

**BC First Nations Justice Council**  
**Elders and Knowledge Keepers Council**  
**Terms of Reference**

**1. DEFINITIONS**

- 1.1 "BC First Nations" means the 204 First Nations in British Columbia from whom the BC First Nations Justice Council receives its mandate.
- 1.2 "BCFNJC Bundle" means the comprehensive and coordinated grouping of multiple BCFNJC Justice Strategies. Bundles are guided by a steering committee with a common purpose and shared objectives, with the aim of improving and advancing a particular aspect of the justice system. Currently, Strategy 21: Elders and Knowledge Keepers Council is an unbundled Strategy whose work will be led by the Elder's Liaison with support from the Policy Team.
- 1.3 "Elders and Knowledge Keepers Council" ("EKKC") means the body of Elders and Knowledge Keepers established through the implementation of Strategy 21 in the Justice Strategy to provide advice on all aspects of the implementation of the Justice Strategy.
- 1.4 "Members" refers to the members of the EKKC as described in these Terms of Reference.
- 1.5 "Indigenous Community" means a collective group of Indigenous peoples who share a distinct, cultural, historical, and often geographic identity. These communities are composed of First Nation, Inuit, or Métis peoples.
- 1.6 "Indigenous Peoples" means First Nations, Inuit and Métis peoples.

- 1.7 “Justice Council” means the Board of Directors (“Council”) of the BC First Nations Justice Council (“BCFNJC”) as appointed by the First Nations Leadership Council nominating entities, including the BC Assembly of First Nations, the Union of BC Indian Chiefs, and the First Nations Summit.
- 1.8 “Staff” means all employees of the BCFNJC.
- 1.9 “Strategy” means the BC First Nations Justice Strategy (2020).
- 1.10 “Sacred Medicine Bundle” means the bundle of medicines and teachings brought by each of the EKKC members to inform their work and contributions to the BCFNJC during their tenure.

## **2. BACKGROUND**

- 2.1 In March 2020, the BC First Nations Justice Council (“BCFNJC”) released the BC First Nations Justice Strategy (the “Strategy”) which was co-developed based on extensive engagement with BC First Nations, those working in the legal system, and BC.
- 2.2 In February 2022, a Tripartite MOU was executed, formally committing Canada to implementing the Strategy.
- 2.3 The Strategy aims to reduce the number of First Nations people who become involved with the criminal justice system, improve the experience of those who do, increase the number of First Nations people working within the justice system, and support First Nations to restore their justice systems and structures. The Strategy includes 43 line of action along two

paths: 1) reform of the current justice system; and 2) restoration of First Nations legal traditions and structures.

2.4 Strategy 21 mandates BCFNJC to “establish roles for Elders and Knowledge Keepers across BC to help ensure cultural competency and appropriateness, support for First Nations community-based justice programming and the work of First Nations Justice Centres”.

a) Strategy 21, Line of Action A requires BCFNJC to establish an Elders and Knowledge Keepers Council to provide advice on all aspects of the implementation of the Strategy.

b) Strategy 21, Line of Action B requires BCFNJC and BC, with advice from the Elders and Knowledge Keepers Council, to establish a network of regional Elders and Knowledge Keepers who have formal relationships with and can provide support to all sectors of the justice system, including policing, BC Prosecution Services and Crown Counsel, courts, and corrections.

2.5 These Terms of Reference create a foundation for the implementation of Strategy 21.

### **3. PURPOSE AND MANDATE**

3.1 The EKKC will provide advice on all aspects of the BCFNJC’s work and implementation of the Strategy. This includes but is not limited to internal cultural practices and grounding, human resources practices and hiring, technical support, and external interactions with communities and external partners.

- 3.2 The EKKC will provide guidance on the development of a strategic workplan for the implementation of Strategy 21 which will be approved by the Justice Council.
- 3.3 The EKKC will provide ad hoc advice and strategic guidance to the Justice Council and the BCFNJC Staff responsible for implementing the Strategy, while working with all BCFNJC Bundles to transform the work.
- 3.4 The EKKC will help ensure cultural competency and appropriateness across the BCFNJC. In particular, the alignment of Strategy implementation with Indigenous legal frameworks and traditional knowledge.
- 3.5 The EKKC will provide guidance and support for all engagements undertaken by the BCFNJC with BC First Nations, including the provision of advice regarding established protocols and effective communication strategies.
- 3.6 The EKKC will collaborate with the BCFNJC Staff to facilitate the development of culturally appropriate workplans and policies that align with Indigenous values and teachings.
- 3.7 The EKKC will support the BCFNJC Human Resources Staff in the onboarding process for new personnel. Additionally, the EKKC will offer support in the resolution and management of internal and external disputes as required.
- 3.8 The EKKC will assist the BCFNJC Human Resources Staff in maintaining accountability among team members and ensuring transparency in their work.
- 3.9 All members of the EKKC will support the Justice Council as community liaisons and advisors as requested and deemed appropriate by the Justice Council. Above all the role of the

EKKC is to support Council and the implementation of the Justice Strategy.

3.10 The EKKC will act as ambassadors of the BCFNJC and undertake the responsibility of educating external partners who may not have a full understanding of the Strategy and the work conducted by the Justice Council.

3.11 The EKKC deliberations and contributions to the work of the Justice Council will be informed and guided by Indigenous values and traditional knowledge.

#### **4. GUIDING PRINCIPLES**

4.1 When beginning their work with the EKKC each Member will bring their medicines to contribute to the sacred medicine bundle, receiving an eagle feather in return as a symbol of the Justice Council's respect and the EKKC's duty to advise and support the work to implement the Strategy.

4.2 The EKKC will adopt and be guided by the vision, mission and values of the Justice Council:

a) **Vision:** BC First Nations children, families, and communities thriving in peace and security, their dignity and well-being supported by a trusted, equitable, and representative justice system.

b) **Mission:** The BC First Nations Justice Council supports the well-being of future generations by transforming the status quo today – upholding self-determination, reclaiming legal traditions, and addressing systemic injustice.

### c) **Values:**

- i. **Culture:** We draw upon our ancestral practices, customs, and traditions to shape transformative change.
- ii. **Safety:** We support the holistic physical, emotional, spiritual, and cultural security and well-being of our populations and staff through our behaviours, services, and policies.
- iii. **Respect:** We uphold human dignity in all interactions and honour the diversity of teachings and perspectives of BC First Nations. Our work draws upon and integrates the strengths of both First Nations and western legal traditions.
- iv. **Empowerment:** Our strategies, advocacy and services are grounded in the principle of self-determination and the goal of increasing the freedom of First Nations and their populations to make their own decisions.
- v. **Trust:** Our processes and actions create stability and credibility internally amongst our Staff and Council members, between the Council and our communities and populations, and with our partners.
- vi. **Results:** Our work has meaningful, and material impacts that advance healing and improves the experiences of BC First Nations populations who interact with the justice system.

## 5. PRIORITIES

### *Year One Priorities*

5.1 The priorities of the EKKC will shift as progress is made on the implementation of the Strategies. At the first duly convened in-person meeting of the EKKC, the Members shall:

- a) **Medicine Bundle:** Determine the holder of the sacred medicine bundle.
- b) **Guiding Principles:** Develop the EKKC Guiding Principles document to complement the EKKC Code of Conduct.
- c) **Election of Chair & Alternate Chair:** Elect from among the Members a Chair and an Alternate Chair in accordance with these Terms of Reference at the first annual in-person meeting of the Members.
- d) **Justice Council Approval:** The Chair and Alternate Chair election will be sanctioned by the Justice Council, by a motion at the quarterly meeting after the in-person EKKC meeting, to ensure the roles are filled with those with the capacity and knowledge to uphold BCFNJC's mandate.
- e) **Establish Priorities:** With support from Staff, in their yearly workplan, the EKKC will set its priorities for the fiscal year including a timeline with key milestones. Once approved at the EKKC level, the priorities will be submitted to the Justice Council for review and approval.
- f) **Accommodations:** Recognizing the importance of inclusivity and diversity, the EKKC will make reasonable accommodations for Members with varying abilities to meet specific needs, ensuring equal access and participation for all.

