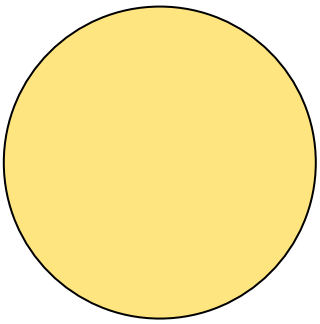
the Métis Nation of Ontario

February 2002

Métis Nation of Ontario

Community Code



Corporate Seal

1. The seal, an impression whereof is stamped in the margin hereof, is the seal of the Métis Nation of Ontario Secretariat ("MNO"). This seal affirms that these by-laws shall be known as the official Community Code for MNO Charter Communities.

Statement of Purpose

2. This MNO Charter Community, known as

Sunset Country Métis Council

Statement of Purpose

forms a part of the Métis Nation of Ontario. As such, we are the democratic representatives of the citizens of the MNO who live within the geographic territory described in our *MNO Community Charter Agreement*. We seek to collectively promote our Métis culture as well as promote and foster prosperity and economic self-sufficiency within our community. We resolve to work towards the recognition and affirmation of our existing Aboriginal and treaty rights, including our inherent right of self-determination and self-government. We affirm that we will represent the Métis citizens of this community under the values, principles and laws of the MNO as amended from time to time.

Interpretation, Application and Definitions

3. All words and phrases in this Community Code have the same meaning as in the *MNO By-Laws* and in the event of inconsistency, the *MNO By-Laws* prevail. In this Community Code, unless the context otherwise requires, words importing the singular number shall include the plural number, and vice versa, and references to persons shall include firms and corporations and the use of either the masculine or the feminine form does not preclude application to a person of either sex. Words importing persons shall include an individual, partnership, association, body corporate, executor, administrator or legal representative and any number or aggregate of such persons.

Definitions

4. In this Community Code the following definitions apply:
    a. "Charter Community" means a Métis community in Ontario that has entered into and maintains in good standing a valid *MNO Community Charter Agreement*,
    b. "Community Council" or "Council" means a duly elected body of MNO citizens that represents a Charter Community,
    c. "citizen" means a person who is enrolled on the MNO Registry,
    d. "good standing" means a valid *MNO Community*[1]*Charter Agreement* that is recognized by the MNO as active and that is not under an order of revocation or suspension by the MNO. If, in the opinion of the MNO, the Community Council has ceased to effectively function for a period of six (6) months, then the Community Charter is deemed to be no longer active. A Community Charter can be reactivated, with the consent of the MNO, by means of a Community Council resolution, whereby the restored Community Council agrees to adopt and abide by the terms and conditions of its *MNO Community Charter Agreement*, this Community Code, the *MNO By-Laws* and the *MNO Statement of Prime Purpose*.
    e. "PCMNO" means the Provisional Council of the MNO.
    f. "quorum" means the number of individuals required to be in attendance at a meeting in order to constitute a decision-making body. A quorum is a fact at any given moment of time. A quorum must be present in the room for every decision or vote made. If a quorum is not present, the meeting may continue for information purposes only but may not make decisions that bind the Council.

Application

5. This Community Code shall govern the conduct of Community Councils that are Charter Communities and shall be limited to MNO citizens who live within the Community Council's geographic territory as described in its *MNO Community Charter Agreement*.

6. Any fees or dues levied on the citizens represented by the Community Council shall be at the direction of the Council.

Rights of Citizens May be Limited

7. The rights of a citizen to participate in the affairs of the Community Council may be limited pursuant to the *MNO By-Laws* or the *MNO Electoral Code*. Any citizen whose rights have been so limited may appeal the decision at the next meeting of the MNO General Assembly.

[1] Clerical update: spelling and grammar correction to entire document as approved at PCMNO meeting 2023-12-11.

Community Council

Composition of Council

8. The Community Council shall consist of eight[2,3] (8) elected citizens who shall be called Councilors and shall sit on the Community Council for a three (3) year term. The composition of the Community Council shall be as follows: President, Chair, Secretary, Treasurer, Senator and three (3) Councilors-at-Large. The Community Council shall also include one (1) unelected, appointed Youth Representative[3] who shall serve as an active, non-voting council member. The Community Council may determine how many Councilors-at-Large, if any, it elects.

    a. Youth Representative Appointment[4] – Within thirty (30) days after a council election, the Council Executive must publish a vacancy notice. Candidates must be verified MNO citizens, at least sixteen (16) when appointed, and no older than twenty-nine (29) for the duration of the Council's active term. Appointment shall follow Articles 31(a)–(b) and 32(a)–(c) of this Code.

