

MISSING AND MURDERED INDIGENOUS WOMEN AND GIRLS ADVISORY COMMITTEE

TERMS OF REFERENCE

INTRODUCTION

Action 33 of the Action Plan *Changing the Relationship: in response to the calls for justice on missing and murdered Indigenous women and girls and 2SLGBTQQIA+ people*, (Action Plan) calls for the establishment of a meaningful entity with accountability to monitor and evaluate the acknowledgement by governments, efforts towards rebuilding trust and establishment of and outcomes from community and person-centered government services. This entity is known as the Missing and Murdered Indigenous Women and Girls Advisory Committee (MMIWG Advisory Committee)

BACKGROUND

The Gender Equity Division supports the Minister Responsible for the Status of Women to advocate for change in GNWT processes and policies as it relates to the Calls for Justice presented in the Final Report of the National Inquiry on Missing and Murdered Indigenous Women and Girls. The Gender Equity Division is also responsible for reporting on the implementation of the GNWT Action Plan.

Building on these relationships, the Gender Equity Division worked with NWT Indigenous governments to establish a Missing and Murdered Indigenous Women and Girls (MMIWG) Advisory Committee. The Committee will provide advice and guidance on the implementation of the GNWT Action Plan and to support the GNWT in taking a culturally safe, decolonized and trauma informed approach to the design and conduct of community engagement related to MMIWG.

On an annual basis, the Gender Equity Division will also prepare and table a report in the NWT Legislative Assembly on the GNWT's progress in responding to the Calls for Justice. The Gender Equity Division will also work with its Provincial/Territorial partners on identifying and addressing cross jurisdictional issues.

The above work involves engaging with communities and Indigenous governments, as well as collaborating with Canada and Federal-Provincial-Territorial partners in the implementation of the National Action Plan.

MANDATE

To provide advice and guidance on the implementation of the Action Plan and to support the Government of the Northwest Territories in taking a culturally safe, decolonized and trauma-informed approach to the design and conduct of community engagement related to MMIWG. The Committee will report to the Minister Responsible for the Status of Women.

MEMBERSHIP AND TERM OF OFFICE

NWT Indigenous governments will appoint their community representatives along with an alternate. The Indigenous governments include:

- Akaitcho Territory Government
- Dehcho First Nation
- Délı̨nę Got'ı̨nę Government
- Gwich'in Tribal Council

- Inuvialuit Regional Corporation
- Kátł'odeeche First Nation
- North Slave Métis Alliance
- NWT Métis Nation
- Sahtu Secretariat
- Salt River First Nation
- Tłıchǫ government

The following organizations will appoint one official and an alternate:

- Native Women's Association of the NWT
- Status of Women Council of the NWT
- Northern Mosaic Network
- YWCA

The following GNWT Departments will appoint one representative along with an alternate:

- Department of Executive and Indigenous Affairs
- Department of Justice
- Department of Health and Social Services
- Department of Education, Culture and Employment
- Housing NWT

This is an Advisory Committee and as such may not be required to pass motions, but should an occasion arise that requires a formal decision by the Advisory Committee, each appointed member noted above will each have one vote.

For the sake of continuity, members will be appointed for the life of the committee and at the discretion of their respective Indigenous governments/organization/department.

CHAIR

The Chair will be appointed by the membership of the Advisory Committee. A Vice-Chair will also be appointed by the membership.

The Chair and Vice-Chair will rotate on a predetermined basis. With the support of the Gender Equity Division, the Chair will be responsible for calling meetings, following up on action items, reviewing agendas, ensuring records are completed and distributed in a timely manner and ensure report back to the Minister Responsible for the Status of Women.

The Chair will act as the Spokesperson for the Advisory Committee.

ROLES AND RESPONSIBILITIES

The Advisory Committee's responsibilities include but are not limited to:

- Providing advice and guidance on the implementation of the Action Plan to support the work towards addressing the effects of colonialism and racial and gender discrimination at all levels of governments.
- Providing advice and guidance on community engagement and consultation plans related to MMIWG.

- Monitoring and evaluating government efforts towards rebuilding trust and establishment of, and outcomes from, community and person-centred government services.
- Reviewing reports and other documents developed in relation to the Action Plan and MMIWG related initiatives.
- Providing report back to the respective sponsoring government/organization/department.
- Attending and participating actively in meetings.

The Advisory Committee can develop their own Code of Conduct, should they choose.

HONORARIA

Honoraria will be paid to Indigenous government representatives only and will be in accordance with the Financial Administrative Manual Directive [1818-Honorariums](#).

Advisory Board

1. Up to \$300 per day – chairperson
2. Up to \$250 per day – member, or
3. 50% per half day (i.e. 3.5 hours) or less worked on business for a chairperson or member for each day of meetings.

RECOMMENDATIONS AND DECISIONS

Recommendations received from the Advisory Committee will be considered as part of the regular decision-making processes of government, including, but not limited to, the implementation of the Action Plan.

The recommendations and input provided by the Advisory Committee will be recorded in a record of discussion.

COMMUNICATIONS AND CONFIDENTIALITY

The minutes of the meetings shall reflect the discussions therein but shall not attribute any statements or opinions to any individual member of the Advisory Committee. Meeting minutes will be prepared and distributed to Advisory Committee members and to the administrative head of the respective governments/organizations and departments in a timely manner.

All public communications from the Advisory Committee shall be made by and through the Chair or in writing from all members of the Advisory Committee. The Chair will review proposed media statements with the Committee members and the Minister Responsible for Status of Women.

Media training will be provided to Committee members.

MEETINGS

The Advisory Committee will meet at least four times a year, two of which will be in-person meetings. Other meetings will take place by teleconference or videoconference. Additional meetings may be scheduled as agreed to by the membership and the GNWT.

At least one month notice will be provided for scheduled meetings. Records of meetings including action items will be provided to Committee members within two weeks of the meeting.

The Advisory Committee will be supported by the Gender Equity Division of the Department of the Executive and Indigenous Affairs. A copy of the approved Terms of Reference will be included in each meeting package.

QUORUM

Quorum will consist of a majority of appointed members (does not include GNWT staff) or half plus one. The Chair will advise respective Indigenous governments of missed meetings by the respective member(s).

Amending the Terms of Reference

The Advisory Committee may recommend changes to the Terms of Reference, as and when required.