



CHIEFS OF ONTARIO SPECIAL CHIEFS ASSEMBLY

NOVEMBER 20-22, 2018

Delta Hotels by Marriott Toronto
Airport & Conference Centre



Dear First Nation Leadership:

We look forward to this upcoming gathering and know that you will enjoy the Delta Hotels by Marriott Toronto Airport & Conference Centre. The Delta Marriott Toronto Airport and Conference Centre is located at 655 Dixon Road, Toronto, Ontario close to the Pearson International Airport.

This Assembly will focus on the Chiefs of Ontario Strategic Direction, Funding Formula Development and the Rights and Recognition Framework. Your dedication and efforts are appreciated and important as we work to ensure that you and your First Nations are provided with updates and current information regarding the key policy issues affecting your communities.

Resolutions will be dealt with at the end of each item, or based on the direction of the Chiefs in Assembly.

More detailed information is included in this package about registering for the conference along with hotel and airline discount codes. It is noted that we are not able to provide any expenses for this meeting; however, breakfast and lunch will be provided for the duration of the Assembly.

Should have you any questions, please email our Coordinators for this Conference, Lori Keeshig-Martin at lori.keeshig-martin@coo.org or Dianne Simon at dianne@coo.org or by phone: 416-597-1266 / 1-877-517-6527.

On behalf of the Chiefs of Ontario, we look forward to seeing you at the upcoming Assembly.

Tracy Antone
Interim Chief Operating Officer
Chiefs of Ontario



Delta Marriott Toronto Airport & Conference Centre
655 Dixon Road, Toronto, ON M9W 1J3

Parking Rate: \$14.00 in and out privileges

Complimentary Wireless Internet in all guestrooms
and 24 Hour Airport Shuttle available to and from

Toronto Pearson Airport

www.marriott.com/YYZDA

REGISTRATION

Please complete the registration form and return by fax to the attention of Dianne Simon at 1-416-597-8365 or email dianne@coo.org. We would appreciate receiving the registration form (*attached*) by **Friday, November 16, 2018**.

REGISTRATION FEE

First Nation Councillors, Tribal Councils, Association Representatives will be charged a nominal fee of **ten dollars (\$10)** and **three hundred dollars (\$300.00)** for government officials, NGO's, Consultants, etc.

Free Registration for Chiefs (Or Proxy), Elders and Students.

ACCOMMODATIONS:

Guestrooms have been blocked at Delta Marriott Toronto Airport & Conference Centre. The cut-off date to make reservations for the Chiefs of Ontario Special Chiefs Assembly is **Monday, November 5, 2018**. All reservations must be accompanied by a first night room deposit or guaranteed with a major credit card. Hotel will not hold any reservations unless secured by one of the above methods.

To book your room, please call or copy and paste the URL below into your browser to access the exclusive rates available for our group.

Reservation Booking Link: [Book your group rate for SPECIAL CHIEFS ASSEMBLY](#)

Rate: \$145.00/night for double/single occupancy

Phone: (416) 244-1711 - Code: SMC*

Toll Free: 1-800-668-3656 – Code: SMC*

*for the codes – also quote Special Chiefs Assembly

TRAVEL

AIRLINE CONVENTION NUMBERS

Air Canada.....**YW82QKH1**

Porter..... **SPCHAS**

Bearskin Airlines**SCA218**

If you do not have a preferred travel agent, and require assistance making your travel arrangements, please free to contact Dyan at Corporate Traveller.

Ph: (416) 928-0619

Email: dyan.haleky@corporatetraveller.ca

PROXY LETTER

In the event that your community sends a proxy, please provide the secretariat with your 'Letter of Proxy' (template attached) in advance of the assembly, this must be received prior to registering for the assembly. Please send your letter to the attention of Dianne Simon at dianne@coo.org.

RULES OF PROCEDURE

The Rules of Procedure for the Chiefs of Ontario SCA November 2018 are attached for your information.

DRAFT AGENDA

The Draft Provisional Agenda will be sent out soon and posted on our website once ready.

FLAG / EAGLE STAFF

First Nations and PTO's are encouraged to bring their flags. If your First Nation is bringing a flag, we ask that you notify Stewart Ense at 1-800-517-6527 or email reception@coo.org

SCA MEETING KIT:

The Chiefs of Ontario Secretariat will continue to send out the SCA kit electronically to First Nation Leadership prior to the meeting.

In addition to this, each First Nation Chief or official proxy will receive a USB at the assembly, which will contain all relevant documentation. We encourage you to review this information prior to the Assembly.

