

FAQ Fraser Valley Métis Association Geographical Area Assembly

MNBC has received a number of recurring questions and concerns from FVMA members regarding the upcoming FVMA Geographical Area Assembly. The answers to some of these questions are provided below.

There are four sections to this FAQ

- General
- Attending and Participating
- Interim Board Elections
- Meeting Procedures

General

Q1: Why is MNBC hosting the assembly?

A1: FVMA is currently suspended from receiving funds from MNBC, per an MNBC Board of Directors resolution. A letter sent to the FVMA Board by the MNBC President informed of this decision, and requested that the then-FVMA Board of Directors schedule a Special General Meeting within 30 days, with MNBC providing additional funding for the SGM. With the resignation of the FVMA Board, there is no one to officially call an SGM. In the interests of supporting FVMA and ensuring Métis Citizens in FVMA continue to receive support and resources, MNBC is hosting this meeting so that the relationship between FVMA and MNBC can continue. MNBC has an obligation to Citizens in the FVMA area to ensure they are supported.

Q2: Is this a Special General Meeting?

A2: Strictly speaking, this is not a Special General Meeting (SGM) under the *Societies Act* or the FVMA Bylaws. The *Societies Act* is silent on procedures when there is no Board for a society. With the resignation of the Board, this meeting is structured as a “mass meeting” or assembly. This meeting is being called to elect an Interim Board to lead FVMA for a short period of time until an SGM can be properly called and proper elections conducted. The existing bylaws of the FVMA as filed with BC Societies, will be followed as closely as possible. Robert’s Rules of Order will be used to fill in the blanks when the bylaws are silent.

Attending and Participating

Q3: Who can attend the meeting?

A3: Only members of FVMA should attend the meeting either virtually or in person. If an FVMA member requires assistance because of a physical or other limitation, they may bring ONE support person who is not required to be a member. Guests representing MNBC will also be in attendance as observers.

Q4: Who can participate in the meeting?

A4: Members of FVMA can participate (vote, participate in discussion, run for the board) in the meeting. Under the bylaws, a member is a Métis Citizen who has applied for and has been accepted by the Board of Directors and is a member in good standing of the Society. Membership in FVMA will be confirmed by the MNBC Citizenship list for FVMA.

Q5: Who is an FVMA member?

A5: The FVMA bylaws (attached) define members as Métis Citizens who have applied for and received acceptance by the FVMA Board of Directors. A Métis Citizen is defined as “a person who self-identifies as Métis, is of historic Métis Nation Ancestry, is distinct from other Aboriginal peoples and is accepted by the Métis Nation as a Métis Citizen in accordance with the [MNBC] *Citizenship Act*.”

The Métis Community Governance Charter FVMA has signed with MNBC confirms that “FVMA ... is the elected representative body for the Métis Citizens living in the geographic boundaries of FVMA.” These boundaries are determined and amended periodically by the Region 2 Regional Governance Council. The following towns and cities fall under the Community’s Boundaries:

- Abbotsford
- Aldergrove
- Dewdney
- Matsqui
- Mission

Q6: How will MNBC know who is an FVMA member?

A6: Like MNBC Annual General Meetings (AGM), MNBC Citizenship staff will provide sign-in for the meeting. Your name and address will be verified on the MNBC Citizenship list for FVMA.

To register for the meeting please bring the following documents:

- MNBC Citizenship Card, or
- Government ID or documentation that has your name, address, and birthdate (e.g. – BC ID, Driver’s License; Birth certificate + hydro bill; Passport + phone bill)
- If you have recently moved to the FVMA boundaries and your address is not updated with MNBC, please bring a phone bill, hydro bill, gas bill, etc. with your current address on it.

Interim Board Elections

Q7: Who can run for the interim board?

A7: Any member of FVMA in good standing who is 18 years of age or older can run for the interim board. A “Member” of FVMA is a Métis Citizen who, upon acceptance by the Board of directors...shall become a member in Good Standing of the Society.

Q8: What positions are available?

