



TSAWOUT FIRST NATION COMMUNITY NOTICE

- 1. Notice of Longhouse Meeting**
**** Wed., Feb. 13, 2019**

- 2. Call for Expression of Interest**
**** Lands Management Committee**
apply to the Lands Manager by 4:00 pm, Feb. 14, 2019

- 3. Call for Expression of Interest**
**** Dispute Resolution Panel**
apply to the Lands Manager by 4:00 pm, Mar. 9, 2019



TSAWOUT FIRST NATION

7728 Tetayut Road, Saanichton, BC V8M 2E4

NOTICE OF LONGHOUSE MEETING

Tsawout First Nation Chief and Council are hosting an information meeting about the Tsawout Longhouse. We will have a display and a ballot process to help with decision making.

FACILATATOR: SONYA PIGHAN
DATE & TIME: FEB. 13, 2019 (6:00 TO 8:00 PM)
WHERE: TSAWOUT GYM

SAMPLE BALLOT

DECISION BALLOT FOR THE BIG HOUSE			
Big House	Yes	No	
Other Projects	Yes	No	
Suggestions			
WHO WILL BE RESPONSIBLE FOR THE BUILDING?			
Chief and Council	Yes	No	This includes regular maintenance paying the insurance, paying the Hydro bills, booking the facility
Community	Yes	No	
Separate Society	Yes	No	
COST TO THE COMMUNITY FOR THE LONGHOUSE - 1.5 MILLION DOLLARS			
Yes		No	
LOCATION			
Old Site + 1.5 mil	Yes	No	
Soccer Field	Yes	No	
SUGGESTED SITE			

TSAWOUT FIRST NATION
7728 TETAYUT ROAD, SAANICHTON, BC V8M 2E4
TEL. (250) 652-9101 ♦ FAX (250) 652-9114

LANDS MANAGEMENT COMMITTEE – CALL FOR EXPRESSIONS OF INTEREST

Tsawout is seeking re-establish the Lands Management Committee which shall have a term of four years from date of appointment.

The Tsawout Land Code says the following regarding a vacancy in term:

23.10 Where the office of a member of the Land Management Committee becomes vacant more than 90 days before the date when another appointment of Land Management Committee members would ordinarily be held, Council will forthwith appoint a replacement.

Eligibility Criteria

Any Eligible Voter (Tsawout Member 18+years of age), whether or not resident on Tsawout Reserve Lands, is eligible to be appointed to the Land Management Committee except for:

- an Eligible Voter convicted of an offence that was prosecuted by way of indictment or felony conviction within five years prior to February 14, 2019;
- an Eligible Voter convicted of a corrupt practice in connection with an election, including accepting a bribe, dishonesty or wrongful conduct; and
- an Eligible Voter who is a salaried staff member of the First Nation or member of Council, unless that Eligible Voter resigns as a staff member or member of Council upon being appointed to the Land Management Committee.

Committee Responsibilities and Accountabilities

The Lands Management Committee's responsibilities include the following, as set out in the *Tsawout First Nation Land Code* and at the instruction of the Lands Manager:

- assist with the development of the Tsawout Lands administration system;
- advise Council and Tsawout staff on matters respecting Tsawout Land;
- recommend to Council Laws, Resolutions, policies and procedures respecting Tsawout Land;
- hold regular and special meetings of Members to discuss Tsawout Land issues and make recommendations to Council on the resolution of such issues;
- assist in the exchange of information regarding Tsawout Land matters between Members and Council;
- oversee community consultations and approvals under the Land Code; and
- perform such other duties and functions as Council may direct.

The Lands Management Committee must act in accordance with all Tsawout Laws and Policies, including the *Tsawout First Nation Land Code*, *Tsawout Financial Administration Law*, and Tsawout Lands Policies. Much of the work of the Lands Management Committee shall be conducted by a 5-person sub-committee established by the Lands Management Committee. The Tsawout Lands Department provides administrative support to the Lands Management Committee. One Council member sits as a non-voting member of the Lands Management Committee and acts as the liaison between the Lands Management Committee and Council.

Selection Criteria:

The Land Code states that the Land Management Committee will be made up of Eligible Voters appointed by Council in a manner so as to provide for a broad representation of Tsawout. **Council will appoint no more than 12 members to the Lands Management Committee, taking into consideration the importance of:**

- youth representatives;
- elder representatives;
- broad family representation; and
- a broad skill set of those represented on the Committee.

