

**Rules of Procedure  
for the Ratification of the Kitsumkalum Constitution and the  
Kitsumkalum Treaty: A Living Agreement**

**Kitsumkalum Ratification Committee**

**- in accordance with -**

**the Kitsumkalum Treaty: A Living Agreement**

**Updated September 29, 2025**

## 1 DEFINITIONS

### 1.1 In these Procedures:

**“Accompanying Individual”** means an individual who is at least 18 years of age and who has been chosen by an Eligible Voter to aid, as set out in section 13.

**“Ballot 1”** means the ballot to be used in respect of the Constitution Ratification Vote substantially in the form set out in Form 1A: Ballot 1.

**“Ballot 2”** means the ballot to be used in respect of the Treaty Ratification Vote substantially in the form set out in Form 1B: Ballot 2.

**“Ballot Questions”** means the questions asked in the Ratification Vote.

**“Chief Electoral Officer”** means an individual appointed by the Kitsumkalum Ratification Committee to oversee the Ratification Vote and whose duties are listed in section 8.1.

**“Deputy Electoral Officer”** means an individual appointed by the Chief Electoral Officer in accordance with section 4.4.

**“Electronic Voting”** means voting online or by telephone.

**“Eligible Voter”** means an individual who:

- (a) is eligible to vote under paragraph 8 of the Ratification Chapter of the Kitsumkalum Treaty; or
- (b) votes under paragraph 9 of the Ratification Chapter of the Kitsumkalum Treaty and whose ballot is counted under paragraph 10 of the Ratification Chapter of the Kitsumkalum Treaty.

**“Enrolment Committee”** means the committee established in accordance with paragraph 18 of the Eligibility and Enrolment Chapter of the Kitsumkalum Treaty.

**“Guarantor of Identity”** means an individual appointed by the Ratification Committee in accordance with section 4.7.

**“Invalid Ballot”** means a ballot that was not cast in accordance with the Kitsumkalum Treaty or these Procedures, which includes a ballot that was not supplied or initialed by the Chief Electoral Officer, Deputy Electoral Officer, or a Voting Officer.

**“Kitsumkalum Constitution Ratification Vote”** means the vote conducted under the Ratification Chapter of the Kitsumkalum Treaty to ratify the Kitsumkalum Constitution.

**“Kitsumkalum Treaty Ratification Vote”** means the vote conducted under the Ratification Chapter of the Kitsumkalum Treaty to ratify the Kitsumkalum Treaty.

**“Official Voters List”** means the list of Eligible Voters prepared by the Ratification Committee under paragraph 6 of the Ratification Chapter of the Kitsumkalum Treaty and consists of a Constitution Voters List and a Treaty Voters List.

**“Parties”** means Kitsumkalum, Canada and British Columbia.

**“Pending Enrolment Voter”** means an individual whose name is not included on the Official Voters List who may cast a ballot in the Kitsumkalum Constitution Ratification Vote or the Kitsumkalum Treaty Ratification Vote, as applicable, if the individual meets the conditions set out in paragraph 9 of the Ratification Chapter of the Kitsumkalum Treaty.

**“Ratification Committee”** means the committee established in accordance with paragraph 5 of the Ratification Chapter of the Kitsumkalum Treaty.

**“Ratification Vote”** collectively refers to the Kitsumkalum Constitution Ratification Vote and the Kitsumkalum Treaty Ratification Vote conducted by the Ratification Committee.

**“Ratification Vote Date”** means the last voting date for the Kitsumkalum Constitution Ratification Vote and the Kitsumkalum Treaty Ratification Vote.

**“Spoiled Ballot”** means a Ballot that has been cast that:

- (a) is marked by the voter in such a way that the Chief Electoral Officer cannot determine the intention of the voter;
- (b) is not marked; or
- (c) is marked by the voter in any way other than with an “X” or other clear mark in the box next to either “YES” or “NO”.

**“Valid Ballot”** means a ballot that has been cast that is not an Invalid Ballot or a Spoiled Ballot.

**“Voter Instruction Package”** means the information provided to Eligible Voters about all voting method options, and includes:

- (a) the Notice of Vote, substantially in the form set out in Form 3: Notice of Vote;
- (b) Instructions for Voting by Mail, substantially in the form set out in Form 4A: Instructions for Voting by Mail;
- (c) necessary documents and envelopes to complete and return a mail-in ballot; and
- (d) Voter Information Letter, substantially in the form set out in Form 4B: Voter Information Letter, which includes a PIN and instructions to vote electronically.

**“Voting Officer”** means an individual appointed by the Chief Electoral Officer in accordance with section 4.4.

## **2 General**

- 2.1 The purpose of these Procedures is to set out the procedures by which the Ratification Committee will fulfill its obligations set out in the Ratification Chapter of the Kitsumkalum Treaty: A Living Agreement (“Kitsumkalum Treaty”).
- 2.2 In accordance with the Ratification Chapter of the Kitsumkalum Treaty and these Procedures, the Ratification Committee is responsible for conducting the Ratification Vote.
- 2.3 The Ratification Committee, Chief Electoral Officer and Voting Officers will act in an impartial manner in every matter with or about:
  - (a) an Eligible Voter, a Pending Enrolment Voter or a potential voter;
  - (b) a member of the media;
  - (c) the ratification process; and
  - (d) the Kitsumkalum Treaty and Kitsumkalum Constitution.
- 2.4 The Ratification Committee will function independently of the Parties in performing its tasks.
- 2.5 Ratification Committee decisions will be agreed to by consensus of the Ratification Committee.
- 2.6 All capitalized terms used but not defined in these Procedures have the meaning ascribed to them in the Kitsumkalum Treaty.
- 2.7 Where an action must be taken or not be taken within a specified time, the specified time does not include the day of the event.
- 2.8 Words in the singular include the plural and words in the plural include the singular, as the context may require.
- 2.9 On each occasion a ballot box is sealed, the seal will be initialled by a Voting Officer, Deputy Electoral Officer or Chief Electoral Officer and at least one Ratification Committee member.
- 2.10 Except as provided for in section 5, the Ratification Committee, Chief Electoral Officer, Deputy Electoral Officer, Voting Officers, and Guarantors of Identity will keep all information they obtain about an Eligible Voter or Pending Enrolment Voter confidential, in accordance with applicable federal or provincial privacy legislation.
- 2.11 The Ratification Committee, Chief Electoral Officer, Deputy Electoral Officer, Voting Officers, and Guarantors of Identity will protect personal information by making reasonable security arrangements against such risks as unauthorized access, collection, use, disclosure, copying, modification, or disposal, in accordance with federal or provincial protection of privacy legislation.

## **3 COMPOSITION OF THE RATIFICATION COMMITTEE**

- 3.1 Under the Kitsumkalum Treaty, the Ratification Committee comprises one member appointed by each of the Parties. Kitsumkalum has appointed one additional member who will participate fully and carry out the responsibilities as required under these rules.

