



**T'ít'q'etmec Xékmens ta Tmícwa [People of T'ít'q'et Law of the Land]**

**(T'ít'q'et Land Code)**

**Lands Committee**

**Terms of Reference Draft #4**

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## 1. Introduction

T'ít'q'et manages T'ít'q'et lands and resources with a vision of being economically self-sufficient, with the means to live in dignity and assume responsibility for its economic, political, spiritual, cultural and social development within the context of Canadian society rather than having its lands and resources managed on its behalf by Canada under the Indian Act.

*Skw7ikwlacwkálha*

*Nilh ts7a skw7ikwlacws i P'egp'íg'lha úcwalmicw. Ts7as lhélta scwakwekwkálha i sqwal'útkalha. S7ats'xstsútkalh kelh múta7 s7ats'xstwál'. Cuz' hal'acítem ku tí7texw nt'ákmen i stsmal'tkálha. Xekantsútkalh kelh. Cuz' nkálstúm' ta tsuwa7lhkálha nt'ákmen xílem nelh skelkla7lhkálha múta7 cuz' xílem i ts7ása úcwalmicw.*

*Our Dream*

*This is the dream of the P'egp'íg'lha clan. Our words come from our hearts. We will look after ourselves and each other. We will make our own laws. We will follow our own way of life as did our ancestors and as will our future generations.<sup>1</sup>*

T'ít'q'et manages T'ít'q'et lands and resources in accordance with the Framework Agreement on First Nation Land Management entered into between Her Majesty in right of Canada and fourteen First Nations on February 12, 1996, as amended. The T'ít'q'etmec Xékmens ta Tmícwa [People of T'ít'q'et Law of the Land] came into effect on September 1, 2019.

## 2. Lands Committee Mandate

2.1 The Lands Committee has the mandate to recommend:

- (a) a land use plan;
- (b) amendment of a land use plan;
- (c) a grant or disposition of an interest or license in T'it'q'et Land for a term exceeding \_\_ years;

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<sup>1</sup> The community vision comes from the P'egp'íg'lha Constitution. Translation for this P'egp'íg'lha Constitution was provided by Rose Agnes Whitley.

- (d) renewal of a grant or disposition of an interest or license in T'it'q'et Land for a term exceeding \_\_ years, or that would have the effect of extending the original grant or disposition for a term exceeding \_\_ years;
- (e) a grant or disposition of natural resources on T'it'q'et Land exceeding a term of one year;
- (f) a charge or mortgage of a leasehold interest on Community Land for a term exceeding \_\_ years;
- (g) a proposed land Law
- (h) any Law or class of Law that Council, by Resolution, declares to be subject to this section.

### **3. Purpose of the Land Code**

- 3.1 The purpose of the T'it'q'etmec Xékmens ta Tmícwa [People of T'it'q'et Law of the Land], which was certified on August 26, 2019, (the "Land Code") is to set out the principles and legislative and administrative structure that apply to T'it'q'et Land and by which the T'it'q'et will exercise authority over these lands.
- 3.2 Any power, authority or discretion exercised by Council, the Lands Committee or other individual or body established or authorized under this Land Code:
  - (a) will be exercised on behalf of, and for the benefit and protection of, T'it'q'et; and
  - (b) does not represent any adoption or acceptance of a duty to act for the benefit or protection of an individual or holder of rights or interests.

### **4. Lands Committee**

- 4.1 A Lands Committee is hereby established to:
  - (a) assist with the development of the T'it'q'et land administration system;
  - (b) advise T'it'q'et Council and its staff on matters respecting T'it'q'et Land (See Appendix A);

- (c) recommend land laws, resolutions, policies and practices respecting T'it'q'et land to T'it'q'et Council for matters including, but not limited to:
  - i. environmental protection and assessment,
  - ii. disputes relating to land and spousal property;
  - iii. amendments to these Terms of Reference;
  - iv. amendments to the T'it'q'et Land Code;
- (d) hold Committee meetings, information meetings and participate in general meetings to discuss issues relating to T'it'q'et Land and to make recommendations to T'it'q'et Council on the resolution of such issues;
- (e) assist in the flow of information on land issues between members and T'it'q'et Council;
- (f) oversee community meetings of members, community approvals and ratification votes; and
- (g) make recommendations regarding any proposed expropriations;
- (h) assist in providing information to the members for any proposed land exchanges;
- (i) make recommendations to Council on granting allotments or Certificates of Possession;
- (j) grant rights of access onto T'it'q'et Lands if delegated;
- (k) appoint panelists to the Dispute Resolution Panel;
- (l) assist in the development and implementation of annual work plans and budgets for the Lands department;
- (m) hold Committee meetings and other meetings to discuss issues relating to T'it'q'et Land and to make recommendations to T'it'q'et Council on the resolution of such issues;
- (n) assist in reviewing applications under Land Code laws and making recommendations to Council;
- (o) take reasonable measures to consult Elders with respect to matters in

general under the Land Code, and particularly in respect of heritage lands and sacred lands;

