



FSIN

**YOUTH LEGISLATIVE ASSEMBLY
ELECTIONS
RULES AND REGULATIONS**

September, 2015

**FEDERATION OF SASKATCHEWAN INDIAN
NATIONS YOUTH ELECTION
RULES AND REGULATIONS**

**PART I
Election Officials**

APPOINTMENT

1. Election Officials are those persons appointed as:
 - (a) Electoral Officers;
2. To be eligible for appointment as an Election Official, a person:
 - (a) must be a member of a First Nation that is signatory to the *FSIN Convention*; and
 - (b) must not be:
 - (i) a Voting Delegate;
 - (ii) a member of the Extended Family of a Candidate;
 - (iii) an elected or appointed leader from a First Nation that is signatory to the *FSIN Convention*;

ELECTORAL OFFICERS

3. The Electoral Officer's duties shall commence no later than seven (7) days prior to Declaration Day and terminate seven (7) calendar days after Election Day.

DUTIES AND RESPONSIBILITIES OF THE ELECTORAL OFFICERS

4. The Electoral Officers shall:
 - (a) ensure that the provisions of Rules and Regulations are followed;
 - (b) draw on the resources of the FSIN and its Institutions to execute their duties;
 - (c) conduct a meeting of the Election Officials prior to Election Day;
 - (d) preside as Chairperson and Vice-Chairperson of the Election proceedings;
 - (e) ensure all Election facilities are in order;
 - (f) oversee the arrangements for and supervision of ballots, ballot boxes and Polling Stations;
 - (g) deliver a copy of the appropriate Voters' List to each Polling Clerk;
 - (h) oversee the initialling and distribution of the appropriate number of ballots to each Polling Clerk;

- (i) examine and rule on the validity of all ballots cast ensuring the ballot is clearly marked with one identifiable mark within the circle;
- (j) oversee the counting of ballots;
- (k) announce the results of each ballot count;
- (l) in the presence of the election officials, polling clerks and scrutineers, undertake the safeguarding of the Election results, including:
 - (i) placing in separate envelopes:
 - (1) all Rejected Ballots and Spoiled Ballots;
 - (2) all properly cast ballots;
 - (3) all unused ballots;
 - (4) each Polling Clerks' copy of the Voters' List;
 - (5) all completed Alternate Voter Forms; and
 - (6) a statement of the Election results;
 - (ii) sealing and initialling all envelopes;
 - (iii) sealing all documents identified in clause 13(m)(i) in a secure container; and
 - (iv) ensuring the documents identified in clause 13(m)(i) are secured and given to the Chief Electoral Officer and Legal Counsel to be safeguarded for thirty (30) days following the Election; and
- (m) perform other duties as may be required to administer and implement this Rules and Regulations

5. The Electoral Officers may delegate any or all of their duties, including the initialling of ballots, to the FSIN Executive.

POLLING CLERKS

6. No later than one (1) week prior to Nomination Day, the FSIN Executive shall appoint two (2) FSIN staff members as Polling Clerks to accommodate each station.

7. It is the responsibility of a Polling Clerk to:

- (a) ensure that the required number of ballots are received for his/her Polling Station;
- (b) safeguard and attend to the ballots at all times and not leave them unattended;
- (c) initial each ballot prior to distributing it to a Voter;
- (d) distribute one (1) initialled ballot to each Voter;
- (e) make the appropriate mark, as determined by the Electoral Officers, beside the name of the Voter on the Voters List after issuing the ballot to the Voting Delegate;
- (f) ensure that the number of Voting Delegates is accurate;

- (g) complete and deliver to the Electoral Officers, a statement indicating, for his/her Polling Station:
 - (i) the number of eligible Voters;
 - (ii) the number of unused ballots;
 - (iii) the number of ballots cast; and
- (h) follow the directions and decisions of the Electoral Officers in all matters.

PART III Holding of Youth Elections

YOUTH ELECTIONS

8. A Youth Election shall be held at the September 2015 Session of the Youth Legislative Assembly, and in every second year thereafter, for the following executive positions:
- (a) FSIN Female Youth Representative
 - (b) FSIN Male Youth Representative

NOTIFICATION OF ELECTION

9. At least thirty (30) calendar days prior to Declaration Day, the FSIN Executive shall provide notification in writing of:
- (a) the FSIN Youth Representative positions that are open for Election;

PART IV Candidates at an FSIN Youth Election

ELIGIBILITY FOR FSIN YOUTH REPRESENTATIVE

10. A person wishing to be a Candidate for an Youth Representative position shall be:
- (a) between the ages of 15 – 24 to run for candidacy;
 - (b) a member of a First Nation that is signatory to the *FSIN Convention Act*; and
 - (c) should be chosen based on their accomplishments (academic, sporting, entrepreneurship and cultural, etc.) within their respected community/First Nations/Tribal Council.
 - (d) currently enrolled in school (high school/university/college) in Saskatchewan; and
 - (e) must attach two pieces of Identification (copy) and a letter from their respective First Nation and or school to their Declaration of Intent.
11. A persons shall be ineligible as a Candidate for a Youth Representative position if:

- (a) he/she has failed to complete a Declaration of Intent completed and signed;
- (b) he/she failed to complete and submit a criminal record check and vulnerable sector check upon (30) days in elected position;
- (c) he/she has outstanding criminal convictions; and/or
- (d) he/she has outstanding criminal charges;

DECLARATION OF INTENT

12. A person wishing to be a Candidate for an Youth Representative position shall file a Declaration of Intent with the Chief Electoral Officer through the Office of the Clerk of the Legislative Assembly:

- (a) no later than 5:00pm on Declaration Day; and
- (b) during regular FSIN office hours being from 8:30 a.m. to 5:00 p.m. from Monday to Thursday and 8:30 a.m. to 4:00 p.m. on Friday.

13. No declarations shall be accepted from any person who enters the office after 5:00pm on Declaration Day.

14. All Candidates running for an executive position shall be required to submit the following documentation on or prior to Declaration Day:

- (a) Declaration of Intent signed and completed with attachments;
- (c) candidate contact Information;

15. For the purpose of filing a Declaration of Intent, the mover and seconder:

- (a) shall be a registered youth delegates at the time of filing the Declaration of Intent;
- (b) are not required to be the mover and seconder on Nomination Day;
- (d) shall not sign a Declaration of Intent form for a Candidate knowing that he/she is not eligible to be a Candidate.

16. The Chief Electoral Officer and the Office of the Clerk of the Legislative Assembly shall keep all Declarations of Intent confidential;

17. The Chief Electoral Officer shall give the prospective candidate notice, in the prescribed form, of the confirmation of the Declaration of Intent or of the refusal to accept the Declaration of Intent immediately following the meeting to verify eligibility of candidates.

18. Upon verification of Candidate eligibility, notification shall be limited to:

- (a) the list of Candidates for each position (male/female representative) including a Candidate's First Nation membership; and

- (b) contact information as provided by the Candidate.

CRIMINAL RECORD CHECK

19. To ensure compliance with the section relating to the Declaration of Intent, a person wishing to run as a Candidate in an Youth Election is required to:

- (a) submit a completed Criminal Record Check upon (30) days when he/she submits his/her Declaration of Intent; and
- (b) the Criminal Record Check must be dated within four and half (4.5) months prior to Declaration Day.

VULNERABLE SECTOR CHECK

20. To ensure compliance with Criminal Record Check, a person wishing to run as a Candidate in an Youth Election is required to:

- (c) submit a completed vulnerable sector check upon (30) days when he/she submits his/her Declaration of Intent; and
- (d) the vulnerable sector check must be dated within four and half (4.5) months prior to Declaration Day.

WITHDRAWAL OF A DECLARATION OF INTENT

21. A Candidate may withdraw a Declaration of Intent by notifying the Chief Electoral Officer in writing.

PART V Voting

ELIGIBILITY OF FIRST NATION MEMBERS

22. Only a member of a First Nation that is signatory to the *FSIN Convention* and who is at least thirteen (13) years of age as of Election Day is eligible to be a Voting Delegate.

VOTING REGISTERED DELEGATES

23. The Voting Delegates for a First Nation include:

- (a) all Registered Delegates of FSIN Youth Legislative Assembly between the ages of 13 – 24;

VOTERS' LIST

24. The Clerk of the Legislative Assembly shall be responsible for obtaining the Voters List from Registration of Legislative Assembly providing the Chief Electoral Officer and Deputy Electoral Officer with a final Voters List on Nomination Day.
25. The Voters' List of a First Nation shall consist of all registered delegates from that First Nation/Tribal Council at the FSIN Youth Legislative Assembly;
26. The Voters' List for each First Nation is final as at 4:00 p.m. on Nomination Day.

REGISTRATION OF VOTERS

27. In order to register as a Voting Delegate, an individual shall:
 - (a) be on the Voters List submitted by the Registration of Youth Legislative Assembly; and
 - (b) be a registered delegate of the FSIN Youth Legislative Assembly and present;
 - (c) present their status card to the registration clerk for verification of identity.

PART VI Acclamation

ACCLAMATION

28. A Candidate who is the sole candidate for an Youth Representative position must be nominated and seconded by a Voting Delegate on Nomination Day.
29. A Candidate, including one who is acclaimed, must accept his nomination in person by indicating his acceptance to the Chief Electoral Officer on Nomination Day.
30. A Candidate, who is acclaimed to an Youth Representative position, will not commence the term of office until the Oath of Office has been taken;

PART VII

NOMINATION PROCEDURES

31. The Electoral Officers shall:
 - (a) declare nominations open; and
 - (b) thereafter proceed to call for nominations for those representative positions open for Election, in the following order:
 - (i) the FSIN Male Youth Representative;
 - (ii) the FSIN Female Youth Representative.