## **4 DUTIES OF RATIFICATION COMMITTEE**

- 4.1 The Ratification Committee is responsible for the conduct of the Ratification Vote.
- 4.2 The Ratification Committee will appoint a Chief Electoral Officer by executing a document substantially in the form set out in Form 2A: Appointment of a Chief Electoral Officer.
- 4.3 The Ratification Committee may delegate to the Chief Electoral Officer any of the Ratification Committee's duties.
- 4.4 Subject to sections 4.5 and 4.6, the Chief Electoral Officer, in consultation with the Ratification Committee, may appoint Voting Officers and a Deputy Electoral Officer, and may delegate any of the duties of the Chief Electoral Officer to such individuals, except:
  - (a) the deposit of mail-in ballots into the ballot box;
  - (b) the counting of ballots; and
  - (c) the certification of the outcome of the Ratification Vote.
- 4.5 To appoint a Voting Officer, the Chief Electoral Officer and the Ratification Committee will execute a document substantially in the form set out in Form 2B: Appointment of a Voting Officer.
- 4.6 To appoint a Deputy Electoral Officer, the Chief Electoral Officer and the Ratification Committee will execute a document substantially in the form set out in Form 2C: Appointment of a Deputy Electoral Officer.
- 4.7 The Ratification Committee will appoint an individual(s) to confirm the identity of individuals who cannot produce satisfactory identification as set out in subsection 12.1 a) by executing a document substantially in the form set out as Form 2D: Appointment of a Guarantor of Identity.
- 4.8 No later than 30 days before the Ratification Vote Date, the Ratification Committee will prepare, approve, and publish the form and content of the ballots to be used in the Ratification Vote.
- 4.9 If, in the opinion of the Ratification Committee, the Chief Electoral Officer is unable to perform their duties, the Ratification Committee will appoint a new Chief Electoral Officer.
- 4.10 If a Ratification Committee member is unable to perform their duties, Kitsumkalum, Canada, or B.C. will, as applicable, appoint a new member within 30 days.
- 4.11 The Ratification Committee will, within 90 days following the Ratification Vote Date, prepare and provide the Parties with a written report on the outcome of the Ratification Vote in accordance with the Ratification Chapter of the Kitsumkalum Treaty.
- 4.12 In the event of an emergency, a mistake or an extenuating circumstance, the Ratification Committee, in consultation with the Chief Electoral Officer, may amend voting method options described in these procedures should one or more of those methods become impractical to administer. In that event, the Ratification Committee will post or cause to be posted a revised Notice of Vote as per sections 6.5 and 6.6.

## **5 OFFICIAL VOTERS LIST**

- 5.1 The Ratification Committee, using information provided by the Enrolment Committee, will prepare an Official Voters List containing the full names, birth dates and addresses of Eligible Voters, and will update the Official Voters List as new information is provided by the Enrolment Committee.
- 5.2 The Ratification Committee will post or cause to be posted the Official Voters List, containing only the full names of Eligible Voters, no later than 30 days before the Ratification Vote Date and republished no later than 14 days before the Ratification Vote Date, and at any other times as determined by the Ratification

Committee.

- 5.3 The Official Voters List will be published at the Kitsumkalum Treaty Office, the Kitsumkalum First Nation website and any other places as determined by the Ratification Committee.
- 5.4 The Ratification Committee will update the Official Voters List in accordance with paragraph 6(d) of the Ratification Chapter.

## **6 NOTICE OF VOTE**

- 6.1 The Ratification Committee will prepare a document substantially in the form set out in Form 3: Notice of Vote that contains the following information with respect to the Ratification Vote:
  - (a) the date, place and time;
  - (b) the Ballot Questions;
  - (c) the criteria for individuals to be eligible to vote as defined in paragraphs 8 and 9 of the Ratification Chapter of the Kitsumkalum Treaty;
  - (d) instructions for obtaining a copy of the Kitsumkalum Constitution and a copy of the Kitsumkalum Treaty: A Living Agreement for the Ratification Vote; and
  - (e) contact information for the Chief Electoral Officer.
- 6.2 The Ratification Committee will provide a copy of the Notice of Vote to the Parties.
- 6.3 The Ratification Committee will post or cause to be posted the Notice of Vote at the Kitsumkalum Treaty Office, on the Kitsumkalum First Nation website, and other places as determined by the Ratification Committee, at least 30 days prior to the Ratification Vote Date.
- 6.4 The Ratification Committee, in consultation with the Chief Electoral Officer, may amend voting method options, extend voting hours or reschedule the Ratification Vote Date where, in the opinion of the Ratification Committee, this is necessary because of an emergency, a mistake or an extenuating circumstance.
- 6.5 Notwithstanding section 9.1, where voting method options are amended or a new Ratification Vote Date is established under section 6.4, the Ratification Committee will send or cause to be sent a copy of the revised Notice of Vote substantially in the form set out in Form 3: Notice of Vote at the Kitsumkalum Treaty Office, to each individual on the Official Voters List who has not yet cast a ballot at least 14 days prior to the Ratification Vote Date.
- 6.6 Notwithstanding section 9.1, where voting method options are amended or a new Ratification Vote Date is established under section 6.4, the Ratification Committee will post or cause to be posted the revised Notice of Vote substantially in the form set out in Form 3: Notice of Vote at the Kitsumkalum Treaty Office, the Kitsumkalum First Nation website, and other places as determined by the Ratification Committee, at least 14 days prior to the Ratification Vote Date.

## **7 COMMUNITY INFORMATION**

- 7.1 The Ratification Committee will satisfy itself that Kitsumkalum has taken reasonable steps to provide an opportunity for Eligible Voters to review the Kitsumkalum Constitution and the Kitsumkalum Treaty: A

Living Agreement before the Ratification Vote.

- 7.2 The Ratification Committee, or individuals delegated by the Ratification Committee, will take reasonable steps to advise Eligible Voters of the opportunity to vote and inquire if such individuals require assistance to vote.

## **8 DUTIES OF CHIEF ELECTORAL OFFICER**

- 8.1 Reporting to the Ratification Committee, the Chief Electoral Officer will be responsible for carrying out the Ratification Vote, including the following duties, subject to section 4.12:
- (a) obtain enough ballot boxes to secure the number of ballots for Ballot Questions and mail-in ballots;
  - (b) prepare polling station voting instructions; instructions for voting by mail, substantially in the form set out in Form 4A: Instructions for Voting by Mail; instructions for electronic voting, substantially in the form set out in Form 4B: Voter Information Letter; PINs for Electronic Voting; and sufficient copies of these instructions;
  - (c) provide enough blue or black ink pens for marking the ballots;
  - (d) provide and maintain a secure Transport Layer Security web-based platform for Electronic Voting which will ensure that:
    - (i) personal voter data is protected and secure;
    - (ii) individual Electronic Voting results will always remain secret and individual voter choices shall be encrypted in such a way as to ensure voter anonymity;
    - (iii) when an Eligible Voter has voted once by Electronic Voting using their personal credentials, they cannot vote again using the same credentials, and will be restricted by the platform from doing so again;
    - (iv) Eligible Voters can be notified during the Electronic Voting process that their vote has been securely cast and counted; and
    - (v) the Ratification Committee is provided with timely notification of any system or communication failures, interruptions or lost data associated with the platform used for Electronic Voting;
  - (e) ensure that polling station voting instructions and samples of the ballots are posted and available for examination in each polling screen;
  - (f) ensure a Voting Officer, and a Deputy Electoral Officer where required, are available at each polling station;
  - (g) take all necessary steps to ensure that votes cast in the Ratification Vote are secret ballots, including, but not limited to:
    - (i) preparing sufficient copies of the ballots which are uniform in size, appearance, quality and

weight, as applicable;

- (ii) ensuring the Ballot Questions appearing on ballots used in all voting methods are the same;
  - (iii) preparing sufficient copies of the secrecy and return envelopes for mail-in ballots;
  - (iv) preparing sufficient copies of the identification envelopes for polling stations;
  - (v) providing for a designated voting area at a poll such that an Eligible Voter or Pending Enrolment Voter can mark a ballot free from observation; and
  - (vi) providing for a private area at a poll such that an Eligible Voter or Pending Enrolment Voter may receive special assistance in confidence;
- (h) oversee the distribution of all Voter Instruction Packages;
- (i) at each poll, record the number of ballots brought to the poll and the number of ballots remaining at the close of the poll, and bring these ballot numbers to the place for counting of ballots for reconciliation;
- (j) after the close of polls for the Ratification Vote, provide a report to the Ratification Committee reconciling the number of ballots printed, issued, and returned;
- (k) ensure every person eligible to vote has a reasonable opportunity to do so; and
- (l) any other necessary tasks to carry out the Ratification Vote as determined by the Ratification Committee or the Chief Electoral Officer.