Responsibilities of Community Council

9. The Community Council is responsible to represent and further the interests of its community generally. The Council is also responsible for representing the interests of its community to the MNO and to represent the MNO to its community. The Community Council shall at all time act in a fair, open and accountable manner, pursuant to the values and principles of the MNO as stated in the *Statement of Prime Purpose,* the *MNO Community Charter Agreement* and the *MNO By-Laws.*

10. The Community Council shall be elected pursuant to the rules and procedures set out in *Part B* of the *MNO Electoral Code.*

Not to be Employee or Hold Elected Office in MNO

11. A Councilor may not, during his or her term of office on the Community Council, concurrently be an employee of the MNO or of the Community Council. A Councilor on the Community Council may not, during his or her term of office, concurrently hold an elected office on the PCMNO. A Councilor may provide services to the MNO or to the Community Council under a term contract for services.

12. A Councilor may be remunerated or paid reasonable expenses incurred by him or her in the performance of his or her duties.

Resolutions in Writing

[2] October 8, 2026 AGM motion #7-10-08-26 removed the position of Women's Representative from the council composition. MNO Secretariat advised on October 8, 2026. Registered with the PCMNO on October 13, 2026.
[3] October 8, 2026 AGM motion #8-10-08-26 removed the Youth Representative from the elected council composition. MNO Secretariat advised on October 8, 2026. Registered with the PCMNO on October 13, 2026.
[4] October 8, 2026 AGM motion #8-10-08-26 amended the Youth Representative role to an appointed, non-voting position. MNO Secretariat advised on October 8, 2026. Registered with the PCMNO on October 13, 2026.

13. A quorum of the Community Council may pass a resolution in writing and such resolution is as valid as if it had been passed at a meeting of the Council. Such resolution must be signed by each member of the quorum and in order to pass, must have the approval of the requisite number of Councilors whose approval would be required to pass that resolution at a meeting of the Council.

14. The Community Council may appoint such agents and engage such employees as it shall deem necessary from time to time and such persons shall have such authority and shall perform such duties as shall be prescribed by the Community Council at the time of such appointment. A reasonable remuneration for officers, agents and employees may be fixed by the Community Council by resolution.

Committees

15. The Community Council may establish committees whose members will hold office at the will of the Council. The Councilors shall determine the duties of such committees and may fix any remuneration to be paid.

16. The Community Council and individual Councilors duly authorized by the Council shall have the power to enter into contracts which the Council may lawfully enter into and may exercise all such other powers and do all such other acts and things as the Council is, by its *MNO Community Charter Agreement,* or otherwise by law, authorized to exercise and do.

17. Duly authorized individual Councilors shall have power to authorize expenditures on behalf of the Community Council from time to time and may delegate by resolution to an officer or officers of the Council the right to employ and pay salaries to employees. Subject to the *MNO Community Charter Agreement*, the Councilors shall have the power to enter into a trust arrangement with a trust company for the purpose of creating a trust fund, in which the capital and interest may be made available for the benefit of promoting the interest of the Council, in accordance with such terms as the Council may prescribe.

18. Subject to the *MNO Community Charter Agreement*, the Community Council shall take such steps as it deems necessary to enable the Community Council to acquire, accept, solicit or receive legacies, gifts, grants, settlements, bequests, endowments, donations of any kind whatsoever for the purpose of furthering the objects of the MNO.

Council Meetings

Council Meetings to be Open to Citizens

19. Community Council meetings shall be open to all MNO citizens who shall participate as observers unless recognized and allowed to speak by the Chair of the Community Council.

In Camera

20. Pursuant to a majority vote, the Council may hold "in-camera" discussions and decisions on specific agenda items. An in-camera session allows the Council to exclude everyone except Councilors.

Minimum Number of Council Meetings

21. Meetings of the Community Council may be held at any time and place to be determined by the President or Executive. Council shall make best efforts to meet at least once a month and shall convene at least nine (9) meetings per year of the Community Council.

Notice

22. Forty-eight (48) hours written notice of such meeting shall be given, other than by mail, to each Councilor. Notice by mail and/or fax shall be sent at least seven (7) days prior to the meeting. No error or omission in giving notice of any meeting of the Council shall invalidate such meeting or make void any proceedings taken thereat and any Councilor may at any time waive notice of any such meeting and may ratify, approve and confirm any or all proceedings taken or had thereat.