32. Only an individual who has filed a Declaration of Intent that has been verified as an eligible Candidate may be nominated.
33. A Candidate, including one who is acclaimed, must be nominated on Nomination Day by a registered Youth Delegate in attendance.
34. The nomination of a Candidate, including one who is acclaimed, must be seconded by a registered Youth Delegate in attendance.
35. The Chief Electoral Officer shall:
 - (a) make three (3) calls, each at twenty (20) second intervals, for a registered Youth Delegate to nominate a Candidate; and
 - (b) upon receiving the nomination of a Candidate shall thereafter make three (3) calls, each at twenty (20) second intervals, for a registered Youth Delegate to second the nomination of a Candidate.
36. The Chief Electoral Officer shall declare each Candidate that is nominated to have his/her name on the ballot.
37. Where a Candidate, including one who is acclaimed, has not been nominated, the Chief Electoral Officer shall declare the Candidate unable to proceed and have his/her name struck from the ballot.
38. A Candidate, including one who is acclaimed, must accept his/her nomination in person by indicating his/her acceptance to the Chief Electoral Officer.
39. The Chief Electoral Officer shall deem a Candidate who does not accept his/her nomination to be unable to proceed, and the Candidate's name shall be struck from the ballot.
40. A Voting Delegate may nominate only one (1) Candidate or second the nomination of only one (1) Candidate for each Youth Representative position that is open for Election.
41. The nominations for all Youth Representative Positions' that are open for Election must be completed before any other Election procedure may be undertaken.
42. The Chief Electoral Officer must be satisfied that sufficient time has elapsed for the nomination of all Candidates before he/she calls for:
 - (a) a motion that nominations cease; and
 - (b) a show of hands by a Majority of the Youth Assembly in favour of the motion that nominations cease.

NOMINATION AND ACCEPTANCE SPEECHES

43. The nomination and acceptance speeches for those Executive positions open for Election shall proceed in the following order:
 - (a) the FSIN Youth Male Representative;

(b) the FSIN Youth Female Representative.

44. The Registered Voting Delegate who has nominated a Candidate shall have a maximum of three (3) minutes for his/her nomination speech.

45. A Candidate shall have a maximum of five (5) minutes for his/her acceptance speech, in addition to any time not used by the Voting Delegate who has nominated the Candidate.

46. In the event that the Voting delegate who has nominated a Candidate, and the Candidate, do not speak in their designated time, both shall forfeit their right to address the Youth Assembly.

ELECTION DAY PROCEDURES

47. Before the close of Nomination Day, the Electoral Officers shall declare the time, place and procedures for Election Day.

PART VIII Youth Election Day

YOUTH ELECTION DAY

48. The polls for the election shall be open from 11:00 a.m. until 12:00 p.m.

49. Be decided by one Ballot decision.

POLLING STATIONS

50. The (2) Polling Stations shall be determined by the Chief Electoral Officer, designated for:

(a) all First Nation Registered Youth Delegates;

51. The two Polling Stations shall:

(a) provide for enclosed accommodation or polling booths to allow for the privacy of the vote; and

(b) be secured from the main Assembly area.

VOTING

52. Voters and Election Personnel are required to turn off all electronic devices.

53. Candidates shall not campaign in the voting room and no campaign materials shall be posted or distributed in the voting room.

54. Voting shall be conducted by secret ballot.

55. There shall be only one (1) vote cast by each Voter on each ballot.

56. Voting for each Youth Representative position that is open for Election shall be:

- a) conducted at one time; and
- b) on ballots clearly listing the name of each Candidate in alphabetical order, according to the ascending order of the representative positions.

57. An Electoral Officer may assist a Voter who requires assistance in casting his/her ballot in the polling booth.

58. There shall be secure ballot boxes located at or near each Polling Station.

COUNTING OF BALLOTS

59. The Electoral Officers shall oversee the counting of the ballots in a secure room designated for that purpose, to which only the following persons have access:

- 1. the Electoral Officers;
- 2. Legal Counsel;
- b. Two (2) Polling Clerks;
- c. any other election personnel assigned to provide administrative support such as FSIN Executive and Staff.

PART IX Acclamation and Election of Candidates

DECLARING A WINNING CANDIDATE

60. A Candidate is declared a winner by the Chief Electoral Officer when he/she receives the highest number of votes on the first ballot.

COMMENCEMENT OF OFFICE/OATH OF OFFICE

61. The new term of office for each Candidate who is elected or acclaimed to an Youth Representative position commences immediately upon being sworn into office before the Assembly on Election Day.

PART XI General

REVIEW AND RECOMMENDATIONS

62. This Youth Legislative Assembly may review this Rules and Regulations upon an Election and make recommendations for amendment.

AMENDMENTS

63. An amendment shall be reviewed by the FSIN Youth-in-Assembly prior to being presented to the Youth-in-Assembly for ratification.

64. This Rules and Regulations may be amended from time to time by resolution of the Youth in-Assembly.

65. An amendment to this Rules and Regulations shall be in force immediately upon ratification by resolution of the Youth-in-Assembly, unless otherwise stated in the resolution.

COMING INTO FORCE

66. This Rules and Regulations came into force _____.