- (p) perform such other duties as may be delegated or assigned by T'it'q'et Council resolution or a land law under the T'itq'emec Xékmens ta Tmícwa [People of T'it'q'et Law of the Land](T'it'q'et Land Code).

4.2 Unless otherwise expressly stated in the Land Code or in a delegation Resolution from Council, the role of the Committee is strictly advisory.

## **5. Lands Committee Membership**

5.1 The Lands Committee will be comprised of a minimum of 5 Eligible Voters and a maximum of 9 Eligible Voters.

5.2 Any Eligible Voter, whether or not resident on T'it'q'et Land, is eligible to serve on the Lands Committee, except for the following persons:

- (a) unless waived by a Majority vote of those Eligible Voters present at a meeting of members, any person convicted of an offences that was prosecuted by way of indictment;
- (b) any person who is an undischarged bankrupt or owes money to T'it'q'et;
- (c) an Eligible Voter convicted of a corrupt practice in connection with an election including accepting a bribe, dishonesty or wrongful conduct.

5.3 The members of the Lands Committee are to be selected as follows:

- (a) a member of Council appointed by Council; and
- (b) 4 to 8 members selected by Council.

5.4 Council will follow procedures set out in the T'it'q'etmec Xékmens ta Tmícwa [People of T'it'q'et Law of the Land](T'it'q'et Land Code) for selection of Lands Committee members, including such transitional rules as may be necessary for the members of the first Lands Committee.

5.5 A member of the Lands Committee will serve in office until that member:

- (a) resigns in writing;
  - (b) becomes ineligible to hold office;
  - (c) ceases to be a T'it'q'et Member;
  - (d) is absent from three consecutive meetings of the Lands Committee for a reason other than illness or incapacity without being authorized in writing to be absent by the Chair of the Lands Committee; or
  - (e) dies or becomes mentally incompetent.
- 5.6 The members of the Lands Committee will accept the duties and obligations of committee membership and agree to observe and carry out those duties and obligations according to the terms and conditions of the Land Code.
- 5.7 Committee members will serve for a term of 3 years. Where the office of an elected member of the Lands Committee becomes vacant more than 90 days before the end of their term:
- (a) a special appointment to fill the vacancy may be made in accordance with this Land Code.
  - (b) the appointment shall last until the end of the term.
- 5.8 Lands Committee members will receive an honorarium in the dollar amount for each scheduled Lands Committee in the amount as set in T'it'q'et policy.
- 5.9 Unless otherwise states in a Council Resolution or policy;
- (a) the honoraria shall be a fixed amount for each Lands Committee meeting including approximately one hour of preparation time and two hours of meeting time.

## **6. Committee Roles and Responsibilities and Procedures**

- 6.1 The Lands Committee may establish rules and procedures for the conduct of its meetings and general affairs, provided that any such rules and procedures are not inconsistent with any rules and procedures established by Council.

6.2 The Lands Committee will:

- (a) represent the overall values and interest of T'it'q'et;
- (b) make decisions by consensus;
- (c) meet on a quarterly basis, at a minimum, and more often as necessary to fulfill their responsibilities as requested by the Chair or Lands Manager;
- (d) consult with the community on land and resource decisions;
- (e) provide verbal and written reports to the members of T'it'q'et, including updates to community newsletters as requested or deemed necessary;
- (f) develop protocols on how information will be shared and used; and
- (g) will take reasonable measures to consult with elders and youth in the conduct of its meetings and general affairs.

