

Kabangka Elections Rules

1. Election Administration

- Both Kabangka elections will be administered by an independent Elections Chief Returning Officer (CRO)CRO.
- The Elections CRO must be impartial and judicious in all manners. Should they be determined by the Board of Directors (BOD) to breach either of these qualities during their appointment the BOD retains the right to strip the Elections CRO of their title and responsibilities. In this circumstance the title, role, and associated responsibilities will transfer to a member of the Advisory Council, to be determined by the Advisory Council.
- The Kabangka Board of Directors is responsible for unanimously appointing the Elections CRO
- The CRO must be appointed and announced no later than March 1st annually
- Efforts must be made to appoint a CRO who is not currently a Kabangka member. Should this be impossible, a member of Kabangka may become the Elections CRO however, they must forfeit their vote for the election which they administer.
- The Elections CRO must hold a mandatory all candidates meeting for the Kabangka Board of Directors Election on March 31st. All candidates are required to attend. Required topics of discussion: elections rules; timelines; voting.
- The Elections CRO must hold a mandatory all candidates meeting for the POP Executive Committee and Kabangka Mentorship Executive Committee on April 15th. All candidates are required to attend. Required topics of discussion: elections rules; timelines; voting.
- The Elections CRO reserves the right to call a mandatory candidate meeting at any point during the electoral cycle.
- The Elections CRO must publicly notify members of upcoming elections no later than three (3) weeks before the election day.
- The Elections CRO will be appointed according to the qualifications, knowledge and skills of the CRO as stated by [Elections Canada](#).

2. Election occurrence

- There will be two (2) annual elections. One to elect the Kabangka Board of Directors, and a second to elect the executive members of the POP Executive Committee and Kabangka Mentorship Executive Committee.
- The vote for Kabangka Board of Directors must occur on April 14th annually. Campaigning for this election may not start before April 1st at 12:01 a.m. EST. Nomination papers may not be submitted to the Elections CRO earlier than March 18th at 12:01 EST and no later than March 30th at 12:59 p.m. EST.
- Votes for the POP Executive Committee and Kabangka Mentorship Executive Committee must occur on April 30th annually. Campaigning for this election may

not start before April 16th at 12:01 a.m. EST. Nomination papers may not be submitted to the Elections CEO earlier than April 1st at 12:01 EST and no later than April 13th at 12:59 p.m. EST.

- In the case that a member submit nomination papers for both the Kabangka Board of Directors Election and POP Executive Committee or Kabangka Mentorship Executive Committee Election, and they are elected to the BOD, they will not be permitted to stand as a candidate for the POP Executive Committee or Kabangka Mentorship Executive Committee Election.

3. Byelections

- In the instance that an elected position becomes vacant a by-election date must be set within 45 days of the position being vacated.
- An election CRO must be appointed per the regular election CRO process
- Candidates must submit their intent to run to the elections CRO no less than two days before the established start of the campaign.
- Candidates must obtain a minimum of three nomination signatures for their candidacy
- The campaign must run for no less than seven days and no longer than 14.

4. Eligibility to Run

- Members may only stand as a candidate for one position at a time.
- Members may only hold one elected position at a time.
- Candidates must be members of Kabangka in good standing on or by March 31st at 11:59 p.m. EST in order to qualify as a candidate.
- Candidates must submit the following documents (to be known as “nomination papers”) to the Elections CRO: proof of Kabangka membership; “Kabangka Nomination Form for Election”; and, if applicable, supporting email nominations
- Candidates must obtain five (5) signatures from Kabangka members nominating them to run as a candidate, on their “Kabangka Nomination Form for Election”.
- “Virtual” nominations may be submitted from a member to a prospective candidate by way of email. The email nomination must match the email used by the member for their Kabangka membership. The email nomination must be provided to the Elections CRO as part of a candidates nomination papers.
- Candidates will be notified by the Elections CRO within 24 hours of submitting their nomination papers if they have completed requirements to run.

