



Legislative Process Act A.LP.2610

Under the guidance of Our Creator, and as a sovereign Nation; We, the Diná-tii of Tsúut'ínà Nation, in the preservation and continuation of the Tsúut'ínà Diná-tii yina unique identity, customs, traditions, Gūnáhà and entities, and with respect to the special relationship to the Natural Law and resources of the land, in a continued relationship with all First Nations; Do ordain and establish this Law in accordance with our inherent right to governance.

Naatò, Nisk'a?ágùlàgà, nidinaàchòwí, diyí nànaánís?íní k'àsónà diyí dát't'ishí nànsaàt't'úní niihá nìhiná?ò-hà tlaat'a Tsúut'ínà wúsà dinálò-kù, Naatò, Nisk'aágùlàgí nahoghàyìní?óná át'a: nìhinìnishà, nìhiyisno?í, mìsílà dàyaàno?í, nìhigunáhà isíla nìhinánaà?ò-hí, nìsk'a ùwa mits'i-hí. Tlaat'a diná-tii isíla nájùnáá ádànaàziní, diyí dát't'ishí dik'asiloó niihá nìhiná?ò-hà guásaàlá.

**A Document to Ratify the A.LP.2610
Within the Tsuut'ina First Nation Lands, Alberta, Canada**

**Enacted on September 18 of 2013 in Tsuut'ina Nation
Coming Into Force: September 18, 2013**

**Amended on October 23 of 2026 in Tsuut'ina Nation
Coming Into Force: October 23, 2026**



Preamble

WHEREAS the Tsuut'ina Nation Head Chief and Minor Chiefs desire to make an Act governing Tsuut'ina Nation Legislation on the Tsuut'ina Nation;

AND WHEREAS it is recognized that the inherent right of governance includes the right to govern in relation to matters that are internal to the peoples, and integral to the unique culture, identity, traditions, languages, and institutions of the Tsuut'ina Nation;

AND WHEREAS it is considered to be necessary for the benefit, security, and preservation of the Tsuut'ina Nation culture;

AND WHEREAS it is desirable to Repeal and replace the *Legislative Process Act* enacted 12 March 2018 with this Act;

NOW THEREFORE: the Tsuut'ina Nation hereby enact this Act through the Tsuut'ina Nation Legislation and give authority to Head Chief and Minor Chiefs to ratify this Act.

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Definitions

"Administrative Document" refers to an internal department policy, standard operating procedure, manual, or operational guideline that governs administrative operations and does not possess the force of Law.

"Briefing Note" refers to a document designed to present a short summary that includes key facts, context, analysis, and recommendations for a decision to be made.

"Business Charter" refers to the *Tsuut'ina Nation Business Charter* (including the *Amended and Restated Business Charter*), approved and adopted by Head Chief and Minor Chiefs to govern Nation Businesses, commercial entities, corporations, and partnerships, as amended, restated, or replaced from time to time.

"Chief Executive Officer" or **"CEO"** refers to the individual assigned by Council that is responsible for the day-to-day oversight of the Nation's operations.

"Citizen" or **"Citizenship"** refers to a member of the Tsuut'ina as described by the Tsuut'ina Citizenship Code.

"Content Provider" refers to the person(s) who supply information related to a specific topic.

"Constitution" refers to the Law prescribing the exercise of power by the Leaders of the Nation. An assortment of important rules, principles, and practices to the governance of the Nation.

"Council" refers to the Head Chief and Minor Chiefs, collectively.

"Delegated Authority" refers to a board, commission, tribunal, committee, or body established by Head Chief and Minor Chiefs by Law or resolution, exercising specific administrative, regulatory, or adjudicative powers under approved terms of reference.

"Eligible Elector" refers to a Citizen who can vote in Nation elections.

"Head Chief and Minor Chiefs" refers to the duly elected Head Chief and Minor Chiefs of the Tsuut'ina Nation.

"Law" refers to the system of rules that the Nation recognizes as regulating the actions of its Citizens and may enforce by the imposition of penalties.

"Legislation" refers to any document in one (1) of the three (3) Legislation Categories in this Act.

"Manager" refers to the department, program, or company individual hired as an employee to manage the day-to-day responsibilities of their respective Department, Program or Company.

