



## **LAC SEUL FIRST NATION**

### **COMMUNITY ENGAGEMENT POLICY**

These Policy and Guidelines for Chief and Council were passed during a duly convened meeting of the Lac Seul First Nation Council held on September 20th, 2024, and confirmed by BCR 24-45-20.

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## **CHAPTER 1: INTRODUCTION**

### **Purpose**

- 1** The Community Engagement Policy will set out a policy and process to guide the implementation of a strong engagement process for the Lac Seul First Nation community on matters that affect the community as a whole. These could include but are not limited to topics such as a new or existing law, an issue that impacts an Aboriginal or Treaty right or ratification of an outstanding claim. This process should be followed when engaging on any administrative or governance matter, specifically those issues or matters that may require a Community Approval Vote. This Policy should also be followed when general input is required to inform Chief and Council and/or the LSFN Administration on matters affecting the community as a whole.
- 2** The Community Engagement Policy furthers Lac Seul First Nation's Comprehensive Community Plan (2022) by improving communications between Chief and Council, Administration, and Members, and by growing off-reserve Members' sense of inclusion and connection to the Nation.

### **Application**

- 3** This Policy helps to guide Chief and Council, Committees, and LSFN Administration when engaging or consulting with Members on matters that affect the community as a whole, including creating or change laws, implementing policies or program developments that require Member input.

### **Responsibilities**

- 4** All members of Chief and Council, Committees, and LSFN Administration are required to comply with the Community Engagement Policy.
- 5** The Governance Committee is responsible for periodically reviewing the Community Engagement Policy to ensure effectiveness and making recommendations regarding proposed amendments to Council.

### **Review**

- 6** This Policy will be reviewed every three (3) years and may be amended from time to time.
- 7** Members are encouraged to provide feedback on the effectiveness of the engagement activities of Council and Administration at the Annual General Meeting.

### **Approval & Amendment Dates**

- 8** This Policy was passed by the Lac Seul First Nation Council by BCR on September 20<sup>th</sup>, 2024.

## Chapter 2: Definitions

9 The following definitions apply in this Policy:

(1) “**BCR**” means Band Council Resolution.

10 “**Community Approval Vote**” (CAV) means a vote by eligible Members conducted according to the Community Approval Vote Process.

(1) “**Council**” means the elected Chief and Council of Lac Seul First Nation.

(2) “**Committees of Council**” means a committee created by Council consisting of individuals appointed from Council, Staff and Membership to provide oversight with respect to a particular aspect of LSFN governance and to make recommendations to Council on action items or strategic direction.

(3) “**Livestream**” means a live broadcast of a meeting or event on any internet hosting platform.

(4) “**LSFN**” means Lac Seul First Nation.

11 “**LSFN Website**” means the official website of Lac Seul First Nation, [www.lacseulfn.org](http://www.lacseulfn.org)

(1) “**Member**” means a person whose name appears, or who is entitled to have their name appear, on the Lac Seul First Nation Band List, and Membership refers to Members as a collective.

## CHAPTER 3: COMMUNITY ENGAGEMENT PROCESS

12 To initiate the engagement process, a matter or issue that will impact the community as a whole must be identified by Council, a Committee of Council, or Administration.

(1) The issue must be presented and approved at a Council meeting to initiate the engagement process.

(2) A person who has knowledge of the issue will be identified by the relevant Department as the Engagement Lead to initiate and follow the engagement process set out in this Policy.

(3) The Engagement Lead will develop a workplan including proposed dates, locations and budget for the engagement activities and present the workplan to Administration and then to Council for approval.

13 The workplan must, at a minimum, include the following activities;

- (1) An announcement to Members on the initiation of the engagement process, including an outline of the issue and a summary of the proposed timeline and activities that will take place. This should be posted to LSFN social media (Facebook) and the LSFN website at the beginning of the engagement period.
- (2) An online survey to gather feedback anonymously, or for those who cannot attend in-person events, if possible.
- (3) Development and distribution of supporting material such as flyers, brochures, videos or other informational material as determined by the Engagement Lead.
- (4) Location and timing of in-person events, including at a minimum;
  - (a) In each of the three LSFN Communities (Frenchman's Head, Whitefish Bay and Kejick Bay);
  - (b) In each urban centre where there is a concentration of off-reserve Members (Thunder Bay, Winnipeg, Red Lake and Sioux Lookout);
  - (c) At least one of the events held in a LSFN community should be offered virtually/livestreamed to allow for participation from off-reserve Members.
- (5) All events must be promoted through the LSFN Communications Department, including;
  - (a) Posters in Band Offices, Post Offices, Event Centres/Complexes, and other visible locations.
  - (b) Facebook (or other social media), 30 days in advance with weekly reminders prior to event date. The Agenda for each event must be posted to Facebook 2 days prior to the event.
  - (c) LSFN Website Events page, 30 days in advance. The Agenda for each event must be posted to the website 2 days prior to the event.

**14** The Engagement Lead will be responsible for providing detailed reports to the Administration and Council throughout the engagement period. These updates should include:

- (1) Completion of workplan activities;
- (2) Details of each event completed, including:
  - (a) Information presented;

- (b) Where the event took place; and
    - (c) Number of attendees;
  - (3) Summary of feedback received from each event.
- 15** At the conclusion of the engagement period, the Engagement Lead will present a final report of all engagement activities to Council with a recommendation on whether to extend or conclude the process. This recommendation should also indicate whether sufficient engagement has occurred to commence a Community Approval Vote Process.
- 16** If a recommendation is made to commence a Community Approval Vote Process, a BCR will be tabled for consideration and a vote.
- (1) A Resolution to call a vote should occur 4 months (at least 120 days) prior to the targeted vote date.
  - (2) The process to initiate a Resolution and trigger the Community Approval Vote process is outlined in the “Community Approval Vote Process”.
- 17** In the case where a Community Engagement Process concludes and does not result in the triggering of a Community Approval Vote Process, the Engagement Lead will ensure that the final report is submitted to Council and Administration and filed.