6.3 Quorum is set at 50% + 1 members for a duly convened meeting.

6.4 If a Lands Committee member misses more than 3 meetings in a row without appropriate justification, the Lands Committee member may be replaced by T'it'q'et Council.,

6.5 Any lands committee may continue without a quorum provided that

- (a) notice of the meeting was sent to all Lands Committee members in accordance with this terms of reference; and
- (b) no final decisions or recommendations are made at the meeting in absence of a quorum

6.6 All Committee members are expected to:

- (a) demonstrate impartiality, honesty and integrity;
- (b) have a knowledge of land management issues;
- (c) sign a Code of Conduct and Oath of Office and Confidentiality Agreement;



(d) attend each Lands Committee meeting,

6.7 All Committee members may be invited to attend the following additional meetings but will not receive honoraria for these additional meetings unless specifically invited in writing to play a role in the meeting:

(a) community meeting at which a Land matter is on the agenda for the community; and

(b) community meeting or event organized and implemented by the Lands Committee.

6.8 Minutes will comply with T'it'q'et policies for all committees and, in addition, will contain:

(a) the start time for the meeting;

(b) a copy of the agenda, as adopted and/or amended;

(c) an update or review of action items from past meetings;

(d) a list of attendees at the meeting;

(e) a list of any Lands Committee members who disclosed a potential conflict of interest or who left the meeting or abstained from participating in discussions or decisions;

(f) all decisions or recommendations made;

(g) a list of any proposed action items, along with proposed timelines and designated people;

(h) the time of adjournment;

(i) the proposed next meeting date; and

(j) any other relevant information.

6.9 The Lands Committee will be implemented through the T'it'q'et Lands Office (see Appendix B)

- 6.10 Meetings may be in-person or via tele/video-conference.
- 6.11 The Lands Committee may invite T'it'q'et staff, guests, advisors or others to attend meetings as necessary.
- 6.12 The Lands Manager is an *ex officio* member of the Lands Committee.
- 6.13 Meeting minutes will be archived in the Lands Office.
- 6.14 From time to time, external training opportunities, workshops or meetings regarding Lands may be made available; attendance by Lands Committee members to these events and any budget required must be approved by the T'it'q'et Lands Office in accordance with the Lands budget approved by Council.
  - (a) Attendance may be limited by availability of resources.
  - (b) If attendance is approved, the attending Lands Committee members must:
    - i. attend the full event, unless otherwise approved or directed by the committee or the Lands Manager;
    - ii. participate in an effective manner; and
    - iii. report back at a committee meeting directly following the event.

## **7. Lands Committee Chairperson**

- 7.1 The members of the Lands Committee will select a Chair from among their members.
- 7.2 The duties of the Chair are to:
  - (a) chair meetings of the Lands Committee;
  - (b) ensure that agendas for Land Committee meetings are prepared and distributed ahead of time;
  - (c) ensure that the Lands Committee carries out its roles and responsibilities under the T'it'q'et Land Code and the procedures set out in these Terms of Reference

- (d) ensure that financial statements relating to all activities of the Lands Committee, including any applicable revenues and expenditures concerning T'it'q'et Lands, are prepared and tabled with Council;
- (e) report to Council and the T'it'q'et Members on the activities of the Lands Committee;
- (f) oversee the preparation of an annual written report that contains a review of T'it'q'et Land management activities and any such other matters as may be directed by Council or reasonably requested by the Lands Committee.
- (g) monitor the presentation of audited annual financial statements;
- (h) ensure compliance with meeting attendance requirements; and that a quorum of members are in attendance from the start of the meeting to the end of the meeting;
- (i) ensure that members are notified of meetings and special meetings with a minimum of three (3) working days notification;
- (j) ensure that a record of attendance is maintained for all Lands Committee Meetings including, Committee members, the Lands Manager, and other attendees or guests;
- (k) ensure that a record of key issues discussed, all decisions made;
- (l) ensure that decisions and recommendations are made by consensus;
- (m) ensure that the minutes accurately reflect the meetings held and that they are prepared in a timely manner; and
- (n) ensure that all Committee members receive a copy of the previous meeting Minutes for review and comment.
- (o) perform such other duties as Council or the Lands Committee may reasonably prescribe.

7.3 The members of the Lands Committee will appoint a Vice-chair from among their members who will perform the functions of the Chair if the Chair is unavailable or unable to perform the functions of office.

- 7.4 If the Chair and Vice-chair are unavailable or unable to perform the functions of office, the Lands Committee will appoint another member of the Lands Committee to serve as interim Chair.

