated polling station officials.*

Name of Appointed Scrutineer:	
Name of Candidate	
Polling Station(s)	

I appoint the person named above as a Scrutineer at the designated Polling Station(s).

\_\_\_\_\_  
Signature of Candidate

\_\_\_\_\_  
Date