A8: There are up to 9 positions available:

- President (1)
- Vice-President (1)
- Secretary (1)
- Treasurer (1)
- Directors-at-large (5)

Separate elections will be conducted for the first four positions listed above. All elections will be conducted by secret ballot. One Board member may be a youth aged 16-29.

Q9: How can you nominate yourself or someone else for the interim board?

A9: You can nominate yourself or someone else for the Interim Board so long as they are members of FVMA. Nominations will be called for at the meeting. A person who is not present may be nominated, however in order to confirm that they accept the nomination, a confirmation in writing should be supplied, either at the meeting, or in advance by email to nludwig@mnbc.ca, with the subject line: FVMA Interim Board Election.

Q10: If a member is unable to attend the meeting either in person or over zoom, can they run for a position on the Board?

A10: You do not have to be present at the meeting to run for a position on the Board. If you wish to run and are unable to attend, please provide the following information in writing:

- First and Last Name
- Address
- The position you wish to run for (if this is not indicated, we will default to Director-at-Large)
- A short statement indicating why you want to serve.

Everything except your address will be shared the voters.

Please send the above information well in advance of the meeting to Nicole Ludwig, MNBC Governance Manager, at nludwig@mnbc.ca, with the subject line: FVMA Interim Board Election.

Q11: How will people who are attending via zoom be able to vote?

A11: The polling function in zoom will be used to conduct votes. If the polling function does not work for you, you may direct message the host of the Zoom meeting with your vote.

Q12: What is the vote requirement to gain a seat on the board?

A12: Each position requires a majority vote (more than half of votes cast) to be elected to the Board. Voting will continue until a candidate receives a majority of the vote.

Meeting Proceedings

Q13: What will the rules be for the meeting?

A13: A suggested set of Standing Rules was included with the agenda for the assembly. The assembly will consider the rules and vote on whether to adopt them, or amend them. If Standing Rules are not adopted, the general principles of Robert's Rules of Order will apply.

Q14: Where did the draft Standing Rules come from?

A14: MNBC Governance staff drafted the rules based on best practices for meeting procedures, as learned from experiences with the MNBC MNGAs and AGMs, supplemented by Robert's Rules of Order and the FVMA Bylaws. The Standing Rules were originally developed as a sample to be added to MNBC's Board in a Box resources guide.

Q15: Who will chair the meeting?

A15: The Chair will be chosen by the assembly as one of the first items of business. The MNBC Governance Manager has offered to stand for Chair.

Q: Who will record the meeting minutes?

A: The Assembly will choose a Secretary for the assembly. The MNBC Governance Coordinator for Communities has offered her services to ensure the outcomes are accurately recorded.

Q: Will the Senate be in attendance?

A: Senator Kevin Murray, Region 4, will be in attendance in person.

Q: Will the MNBC Board be attending?

A: Because MNBC is providing financial and staff resources for this meeting, MNBC Board Members may attend, either in person or virtually, as observers only.

For further enquiries, please contact Nicole Ludwig, Governance Manager for MNBC, nludwig@mnbc.ca. Please include **FVMA Assembly** in the subject line.

CONSTITUTION
OF
FRASER VALLEY METIS SOCIETY
BY-LAWS

1. Definitions and Interpretation

Definitions

1. In these Bylaws

“Act” means the *Societies Act* of British Columbia as amended from time to time;

“AGM” means the Annual General Meeting of the Society.

“Associate Member” means an individual who has a connection with the Métis Community in and wishes to enjoin with Métis Citizens in celebrating the Métis cultural heritage.

“Board” or **“Board of Directors”** means the directors of the Society

“Bylaws” means these Bylaws as may be altered from time to time.

“Citizenship Act” means the Citizenship Act adopted and ratified by the Métis Citizen Members of the MNBC as it may be amended from time to time.

“Community” means those individuals who are related to each other through Métis connections of a historical, cultural, or traditional nature.

“Distinct from other Aboriginal Peoples” means distinct for cultural and nationhood purposes.

“Member” means a Métis Citizen who has applied for and has been accepted by the Board of Directors and is a Member in good standing of the Society.

