

SCHEDULES TO
THE MONTREAL LAKE CREE NATION
BAND CUSTOM ELECTION CODE

**FORM 1:
CHIEF ELECTORAL OFFICER**

I, _____ (name), of the City / Town / Village / IR of _____ in
the Province of Saskatchewan,

- having been appointed Chief Electoral Officer at a Special Meeting of Band Members called for that purpose on the ___ day of _____, 20 ; **OR**
- having been appointed as Chief Electoral Officer by Chief and Council; **OR**
- having been appointed Deputy Electoral Officer at a Special Meeting of Band Members called for that purpose on the ___ day of _____, 20 ; or
- having been appointed as a Deputy Electoral Officer by Chief and Council; **OR**

swear or solemnly affirm that I am legally qualified to act as

- the Chief Electoral Officer; **or**
- the Deputy Electoral Officer, as the case may be,

and I further swear or affirm

1. That I will act faithfully in that capacity without partiality, fear, favour or affection.
2. That I will not disclose any personal information about any of the Candidates that comes to my attention as a result of determining their eligibility to stand for election except as may be required by law. The latter prohibition does not extend to any corrupt practice or election irregularities that come to my attention.
3. That I will not participate in any Election or By-election whether as Candidate, Nominator or Secunder nor campaign for or against any Candidate during the term of my appointment.
4. That I will declare conflicts of interest if and as they arise.
5. That I will not do or say anything that will compromise my integrity or the integrity of any Election or By-election that I oversee in this capacity.

FORM 2:
DEPUTY ELECTORAL OFFICER

I, _____ (name), of the City / Town / Village / IR
of _____ in the Province of Saskatchewan,

- having been appointed Chief Electoral Officer at a Special Meeting of Band Members called for that purpose on the ___ day of _____, 20 __; **OR**
- having been appointed as Chief Electoral Officer by Chief and Council; **OR**
- having been appointed Deputy Electoral Officer at a Special Meeting of Band Members called for that purpose on the ___ day of _____, 20 __; or
- having been appointed as a Deputy Electoral Officer by Chief and Council; **OR**
- having been appointed as a Deputy Electoral Officer by the Chief Electoral Officer

swear or solemnly affirm that I am legally qualified to act as:

- the Chief Electoral Officer; **or**
- the Deputy Electoral Officer, as the case may be,

and I further swear or affirm:

1. That I will act faithfully in that capacity without partiality, fear, favour or affection.
2. That I will not disclose any personal information about any of the Candidates that comes to my attention as a result of determining their eligibility to stand for election except as may be required by law. The latter prohibition does not extend to any corrupt practice or election irregularities that come to my attention.
3. That I will not participate in any Election or By-election whether as Candidate, Nominator or Seconder nor campaign for or against any Candidate during the term of my appointment.
4. That I will declare conflicts of interest if and as they arise.
5. That I will not do or say anything that will compromise my integrity or the integrity of any Election or By-election that I oversee in this capacity.

**FORM 3:
APPOINTMENTS BY CHIEF ELECTORAL OFFICER**

In my capacity as Chief Electoral Officer for Montreal Lake Cree Nation, I hereby appoint

_____ of _____

to be [check one]:

- a Security Officer at the Nomination Meeting to be held in the _____ Electoral Sector; **or**
 - a Polling Clerk for the polling place to be held in the _____ Electoral Sector;
 - other: _____
- or**
- an Interpreter for the polling place; **or**
 - a Security Officer at the polling place

Given under my hand this _____ day of _____, 20__.

CHIEF ELECTORAL OFFICER

FORM 4:
AGENTS / SCRUTINEERS

PART I NAMING OF AGENT / SCRUTINEER & ALTERNATE

I, _____ hereby appoint the following persons as my Agents / Scrutineers for the Polls / Advance Polls in following Electoral Sectors for the forthcoming Montreal Lake Cree Nation Election / By-election.

NAME	ELECTORAL SECTOR	POLL / ADVANCE POLL
	Montreal Lake Reserve 106	
	Little Red Reserve 106B	
	Off-Reserve – Saskatoon	
	– Off-Reserve – Prince Albert	

My alternates for the same Polls are as follows:

NAME	ELECTORAL SECTOR	POLL / ADVANCE POLL
	Montreal Lake Reserve 106	
	Little Red Reserve 106B	
	Off-Reserve - Saskatoon	
	– Off-Reserve – Prince Albert	

Candidate
Montreal Lake Cree Nation
Election / By-election

PART II OF FORM 4: DECLARATION OF SCRUTINEER FOR:

- MONTREAL LAKE RESERVE 106 ELECTORAL SECTOR or**
- LITTLE RED RESERVE 106B ELECTORAL SECTOR or**
- OFF-RESERVE – Saskatoon ELECTORAL SECTOR**
- OFF-RESERVE – Prince Albert ELECTORAL SECTOR**

I, _____, having been named as Agent / Scrutineer for the above-named Candidate, agree to quietly observe the Election / By-election for infractions of the *Montreal Lake Cree Nation Election Act* and to examine ballot papers for any irregularities. I understand that I may not do or say anything while in attendance at the Advance Poll or regular Poll that would demonstrate partiality, fear, favor or affection for any of the Candidates. I further understand that only one Agent / Scrutineer or their alternate per Candidate may be present during the Poll / Advance Poll in their official capacity. I have been informed that all electronic devices used for sending, receiving or recording information (voice, text, camera or video) must be turned off in the Polling Place. I have been advised that if I violate the foregoing rule, my privilege to serve as a Scrutineer will be removed. I have been informed that both of us may be present during the Count / Re-count.

Scrutineer

PART III OF FORM 4 DECLARATION OF ALTERNATE SCRUTINEER FOR:

- MONTREAL LAKE RESERVE 106 ELECTORAL SECTOR or**
- LITTLE RED 106B ELECTORAL SECTOR or**
- OFF RESERVE - Saskatoon ELECTORAL SECTOR**
- OFF-RESERVE – Prince Albert ELECTORAL SECTOR**

I, _____, having been named as an Alternate Agent / Scrutineer for the above-named Candidate, agree to quietly observe the Election / By-election for infractions of the *Montreal Lake Cree Nation Election Act* and to examine ballot papers for any irregularities. I understand that I may not do or say anything while in attendance at the Advance Poll or regular Poll that would demonstrate partiality, fear, favor or affection for any of the Candidates. I further understand that only one Agent / Scrutineer or their alternate per Candidate may be present during the Poll / Advance Poll in their official capacity. I have been informed that all electronic devices used for sending, receiving or recording information (voice, text, camera or video) must be turned off in the Polling Place. I have been advised that if I violate the foregoing rule, my privilege to serve as a Scrutineer will be removed. I have been informed that both of us may be present during the Count /Re-count.

PART IV OF FORM 4: APPROVAL BY CHIEF / DEPUTY ELECTORAL OFFICER

I, _____ [name], in my capacity as Chief Electoral Officer / Deputy Electoral Officer for the Montreal Lake Cree Nation Election / By-election, hereby approve the appointment of _____ [name] as Scrutineer / alternate Scrutineer for _____ [Candidate's name].

I reserve the right to have either immediately removed from the Advance Poll or regular Poll if he or she does or says anything during the course of the Advance Poll or regular Poll that might reasonably be perceived as demonstrating partiality, fear, favour or affection for any of the Candidates or tainting the Election / By-election results.

In such an event, the Scrutineer / Alternate may attend to observe the Election for procedural fairness unless he or she also disqualifies him or herself by doing or saying anything during the course of the Advance Poll or regular Poll that might reasonably be perceived as demonstrating partiality, fear, favour or affection for any of the Candidates or tainting the Election / By-election results.

In the event that an Scrutineer / Alternate is removed from the Advance Poll or regular Poll, the Chief Electoral Officer or his or her designate shall notify the Candidate they act for as soon as is reasonably practicable.

Their removal shall not be grounds for Appeal and the Chief Electoral Officer's decision to remove the Scrutineer/ Alternate Scrutineer shall be final and binding.

If one or both are asked to leave the premises during the course of the Advance Poll or the Regular Poll, they shall nevertheless be allowed to attend to observe the Count or Recount.

Given under my hand this _____ day of _____, 20_____.

CHIEF / DEPUTY ELECTORAL OFFICER

FORM 5:
OATH OF OFFICE FOR ELECTORAL OFFICERS, -
APPEALS TRIBUNAL MEMBERS AND POLLING
CLERKS

I, _____ [name], swear (or solemnly affirm):