## **9 VOTING BY MAIL OR ELECTRONICALLY**

- 9.1 The Chief Electoral Officer is responsible to arrange for the secure safekeeping and distribution of Voter Instruction Packages.
- 9.2 Individuals on the Official Voters List will be sent a Voter Instruction Package at least 30 days prior to the Ratification Vote Date, subject to section 4.12. Any new individuals who have since been added to the Official Voters List as of 14 days prior to the Ratification Vote Date will also be sent a Voter Instruction Package. The Chief Electoral Officer will endeavour to send Voter Instruction Packages to any individuals added to the Official Voters List or who request one under section 9.3 less than 14 days prior to the Ratification Vote Date.
- 9.3 If an individual contacts the Chief Electoral Officer and requests a Voter Instruction Package, the Chief Electoral Officer will, upon confirming the individual is on the Official Voters List, provide or cause to be provided a Voter Instruction Package to the Eligible Voter and record on the Official Voters List that a Voter Instruction Package has been provided to that Eligible Voter.
- 9.4 For voting by mail, an Eligible Voter must comply with the voting instructions as set out in the document substantially in the form set out in Form 4A: Instructions for Voting by Mail.
- 9.5 The Chief Electoral Officer will arrange for the secure safe-keeping of all mail-in ballots, whether received by mail, courier, or hand-delivered.

- 9.6 No later than two weeks before the Ratification Vote Date, the Chief Electoral Officer will open access to Electronic Voting to Eligible Voters.
- 9.7 For Electronic Voting, an Eligible Voter must comply with the voting instructions as set out in Form 4B: Voter Information Letter.
- 9.8 An Eligible Voter who receives an improperly printed PIN for Electronic Voting is entitled to receive another PIN from the Chief Electoral Officer.
- 9.9 An Eligible Voter who receives an improperly printed mail-in ballot may contact the Chief Electoral Officer for further instructions.

## **10 VOTING PROCEDURES AT POLLING STATIONS**

- 10.1 Polling stations will be open from 10:00 am until 8:00 pm, local time, on the Ratification Vote Date. The Chief Electoral Officer, Deputy Electoral Officer, or a Voting Officer, will always be present while a polling station is open.
- 10.2 Immediately prior to the opening of each polling station, a Voting Officer, Deputy Electoral Officer or the Chief Electoral Officer will:
  - (a) open a separate ballot box for the collection of each of the following:
    - (i) Ballot 1
    - (ii) Ballot 2
  - (b) request that at least one Ratification Committee member witness that the ballot boxes are empty;
  - (c) seal the ballot boxes and initial the seals;
  - (d) keep the ballot boxes in view for reception of ballots;
  - (e) execute, with at least one Ratification Committee member, a document substantially in the form set out in Form 5A: Certification by the Chief Electoral Officer, Deputy Electoral Officer, or Voting Officer; and;
  - (f) ensure that each witness executes a document substantially in the form set out in Form 5B: Statement of Witnesses.
- 10.3 The Chief Electoral Officer, Deputy Electoral Officer, and Voting Officers will maintain and update the Official Voters List on the Ratification Vote Date electronically to allow for simultaneous updates at the polling station and to ensure staff at the polling station have access to the same lists.
- 10.4 An Eligible Voter who, at a polling station, receives an improperly printed ballot or who improperly marks a ballot is entitled to receive another ballot from the Voting Officer, Deputy Electoral Officer or Chief Electoral Officer after returning the original ballot to the Voting Officer, Deputy Electoral Officer or Chief Electoral Officer.
- 10.5 The Voting Officer, Deputy Electoral Officer, or Chief Electoral Officer will record on the ballot that it has been improperly printed or marked and will store it with any other improperly printed or improperly marked ballots in a secure location.

- 10.6 At the close of polls on the Ratification Vote Date, the Chief Electoral Officer or Deputy Electoral Officer, in the presence of all Ratification Committee members, will seal and initial the ballot boxes and execute a document substantially in the form set out in Form 5C: Certification of Sealed Ballot Boxes.

## **11 ORDERLY VOTING**

- 11.1 The Ratification Committee, Chief Electoral Officer, Deputy Electoral Officer, and Voting Officers will make all reasonable efforts to ensure that good order is maintained at the polls.
- 11.2 The Chief Electoral Officer, Deputy Electoral Officer, or Voting Officer will allow only one Eligible Voter or Pending Enrolment Voter at a time into the designated voting area, except for an Eligible Voter receiving special assistance in accordance with section 13.
- 11.3 An Eligible Voter who is present and available to vote at the polling station at the time the Deputy Electoral Officer or Chief Electoral Officer declares the poll to be closed will be entitled to vote.
- 11.4 An Eligible Voter who is logged into the web-based platform for Electronic Voting at the time the Deputy Electoral Officer or Chief Electoral Officer declares the poll to be closed is entitled to vote until the Chief Electoral Officer advises that all voting has concluded at the polling station and all mail-in ballots have been processed in accordance with section 15.
- 11.5 An individual will not be permitted to do any of the following at or within 100 metres of the polling place:
- (a) interfere or attempt to interfere with an Eligible Voter or Pending Enrolment Voter;
  - (b) influence or attempt to influence an Eligible Voter or Pending Enrolment Voter;
  - (c) display or distribute a sign, a document or other material intended to influence an Eligible Voter or Pending Enrolment Voter;
  - (d) display, distribute, post or openly leave a representation of a ballot marked in a way that attempts to influence an Eligible Voter or Pending Enrolment Voter; or
  - (e) obtain or attempt to obtain information as to how an Eligible Voter or Pending Enrolment Voter is about to vote or has voted.

## **12 VOTING BY INDIVIDUALS AT THE POLLING STATION**

- 12.1 When an individual at a polling station requests to vote, the Voting Officer, the Deputy Electoral Officer or Chief Electoral Officer will:
- (a) ask the individual to produce government-issued photo identification or ask a Guarantor of Identity to confirm the identity of the individual requesting to vote by signing a confirmation of identification substantially in the form set out in Form 6: Confirmation of Identity;
  - (b) confirm that the individual is an Eligible Voter whose name appears on the Official Voters List;
  - (c) verify on the Official Voters List that the individual has not already voted;
  - (d) affix their initials on the back of the ballot so that the initials can be seen when each ballot is folded; and

- (e) upon completion of the steps described in subsections (a), (b), (c), and (d), provide the individual with a ballot.
- 12.2 The Voting Officer, Deputy Electoral Officer, or Chief Electoral Officer will mark on the Official Voters List the name of every individual who receives a ballot.
- 12.3 If the Voting Officer, Deputy Electoral Officer, or Chief Electoral Officer determines that the name of an Eligible Voter has been omitted, incorrectly set out or incorrectly included on the Official Voters List, the Voting Officer, Deputy Electoral Officer, or Chief Electoral Officer will refer the matter to the Ratification Committee to confirm the details in question.
- 12.4 Upon being notified in accordance with section 12.3, the Ratification Committee will reconfirm with the Enrolment Committee the details that are in question and request that the Chief Electoral Officer or Deputy Electoral Officer make any necessary revision to the Official Voters List.
- 12.5 Except for an Eligible Voter requiring special assistance, every Eligible Voter and Pending Enrolment Voter receiving a ballot at a poll will be instructed to:
- (a) proceed immediately to the designated voting area;
  - (b) indicate their choice on the ballot, by placing an “X” or other mark in the box next to either “YES” or “NO”;
  - (c) fold the ballot to conceal the mark and show the initials of the Voting Officer, Deputy Electoral Officer, or Chief Electoral Officer, to the Voting Officer, Deputy Electoral Officer, or Chief Electoral Officer; and
  - (d) place the ballot in the ballot box.
- 12.6 An individual who does not appear on the Official Voters List may cast a ballot in the Kitsumkalum Ratification Vote at the polling station, as a Pending Enrolment Voter, and be treated in accordance with this section, if:
- (a) the Enrolment Committee provides a Voting Officer with confirmation that the individual has submitted a completed enrolment application to the Enrolment Committee (by completing Form 7: Voting Day Enrolment Information), and;
  - (b) the individual provides evidence satisfactory to a Voting Officer that the individual is at least 18 years of age on the last day of voting in the Ratification Vote.