"Nation Laws" refers to the collective body of Laws, acts, codes, and regulations enacted, ratified, or recognized by the Tsuut'ina Nation in the exercise of its inherent right of governance and sovereign jurisdiction, possessing the force of Law within the Nation, as amended from time to time.

"Portfolio" refers to a group of departments, programs, or companies related to a specific industry, or service within the Tsuut'ina Organizational Structure.

"Ratified Legislation" refers to any Legislation within the First, Second, or Third Legislation Categories that has been formally enacted, ratified, or approved in accordance with the legislative processes set out in this Act, or that remains valid and enforceable under this Act.

"Ratified Listing" refers to the official master register and repository maintained by LPTS containing all enacted Ratified Legislation as well as all Administrative Documents approved or deposited under this Act or previously recognized and maintained by the Nation.

"Repeal" means to formally cancel or revoke an existing Law by legislative act.

"Subject Matter Expert" refers to a manager, director, professional, or technical specialist, or consultant engaged by or within Nation administration possessing operational, regulatory, or technical knowledge relevant to the subject matter.

"Terms of Reference" refers to the document approved by Head Chief and Minor Chiefs that describes the purpose, authorities, responsibilities, composition, meeting requirements and other information pertaining to a Board or Committee.

"Tsuut'ina" or "Tsuut'ina Nation" refers to the sovereign Tsuut'ina Nation; may also be referred to as just the "Nation."

Purpose, Scope, and Application

1. The purpose of this Act is to establish a process where Legislation proceeds from a Development and Drafting Phase to an Enactment Phase and Coming Into Force.
2. There are three (3) categories of Legislation ratified through this process identified as follows:
 - (a) First Legislation Category – Constitution (upon ratification);
 - (b) Second Legislation Category – Laws, Acts, and Codes; and
 - (c) Third Legislation Category – Regulations.

Administrative Documents

3. The following provisions apply to Administrative Documents:
 - (a) Internal policies, standard operating procedures, manuals, and operational guidelines are Administrative Documents that fall outside the legislative enactment process under this Act. Administrative Documents do not have the force of Law and do not bind Citizens except in their capacity as Nation employees.
 - (b) Departments and programs, through their authorized personnel and Subject Matter Experts, shall draft Administrative Documents utilizing standard templates (“LPTS Toolkits”) as established by LPTS.
 - (c) Administrative Documents are subject to mandatory Legal Review prior to execution to ensure they do not alter Citizen rights or conflict with enacted Nation Legislation or applicable Laws.
 - (d) Following Legal Review, an Administrative Document may be approved by the responsible Portfolio Executive Director (or the Chief Executive Officer for cross-Portfolio matters), unless Head Chief and Minor Chiefs direct that the document be submitted to them for final approval.
 - (e) Upon approval, the document shall be deposited with LPTS on the Ratified Listing.
4. If two (2) pieces of Legislation conflict, a ratified Constitution prevails, followed by Laws, Acts, and Codes, and then Regulations. If a provision conflicts with a higher-ranking Law, only the conflicting part has no effect; the rest continues in force.
5. This Act will apply to Tsuut'ina Nation, elected government, and administration, as well as every individual Portfolio, board, commission, or entity that services the Tsuut'ina Nation.
6. For clarity, this Act does not apply to:
 - (a) Tsuut'ina Gaming Limited Partnership;
 - (b) Dit'Onik'Odza Limited Partnership and Guja Nats'iyini'hi Board;
 - (c) Tsuut'ina Stoney Corrections Society;
 - (d) Townsite of Redwood Meadows Administration Society;

- (e) any other commercial entity, corporation, or business partnership as established by the Business Charter or as designated by Head Chief and Minor Chiefs; and
 - (f) any entity that has been created pursuant to an applicable tripartite or funding agreement that is in effect.
7. The Governance and Administration Portfolio through the Minor Chief Representatives, Executive Director, and the Legislative Procedures Technical Services Department (“LPTS”) shall serve as the central body responsible for the stewardship and integrity of all legislative initiatives of the Nation:
 8. Stewardship under this section is administrative. Decisions to approve, amend, reject, or ratify Legislation rest with Head Chief and Minor Chiefs and, where required, the Citizens.
 9. LPTS shall maintain the official priority listing of all pending Legislation and the register of all enacted Legislation as directed by Head Chief and Minor Chiefs.

