



NOTICE TO CITIZENS

To: MNO Citizens

From: France Picotte, MNO Chair

Date: June 3, 2013

Subject: Resolutions for the 2013 MNO AGA

The 2010 MNO Annual General Assembly (“AGA”) passed a unanimous resolution (AGA-RES10-02) that all future resolutions brought to MNO AGAs that propose to change the MNO’s governance structures, policies or bylaws must be provided to MNO citizens for review thirty (30) days prior to the beginning of the AGA.

The intent of this resolution was to provide all MNO citizens with the opportunity to review, consider and investigate important resolutions prior to an AGA, rather than having significant resolutions being put to the MNO AGA with no advance notice to all MNO citizens, and the MNO as a whole.

In order to implement this resolution, the PCMNO adopted and then the 2011 MNO AGA ratified a formal process through which all MNO citizens can submit “special business resolutions” to be considered at all future MNO AGAs. This process is outlined in the attached policy (MNO Policy #2011-002).

It should be noted that “special business resolutions” are only those resolutions that propose to change the MNO’s foundational principles, by-laws or policies that have been previously adopted by a general assembly. All MNO citizens attending AGAs can still bring forward other non-special business resolutions to the AGA (i.e., policy directions for the MNO, statements of support for specific initiatives, etc.) without having to comply with the thirty (30) day notice requirement.

This memo is formal notice to all MNO citizens wanting to put forward special business resolutions at the 2013 MNO AGA that they must submit these resolutions to the MNO **on or before Monday, July 8th, 2013 at 5:00 p.m. EST**. It is important to also note that in order for any special business resolution to be considered by the 2013 MNO AGA, they must comply with the attached policy.

All special business resolutions received on or prior to the July 8th deadline will then be posted to the MNO website and circulated to PCMNO and Community Councils on or before July 15th, 2013 (i.e., in order to comply with the 30 days notice requirement).

All special business resolutions must be faxed, mailed or couriered to the location below and must be physically received by 5:00 p.m. EST on Monday, July 8th, 2013. No late submissions will be posted or considered by the upcoming MNO AGA. Please send special business resolutions to:

Métis Nation of Ontario
500 Old St. Patrick Road, Unit 3
Ottawa, Ontario, K1N 9G4
Fax: 613-725-4225

Attention: France Picotte, MNO Chair

For ease of reference, the following provides an overview of the relevant dates for special business resolutions this year.

IMPORTANT DATES FOR 2013 MNO AGA	
June 3, 2013	Formal Notice for Special Business Resolutions Issued
July 8, 2013	Deadline for Receipt of Special Business Resolutions at the MNO Head Office
July 15, 2013	Posting of Received Special Business Resolutions on MNO website and circulation to PCMNO and Community Councils
August 23, 2013	Start of 2013 MNO Annual General Assembly

If you have any questions please feel free to contact me or the MNO Head Office.

Attachment: MNO Policy 2011-002

MNO Policy #2011-002 Process for Conducting Special Business at a General Assembly

Applicability	This policy applies to the conduct of special business at a general assembly of the MNO.
Effective Date	This policy is effective as of the date of its adoption.
Definitions	<p>All definitions in this policy are consistent with the MNO by-laws. In the event of a conflict, the by-laws shall take precedence.</p> <p>“general assembly” means an annual or special meeting of the MNO.</p> <p>“special business” means resolutions at a general assembly of the MNO that propose to change or amend the MNO’s foundational principles, by-laws or policies that have been previously adopted by a general assembly.</p> <p>“foundational principles” means the MNO’s mandate, objectives and goals as set out in its Statement of Prime Purpose.</p>
Background on and Context for Policy	<p>The MNO’s 2010 Annual General Assembly directed the MNO to put in place a process that would ensure that MNO citizens have an opportunity to review, discuss and consider any proposed resolutions that would make changes to the MNO’s by-laws or significant changes to the MNO’s governance structures prior to their consideration by the general assembly (AGA-RES10-02). Based on this direction, the MNO by-laws have been amended to require that MNO citizens receive thirty (30) days notice of any special business to be conducted at a general assembly. This policy sets out the process to be followed in order for special business to be considered and conducted by a general assembly.</p> <p>For greater certainty, resolutions that do not propose to amend the MNO’s foundational principles, by-laws or policies that have not been previously adopted by the general assembly are not special business and are not required to comply with the thirty (30) day notice requirement. Resolutions that are not special business can be put before any general assembly based on the process set out in #5 below.</p>
Process	<p>Annual General Assembly Process</p> <ol style="list-style-type: none">1. At least fifty (50) days prior to an annual general assembly being held, the MNO’s Chair shall issue a notice that will be posted to the MNO’s website and circulated to the PCMNO and all Community Councils that advises MNO citizens that any special business resolutions must be received at the

MNO head office by thirty-five (35) days prior to the annual general assembly in order to be considered by the upcoming annual general assembly.