### **13 SPECIAL ASSISTANCE**

- 13.1 An Eligible Voter or Pending Enrolment Voter who is unable to mark their ballot due to a physical disability or because they have difficulty reading or writing, may request assistance from an Accompanying Individual in the presence of a Voting Officer, the Deputy Electoral Officer, or the Chief Electoral Officer.
- 13.2 The Accompanying Individual, and the Voting Officer, Deputy Electoral Officer, or Chief Electoral Officer will proceed immediately to the designated voting area with the Eligible Voter or Pending Enrolment Voter and the Accompanying Individual will indicate the voter’s choice on the ballot by placing an “X” or other mark in the box next to either “YES” or “NO” as directed by the Eligible Voter or Pending Enrolment Voter.

- 13.3 Once the ballot is marked, the ballot will be folded to conceal the mark and expose the initials of the Voting Officer, Deputy Electoral Officer, or Chief Electoral Officer and will be treated in accordance with section 12.
- 13.4 After special assistance has been provided to an Eligible Voter or Pending Enrolment Voter, the Voting Officer, Deputy Electoral Officer, or Chief Electoral Officer will make an entry on the Official Voters List or Pending Enrolment Voter List, opposite the name of the Eligible Voter or Pending Enrolment Voter, indicating that the ballot was marked by the Accompanying Individual.

#### **14 TREATMENT OF BALLOTS**

- 14.1 An Eligible Voter or Pending Enrolment Voter must only vote once, either by mail, Electronic Voting, or in person. The Chief Electoral Officer will check voting records to prevent Eligible Voters from voting more than once.
- 14.2 If more than one ballot for a Ballot Question is received from an Eligible Voter only one ballot will be counted. The following order of precedence will determine which ballot is counted: electronic ballot, in-person ballot, mail-in ballot.
- 14.3 For the purpose of determining whether at least 50 percent plus one of Eligible Voters on the Official Voters List have cast a vote as required under paragraphs 3 c) and 4 c) of the Ratification Chapter of the Kitsumkalum Treaty, only Valid Ballots and Spoiled Ballots will be counted as votes cast.
- 14.4 An Eligible Voter or Pending Enrolment Voter at a poll who receives a ballot and does not return it to the Voting Officer, Deputy Electoral Officer, or Chief Electoral Officer will forfeit the right to vote. The Voting Officer, Deputy Electoral Officer, or Chief Electoral Officer will make an entry on the Official Voters List or Pending Enrolment Voter List stating that the Eligible Voter or Pending Enrolment Voter left the poll without delivering the ballot.

#### **15 OPENING MAIL-IN BALLOTS BY THE CHIEF ELECTORAL OFFICER ON THE RATIFICATION VOTE DATE**

- 15.1 As soon as is practical after the close of the polls, the Chief Electoral Officer will, for each mail-in ballot package received before the mail-in ballot deadline:
- (a) open the outer mailing envelope of the mail-in ballot package;
  - (b) confirm receipt of Form 4C: Declaration Form;
  - (c) examine the Declaration Form and verify that:
    - (i) the Eligible Voter's name on the Declaration Form appears on the Official Voters List, and;
    - (ii) the Eligible Voter has not already voted.
  - (d) if all the conditions of subsection (b) and (c) are met, the Chief Electoral Officer will:
    - (i) mark the Eligible Voter as having voted on the Official Voters List;
    - (ii) remove and open the secrecy envelope, and;
    - (iii) immediately deposit each Ballot into the appropriate ballot box.

(e) If any of the conditions of subsection (b) and (c) are not met, the Chief Electoral Officer will:

- (i) return the Declaration Form to the outer mailing envelope, and;
- (ii) place the mail-in ballot package in an envelope marked "Invalid Mail-in Ballot Packages".

## **16 OPENING PENDING ENROLMENT VOTER HOLDING ENVELOPE BY THE CHIEF ELECTORAL OFFICER**

- 16.1 Until one hour after the close of polls, the Enrolment Committee may notify the Ratification Committee that a Pending Enrolment Voter meets the Eligibility Criteria. Upon that notification, the Ratification Committee will advise the Chief Electoral Officer who will add the name of the individual to the Official Voters List.
- 16.2 The Chief Electoral Officer will open the Pending Enrolment Voter holding envelope and will deposit the ballots of Pending Enrolment Voters added to the Official Voters List in accordance with section 15.1(d)(i-iii) into the ballot box for counting.
- 16.3 If the Enrolment Committee notifies the Ratification Committee that a Pending Enrolment Voter does not meet the Eligibility Criteria, then the Ratification Committee will advise the Chief Electoral Officer who will note that decision on the individual's unopened identification envelope and will immediately place the identification envelope into an envelope retained for rejected Pending Enrolment Voter identification envelopes.

## **17 ORDERLY COUNTING**

- 17.1 The Ratification Committee, Chief Electoral Officer, Deputy Electoral Officer, and Voting Officers will make all reasonable efforts to ensure that good order is maintained at the place the ballots are counted.
- 17.2 At the place the ballots are counted, no person will be permitted to interfere or attempt to interfere with the count.

## **18 COUNTING OF BALLOTS BY THE CHIEF ELECTORAL OFFICER**

- 18.1 Once all ballots for the Kitsumkalum Ratification Vote have been deposited by the Chief Electoral Officer into the ballot box, the Chief Electoral Officer in the presence of the Ratification Committee members, who will act as witnesses, and any Eligible Voters or Pending Enrolment Voters who choose to be present, will:
- (a) examine all ballot boxes that have been sealed and certify that the ballot boxes have not been tampered with by executing a document substantially in the form set out in Form 9: Certification of Ballot Box Integrity;
  - (b) open the ballot boxes;
  - (c) enumerate all the ballots contained in the ballot boxes;
  - (d) examine the tally of ballots cast using Electronic Voting;
  - (e) record the number of Spoiled Ballots;
  - (f) record the number of Invalid Ballots;

- (g) record the number of ballots marked “YES” and the number of ballots marked “NO”; and
- (h) open the envelopes for rejected mail-in ballot packages, rejected Pending Enrolment Voter identification envelopes, and improperly printed or marked ballots, and count and record the number.

## **19 CERTIFICATION OF VOTE RESULTS**

- 19.1 Upon conclusion of the count, the Chief Electoral Officer will, in the presence of all members of the Ratification Committee, certify a preliminary vote result by executing a document substantially in the form set out in Form 10: Certification of the Preliminary Vote Result, and provide the completed Form 10 to the Ratification Committee.
- 19.2 Upon verifying the preliminary vote result, the Chief Electoral Officer will, in the presence of all members of the Ratification Committee, certify the vote result by executing a document substantially in the form set out in Form 11: Certification of the Vote Result, and provide the completed Form 11 to the Ratification Committee.
- 19.3 The Ratification Committee will forward the completed Form 10 and Form 11 to the Parties.
- 19.4 The Chief Electoral Officer will seal in separate envelopes the Invalid Ballots, Spoiled Ballots, the ballots marked “YES”, and the ballots marked “NO” for the Constitution Ratification Vote and the Treaty Ratification Vote, rejected mail-in ballot secrecy envelopes, rejected Pending Enrolment Voter identification envelopes, and improperly printed or marked ballots, and any other relevant voting material, and will note on each envelope its content.
- 19.5 The Chief Electoral Officer will forward all voting materials, including data pertaining to Electronic Voting, to Kitsumkalum for secure possession.
- 19.6 After a period of 36 months from the Ratification Vote Date or 1 year after the Effective Date, whichever is later, the sealed envelopes provided to Kitsumkalum under section 21.6 and any other voting material may be destroyed by written agreement of the Parties.

## **20 PROCEDURAL AMENDMENTS**

- 20.1 To give effect to, and carry out the objectives and purpose of the Ratification Vote, the Ratification Committee may decide to vary these Procedures, or the forms set out in Appendix 1 if they:
  - (a) deem it is necessary to do so; and
  - (b) reasonably believe the variation will not result in a change to the procedural requirements of the Ratification Chapter.

