



**TA'AN KWÄCH'ÄN COUNCIL**  
**GENERAL ASSEMBLY**  
**February 12 – 14, 2021**

**RULES OF ORDER**

**Definitions**

1. In these Rules of Order:

"Council" means the Council of TKC established pursuant to the TKC *Constitution*;

"Citizen" means a person enrolled as a citizen of the Ta'an Kwäch'än Council pursuant to the *Constitution, Schedule I, Ta'an Kwäch'än Council Citizenship Code*;

"Constitution" means the *Constitution of the Ta'an Kwäch'än Council*;

"Delegate" means a representative appointed by each of the Traditional Families for a meeting of the General Assembly in accordance with the *Constitution*;

"Judicial Council" means the Judicial Council established pursuant to the *Constitution*;

"Chair" means an official, appointed by Council, whose duty is to preside over the General Assembly, for this purpose the definition shall also include the Co-Chair; and

"Traditional Family" means Traditional Family pursuant to the *Constitution*.

**Application**

2. These Rules of Order shall be in effect during the entirety of the meeting of the General Assembly held from February 12 to 14, 2021 at the Kwanlin Dun Cultural Centre and via videoconference.

**Delegates**

3. The General Assembly shall be composed of six delegates appointed by each of the Traditional Families, who are Citizens and at least 16 years of age, according to their own procedures. Each Traditional Family shall provide written notice to the Chair of the General Assembly (the "Chair") before the General Assembly that will be convening on February 12 to 14, 2021, signed by their family head and elder, identifying their respective six delegates (s. 6.1 TKC *Constitution*).

- a) Notwithstanding section 21, any delegate that leaves the General Assembly for over an hour, without the consent of the Chair, implicitly agrees to suspend their right to vote and their honouraria should be deducted accordingly.
- b) All delegates are required to remain on video for the duration of the General Assembly in order to be considered as part of quorum.

**Participation of Citizens**

4. At the meeting of the General Assembly, any Citizen may:

- a) Participate in the discussions;
- b) Raise issues for discussion; and
- c) Vote to:
  - Nullify any law or regulation enacted by the Ta'an Kwäch'än Council (s. 6.9 TKC *Constitution*)
  - Remove any member of the Council or any judge of the Judicial Council (s. 6.9 TKC *Constitution*)

- Amend a provision of the *Constitution* (s.16 of TKC *Constitution*)

### **Quorum**

5. The quorum of the General Assembly shall be 18 delegates composed of the six delegates of three Traditional Families to conduct its general business (s. 6.6 TKC *Constitution*).

### **Decision Making**

6. For the purpose of amending the *Constitution*, written notice of the amendment shall be provided to the Council setting out the proposed amendment at least 24 days before the meeting of the General Assembly (s. 16.1.1 TKC *Constitution*).

7. If there is consensus among the Citizens, who are at least 16 years of age, present at the meeting of the General Assembly, approving the proposed amendment to the *Constitution*, the requirements under s. 16.1 of the TKC *Constitution* may be waived (s. 16.2 TKC *Constitution*).

8. A three-quarter majority of at least 60 Citizens at the meeting of the General Assembly, who are at least 16 years of age, may approve the amendment (s. 16.1.2 TKC *Constitution*).

9. A three-quarter majority of at least 40 Citizens at the meeting of the General Assembly may nullify any law or regulation enacted by the Ta'an Kwäch'än Council in accordance with the *Constitution*, remove any member of the Council or any judge of the Judicial Council (s. 6.9 TKC *Constitution*).

10. The General Assembly shall make best efforts to conduct its business by consensus. In the case where consensus cannot be reached, a three-quarter majority vote of the delegates present shall be required for the approval of all motions and resolutions.

### **Chair and Co-chair**

11. The meeting of the General Assembly shall be facilitated by an impartial Chair and Co-chair.

12. The Co-chair shall provide assistance to the Chair and carry out the duties of the Chair in his or her absence or upon the Chair's direction.

13. The Chair and Co-chair shall keep a list of delegates and Citizens requesting to speak to an issue. No delegate or Citizen may speak unless he or she has been recognized by the Chair. Each delegate or Citizen shall be provided a reasonable opportunity to speak on an issue but shall not speak on an issue for longer than five minutes.

14. For further clarity, in order to support a roundtable format, no speaker shall be given the opportunity to speak twice on an issue if another speaker has not received the opportunity to speak once on the same issue first.