## **8. Budget**

- 8.1 Council will, by Resolution, prior to the beginning of each fiscal year, adopt a land management budget for that fiscal year and may, if Council deems it necessary in the course of the fiscal year, adopt one or more supplementary budgets for that fiscal year.
- 8.2 Prior to adopting a budget, the Finance and Audit Committee will consult with the Lands Committee to ensure that the budget meets the requirements of T'it'q'et's Financial Administration Law.
- 8.3 Subject to Council requirements in relation to financial obligations, the Lands Committee may:
- (a) establish policies for the remuneration of, and recovery of expenses incurred by Lands Committee members; and
  - (b) establish programs for the orientation and education of Lands Committee members.
- 8.4 With the approval of T'it'q'et Council, the Lands Committee may establish the process and recommend any Land laws, rules and policies for determining:
- (a) fees and rent for Interests and Licences in T'it'q'et Land;
  - (b) fees for services provided in relation to any T'it'q'et Land; and
  - (c) fees and royalties to be paid for the taking of Natural Resources from T'it'q'et Land.

## **9. Conflict of Interest**

- 9.1 The Lands Committee must act in accordance with the T'it'q'et Land Code and any other relevant laws, bylaws, policies and procedures of T'it'q'et.

9.2 If there is any actual or apparent financial or proprietary interest in a matter being dealt with that might involve an individual on the Lands Committee, the individual's Immediate Family or a business in which the individual holds an interest, that individual will:

- (a) disclose the interest to T'it'q'et Council;
- (b) take no part in any deliberations or decisions on the matter.

## **10. Dispute Resolution**

10.1 A dispute related to T'it'q'et Land may be referred by the parties involved in the dispute to a Panel for resolution or opinion.

## **11. Amendments to Terms of Reference**

11.1 These Terms of Reference may be reviewed from time to time by T'it'q'et Council, and/or Lands Committee and amended as necessary if approved by Council Resolution.

## **Appendix "A" - T'it'q'et Council and the Lands Committee**

Council is responsible for appointing and removing the Chair and Committee members, and for periodically evaluating whether the Committee is meeting its mandate and objectives and annually reporting on their progress in meeting these Terms of Reference.

Under the T'it'q'et Financial Law, T'it'q'et Council is required to:

- (a) arrange, maintain and pay insurance coverage for personal liability of T'it'q'et Lands Department, employees, offices, or Committee members for acts done in good faith while engaged in carrying out duties related to T'it'q'et Lands;
- (b) develop a policy for selection of Lands Committee members, including such transitional rules as may be necessary for the members of the first Committee;
- (c) meet with the Lands Committee to receive input prior to proposing or enacting a Law in respect of:
  - a land use plan or amendment of a land use plan;
  - a subdivision plan;
  - declaring land or an Interest in land subject to the Land Code;
  - designated heritage land or sacred land;
  - environmentally sensitive property;
  - environmental assessment;
  - the transfer or assignment of Interests in T'it'q'et Land;
  - a spousal property law; or
  - any other matter or class of matters that Council declares by resolution.
- (d) meet with the Lands Committee to receive input prior to:
  - adopting a budget or supplementary budget; and
  - establishing mandatory standards, criteria and forms for Interests in T'it'q'et Lands.

## **Appendix "B" - T'it'q'et Lands Director Relationship to Lands Committee**

The Lands Director is responsible for:

- (a) preparing any amendments to these Terms of Reference for recommendation by the Lands Committee and approval by Council;
- (b) assisting the Chair in carrying out his or her responsibilities under these Terms of Reference, subject to any directions from the Chair, including but not limited to:
  - providing notice to Lands Committee members of the date, time and location of Lands Committee meetings;
  - providing guests or advisors who are scheduled to be on the agenda with a meeting notice, and their time on the agenda, at least a week in advance;
  - preparing and distributing Lands Committee meeting agendas, meeting minutes, reports or relevant documents,
  - preparing reports to Council and Members on activities of the Lands Committee;
  - ensuring that a meeting schedule is developed and revised, if necessary, and Lands Committee are notified at least one week in advance of each meeting;
  - facilities and meals are arranged for each meeting; and
  - any other necessary phone or video equipment is prepared and any other necessary arrangements are made for each meeting.
- (c) ensuring that a copy of the following documents are submitted for Registration, provided the Lands Manager receives a copy:
  - a grant of an Interest in T'it'q'et Lands;
  - a transfer or assignment of an Interest in T'it'q'et Lands;
  - a Land Use Plan or subdivision plan; and
  - any amendments to the Land Code.
- (d) identifying the necessary qualifications and eligibility criteria for Lands Committee members, subject to the requirements of the Land Code and these Terms of Reference, and recruiting qualified eligible member candidates and

recommending them to the Lands Committee, which will in turn make recommendations to Council;