- (i) that I will not attempt to ascertain and will by every means in my power prevent any other person from ascertaining how any person is about to vote or has voted at this Election, save and except as may be necessary and proper in the case of persons blind or unable to read or incapable of marking their ballot papers as provided in the *Montreal Lake Cree Nation Election Act*;
- (ii) that I will not communicate to any person any information of any kind which may enable or assist any person to ascertain the Candidate for whom any person has voted;
- (iii) that I will in all respects maintain and aid in maintaining the absolute secrecy of how persons vote at the Montreal Lake Cree Nation Election / By-election.
- (iv) that I will not unnecessarily disclose any personal information about any of the Candidates that has come to my attention as a result of determining their eligibility to run for office. This prohibition does not extend to any corrupt practice or election irregularities that come to my attention.
- (v) that I will not do or say anything that will compromise my integrity or the integrity of the Election or By- election that I am elected to oversee in this capacity.
- (vi) that I will act faithfully as an _____ without partiality, fear, favor or affection.
- (vii) that I will not disclose any personal information about any of the Candidates that comes to my attention as a result of determining their eligibility to stand for election except as may be required by law. The latter prohibition does not extend to any corrupt practice or election irregularities that come to my attention
- (viii) that I will not participate in any Election or By-election whether as Candidate, Nominator or Seconder nor campaign for or against any Candidate during the term of my appointment.
- (ix) that I will declare conflicts of interest if and as they arise.

SWORN (or solemnly affirmed))
 BEFORE ME at _____)
 _____)
 in the Province of Saskatchewan,)
 this _____ day of _____)
 A.D. 20__ .) _____)
 _____)
 A COMMISSIONER FOR OATHS /)
 NOTARY PUBLIC)
 for the Province of Saskatchewan .)
 My Commission Expires:)
)
 OR, BEING A SOLICITOR)

FORM 6:

Montreal Lake Cree Nation Election Act -
CRIMINAL RECORD DECLARATION

I, _____, of the [reserve community/village/town/city of _____] in the Province of Saskatchewan, hereby declare that I have never been convicted of an indictable offence under the *Criminal Code of Canada* or the *Controlled Drugs and Substances Act* or a dual procedure offence in which the Crown has elected to proceed by way of indictment for a period of at least five (5) years, as evidenced by the attached CPIC.

_____ -

I HEREBY AUTHORIZE the Montreal Lake Cree Nation Chief Electoral Officer and/or the Band's solicitor to undertake such investigation with the RCMP or City Police as the Montreal Lake Cree Nation Chief Electoral Officer deems necessary to confirm that the information provided herein is complete and true in every respect and waive any right to privacy that I may have with respect to the disclosure of the same by the RCMP or City Police provided, of course, that the information is not to be used for any purpose other than determining my suitability to run as a Candidate in the next Band Election.

DECLARED BEFORE ME at the
City/Town/) Reserve Community of _____),
in the Province of Saskatchewan, this)
____ day of _____, 20_)

Signature of Candidate

_____)
A Commissioner for Oaths for)
the Province of Saskatchewan)
My Commission expires: _____)
)
A NOTARY PUBLIC)
or Being a Solicitor)

FORM 7:
Montreal Lake Cree Nation Election Act
DECLARATION OF INTENT

FULL NAME (PRINT)

I WOULD LIKE TO HAVE MY NAME PUT FORWARD FOR THE POSITION OF _____ [CHIEF / COUNCILLOR].

I UNDERSTAND THAT I WILL BE REQUIRED TO SUBMIT PROOF OF AN ILLICIT DRUG TEST CLEARANCE, RECENT SATISFACTORY CRIMINAL RECORD CHECK—TO THE CHIEF ELECTORAL OFFICER AT MINIMUM TWO WEEKS *PRIOR* TO THE NOMINATION MEETING.

I HEREBY DECLARE / AFFIRM THAT I:

- (i) am or will be eighteen (18) years of age or older on or before the Nomination Day; and
- (ii) am a registered Member of Montreal Lake Cree Nation and that I am prepared to do all that is required to be done to restore and maintain the integrity of our Cree language, culture and traditions; and
- (iii) have completed my Grade 12 or an equivalency diploma; and
- (iv) have demonstrated previous positive leadership skills and/or community involvement; and
- (v) will be nominated in accordance with this *Act*; and
- (vi) have not been found guilty by the Appeals Tribunal of a Corrupt Practice as defined under section 2.11 of the *Election Act* for a period of two (2) preceding consecutive terms following removal from office; and
- (vii) have not been subject to a successful Motion of No Confidence for a period of two (2) preceding consecutive terms or six (6) years, whichever is less; and
- (viii) do not owe any money he/she does not owe any money to the Band as verified by the Band Manager, Finance Manager, Band Accountant and evidenced by the Band's most recent accounts payable, and supported by written confirmation with Form 10 of a clearance of any money owing, including rent arrears; and
- (ix) do not have any Band property as evidenced by the Band Manager, Housing Manager/Director and Assets Manager [i.e., anything purchased with Band funds or provided to the Band for the use of Band Members] in their possession without due authority to have custody or control of the same as evidenced by the Band's most recent assets inventory and supported by written confirmation with Form 10 ; and
- (x) am responsible for the costs of providing a drug test clearance for illicit drugs administered by a duly qualified medical practitioner and authorized by the Chief Electoral Officer; and
- (xi) am not otherwise disqualified from running in an Election or By-election by virtue of having been convicted of a dual procedure offence under the Criminal Code of Canada or the Controlled Drugs and Substances Act in which the Crown has elected to proceed by way of indictment for a period of at least five (5) years prior to the Election or By-election as evidenced by a recent satisfactory criminal record check using the CPIC; and
- (xii) am not a plaintiff in any unresolved legal action, claim, complaint, suit or demand of any nature or kind against MLCN, its elected officials, any directors, officers, shareholders, senior management, employees, servants and agents, administrators, trustees, successors or assigns or related or subsidiary corporations of the Band; and
- (xiii) am fluent in Cree and English (to speak to the membership and to conduct business) or am willing to show

