

## **RESOLUTION OF THE MANITOBA MÉTIS FEDERATION ANNUAL GENERAL ASSEMBLY MARCH 25-27, 2022**

### **To Amend the MMF Constitution and Local By-Law with Respect to Secretary-Treasurer Position**

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**WHEREAS** the Manitoba Métis Federation (“**MMF**”) Constitution provides for each Local to be administered by a Chairperson, a Vice-Chairperson, and a Secretary-Treasurer;

**AND WHEREAS** the duties of the Local Executive positions are set out in the MMF Local By-Law;

**AND WHEREAS** various Locals have increased in the number of Citizens belonging to the Local;

**AND WHEREAS** various Locals have increased the activities of the Local;

**AND WHEREAS** as a result, the responsibilities of a Secretary-Treasurer for various Locals have increased;

**AND WHEREAS** certain Locals have expressed an interest in being able to have a Local Executive consisting of four positions namely Chairperson, Vice-Chairperson, Treasurer, and Secretary;

**AND WHEREAS** in those cases of Locals who wish to have four Executive positions, a more efficient division of labour will occur by separating the Secretary-Treasurer positions;

**AND WHEREAS** the creation of an optional four-member Local Executive will serve the best interests of the Manitoba Métis by, amongst other matters, allowing additional individuals to serve in elected office at the Local level and thereby meet the qualifications required of Candidates for elected office at the Regional and Presidential levels;

**AND WHEREAS** a resolution in substantially the same form to this resolution was adopted and approved by the MMF Cabinet at a meeting of February 11 & 12, 2021, and this resolution was subsequently provided to the virtual MMF Annual General Assembly March 27 & 28, 2021, in substantially the same form, for information purposes only;

**THEREFORE BE IT RESOLVED THAT THE FOLLOWING AMENDMENTS TO THE MMF CONSTITUTION AND LOCAL BY-LAW BE ENACTED:**

1. **Article VI(b)(iii)** of the MMF Constitution which states:

“Each Local shall be administered by a Chairperson, a Vice-Chairperson, and a Secretary-Treasurer.”

Is hereby deleted and the following is therefore substituted:

“Each Local shall be administered by a Chairperson, a Vice-Chairperson, and a Secretary-Treasurer or, if approved by the Local, a Chairperson, a Vice-Chairperson, a Treasurer, and a Secretary.”

2. **Article IV 4.** of the Local By-Law which states:

“4. Local Executives

Each Local shall be represented by an Executive, which shall be a Chairperson, Vice-Chairperson and Secretary-Treasurer. In order to be eligible for election to a Local Executive position, a Local Member must first obtain a valid Citizenship card in accordance with Article IV 5(a) of the MMF Constitution.

The Chairperson, Vice-Chairperson, and Secretary-Treasurer shall all be elected at the same time for a four year term beginning in 2006

and every four years thereafter. Any two of the three Local Executives shall be the signing Officers of the Local.

Duties/Responsibilities of Local Executives:

*Chairperson*

- Chief Executive Officer of the Local.
- Chairs Local meetings.
- Spokesperson on behalf of Local.
- Calls and ensures that meetings are held.
- Follows up on motions.
- Is ex-officio member of all Local committees.
- Performs other duties as directed by Local membership.

*Vice-Chairperson*

- Assumes all the responsibilities of the Chairperson in the absence of the Chairperson.

*Secretary-Treasurer*

- Keeps minutes of meetings and records and files such minutes as well as all correspondence and activities of the Local.
- Assumes all responsibilities of the Chairperson in the absence of the Chairperson and Vice-Chairperson.
- Reads minutes of previous meetings and correspondence at all Local meetings.
- Responsible for all advertisement and notices regarding meetings, fund-raising notices and all other notices relating to the Local business.
- Maintains and is responsible for all Local financial records, (e.g. bookkeeping, ledger, deposits, income, bank statements, etc.).

- Presents financial statements to the membership at all Local meetings.
- Second signing Local authority.”

Is hereby deleted and the following is substituted:

“4. Local Executives

Each Local shall be represented by an Executive, which shall be:

- (a) A Chairperson, Vice-Chairperson, and Secretary-Treasurer;  
or
- (b) If a local has at least 100 members and the division of the duties of the Secretary-Treasurer into a Secretary and a Treasurer is approved by the Local, a Chairperson, Vice-Chairperson, Secretary, and Treasurer.

In order to be eligible for election to a Local Executive position, a Local Member must first obtain a valid Citizenship card in accordance with Article IV 5(a) of the MMF Constitution.

The Chairperson, Vice-Chairperson, and Secretary-Treasurer or if applicable, Treasurer and Secretary, shall all be elected at the same time for a four year term beginning in 2006 and every four years thereafter. Any two of the three or four Local Executives shall be the signing Officers of the Local.

In the case of a Chairperson, Vice-Chairperson, and Secretary-Treasurer the Duties/Responsibilities are:

*Chairperson*

- Chief Executive Officer of the Local.
- Chairs Local meetings.
- Spokesperson on behalf of Local.
- Calls and ensures that meetings are held.
- Follows up on motions.
- Is ex-officio member of all Local committees.
- Performs other duties as directed by Local membership.

#### *Vice-Chairperson*

- Assumes all the responsibilities of the Chairperson in the absence of the Chairperson.

#### *Secretary-Treasurer*

- Keeps minutes of meetings and records and files such minutes as well as all correspondence and activities of the Local.
- Assumes all responsibilities of the Chairperson in the absence of the Chairperson and Vice-Chairperson.
- Reads minutes of previous meetings and correspondence at all Local meetings.
- Responsible for all advertisement and notices regarding meetings, fund-raising notices and all other notices relating to the Local business.
- Maintains and is responsible for all Local financial records, (e.g. bookkeeping, ledger, deposits, income, bank statements, etc.).
- Presents financial statements to the membership at all Local meetings.
- Second signing Local authority.

In the case of a Chairperson, Vice-Chairperson, Treasurer, and

Secretary the Duties/Responsibilities are:

*Chairperson*

- Chief Executive Officer of the Local.
- Chairs Local meetings.
- Spokesperson on behalf of Local.
- Calls and ensures that meetings are held.
- Follows up on motions.
- Is ex-officio member of all Local committees.
- Performs other duties as directed by Local membership.

*Vice-Chairperson*

- Assumes all the responsibilities of the Chairperson in the absence of the Chairperson.

*Treasurer*

- Maintains and is responsible for all Local financial records, (e.g. bookkeeping, ledger, deposits, income, bank statements, etc.).
- Presents financial statements to the membership at all Local meetings.
- Second signing Local authority.
- Assumes all responsibilities of the Chairperson in the absence of the Chairperson and Vice-Chairperson.

*Secretary*

- Keeps minutes of meetings and records and files such minutes as well as all correspondence and activities of the Local.
- Reads minutes of previous meetings and correspondence at all Local meetings.

- Responsible for all advertisement and notices regarding meetings, fund-raising notices and all other notices relating to the Local business.”

**Moved By: Minister Judy Mayer**

**Seconded By: Minister Julyda Lagimodiere**

**Date: \_\_\_\_\_**