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TSAWWASSEN FIRST NATION

Government Organization Act

ADVISORY COUNCIL REGULATION (2026)

Date Enacted: 4 August 2026

Order Number: O.090-2026

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Section(s) Amended	Date	Order number	Come Into Force Date

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Citation

- 1 This regulation may be cited as the Advisory Council Regulation (2026).

Definitions

- 2 (1) In these regulations:

“Act” means the Government Organization Act;

“election assembly” means a general assembly of Tsawwassen Members at which Members can elect individuals to sit on Advisory Council, whether or not other business is also conducted at the same general assembly.

“Election Coordinator” means a non-Member employee of the Tsawwassen Government appointed by Executive Council.

“Tsawwassen Member” has the same meaning as defined in the *Membership Act*.

“Voter” means a Tsawwassen Member who will be at least 18 years old on the date of an election assembly.

“Youth Member” means a Tsawwassen Member aged at least 13 and less than 30 years old.

- (2) Unless specifically provided otherwise in this regulation, the terms used have the same meaning as defined in the Act.

PART 1 – ESTABLISHMENT AND RESPONSIBILITIES

Establishment

- 3 The Advisory Council of Tsawwassen First Nation is hereby established.

Responsibilities

- 4 The responsibilities of Advisory Council, as set out in the *Constitution Act*, are to:
 - (a) Be available from time to time to hear ideas and concerns of Tsawwassen Members,
 - (b) Prepare and present these ideas and concerns to the Tsawwassen Legislature and Executive Council,

- (c) Review and provide advice on proposed laws before approval by Executive Council or the Tsawwassen Legislature, and
- (d) Review and provide advice on any other matter put before them by Executive Council or the Tsawwassen Legislature.

PART 2 – MEMBERSHIP AND ELECTION

Membership and Composition

- 5 (1) All Members of Tsawwassen First Nation who are at least 13 years old are eligible to be on Advisory Council.
- (2) Advisory Council will consist of :
- (a) four (4) individuals elected by Voters, and
 - (b) three (3) individuals appointed by order of Executive Council.
- (3) When making appointments under subsection (2)(b), Executive Council will consider a balanced representation of Tsawwassen Members and may give preference to Tsawwassen Members who:
- (a) reside off Tsawwassen Lands in Canada;
 - (b) reside outside Canada; or
 - (c) are Youth Members,
- if representation of Tsawwassen Members in such categories has not been achieved through the election process.
- (4) Members of the Tsawwassen Legislature are ineligible to sit on Advisory Council, and any member of Advisory Council who is elected to the Tsawwassen Legislature will immediately cease to be a member of Advisory Council.
- (5) Despite subsection (2), Executive Council may, at their discretion, appoint by order more than three (3) Tsawwassen Members to Advisory Council if fewer than four (4) Tsawwassen Members are elected to Advisory Council.

Appointments

- 6 Appointments made under section 5(2) must be made within 14 calendar days of the declaration of election results as described in section 9(5).

Election Assembly

- 7 (1) No later than 135 calendar days after a general election of the Tsawwassen Legislature, Executive Council must, by order, call an election assembly.
- (2) Executive Council must set a date for the election assembly which is:
- (a) no later than 180 calendar days after a general election of the Tsawwassen Legislature, and
 - (b) at least 45 calendar days after the order is issued.
- (3) An order of Executive Council under subsection 1 must include
- (a) the date of the election assembly;
 - (b) the opening and closing dates and times for voting;
 - (c) the methods of voting available in the election;
 - (d) the name of the Election Coordinator for the election; and
 - (e) any other information required to properly conduct the election.

Candidate List

- 8 (1) Tsawwassen Members may submit their name to the Election Coordinator to be added to the candidate list before an election assembly, provided that they do so at least five days before that election assembly.
- (2) Notice to submit names to the candidate list will be made public at least 30 calendar days before an election assembly by:
- (a) posting it in a visible and frequently travelled location at the Tsawwassen First Nation administration office,
 - (b) publication in the Tsawwassen First Nation community newsletter;
 - (c) publication on the Tsawwassen First Nation website; and
 - (d) such other means as Executive Council may approve, including but not limited to email or other forms of electronic communication.

Election

- 9 (1) The Election Coordinator must ensure that a complete candidate list is provided to Voters before the election assembly.

- (2) The Election Coordinator must ensure that ballots are available to all Voters for the voting methods authorized under section 7(3).
- (3) Voting instructions must include:
 - (a) the opening and closing dates and times for each voting method available in the election;
 - (b) instructions for casting a vote, including any requirements applicable to electronic voting;
 - (c) a statement that a Voter may vote only once for each candidate;
 - (d) a statement that a Voter may not vote for more than four (4) candidates; and
 - (e) any other information required for the conduct of the vote.
- (4) The ballots will be counted immediately following the close of voting and the election results will be made public no later than ten (10) calendar days after an election assembly by:
 - (a) posting in a visible and frequently travelled location at the Tsawwassen First Nation administration office;
 - (b) publication in the Tsawwassen First Nation community newsletter; and
 - (c) publication on the Tsawwassen First Nation website.
- (5) The Election Coordinator or their designate will be responsible for overseeing and ensuring the fairness, transparency, and integrity of all aspects of the election process.