**21 SIGNATURES**

Signed by the Kitsumkalum Ratification Committee:



\_\_\_\_\_  
Kitsumkalum Ratification Committee Member

\_\_\_\_\_  
Sept. 29, 2025

Date



\_\_\_\_\_  
Kitsumkalum Ratification Committee Member

\_\_\_\_\_  
Sept. 29, 2025

Date



\_\_\_\_\_  
Canada Ratification Committee Member

\_\_\_\_\_  
September 29, 2025

Date



\_\_\_\_\_  
British Columbia Ratification Committee Member

\_\_\_\_\_  
Sept 29, 2025

Date

## **APPENDIX 1: FORMS**

SAMPLE

BALLOT 1: KITSUMKALUM CONSTITUTION

**Do you approve the Kitsumkalum Constitution,  
dated June 24, 2025?**

Select ONE (1) option with an "X" or another clear mark

**YES**

**NO**

SAMPLE

BALLOT 2: KITSUMKALUM TREATY: A Living Agreement

**Do you approve the Kitsumkalum Treaty: A Living Agreement  
dated June 20, 2025?**

Select ONE (1) option with an "X" or another clear mark

**YES**

**NO**

**Form 2A: Appointment of a Chief Electoral Officer**

**SAMPLE**

**APPOINTMENT OF A CHIEF ELECTORAL OFFICER**

\_\_\_\_\_  
Date

We, the Kitsumkalum Ratification Committee appoint \_\_\_\_\_ to act as the Chief Electoral Officer in carrying out the duties of the Chief Electoral Officer in accordance with the Kitsumkalum Ratification Committee Rules of Procedure for the purpose of the \_\_\_\_\_ Vote.

\_\_\_\_\_ Kitsumkalum Ratification Committee Member

\_\_\_\_\_ Kitsumkalum Ratification Committee Member

\_\_\_\_\_ Canada Ratification Committee Member

\_\_\_\_\_ British Columbia Ratification Committee Member

\_\_\_\_\_  
Date

I, \_\_\_\_\_ agree to act as a Chief Electoral Officer for the \_\_\_\_\_ Vote and promise to carry out all assigned duties to the best of my abilities and in accordance with the Kitsumkalum Ratification Committee Rules of Procedure and the requirements of confidentiality.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Form 2B: Appointment of a Voting Officer**

**SAMPLE**

**APPOINTMENT OF A VOTING OFFICER**

I, Chief Electoral Officer, appoint \_\_\_\_\_ to act as a Voting Officer to assist in carrying out the duties of the Chief Electoral Officer in accordance with the Kitsumkalum Ratification Committee Rules of Procedure for the purpose of the \_\_\_\_\_ Vote.

\_\_\_\_\_ Chief Electoral Officer

\_\_\_\_\_ Kitsumkalum Ratification Committee Member

\_\_\_\_\_ Kitsumkalum Ratification Committee Member

\_\_\_\_\_ Canada Ratification Committee Member

\_\_\_\_\_ British Columbia Ratification Committee Member

\_\_\_\_\_  
Date

I, \_\_\_\_\_ agree to act as a Voting Officer for the Kitsumkalum Ratification Vote and promise to carry out all assigned duties to the best of my abilities and in accordance with the Kitsumkalum Ratification Committee Rules of Procedure and the requirements of confidentiality.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Form 2C: Appointment of a Deputy Electoral Officer**

**SAMPLE**

**APPOINTMENT OF A DEPUTY ELECTORAL OFFICER**

I, Chief Electoral Officer, appoint \_\_\_\_\_ to act as a Deputy Electoral Officer to assist in carrying out the duties of the Chief Electoral Officer in accordance with the Kitsumkalum Ratification Committee Rules of Procedure for the purpose of the Kitsumkalum Ratification Vote.

\_\_\_\_\_ Chief Electoral Officer

\_\_\_\_\_ Kitsumkalum Ratification Committee Member

\_\_\_\_\_ Kitsumkalum Ratification Committee Member

\_\_\_\_\_ Canada Ratification Committee Member

\_\_\_\_\_ British Columbia Ratification Committee Member

\_\_\_\_\_  
Date

I, \_\_\_\_\_ agree to act as a Deputy Electoral Officer for the Kitsumkalum Ratification Vote and promise to carry out all assigned duties to the best of my abilities and in accordance with the Kitsumkalum Ratification Committee Rules of Procedure and the requirements of confidentiality.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Form 2D: Appointment of a Guarantor of Identity**

**SAMPLE**

**APPOINTMENT OF A GUARANTOR OF IDENTITY**

The Kitsumkalum Ratification Committee appoints \_\_\_\_\_ to act as the Guarantor of Identity in carrying out the duties of the Guarantor of Identity in accordance with the Kitsumkalum Ratification Committee Rules of Procedure for the purpose of the \_\_\_\_\_ Vote.

\_\_\_\_\_ Kitsumkalum Ratification Committee Member

\_\_\_\_\_ Kitsumkalum Ratification Committee Member

\_\_\_\_\_ Canada Ratification Committee Member

\_\_\_\_\_ British Columbia Ratification Committee Member

\_\_\_\_\_  
Date

I, \_\_\_\_\_ agree to act as a Guarantor of Identity for the \_\_\_\_\_ Vote and promise to carry out all assigned duties to the best of my abilities and in accordance with the Kitsumkalum Ratification Committee Rules of Procedure and the requirements of confidentiality.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Form 3: Notice of Vote**

**SAMPLE  
NOTICE OF VOTE**

**RATIFICATION VOTE FOR  
THE KITSUMKALUM CONSTITUTION AND THE KITSUMKALUM TREATY: A Living Agreement**

The Kitsumkalum Ratification Committee advises that a **Ratification Vote** to determine if Eligible Voters approve the **Kitsumkalum Constitution** and the **Kitsumkalum Treaty: A Living Agreement** will be taking place on \_\_\_\_\_.

---

The following questions will be asked of persons eligible to vote:

**Ballot Question: Do you approve the Kitsumkalum Constitution dated \_\_\_\_\_?**

The Kitsumkalum Constitution is available at (weblink). You can also obtain a copy, upon request, from the Kitsumkalum Treaty Office.

**Ballot Question: Do you approve the Kitsumkalum Treaty: A Living Agreement dated \_\_\_\_\_?**

The Kitsumkalum Treaty: A Living Agreement, Appendices and Atlas are available at (weblink). You can also obtain a copy, upon request, from the Kitsumkalum Treaty Office.

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**21.1 HOW YOU CAN VOTE**

**IN PERSON** – The Ratification Vote will take place on \_\_\_\_\_, between \_\_\_\_\_ and \_\_\_\_\_ at the following location(s):

---

---

**BY MAIL, TELEPHONE AND ONLINE** – A Voter Instruction Package will be sent to people whose name appears on the Official Voters List prior to [date]. If you did not receive a Voter Instruction Package, you can request one by contacting the Chief Electoral Officer by phone/text: [phone number] or email: [e-mail]

**PLEASE NOTE:**

- If you choose to vote by **mail-in ballot**, you must use the prepaid self-addressed envelope to return your mail-in ballot and the envelope must be received by the Chief Electoral Officer no later than \_\_\_\_\_
- If you choose to vote **online or by telephone**, you must vote no later than \_\_\_\_\_
- If you choose to vote **in person**, please bring government-issued photo identification to the polls
- You may only vote once – either by mail-in ballot, online, telephone, **or** in person

---

**INDIVIDUALS ELIGIBLE TO VOTE:** An individual is eligible to vote if that individual:

- has been placed on the Official Voters List; or
  - has submitted a completed enrolment application to the Kitsumkalum Enrolment Committee; and provides evidence satisfactory to the Chief Electoral Officer or Deputy Electoral Officer that the individual will be at least 18 years of age on or before
- 

**OFFICIAL VOTERS LIST:** Once enrolled, the names of Eligible Voters will be added to the Official Voters List, which will be updated on an ongoing basis. The Official Voters List for the Ratification Vote will be made available online at [website] and at the Kitsumkalum Treaty Office by [date].

