TSÚŪT'ÍNÀ GWÁGHÁ NÌHĪNÁʔÒ-NÁ
TSÚŪT'ÍNÀ NATION GOVERNANCE & ADMINISTRATION
403-238-6419
9911 CHIILA BLVD.
TSUUT'INA NATION, AB
T3T0E1

April 10th, 2026

GOVERNANCE & ADMINISTRATION PORTFOLIO MEMORANDUM

RE: Legislative Procedures Technical Services Closure from March, 27th, 2026-June, 26th 2026 - Suspension of Services To Complete The Legislative Process Act (2018) Amendments."

TO: Tsuut'ina Nation Head Chief & Minor Chiefs
Tsuut'ina Nation Departments & Staff
Tsuut'ina Nation Citizens

FROM: Governance & Administration Executive Director: Jordan Big Plume
CC: Governance Minor Chief Rep: Jeanne Crowchild & Paul Whitney
Acting CEO: Tanis Onespot
Acting Senior Operations Officer: Monica Onespot

RE: "LEGISLATIVE PROCEDURES TECHNICAL SERVICES CLOSURE MARCH 27TH, 2026 - JUNE 26TH, 2026 - SUSPENSION OF SERVICES TO COMPLETE THE LEGISLATIVE PROCESS ACT (2018) AMENDMENTS."

Dzinisi Guja,

The Gwàghā Nìhīnáʔò-ná – Legislative Procedures Technical Services (L.P.T.S) Department will be initiating a thorough review, reorganization, and update of the ***Tsúùt'ínà Nation Legislative Process Act (2018)*** and related internal functions. To maintain our workplace policies in accordance with current regulations and aligned with our Tsúùt'ínà Nation mandates and objectives.

The LPTS office will be on a temporary suspension of operations to facilitate this essential project from March 27th, 2026, and will not extend past June 26th, 2026. **Please see HCMC Motions attached that clarifies the LPTS closure.**

The LPTS office will be closed and there will be no access for drafting or legislative sessions during this period. For any Legislative Requests, or feedback please direct your submissions to **lpts@tsuutina.com.** While LPTS is closed and unable to accept further documents, rest assured that we will respond to your inquiries once normal operations resume.

Citizen engagement and input will commence when normal operations resume. This is to ensure transparency and inclusion of the Nation on any proposed amendments to the ***Legislative Process Act (2018)***.

For further information and clarifications, please contact
William Big Plume - LPTS Director: william.bigplume@tsuutina.com
We appreciate your understanding and cooperation during this important initiative. We apologize for not sending out the closure notice earlier but we recently received the HCMC motion to share with the Administration and Citizens.

If you have any concerns please email or call the Executive Director Jordan Big Plume for any immediate inquiries at the undersigned below.

Jordan Big Plume
Executive Director Of Governance & Administration
Gwághá Nìhīná?ò-ná
jordan.bigplume@tsuutina.com
403-477-4447

TSÚŪT'ÍNÀ XÀKÚJAGHÁ YĪNÁ
TSUUT'INA NATION XÀKÍJÍ UWA XÀKÚJÁÁ YĪNÁ

403-281-4455
9911 CHIILA BLVD.,
TSUUT'INA NATION, AB
T3T 0E1

Date: March 27, 2026

XÀKÍJÍ UWA XÀKÚJÁÁ YĪNÁ MOTION

WHEREAS Xàkíjí uwa Xàkújàà yīná of the Tsuut'ina Nation have been duly elected pursuant to the provisions of the Head Chief & Minor Chiefs Electoral Code and are empowered to act on behalf of the citizens of the Tsuut'ina Nation;

AND WHEREAS Xàkíjí uwa Xàkújàà yīná of the Tsuut'ina Nation have met in a quorum at a duly convened meeting held on March 27, 2026;

AND WHEREAS Xàkíjí uwa Xàkújàà yīná wishes to support the timely completion of the upcoming amendments to the *Legislative Process Act (2018)* and the development of required implementation tools;

