

MACKENZIE REGION ABORIGINAL INTERAGENCY COUNCIL

TERMS of REFERENCE

1. Name of the Inter-Agency:

- 1.1 Mackenzie Region Aboriginal Interagency Council

2. Purpose of Mackenzie Region Aboriginal Interagency Committee (MRAIC):

- 2.1 MRAIC is an informal committee made up of community groups and organizations.
- 2.2 The council purpose develops from a vision of the Aboriginal community set within a support system that consists of an expanding set of circles that all have a responsibility to the community. These expanding circles of support include: the parents, the Elders, Education, Health, social development agencies, political systems and other stakeholders.
- 2.3 The MRAIC will strengthen this support system through advocacy and ensuring communication flow between the circles of support. Advocating for Aboriginal culture is seen as key to council success.
- 2.4 The MRAIC will operate in a respectful and collaborative manner, with appreciation for all cultures within the surrounding area including the Cree, Beaver, Dene, Metis, Inuit and non-aboriginal peoples.
- 2.5 The MRAIC operations will be in accordance with Aboriginal culture, traditions values and beliefs resulting in a promotion of Aboriginal ways of helping.

3. Responsibilities and Duties of Members:

- 3.1 Active participation at regular meetings and on sub-committees is strongly desired in order to resolve matters of importance to the community.
- 3.2 Members will ordinarily send alternates when unable to attend regular meetings.
- 3.3 The agenda package will be distributed, via email three days in advance of the meetings. Agenda items will be accepted at the meetings. Sharing circle items will not be recorded.
- 3.4 The MRAIC will use a standing agenda format at regular meetings.

4. Location:

- 4.1 The MRAIC meeting location is primarily at the High Level Native Friendship Centre.
- 4.2 The area served by the MRAIC will be from Garden River as the Eastern Boundary, Carcajou as a southern boundary, Rainbow Lake as a western boundary and the N.W. T. border as the northern boundary.

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TERMS of REFERENCE

5.0 Committee Composition and Membership:

- 5.1 Membership on the MRAIC is voluntary; however, a commitment to the committee is strongly desired.
- 5.2 The MRAIC is inclusive and will accept and encourage membership by all individuals and groups committed to addressing social and health issues impacting on the Aboriginal community in the Mackenzie Region.
- 5.3 A person/agency is no longer a member when notification is provided to the council. The membership list will be reviewed semi-annually, January and September, and listed persons/agencies not attending for an extended period will be removed from the list.
- 5.4 Suggested members include the surrounding Aboriginal Communities, Community Supports, Government Agencies and other stakeholders.

6.0 Officers:

- 6.1 Co-chairs will consist of two people elected by the MRAIC membership.
- 6.2 Co-chairs will demonstrate commitment through attendance at regular meetings.
- 6.3 Northwest Region Child and Family Services will provide administrative support primarily for the purpose of taking minutes and distribution of documents.
- 6.4 Co-chairs' responsibilities include:
 - 6.5 Chair the MRAIC meeting
 - 6.6 Promote and build relationships in the local area
 - 6.7 Follow-up on task completion

7.0 Elections:

- 7.1 Co-chairs are elected for a two year term, with one co-chair being elected every other year in the month of April.
- 7.2 The MRAIC operating year is April 1 to March 31 of the following year.
- 7.3 Attending MRAIC members have voting privileges.

8.0 Review and Evaluation:

- 8.1 A summary describing MRAIC activities and accomplishments will be provided to the membership by the officers in April of the operating year.
- 8.2 The term of reference will be reviewed annually in October.

9.0 Resources:

- 9.1 The MRAIC will solicit funds as required and as funding grants come available. The council will be resourceful and creative in securing funding.
- 9.2 Northwest Children and Family Services will provide hosting support and will consider support for culturally significant events.

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10.0 **Authority:**

- 10.1 The MRAIC is accountable to the communities within the Mackenzie Region.
- 10.2 MRAIC members are accountable to their respective employers if applicable.

11.0 **Meetings:**

- 11.1 Smudging and prayer will occur at the start of the MRAIC regular meeting.
- 11.2 MRAIC meetings will occur monthly on the first Tuesday of every month.
- 11.3 Meetings will begin promptly at 10:30 AM.
- 11.4 A consensus meeting model will be utilized.