Only the ballots of individuals on the Official Voters List will be counted for the purpose of the Ratification Vote.

---

**Questions?** Please direct any questions for the Kitsumkalum Ratification Committee to

---

The **Kitsumkalum Ratification Committee Rules of Procedure** for the Ratification Vote will be available for review at [weblink] by [date]

---

Chief Electoral Officer

---

Date

**Form 4A: Instructions for Voting by Mail**

**SAMPLE**

**Mail In Ballot Instructions**

JOHN SAMPLE  
123 Main Street  
Terrace, BC V8G 0A1

If you wish to vote by mail, follow the instructions below.  
If you wish to vote electronically, see the enclosed Voter Information Letter which contains your voting PIN number.

<p><u>Mail-In Ballots Instructions</u></p> <p>These steps are designed to keep your votes secret and ensure your ballots are valid. To ensure your ballots are valid and your votes are counted, you must:</p> <ul style="list-style-type: none"><li>• <b>Complete the Official Ballots (2 ballots)</b>, fold each of them, and insert them into the white Ballot Secrecy Envelope. Seal the envelope.</li><li>• <b>Place the white Ballot Secrecy Envelope</b> into the yellow Return Envelope.</li><li>• <b>Sign and detach the Declaration Form</b> at the bottom of this page and insert into the yellow Return Envelope. Ensure that the address is showing through the windowpane.</li><li>• <b>Seal the yellow return envelope</b> and drop in any Canada Post mailbox by _____. No stamp is required.</li></ul>	<p><u>Important Information</u></p> <ul style="list-style-type: none"><li>• Your completed mail-in ballot package must be received by the Chief Electoral Officer or Deputy Electoral Officer no later than ____ on _____. Ballots received after this time will not be counted.</li><li>• If your mail-in ballot package has not been mailed by _____ you can hand deliver it directly to the Chief Electoral Officer or Deputy Electoral Officer at a polling station by ____ on _____.</li><li>• There are <b>two ballots</b> contained in this voting package, one for the Kitsumkalum Constitution (colour) and one for the Kitsumkalum Treaty: A Living Agreement (colour).</li></ul>
---	---

**Questions?**

If you require assistance, please contact \_\_\_\_\_ Chief Electoral Officer:

**Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Form 4B: Voter Information Letter**

JOHN SAMPLE  
123 Main Street  
Terrace, BC V8G 0A1

You can vote by internet or by phone (using your PIN), in person, or by mail.

ELECTRONIC VOTING PERIOD		YOUR PIN
<b>Start:</b> _____, _____	_____ AM PT	XXXXX XXXXX
<b>End:</b> _____, _____	_____ PM PT	

**HOW CAN I VOTE?**

<b><u>Internet</u></b> To vote by internet, type the website below in the address bar of your web browser (such as Chrome, Edge, Safari, etc.) and follow the instructions. <b>[website]</b>	<b><u>Phone</u></b> To vote by phone, call the voting phone number below and follow the instructions. <b>[Phone Number]</b>
--	---

If you require assistance with electronic voting, please contact the Voter Helpline:

<b><u>In Person</u></b> To vote in person, please visit either of the following locations on [date] from [times] PT.  <b>Location</b> Address	<b><u>Vote by Mail</u></b> Refer to the Instructions for Voting by Mail included with this letter. If voting by mail, please do so soon. Your ballots must be received by [date].
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**ASSISTANCE INFORMATION**

**Phone:** \_\_\_\_\_  
**Helpline Hours:** Weekdays from \_\_\_\_\_ to \_\_\_\_\_, from \_\_\_\_\_ am – \_\_\_\_\_ pm PT.  
\_\_\_\_\_, \_\_\_\_\_, from \_\_\_\_\_ am – \_\_\_\_\_ pm PT.

If you have any other questions about the Ratification Vote, please contact the Chief Electoral Officer, \_\_\_\_\_:

**Phone:** \_\_\_\_\_  
**Email:** \_\_\_\_\_

**Form 4C: Declaration Form**

**Detach and insert in yellow envelope**

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I, \_\_\_\_\_ (print name),  
the undersigned, declare that  
I am eligible to vote in the  
Kitsumkalum Ratification Vote and  
That I have not already voted for  
Any questions in these ballots.

**DECLARATION FORM**

---

**Signature**

John Sample  
123 Main Street  
Terrace, BC, V8G 0A1

Kitsumkalum Ratification Vote

C/O \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
Terrace, BC, V8G 0A2

**SAMPLE**

**CERTIFICATION BY THE CHIEF ELECTORAL OFFICER, DEPUTY ELECTORAL OFFICER, OR  
VOTING OFFICER**

I, \_\_\_\_\_, \_\_\_\_\_ Officer, of \_\_\_\_\_, in the  
Province of British Columbia, certify that:

I was present at \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ when  
Eligible Voters and Pending Enrolment Voters of Kitsumkalum voted on the  
\_\_\_\_\_.

Immediately before the vote began, I opened ballot boxes number # \_\_\_\_\_, \_\_\_\_\_, and  
\_\_\_\_\_.

I saw that the ballot boxes were empty, and I asked the members of the Ratification  
Committee who were present to witness that the ballot boxes were empty.

I then sealed the ballot boxes and signed their seals, in front of the witnesses who were  
present, and kept the ballot boxes in view for the reception of ballot papers.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_

\_\_\_\_\_ Officer

**WITNESSED BY**

\_\_\_\_\_ Kitsumkalum Ratification Committee Member

\_\_\_\_\_ Kitsumkalum Ratification Committee Member

\_\_\_\_\_ Canada Ratification Committee Member

\_\_\_\_\_ British Columbia Ratification Committee Member

**Form 5B: Statement of Witness**

**SAMPLE**

**STATEMENT OF WITNESS**

---

Date

I was present at \_\_\_\_\_ on the \_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ when the Voting Officer, Deputy Electoral Officer, or Chief Electoral Officer opened the ballot boxes for the poll and:

1. I am / am not a member of the Ratification Committee.
2. I witnessed that ballot boxes # \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_ were empty before any votes were cast in the \_\_\_\_\_ Vote.
3. I witnessed the Voting Officer, Deputy Electoral Officer, or Chief Electoral Officer seal the ballot boxes and sign the seals.
4. I initialed the seals, as requested by the Voting Officer, Deputy Electoral Officer, or Chief Electoral Officer.

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Witness Signature

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Print Witness's Name

**Form 5C: Certification of Sealed Ballot Box**

**SAMPLE**

**CERTIFICATION OF SEALED BALLOT**

I, \_\_\_\_\_, \_\_\_\_\_ Electoral Officer, of the \_\_\_\_\_ Votes, in the Province of British Columbia, certify that:

1. I was present at \_\_\_\_\_ on the \_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ when the Eligible Voters and Pending Enrolment Voters of Kitsumkalum voted on the \_\_\_\_\_.
2. I saw that the ballot boxes were in view for reception of the ballots and that no person(s) tampered with the ballot box.
3. Immediately after the close of polls, I sealed the top of the ballot boxes number # \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_.
4. I signed the seals, in front of the witnesses who were present, and then I asked the members of the Ratification Committee to witness and sign the seals.

DATED this \_\_\_\_\_ day of \_\_\_\_\_ 2025.

\_\_\_\_\_  
Electoral Officer

\_\_\_\_\_  
Name

**WITNESSED BY**

\_\_\_\_\_ Kitsumkalum Ratification Committee Member

\_\_\_\_\_ Kitsumkalum Ratification Committee Member

\_\_\_\_\_ Canada Ratification Committee Member

\_\_\_\_\_ British Columbia Ratification Committee Member

**Form 6: Confirmation of Identity**

**SAMPLE**

**CONFIRMATION OF IDENTITY**

I, \_\_\_\_\_, being the Guarantor of Identity, solemnly declare that \_\_\_\_\_ who has presented themselves at the \_\_\_\_\_ polling station to cast a ballot, is personally known to me and therefore I confirm their identity for the purpose of voting in the \_\_\_\_\_ Vote.