5. Campaigning

- Candidates may not start actively campaigning before the official start time and date of their election.
- Active campaigning actions includes, but are not limited to: social media campaigns and communications promoting a candidate in any way; physical postering promoting a candidate in any way; outreach to members of Kabangka with the intent or messaging to campaign for a position.

- The Elections CRO reserves the right to determine if a candidate has breached campaigning rules.
- Should it be determined a candidate or a member of their team have breached campaigning rules their campaign may be suspended for between 24-48 hours, depending on the severity of the breach and if this is a first occurrence or repeat offence. The disciplinary level is to be determined by the Elections CRO who must publicly share their decision and rationale at the point of discipline.
- Active campaigning must end one (1) hour before voting begins.

6. Qualifications to Vote and Voting

- Every Kabangka member is entitled to one vote for each position, in each election.
- Kabangka members must be registered and in good standing by March 31st at 11:59 p.m. EST in order to be eligible to vote in both the Kabangka Board of Directors election and the POP Executive Committee and Kabangka Mentorship Executive Committee elections.

7. Resigning and/or removal from elected positions

- Elected members who choose to resign from their positions must notify the Board of Directors a minimum of 14 days before their final day.
- Kabangka general members reserve the right to motion for impeachment of a Kabangka elected member should it be determined they have either brought disrepute to the organization, and/or insufficiently fulfilled their mandate.
- Moving to impeach an elected member:
 - Any Kabangka member in good standing may motion to impeach an elected Kabangka member.
 - The member bringing forth items for impeachment must clearly outline why they believe the elected member should be impeached, and obtain signatures of 50% of other Kabangka general members expressing their support for the motion to impeach
 - The motion to impeach must be shared with the Board of Directors, and a copy shared with the Advisory Council for awareness.
 - Should the elected member whom the motion has been brought against be a member of the Board of Directors they may not be present at the Emergency Board Meeting.
 - The elected member whom the motion has been brought about must be notified by the BOD within 24 hours of the BOD receiving the motion. The BOD must convene an emergency meeting of the Board within 24 hours of receiving the motion to impeach. Following this meeting the BOD must send out a general notice to members that an Emergency General Meeting will occur within the next seven (7) days. The Notice must clearly articulate that a motion for impeachment has been brought forward, that members will have the opportunity to vote, and the required quorum for the meeting to commence.

- The impeachment process will be run by the Elections CRO and will be independent from the BOD and the Advisory Council. The Elections CRO is allowed to gather testimonies, evidence, and can conduct fact-finding prior to the Emergency General Meeting.

8. Emergency General Meeting Procedures in the case of a Motion for Impeachment

- The meeting shall be chaired by the Chair of Kabangka. Should the Chair be the member motioned against, the Vice-Chair will preside over the meeting.
- The meeting will follow Roberts Rules of Order.
- General Meeting quorum requirements stand for the commencement of any Emergency General Meeting. Should quorum not be achieved within 20 minutes of the start of the Emergency General Meeting the meeting will be postponed seven (7) days. Should a second meeting not meet quorum the impeachment may not move forward.
- Quorum must be maintained throughout the duration of the meeting and the final vote for impeachment.
- The general member who has moved the Motion to Impeach must present their motion, outlining the rationale for impeachment.
- The elected member who has been motioned against may respond to the Motion to Impeach.
- General Members may ask the mover of the motion, the elected member, or any other member present questions pertaining to the issue at hand until the subject has been exhausted, as determined by the Chair.
- The Chair must move to a vote following the completion of discussion, 50% of voting members present must vote in favour to move to vote.
- A Vote to Impeach must pass with a minimum of 70% "Yea" votes from members present. Quorum must be maintained throughout the vote or the vote may not stand.

9. Terms of Office

- All Kabangka elected positions exist for a mandate of one (1) year.
- A member may not hold the same position for more than two one-year terms.
- Advisory Council positions are staggered as outlined in the mandates of the Advisory Council in Article IV, Section 1.