Part 1: Development and Drafting Phase

Legislative Development Request

10. The development of new Legislation, or the amendment or Repeal of enacted Legislation, may be initiated from one (1) of the following:
 - (a) Head Chief and Minor Chiefs' Directive;
 - (b) Department Manager submission to the Executive Director to the Governance and Administration Portfolio for processing;
 - (c) Board of Directors, Commission, or other Head Chief and Minor Chiefs Delegated Authority; or
 - (d) Tsuut'ina Citizen petition.
11. A proposal is initiated by completing a form provided by LPTS and submitting it to the Governance and Administration Portfolio for inclusion to the priority listing.
12. Where the Content Provider is a Tsuut'ina Citizen, the written request must be accompanied by a petition signed by a minimum of 25% of Eligible Electors whose names appear on the Tsuut'ina Citizenship list.
13. Head Chief and Minor Chiefs must make a decision on every request and petition. If they decide not to go ahead, they must give written reasons for the person or Citizens who brought it.
14. Where a draft is initiated by Directive of Head Chief and Minor Chiefs, or where a complete draft has already been prepared by the Content Provider, Head Chief and Minor Chiefs may direct that it proceeds directly to Introduction under Part 2 without a Drafting Committee.
15. Where drafting is required, the Drafting Committee must include the following, but is not limited to:
 - (a) A Minor Chief Representative;
 - (b) An Executive Director;
 - (c) A Content Provider requesting the Legislation;
 - (d) Subject Matter Expert(s), as required; and
 - (e) Assigned LPTS staff:
 - i. Technical Writer; and
 - ii. Facilitator.
16. Only an Executive Director and Content Provider are needed, either physically or virtually, for a drafting session to move forward.
17. Minor Chief Representatives must be in attendance for the final drafting session for line-by-line review before it is introduced to Head Chief and Minor Chiefs.

18. A proposed draft, regardless of how it is initiated, must go through a Treaty Review, a Legal Review, and a Cultural Review.
19. The Legal Review may include advice on legal risks, and that advice goes in the Briefing Note. Head Chief and Minor Chiefs make the final decision.
20. Reviews can be done concurrently and are to be completed within a reasonable timeframe. If a review is delayed, written reasons and an estimated completion date must be provided in the Briefing Note. Head Chief and Minor Chiefs may, by Directive, set a mandatory completion deadline.
21. If a review is incomplete, Head Chief and Minor Chiefs may wait for it or move the draft forward. If they move it forward, the Briefing Note must say if, and when the review is still coming, in which case the review must be considered before the Final Reading.
22. Active draft Legislation does not lapse or restart upon an election of Head Chief and Minor Chiefs, and any drafts in progress under the 2018 Act continue under this Act from the equivalent stage last reached, or as directed by Head Chief and Minor Chiefs.

Part 2: Introduction of Legislation

23. The purpose of the Introduction is to present the proposed Legislation to Head Chief and Minor Chiefs. The Introduction is not a comprehensive review of the proposed Legislation.
24. The Introduction of the proposed Legislation shall include a Briefing Note and any supporting documents as required from the LPTS department.
25. At the end of the Introduction, Head Chief and Minor Chiefs shall:
 - (a) direct whether the proposed Legislation proceeds under Stream A (Citizen vote) or Stream B (Council vote);
 - (b) establish a Legislative Committee, if required; and
 - (c) set the date for the First Reading.
26. When established, the Legislative Committee consists of Portfolio Minor Chiefs and advisory technical staff, operating under approved Terms of Reference. The Committee reviews community feedback and recommends amendments, but only Head Chief and Minor Chiefs or the Citizens can pass Legislation.
27. When Head Chief and Minor Chiefs choose a Head Chief and Minor Chiefs' vote instead of a Citizen vote, they must write down why.
28. Head Chief and Minor Chiefs retains exclusive authority to determine legislative stream at Introduction, subject to mandatory Legislation that requires Citizen Vote.
29. When deciding whether a proposed Law should go to a Citizen vote, Head Chief and Minor Chiefs, at a minimum, must consider:
 - (a) the Constitution;
 - (b) any Law that changes how leaders are chosen or elected;
 - (c) any Law that changes who can be a Citizen or rights of Citizenship;
 - (d) any Law about the surrender or designation of Nation lands; and
 - (e) any financial or trust matter where existing Nation Law or trust agreement mandates a Citizen vote.