“Métis Citizen” or **“Citizen”** as the case may be, means a person who self-identifies as Métis, is of historic Métis Nation Ancestry, is distinct from other Aboriginal peoples and is accepted by the Métis Nation as a Métis Citizen in accordance with the provisions of the *Citizenship Act*.

“Métis Nation” means the Aboriginal peoples descended from the Historic Métis Nation, which is now comprised of all Métis Nation Citizens and is one of the “aboriginal peoples of Canada” within s.35 of the Constitution Act of 1982.

“MNBC” means the governing body of the Métis Citizens in British Columbia which has as its Constitution the Constitution of the MNBC and which has as its administrative arm, the MPCBC.

“MPCBC” means the organization of that name which is registered as a society with the Registrar of Companies in British Columbia and which fulfills the administrative functions of the MNBC and is referred to as the MNBC’ Secretariat.

“SGM” means a special general meeting of the Society.

Definitions in Act apply

2. The Definitions in the Act shall apply to these Bylaws.

Conflict with Act or regulations

3. Any conflict between the provisions of these Bylaws and the Act or the regulations to the Act the provisions of the Act or the regulations will prevail.

2. Purposes

Members Purpose(s)

1. Establish appropriate relations with various levels of government and Métis Provincial Council of British Columbia (MPCBC) in order to assist in established an appropriate place for the Métis People.
2. Seek justice for the Association, including the promotion, advancement and protection of legal, constitutional and inherent rights of the overall Métis Nation.
3. Social harmony between the Métis and others, and among all people, by the promotion of common human virtues of honour, tolerance, respect, sharing and integrity.
4. Seek, promote, implement, conduct, or carry on agreements, initiatives and arrangements for the promotion of progress and prosperity of Métis people within the boundaries of the Association, in accordance with the purposes of the Regional body, in all appropriate fields including education, culture, employment, training, economic development, and social justice.

3. Membership

Application for membership

5. Individuals who claim Métis, who self-identify as Métis, are of historic Métis Nation Ancestry, are distinct from other Aboriginal peoples may apply to the Board of Directors to be a Member of the Society.

Privacy Policy

2. Applications for membership are considered confidential.

Member in Good Standing

3. A Métis Citizen who, upon acceptance by the Board of Directors and payment of the applicable fee, if any, shall become a Member in good standing of the Society.

Reasons for Denial

4. Applicants whose applications for Métis Membership are denied shall be given written reasons for the denial.

Right to Appeal Decision

5. A person denied membership shall have the right to appeal the refusal to the General Membership or at the discretion of the Board.

Determination of Annual Dues

6. Annual Dues, if any, shall be determined by the Board of Directors.

Associate Member

7. Individuals who have a cultural, familial or historic connection with Members of the Society and who wish to enjoin with Métis Citizens in celebrating the Métis cultural heritage may apply to be an Associate Member in the Society by application to the Board of Directors.
8. Associate Members shall not be deemed to be Métis Citizens and shall not be entitled to a vote.

Member Suspension

9. The Board of Directors shall review an application for Associate Membership and refuse Associate Membership to any person for legitimate purposes.
10. Any Member may be suspended or removed from the Society or have their name removed from

the list of the Members of the Society by a $\frac{3}{4}$ majority present vote at an AGM or SGM called for that purpose if notice of that suspension or removal is given to that person at least 30 days prior to the AGM or SGM and that person has had an opportunity to give an oral and/or written response to the suspension or removal.

11. Notice of a suspension or removal shall be made to the Member being suspended or removed in a written document which describes in plain, unambiguous language the proposed suspension or removal and the reasons.
12. A Member shall not be suspended or removed from the Society or have their name removed from the list of Members in any way except as is set out in these Bylaws.

4. Meetings

Time and place of general meeting

6. A general meeting must be held at the time and place that the Board determines.
7. Annual General Meetings (“AGM”) shall be held once per calendar year at a time, date, and location chosen by the Board of Directors.