\_\_\_\_\_

Signature of Guarantor of Identity

Declared before me at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_,  
\_\_\_\_\_.

\_\_\_\_\_

Signature of \_\_\_\_\_ Officer

**Form 7: Voting Day Enrolment Information**

**SAMPLE**

**VOTING DAY ENROLMENT INFORMATION**

**RATIFICATION OF THE \_\_\_\_\_**

\_\_\_\_\_, \_\_\_\_\_

NAME: \_\_\_\_\_

IF APPLICABLE, OTHER NAME(s): \_\_\_\_\_

DATE OF BIRTH (YYYY-MM-DD): \_\_\_\_\_

ADDRESS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Section for Enrolment Committee, Chief Electoral Officer, Deputy Electoral Officer, and Voting Officer use only**

Has the individual submitted a completed enrolment application to the Enrolment Committee?

YES

NO

Enrolment Committee \_\_\_\_\_ initial \_\_\_\_\_

\_\_\_\_\_ Officer initial \_\_\_\_\_

Has the enrolment application been approved by the Enrolment Committee?

YES

NO

Enrolment Committee \_\_\_\_\_ initial \_\_\_\_\_

\_\_\_\_\_ Officer initial \_\_\_\_\_

**Form 8: Certification by Chief Electoral Officer (Receipt of Mail-In Ballots)**

**SAMPLE**

**CERTIFICATION BY CHIEF ELECTORAL OFFICER**

(Receipt of Mail-In Ballots)

I, \_\_\_\_\_, Chief Electoral Officer, of \_\_\_\_\_, in the Province of British Columbia, certify that:

1. I was responsible for managing the receipt of mail-in ballots on behalf of the Ratification Committee when Eligible Voters voted on the \_\_\_\_\_.
2. Following close of polls, I opened each mail-in envelope and verified voter records.
3. Having verified, opened secrecy envelopes and deposited ballots.
4. I deposited all the secrecy envelopes received by me into the ballot box

DATED this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_

Chief Electoral Officer

WITNESSED BY

\_\_\_\_\_ Kitsumkalum Ratification Committee Member

\_\_\_\_\_ Kitsumkalum Ratification Committee Member

\_\_\_\_\_ Canada Ratification Committee Member

\_\_\_\_\_ British Columbia Ratification Committee Member

**Form 9: Certification of Ballot Box Integrity**

**SAMPLE**

**CERTIFICATION OF BALLOT BOX INTEGRITY**

I, \_\_\_\_\_, \_\_\_\_\_ Electoral Officer, of \_\_\_\_\_  
\_\_\_\_\_ in the Province of British Columbia, certify that:

1. I was responsible for the holding and safe keeping of all ballot boxes for the \_\_\_\_\_ Vote.
2. I was present at \_\_\_\_\_ polling station on the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ when Eligible Voters and Pending Enrolment Voters of Kitsumkalum voted in \_\_\_\_\_ Vote.
3. I saw that the ballot boxes seals were in good condition and have not been tampered with.
4. I then asked the members of the Ratification Committee to examine the seals and confirm that there was no evidence of ballot box tampering.

DATED THIS \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
\_\_\_\_\_ Electoral Officer

**WITNESSED BY**

\_\_\_\_\_ Kitsumkalum Ratification Committee Member  
\_\_\_\_\_ Kitsumkalum Ratification Committee Member  
\_\_\_\_\_ Canada Ratification Committee Member  
\_\_\_\_\_ British Columbia Ratification Committee Member

**Form 10: Certification of the Preliminary Vote Result**

**SAMPLE**

**CERTIFICATION OF THE PRELIMINARY VOTE RESULT**

I, \_\_\_\_\_, Chief Electoral Officer, of \_\_\_\_\_, in the Province of British Columbia, certify that:

1. I was Chief Electoral Officer for the polls held from \_\_\_\_\_ to \_\_\_\_\_ when Eligible Voters and Pending Enrolment Voters of Kitsumkalum voted on the \_\_\_\_\_ in accordance with the Ratification Committee Rules of Procedure.
2. In accordance with the Ratification Committee Rules of Procedure, I sent, or caused to be sent, a Voter Instruction Package, including a copy of the Notice of Vote, to individuals on the Official Voters List at least 30 days prior to the Ratification Vote Date, and to any new individuals who had since been added to the Official Voters List as of 14 days prior to the Ratification Vote Date. I also took reasonable steps to send Voter Instruction Packages, including a copy of the Notice of Vote, to any individuals added to the Official Voters List less than 14 days prior to the Ratification Vote Date.
3. The voting procedure and the counting of ballots were conducted in accordance with the Ratification Committee Rules of Procedure.
4. At the conclusion of the voting process, the names of \_\_\_\_\_ Eligible Voters appeared on the Official Voters List, and the names of \_\_\_\_\_ Pending Enrolment Voters appeared on the Pending Enrolment Voter List.
5. The preliminary results of the \_\_\_\_\_ Vote are as follows:
  - A total of \_\_\_\_\_ ballots were cast
    - a) \_\_\_\_\_ ballots were marked "YES"
    - b) \_\_\_\_\_ ballots were marked "NO"
    - c) \_\_\_\_\_ ballots were Spoiled Ballots; and
    - d) \_\_\_\_\_ ballots were determined to be Invalid Ballots.

*PRELIMINARY CERTIFICATION OF THE VOTE RESULT - Continued*

6. The preliminary results of the \_\_\_\_\_ Vote are as follows:

- A total of \_\_\_\_\_ ballots were cast
  - a) \_\_\_\_\_ ballots were marked "YES"
  - b) \_\_\_\_\_ ballots were marked "NO"
  - c) \_\_\_\_\_ ballots were Spoiled Ballots; and
  - d) \_\_\_\_\_ ballots were determined to be Invalid Ballots.

DATED THIS \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_

\_\_\_\_\_ Electoral Officer

WITNESSED BY

\_\_\_\_\_ Kitsumkalum Ratification Committee Member

\_\_\_\_\_ Kitsumkalum Ratification Committee Member

\_\_\_\_\_ Canada Ratification Committee Member

\_\_\_\_\_ British Columbia Ratification Committee Member

**Form 11: Certification of the Vote Result**

**SAMPLE**  
**CERTIFICATION OF THE VOTE RESULT**

I, \_\_\_\_\_, Chief Electoral Officer, of \_\_\_\_\_, in the Province of British Columbia, certify that:

1. I was Chief Electoral Officer for the polls held from \_\_\_\_\_ to \_\_\_\_\_ when Eligible Voters and Pending Enrolment Voters of Kitsumkalum voted on the \_\_\_\_\_ in accordance with the Ratification Committee Rules of Procedure.
2. In accordance with the Ratification Committee Rules of Procedure, I sent, or caused to be sent, a Voter Instruction Package, including a copy of the Notice of Vote, to individuals on the Official Voters List at least 30 days prior to the Ratification Vote Date, and to any new individuals who had since been added to the Official Voters List as of 14 days prior to the Ratification Vote Date. I also took reasonable steps to send Voter Instruction Packages, including a copy of the Notice of Vote, to any individuals added to the Official Voters List less than 14 days prior to the Ratification Vote Date.
3. The voting procedure and the counting of ballots were conducted in accordance with the Ratification Committee Rules of Procedure.
4. At the conclusion of the voting process, the names of \_\_\_\_\_ Eligible Voters appeared on the Official Voters List, and the names of \_\_\_\_\_ Pending Enrolment Voters appeared on the Pending Enrolment Voter List.
5. The results of the \_\_\_\_\_ Vote are as follows:
  - A total of \_\_\_\_\_ ballots were cast
    - a) \_\_\_\_\_ ballots were marked "YES"
    - b) \_\_\_\_\_ ballots were marked "NO"
    - c) \_\_\_\_\_ ballots were Spoiled Ballots; and
    - d) \_\_\_\_\_ ballots were determined to be Invalid Ballots.