Quorum

23. 50% plus one (1) of elected voting Councilors shall constitute a quorum at a meeting of the Community Council.

    a. The Community Council has eight[5] (8) established elected Councilor positions. Therefore, five[6,7] (5) elected Councilors in attendance shall constitute a quorum at a meeting of the Community Council.

Voting Councilors

24. Voting Councilors are Councilors who are at least eighteen (18) years of age and with power under law to contract. Each voting Councilor present and participating in the meeting is authorized to exercise one (1) vote. No proxy voting is permitted.

25. If all Councilors of the Community Council consent thereto generally or in respect of a particular meeting, a Councilor may participate in a meeting of the council or of a committee of the council by means of such conference telephone or other communications facilities as permit all persons participating in the meeting to hear each other, and a Councilor participating in such a meeting by such means is deemed to be present at the meeting.

[5] October 8, 2026 AGM motions #7-10-08-26 and #8-10-08-26 removed the Women's Representative and Youth Representative from the elected council, reducing the established elected Councilor positions from ten (10) to eight (8). MNO Secretariat advised on October 8, 2026. Registered with the PCMNO on October 13, 2026.

[6] Clerical update: increase quorum number from 5 to 6 ensuring it is at 50%+1 as per PCMNO meeting 2023-12-11

[7] October 8, 2026 AGM motions #7-10-08-26 and #8-10-08-26 amended Article 23 so that quorum is based on the eight (8) established elected voting Councilor positions, reducing quorum from six (6) to five (5). MNO Secretariat advised on October 8, 2026. Registered with the PCMNO on October 13, 2026.

Leaving Office

Office Deemed Vacated

26. The office of Councilor may be deemed vacated:

    a. if a Councilor has resigned the office by delivering a written resignation to the Community Council;

    b. if he or she is found by a court to be of unsound mind;

    c. on death;

    d. on missing three (3) consecutive council meetings without good reason;

    e. where the MNO Registrar determines that the Councilor is not entitled to be registered as a citizen of MNO;

    f. where an individual has had his or her rights and privileges as an MNO citizen suspended by written notice of the PCMNO's Secretary-Treasurer pursuant to the *MNO By-Laws*;

    g. is convicted of an indictable offence; or

    h. has been found guilty, in connection with an election, of corrupt practice, accepting a bribe, dishonesty or malfeasance.

Removal of Councilors

27. A Councilor may be removed from office by a majority vote of the Community Council:

    a. where the Community Council determines that the Councilor concurrently holds a position in another aboriginal organization and where by reason of holding the two (2) positions the Councilor is placed in a conflict of interest;

    b. where a majority of the Community Council determines that a Councilor, by an ongoing and serious action of omission or commission, is in direct contravention of an express direction from the Community Council or an annual meeting of the Community Council;

    c. where a majority of the Community Council determines that a Councilor has committed a serious act or breach of duty in relation to his or her role as a member of the Community Council.

28. In order for a Community Council to remove a Councilor pursuant to paragraph 27, the Council is required, prior to holding a vote on the removal of the Council member, to:

    a. Give written notice to the Councilor at least seven (7) days in advance of the vote. Such notice must give sufficient information to the Councilor to enable him/her to fully understand the reasons why the Council contemplates a removal vote. Such notice must also inform the Councilor that he/she has an opportunity to respond either in writing or

orally and that such response will be fully considered by the Council prior to a vote.

b. Either the Council or the Councilor may request the assistance of the MNO to resolve any difficulties that arise pursuant to the removal of a Councilor.

29. In the event that the Council does, by vote, determine to remove a Councilor from office, written notice to that effect shall be delivered to the Councilor and such notice shall contain a full description of the reasons for removal.

30. A Councilor who has been removed pursuant to paragraph 27, may by a motion from the floor, appeals the decision of the Council at the next community meeting or annual meeting.

31. In the event of a vacancy, Council shall within three (3) months appoint a replacement Councilor who shall hold office until the next Community Council election and who:

    a. is an MNO citizen;

    b. is resident in the geographic territory represented by the Community Council; and

    c. is eligible to be nominated as a candidate pursuant to the *Electoral Code of the MNO, Part B* as amended from time to time.