2. Special business resolutions may be submitted by fax, mail or courier. Such resolutions must be typed and have the names, signatures and MNO citizenship card numbers of the MNO citizens who support the resolution and may ultimately be the mover and seconder for the resolution at the AGA.¹ The resolution must identify the specific clause to be amended. The resolution must propose the exact wording changes. General directions to amend the bylaws, a MNO policy or the Statement of Prime Purpose are not sufficient. A sample special business resolution to guide MNO citizens is attached to this policy as Annex A.
3. Following the end of the thirty-five (35) day deadline set out above, the MNO Chair shall ensure that the resolutions received are posted on the MNO website and circulated to the PCMNO and Community Councils no later than thirty (30) days prior to the annual general assembly. As well, the MNO Chair shall ensure that any amendments to the by-laws that have been made by the PCMNO since the last annual general assembly are posted and circulated.
4. At the beginning of the annual general assembly, a resolutions committee shall be established. The resolutions committee shall include three (3) MNO citizens selected by the annual general assembly and the MNO's legal counsel. The resolutions committee shall also be supported by the MNO's administration, as required. The resolutions committee has the authority to review the proposed special business resolutions to ensure they are in a form that is consistent with this policy. Only those resolutions that are in compliance with this policy will be brought to the assembly floor by the resolutions committee to be voted on by the assembly. At least one of the potential movers and seconders for each resolution must be in attendance at the assembly when the resolution is brought to the floor to act as the mover and seconder.² The resolutions committee cannot amend special business resolutions in order to make them compliant with the policy. If a special business resolution does not refer to a specific clause and propose specific wording, it will not be put forward to the annual general assembly for consideration.

¹ This sentence previously read "Such resolutions must be typed and have the names, signatures and MNO citizenship card numbers of the mover and seconder for the resolution", but was amended pursuant to AGA-RES11-06 which directed that multiple MNO citizens, who may ultimately be the mover and seconder for the resolution at the AGA, be allowed to sign proposed resolutions.

² This sentence previously read "The mover and seconder of the resolution must be in attendance when the resolution is brought to the floor for a vote by the assembly", but was amended pursuant to AGA-RES11-06 which directed that only one of the proposed movers or seconders of a submitted resolution needs to be in attendance at the assembly in order to act as the mover and seconder of record for the proposed resolution.

5. At an annual general assembly, the resolutions committee may also receive other resolutions proposed by MNO citizens that are not special business. These resolutions must include the names, signatures and MNO citizenship card numbers of the mover and seconder for the resolution. The mover and seconder of a resolution that is not special business must be in attendance when the resolution is brought to the floor for a vote by the assembly. As a guide to MNO citizens, a sample resolution that is not special business is attached to this policy as Annex B.

Special General Assembly Process

1. Special general assemblies are sometimes called in between annual general assemblies by the PCMNO to deal with specific issues or business of the MNO. If the PCMNO calls a special general assembly pursuant to the by-laws, the MNO Chair shall ensure that any special business resolutions that the PCMNO intends to be dealt with at the special general assembly shall be posted to the MNO website and circulated to the PCMNO and the Community Councils thirty (30) days prior to the special general assembly.
2. Unlike annual general assemblies, special general assemblies do not provide an opportunity for MNO citizens to put forward special business resolutions for consideration by the assembly, since they are usually called for specific purposes and have focused agendas.

This policy was adopted by PCMNO on June 27th, 2011 and adopted by the 18th MNO AGA held in Parry Sound on August 20th – 22nd, 2011.

ANNEX A

SAMPLE SPECIAL BUSINESS RESOLUTION

Resolution to Amend s. 11.1 of the MNO bylaws

WHEREAS it is important that PCMNO meetings include as many members of the PCMNO as possible;

AND WHEREAS the current bylaws only require 10 members of the PCMNO to constitute quorum and this should be changed to 11 members of the PCMNO;

THEREFORE BE IT RESOLVED that s. 11.1 of the MNO by-laws be changed to read as follows:

Example#1 of Acceptable Resolution:

Change s. 11.1 of the bylaws to read “Eleven (11) councilors shall constitute a quorum of the PCMNO.

Example#2 of Acceptable Resolution:

Remove “ten (10)” from s. 11.1 of the bylaws and replace with “eleven (11)”

Example #1 of Non-Compliant Resolution:

Increase the number of Métis required to meet quorum of PCMNO

Example #2 of Non-Compliant Resolution:

All PCMNO meetings should have a quorum of 11.

Potential Movers:

Joe Métis	_____	_____
	MNO Citizenship Number	Signature
Jane Métis	_____	_____
	MNO Citizenship Number	Signature
Jack Métis	_____	_____
	MNO Citizenship Number	Signature

Potential Seconders:

Joe Métis	_____	_____
	MNO Citizenship Number	Signature
Jane Métis	_____	_____
	MNO Citizenship Number	Signature
Jack Métis	_____	_____
	MNO Citizenship Number	Signature

ANNEX B

SAMPLE NON-SPECIAL BUSINESS RESOLUTION

WHEREAS it is important that Métis youth have opportunities to learn and spend time with their Elders;

AND WHEREAS the MNO Youth Council was created to ensure Métis youth have a strong voice in the Métis Nation;

THEREFORE be it resolved that the MNO be directed to attempt to secure funding for a Youth and Elders conference.

Moved by:	Joe Métis	_____	_____
		MNO Citizenship Number	Signature

Seconded by:	Jane Métis	_____	_____
		MNO Citizenship Number	Signature