15. If Question is called, a vote shall be called at the discretion of the Chair.

### **Motions and Resolutions**

16. Any delegate may move or second a motion or resolution but shall not do both with respect to that motion or resolution.

17. At the discretion of the Chair, discussions on a motion or resolution may be allowed before the motion or resolution is being moved or seconded. For greater certainty, Citizens shall have a right to participate in the discussions of a motion or resolution that has been moved or seconded, but only a delegate can move or second a motion or resolution and vote.

18. Any motion or resolution can be amended or withdrawn at any point during the discussions if both the Mover and Seconded agree.

19. A Motions and Resolutions Committee shall be established by the General Assembly by the way of motion with one appointee from each Traditional Family.

### **Means of Voting**

20. Delegates voting on a motion or resolution may do so by means of a raised hand or, at the call of the Chair, by secret ballot.

- a) An abstention vote is a non-vote.

### **Attendance by Citizens**

21. Any Citizen may attend the meeting of the General Assembly whether in person or virtually in accordance with these Rules of Order.

### **Employee Related Matters**

22. A Citizen who is an employee of the Ta'an Kwäch'än Council shall have a right to attend a meeting of the General Assembly and participate in the meeting.

23. For greater certainty, a Citizen who is an employee of the Ta'an Kwäch'än Council may be appointed as a delegate in accordance with s. 6.1 TKC *Constitution*.

24. Notwithstanding, an employee of the Ta'an Kwäch'än Council is bound by the Values and Ethic Code and Oaths of Secrecy for Employees and, at a meeting of the General Assembly, shall not:

- a) Raise any matters or issues that are related directly to his or her employment, program or department, unless authorized otherwise by the Chief or Deputy-Chief;
- b) Raise any matters or issues related to information that he or she has obtained during the course of his or her employment, unless authorized otherwise by the Chief or Deputy-Chief; and, or
- c) Seek mandates or instructions from the General Assembly related to his or employment.

25. Personnel issues shall not be discussed by the General Assembly.

### **Agenda**

26. The Chair shall conduct the meeting in accordance with the agenda approved by a motion passed by the General Assembly.

### **Order and Decorum**

27. The Chair shall maintain the order and decorum at all times and ensure that all attendees conduct themselves in accordance with these Rules of Order.

28. All Citizens are expected to treat one another with respect.

29. In the event of misconduct or unacceptable behaviour by an attendee, the offender shall apologize and, if necessary, withdraw any offensive statement he or she may have made immediately.

30. If the offender refuses to apologize and, if necessary, withdraw any offensive statement he or she may have made, the Chair, at their discretion, shall ask the offender to leave the meeting of the General Assembly or shall be removed.

### **Recording of Proceedings**

31. There shall be a printed record, to be known as minutes, of the deliberations and proceedings of the General Assembly.

32. To ensure the accuracy of the minutes of the meeting of the General Assembly, each speaker recognized by the Chair shall use the microphone and give his or her name and the family that he or she represents as a delegate or, if he or she is not a delegate, give his or her name and the name of the Traditional Family of which he or she is a member.

33. The General Assembly will be recorded on video, excluding in-camera sessions.

34. All General Assembly deliberations and proceedings will be recorded on audio tape.

35. All recordings of the General Assembly deliberations and proceedings shall be stored safely and securely by the TKC Administration.

**Attendance of Media**

36. The General Assembly shall be closed to the media unless specifically approved by the General Assembly by the way of motion.

**In-camera**

37. The General Assembly shall pass a motion for an in-camera session and, when out of camera, pass a motion declaring that the General Assembly is out of camera.

38. Any in-camera decisions shall be recorded by the minute taker after coming out of camera.

39. In-camera sessions may be attended by Citizens and, as required, Ta'an Kwäch'än Council staff.

40. In-camera discussions will be recorded on audio tape.

41. Audio recordings of the in-camera discussions shall be stored safely and securely by the TKC Council.

**Caucus**

42. During the meeting of the General Assembly, delegates may request the Chair to grant the delegates the right to hold a caucus. The Chair shall, for the duration of the caucus, suspend the proceedings of the General Assembly.

**Moved By: Barbara Hare**

**Seconded By: Richard Jones**

**DECISION**

Passed by Consensus <input type="checkbox"/>	Passed by Majority <input type="checkbox"/>	Defeated <input type="checkbox"/>
	In Favour:	In Favour:
	Opposed:	Opposed:
Abstained:	Abstained:	Abstained:

**These Rules of Order  
Approved on this**

12<sup>th</sup> day of February 2021

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**Chief Kristina Kane**