Part 2A: New Legislation – Reading and Enactment

Stream A: Citizen Ratification Vote

First Reading and Community Engagement

30. Head Chief and Minor Chiefs (or the Legislative Committee) shall perform an initial line-by-line First Reading of the proposed Legislation and approve it for Citizen review.
31. LPTS is responsible for organizing and overseeing Legislative Engagement Activities.
32. Legislative Engagement Activities may include:
 - (a) community information meetings;
 - (b) meetings and visits with Elders;
 - (c) youth information sessions;
 - (d) online engagement and information materials; and
 - (e) any other engagement activities directed by Head Chief and Minor Chiefs.
33. The threshold of 20% of Eligible Electors must be met for the overall engagement in order for Legislation to move forward in the process.
34. If the engagement threshold is not met before the specified deadline, LPTS shall coordinate additional engagement activities as directed by Head Chief and Minor Chiefs. Following these activities, Head Chief and Minor Chiefs may move the Legislation to the Final Reading, direct further engagement, or return the draft to Part 1.
35. At the end of the Legislative Engagement Activities, an amended draft is presented to the Head Chief and Minor Chiefs (or the Legislative Committee) for recommendation to approve or not approve suggestions.

Second Reading – Consideration of Revisions

36. At the Second Reading, Head Chief and Minor Chiefs consider the recommendations of the Legislative Committee and the feedback from community engagement and decide by Motion which suggestions to incorporate into the draft.
37. Substantive amendments approved at this reading are forwarded for additional Legal Review, Cultural Review, and Treaty Review, as needed.

Final Reading and Citizen Ratification Vote

38. The purpose of the Final Reading is for Head Chief and Minor Chiefs to consider any suggestions arising from the Legal, Cultural, and Treaty Reviews to finalize the proposed Legislation.
39. Head Chief and Minor Chiefs may then Motion to move the Legislation to Citizen Ratification Vote.
40. The Citizens vote on the Legislation through the approved Legislative Process Voting Guidelines.

41. If the Citizens approve the Legislation, Head Chief and Minor Chiefs enact the Legislation by Nation Council Resolution certifying the vote results, and the Legislation proceeds to Part 3: Coming Into Force.
42. If the Citizens do not approve the draft, then Head Chief and Minor Chiefs may send it back for more drafting, stop it, or bring it back at a later date.

Stream B: Head Chief and Minor Chiefs' Vote

43. For proposed Legislation proceeding under Stream B, Head Chief and Minor Chiefs perform one (1) line-by-line reading.
44. Proposed revisions or amendments are debated and voted on by Motion.
45. After all approved revisions are incorporated, Head Chief and Minor Chiefs' vote on final approval of the Legislation by Motion.
46. If approved, the Legislation is enacted by Nation Council Resolution and proceeds to Part 3: Coming Into Force.

Emergency Legislation

47. If an imminent threat exists to public safety, health, or community peace, Head Chief and Minor Chiefs may enact Emergency Legislation in a single sitting by Nation Council Resolution, without prior notice, committees, or community engagement.
48. Emergency Legislation takes effect immediately and expires after ninety (90) days, unless extended once for ninety (90) days by Resolution or replaced by a permanent Law following the formal process under this Act.
49. Emergency Legislation cannot be used to amend the Constitution, alter Citizenship, change election rules, designate or surrender Nation lands, or approve financial and trust matters requiring Citizen approval under enacted Nation Law.

Part 2B: Ratified Legislation – Amendments and Repeals

50. An amendment to or Repeal of enacted Stream A Legislation proceeds through the readings, community engagement, reviews, and voting stages set out in Part 2A.
51. For an amendment or Repeal, the readings, Legislative Engagement Activities, and reviews are strictly limited to the specific provisions being amended, Repealed, or directly affected.
52. The proposed amendment or Repeal passes if approved at the Citizen Ratification Vote in accordance with the established voting guidelines and proceeds to Part 3: Coming Into Force.

Stream B: Amendment or Repeal of Ratified Legislation – Head Chief and Minor Chiefs' Vote

53. For an amendment or Repeal of enacted Stream B Legislation, Head Chief and Minor Chiefs perform one (1) line-by-line reading strictly limited to the provisions being amended or Repealed.
54. Proposed amendments, Repeal provisions, or a full Repeal is voted on by Motion of Head Chief and Minor Chiefs.
55. If approved, the amendment or Repeal is enacted by Nation Council Resolution and proceeds to Part 3: Coming Into Force.