*CERTIFICATION OF THE VOTE RESULT - Continued*

6. The results of the \_\_\_\_\_ Vote are as follows:

A total of \_\_\_\_\_ ballots were cast

a) \_\_\_\_\_ ballots were marked "YES"

b) \_\_\_\_\_ ballots were marked "NO"

c) \_\_\_\_\_ ballots were Spoiled Ballots; and

d) \_\_\_\_\_ ballots were determined to be Invalid Ballots.

DATED THIS \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_

\_\_\_\_\_ Electoral Officer

WITNESSED BY

\_\_\_\_\_ Kitsumkalum Ratification Committee Member

\_\_\_\_\_ Kitsumkalum Ratification Committee Member

\_\_\_\_\_ Canada Ratification Committee Member

\_\_\_\_\_ British Columbia Ratification Committee Member

## **Appendix 2: Ratification Chapter of the Kitsumkalum Treaty: A Living Agreement**

### **CHAPTER 27 – RATIFICATION (Ratification Version)**

#### **General**

1. This Agreement will be submitted to the Parties for ratification after it has been initialled by the chief negotiators for the Parties and after any changes agreed to by the chief negotiators between initialling and submission to the Parties for ratification have been made.
2. This Agreement is legally binding once it has been ratified and brought into effect in accordance with this Chapter.

#### **Ratification of Agreement by Kitsumkalum**

3. Ratification of this Agreement by Kitsumkalum requires:
  - (a) that individuals who may be eligible to vote have a reasonable opportunity to review this Agreement;
  - (b) a vote, by way of a secret ballot;
  - (c) that at least 50 percent plus one of the Eligible Voters on the Final Treaty Voters List cast their vote;
  - (d) that at least 50 percent plus one of the ballots cast by Eligible Voters under paragraph 3(c) are in favour of this Agreement;
  - (e) ratification of the Kitsumkalum Constitution through the process set out in this Agreement; and
  - (f) that this Agreement be signed by an authorized representative of Kitsumkalum.

#### **Ratification of the Kitsumkalum Constitution**

4. Ratification of the Kitsumkalum Constitution by Kitsumkalum requires:
  - (a) that individuals who may be eligible to vote have a reasonable opportunity to review the Kitsumkalum Constitution;
  - (b) a vote, by way of a secret ballot;
  - (c) that at least 50 percent plus one of the Eligible Voters on the Final Constitution Voters List cast their vote; and
  - (d) that at least 50 percent plus one of the ballots cast by Eligible Voters under paragraph 4(c) are in favour of the Kitsumkalum Constitution.

#### **Ratification Committee**

5. The Parties will establish a ratification committee, consisting of one representative appointed by each of the Parties, to be responsible for the Kitsumkalum ratification processes.

6. The Ratification Committee will:

- (a) establish and publish ratification procedures and time limits in relation to the Constitution Ratification Vote and the Treaty Ratification Vote;
- (b) take reasonable steps to provide an opportunity for individuals who may be eligible to vote to review the Kitsumkalum Constitution before the Constitution Ratification Vote and this Agreement before the Treaty Ratification Vote;
- (c) prepare and publish:
  - (i) at least 30 days before the first day of general voting for the Constitution Ratification Vote, a Constitution Voters List; and
  - (ii) at least 30 days before the first day of general voting for the Treaty Ratification Vote, a Treaty Voters List,

by determining whether each individual whose name is provided to it by the Enrolment Committee under paragraph 20(1) of Chapter 26 Eligibility and Enrolment is eligible to vote under paragraph 8;

- (d) update the Constitution Voters List for the Constitution Ratification Vote and the Treaty Voters List for the Treaty Ratification Vote by:
  - (i) on an ongoing basis until the close of polls on the last day of voting or as provided for in paragraph 10(a), adding to the Constitution Voters List or the Treaty Voters List, as applicable:
    - 1. the name of each individual whose name has been removed under paragraph 6(d)(ii)1 and who has provided contact information to Kitsumkalum or the Ratification Committee;
    - 2. the name of each individual whom the Ratification Committee determines to be eligible to vote under paragraph 8; and
    - 3. the name of each individual who casts a ballot under paragraph 9 and whose ballot is counted under paragraph 10; and
  - (ii) removing from the Constitution Voters List or the Treaty Voters List, as applicable:
    - 1. the name of each individual whom Kitsumkalum has requested be removed before the close of polls on the last day of voting due to an inability to contact that individual, provided that Kitsumkalum provides documentation of the steps taken to contact the individual and the Ratification Committee is satisfied that those steps are reasonable;
    - 2. the name of each individual who did not vote and who provides, within seven days of the last day of voting, a letter from a qualified medical practitioner that

the individual was physically or mentally incapacitated to the point that they could not have voted on the dates set for general voting;

3. the name of each individual who died on or before the last day of voting without having voted;
4. the name of each individual who has applied, or on whose behalf an application has been made, before the close of polls on the last day of voting to have their name removed from the Enrolment Register by the Enrolment Committee under paragraph 25 of Chapter 26 Eligibility and Enrolment, provided the individual has not already voted; and
5. the name of each individual who has applied or on whose behalf an application has been made, before the close of polls on the last day of voting, to have their name removed, provided the individual has not already voted.

- (e) after updating the Constitution Voters List under paragraph 6(d), preparing and publishing a final version of the Constitution Voters List;
- (f) after updating the Treaty Voters List under paragraph 6(d), preparing and publishing a final version of the Treaty Voters List;
- (g) approve the form and content of the ballots;
- (h) authorize and provide general direction to voting officers, including the establishment of polling stations and rules that may include advance polling and mail-in ballots;
- (i) publish the dates of each Ratification Vote and the location of the polling stations;
- (j) conduct each Ratification Vote on the day or days determined by the Ratification Committee;
- (k) count the votes on the ballots cast in each Ratification Vote and immediately provide the results to the Parties;
- (l) publish the results of each Ratification Vote following the Ratification Vote count; and
- (m) prepare and provide to the Parties a written report on the outcome of each Ratification Vote within 90 days following the last day of voting for Ratification Vote.

7. For greater certainty, a Ratification Vote may include voting by electronic means.

### **Eligible Voters**

8. An individual is eligible to vote in a Ratification Vote if the individual is:
  - (a) enrolled under Chapter 26 Eligibility and Enrolment; and
  - (b) at least 18 years of age on the last day of voting in that Ratification Vote.
9. An individual whose name is not included on the Constitution Voters List or the Treaty Voters List may vote in the applicable Ratification Vote if:

- (a) the Enrolment Committee provides a voting officer with confirmation that the individual submitted a completed enrolment application to the Enrolment Committee; and
  - (b) the individual provides evidence satisfactory to a voting officer that the individual is at least 18 years of age on the last day of voting in that Ratification Vote.
10. If the Enrolment Committee notifies the Ratification Committee that an individual referred to in paragraph 9 meets the Eligibility Criteria:
- (a) the name of the individual will be added to the Constitution Voters List or the Treaty Voters List, as applicable, within a timeframe established by the Ratification Committee; and
  - (b) the ballot of the individual will be counted for the purposes of the votes under paragraphs 3 and 4.

### **Costs**

11. Canada and British Columbia will, as agreed between them, provide funding for the Ratification Committee to carry out its duties and responsibilities under this Chapter.

### **Ratification by Canada**

12. Ratification of this Agreement by Canada requires:
- (a) that this Agreement be signed by a Minister authorized by the federal Cabinet; and
  - (b) the coming into force of Federal Treaty Implementation Legislation.

### **Ratification by British Columbia**

13. Ratification of this Agreement by British Columbia requires:
- (a) that this Agreement be signed by a Minister authorized to do so; and
  - (b) the coming into force of Provincial Treaty Implementation Legislation.