



## **NATIVE CANADIAN CENTRE OF TORONTO MEMBERSHIP RIGHTS & RESPONSIBILITIES**

**July 26, 2019**

### **PURPOSE:**

To promote a responsible membership representing the stakeholders that have an interest in the mission and values of the Native Canadian Centre of Toronto (NCCT) and who accept the responsibility of exercising rights as members to ensure the success of the NCCT. These rights include participation in the governance of NCCT as described here:

Governance has been characterized as the system by which an organization is governed, directed and controlled. With regard to Native Canadian Centre of Toronto, the board of directors is responsible for the management of the affairs of NCCT. Members' governance is to appoint the Auditors. Members also have the right to approve resolutions regarding the charter documents of the NCCT, consisting of the letters patent, supplementary letters patent, by-laws and special resolutions of the NCCT, as well as certain other fundamental changes to the structure of the NCCT. The responsibilities of the Board include setting NCCT's strategic aims, providing the leadership to put them into effect, supervising the executive director of the NCCT, and reporting to members on their stewardship. The Board ultimately has accountability to the members when they exercise their voting rights at the Annual General Meeting (AGM) or other meeting of members.

This guideline describes the rights, responsibilities and procedures of membership, consistent with the NCCT current By-law #6. The By-laws shall prevail in any situation where there is a conflict between the By-laws and this document. Certain rights of members are also contained in the governing legislation, which shall prevail in any situations where there is a conflict with this policy or the By-laws.



## **RIGHTS & RESPONSIBILITIES:**

1. Membership requires agreement with the mission and values of the NCCT. Because members have the important right to elect and remove board members and auditors, members are expected to hold a commitment to the interests of the NCCT and follow the values of the 7 Grandfather Teachings, in order to select appropriate board members and auditors and otherwise exercise their rights as members.
2. To be eligible for membership, members must demonstrate their contribution to the NCCT by a monetary contribution, as outlined on the application form, and live or work within the boundaries of the geographic area assigned to NCCT. The Board may also impose additional requirements for membership from time to time, which will be set out in the application form.
3. There shall be three classes of membership in the Corporation:
  - General members, who shall be persons over the age of 18 years who identify themselves as Indigenous persons and who have passed a probationary period of twenty (20) days as a non-voting member of the Corporation.
  - Associate members, who shall be persons over the age of 18 years who do not identify themselves as non-Indigenous persons and who have passed a six (6) month probationary period as a non-voting member of the Corporation.
  - Lifetime members, who shall be persons in the Indigenous community of the Greater Toronto Area or persons associated with that community, who have made significant contributions to the Indigenous community as determined by a majority vote by the Board of Directors in consultation with a recognized Elder or Traditional Advisor.
4. In order to be sufficiently informed and knowledgeable to select the best Board member(s) to govern the NCCT, members should be made aware of the NCCT's work and activities. NCCT will update members on the current news of the organization through email, board minutes, and through the Annual Report.



5. Members have a right to attend the AGM or any other meeting of members called in the year of their valid membership.
6. The classes of membership shall possess the following rights:
7. General members in good standing are entitled to:
  - i. attend all special and general meetings of members and to notice of such meetings;
  - ii. be elected as a director and officer of the Corporation; and
  - iii. one (1) vote on each question arising at any special or general meeting of members, unless that member is an employee of the Corporation.
8. Associate members in good standing are entitled to:
  - i. to attend all special and general meetings of members and to notice of such meetings;
  - ii. to be elected as a director and officer of the Corporation; and
  - iii. to one (1) vote on each question arising at any special or general meeting of members, unless that member is an employee of the Corporation.
9. Lifetime members in good standing are entitled:
  - i. to attend all special and general meetings of members and to notice of such meetings;
  - ii. to be elected as a director and officer of the Corporation; and
  - iii. to one (1) vote on each question arising at any special or general meeting of members, unless that member is an employee of the Corporation.
10. In accordance with the By-laws of the NCCT, the Board may suspend or expel the membership of any member for any one or more of the following grounds:
  - i. Misrepresentation of the member on the application for membership
  - ii. Violating any provision of the articles, by-laws or written membership policies of the NCCT
  - iii. Carrying out any conduct which may be detrimental to the NCCT as determined by the



Board in its sole discretion

- iv. For any other reason that the Board in its sole and absolute discretion considers to be reasonable, having regard to the mission, values or purposes of the NCCT

In the event that the Board determines that a member should be expelled or suspended, the procedures outlined in the By-laws are to be followed.

### **PROCEDURES FOR ADMINISTRATION OF MEMBERSHIP:**

1. Members must apply for and be approved by the Board before the start of each membership year, which coincides with the NCCT's AGM, as follows:
  - Members must complete an application form established by the Board or its delegate.
  - The declaration of agreement with mission and values, and to the truthfulness of the application form must be signed.
  - The application form will be reviewed for completeness by a delegate of the Board.
  - The application forms will be made available on May 1<sup>st</sup> of each year
  - The submission for applications is between May 1st and May 31st.
  - The deadline date will be published on the application forms and/or the NCCT website.
  - A summary listing of all applicants will be reviewed and approvals made by the Board at the June board of directors meeting.
  - Approved applicants will be informed in July that they have been admitted as a member for the year.
  - In July of each year, as per by-law, the approved applicants will be added to the AGM notification
2. The NCCT will communicate with members by email in order to keep costs to a minimum, including sending invitations to the AGM and other meetings of members. If it is not possible for a member to receive electronic communications, a member may direct the NCCT to use an alternate method. The NCCT will also work with members and those who



wish to apply for membership to provide information in an accessible format as needed. Members are responsible for keeping the NCCT informed of any change to their contact information.

3. Membership is to be renewed on an annual basis upon the member completing a new application form, with the exception of current lifetime members, provided the member continues to be eligible for and meet the criteria for membership. NCCT may implement processes to facilitate the renewal of membership, but members must always take an active step in the process to indicate continued interest and agreement with the requirements of membership.
4. As the NCCT wishes to encourage membership from a wide range of stakeholders in our community, there is currently a nominal administrative membership fee as outlined on the application.