



BAND COUNCIL RESOLUTION

THE COUNCIL OF THE:

AGENCY :  
PROVINCE :  
PLACE :  
DATE :

3rd NOVEMBER 1965

BY-LAW # 2

By-Law # 2

Made under Section 80 s.s.(q) and Section 81 s.s.(1) & (2)  
of the Indian Act.

Being a By-Law to create the position of Band Clerk.  
Whereas it is necessary to appoint a Band Clerk to interpret  
and promote the enforcement of all Band By-Laws and carry out such other duties  
as may be assigned by Council.

Therefore the Council of the Chippewas of Rama Band Enacts  
As Follows:

1. That the position of Band Clerk is hereby created for the Chippewas of Rama Band;
2. That the said position shall be filled by competition advertised in accordance with the policy of the Band Council and expressed by resolution:
3. That the incumbent of the said position shall hold office during the pleasure of and subject to the By-Laws of the Band Council:
4. That the said incumbent shall upon appointment file with the Band Council and indemnity bond in the sume of \$500.00 issued by a recognized bonding company, subject to the premium of such bond being paid from the revenue funds of the Chippewas of Rama Band:
5. That the said incumbent shall be paid a salary of \$3,600.00 per annum with increases of \$150.00 per annum upon satisfactory service until a maximum of \$4,050.00 is reached:
6. That the salary of the said incumbent shall be payment in full for all services required of him and all fees or emoluments of any kind according to him by virtue of any Act or Statute of the Federal or Provincial Government or of any By-Laws of the Band shall be paid to the Chippewas of Rama Band and credited to the funds of the Band:
7. That the duties of the said Band Clerk shall be as follows:
  - (a) To attend all regular and special meetings of Council and to truly record, in a book authorized for this purpose, without note or comment, all resolutions, decisions and other proceedings of the Band Council: unless this responsibility is delegated to another:
  - (b) To record the names of all Council members present and the name and vote of every member of Council voting on any matter or question:
  - (c) To keep in his office or in the place appointed for this purpose, the originals of all By-Laws and of all minutes of the proceedings of the Band Council:
  - (d) To maintain or cause to be maintained, an adequate bookkeeping system showing all receipts and expenditures during each fiscal year of all monies transacted in connection with the business of the Band:
  - (e) To keep and ensure that all records, accounts and correspondence, acted upon by the Band Council, are preserved and filed:

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7. (f) To have an audit of the books carried out within sixty days after the close of each fiscal year by an audit firm appointed by the Band Council and to have copies of such audit reports made available for the Band Council and Indian Affairs Branch as required:
- (g) To acquaint himself with all By-Laws of the Band and ensure they are carried out and to bring to the attention of Council, any case where a By-Law is inadequate or being improperly enforced:
- (h) To acquaint himself with all provisions of the Indian Act and any other Act of the Federal and Provincial Governments that bear upon the well-being of the Chippewas of Rama Band or any member thereof:
- (i) To perform such other duties as may be necessary for the conduct of Band Affairs or as assigned to him by resolution of the Band Council:
- (j) To file, before taking over his duties as Band Clerk a Declaration of Office on Form 200.

Approved and dated at Rama Reserve, this 3rd day of November, 19 65 by  
the undersigned members of the Chippewas of Rama Band Council.

ORIGINAL SIGNED BY:

Chief: Irvin J. Douglas

Councillors: Harvey H. Anderson  
Stewart Comego  
Joan E. Simcoe  
John St. Germaine

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ATTACHMENT  
BY-LAW # 2

DECLARATION OF OFFICE

I, Joan E. Simcoe do solemnly promise and declare and declare that I will truly, faithfully and impartially, to the best of my knowledge and ability, execute the office of Band Clerk to which I have been appointed for the Chippewas of Rama Band and that I have not received and will not receive any payment or reward or promise thereof, for the exercise of any function of the said office and that I have not, by myself or with another, either directly or indirectly, any interest in any contract with, or on behalf of, the Chippewas of Rama Band, save that arising out of my office as Band Clerk.

Declared before me at  
Rama Reserve  
this 30th Day of December  
in the year of Our Lord 1965

ORIGINAL SIGNED BY

D. Purser  
.....

Signature of J.P. or  
Commissioner for Taking Oaths

ORIGINAL SIGNED BY

Joan E. Simcoe  
.....

Signature of Band Clerk