Replacement of Councilors

32. In appointing a new Councilor pursuant to paragraph 31, the Council will ensure that:

    a. notice is given to the community that there is a vacancy on Council and that the Council will consider applicants;

    b. best efforts are made to establish a transparent and open process for the appointment of the new Councilor;

    c. the appointment is made by a majority vote of the Community Council.

Executive (Officers)

Composition of Executive

33. The Executive shall consist of the President, Chair, Secretary, Treasurer, a Senator and any other Councilors as the Community Council may by this Community Code determine.

34. The Executive shall have the day-to-day management and administration of the Community Council and shall ensure that resolutions and motions passed by the community, the MNO General Assembly and the PCMNO are carried out. The Executive shall report to, advise and take direction from the community,

the PCMNO and the General Assembly and may not override express directions from the community, the PCMNO or the General Assembly.

35. Meetings of the Executive shall be held at any time and place to be determined by the members of the Executive provided that forty-eight (48) hours written notice of such meeting shall be given, other than by mail, to each member of the Executive. Notice by mail shall be sent at least seven (7) days prior to the meeting. No error or omission in giving notice of any meeting of the Executive or any adjourned meeting shall invalidate such meeting or make void any proceedings taken thereat and any Councilor may at any time waive notice of any such meeting and may ratify, approve and confirm any or all proceedings taken or had thereat.

Quorum

36. A quorum of the Executive shall be three (3) members of the Executive.

Duties of President

37. The President shall be the chief executive officer and the chief spokesperson for the Community Council and shall have the general and active management of the affairs of the Community Council. The President shall see that all orders and resolutions of the community, the Community Council, the MNO General Assembly and the PCMNO are carried into effect.

Duties of Chair

38. The Chair shall preside at meetings of the Community Council and the Executive. When acting as Chair, shall not vote unless required to cast a tie-breaking vote. The Chair shall, in the absence or disability of the President, perform the duties and exercise the powers of the President and shall perform such other duties as shall from time to time be imposed upon him or her by the Executive.

Duties of Treasurer

39. The Treasurer shall have the responsibility to ensure the custody of the funds and securities of the Community Council and is responsible to ensure that full and accurate accounts are kept of all assets, liabilities, receipts and disbursements of the Council in the books belonging to the Council. The Treasurer shall have the responsibility to ensure the proper deposit of the moneys, securities and other valuable effects in the name and to the credit of the Council in such chartered bank or trust company, or, in the case of securities, in such registered dealer in securities as may be designated by the Council from time to time. He or she is empowered to authorize the disbursement of the funds of the Council following established Council financial policies as amended from time to time. He or she shall also perform such other duties as may from time to time be directed by the President, the Chair and the Council.

Duties of Secretary

40. The Secretary shall carry out the affairs of the Community Council under the supervision of the President and shall attend all meetings and ensure that all votes and minutes of all proceedings are responsibly kept in the books of the Council. He or she shall give or cause to be given notice of all meetings of the community, the Executive and of the Council, and shall perform such other duties as may be prescribed by the Council or the President.

41. The duties of all other Councilors shall be as the Community Council requires of them.

42. Contracts, documents, or any instruments in writing requiring the signature of the Community Council, shall be signed by any two (2) officers and all contracts, documents and instruments in writing so signed shall be binding upon the Council without any further authorization or formality. The Councilors shall have power from time to time by resolution to appoint an officer or officers on behalf of the Community Council to sign specific contracts, documents and instruments in writing.

Meetings of the Community

43. Meetings of the community shall be held on such days as the Community Council shall appoint. The citizens may consider and transact any business at any meeting of the community.

Meetings of Community & Annual Meeting

44. There shall be at least four (4) general community meetings called by the Community Council each year. One of those general community meetings shall be an annual meeting of the community. At every annual meeting of the community, in addition to any other business that may be transacted, the report of the Councilors shall be presented, any amendments to the Community Code shall be approved, and the financial statements shall be presented.

Notice

45. Fourteen (14) days written notice shall be given to each citizen of any general, annual or other meeting of the community. Notice of any meeting of the community where special business will be transacted shall contain sufficient information to permit each citizen to form a reasoned judgment on the special business under consideration. No error or omission in giving notice of any annual or other meeting of the community or any adjourned meeting, whether annual or otherwise shall invalidate such meeting or make void any proceedings taken thereat and any citizen may at any time waive notice of any such meeting and may ratify, approve and confirm any or all proceedings taken or had thereat. For the purpose of sending notice to any citizen, Councilor or officer for any meeting or otherwise, the address of the citizen, Councilor or officer shall be his or her last address recorded on the books of the Community Council.