## ***Annual Workplan Reviews***

5.2 Annually, at the in-person meeting, the Members will review the progress achieved in the previous year's workplan and establish priorities for the upcoming year in a revised workplan. This ongoing process acknowledges the dynamic and complex nature of Strategy implementation, requiring adaptability in the EKKC's membership and work as progress is made.

- a) **Workplan Submission:** With support from Staff, the EKKC will prepare and submit its annual workplan for review and approval by the Justice Council by February 1 of each calendar year, starting on February 1, 2025.
- b) **Striving for Approval:** The Justice Council is committed to making every effort to approve the EKKC's annual workplan, recognizing its significance in achieving the BCFNJC's collective goals.
- c) **Capacity and Budgetary Constraints:** However, it is important to acknowledge that the approval process may be influenced by capacity and budgetary constraints faced by the BCFNJC.
- d) **Collaborative Approach:** In such cases, the Justice Council shall work with the EKKC to explore alternative solutions or adjustments to the workplan to align with available resources and capacities.

## **6. MEMBERSHIP**

6.1 The EKKC shall be composed of up to fifteen (15) Members (the "Members") adhering to the following principles:

- a) Thirteen (13) Members shall be individuals recognized as members of First Nations in British Columbia, ensuring



local representation from the Interior (3), Northern (3), Fraser (2), Vancouver Coastal (2) and Vancouver Island (2) Regions.

- i. Regional representation is crucial to guarantee the work of the EKKC, and therefore if candidates from a certain region are not available, those seats will remain vacant until qualified members of the region are nominated to the EKKC.
  - ii. To ensure the EKKC accurately represents the cultural and geographical diversity present in British Columbia, successful applicants must reside within their respective regions at the time of application or nomination to ensure an authentic understanding of the daily realities within their communities.
- b) Where possible, two (2) Members shall be selected from recognized Indigenous communities outside of British Columbia. This inclusion is intended to bring an external perspective to the EKKC, aligning with the BCFNJC's commitment to serving visiting Indigenous peoples from across Canada.
- c) For greater certainty and where possible, the EKKC shall strive to fill the two (2) visiting Indigenous Member seats with one (1) Member from a recognized Inuit community and one (1) Member from a recognized Michif or Métis community to ensure a comprehensive representation of Indigenous diversity.
- d) The EKKC shall actively seek Members who practice different traditional medicines, hail from diverse backgrounds, including two-spirit+ individuals, and represent various Indigenous communities and cultures. These Members will collectively offer a strong

understanding and knowledge of Indigenous legal orders, First Nations laws, customs, and traditions.

- e) EKKC Members shall be chosen to represent a diverse cross-section of lived experience and expertise. Their collective knowledge and skills shall be dedicated to the successful and culturally appropriate implementation of the Strategy, with the overarching goal of enhancing access to justice for all Indigenous peoples in British Columbia.

## **7. MEMBERSHIP APPLICATION AND NOMINATION PROCESSES**

### ***Call for Nominations***

- 7.1 When an opening arises within the EKKC, the BCFNJC will issue a call to BC First Nations and Indigenous partner communities, inviting nominations for candidates based on the EKKC Wisdom Matrix, regional representation, and specific knowledge requirements for the open position. This call will remain open for a period of at least 30 days. [See APPENDIX 'A' Wisdom Matrix].
- 7.2 During this call period, the Justice Council reserves the right to directly nominate candidates who meet the same criteria as outlined in this section.

### ***Application Requirements***

- 7.3 To express interest in an opening, each candidate must submit a letter of intention, along with details about the First Nation or Indigenous community that claims them as a member with three references in the community that can be contacted, including someone in the community's leadership, and a copy of their wellness plan. The wellness plan should include measures for self-care during their tenure. [See APPENDIX 'B' Wellness Plan].

## ***Criminal Record Check***

- 7.4 **Safety and Inclusivity Statement:** Recognizing that the BCFNJC works with and provides justice sector services to a diverse community, including women, children, two-spirit + individuals, and Elders, we are dedicated to maintaining a safe and inclusive environment. Our duty is to ensure that our services are delivered in a manner that prioritizes the safety and well-being of the Indigenous peoples we serve.
- 7.5 Candidates for membership are required to undergo a Criminal Record Check as part of the application process. It is important to note that having a Criminal Record will not automatically disqualify a candidate from consideration unless their Criminal Record includes convictions for crimes against vulnerable populations. Our focus is on assessing the relevance of convictions to ensure the safety and well-being of our organization, its Members, and the populations we serve.

## ***Selection Process***

- 7.6 Following the closure of the call period, the Justice Council assumes responsibility for vetting candidates and the EKKC Member selection process. To make informed decisions, the Justice Council will consult with an Elders Panel composed by Elders already engaged with the BCFNJC.
- 7.7 The Justice Council will then request brief interviews with the candidates from the vetted list.
- 7.8 If any candidate, due to disability or limited access to technology, requires assistance with the nomination process or submitting their letter of intention and supporting documents, the BCFNJC will provide necessary accommodations and support.

7.9 In exceptional cases where the Justice Council identifies a candidate possessing remarkable traditional legal knowledge and exceptional wisdom, the nomination process as described may be bypassed, allowing for the direct appointment of the candidate.

## **8. EKKC BOARD STRUCTURE & LEADERSHIP**

### ***Election of Chair and Alternate Chair***

8.1 **Annual Election:** EKKC Members shall annually conduct an election to select the Chair and Alternate Chair from among themselves.

8.2 **In-Person Meeting:** The election for these positions shall take place during the yearly in-person meeting of the EKKC, providing an opportunity for Members to convene and participate in a voting process.

8.3 **Nomination and Voting:** Nominations for the positions of Chair and Alternate Chair may be submitted in advance to the Elder's Liaison or during the in-person meeting. Members shall cast their votes to determine the individuals who will assume these roles of the upcoming term.

8.4 **Acclamation:** If, after the nomination period has concluded, only one candidate is nominated for the position of Chair or Alternate Chair, and there are no competing nominations, the candidate(s) shall be declared elected to the position of Chair or Alternate Chair by acclamation.

8.5 **Majority Vote:** Candidates receiving the majority of votes shall be elected as the Chair and Alternate Chair, respectively, and shall assume their duties following the election and upon approval of the Justice Council.

### ***Responsibilities of the Chair and Alternate Chair***

8.6 **Justice Council Meetings:** The Chair may request time on the Justice Council Meetings agenda as needed.

8.7 **EKKC Liaison:** The Chair shall serve as a liaison between the EKKC and the Justice Council and its Staff. The Elder's Liaison will provide administrative support to the Chair to maintain open communication between the EKKC and the Justice Council and its Staff.

8.8 **EKKC Reporting:** The Chair shall provide reports on the EKKC's activities and progress back to the Justice Council through periodic reports and briefing notes. The Elder's Liaison will provide administrative support to the Chair in preparation for report submissions.

8.9 **The EKKC Chair's Meeting Responsibilities:**

a) **Encourage Participation:** Promote active engagement from all EKKC Members, inviting input and thoughtful discussion among Members.

b) **Decision-Facilitation:** Facilitate the decision-making process, summarizing discussions, and calling for votes when necessary.

c) **Conflict Resolution:** Mediate conflicts and guide the EKKC in resolving disputes or differences in opinion if they arise.

d) **Portfolio Reports:** Call on portfolio holders to present their updates and any recommendations.

8.10 **Role of the Alternate Chair:** The Alternate Chair shall provide support to the Chair as needed and assume responsibility for the EKKC Chair if they are unable to attend meetings or otherwise fulfill their duties.

