

# High Prairie Aboriginal Interagency Committee Terms of Reference

*Updated May 12, 2015*



## **1. Committee Name**

- High Prairie Aboriginal Interagency Committee (HPAIC)

## **2. Committee Purpose**

- The HPAIC is a collaborative, action orientated committee that seeks to enhance and support the Aboriginal presence through information sharing, advocacy, and a partnership based approach. We work towards solutions to community issues by way of utilizing Aboriginal culture, traditions, values and beliefs.

## **3. Responsibilities and Duties**

Working towards giving the committee stability through:

- Active participation at regular meetings and sub committee meetings.
- Ordinarily members will provide an alternate or notify the Co-Chairs or admin support when unable to attend meetings.
- HPAIC will use a standing agenda format for regular meetings.
- HPAIC will be responsible to uphold our Aboriginal traditional teachings.

## **4. Authority**

- HPAIC is accountable to the High Prairie and area community.
- HPAIC's individual members are accountable to their respective employers.

## **5. Committee Composition and Membership**

Membership is voluntary however; a commitment to the committee is strongly desired. The committee is inclusive and will accept and encourage membership by all individuals and groups committed to addressing social issues that impact the Aboriginal community. Once you attend a meeting, you're considered a member.

### **A. Officers:**

- Co-chairs consisting of two persons elected by the HPAIC membership.
- Northwest Region Child and Family Services will provide support for recording minutes, distribution of agendas, correspondence, and other coordinating activities.

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### **B. Elections:**

- The committee operating year will commence September 1<sup>st</sup> and be completed June 30<sup>th</sup>.
- Elections will occur at the October HPAIC meeting. Current executive will remain in place until elections.

### **C. The suggested membership will include but is not limited to:**

#### **D. Land Based Aboriginal Groups**

- Lesser Slave Lake Indian Regional Council and affiliated agencies
- Kee Tas Kee Now and affiliated agencies
- Western Cree Tribal Council and affiliated agencies
- Metis Settlements and affiliated agencies
- First Nations and affiliated agencies
- Metis Nation of Alberta Region 5

#### **Aboriginal Organizations**

- Native Counselling Services of Alberta
- High Prairie Native Friendship Center
- Sucker Creek Emergency Women's Shelter
- Rupertsland Institute
- M.I.T.A.A.

#### **Government Agencies**

- Gov't of Canada Medical Services Branch
- Alberta Human Services  
Alberta Works

Northwest Region Child and Family Services  
Metis Settlements Child and Family Services

- Alberta Health Services
- Nation Native Alcohol and Drug Abuse Program (N.N.A.D.A.P.)
- Alberta Education

#### **Community Supports**

- High Prairie and District Food Bank Society
- High Prairie and District Food Bank Society
- W.J.S. Family Support Services
- High Prairie and District Recreation
- Big Lakes County
- Big Lakes County Family and Community Support Services (F.C.S.S.)
- High Prairie and District Children's Resource Council
- Marigold Enterprises
- Northwest Alberta F.A.S.D. Network
- HOSTS Program
- High Prairie Family Violence
- High Prairie R.C.M.P.

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- Lakeshore Police
- Victim Services
- Prairie River Community Education Council
- Aspen Roads Resources
- When We Are Healthy
- High Prairie School Division
- Holy Family Catholic Regional Division
- Northlands School Division
- Northern Lakes College
- Town of High Prairie
- *Community members at large*

### **6. Meetings**

- Meetings will be held monthly.
- Meetings are to be located in the High Prairie Provincial Building Boardroom B.
- A delegate or committee member presenting at a meeting will provide documents in advance of meetings.
- Meetings will be the second Tuesday of each month.
- Meetings will commence promptly at 10:00 a.m. and ending approximately 12:00 p.m.

### **7. Updating**

- Terms of Reference will be reviewed and updated once every two years.