Decision-Making by Consensus

46. At all meetings of the community, citizens shall strive to make decisions by consensus. In the event that consensus cannot be achieved, questions shall be determined by a simple majority of votes unless otherwise specifically provided by statute or by the *MNO By-Laws*.

    a. Each citizen who is at least sixteen (16) years old and is present at a meeting of the community shall have the right to exercise one vote.

    b. For greater certainty, Executive meetings and Community Council meetings are not meetings of the community.

    c. The quorum for each community meeting shall be 50% plus one (1) of the citizens eligible to vote in that community and who are in attendance at that meeting.

General

Fiscal Year

47. Unless otherwise ordered by the PCMNO, the fiscal year end of the Community Council shall be March 31st. The Council shall operate on a balanced budget basis and shall provide quarterly financial statements and quarterly budget projections.

Amendments

48. This Community Code may be amended by a resolution passed by a majority of the Councilors at a meeting of the Community Council, or by a resolution in writing pursuant to paragraph 13 of this Community Code. Any amendments to this Community Code and any rules and regulations must be approved at the next annual meeting of the community.

    a. Amendments to this *Community Code* or to the geographic territory as described in the *MNO Community Charter Agreement* shall not take effect until after an election unless such amendments are made at least six (6) months prior to the date of the election.

Register Code with MNO

49. This Community Code shall be registered with the PCMNO. Amendments shall be forwarded to the PCMNO within thirty (30) days. In the event of any dispute, the Community Code in the possession of PCMNO and bearing the latest date shall be considered valid.

50. The Councilors shall see that all necessary books and records of the Community Council required by this Community Code, the *MNO Community Charter Agreement*, and the *MNO By-Laws* or by any applicable statute or law are regularly and properly kept.

51. The Council may prescribe such rules and regulations not inconsistent with this Community Code relating to the management and operation of the Council as they deem expedient, provided that such rules and regulations shall have force and effect only until the next annual meeting of the community when they shall

be confirmed, and failing such confirmation at such annual meeting of the community, shall at and from that time cease to have any force and effect.

Dispute Resolution

52. Disputes in the community may be referred to the Community Council for resolution.

Inquiry Panel

53. If resolution by the Community Council is not possible an inquiry panel may be convened by the Council. The Council may convene an inquiry panel upon request or upon its own initiative. The inquiry panel will be composed of a chair who is appointed by the Executive and who is not a sitting member of the Executive, one (1) executive Council member and one (1) MNO citizen who is a member of that community.

Notice

54. Where a dispute is requested of the Council or where the Council, upon its own initiative, calls for an inquiry, the Council shall give thirty (30) days notice in writing to all parties. Such notice shall include the reasons for the inquiry and the materials and persons that the parties shall provide for the assistance of the inquiry panel. The inquiry shall be held within ninety (90) days of issuing the notice.

55. At an inquiry the panel shall hear representations from persons or entities concerned in the dispute. The inquiry panel may decide whether the representations are to be made orally or in writing. Any written submission must be received at least thirty (30) days before the date of the inquiry.

Decision of Inquiry Panel

56. Where an inquiry is held, the panel shall set out its decision in writing. The written decision shall be made available to the parties within thirty (30) days of the inquiry. The panel shall either issue:
    a. a recommendation as to costs;
    b. a recommendation regarding the substantive issue in dispute; or
    c. a recommended procedure on how to resolve the dispute; or
    d. a judgment on the merits of the issue in dispute.

Appeal

57. A decision of the inquiry panel may be appealed to a specially convened Senators Council which shall be called together for this purpose by the Council. The Senators Council shall consist of at least three MNO Senators. At an appeal, the Senators Council may hear representations from the parties. The Senators Council may decide whether the representations are to be made orally or in writing. Any written submission must be received at least thirty (30) days before the date of the inquiry.

Decision of Senators Council Appeal

58. The Senators Council shall set out its decision in writing. The written decision shall be made available to the parties within thirty (30) days of the appeal. The Senators Council shall issue:
    a. a decision as to costs; and
    b. a judgment on the merits of the issue in dispute.
    c. A decision of the Senators Council shall be final and binding.

This Community Code was adopted by resolution of this Community Council on the day of in the year 2011, and is effective as of this date.