Time Commitment and Compensation:

The Lands Management Committee is an ad hoc panel and all of its work must remain within the annual budget of the Tsawout Lands Department so time commitment will vary. Tsawout is currently working on the development of a Dispute Resolution Policy Manual and the Lands Management Committee will be directly involved in that project. The compensation for a committee member is set by Council.

Interested persons can apply by providing the Lands Manager the following information before 4:00 pm on FEBRUARY 14, 2019:

- their full name, mailing address, email address and telephone number; and
- a brief summary of their knowledge of Tsawout culture and traditions, educational achievements, work and volunteer history.

To provide this information orally, contact the Lands Manager.

Tom Child, Lands Manager
Tsawout First Nation
7728 Tetayut Road
Saanichton, BC V8M 2E4
Phone: 1-250-652-9101
Email: landsmanager@tsawout.ca

TSAWOUT FIRST NATION
7728 TETAYUT ROAD, SAANICHTON, BC V8M 2E4
TEL. (250) 652-9101 ♦ FAX (250) 652-9114

**TSAWOUT DISPUTE RESOLUTION PANEL –
CALL FOR EXPRESSIONS OF INTEREST**

Tsawout is seeking Dispute Resolution Panel Members to take office as follows:

- two (2) members of Tsawout **who will be appointed for a two (2) year term;**
- two (2) members of Tsawout **who will be appointed for a four (4) year term;**
- two (2) persons who do not need to be members of Tsawout and **who will be appointed for a four (4) year term;** and
- one (1) person who does not need to be a member of Tsawout and **who will be appointed for a two (2) year term.**

Note: All applicants must be at least eighteen (18) years of age. While initial appointments are staggered, members may be re-appointed for additional terms of four (4) years.

Panel Responsibilities and Accountabilities

The Dispute Resolution Panel's responsibilities include the following, as set out in the *Tsawout First Nation Land Code*:

- facilitating discussions amongst disputing parties and assisting them in their resolution of disputes relating to Tsawout Lands;
- overall conduct and control of disputes that relate to Tsawout Lands, which includes identification and clarification of issues, providing procedural directions to the parties', research and evidence gathering, and the conduct of written and oral hearings;
- making decisions on how such disputes shall be resolved on the basis of a review of evidence, the parties' submissions, and applicable laws and policies;
- providing clear, sound, concise and timely written decisions; and
- making recommendations to Council with regard to laws and policies pertaining to disputes regarding Tsawout Lands.

The Dispute Resolution Panel works independently but must act in accordance with all Tsawout Laws and Policies, including the *Tsawout First Nation Land Code*, *Tsawout Financial Administration Law*, and the Tsawout Dispute Resolution Policy Manual (currently under development). Dispute Resolution Files are maintained by in the office of the Lands Manager at the Tsawout Administration Office. The Tsawout Lands Department provides administrative support to the Dispute Resolution Panel.

Selection Criteria:

Ideal candidates will have the following knowledge and experience, **however all persons are encouraged to apply, even if you only have some of the below knowledge and experience as panel members will be provided training opportunities:**

- knowledge of Tsawout's language, culture, traditions, governance and family structures;
- experience working closely with a First Nation's Band either at the community level or with the administration, Chief & Council;
- knowledge of the Tsawout First Nation Land Code, its history and current status;
- experience in communicating with the public both verbally and in writing;
- knowledge of what it means to be impartial / non-biased;
- knowledge of procedural fairness, conflict of interest and confidentiality;
- formal training or experience (i.e. from school / work / volunteer) in law, dispute resolution, public administration, indigenous governance, first nations land management, or the interpretation of law and/or policy;
- formal training or experience (i.e. from school / work / volunteer) reading complex information, identifying issues and information gaps or inconsistencies, analyzing evidence, and deciding on what is a "proven fact" versus an "allegation"; and
- formal training or experience producing clear, well-reasoned decisions that are based on the merits of a specific set of facts.

Time Commitment and Compensation:

The Dispute Resolution Panel is an ad hoc panel so time commitment will vary. Tsawout is currently working on the development of a Dispute Resolution Policy Manual and the Panel will be directly involved in that project. The compensation for a Dispute Resolution Panel member is set by Council (depending on experience).

Interested persons can apply by delivering the following documents to the Lands Manager, before 4:00 pm on MARCH 9, 2019:

- (1) a letter of interest, summarizing how they meet the above selection criteria;
AND
- (2) a current resume, setting out their full name, mailing address, email address, telephone number, educational achievements, work and volunteer history.

Tom Child, Lands Manager
Tsawout First Nation
7728 Tetayut Road
Saanichton, BC V8M 2E4
Phone: 1-250-652-9101
Email: landsmanager@tsawout.ca