## **9. MEMBERSHIP RESPONSIBILITIES AND EXPECTATIONS**

**9.1 Code of Conduct & Conflict of Interest:** All EKKC Members must abide by the EKKC Code of Conduct and the Justice Council conflict of interest policy. [See APPENDIX 'C' Code of Conduct and Oath of Office].

**9.2 Meeting Etiquette & Respect:** All EKKC Members must respect the confidentiality of deliberations made at meetings, endeavor towards consensus decision making, and contribute to a climate of respect and trust, in alignment with the Justice Council's values.

### **9.3 Assignment of Portfolios:**

- a) Starting at year 2 of the EKKC, Members will be assigned specific portfolios, duties, or responsibilities that align with their expertise, interests, traditional knowledge, and medicines.
- b) Each portfolio shall be jointly held by two (2) Members to facilitate collaboration and shared responsibilities.
- c) The Chair of the EKKC shall serve as an ex-officio Member of each portfolio, providing a direct link between the EKKC and the Justice Council.
- d) The portfolios include, but are not limited to:
  - i. Policy
  - ii. Communications
  - iii. Finance
  - iv. Human Resources
  - v. Information Technology
  - vi. Information Management
  - vii. Bundles Liaison

- e) These portfolio assignments aim to leverage the diverse strengths and unique contributions of each Member to enhance the effectiveness of the EKKC and its mission.
- f) The process of portfolio assignments shall be conducted in a collaborative and consultative manner, taking into consideration the preferences and abilities of individual Members.
- g) Portfolio assignments may be reviewed and adjusted as needed to ensure alignment with evolving goals and needs of the organization.

#### **9.4 Member Attendance and Removal:**

- a) To ensure the effectiveness of the EKKC, Members are expected to actively participate in meetings. Where attendance is not possible due to other cultural commitments, the Member shall communicate their planned absence with the Elder's Liaison at their earliest convenience.
- b) Any Member who misses three (3) consecutive meetings or four (4) meetings in a calendar year without prior notice or without being excused by the other Members may be subject to removal from their position on the EKKC.
- c) Removal shall be carried out in accordance with the procedures outlined in the Justice Council's bylaws or governance policy.
- d) The Justice Council retains the discretion to consider exceptional circumstances and make fair judgements regarding attendance and removal.

#### **9.5 Member Meeting Preparation and Accountability:**

- a) All Members are expected to actively contribute to the effectiveness of the EKKC meetings by thoroughly reviewing all provided meeting materials in advance of each meeting.
- b) Members are required to arrive at meetings fully prepared and ready to discuss the agenda items and provide updates on their individual portfolios or responsibilities.
- c) Failure to be adequately prepared for meetings may impact the EKKC's ability to make informed decisions and may be subject to review by the Justice Council.
- d) The Justice Council encourages a culture of accountability and collaboration to ensure the successful fulfillment of its Strategies.
- e) As Members will bring different experience and gifts to the EKKC, effort must be made to ensure discussions are inclusive, use accessible language, avoid acronyms, and proceed at a pace that allows questions and meaningful discussion.

### ***Annual BCFNJC Justice Forum***

9.6 Due to the nature of the BCFNJC's work, it is imperative that all Staff and Members of the BCFNJC participate in the planning and successful execution of the Annual BCFNJC Justice Forum. The BCFNJC envisions the EKKC playing an important and active role in the Annual Justice Forum.

- a) **Supportive Role:** The EKKC shall play an integral and supportive role in assisting the BCFNJC in preparing for the annual Justice Forum, which serves as the most significant event for the organization.



- b) **Guidance and Wisdom:** The EKKC shall provide guidance, wisdom, and cultural insights to ensure that the Justice Forum is conducted in a manner that respects and reflects Indigenous customs, values, traditions, and protocols.
- c) **Content Review:** The EKKC may be invited to participate in the review and development of Justice Forum content, including discussions, workshops, and presentations, to ensure alignment with Indigenous knowledge and principles.
- d) **Cultural Ceremony:** The EKKC may be invited to conduct or oversee traditional ceremonies, blessings, or other cultural activities throughout the Justice Forum.
- e) **Elder's Presence:** The EKKC may have a visible presence throughout the Justice Forum, offering opportunities for attendees to seek guidance, support, and cultural insights.
- f) **Cultural Protocols:** The EKKC shall advise on and help implement cultural protocols, such as smudging, drumming, or sharing circles, as appropriate or requested, to create a respectful, safe, and culturally enriched environment.
- g) **Conflict Resolution:** In the event of conflicts or disputes arising during the Justice Forum, the EKKC may be called upon to provide mediation, guidance, or ceremonies aimed at resolution and healing.
- h) **Witnessing, Legacy and Knowledge Sharing:** The EKKC may be encouraged to witness, share stories, teachings, and cultural knowledge during the Justice Forum to enrich the experience and promote cultural healing and understanding.

## ***Working Groups***

9.7 From time to time and with the approval of the Justice Council, the EKKC may strike working groups as needed to achieve specific goals.

## **10. TERM**

### **10.1 Member Terms and Staggered Service:**

- a) EKKC members shall be appointed for a standard 3-year term.
- b) In the first year of the EKKC's existence, seven (7) Members shall be appointed to serve their full 3-year term, with regional representation proportional to section **6.1(a)**.
- c) The remaining eight (8) Members shall be appointed in the second year.
- d) Staggered terms are established to ensure continuity and a balance between experience, EKKC memory, and new Members.
- e) With the endorsement of the Justice Council, there shall be no restriction on the number of terms an individual Member may serve.

### ***EKKC Member Vacancies:***

**10.2 Vacancy with Over 12 Months Remaining:** In the event of a Member vacancy with more than 12 months remaining in the Member's term, the EKKC nomination and selection process will be initiated as follows:

- a) The EKKC Chair or Elder's Liaison will communicate the vacancy to the Justice Council. Upon receipt of the notice, the Justice Council will issue a call for interested

individuals from the region represented by the former Member to express their willingness to serve on the EKKC.

- b) The nomination and selection process shall adhere to the procedures outlined in these Terms of Reference and ensure a transparent and inclusive approach.

**10.3 Vacancy with Less than 12 Months Remaining:** In the event of a Member vacancy with less than 12 months remaining in the Member's term, the following process will apply:

- a) The Justice Council may exercise its discretion to directly appoint a replacement Member to serve for the remainder of the term or declare the seat vacant until the end of the term.
- b) In making this determination, the Justice Council will consider the organization's needs, the qualifications of potential candidates, and the continuity of the EKKC's work.

### ***Vacancy Left by Chair or Alternate Chair***

10.4 If the subject Member is the Chair, the Alternate Chair shall act as Chair and call a new election for the Chair position as soon as a new Member is confirmed by the Justice Council.

10.5 If the subject Member is the Alternate Chair, the Chair shall call a new election for the Alternate Chair position as soon as a new Member is confirmed by the Justice Council.

### ***EKKC Member Resignation Procedure***

10.6 **Notification:** Any Member wishing to resign from their position shall provide written notice of their resignation to the Chair and the Elder's Liaison. If the Member is the Chair, the Chair shall provide written notice to the Elder's Liaison. The notice shall include the effective date of the resignation.

10.7 **Acceptance:** The Chair shall acknowledge receipt of the resignation notice and present it to the EKKC for acceptance during the next scheduled meeting.

10.8 **EKKC Acknowledgement:** The EKKC shall formally acknowledge the resignation and, if necessary, express appreciation for the departing Member's contributions.

10.9 **Transition:** Upon acceptance of the resignation, the EKKC shall initiate the following transition process:

- a) The Elder's Liaison shall notify the Justice Council of the resignation.
- b) Upon receipt of the notice, the Justice Council shall follow the established procedures for EKKC Member recruitment and selection, as outlined in these Terms of Reference.