- (e) attending each:
  - Lands Committee meeting;
  - community meeting at which a T'it'q'et Land matter is on the agenda; and
  - events organized and implemented by the Committee.
- (f) maintaining a register of Lands Committee members which will, for each member, include the date of appointment or re-appointment, the term of the membership, and the term end date; and
- (g) ensuring that approved resources are available to the Lands Committee and that those resources are managed in accordance with the Lands Office budget, any Council policies and procedures, and any specific Council directions.



## Appendix "C" - Record of Meeting Form

T'ÍT'Q'ET	LANDS COMMITTEE Record of Meeting
Date:	When
Location:	Where
In Attendance:	Who
Start Time:	When

### AGENDA:

- List issues to be discussed

### DISCUSSION:

- Add general points of discussion during the meeting

### DECISIONS:

- Add decisions that will move forward as recommendations to admin and/or council

### REQUIRES MORE INFORMATION:

- Add questions and/or issues that require more research for future discussion

### ROUNDTABLE COMMENTS:

- Include general points of all those in attendance

### TASK LIST:

Date:

Time:

Place:

Issues:

## **Appendix "D" - Code of Conduct**

For:

Staff Members

Volunteers

Contractors

### **MEMBER STATEMENT**

We agree that:

We have an obligation to conduct ourselves, at all times, in a manner consistent with the Vision Statement, Constitution, Sacred Laws and Ethics of the P'egp'íg'lha Clan.

We have an obligation to conduct ourselves, at all times, in a manner that does not bring ourselves or the P'egp'íg'lha into disrespect.

We have an obligation to abide by this Code of Conduct.

### **1. ACTING IN THE BEST INTERESTS**

- a. We seek to maintain and enhance the quality of life for all community members through effective, responsible, respectful governance and administration. We will conduct all business, formally and informally, by the ethics defined in Part I for the best interests of our people. In doing so, we will adhere to accountability practices and provide transparency of services and programs.

### **2. GENERAL RULES OF CONDUCT**

- a. We will conduct our duties and responsibilities to the best of our abilities. We will refrain from abusive conduct, personal charges, verbal attacks, swearing or any derogatory behaviour upon the character, motives or conduct of members of Councils, Committees, Staff or community members.
- b. Volunteers, Staff Members, or Contractors shall prepare themselves for meetings, listen respectfully and attentively to all discussions, focusing on the business at hand. We will not interrupt speakers, make personal comments or otherwise disturb the process of a meeting.

- c. We will be compassionate and understanding in our roles and responsibilities. We will uphold professionalism, preserve credibility and respect diversity.
- d. Roles, responsibilities and duties will be carried out in accordance with policies, mandates, terms of reference, job descriptions and other adopted terms set out.
- e. Decisions made by governance bodies will be based on merit and substance of the matter at hand, rather than on unrelated considerations.

### **3. COMMUNICATION**

- a. We agree to share substantive information that is relevant to a matter under consideration by a Governance Body for the decision-making process.
- b. We agree that communication systems must be open, honest and truthful where everyone is approachable and willing to share information and knowledge for the benefit of the whole.

### **4. EXCELLENCE IN THE WORKPLACE**

The following standards apply to Staff, Contractors, Volunteers (community members are also encouraged to embrace these.):

- a. We agree to treat one another with respect and support the personal dignity, self-esteem and well-being of those we work with or serve, within the work environment and outside the work environment.
- b. We agree to foster a healthy, productive work environment that cultivates patience, listening, sense of unity and teamwork, inspiration, punctuality and a gossip-free administration.
- c. We are committed to being healthy role models by participating in personal and professional development on a regular basis. We agree to receive and give positive feedback to our colleagues, to present ourselves professionally, to maintain self-care, wellness, balance and clear boundaries.
- d. We are committed to working as a team, therefore we assist and support one another and agree to learn the basic roles and responsibilities of each program to foster a sense of unity and support among the Staff.

- e. We honour all commitments made. We will not exploit relationships with colleagues for personal gain or the personal gain of friends and relatives.
- f. We are committed to regular self-evaluation of our strengths, limitations, biases, levels of effectiveness and strive for continued self-improvement and development.
- g. We will ensure that we do not force or impose our personal beliefs and values upon others, particularly to influence an outcome.
- h. We will maintain a high standard of excellence in our roles, responsibilities and duties and in our personal life, because we recognize that we are role models for the community and we believe in a holistic approach.