evidence of learning the Cree language ; and

(xiv) agree, if elected, to accept the terms and conditions set out in the *Election Act, Executive Act*, and all other Band by-laws, laws, regulations and procedures; and

(xv) agree to abide by any lawful decision of the Elders Executive Advisory Council and/or Appeals Tribunal; and

(xvi) have submitted the requisite fee along with a Declaration of Intent and the supporting documentation; and

(xvii) have not declared bankruptcy in the preceding five (5) years.

If either of the following applies, please initial in the space provided. If not, put "n/a" for not applicable.

_____ If this is a by-election and I was a sitting member of Council, I have resigned from my position as [CHIEF / COUNCILLOR] in order to put my name forward for another elected office. If I am NOT elected to the new position, I will have no claim to the old because that position will be included in the by-election.

_____ If I am currently a Band Employee, I have taken a leave of absence without pay *or* I am using earned compensable leave [i.e., annual leave or Time Off In Lieu] in order to put my name forward for an elected office, if I am elected to the new position, I will be deemed to have resigned from my current position with the Band.

DECLARED BEFORE ME at the
City/Town/) Village of _____,
in the Province)
of Saskatchewan, this_day of _____,)
20____.)
_____)
A Commissioner for Oaths in and)
for the Province of Saskatchewan)
)
My Commission expires:)
)
A NOTARY PUBLIC)
or Being a Solicitor)

Signature of Candidate

DECLARATION TO BE BOUND BY BAND CUSTOM

I, _____, of the [reserve community/village/town/city of _____] in the Province of Saskatchewan, hereby declare:

1. ~~That I agree to be bound by the terms~~ of the *Montreal Lake Cree Nation Election Act (2016)*, as amended, and, if elected, by the *Montreal Lake Cree Nation Executive Act (2016)* and *Oath of Office*.
2. That I agree to be bound by any lawful decision of the Appeals Tribunal and/or the Elders Executive Advisory Council, whether or not it is in my favour.
3. That I agree to declare any conflicts of interest and avoid corrupt practice while I campaign or if I am elected.
4. That I agree to be bound by the terms of the legislation, laws or Bylaws of the Band.
5. That I agree to be bound by the Oath of Confidentiality, Privacy Policy and Conflict of Interest Guidelines.
6. That I understand that, if elected, I have voice and vote on the Band Council but that it requires a quorum of Council to make decisions.
7. That I understand that if I fail or neglect to comply with any of the above, I will be removed from office.

DECLARED BEFORE ME at the
 City/Town/ _____) Village of _____,
 in the Province _____)
 of Saskatchewan, this day of _____,)
 20____.)
 _____)
 A Commissioner for Oaths in and)
 for the Province of Saskatchewan)
)
 My Commission expires:)
)
 A NOTARY PUBLIC)
 or Being a Solicitor)

 Signature of Candidate

NOMINATOR / SECONDER

I hereby nominate _____ for the position of _____ [CHIEF
OR COUNCILLOR] to run in the 20_____ Montreal-Lake Cree Nation Election / By- election. I affirm that I
am qualified to nominate Candidates pursuant to the *Montreal Lake Cree Nation Election Act, (2016)*.

Nominator

Status Number:

I second the aforementioned Candidate's nomination to run in the _____ Montreal Lake Cree Nation
~~Election / By-election~~. I affirm that I am qualified to nominate Candidates pursuant to the *Montreal Lake Cree
Nation Election Act (2016)*.

Seconder

Status Number

ACCEPTANCE OF CANDIDACY

I, _____, accept the above-named nomination.

Candidate

Status Number

FORM 8:
Montreal Lake Cree Nation
Election Act



**DECLARATION OF ELECTORAL OFFICERS &
APPEALS TRIBUNAL MEMBERS**

I HEREBY DECLARE / AFFIRM THAT I:

- (a) am eighteen (18) years of age or older on or before the Nomination Day;
- (b) have been appointed as an Electoral Officer / Appeals Tribunal member in accordance with this *Act*; and
- (c) agree to follow procedures set out in this *Election Act* to the best of my ability; to abide by my Oath of Office and to declare any conflicts of interest.