RESOLUTIONS

Resolutions for consideration must be submitted to the Chiefs of Ontario office by Tuesday, October 30, 2018. "Second Call for Resolutions" and "Resolution Templates" are attached.

CRAFT VENDORS & BUSINESS DISPLAY TABLES

The Chiefs of Ontario Office will be accepting Craft Vendors and Business Displays for the Chiefs of Ontario SCA November 2018. We ask that you contact:

Stewart Ense
Phone Number: 416-597-1266
Email: reception@coo.org

Tables are available at a first come, first served basis.

Craft Vendors: \$300 for 3 days
Government Agencies: \$1200 for 3 days



CHIEFS OF ONTARIO
www.chiefs-of-ontario.org

Secretariat Office:
468 Queen Street East, Suite
400
Toronto, ON, M5A 1T7
Toll free: 1 877 517 6527
Phone: (416) 597 1266
Fax: (416) 597 8365

Political Office:
1 Taykwata Drive
Taykwa Tagamou Nation, ON
P0L 1C0



Chiefs of Ontario
Special Chiefs Assembly
November 20-21-22, 2018
Delta Marriott Toronto Airport & Conference Centre
655 Dixon Road, Toronto, Ontario

REGISTRATION FORM

CONTACT INFORMATION (please print)

Name:

Community / Organization:

Title:

Phone/Mobile:

Email:

REGISTRATION FEE:

Complimentary for Chief/Proxy, Elders, Students

❖ **\$10.00** – First Nation Councillors, Tribal Council, Association Representatives

❖ **\$300** – Government Officials, NGO's, Consultants

Payment can be made in person at event registration or through our Paypal account on our website

www.chiefs-of-ontario.org

Submit registration forms to the attention of Dianne Simon via email dianne@coo.org or fax 416-597-8365.

DIETARY NEEDS:

Please indicate if you have any special dietary needs: (Unfortunately, we cannot accommodate personal preferences).

At the Chiefs of Ontario, we appreciate having photos to use in our publications and presentations. By attending the workshop, it is assumed that participants authorize the use, without additional compensation of his or her name and/or likeness and/or voice/photograph and community of residence for promotion and/or advertising purposes in any manner in any medium (including without limitation, radio broadcasts, newspapers and other publications and in television or film releases, slides, videotapes, distribution over the internet and picture data storage which the Chiefs of Ontario may deem appropriate and waive any rights of compensation or ownership thereto.

DRAFT PROXY LETTER

To be placed on First Nation Letterhead

***Please send your letter to the attention of Dianne Simon at dianne@coo.org
or fax to: 416-597-8365***

Date:

**RE: PROXY LETTER - CHIEFS OF ONTARIO SPECIAL CHIEFS ASSEMBLY
NOVEMBER 20-21-22, 2018 – TORONTO, ONTARIO**

This will serve to inform you that I, Chief *(insert your name)* will not be attending the Chiefs of Ontario Special Chiefs Assembly on November 20-21-22, 2018 to be held at the Delta Marriot Toronto Airport & Conference Centre, Toronto, Ontario.

Therefore *(insert name of designated proxy)* will be attending as the official proxy for (Community Name) First Nation.

Chiefs Name (Please Print)

Chiefs Signature

Secretariat Office
468 Queen Street East, Suite 400
Toronto, Ontario M5A 1T7
1-877-517-6527
chiefs-of-ontario.org



Political Office
236 Frontenac Street
Batchewana First Nation,
Ontario P6A 6Z1
705-254-1477

RESOLUTIONS NOTICE

CHIEFS OF ONTARIO SPECIAL CHIEFS ASSEMBLY

Delta Marriott Toronto Airport & Conference Centre (655 Dixon Road)
November 20-21-22, 2018

TO: Ontario First Nation Leadership
FROM: Tracy Antone, Interim Chief Operating Officer
DATE: September 27, 2018
RE: **CALL FOR RESOLUTIONS – 2nd NOTICE**

Resolutions are the essential mechanism by which First Nations provide specific mandates and direction to the Chiefs of Ontario. The resolutions process serves to effectively foster and capture consensus among First Nations in Ontario during the All Ontario Chiefs Conference and at Special Assemblies of Ontario First Nation Chiefs.

ADVANCE SUBMISSION OF A RESOLUTION IS REQUIRED: In order to facilitate a more efficient and effective resolution process, resolutions for consideration at an Assembly must be received 14 days in advance as set out in a Call for Resolutions to all Ontario First Nations issued 30 days prior to the deadline – in this case **Tuesday, October 30, 2018**.