AND WHEREAS the following motion was moved by Xàkújàà Tyson Heavenfire and seconded by Xàkíjí Ellery Starlight:

THEREFORE BE IT RESOLVED THAT Xàkíjí uwa Xàkújàà yīná hereby approves:

1. **a temporary suspension of all Legislative Procedures Technical Services (LPTS) operations for a period of a maximum of three (3) months, commencing March 27, 2026 and will not extend past June 26, 2026;**
2. **that the suspension includes, without limitation, all drafting sessions, technical meetings, and associated engagements undertaken by LPTS;**
3. **that during the suspension period, the Governance and Administration Portfolio and the LPTS Department shall focus their efforts on completing their mandate relating to the upcoming amendments to the *Legislative Process Act (2018)*, including the preparation of any necessary forms and/or appendix toolkits to support implementation; and**
4. **that the LPTS Director and the Executive Director of Governance & Administration are responsible for coordinating the suspension and communicating to the Nation confirming the resumption of LPTS operations following June 26, 2026.**

In Favour: 9 **Opposed:** 0 **Abstain:** 1 **Absent:** 0 **Excused:** 2 **Motion Carried**

Xàkújàà Waylon Big Plume
Xàkíjí uwa Xàkújàà yīná March 2026 Chairperson

cc: Xàkíjí uwa Xàkújáá yīná
Finance, Legal, File Copy

Tanis One Spot, Acting Chief Executive Officer
Monica Onespot, Acting Senior Operations Officer

TSÚŪT'ÍNÀ XÀKÚJAGHÁ YĪNÁ
TSUUT'INA NATION XÀKÍJÍ UWA XÀKÚJÁÁ YĪNÁ

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Date: March 27, 2026

XÀKÍJÍ UWA XÀKÚJÁÁ YĪNÁ MOTION

WHEREAS Xàkíjí uwa Xàkújàà yīná of the Tsuut'ina Nation have been duly elected pursuant to the provisions of the Head Chief & Minor Chiefs Electoral Code and are empowered to act on behalf of the citizens of the Tsuut'ina Nation;

AND WHEREAS Xàkíjí uwa Xàkújàà yīná of the Tsuut'ina Nation have met in a quorum at a duly convened meeting held on March 27, 2026;

AND WHEREAS Xàkíjí uwa Xàkújàà yīná wishes to confirm the current LPTS Workplan as the framework for legislative activity and to authorize the development of amendments to the *Legislative Process Act (2018)* to improve clarity, user-friendliness, and efficiency;

AND WHEREAS the following motion was moved by Xàkújàà Tyson Heavenfire and seconded by Xàkíjí Ellery Starlight:

THEREFORE BE IT RESOLVED THAT Xàkíjí uwa Xàkújàà yīná hereby approves:

1. **the current LPTS Workplan as the foundational framework for legislative activity and the underlying principles that will govern the Nation;**
2. **that amendments to the *Legislative Process Act (2018)* be developed to enhance user-friendliness and streamline efficiencies through a collaborative approach with Xàkíjí uwa Xàkújàà yīná; and a communication and engagement strategies that is budgeted from Xàkújághá yīná**
3. **that the Tsuut'ina Nation delegates the authority to draft proposed amendments to the *Legislative Process Act (2018)* to the LPTS team, and that the LPTS team shall forward the proposed amendments to Xàkújághá yīná for final approval prior to the First Amendment Reading; and**
4. **that this motion is a crucial step in establishing the Nation's legal framework for law-making, including the Constitution and other fundamental laws that must be duly acknowledged and considered in the process.**

In Favour: 11 **Opposed:** 0 **Abstain:** 0 **Absent:** 0 **Excused:** 1 Motion Carried

Xàkújáá Waylon Big Plume
Xàkíjí uwa Xàkújáá yīná March 2026 Chairperson

cc: Xàkíjí uwa Xàkújáá yīná
Finance
Legal

Tanis Onespot, Acting Chief Executive Officer
Monica Onespot, Acting Senior Operations Officer
File Copy