DECLARED BEFORE ME at the
City/Town/Village of _____, in the
Province of Saskatchewan, this
_____ day of _____,

20_____)
)
)
_____)
A Commissioner for Oaths in and)
for the Province of Saskatchewan)
)
My Commission expires:)
)
A NOTARY PUBLIC)
or Being a Solicitor)

Signature of Electoral Officer / Appeals Tribunal Member

FORM 9:
MONTREAL LAKE CREE NATION
statement with respect to ballot box inspection

We, the undersigned, hereby certify that we were present and witnessed the inspection and LOCKING of the ballot box used in the 20__ MLCN General Election /By-Election / Ratification vote held on the _ day of __, 20__ in Saskatoon, Saskatchewan. We certify that we inspected the box and found it to be empty before the poll opened. We further certify that the box was immediately locked. LOCK# _____

Signed before me on the ____ day
of _____, 20__ at the City of
Saskatoon, Saskatchewan.

Name

Name

Witness

Name

Name

We, the undersigned, hereby certify that we were present and witnessed the inspection and SEALING of the ballot box used in 20__ MLCN General Election /By-Election / Ratification vote held on the ____ day of _____, 20__. We certify that we inspected the box and found it to be locked when the poll closed. LOCK # _____ We further certify that the box was immediately sealed at the close of the Poll.

Signed before me on the day
of _____, 20__ at the City of
Saskatoon, Saskatchewan.

name

name

Witness

name

name

MONTREAL LAKE CREE NATION
statement with respect to ballot box inspection

We, the undersigned, hereby certify that we were present and witnessed the inspection and LOCKING of the ballot box used in the 20____MLCN General Election /By-Election/Ratification vote held on the ____day of ____, 20__ in Prince Albert, Saskatchewan. We certify that we inspected the box and found it to be empty before the poll opened. We further certify that the box was immediately locked. LOCK# _____

Signed before me on the on the ____day
of _____, 20____ at the City of
Prince Albert, Saskatchewan.

name

name

Witness

Name

Name

We, the undersigned, hereby certify that we were present and witnessed the inspection and SEALING of the ballot box used in 20____MLCN General Election /By-Election / Ratification vote held on the day of ____, 20____ in Prince Albert, Saskatchewan. We certify that we inspected the box and found it to be locked when the poll closed. LOCK # _____

We further certify that the box was immediately sealed at the close of the Poll.

Signed before me on the ____day of _____,
20____ at the City of Prince
Albert, Saskatchewan.

name

name

Witness

name

name

MONTREAL LAKE CREE NATION
statement with respect to ballot box inspection

We, the undersigned, hereby certify that we were present and witnessed the inspection and LOCKING of the ballot box used in the 20____MLCN General Election /By-Election / Ratification vote held on the__ day of_____, 20__ in Montreal Lake, Saskatchewan. We certify that we inspected the box and found it to be empty before the poll opened. We further certify that the box was immediately locked. LOCK# _____

Signed before me on the____day of_____,
20____at the Montreal Lake 106, Saskatchewan. - _____
name

Witness name

name

name

We, the undersigned, hereby certify that we were present and witnessed the inspection and SEALING of the ballot box used in 20____MLCN General Election /By-Election / Ratification vote held on the____day of_____, 20__ in Montreal Lake, Saskatchewan. We certify that we inspected the box and found it to be locked when the poll closed. LOCK # _____

_____ We further certify that the box was immediately sealed at the close of the Poll.

Signed before me on the____day of_____,
20____at the Montreal Lake
106, Saskatchewan. - _____
name

Witness name

name

name

MONTREAL LAKE CREE NATION
statement with respect to ballot box inspection

We, the undersigned, hereby certify that we were present and witnessed the inspection and LOCKING of the ballot box used in the 20____MLCN General Election /By-Election /Ratification vote held on the____day of____, 20____in Little Red Reserve, Saskatchewan. We certify that we inspected the box and found it to be empty before the poll opened. We further certify that the box was immediately locked. LOCK# _____

Signed before me on the____day of____,
20____at Little Red 106B, Saskatchewan.

name

name

Witness

name

name

We, the undersigned, hereby certify that we were present and witnessed the inspection and SEALING of the ballot box used in 20____MLCN General Election /By-Election/Ratification vote held on the____day of____, 20____. We certify that we inspected the box and found it to be locked when the poll closed. LOCK # _____ We further certify that the box was immediately sealed at the close of the Poll.