Ordinary business at general meeting

3. Ordinary business to be conducted at a general meeting includes the following:
 - a) adoption of the rules of order;
 - b) consideration of any financial statements of the Society presented to the meeting;
 - c) consideration of officers, directors or auditor’s reports, if any;
 - d) election or appointment of directors when applicable;
 - e) appointment of an auditor, if required;
 - f) business arising out of a report of the directors not requiring the passing of a special resolution; and
 - g) such other matters as shall be included on the Agenda for that AGM.

Special General Meetings

4. Special or Extraordinary General Meetings (“SGM”) shall be held when circumstances deemed required by the Board of Directors on seven (7) days’ notice to the Members.

Notice

5. Notice of each AGM, as well as the agenda for each AGM, shall be provided to the Members no less than fourteen (14) days before the date of the AGM.

6. Notice of a general meeting must be given to:
 - a) every member of the Society shown on the register of members on the day notice is given; and
 - b) the Métis Nation BC Regional Director
 - c) And for greater certainty no other person is entitled to receive notice of a general meeting.

Participation

7. All Members shall be entitled to attend and participate at an AGM or SGM. Only those Members who are 18 years of age or older on the date of the AGM or SGM; who has been a resident of British Columbia for at least 6 months prior to the date of the AGM or SGM will be entitled to vote at a AGM or SGM.

Chair

8. The Chair for a general meeting shall be an individual appointed by the Board of Directors. If an individual is not appointed or is unavailable at the meeting the voting Members in attendance at the meeting shall elect an individual from the Members present at the meeting.

Quorum

9. The quorum for the transaction of business at a general meeting is six (6) of the voting members.
10. If a quorum is not present within 30 minutes of the time set for the meeting, the meeting shall be adjourned to a date to be set but the Board of Directors and if a quorum is not present at that meeting within 30 minutes of the time set for that meeting, the Members who are present for that meeting constitute a quorum.

Methods of Voting

11. Voting at a general meeting shall be by show of hands unless a secret ballot vote is requested by a majority of the members in attendance.
12. Voting by proxy is not permitted.
13. All matters to be decided at a general meeting are decided by ordinary resolution and adopted by simple majority unless the matter is required, by these Bylaws to be decided by a special resolution or another resolution with a higher voting threshold.

4. Directors

Composition

1. The Board of Directors shall be comprised of no fewer than three (3) and no greater than nine (9)

directors who shall, from among them, appoint a director to hold the office of President, who must be a Métis Citizen; Vice-President who also must be a Metis Citizen; Treasurer; Secretary and Directors at Large.

2. Up to 25% of the Directors may be Associate Members.
3. The Board of Directors may include a youth representative who, being between 16 and 29 years of age may hold a position as a Board member.

Calling a Directors Meeting

4. A directors' meeting may be called by the President or by two (2) other directors on seven (7) days' notice unless that notice period is waived by the directors.

Quorum of Directors

5. 50% of the members of the Board of Directors shall constitute a quorum for a directors' meeting

Conduct of Directors' Meetings

6. The President of the Society and in his or her absence, the Vice-President shall be the Chairperson for meetings of the Board of Directors. In the event the President or Vice-President is not available or does not attend at a meeting of the Board of Directors, the directors in attendance at the meeting shall, upon confirming quorum, appoint a director from among them to be the chairperson for the meeting.

Responsibilities of Directors

7. The Board of Directors may exercise all the powers and do all the acts and things that the Society may do and may, in the exercise of their duties and on behalf of and in the name of the Society, raise or secure funds and the payment or repayment of money in the manner they decide.
8. The Board of Directors may institute annual Membership fees and such other fees or charges as are reasonable and necessary for application for membership or for the provision of services by the Society.

Ceasing to be a Director

9. An officer who has been appointed to hold an office may be suspended or removed from office by a majority vote of the Board of Directors at attendance at a meeting of the Board called for that purpose. The suspension or removal of a director from a position as an officer does not suspend or remove that director from his or her position as a director.
10. A director may be removed from office:

- a) when he or she is suspended, removed or deceased
- b) when he or she is convicted of an offence carrying a penalty of two years or greater; or
- c) when he or she has been removed by a majority vote of the Members in attendance and entitled to vote at an AGM or an SGM when notice of that director's removal has been provided to the director prior to the AGM or SGM.