RESOLUTION DEADLINE TUESDAY OCTOBER 30, 2018.

SUBMISSION OF RESOLUTIONS: Resolutions must be submitted by a Chief or duly mandated proxy of a First Nation and include the name and First Nation of a seconder, also a Chief or duly mandated proxy of a First Nation. Both the mover and seconder of a resolution must be available to speak to the Resolution at the Assembly. If the mover and seconder are not noted on a resolution submitted for consideration, then the resolution will not be recorded and entered into the process as an official draft resolution.

The Resolutions Committee manages all administrative aspects of the resolutions process from the time draft resolutions are first submitted in draft format until they are finalized. The format to submit a resolution is preferable by email using the draft resolution attached to this notice to assist you in preparing a resolution. This template will also be available on our website www.coo.org.

Advance resolutions should be sent in electronic format to Alice Longboat alice@coo.org. If it is not possible to send the draft resolution in an electronic format, a copy can be faxed to the Chiefs of Ontario Administration office at 416-597-8365.

**November 20-21-22, 2018
Toronto, Ontario**

SUBJECT: *should be concise and relate directly the topic matter of the resolution*

MOVER: *include properly spelled Chief or Proxy name (first and last names), community name*

SECONDER: *include properly spelled Chief or Proxy name (first and last names), community name*

DECISION: (to be recorded by Resolutions Committee - Carried or Consensus, Defeated)

WHEREAS: BACKGROUND that is directly relevant to the subject and:

- *should be limited to essential background information about the resolution (on average no more than 5 clauses should be required). If more information is required, this can be handled through providing attachments and/or other supporting documentation;*
- *identify the exact problem to be addressed;*
- *provide the rationale for the resolution; and*
- *each clause (numbered as below) should express a separate reason (including facts) for the resolution.*

THEREFORE BE IT RESOLVED that we, the Chiefs in Assembly:

OPERATIVE CLAUSE that specifically identifies action required, by whom and by when. *Additional considerations should include:*

- *Financial considerations and implications if any,*
- *Consistency with mandate of Chiefs in Assembly*
- *Requirement to report back to Chiefs in Assembly within a specified timeframe.*

**CHIEFS OF ONTARIO
SPECIAL CHIEFS ASSEMBLY
NOVEMBER 20-22, 2018**

RULES OF PROCEDURE

REGISTRATION

1. The COO Chief Operating Officer shall be the official Registrar and shall be responsible for all final registration rulings, in consultation with the Assembly Speaker.
2. First Nation Chiefs are entitled to be registered.
3. A Proxy shall only be registered if he/she presents the Registration Desk with a letter or resolution from the First Nation government authorizing the Proxy. To the extent possible, Proxy letters/resolutions should be submitted in advance of the Assembly.
4. An individual cannot hold more than one Proxy.
5. A Proxy cannot transfer his/her proxy to another individual. A new potential Proxy requires a First Nation letter or resolution.
6. In emergency circumstances, when a Chief is required to leave the Assembly, the Chief can designate a Proxy by letter. In non-emergency circumstances, the potential Proxy must be authorized by letter or resolution sent from the First Nation government.
7. Fifteen minutes after the "Call-to-Order" by the Speaker, the lists of the registered Chiefs and Proxies will be submitted by the Registrar to the Speaker. The Speaker will determine whether there is a quorum for decision-making for this Assembly from these lists or from a head count. If a quorum is not present, the Assembly may continue on an informational and non-decision-making basis until quorum is secured.

ATTENDANCE

1. The All Ontario Chiefs Assembly is a gathering of First Nations leadership of the 133 recognized First Nation communities in Ontario.
2. First Nation, Councillors, Tribal Council and regional organization representatives, and First Nations citizens are entitled to attend the Chiefs Assembly and will be charged a nominal fee of ten dollars (\$10.00). No charge for Elders and students.
3. First Nation Chiefs and Proxies are committed to stay in the Assembly during the official deliberations, except in the case of urgent business.