\_\_\_\_\_

DATE

\_\_\_\_\_

SIGNATURE

\_\_\_\_\_

PRINT NAME

\_\_\_\_\_

WITNESS SIGNATURE

\_\_\_\_\_

PRINT NAME

## **Appendix "E" - Oath of Office & Confidentiality**

For:

Staff Members

Volunteers

Contractors

Caterers

### **MEMBER STATEMENT AND OATH:**

1. As a Volunteer, or member of the Staff or Community of the P'egp'íg7lha Clan, I agree to uphold the Oath of Confidentiality adopted by T'it'q'et Council, and agree to conduct myself by the ethics and conduct standards set out.
  - a. Confidentiality applies to all Staff, Contractors or Committee Members who may have access to confidential information as a result of their involvement, directly or indirectly with the Community. The obligation to maintain confidentiality is permanent, even after involvement with the Community has ceased.
  - b. Volunteers, Contractors or Staff Members will not release confidential case information without client consent.
  - c. Volunteers, Contractors or Staff Members will not release confidential or restricted information with respect to operations of the Administration unless expressly authorized by the Governance Body or Sr. Manager, depending on the nature of the request.
  - d. We will not request information for purposes other than fulfilling our duties and responsibilities with respect to services and operations, unless and until release of such information has been approved by the Governance Body or Sr. Manager, depending on the nature of the request.
2. Confidential information includes, but is not limited to:
  - a. any information, personal or otherwise, that may cause embarrassment or perceived harm to any person. Any information of a financial, medical, private, or secret nature shall be deemed to be confidential;

- b. business arrangements of the Community. Such business arrangements shall not be shared unless permission is granted by the Administrator or Governing Body, and then only if the sharing of information is in the best interests of the Community;
- c. information that is not for public consumption;
- d. any information contained in a HR file, including salaries, benefits, family status, employee discipline, employee assistance or any other private aspect of the employee-employer relationship.

I agree that:

We have an obligation to conduct ourselves, at all times, in a manner consistent with the Vision Statement, Constitution, Sacred Laws and Ethics of the P'egp'íg'lha Clan.

We have an obligation to conduct ourselves, at all times, in a manner that does not bring ourselves or our Nation into disrepute.

We have an obligation to abide by this Code of Ethics and Conduct.

I do hereby solemnly swear to fulfill my obligations and responsibilities in accordance with this Oath of Confidentiality.