Part 3: Coming Into Force

The Great Seal of the Tsuut'ina Nation

56. The Great Seal of the Tsuut'ina Nation shall be authorized only by Head Chief and Minor Chiefs in a duly convened meeting.
57. The Head Chief or proxy (Acting Head Chief) will be provided with the original copy of the Legislation and will seal the Legislation with the use of The Great Seal of the Tsuut'ina Nation.
58. All original sealed copies will be secured by the Executive Director overseeing the LPTS department.

Publication and Coming Into Force

59. LPTS must post all enacted Legislation on the Nation website and provide a printed copy to any Citizen who requests one (1). Legislation shall remain posted for as long as it is in force.
60. Legislation comes into force on the date specified in the text, or on a date set by Head Chief and Minor Chiefs. If no date is specified, it comes into force on the day LPTS posts it on the Nation website.
61. LPTS shall administer the formal communication of enacted Legislation to all applicable departments and entities.

Administration and Enforcement

62. When proposed Legislation is approved or ratified by Head Chief and Minor Chiefs, the Chief Executive Officer may assign the applicable administrative body to implement the Legislation.
63. The enforcement of enacted Legislation is carried out by the designated enforcement body or individuals specified within that particular Legislation. LPTS is not responsible for the enforcement of Ratified Legislation.
64. Legislation posted by LPTS is presumed to have been properly enacted and valid.
65. If any provision of an enacted Legislation is determined to be invalid, the remaining provisions continue in force unless the Legislation cannot operate without the invalid part.

Regulations and Procedural Guidelines

66. LPTS may establish operational guidelines, forms, and procedural documents for drafting, provided they conform with this Act.
67. Head Chief and Minor Chiefs may make Regulations for carrying out the purposes of this Act.
68. When any Law authorizes the making of Regulations, those Regulations do not go through the readings in Part 2. Head Chief and Minor Chiefs enact Regulations by Motion at a duly convened meeting, unless that Law specifically delegates regulation-making authority to another body or person.

Clerical Corrections and Technical Updates

69. LPTS may correct spelling, typographical, numbering, and cross-reference errors in enacted Legislation, provided such corrections do not alter the substantive meaning or effect of the Legislation.
70. Head Chief and Minor Chiefs may, by Motion or Resolution, approve minor administrative updates to enacted Legislation (including updates to department names, administrative titles, or cross-references to renumbered Laws) without requiring readings or reviews under Part 2B.

Repeal and Transitional Provisions

71. The Legislative Process Act enacted March 12, 2018 (however cited) is now Repealed, and this Repeal does not revive any prior Law, policy, or process.
72. Legislation ratified prior to or on the date of commencement of this Act remains valid and enforceable.
73. This Act comes into force on the day it is ratified, or on such a later day as Head Chief and Minor Chiefs direct.

Head Chief and Minor Chiefs Signatory Page

THIS ACT IS HEREBY made at this duly convened meeting of the Head Chief and Minor Chiefs of the Tsuut'ina Nation this 23rd day of October, 2026 by Nation Council Resolution.

Voting in favour of the Legislative Process Act, as evidenced by signatures, are the following members of the Head Chief and Minor Chiefs.



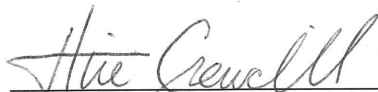
Tsuut'ina Nation Head Chief



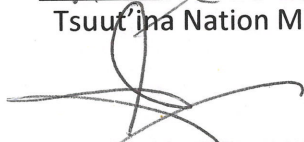
Tsuut'ina Nation Minor Chief



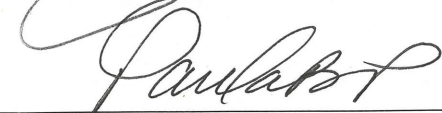
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Tsuut'ina Nation Minor Chief

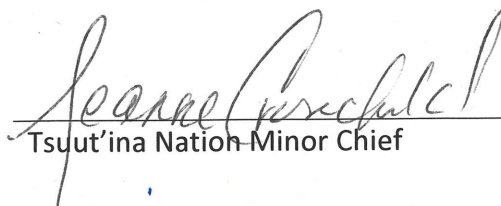


Tsuut'ina Nation Minor Chief



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