

WOMEN'S SECRETARIAT OF THE MÉTIS NATION OF ONTARIO

TERMS OF REFERENCE

1. Mission Statement

¹The Women's Secretariat (WSMNO) is a collective body within the Métis Nation of Ontario. We are dedicated to empower and support Métis Women and their families by promoting physical, mental, emotional, and spiritual well-being.

The WSMNO is entrusted to enhance the rights of Métis Women to fulfill their potential in all aspects of their lives. The WSMNO will promote Métis culture, language, history, values, traditions, and healthy families and communities by sustaining a healthy lifestyle.

We will aspire each woman to achieve personal goals and aspirations that positively influence themselves and others. The WSMNO will promote and advance equal rights and a strong unified voice for each Métis woman and her family.

2. Vision Statement

The WSMNO will work within the MNO for the betterment of the Métis Nation as a whole through empowerment and participation of Métis Nation women in Ontario.

3. Our Statement of Purpose

- .1 Advance a democratic, mandated and self-sufficient WSMNO to promote the interests and aspirations of all women citizens of the MNO
- .2 Encourage the full participation of all Métis women.
- .3 Advocate for Métis women, insight, and participation to ensure successful women's programming across the province.
- .4 Promote the history, values, culture, languages and traditions of the Métis Nation
- .5 Promote spiritual, cultural, mental and physical wellness of Métis women
- .6 Ensure Métis women maintain their role in the continuation of our strong Métis Nation.

¹ Mission Statement amended August 25, 2012 by WSMNO AGA in Sault Ste Marie Previously Read "The Women's Secretariat of the Métis Nation of Ontario (WSMNO) is a women's collective body representing the interests and aspirations of the women citizens of the Métis Nation of Ontario (MNO), and is officially mandated by the MNO as a lobbyist and advocacy body recognized to speak and represent the women's agenda and perspective of the women citizens of the MNO."

- .7 The WSMNO will promote and advocate
 - .7.1 Métis women’s rights
 - .7.2 Métis women’s agendas
 - .7.3 Métis women’s health
 - .7.4 Métis women’s leadership
 - .7.5 Métis women’s education
 - .7.6 Métis culture and heritage
 - .7.7 Children/family/communities

1. Structure of the WSMNO

1.1. Number of Representatives

- .1 The WSMNO will consist of the MNO Provincial Secretary² for Métis Women,³ and 4 Elected⁴ Committee Members.
- .2 The MNO Provincial Secretary⁵ for Métis Women will be⁶ a Métis Women⁷ appointed as per MNO By-Laws. (By-Law 7.1)
- .3 The committee of 4 women representatives will be elected by the women citizens of the MNO for a term of⁸ 4 years. These ballot box elections will be held at the

² Ammended August 22, 2014 at the WSMNO AGA in Thunder Bay added “for”

³ Ammended August 22, 2014 at the WSMNO AGA in Thunder Bay “deleted the MNO Senator Advisor appointed”

⁴ Ammended August 22, 2014 at the WSMNO AGA in Thunder Bay added “Elected”

⁵ Ammended August 22, 2014 at the WSMNO AGA in Thunder Bay added “for”

⁶ Ammended August 22, 2014 at the WSMNO AGA in Thunder Bay added “a Métis Women”

⁷ Ammended August 22, 2014 at the WSMNO AGA in Thunder Bay deleted “and the Senator Advisor”

⁸ Structure of the WSMNO amended August 25, 2012 at the WSMNO AGA in Sault Ste Marie from a 3 year term to a 4 year term.

MNO Annual General Assembly, following the PCMNO elections.⁹ The women will strive to have representation ¹⁰ from across the Province.

.2 Vacancy of Committee Positions

¹¹ As per MNO By-Law10

.3 Meetings of the WSMNO

- .3.1 The committee members of the WSMNO will meet not less than once per quarter plus one Annual General Meeting, to be held at the same time and place as the Métis Nation of Ontario Annual General Assembly.
- .3.2 The meeting of the WSMNO will be chaired by the MNO Provincial Secretary for ¹² Métis Women.
- .3.3 All meetings of the WSMNO shall be held in the most financially responsible manner possible. This may be through conference call, internet conferencing or face-to-face.