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DATE

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SIGNATURE

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PRINT NAME

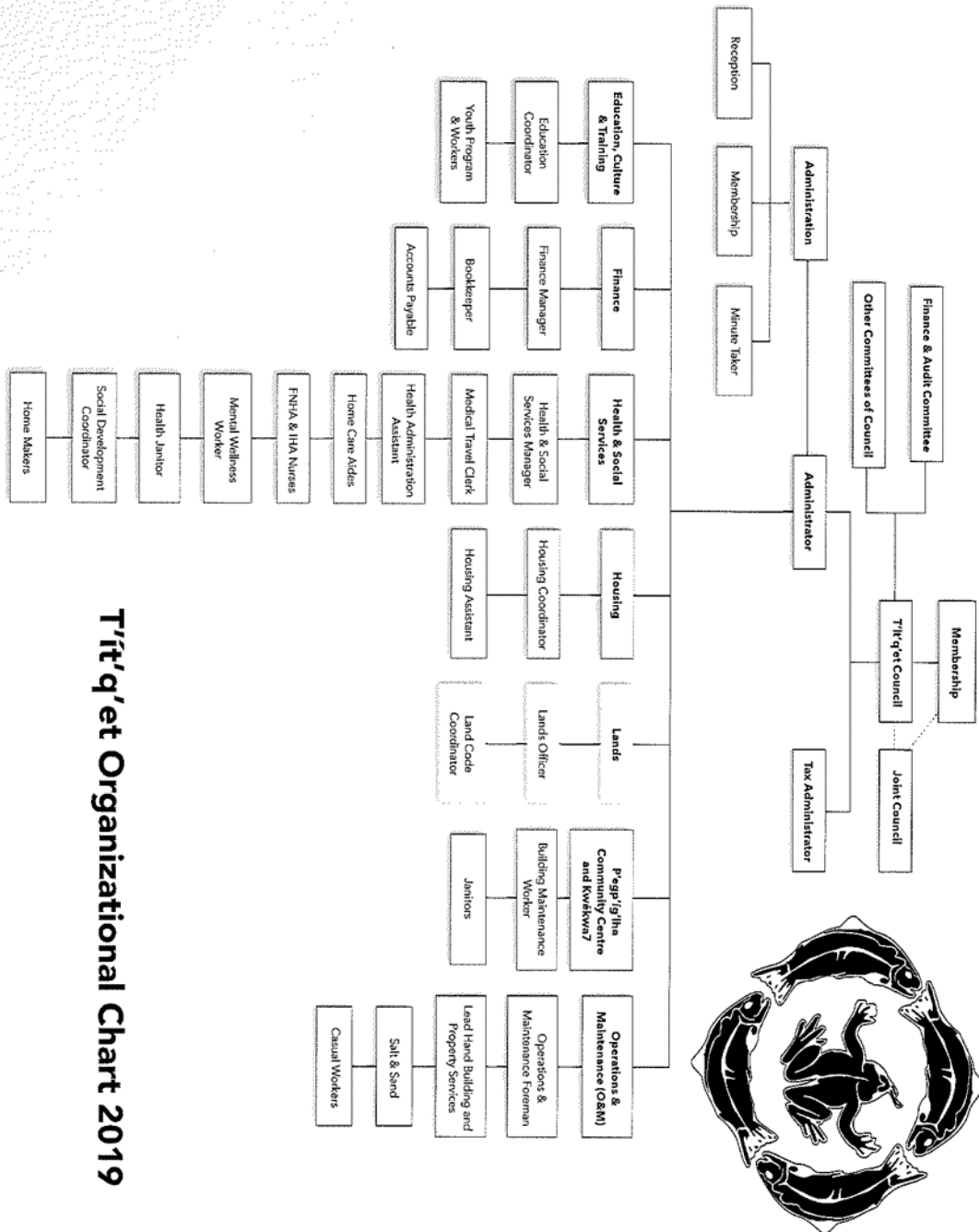
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WITNESS SIGNATURE

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PRINT NAME

## Appendix "F" - T'it'q'et Organizational Chart



## Appendix "G" - T'it'q'et LC Report to Council

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**T'IT'Q'ET**
**LANDS COMMITTEE**  
**Council Report**
**DATE**

### Overview

Provide updates and progress made in the strategic work plan, cross reference the key focus areas (Lands Committee, Law-Making & Enforcement, Natural Resource Management, Lands Administration, Financial Management, Dispute Resolution, Organization Study / Human Resources Management, Communications & Public Relations, Mapping, Traditional Territory, Other Issues Raised)

Topic	Background	Budget	Action / Recommendation
-------	------------	--------	-------------------------

1.	•	•	•
2.	•	•	•
3.	•	•	•

### Conclusions / Request

Provide summary and next steps



## **Appendix “H” - T’ít’q’et LC Quarterly Report / Newsletter**

### **T’ÍT’Q’ET LANDS** **Quarterly Report / Newsletter** Date

Add introduction and provide updates based on the LC session and the progress made in the strategic work plan, cross reference the key focus areas:

- Lands Committee
- Law-Making & Enforcement
- Natural Resource Management
- Lands Administration
- Financial Management
- Dispute Resolution
- Organization Study / Human Resources Management
- Communications & Public Relations
- Mapping
- Traditional Territory
- Other Issues Raised

## **Appendix "I" – Consensus Decision Making**

1. The problem, or decision needing to be made, is defined and named. It helps to do this in a way that separates the problems/questions from personalities.
2. Brainstorm possible solutions. Write them all down, even the crazy ones. Keep the energy up for quick, top-of-the head suggestions.
3. Create space for questions or clarification on the situation.
4. Discuss the options written down. Modify some, eliminate others, and develop a short list. Which are the favourites?
5. State the proposal or choice of proposals so that everybody is clear.
6. Discuss the pros and cons of each proposal — make sure everybody has a chance to contribute.
7. If there is a major objection, return to step 6 (this is the time-consuming bit). Sometimes you may need to return to step 4.
8. If there are no major objections, state the decisions and test for agreement.
9. Acknowledge minor objections and incorporate friendly amendments.
10. Discuss.
11. Check for consensus.