4. All people in the Assembly shall deactivate the ring or other sound of all cell phones and other electronic devices.

THE SPEAKER

1. As the official Chairperson of every Chiefs Assembly, the Ontario Regional Chief shall open the Assembly. The Regional Chief may then delegate his/her authority to a Speaker for the purposes of Chairing the Assembly.
2. The primary responsibility of the Speaker shall be to complete the Assembly Agenda on schedule and to ensure that all priority Resolutions are dealt with.
3. The Speaker shall recognize one intervenor at a time and will keep all intervenors on topic. Each intervenor shall be limited to a maximum of three minutes, which shall be recorded on a clock at the front of the meeting room visible to all. In order to follow the Agenda, the Speaker has the authority to limit the number of intervenors and to reduce the three minute allocation.
4. The Speaker will ensure that all intervenors who wish to speak to an issue have the opportunity to do so before anyone speaks for a second time, except for clarification purposes and at the discretion of the Speaker. This is subject to the general authority of the Speaker to limit debate in order to conform with the Agenda and to deal with all priority Resolutions.
5. The Speaker has the final say on all procedural issues, including interpretation of these Rules. If a point-of-order is raised by a Chief or Proxy to challenge a procedural ruling, the Speaker shall have the opportunity to consult legal counsel and shall announce a final ruling, which is not subject to any further appeal, whether by point-of-order, resolution or otherwise.
6. Where discussion of a Resolution is inconclusive and contentious, the Speaker may require interested Chiefs and Proxies to participate in a side meeting to develop a consensus Resolution, with the assistance of COO technical staff. The Resolution shall be brought back to the Assembly for a vote or other disposition.
7. The Speaker shall be assisted at all times by a Secretary.
8. These Rules apply equally to a Co-Speaker if one is delegated by the Ontario Regional Chief.

SECURITY

1. Security through the designation of appropriate persons, shall be designated by COO to act as Security Officers during the Chiefs Assembly.
2. A Head Security Officer shall be designated by COO and he/she shall be responsible for the Security Team. The Head Security Officer shall report directly to the Speaker and the Registrar on a daily basis.

3. Security Officers shall ensure that only First Nation Chiefs and Proxies, First Nations Councillors, Tribal Council and Association representatives, First Nation citizens, staff, invited guests, and other authorized persons are admitted to the meeting room.
4. Security Officers will deal swiftly and firmly with all instances of disorderly conduct during all of the days at the Chiefs Assembly.
5. Any participants found to be responsible for serious disorder or damage will be asked to leave at his/ her own expense.

PRESS

1. No members of the press shall be permitted in the meeting room unless approved by the Chiefs and Proxies.

DECISION MAKING

1. In accordance with Special Chiefs Assembly Resolution 10/22, the quorum for decision making at a Chiefs Assembly is 50% plus one of all registered delegates of the Ontario Chiefs in Assembly (133). The required number to constitute a quorum will be determined at the initial tally count on the first day.
2. Chiefs and Proxies constitute the decision-makers of the Assembly. Others, as recognized by Chiefs and proxies, including Elders, members of the Youth Council and members of the Political Confederacy shall also have the right to speak, at the discretion of the Speaker, at the Chiefs Assembly.
3. Where the Speaker has determined that all reasonable consensus-reaching processes have been exhausted, including a side meeting, the Speaker shall ask the mover and seconder of a Resolution if they wish to hold a Standing Vote.
4. Standing Vote shall be decided on a 50% plus one (1) basis. The vote shall be determined based on those voting for or against the Resolution, with abstentions not counting.

RESOLUTION PROCESS

1. A Committee on Resolutions shall be appointed by the COO Chief Operating Officer to guide the overall Resolutions process. The Committee shall include representatives from the 4 regional organizations and the Independent First Nations.

2. Resolutions must be moved and seconded by a Chief or Proxy prior to submission to the Resolutions Committee.
3. Except in emergency circumstances, to be ruled on by the Speaker, all draft resolutions must be submitted to COO at least 14 days in advance of the first day of the Assembly. Draft resolutions that do not meet this requirement shall not be considered.
4. First Nation governments are encouraged to deal with support issues through correspondence and other means apart from Assembly resolutions. COO and the Ontario Regional Chief will assist in this regard.
5. Resolutions should only be advanced if they are necessary because of new developments and authorities. The Resolutions Committee shall notify the Speaker when a draft Resolution repeats an existing Resolution and does not appear to be necessary.
6. The mover and seconder of a Resolution must be present in the meeting room when the Resolution is introduced. If they are not in attendance, the Speaker may ask the floor for alternative movers and/or seconders. .
7. The mover and seconder of the Resolution shall be allowed 3 minutes each to speak to the Resolution.
8. The Speaker shall make three (3) calls for intervenors on each Resolution. If no one indicates his or her desire to speak, the Speaker will call "question" on the Resolution and proceed to a vote.