⁹ Amended August 25, 2012 at the WSMNO AGA in Sault Ste Marie deleted “The first term starting 2006 will be for 2 years”

¹⁰ Amended August 22, 2014 at the WSMNO AGA in Thunder Bay deleted “from the north, south, east and west of “ and replaced with “from across the”

¹¹ Amended August 22, 2014 at the WSMNO AGA in Thunder Bay deleted
A Committee position will be considered vacated:

- a) if a committee member has resigned the position by delivering a written resignation to the committee;
- b) if she is found by a court to be of unsound mind;
- c) if at a meeting of the annual general assembly, a resolution is passed by a majority of the citizens present at the meeting that she be removed from office;
- d) on death;
- e) on missing three (3) consecutive committee meetings without good reason;
- f) where the PCMNO determines that the committee member holds or takes a position on the another committee and where by reason of holding the two positions the committee member may be placed in a conflict of interest;
- g) where the PCMNO determines that a committee member is not entitled to be registered as a citizen of MNO pursuant to MNO By-Law 2.3;
- h) is convicted of an indictable offence; or
- i) has been found guilty, in connection with an election, of corrupt practice, accepting a bribe, dishonesty or malfeasance.

4.2.2 A committee member may appeal an involuntary removal from the committee as per MNO By-Law 5.

4.2.3 In the event that one of the 4 committee positions becomes vacant, the remaining committee members shall appoint a replacement until the next MNO Annual General Meeting

4.2.4 If the MNO Provincial Secretary, Métis Women, or the Senator Advisor position becomes vacant then it shall be filled as per MNO By-Laws.

¹² Amended August 22, 2014 at the WSMNO AGA in Thunder Bay added “for”

- .3.4 At every Annual General Meeting in addition to any other business that may be transacted the report of the secretariat members, a financial statement shall be presented. The members may consider and transact any business at any meeting of the members.

.4 Voting

- .4.1 All decisions will strive to be reached by consensus. If consensus cannot be reached the decision will go to a vote, simple majority rules.
- .4.2 Each committee member will have one vote.

.5 WSMNO Signatories

- .5.1 Contracts, documents or any instrument in writing requiring the signature of the WSMNO shall be signed by the MNO Provincial Secretary ¹³for Métis Women, and one other signing officer of the MNO.
- 5.2 All contracts and documents and instruments in writing so signed shall be binding upon the WSMNO without any further authorization of formality.

.6 Roles and Responsibilities of Committee Members and MNO Provincial Secretary, Métis Women

- .6.1 The representatives of the WSMNO will work towards the vision, mandate, purpose and objectives of the WSMNO as determined in these Terms of Reference.
- .6.2 The committee members of the WSMNO will work on issues that affect the provincial perspective of women citizens of the MNO.
- 6.3 The MNO Provincial Secretary¹⁴for Métis Women, working in conjunction with the committee members and the PCMNO, will work with the women citizens of the MNO in the province to carry their voice at all WSMNO meetings and General Assemblies.

¹³ Ammended August 22, 2014 at the WSMNO AGA in Thunder Bay added "for"

¹⁴ Ammended August 22, 2014 at the WSMO AGA in Thunder Bay added "for"

.6.4 The role of the MNO Provincial Secretary¹⁵for Métis Women, will be to oversee and guide the WSMNO towards accomplishing their mandate. It will also be the responsibility of the MNO Provincial Secretary¹⁶for Métis Women, to represent the WSMNO on the PCMNO and to report to the PCMNO the goings on of the WSMNO.

¹⁷.6.5 The MNO Provincial Secretary for Métis Women shall be the chief spokesperson for the WSMNO and shall represent the WMNO on the Board of Governors of the Les Femmes Michif Otipemisiwak.

.7 Reimbursement of Expenditures

As per MNO Policies.

.8 Changes, Additions or Deletions to the Terms of Reference of the WSMNO

All changes to this document titled Terms of Reference of the WSMNO must be approved at a WSMNO Annual General Meeting by a majority.

.9 Role of the PCMNO within the WSMNO

The MNO Provincial Secretary¹⁸for Métis Women, will report the progress of the WSMNO to the PCMNO at each of their meetings and as requested.

.10 Adoption of Terms of Reference

This document was created by a committee appointed at the MNO 12th Annual General Assembly by resolution number AGA05-13 to restructure the WMNO. Further this document was approved and ratified at the Women's Meeting at the MNO 13th Annual General Assembly in 2006.

¹⁵ Ammended August 22, 2014 at the WSMNO AGA in Thunder Bay added "for"

¹⁶ Ammended August 22, 2014 at the WSMNO AGA in Thunder Bay added "for"

¹⁷ Ammended August 22, 2014 at the WSMNO AGA in Thunder Bay added "The MNO Provincial Secretary for Métis Women shall be the chief spokesperson for the WSMNO and shall represent the WMNO on the Board of Governors of the Les Femmes Michif Otipemisiwak."

¹⁸ Ammended August 22, 2014 at the WSMNO AGA in Thunder Bay added "for"