Removal by Executive Council

- 10 Executive Council may, by order, remove any individual from Advisory Council for cause, including for serious or repeated violations of the *Advisory Council Code of Conduct*.

Vacancies

- 11 If a vacancy occurs on Advisory Council for any reason, including the resignation, disability, ineligibility, removal or death of an individual, Executive Council may, at their discretion, appoint any eligible Tsawwassen Member to fill the vacancy.

Term of Office

- 12 The Advisory Council term

- (a) begins on the fourteenth calendar day after the declaration of the election results or, if that day is not a business day, on the next business day, and
- (b) ends on the date that the results of the next Advisory Council election are declared.

PART 3 – NOTICE AND CONDUCT OF MEETINGS

Notice of Meetings

- 13 At least 48 hours must be provided for each Advisory Council meeting, which may be provided to Advisory Council members electronically and must be published in the Tsawwassen First Nation community newsletter.

Open Meetings of Advisory Council

- 14 (1) All meetings of Advisory Council will be open to any Tsawwassen Member interested in participating.
- (2) Tsawwassen Members may participate in Advisory Council meetings by electronic means.

Agendas and Minutes

- 15 (1) The Manager of Government and Legislative Services must ensure that minutes are kept for each Advisory Council meeting.
- (2) Standing items on the agenda of each Advisory Council meeting will include approval of:
- (a) the meeting agenda, and
 - (b) the minutes of the previous Advisory Council meeting.

Quorum and Attendance

- 16 (1) The quorum required for a meeting of Advisory Council is four (4) members of Advisory Council present at the meeting, whether in person or electronically.
- (2) The Manager of Government and Legislative Services will ensure that attendance is recorded..
- (3) A member of Advisory Council who misses three (3) consecutive meetings or five (5) meetings over the course of a year will be deemed to have resigned from the Advisory Council.

- (4) Notwithstanding subsection (1), if a meeting of the Advisory Council is short of quorum by one or two, then the remaining members of the Advisory Council may appoint one or two Tsawwassen Members, as the case may be, to serve as temporary members of Advisory Council for the purposes of reaching quorum at that meeting, provided that they are at least 13 years old and are selected from those Tsawwassen Members in attendance at that meeting.

Decision-making

- 17 (1) Advisory Council will try to make decisions by consensus, taking into account the comments of all Tsawwassen Members present at the meeting.
- (2) If consensus is not reached, Advisory Council may make decisions by majority vote of Advisory Council members present.
- (3) If a vote is required, all Tsawwassen Members present at the meeting will be invited to provide input on the topic of the vote before the members of Advisory Council vote.
- (4) Executive Council may appoint any individual, who need not be a member of Advisory Council, to serve as Chair for each Advisory Council meeting. If Executive Council has not appointed a Chair, or if the Chair is absent from a meeting, the members of Advisory Council present shall select one of their number to act as Chair for that meeting.

Unacceptable Meeting Conduct

- 18 (1) Unacceptable conduct at Advisory Council meetings includes
 - (a) direct or indirect personal attacks towards any individual, whether or not that individual is present;
 - (b) lewd, insulting, substantially upsetting, crude or abusive conduct towards any individual at the meeting;
 - (c) conduct that significantly disrupts the meeting.
- (2) If any Tsawwassen Members display the behaviour in subsection (1) the Chair may ask them to leave the meeting.
- (3) If an elected or appointed member of the Advisory Council is asked to leave a meeting of Advisory Council as a result of unacceptable conduct, the Chair may initiate the formal complaint process outlined in section

5.2 of the *Advisory Council Code of Conduct*, if the Chair believes that a formal complaint is warranted.

Honoraria

- 19 (1) A Tsawwassen Member who attends the majority of an Advisory Council meeting is entitled to a \$50 honorarium payment per meeting.
- (1.1) Effective as of April 1, 2025, a sitting member of Advisory Council shall receive a \$200 honorarium payment per meeting.
- (1.2) A Tsawwassen Member appointed to serve as member of Advisory Council for the purposes of reaching quorum under subsection 15(4) shall receive a \$200 honorarium payment for that meeting.
- (2) If there is no quorum for a meeting, no honoraria will be provided.

PART 4 – COMMUNICATION

Communication with Executive Council

- 20 (1) The Manager of Government and Legislative Services will ensure the minutes of Advisory Council meetings are provided to the Executive Council for their review within seven (7) calendar days of the adjournment of each Advisory Council meeting.
- (2) Advisory Council may communicate with Executive Council to request information, provide advice, request clarification or raise issues by way of written memoranda, reports or requests to Executive Council.
- (3) Advisory Council may request to the Chief Administrative Officer that a member of Advisory Council, address Executive Council in person at a duly convened meeting of Executive Council.

Communication with the Tsawwassen Legislature

- 21 Advisory Council may communicate with the Tsawwassen Legislature by way of:
- (a) written memoranda or reports,
- (b) in person, by way of a delegate chosen by Advisory Council, to provide Advisory Council's input on a proposed law, at a time and place determined by the Tsawwassen Legislature.