10.10 **Transfer of Responsibilities:** The resigning Member shall cooperate in the smooth transition of their responsibilities, ensuring that ongoing duties and tasks are properly transferred to their successor or handled within the EKKC.

10.11 **Access to Records:** The resigning Member shall return any organization-related materials, documents, or records in their possession to the Elder's Liaison or designated Staff.

10.12 **Final Meeting:** If feasible, the resigning Member may be invited to attend a final meeting to provide updates or insights relevant to their role.

## 11. REMUNERATION

11.1 All Members shall be remunerated for their time in accordance with the BCFNJC's Honouraria Policy. This shall include attendance at meetings, reasonable preparation time,

training, and other projects as approved by the Justice Council or their delegate.

## **12. REPORTING AND ACCOUNTABILITY**

12.1 The EKKC reports to the Justice Council who is accountable to all 204 BC First Nations.

12.2 At the end of each fiscal year, starting in fiscal 2024-25, the BCFNJC Staff will support the EKKC Chair in drafting a progress report to the Justice Council.

12.3 At the discretion of the EKKC Chair, outgoing Members may be asked to prepare a transition note for their replacements.

## **13. MEETINGS AND DECISION-MAKING**

### ***Year-One Meetings***

13.1 The EKKC will meet quarterly for the first year, on a virtual platform.

13.2 The meeting schedule will include meeting dates for 12 months and will be circulated at the first duly convened meeting of the EKKC.

13.3 In addition to regular meetings, Members will have the opportunity to provide input on project activities as necessary and based on their availability. Members without access to internet must inform the Justice Council for accommodation.

### ***Annual In-Person Meeting***

13.4 The EKKC will meet in person once a year for their anniversary meeting.

13.5 The annual in-person meeting shall take place before or following the annual Justice Forum.

## ***Regular Meetings***

13.6 After the first year, the EKKC shall hold regular meetings, as outlined in these Terms of Reference, with a standard frequency of four (4) virtual meetings per year and one (1) in-person meeting per year.

## ***Additional Meetings Upon Approval***

13.7 **Exceptional Circumstances:** In exceptional circumstances or when the need arises for additional meetings beyond the standard frequency, the EKKC may convene such virtual meetings upon obtaining prior approval from the Justice Council.

13.8 **Approval Process:** The request for additional meetings shall be submitted to the CEO or their delegate by the Chair or Elder's Liaison, outlining the reasons, objectives, and proposed agenda for the meeting(s). The Justice Council shall review the request and make best efforts to accommodate the request(s) subject to capacity and budgetary constraints.

## ***Quorum Requirements***

13.9 **Standard Quorum:** The standard quorum for EKKC meetings shall be set at seven (7) Members. A minimum of seven (7) Members must be present for a meeting to be considered valid, and business may be conducted.

13.10 **Quorum in Year One:** The quorum required for EKKC meetings during year one shall be set at four (4) Members. After year one, quorum shall be set at seven (7) Members.

13.11 **Exceptional Circumstances:** During the first year and in exceptional circumstances where achieving the standard quorum is not possible, and after multiple instances of quorum failures, the EKKC may, with the Justice Council's

approval, set a reduced quorum of two (2) Members for a specific meeting. In such cases, business may be conducted with the presence of two (2) Members.

### ***Decision-Making Process***

- 13.12      **Consensus-Based Decision-Making:** The EKKC shall strive to make decisions through consensus, wherein all Members actively participate in discussions and collectively work towards mutually agreeable solutions.
- 13.13      **Majority Voting:** In situations where consensus cannot be reached after thorough deliberation, each Member shall be entitled to one (1) vote. Decisions shall be determined by a majority vote, with the option to choose from the available choices or options.
- 13.14      **Tie-Breaking Vote:** In the event of a tie vote, the Chair, or in the Chair's absence, the Alternate Chair, shall have the deciding vote to resolve the deadlock and determine the outcome.
- 13.15      **Pace of Work:** The need for Justice reform for Indigenous peoples in British Columbia is dire and so the pace of this work must be quick. Provided there is quorum, the EKKC will make important decisions at each meeting or in exceptional circumstances, via electronic communication. It is the responsibility of each Member to attend meetings if they wish to be part of decision-making.

## ***Decision-Making Via Email***

- 13.16     **Electronic Communication:** In situations where it is impractical to convene an in-person or virtual meeting, the EKKC may conduct decision-making via email. EKKC members are encouraged to check their BCFNJC email daily.
- 13.17     **Proposal Submission:** Any Member wishing to propose a decision via email shall send a detailed email containing the proposal, rationale, any supporting information, and draft motion to the Elder’s Liaison for circulation to all EKKC Members.
- 13.18     **Discussion Period:** Members shall have a designated period, typically five (5) business days, to review and discuss the proposal via email.
- 13.19     **Consensus or Majority Vote:** The decision shall be reached either through consensus, where all Members express their agreement or their abstention via email, or through a majority vote conducted via email. Voting Members shall respond within the specified timeframe.
- 13.20     **Confirmation of Decision:** The Elder’s Liaison shall confirm the decision once a consensus or majority is reached within the designated timeframe. The Elder’s Liaison shall record the decision in a Record of Decision.

## ***Meeting Minutes***

- 13.21     **Recording of Minutes:** The Elder’s Liaison or a designated recording officer shall be responsible for accurately recording minutes of all EKKC meetings, including regular meetings, special meetings, and any committee meetings.



- 13.22 **Content of Minutes:** Meeting minutes shall include key details such as meeting date, time, location, list of attendees, apologies, agenda items, discussions, records of decision, action items assigned, and any relevant attachments or materials presented during the meeting.
- 13.23 **Distribution of Minutes:** Draft meeting minutes shall be distributed to all Members for review and approval within two (2) weeks following the meeting. Members shall have the opportunity to suggest corrections or clarifications prior to the next meeting.
- 13.24 **Approval of Minutes:** Meeting minutes shall be considered official once approved by the EKKC. Approval may be obtained through consensus or majority vote, as specified in the in this section.

### ***Records of Decision***

- 13.25 **Recording Decisions:** Decisions made during EKKC meetings, whether by consensus, majority vote, or the Chair's deciding vote, shall be documented as "Records of Decision" in the meeting minutes. These records shall outline the decision, the method of decision-making, and the date of the decision.
- 13.26 **Retention of Records:** Records of Decision shall be maintained in an organized and secure manner as part of the BCFNJC's records. They shall be accessible for review and reference by EKKC Members, the Justice Council, and authorized personnel.
- 13.27 **Transparency and Accessibility:** The BCFNJC shall ensure that approved meeting minutes and Records of Decision are made available to all EKKC Members, the Justice Council, and any relevant persons served by the BCFNJC upon request.

## **14. ELDER'S LIASON**

14.1 The Elder's Liaison is a BCFNJC Staff Member responsible for optimizing the EKKC work by providing the primary support necessary. The Elder's Liaison will provide the primary staff support to the EKKC by:

- a) Lead and oversee the EKKC meetings, ensuring they start on time and adhere to the agenda, maintaining a respectful and orderly meeting environment.
- b) Work with EKKC Members and BCFNJC Staff to schedule meetings and prepare agendas, meeting packages, and minutes/record of decisions.
- c) Oversee the review and approval of meeting minutes from prior sessions.
- d) Being present and recording minutes at all EKKC meetings.
- e) Ensure the assignment, recording, and tracking of action items for follow-up.
- f) Maintaining open lines of communication between the EKKC, the Justice Council and Staff as needed.
- g) Acting as a channel between community and the EKKC, receiving requests and prioritizing needs.
- h) Administering the EKKC Calendar.
- i) Contacting Staff and arranging extra technical assistance and support as requested by the EKKC.
- j) Other administrative supports requested by the EKKC and the Justice Council.