Signed before me on the____day of____,20____at Little Red 106B, Saskatchewan.

Witness

Name

Name

Name

Name

MONTREAL LAKE CREE NATION

statement with respect to ballot box inspection prior to their unlocking

We, the undersigned, hereby certify that we were present and witnessed the inspection and UNLOCKING of the ballot boxes used in the 20____MLCN General Election /By-Election / Ratification vote held on the____day of_, 20__ in Montreal Lake Reserve 106 Saskatchewan. We certify that we inspected the boxes and found them to be locked when the poll closed and until the count began at which time they were unlocked.

We checked that the following locks were removed:

- Ballot Box 1 - LOCK # _____
- Ballot Box 2 - LOCK # _____
- Ballot Box 3 - LOCK # _____
- Ballot Box 4 - LOCK # _____

Signed before me on the____day of _____,
20____at Montreal Lake
Reserve 106, Saskatchewan.

name

name

Witness

name

name

FORM 10:

**REQUEST FOR FINANCIAL AND ASSETS CLEARANCE
BY A CANDIDATE RUNNING FOR OFFICE**

In accordance with section 4.1 of the *Montreal Lake Cree Nation Election Act (2016)*, I understand that if I owe any monies owed to the band, band-owned entities or have any band assets in my name or possession without due authority or control of the same, I cannot be named a candidate for Chief or Councillor. If it is found that if I do owe any monies to the band or band-owned entities or have any band assets I understand that I have to repay the full amount owed and/or return band assets before I can be named a candidate for Chief or Councillor of the Montreal Lake Cree Nation.

I hereby make a formal request to confirm whether I owe any monies or have any Montreal Lake Cree Nation band assets in my possession. I request that the Band Manager, Band Accountant, Finance Manager, Housing Director and the Band Assets Manager provide written confirmation to myself upon completion of this request. I understand that this request may take up to 30 days to provide verification of eligibility. The deadline is January 15 to request a confirmation of financial and assets clearance. A copy of my completed request for financial and assets clearance will be filed with the Governance Coordinator and/or Chief Electoral Officer to determine my eligibility to run for office. Any debts incurred or assets in my possession between January 16 and the date of nomination may render me ineligible to run as a candidate for Chief or Councillor. Any disputes will be referred to the Chief Electoral Officer for determination.

Date: _____ Address: _____
Signature _____
Printed name: _____
Status number: _____
Email address: _____ Phone: _____

OFFICE USE ONLY:

Date request received: _____
Follow up with ___Finance Manager / ___Band Accountant___ Assets Manager / ___Housing Director / ___Band Manager:
Procedure:

1. Band Manager will receive the request and distribute one (1) copy each to the Finance Manager, Band Accountant, Assets Manager and Housing Director. Band Manager will determine if there are monies owing to Montreal Lake Cree Nation programs excluding Montreal Lake Cree Nation owned stores.
2. The Band Accountant and Finance Manager will determine if there are any monies owing by the potential candidate using the General Ledger. They will provide accompanying documentation if monies are owing and will provide copies of such to the Band Manager within 2 weeks of receiving the request.
3. The Assets Manager will determine if there are any assets in the possession of the potential candidate using the Assets Inventory. They will provide accompanying documentation if there are any assets in the candidate's possession within 2 weeks of receiving the request.
4. The Housing Manager will determine if there are any monies owing by the potential candidate using the Rental Arrears. They will provide accompanying documentation if monies are owing and will provide copies of such to the Band Manager within 2 weeks of receiving the request.

We have reviewed our records for the last 5 years and find that the potential candidate:
_____ is OR _____ is not owing monies and/or
_____ does OR _____ does not have band assets in their possession.

Date finalized: _____

Band Manager

Assets Manager

Finance Manager

Housing Director

SCHEDULE A: CHIEF ELECTORAL OFFICER'S REPORT

Band Name: Montreal LakeCree Nation Band No.: _____ District: n/a

Type of Election: **General** Method of selection: **Band Custom Election Act**
- MLCN Election

Regular term of office: 3 YEARS Date of previous Election: _____

Type of previous Election: **Custom Election – pursuant to the MLCN Election Act**

Total Number of Band Members: _____ Band Membership Code: **yes / no**

Total number of Eligible Electors: _____ Montreal Lake Cree Nation consists of three Electoral Sector(s):
 - Montreal Lake Reserve 106
 - Little Red Reserve 106B
 - Off-Reserve

Council is composed of **one (1)** Chief and **seven (7)** Councillors

The Notice of Election was posted on the _____ day of _____ at the following locations: _____

The Voters' List was posted on the _____ day of _____, 20_____ at the following locations: _____