11. A director may be suspended by a vote of the majority of the Members of the Board of Directors. A director so suspended may appeal the suspension to the members whose decision shall be final and binding. A suspension may be with or without pay at the discretion of the Board of Directors.
12. A director shall be given notice of any proposed resolution to remove or suspend that director and he or she shall be given an opportunity to speak to the Board of Directors or to the Society Members in attendance at an AGM or SGM where the removal or suspension will be subject to discussion and/or vote.

Directors May Fill Vacancy on the Board

13. The Board of Directors, by majority vote, shall appoint a Member or Associate Member to fill a vacancy on the Board of Directors and that person shall hold office for which there was a vacancy until a SGM called for that purpose or an AGM is held at which time nominations for the vacant position shall be accepted and the position filled by an election in accordance with the provisions of these Bylaws.

Remuneration

14. Unless funding is authorized at an AGM and after notice of same has been given, no director shall receive any remuneration for his/her services.

6. Elections

Election or appointment to Board positions

1. Subject to the provisions of these Bylaws a director's term of office shall be no more than 2 years.
2. Directors shall be elected in an election held at the AGM in the year on which the term for those Directors shall expire or shall have expired.
3. The number of terms that a Member or Associate Member may hold office as a Member of the Board of Directors is unlimited.
4. Subject to the provisions of these Bylaws, any Member or Associate Member who is eighteen (18) years of age or older may, if qualified, be nominated and, if elected, hold office as a Board member, except in the case of a designated youth representative who may be between 16 and 29 years of age.

Voting

5. Associate Members shall not be entitled to a vote at elections.
6. Members shall be entitled to vote in an election for a member of the Board of Directors if that Member:
 - a) is 18 years of age or older as of the date of the election;
 - b) has been a resident of British Columbia for at least six (6) months prior to the date of the election; and

Nominations

7. Members may obtain nomination papers for available positions on the Board of Directors from a member of the Board of Directors at least ten (10) days prior to the date of the AGM but may be nominated and allowed to stand for office from the floor at an AGM.
8. Member seeking a position on the Board shall be required to provide:
 - a) proof of British Columbia residency; and
 - b) proof of Community Membership or Associate Membership.

7. Amendment

1. These Bylaws shall only be amended by a Special Resolution requiring 75% of the Society Members in attendance at an AGM or SGM to approve, where no less than fifteen (15) days notice of the proposed amendment has been given.
2. Except as provided elsewhere in these Bylaws, all proposed amendments to the Bylaws must be registered with the Board of Directors no less than twenty (20) days prior to the date of the AGM or SGM and if approved, shall come into effect on the later of the date at which it is filed with the registrar of Societies or the date specified in the special resolution.
3. All amendments to the Bylaws shall be appended to the Bylaws.

8. Notice

Notice to Members and Directors

1. Notice is given to a member by the Society if the Society provides the notice to the member:
 - a) by personal delivery to the member; or
 - b) by ordinary mail to the member's registered address; or
 - c) if the member has provided an email address for that purpose, by email to that email address.

Deemed Receipt

2. A notice to a member is deemed to have been received:

- a)if delivered, on the day that the notice was delivered;
- b)if sent by ordinary mail, on the second day (excluding Saturdays, Sundays and holidays) after the mail transmission of the notice was sent;
- c)if sent by email, on the next day (excluding Saturdays, Sundays and holidays) after the email transmission of the notice was sent;
- d)if given by any other means agreed to by the Society and the member, on the day that the notice would, in the ordinary course, most likely have reached the terminus (but not necessarily the member himself or herself) of the means agreed upon.

9. Dissolution

1. On the winding up or dissolution of this society, funds or assets remaining after all debts have been paid shall be transferred to a charitable institution with purposes similar to those of this association, or, if this cannot be done, to another charitable institution recognized by Revenue Canada as qualified under the provisions of the Income Tax Act of Canada. This provision is alterable.