## **15. OPERATIONAL SUPPORT**

15.1 BCFNJC will provide operational support to enable the work of the EKKC by:

- a) Providing project management, facilitation and coordination;
- b) Preparing for and hosting EKKC meetings, including the distribution of electronic meeting packages at least one (1) week prior to all meetings;
- c) Providing logistics support for virtual and in-person meetings;
- d) Providing IT support for Members;
- e) Providing training and professional development opportunities for Members; and
- f) Seeking funds for any necessary resources to support the work of the EKKC.

## **16. AMENDMENT**

### **Amendment of Terms of Reference with Justice Council Approval**

16.1 **Authority to Amend:** This Terms of Reference may be amended from time to time by a majority vote of the EKKC during an EKKC meeting.

16.2 **Proposal and Notification:** Any proposed amendments to these Terms of Reference shall be submitted in writing to the Elder's Liaison and all EKKC Members at least two (2) weeks in advance of the meeting where the amendment will be discussed.

**16.3 Justice Council Approval:** Prior to finalizing any approved amendments, the proposed changes shall be submitted to the Justice Council for their review and final approval.

## **17. ENDORSEMENT**

**17.1 Effective Date:** These Terms of Reference, as amended from time to time, shall take effect upon the date of their approval by the EKKC Members and the subsequent approval by the Justice Council, as outlined in the amendment clause.

**17.2 Acknowledgment:** By endorsing these Terms of Reference, Members acknowledge their commitment to abide by the principles, guidelines, and procedures outlined herein.

## **APPENDIX 'A'** **Wisdom Matrix**



BC FIRST NATIONS  
**JUSTICE COUNCIL**

# **Elders & Knowledge Keepers Council Wisdom Matrix for Justice & Community Well-Being**

## **Introduction:**

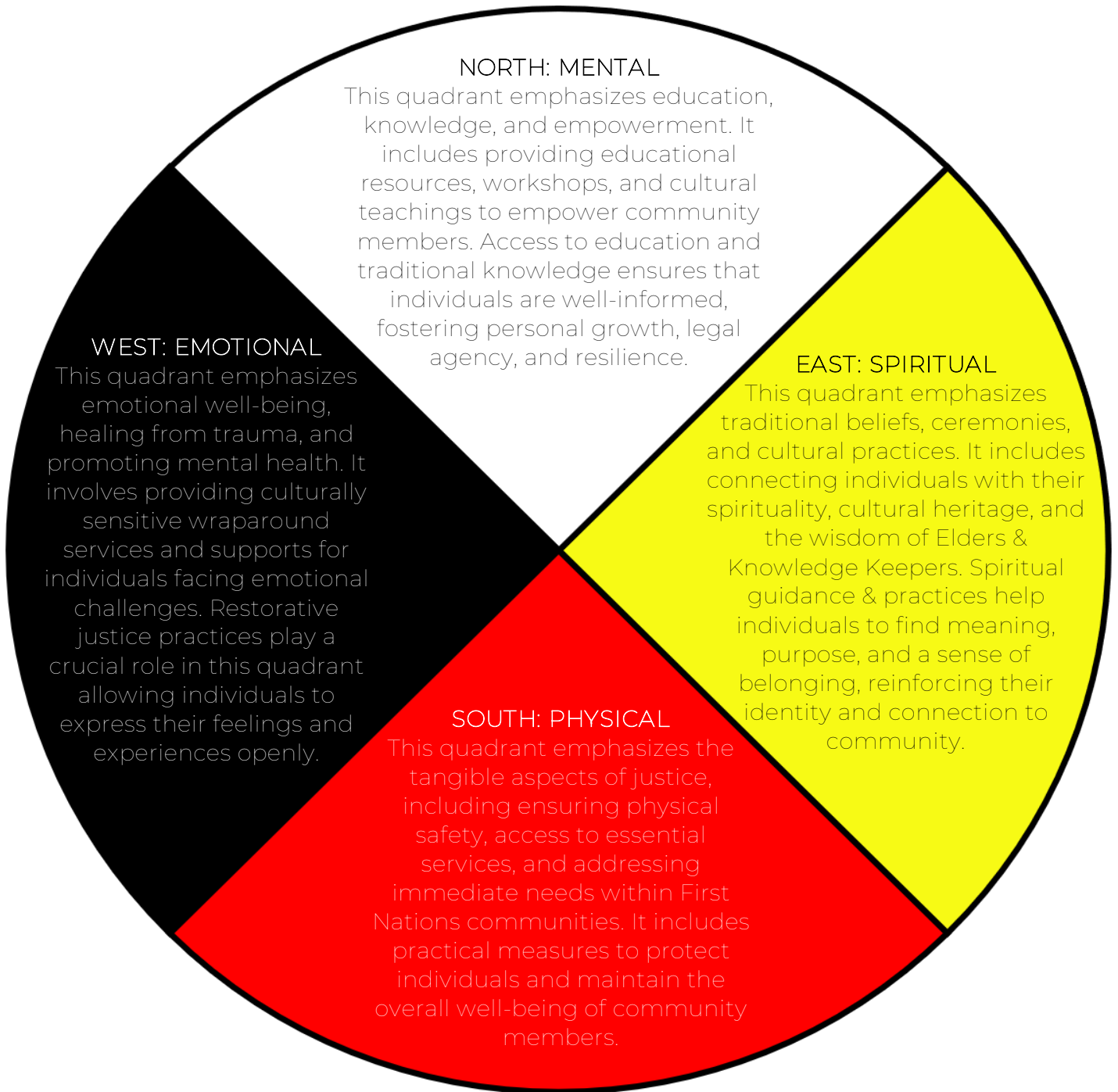
The Elders & Knowledge Keepers Council (the “EKKC”) represents the vast diversity of Indigenous cultures, traditions, and legal perspectives within our communities. Committed to upholding the inherent legal agency of First Nations and Rightsholders, the EKKC plays a pivotal role in guiding and supporting the work of the BC First Nations Justice Council.

## **Purpose:**

In recognition of the diverse and collective wisdom and lived experience of our Elders and Knowledge Keepers, this holistic matrix aims to embody the shared history, values, and legal principles of BC First Nations communities within the realm of justice. Grounded in commonly shared community-based justice principles, this matrix embodies the shared values and legal principles of BC First Nations informing a culturally sensitive path toward the transformation of the colonial legal system and the resurgence of Indigenous Legal Orders.

## **Holistic Approach to First Nations Justice:**

In the context of First Nations justice, the four quadrants of the Medicine Wheel represent essential aspects of the Justice Council's holistic approach.



## Core Values:

The EKKC's justice work is guided by core values shared among BC





## Pillars of Wisdom:

The EKKC embodies wisdom through the combined contributions of its members and six key pillars:

### Pillar 1: Cultural Heritage & Legal Traditions

- ❖ Honouring, preserving, and revitalizing the history, customs, and traditions passed down through generations.
- ❖ Resurging traditional legal practices, incorporating Indigenous laws, customs, and dispute resolution mechanisms, ensuring legal orders are rooted in cultural heritage.

### Pillar 2: Spiritual Connection & Cultural Protocols

- ❖ Honouring and fostering a deep understanding and appreciation for the spiritual beliefs and cultural protocols that guide our communities.

### Pillar 3: Community Harmony

- ❖ Promoting unity and peace among community members by resolving disputes and conflicts with fairness and empathy.

### Pillar 4: Education & Empowerment

- ❖ Providing Indigenous legal orders education to community members, legal professionals, and youth, empowering them to understand, interpret, and participate in the Indigenous legal resurgence process.

### Pillar 5: Diversity & Equitable Representation

- ❖ Recognizing the diverse cultures and traditions of First Nations in British Columbia, promoting equitable regional representation on the Elders and Knowledge Keepers Council, ensuring voices from all communities are heard and respected.