The date for receipt of the Declarations of Intention to Run for Office was 4:00 p.m.-the _____ day of _____, 20_____

The Nomination Meetings were held on the following dates and locations:

Date	Electoral Sector	Location	Time
	Montreal Lake Reserve 106		
	Little Red Reserve 106B		
	Off- Reserve (Prince Albert)		
	Off- Reserve (Saskatoon)		

The Advance Poll(s) was/were held on the following dates at the following place(s):

Date	Electoral Sector	Location
	Montreal Lake Reserve 106	
	Little Red Reserve 106B	
	Off-Reserve (Prince Albert)	
	Off-Reserve (Saskatoon)	

The Poll was held was/were held on the following date(s) at the following place(s):

Date	Electoral Sector	Location
	Montreal Lake Reserve 106	
	Little Red Reserve 106B	
	Off-Reserve (Prince Albert)	
	Off-Reserve (Saskatoon)	

The 2ND Ballot Poll was held was/were held on the following date(s) at the following place(s):

Date	Electoral Sector	Location
	Montreal Lake Reserve 106	
	Little Red Reserve 106B	
	Off-Reserve (Prince Albert)	
	Off-Reserve (Saskatoon)	

The number of votes cast and counted for each Candidate for CHIEF (alphabetical by Surname, as registered in IRS):

Candidate	Status #:	No. of Votes

The total number of ballots printed: _____ [A]
a) The number of ballots cast and counted: _____
b) The number of ballots cast and rejected: _____
c) The number of ballots spoiled: _____
d) The number of ballots unused: _____
e) The number of sample ballots: _____
Total (must equal # printed): _____ [B] A = B

Note:

Rejected Ballot means a ballot that the Chief Electoral Officer deems to have been Improperly Marked or Defaced and, as a consequence, does not count with the total ballots cast for a particular individual. The Chief Electoral Officer *shall* take such a ballot and mark “rejected” across the back and keep it separate until the time for Appeal has passed and all the ballots are destroyed.

Spoiled Ballot means a ballot that has never been deposited in the ballot box either because

- (i) it has been found by the Chief Electoral Officer, Deputy Electoral Officer or their designate to be spoiled or improperly printed; or
- (ii) it has been returned to the Chief Electoral Officer or his/her designate by the Elector and exchanged for another ballot paper because the Elector Improperly Marked or otherwise Defaced the first.

The number of votes cast and counted for each Candidate for COUNCILLOR in the Little Red Reserve 106B Electoral Sector (alphabetical by Surname, as registered in IRS):

Candidate	Status #:	No. of Votes

The number of votes cast and counted for each Candidate for COUNCILLOR in the off-Reserve Electoral Sector (alphabetical by Surname, as registered in IRS):

Candidate	Status #:	No. of Votes

FINAL TALLY OF BALLOTS

CHIEF

The total number of ballots printed for: _____ [A]
a) The number of ballots cast and counted: _____
b) The number of ballots cast and rejected: _____
c) The number of ballots spoiled: _____
d) The number of ballots unused: _____
e) The number of sample ballots: _____
Total (must equal # printed): _____ [B] A = B

2ND BALLOT, IF NECESSARY

The total number of ballots printed for: _____ [A']
a) The number of ballots cast and counted: _____
b) The number of ballots cast and rejected: _____
c) The number of ballots spoiled: _____
d) The number of ballots unused: _____
e) The number of sample ballots: _____
Total (must equal # printed): _____ [B'] A' = B'

COUNCILLOR FOR MONTREAL LAKE RESERVE 106

The total number of ballots printed for: _____ [C]
a) The number of ballots cast and counted: _____
b) The number of ballots cast and rejected: _____
c) The number of ballots spoiled: _____
d) The number of ballots unused: _____
e) The number of sample ballots: _____
Total (must equal # printed): _____ [D] C = D

2ND BALLOT IF NECESSARY

- The total number of ballots printed for: _____[C']
- a) The number of ballots cast and counted: _____
 - b) The number of ballots cast and rejected: _____
 - c) The number of ballots spoiled: _____
 - d) The number of ballots unused: _____
 - e) The number of sample ballots: _____
- Total (must equal # printed): _____[D'] C' =D'

COUNCILLOR FOR LITTLE RED RESERVE 106B

- The total number of ballots printed for: _____[E]
- a) The number of ballots cast and counted: _____
 - b) The number of ballots cast and rejected: _____
 - c) The number of ballots spoiled: _____
 - d) The number of ballots unused: _____
 - e) The number of sample ballots: _____
- Total (must equal # printed): _____[F] E = F

