

*Ottawa Algonquin First Nation Cultural Organization*  
**CONSTITUTION**

**ARTICLE 1: Title**

The name of the corporation shall be the Ottawa Algonquin First Nation Cultural Organization, hereinafter sometimes referred to as the Ottawa Algonquin First Nation or OAFN.

**ARTICLE 2: Purpose**

To represent and consult the Algonquin people within our jurisdiction and those whose representation forms are held by this committee, pertaining to aboriginal rights and the Land Claim process in its entirety.

**ARTICLE 3: Objectives**

To consult and receive direction from the identified Algonquin People within the region of Ottawa on all issues pertaining to the Algonquin Land Claim, with the focus toward an Agreement in Principle with Canada and Ontario.

To establish and operate a community cultural base for the purposes of:

- a) Promoting the best interest of the Ottawa Algonquin community in general.
- b) Promoting interest and preservation of native culture and crafts through workshops and cultural events.
- c) Offering native counseling and recreation services to the community members.
- d) Establishing scholarships/educational assistance for Algonquin youth in the community.
- e) Promoting preservation of the environment as per native values.

**ARTICLE 4: Committee Representatives**

The affairs of the Council shall be managed by elected representatives hereafter referred to as the Councilors. Council shall be constituted from the membership of the community, with a minimum of four members (President, Assistant President, Treasurer and Secretary) and a maximum of seven (additional offices as required will be Resource Officer, Economic Development Officer and Cultural Development Officer).

**ARTICLE 4: Terms of Office**

Each elected Councilor's term shall be 3 years in compliance with Article 5 of these Bylaws. The office of a Councilor shall be automatically vacated;

- a) if he/she dies,

- b) if he/she becomes of unsound mind,
- c) if, at a meeting, a motion that he/she be removed from office is passed by the majority of those present.

#### **ARTICLE 5: Interim Vacancies**

Any interim vacancies on the Council may be filled for the unexpired term by a member of the community who is represented by the Council as recommended and confirmed by the Councilor.

#### **ARTICLE 6: Attendance**

Any Councilor who absents themselves from 3 consecutive meetings of the Council shall be deemed to have resigned from the Council and the Council shall be free to fill the vacancy. Council may however, excuse such absences if in the opinion of the Council such absence is justified for reasons personal or other. Councilors should notify the President prior to their absence.

#### **ARTICLE 7: Meetings**

The Council shall meet whenever necessary at the call of the President or the President's appointee. Council meetings shall be closed. Visitors may attend upon invitation only by the President. The Council may hold meetings at such place or places as it may from time to time.

#### **ARTICLE 8: Quorum**

At any meeting of the Council where 3 Councilors including the President are present, a quorum is realized.

#### **ARTICLE 9: Motions**

Where a motion has been put forward to a vote the motion shall pass or die with a majority vote.

#### **ARTICLE 10: Committee Responsibilities**

The Council shall work together as a unified body under the direction of the President with respect to the objectives of the Council within the framework of the Constitution to:

- a) Represent those Algonquin people inside or out of the jurisdictional area that have completed representation forms held by this Council
- b) Equally share any workload relating to Councilor objectives
- c) Produce an accurate budget annually or as required
- d) Ensure that confidentiality is maintained at all times

## **ARTICLE 11: Elections**

Elections will be conducted by secret ballot, with provision for a mail-in ballot, for all Council positions every three years. Winners will be declared based on a majority decision of ballots cast. Sixty (60) days notice of elections will be provided to all members. Members of the community running for office must provide a written nomination (with mover and seconder) 30 days prior to elections.

## **ARTICLE 12: Duties**

### **President**

- a) Be accountable to the jurisdictional community for any and all actions of the Council.
- b) Preside personally or through a designate at all Council/Community or any other meetings deemed necessary.
- c) Sign all documents requiring the official signature of the Council.
- d) Take initiative in bringing suggestions for any phase of the process to the Council for the purpose of changing present policy or developing new policy.

### **Vice-President**

- a) In the absence of the President perform the duties of the President.
- b) Assume other responsibilities in accordance with assignments made to them by the Council.
- c) Report to the Chair the names of the Council Reps who have missed 3 consecutive meetings.

### **Treasurer**

- a) Be responsible for keeping financial records pertaining to the Committee.
- b) To provide current records on request from the Chair.
- c) To provide an annual Financial Statement if requested.

### **Secretary**

- a) Take written minutes of any Committee meeting and have copies of those minutes available at the next meeting.

### **Resource Officer**

- a) Be responsible for collecting and recording hunting and fishing statistics.
- b) Be responsible for enforcing the OAFN hunting and fishing policy.
- c) Be liaison between the Ontario Ministry of Natural Resources at the local level and OAFN members.

### **Economic Development Officer**

- a) Be responsible for applying for grants to finance identified and community approved projects.

- b) Be responsible for ensuring that all rules are complied with to ensure the corporation stays in good standing with all regulatory bodies.
- c) Investigate employment opportunities and training programs that show economic promise for members of OAFN.

**Cultural Development Officer**

- a) Be responsible for organizing cultural events and chairing committees for events.
- b) Be responsible for contacting qualified people to teach different aspects of the Algonquin culture and language.

**ARTICLE 13: Amendments**

The Constitution may be repealed, added to, or amended at any meeting of the Council or at a special meeting called for that purpose.

**ARTICLE 14: Miscellaneous**

All members of the Council and each of their heirs, executors or administrators shall be indemnified and saved harmless from and against all actions, costs, charges, damages and expenses which they or any of the heirs, executors or administrator shall or may incur or sustain by or by reason of the performance of their duty or supposed duty in their respective offices except such [if any] as they shall incur or sustain by or through their own willful neglect, defaults, or acts of bad faith.

**ARTICLE 15: Rules of Procedure**

All meetings of the Council shall be conducted in accordance with Parliamentary Procedures as outlined by "*Robert's Rules of Order*".