### Pillar 6: Connections to Community

- ❖ Valuing the deep connections of Elders and Knowledge Keepers to their communities, appreciating the wisdom derived from lived experiences, and acknowledging the importance of these connections in shaping just and culturally relevant decisions.

## Guiding Principles:

The guiding principles of the EKKC are rooted in respect, balance, and Indigenous legal traditions:

### Cultural Continuity

Ensuring the transmission of legal knowledge, traditions, and practices to younger generations, fostering a strong cultural and legal identity within our communities.

### Healing Focused

Embracing traditional restorative justice principles, where individuals gather to discuss, heal, and resolve conflicts, guided by Elders and community members, promoting understanding, empathy, and holistic healing.

### Community Engagement

Supporting First Nations communities in the development and revitalization of Indigenous legal orders, fostering a sense of ownership and collective responsibility for the justice system.

### Community Based Justice

Supporting the development of community-based justice systems, allowing communities to establish their own legal processes, procedures, and sentencing practices, ensuring local autonomy and cultural relevance.

### Collaboration & Partnerships

Collaborating with external entities, governments, and legal institutions in a manner that respects First Nations legal sovereignty, ensuring meaningful partnerships that uphold Indigenous Rights and Legal Orders.

Adaptability  
& Innovation

Advocating for flexibility and innovation in the development and adaptation of colonial legal systems, so they recognize and support the resurgence of Indigenous Legal Orders in a manner that recognizes and preserves core cultural values.

Social Equity  
& Justice

Upholding principles of social equity, fairness, and justice within Indigenous Legal Orders, addressing historical injustices caused by the imposition of colonial laws, and promoting social well-being for all community members.

## APPENDIX 'B' Wellness Plan



# BC FIRST NATIONS JUSTICE COUNCIL

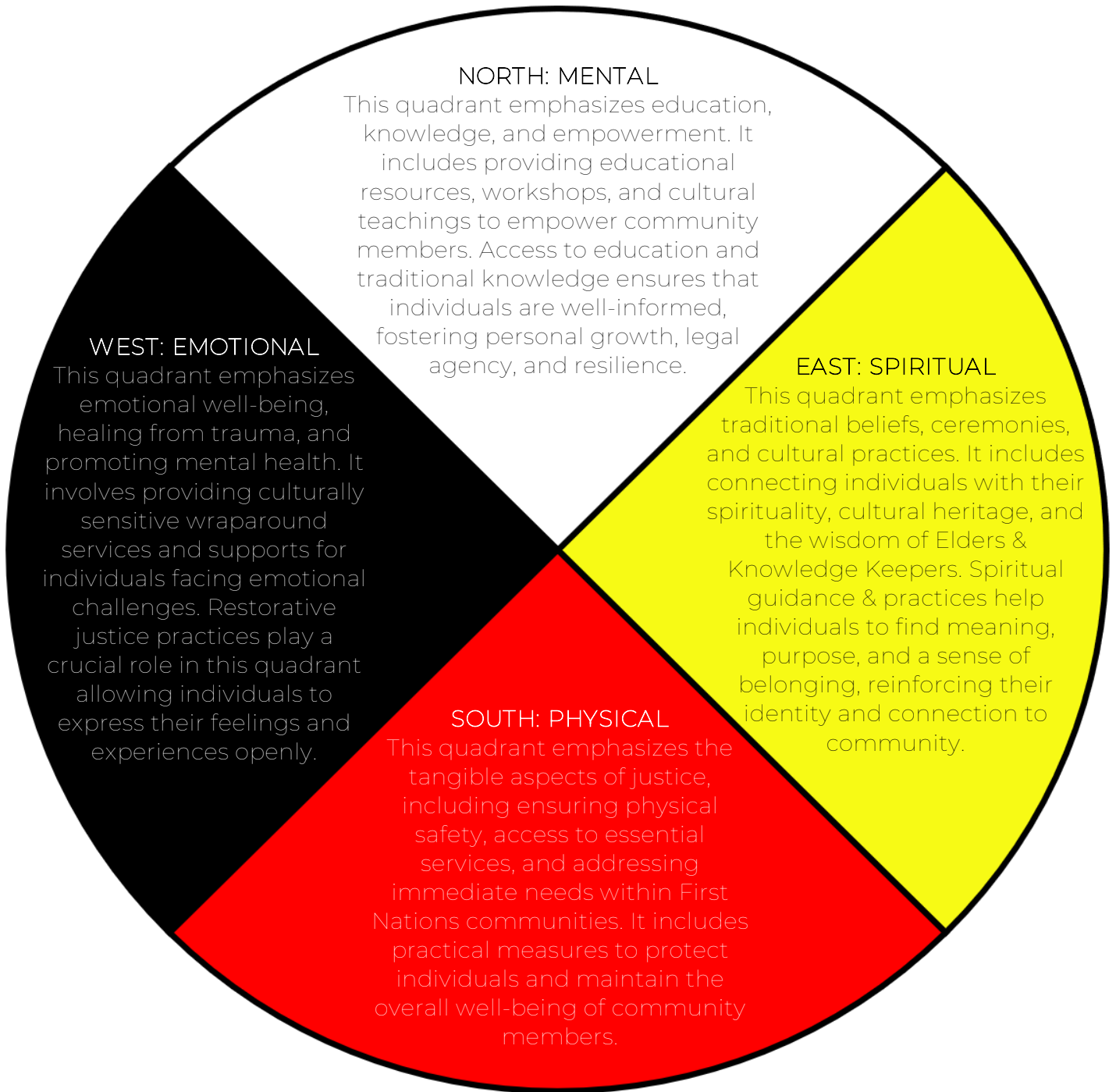
## Elders & Knowledge Keepers Council Wellness Plan

### A. Introduction:

- 1.1 As highly respected Members of the BC First Nations Justice Council's Elders and Knowledge Keeper's Council (EKKC), your well-being is of utmost importance. This wellness plan aims to support your mental, emotional, physical, and spiritual health during your tenure. The work we do at the BCFNJC while very rewarding and important, can also take a toll on those who have chosen to dedicate their lives to bringing about transformative change in the pursuit and delivery of justice for First Nations in BC. By focusing on holistic well-being, we strive to ensure that you can contribute effectively to the well-being of the BCFNJC as a whole while maintaining your personal well-being.

## **B. Application:**

- 2.1 This wellness plan is based on the four sacred directions of the Medicine Wheel and designed to be adaptable to individual needs and preferences. EKKC Members are encouraged to revise and alter this template to reflect their own culture, traditions, and ways of knowing. Regular check-ins will be conducted to ensure the well-being of all EKKC Members.
  
- 2.2 Each section contained in this wellness plan begins with guiding questions that are aimed at helping to stimulate ideas that will contribute to supporting your mental, emotional, physical, and spiritual well-being while simultaneously contributing to the overall well-being of the BCFNJC as a whole.
  
- 2.3 EKKC Member Wellness Plans are Private & Confidential.



## C. EKKC Member Details:

2.4 EKKC Member Name: [Insert Name]

2.5 EKKC Member Term: [Insert Start and End Date of Tenure]

## D. Mental Wellbeing & Relationships (North—Mental):

3.1 **Cultural Learning & Sharing**—Respect for the diversity present among BC First Nations is a foundational principle of the work the BCFNJC does.

*How will you ensure that your voice is heard and that your knowledge, teachings, and perspectives are shared among the EKKC? What can you do to encourage your fellow EKKC Members to share their knowledge and wisdom?*

a. [Insert your plan for sharing with others]

b. [Insert your plan for learning from others]

3.2 **Community Building Activities**—EKKC Members lead by example and work toward the development of strong, respectful, and healthy relationships among the EKKC and within the BCFNJC.

