



Council Election Reference Sheet



This document was created to support ACFN Members that are interested in running for Chief or Council.

The Athabasca Chipewyan First Nation Election Code, August 29, 2023, can be accessed using this QR code.

1. Important Deadlines

September 30, 2023	Notice of nominations will be posted and will open! The Election Code can be found at the band office, member section of www.acfn.com , by emailing info@acfn.com , or by using the QR code above.
October 13, 2023	Deadline for submissions of Nomination documents to the Electoral Officer by 4:00pm . This can be done electronically by emailing pandjoe@gmail.com . The Electoral Officer will review all Nomination packages.
October 15, 2023	Deadline for Electoral Officer to notify all nominees who have completed all the requirements whether they are eligible to be candidates.
October 16, 2023	Electoral Officer to Post Notice of Election on First Nation's website and band office.

*** Note as per ACFN's Election Code, August 29, 2023, there is no longer a requirement for candidates to attend a "Nomination Meeting" in Fort Chipewyan to submit Nomination documents. Nomination documents can be submitted electronically to the Electoral Officer. If you require alternative delivery arrangements, please contact the Electoral Officer.



2. Candidates for Chief

Criteria for Candidates seeking nomination as Chief

- Be a member of ACFN
- Be at least 18 years old on election day
- Be a resident of District J̄ághe (Fort Chipewyan or ACFN Reserve Lands) within 30 days of being elected
- Pay a \$750 non-refundable filing fee by e-transfer to cfo@acfn.com (please screen shot that the payment was made) or certified money order made payable to Athabasca Chipewyan First Nation, please provide a picture of this with the nomination form
- Not be nominated to the position of Councillor
- Not be employed by ACFN or by any business corporation or other business entity owned by ACFN, unless they have taken unpaid leave from their employment before the nomination
- Not be convicted of any criminal offences within seven (7) years of the date of the Election
- Not found liable in civil court for criminal acts involving theft, fraud, or misuse of property within seven (7) years of the date of the Election
- Not be bankrupt by the deadline for submitting nomination papers
- Not be indebted to the ACFN or any businesses owned by ACFN

3. Candidates for Councillor for District J̄ághe

Criteria for Candidates seeking nomination as Councillor for District J̄ághe
(Fort Chipewyan or ACFN Reserve Lands)

- Be a member of ACFN
- Be at least 18 years old on election day
- Be a resident of District J̄ághe (Fort Chipewyan or ACFN Reserve Lands) within 30 days of being elected
- Pay a \$375 non-refundable filing fee by e-transfer to cfo@acfn.com (please screen shot that the payment was made) or certified money order made payable to Athabasca Chipewyan First Nation, please provide a picture of this with the nomination form.
- Not be nominated for any other position in the ACFN Election
- Not be employed by ACFN or by any business corporation or other business entity owned by ACFN, unless they have taken unpaid leave from their employment before the nomination
- Not be convicted of any criminal offences within seven (7) years of the date of the Election



- Not found liable in civil court for criminal acts involving theft, fraud, or misuse of property within seven (7) years of the date of the Election
- Not be bankrupt by the deadline for submitting nomination papers
- Not be indebted to the ACFN or any businesses owned by ACFN
 - Per s. 6.4 and s. 3.3. of the ACFN Electoral Code

4. Candidates for Councillor for District Naké

Criteria for Candidates seeking nomination as Councillor for District District Náke (Edmonton, Fort McMurray, Fort Smith)

- Be a member of ACFN
- Be at least 18 years old on election day
- Be a resident of District Náke (Edmonton, Fort McMurray, Fort Smith) within 30 days of being elected
- Pay a \$375 non-refundable filing fee by e-transfer to cfo@acfn.com (please screen shot that the payment was made) or certified money order made payable to Athabasca Chipewyan First Nation, please provide a picture of this with the nomination form
- Not be nominated for any other position in the ACFN Election
- Not be employed by ACFN or by any organization or business corporation owned by ACFN, unless they have taken unpaid leave from their employment before the nomination;
- Not be convicted of any criminal offences within seven (7) years of the date of the Election
- Not found liable in civil court for criminal acts involving theft, fraud, or misuse of property within seven (7) years of the date of the Election
- Not be bankrupt by the deadline for submitting nomination papers
- Not be indebted to the ACFN or any businesses owned by ACFN
 - Per s. 6.4 and s. 3.3. of the ACFN Electoral Code



5. Documents Required for Both Positions

Candidates for all positions must provide the following documents by the deadline provided in the notice of nomination – October 13, 2023:

- A nomination form, as provided by the Electoral Officer
 - Candidates must be nominated by at least five (5) members of ACFN who will be at least 18 years old on Election Day. (A Member may only nominate one person for Chief, three people for Councillor of District Jłághe, and one person Councillor of District Náke)
 - Candidates must sign the candidates acceptance of nomination and statutory declaration in the nomination form, which affirms that they
 1. have not been convicted of an indictable criminal offence in the seven (7) years before the date of the Election
 2. have not been found liable in civil court for criminal acts involving theft, fraud, or misuse of property within seven (7) years of the date of the Election
 3. are not be bankrupt by the deadline for submitting nomination papers
 4. are not be indebted to the ACFN or any businesses owned by ACFN
- A letter stating that the Candidate is not an employee of ACFN or its business corporations or business entities, signed by the Administrator or Chief Executive Officer of ACFN
 - Alternatively, the Candidate can also submit a letter stating that the Candidate has already taken unpaid leave from their position as employee of a ACFN or its business corporations or business entities, signed by the Administrator or Chief Executive Officer
- A letter stating that the candidate is not indebted to ACFN or its businesses or organizations, signed by the Administrator or Chief Executive Officer of ACFN
- A copy of a criminal record check and vulnerable sector check that is less than six (6) months old
- A copy of a court records search for any bankruptcy actions against them as described in section 6.4(e) of the ACFN Election Code
- Payment of the filing fee (\$750 for Chief, \$375 for Councillor) by e-transfer to cfo@acfn.com. Please take a screen shot that the payment was made and email this to the Electoral Officer. Payment can also be made by a certified money order made payable to Athabasca Chipewyan First Nation, please provide a picture of this and email this to the Electoral Officer
- Headshot photograph of yourself, to be used on the paper ballots and on OneFeather's website (digital voting platform)
- Copy of your identification – front and back