2ND BALLOT IF NECESSARY

- The total number of ballots printed for: _____[E']
- a) The number of ballots cast and counted: _____
 - b) The number of ballots cast and rejected: _____
 - c) The number of ballots spoiled: _____
 - d) The number of ballots unused: _____
 - e) The number of sample ballots: _____
- Total (must equal # printed): _____[F'] E' =F'

OFF-RESERVE COUNCILLOR

The total number of ballots printed for: _____ **[G]**
a) The number of ballots cast and counted: _____
b) The number of ballots cast and rejected: _____
c) The number of ballots spoiled: _____
d) The number of ballots unused: _____
e) The number of sample ballots: _____
Total (must equal # printed): _____ **[H]** G = H

2ND BALLOT IF NECESSARY

The total number of ballots printed for: _____ **[G']**
a) The number of ballots cast and counted: _____
b) The number of ballots cast and rejected: _____
c) The number of ballots spoiled: _____
d) The number of ballots unused: _____
e) The number of sample ballots: _____
Total (must equal # printed): _____ **[H']** G' = H'

CHIEF ELECTORAL OFFICER

DEPUTY ELECTORAL OFFICER

DEPUTY ELECTORAL OFFICER

DEPUTY ELECTORAL OFFICER

SUCCESSFUL CANDIDATES

The following Candidates have been publicly declared elected:

a) To the Office of Chief:

Name	Status #:	# of Votes cast	# received	%

b) To the Office of Councillor [list in order of highest number of votes to lowest number of votes]:

FOR MONTREAL LAKE RESERVE 106

Name	Status #:	# of Votes cast	# received	%

FOR LITTLE RED RESERVE 106B

Name	Status #:	# of Votes cast	# received	%

FOR Off-RESERVE

Name	Status #:	# of Votes cast	# received	%

DECLARATION

We, the Electoral Officers for the Montreal Lake Cree Nation _____ Election or By-Election, HEREBY DECLARE:

1. THAT the Polling places were kept open between the hours of _____ o'clock a.m. and _____ o'clock p.m. local time pursuant to the *Act*.

THAT following Advance Polls were held:

Date	Electoral Sector	Location	Time
	Montreal Lake Reserve 106		
	Little Red Reserve 106B		
	Off-Reserve (Prince Albert)		
	Off-Reserve (Saskatoon)		

THAT following Polls were held:

Date	Electoral Sector	Location	Time
	Montreal Lake Reserve 106		
	Little Red Reserve 106B		
	Off-Reserve (Prince Albert)		
	Off-Reserve (Saskatoon)		

A second ballot was required in _____. The 2nd Poll was conducted as follows:

Date	Electoral Sector	Location	Time

2. THAT we have correctly counted the votes cast for each Candidate and have performed all of the other duties required of us by the *MLCN Election Act*; and
3. THAT one copy of this report will be delivered to the Band Office for their retention and posting; one copy will be filed with the Election materials at the office of the Band's solicitor and one copy delivered to Indigenous Services Canada "ISC."

(Date)

(Chief Electoral Officer)

(Date)

(Deputy Electoral Officer)

(Date)

(Deputy Electoral Officer)

(Date)
In the event of an Appeal:

(Deputy Electoral Officer)

Following an Appeal of the _____ Election, we hereby certify the election results described above:

(Date)

(Tribunal Member)

(Date)

(Tribunal Member)

(Date)

(Tribunal Member)

(Date)

(Tribunal Member)

(Date)

(Tribunal Member)

Entered on the __ day of _____, 20 ____.

(Signature)

Montreal Lake Cree Nation

Oath of Office

I, _____, solemnly swear that I will act honestly and in good faith with a view to the best interests of the Montreal Lake Cree Nation and its Members and that I will exercise care and diligence in performing the duties of my office.

Declaration of Qualification

I, _____, solemnly declare that I am duly qualified to be an elected Member of The Montreal Lake Cree Nation Government and I further declare that I have disclosed any conflicts of interest or potential conflicts of interest and that I will immediately divest myself of the same for the duration of my term of office.

Undertaking to Adhere to Band Laws, Customs & Traditions

I, _____, solemnly declare that I *shall* faithfully execute and abide by the laws, customs and traditions of the Montreal Lake Cree Nation Government during my term of office including, but not limited to, *The Election Act, 2016, The Executive Act, 2016* and this Oath of Office. I understand that I am expected to act as a good role model, whether on or off-Reserve, during my term of office. I also understand that any malfeasance, misfeasance or nonfeasance on my part will not be tolerated and may result in my being removed from office.

Elder

Elected Official

*Commissioner of Oaths for the Province of
Saskatchewan /NOTARY PUBLIC*)
for the Province of Saskatchewan)
My Commission Expires:)

Date