*How do you contribute to the development of healthy relationships within your community? How do you foster intergenerational connections ensuring that the wisdom of our ancestors is shared and understood by the current and future generations?*

a. [Insert your plan for strengthening relationships among EKKC Members and the wider BCFNJC community]

b. [Insert your plan for fostering intergenerational connections among the BCFNJC community]

**3.3 Traditional Conflict Resolution—EKKC** Members may be called upon to support the peaceful resolution of workplace and interpersonal conflicts within the BCFNJC community.

*How do you incorporate culturally-sensitive and trauma-informed conflict resolution practices when called upon to support the resolution of conflicts within your community? Do you provide training and support in utilizing these traditional methods?*

- a. [Insert your preferred traditional conflict resolution strategies]
- b. [Insert your plan for teaching and supporting others to resolve conflicts in a respectful and conciliatory way]

**3.4 Mental Health Check-ins—**Routines and support systems are important for maintaining mental health.

*Do you have an established routine that allows you to lean on someone else when the work you do becomes stressful or overwhelming? Do you have an outlet or a safe space for expression and support? How do you plan to take care of your mental health? How would you support someone else to take care of their mental health?*

- a. [Insert your established routine, or plans to care for your mental health]
- b. [Insert strategies you would employ to help someone else]

## **E. Spiritual Connections (East—Spiritual):**

**4.1 Ceremony & Traditions—**Members of the EKKC are revered for their wisdom, knowledge, and as carriers of First Nations traditions, customs, and ceremonies.



*How do you preserve and share your knowledge and understanding of ceremonies and traditions? How do you facilitate the teaching and sharing of your ceremonies and traditions?*

- a. [Insert your strategy for preserving and sharing your knowledge of ceremonies and traditions]
- b. [Insert your strategy for facilitating learning within the BCFNJC]

**4.2 Connections to the Land**—The strength, history, and traditions of First Nations can all be linked back to the relationships our ancestors had with their lands.

*How do you maintain grounded and connected to the land? How do you support others to develop and nurture their connections to the land?*

- a. [Insert your strategy for maintaining connections to the land]
- b. [Insert your strategy for facilitating connections to the land within the BCFNJC]

## **F. Physical Well-Being (South—Physcial):**

**5.1 Nutrition & Exercise**—Members of the EKKC are encouraged to take good care of their mental, spiritual, and emotional health by also caring for their physical health.

*How do you promote balanced nutrition and physical activity within your community? Do you incorporate traditional foods and medicines into your daily routine?*

- a. [Insert your strategy for maintaining your nutrition and physical health during your tenure]
- b. [Insert your strategy for supporting and promoting nutrition and physical well-being within the BCFNJC]

## **G. Emotional Well-Being (West—Emotional):**

**6.1 Peer Support**—The BCFNJC and the EKKC operate on a foundation of trust. Members uphold strict **confidentiality** regarding sensitive information shared within the EKKC and the BCFNJC. Members of the EKKC may be called upon to provide cultural and well-being support to each other and to others within the organization.

*Do you have an established peer support network? How do you plan on establishing a peer support network among the EKKC Membership? How do you plan to support other Members and Staff of the BCFNJC?*

- a. [Insert strategies for developing a peer support network among the EKKC Membership]
- b. [Insert strategies you would employ to develop a peer support network among the BCFNJC as a whole]

**6.2 Stress Management**—The nature of the work undertaken by the BCFNJC can be highly rewarding, but also very stressful. It is important that those undertaking this important work develop healthy stress management strategies.

*How do you manage stress and stressful situations? How do you support others dealing with stressful situations?*

- a. [Insert strategies for managing stress]
- b. [Insert strategies for supporting others to manage stressful situations]

6.3 **Personal Time**—The BCFNJC is a family-first organization. We value the mental, spiritual, physical, and **emotional** well-being of our BCFNJC community members above all else.

*How do you maintain a healthy work-life balance? Do you take sufficient time for yourself? Do you encourage others to do the same, particularly in times of great stress?*

- a. [Insert strategies for ensuring that you have enough personal and reflection time to yourself]
- b. [Insert strategies you would recommend to those who are feeling stressed or overwhelmed]

**H. Member Acknowledgment:**

Signed this \_\_\_\_ day of \_\_\_\_\_, 20\_\_,

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Signature

**APPENDIX 'C'**  
**Code of Conduct & Oath of Office**



BC FIRST NATIONS  
**JUSTICE COUNCIL**

**Elders & Knowledge Keepers Council  
Code of Conduct**

**A. Purpose and Application:**

- 1.1 The Elders & Knowledge Keepers Council (the “EKKC”) Code of Conduct sets out fundamental principles and practices for upholding ethical conduct, ensuring the highest standards and maintenance of integrity, and protecting the reputation of the BCFNJC.

**B. Scope:**

- 2.1 This Code of Conduct is a guiding document for the ethical behavior and responsibilities of EKKC Members. It is not exhaustive and operates in addition to other foundational documents, laws, and regulations guiding the operation of the BCFNJC and the EKKC.
- 2.2 EKKC Members are expected to adhere to all applicable laws and regulations, in addition to upholding the principles outlined in this Code of Conduct.

2.3 This document serves as a framework, ensuring that Members conduct themselves with integrity, respect, and dedication while fulfilling their roles within the EKKC.

### **C. Values:**

3.1 **Respect for All**—Members of the EKKC are committed to conducting themselves in a respectful and culturally sensitive manner, fostering an atmosphere of mutual respect and understanding at all times. Members will honor the diverse cultural backgrounds, traditions, and identities, including those of two-spirit+ and gender diverse peoples, within the EKKC and the communities and populations served by the BCFNJC.

3.2 **Representation of Diversity**—Recognizing the incredible diversity among the 204 First Nations in BC, Members of the EKKC are entrusted with the responsibility to represent this diversity accurately. Each Member shall strive to understand, respect, and reflect the unique cultural, historical, and social contexts of their respective First Nations communities. Through informed advocacy and inclusive decision-making, the EKKC aims to honor the multifaceted identities and traditions of all First Nations within the province.

3.3 **Creation Story**—Members of the EKKC will be familiar with the BCFNJC’s creation story, bear witness and contribute to its evolution, and carry knowledge about the BCFNJC’s stories to the communities and populations served by the BCFNJC in a manner that upholds the integrity, credibility, and trust in the BCFNJC.

- 3.4 **Inclusivity and Diversity**—Members of the EKKC recognize the intrinsic value of all voices, regardless of exceptionalities, gender identity, or expression. The EKKC is a safe and inclusive space where those with exceptionalities, two-spirit+ and gender diverse individuals are respected, celebrated, and fully included in all discussions and decision-making processes.
- 3.5 **Cultural Sensitivity**—Cultural sensitivity is paramount. Members pledge to approach all matters with cultural awareness, acknowledging the unique histories and traditions of each individual Member and the First Nation and Indigenous communities they represent. Members commit to learning from one another and embracing the diversity of First Nations cultures.
- 3.6 **Advocacy and Support**—The EKKC stands together in advocating for the Aboriginal Rights, dignity, legal agency, and well-being of the communities and populations served by the BCFNJC. The EKKC provides unwavering support in the implementation of the BC First Nations Justice Strategy, working collaboratively to address disparities and promote fairness within the justice system in a culturally sensitive and trauma-informed way.
- 3.7 **Continuous Learning**—Acknowledging that knowledge is ever-evolving, Members of the EKKC are committed to continuous learning. We engage in ongoing education to deepen our understanding of the unique and diverse challenges faced by Indigenous communities and peoples, fostering a culture of empathy, respect, and acceptance.

