



ASSEMBLY OF TREATY CHIEFS
Treaty No. 6 – Treaty No. 7 – Treaty No. 8 (Alberta)
RULES OF ORDER

Preamble:

The Assembly of Treaty Chiefs (AOTC) is a non-incorporated entity comprised of the recognized First Nations of Treaty No. 6 (Alberta), Treaty No. 7 and Treaty No. 8 (Alberta). The role of the AOTC is to act as a political forum for the First Nation leadership. These forums allow for the leadership to debate and work collectively on common concerns that may impact the First Nations and their citizens.

The AOTC first convened in April 2004. The Chiefs/Proxies gave a mandate to the three Treaty organizations to coordinate these Assemblies until such time as a regional body is agreed upon to assume the responsibilities of organizing and conducting follow up for each AOTC.

The AOTC is a leadership table where the First Nations are represented by either the Chief or a Proxy who shall be an elected Councillor of the First Nation he/she represents. It is a decision-making table and not an open forum; therefore only the recognized First Nation representative shall have the right to speak to and/or vote on matters placed before them on the adopted Agenda.

Pre-Meeting:

The Coordinator shall:

- Engage an individual to conduct protocol procedures in reaching out to the traditional Elders for guidance and spiritual support through ceremony to help guide and provide support to the leadership for a productive and meaningful meeting.
- Develop a draft agenda for input from the three Treaty territories of Treaty No. 6 (Alberta), Treaty No. 7 and Treaty No. 8 (Alberta). Once a final draft has been agreed upon, the draft is then forwarded to all First Nations for their information and call for additions to agenda.
- Ensure the venue, staffing and overall requirements are in place for the purpose of conducting a productive, positive and meaningful meeting.
- Issue a Notice to all First Nations identifying the venue, the dates and times of the meeting.
- Issue invitations to officials and special guests to attend and/or participate in the meeting.

Agenda:

- Agenda items are pre-determined by the purpose of the assembly.
- Agenda items not specifically called for in the purpose must be submitted through a Chief to the host organization.
- A copy of the Draft Agenda and a call for additions shall be forwarded to all the Chiefs electronically prior to the meeting; with every effort made to include the documents that will be reviewed at the assembly.

Resolutions:

- A Resolution Committee shall be in place with a Chairperson to oversee all Motions and/or Resolutions for consideration of the Chiefs/Proxies.

Treaty No. 6

Treaty No. 7

Treaty No. 8

- A call for Resolutions shall be forwarded to each of the First Nations with a deadline date for submission being two weeks prior to the scheduled assembly.
 - Submitted Resolutions must have a Mover and Seconder who are Chiefs and who will be in attendance at the scheduled assembly.
 - Submitted Resolutions will be forwarded to each Chief and his/her First Nation for review at least one week prior to the scheduled assembly.
- Any Motion/Resolution resulting from the discussions from the Chiefs' table, shall be the responsibility of the Resolution Committee to prepare for consideration of the Chiefs/Proxies.
 - The AOTC Chairman shall inform the Resolution Chair of the need for development of a Motion/Resolution, who shall then prepare and submit to the AOTC Chairman for due process by the Chiefs/Proxies.
- Motions/Resolutions provided for consideration as per Agenda item shall be dealt with after discussions held on the topic in an effort to attain the official directive on the agenda item.
- Any outside and non-agenda item Motion/Resolution must be presented to the Resolution Committee for consideration:
 - Resolutions seeking support of the Chiefs/Proxies must be clear as to what the support is, who will be conducting the required follow up, who shall report back to the Resolution Chairman as to the progress of the directive and have a life-span limit identified as to how long the Resolution is in effect.
 - Resolutions cannot be presented that involve support for funding until such time said Resolution has been vetted through First Nations, Tribal Councils or Treaty organizations to ensure there is no impact on other entities.
 - These Motions/Resolutions shall be dealt with separately on the agenda and once all scheduled agenda items have been dealt with, time permitting and at the discretion of the AOTC Chairman.
 - Deadline for submission of non-agenda items Motions/Resolutions shall be Noon on the second day of the AOTC unless otherwise specified by the Co-Chairs.
- All Motions/Resolutions must have the Mover and Seconder identified prior to a vote.
- All Motions/Resolutions must be clear as to who shall be responsible to conduct follow up and reporting requirements, including the timeline for reporting purposes.

Meeting:

- The responsibility of the agenda will be under the authority of the AOTC Co-Chairs.
- The AOTC Co-Chairs will ensure the agenda is processed in a timely manner to ensure the completion of the topics.
- The quorum shall be 50 % plus 1 of the recognized First Nations of the three Treaty territories in Alberta.
- The draft Agenda will be presented to the Chiefs/Proxies for adoption;
 - Once the Agenda is adopted, the quorum shall be set and business shall be carried out to the completion of the Agenda.
- All Government and Industry Officials are to remain outside of the meeting room until called in specifically to present before the Chiefs; and then excuse themselves when done. AOTC Co-Chairs are to ensure this rule is adhered to.

Official Representation:

- The official representative of each First Nation is the elected Chief from each of the 48 First Nations.
- In the event the Chief is unavailable, a Proxy may be authorized to represent the First Nation.

- The Proxy shall be determined by the elected Chief;
 - The Proxy shall submit a letter on the First Nation's Letterhead identifying him/her as the official proxy and signed by the Chief; or
 - In the event the Chief is not available to provide his/her proxy, a BCR signed by a quorum of Council of the First Nation. (Remove Bullet)
 - Proof of Proxy must be submitted at the time of on-site registration.
- Only the official representatives of recognized First Nations shall be able to address the assembly;
 - Technicians/Observers must have his/her Chief make a request to the Chair to be given the opportunity to speak to agenda item(s). When the agenda item is dealt with, the technician/observer must return to spectators seating.

AOTC Chairman and Co-Chairs:

- Are the recognized authority overseeing the AOTC assembly.
- Have the authority to identify speakers:
 - All Speakers must be either the Chief/Proxy of the First Nations or recognized presenter of the agenda topic.
- Shall have the authority to determine a time frame for discussion to ensure dialogue is clear and to the point.
- Shall provide direction to the Resolution Committee on the development of any Motions or Resolutions resulting from the discussions.

Follow Up:

The host organization shall be responsible for :

- The Executive Summary of the meeting.
- Ensure the Financial Report is submitted to the funding agency.
- Disbursement of Official Motions/Resolutions for follow up.
- The Chair of the Resolution Committee will be responsible to ensure action is taken on the Motions/Resolutions and to have a status report for the Chiefs prior to the next AOTC.
- Provide a written report at the subsequent AOTC as to activities undertaken for completion of the directives of the Chiefs/Proxies