## **D. Duties:**

- 4.1 **Duty of Confidentiality**—The BCFNJC and the EKKC operate on a foundation of trust. Members uphold strict confidentiality regarding sensitive information shared within the EKKC and the BCFNJC. Members of the EKKC commit to maintaining strict confidentiality regarding all forms of information, whether written, verbal, or electronic. For greater certainty, this confidentiality extends as follows:
- i. **Scope of Confidentiality**—This confidentiality extends to, but is not limited to, internal documents, strategic plans, meeting minutes, discussions, decisions, and any other proprietary or classified information and documents pertaining to the EKKC’s and the BCFNJC’s activities.
  - ii. **Non-Disclosure & Non-Dissemination**—Members of the EKKC shall not disclose, share, disseminate, or discuss any confidential information obtained through their position within the EKKC with any external parties without the explicit authorization of the BCFNJC leadership or as required by law. This obligation remains in effect both during and after an EKKC Member’s tenure.
  - iii. **Use of Confidential Information**—Members of the EKKC shall not use any confidential information for personal gain, financial or otherwise, or for the benefit of any third party. Confidential information shared with the EKKC is to be utilized solely for the purpose of fulfilling the duties of EKKC Members and to support the fulfillment of the BCFNJC’s mandate and Justice Strategy.

- iv. **Duty to Protect Confidentiality**—Members of the EKKC will take all necessary precautions to prevent unauthorized access, disclosure, or use of confidential information. In the event of any suspicion of breach of confidentiality, Members will promptly report the matter to the EKKC and BCFNJC leadership.
  - v. **Duration of Confidentiality Obligation**—These confidentiality obligations remain in effect indefinitely.
- 4.2 **Duty of Compliance**—Members of the EKKC are bound by the duty of compliance, ensuring that all actions and decisions align with the laws, regulations, and policies governing the EKKC’s and the BCFNJC’s work.
- 4.3 **Duty of Care**—Members of the EKKC are bound by the duty of care, including self-care, and expected to exercise diligence and prudence in their roles, prioritizing the well-being of the communities and populations served by the BCFNJC.
- 4.4 **Duty of Loyalty**—Members of the EKKC are bound by the duty of loyalty, requiring all Members to act in the best interests of the EKKC and the BCFNJC, demonstrating unwavering commitment and dedication in fulfilling their responsibilities.

## **E. Ethical Conduct:**

- 5.1 **Ethical Conduct**—Members of the EKKC are expected to adhere to the highest standards of ethical conduct. This includes honesty, integrity, and transparency in all interactions and decision-making processes. Members of the EKKC hold themselves accountable to the principles of



fairness and justice, ensuring that the EKKC's actions align with the BC First Nations Justice Strategy and well-being of the communities and populations served by the BCFNJC.

- 5.2 **Conflict of Interest**—To maintain the integrity of the EKKC's work, Members must disclose any potential, perceived, or actual conflict of interest that could compromise the impartiality of the EKKC. Transparency regarding personal, financial, or professional relationships that may influence decision-making is essential to upholding the trust placed in the EKKC and the BCFNJC.
- 5.3 **Disclosure of Conflict**—Members of the EKKC agree to promptly disclose any personal, financial, professional, or any other interest that could influence, or be perceived to influence, their judgement or decision-making process within the EKKC.
- 5.4 **Responsibility and Accountability**—Members of the EKKC acknowledge that adherence to the Code of Conduct is essential to maintaining the trust, respect, and integrity of the EKKC and the BCFNJC. Members understand and agree to abide by the principles outlined in the Code of Conduct and to conduct themselves in a manner consistent with the values and standards expected of EKKC Members.

## **F. Breach of Code of Conduct:**

- 6.1 **Consequences of Breach**—Members of the EKKC recognize that any breach of the Code of Conduct, including violations related to confidentiality, conflicts of interest, or ethical conduct, may result in disciplinary action. Such action may include, but are not limited to, warnings, suspension, or

removal from the EKKC. In cases where a breach of the Code of Conduct involves legal implications, appropriate legal action may be pursued.

**6.2 Reporting Breaches**—Members of the EKKC have a duty to promptly report any known or suspected breaches of the Code of Conduct to the EKKC and BCFNJC leadership. Reporting may be done confidentially, ensuring that concerns are addressed in a respectful manner while protecting the privacy and well-being of all parties involved.

### **G. Member Acknowledgment:**

I, \_\_\_\_\_, hereby acknowledge that I have read and fully understand the BCFNJC Elders and Knowledge Keepers Council Code of Conduct. I commit to upholding the principles, values, and obligations outlined in this document at all times during my tenure as a Member of the EKKC.

I understand the importance of adhering to the Code of Conduct in maintaining the trust, credibility, and effectiveness of the EKKC and in serving the best interests of the communities and populations served by the BCFNJC.

I affirm my dedication to abiding by the Code of Conduct, fostering an atmosphere of respect, inclusivity, and cultural sensitivity within the EKKC.

I pledge to conduct myself with integrity, transparency, and accountability, recognizing that my actions reflect not only on me but also on the EKKC and the BCFNJC.

Signed this \_\_\_\_ day of \_\_\_\_\_, 20\_\_

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Name (Print)

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Signature

## **BC FIRST NATIONS JUSTICE COUNCIL: ELDERS AND KNOWLEDGE KEEPERS COUNCIL OATH OF OFFICE**

The BC First Nations Justice Council's Elders and Knowledge Keepers Council (EKKC) is a province-wide representative body of Elders and Knowledge Keepers established through the implementation of Strategy 21 to provide advice on all aspects of the BC First Nations Justice Strategy implementation.

EKKC Members are revered in their communities as Elders or Knowledge Keepers, holding profound knowledge of Indigenous laws, traditions, and culture.

I \_\_\_\_\_, solemnly pledge and affirm that, in my capacity as a Member of the EKKC, I will faithfully and diligently fulfill my duties and responsibilities with the utmost integrity, wisdom, and respect for Indigenous traditions, values, and protocols.

I have accepted the responsibility of serving on the EKKC, and in this capacity will:

1. Support the advancement of the BC First Nations Justice Strategy, which may require deference of personal or local issues to the collective interests of all First Nations in BC;
2. Support and abide by the BC First Nations Justice Council bylaws, the EKKC Terms of Reference, the EKKC Code of Conduct, organizational policies, and decisions made collectively by the EKKC and the Justice Council, regardless of my personal opinions or how I may have voted on those decisions;

3. Conduct myself in a manner consistent with the BC First Nations Justice Council values, with due diligence and care, and in a reasonable and prudent manner, avoiding ethical infractions that may negatively impact the reputation of the BC First Nations Justice Council;
4. Maintain strict confidentiality of information received as an EKKC Member, refraining from disclosing it to unauthorized individuals and avoiding its use for personal gain, both during and after my tenure as a Member of the EKKC;
5. Organize my personal matters to prevent both actual and perceived conflicts of interest and promptly disclose any such conflicts if they do arise;
6. Embrace inclusivity and cultural diversity, welcoming perspectives from all EKKC Members and the communities they represent;
7. Honour and respect the diversity of gender identities, including the sacred presence of Two-Spirit+ and gender diverse individuals within our collective communities;
8. Foster unity, respect, and collaboration among all EKKC Members by engaging in open dialogue and seeking consensus when making important decisions;
9. Refrain from speaking for, or on behalf of, the EKKC and the BC First Nations Justice Council unless specifically authorized to do so, including statements on social media;
10. Act in the best interest of the EKKC, the BC First Nations Justice Council and the communities we serve; and

11. Protect and promote the well-being, Aboriginal Rights, and access to justice for all Indigenous peoples.

I understand that a substantial breach of any part of this Oath of Office may result in my removal from the EKKC and will offer my resignation in the event that I, the EKKC, or the BC First Nations Justice Council have concluded that I have breached this Oath of Office.

With humility and gratitude, I accept this responsibility and dedicate myself to the betterment of our Indigenous communities and the pursuit of justice for all Indigenous peoples.

Signed this \_\_\_\_ day of \_\_\_\_\_, 20\_\_,

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Signature