

Pine Lake Restoration Society
By-Laws
Revised Aug 23, 2004

a. NAME

The name of the organization shall be the PINE LAKE RESTORATION SOCIETY

b. PURPOSE AND OBJECTIVES

The purpose of the organization shall be to promote and undertake the restoration of the clean water and a healthy fish and wildlife population within Pine Lake and its watershed.

The objectives according to the by-laws approved by the memberships are to:

- a. Promote and provide a forum for sharing information and experience on scientific, administration, legal and financial aspects of the restoration of Pine Lake.
- b. Foster the development of Pine Lake restoration and protection programs in accordance with the appropriate management strategies and techniques.
- c. Encourage the cooperation of framers, lake residents, commercial businessmen, and other parties concerned with the water and watershed improvement of Pine Lake.
- d. Encourage development and acknowledgement of laws and legislation designed to protect Pine Lake and its watershed.

c. MEMBERSHIP

- a. The membership of the organization shall consist of and be open to all individuals whose interests are consistent with the objectives of the society.
- b. Any adult may become a member of the organization by application to the society and upon payment of dues as specified by the board of directors. Members are responsible to act in accordance with the by-laws and shall have an unselfish interest in the purpose and objectives of the society.
- c. If any member is in arrears of fees for any year, such member shall have his membership revoked on the first day of the seventh month following the expiration date.
- d. Members have the right and are encouraged to attend meetings of the Society.
- e. A member may resign from the Society by notice in writing to the president of the organization.
- f. Members have the right to vote on motions put forward and can vote by proxy.

4. FEES AND CONTRIBUTIONS

- a. The annual memberships of the organization shall be fixed by the board of directors.
- b. Nothing herein shall preclude the acceptance of donations of funds from any source in support of work of the organization, but such acceptance shall be subject to review and acceptance by the Board of Directors.

5. BOARD OF DIRECTORS

- a. The Board of Directors shall meet at least four times yearly and shall meet at the call of the President or vice-President. Date and place will be advised to the members at the previous meeting. The directors will manage the affairs of the Society.
- b. The Board of Directors shall consist of twelve members in good standing. While not mandatory it is desired that Board membership equally represent Pine Lake area farmers, non-farming Pine Lake area property owners and Pine Lake area Commercial Business persons. The election of the board members shall take place at the annual general meeting. The twelve directors shall be those candidates who receive the most votes from among the candidates seeking election.
- c. All retiring Members of the Board shall be eligible.
- d. The Board shall, in advance of each General Meeting, appoint a Nomination Committee whose function shall be to prepare in advance of the General Meeting, a list of names of member in good standing that are willing to serve as members of the Board. In addition, members in good standing may be nominated at the Annual General Meeting by any member in good standing. Voting for the nominees to the Boards shall be at the Annual General Meeting.
- e. In the event that a vacancy occurs on the Board, the vacancy may be filled from among the members in good standing by a majority vote of the Board.
- f. Any member of the board may resign from office by notice in writing to the President of the organization.
- g. Directors and officers will not receive remuneration for services rendered on behalf of the society.
- h. A director that does not fulfill his assigned duties can be subject to expulsion upon a majority vote of the directors.

6. OFFICERS

- a. Following each Annual General Meeting, the Board shall elect from the newly elected Board, a President, Vice President, Secretary and Treasurer.
- b. Any officer may resign from the Board upon providing written notice to the Board and the Board may elect a member to serve in place of a resigning officer.
- c. The Board may employ such person, companies or organizations as may be required to carry out the work of the organization.

- d. The Board may appoint from time to time such ad hoc committees from among members in good standing to carry out specific work of the organization.

7. MANAGEMENT

- a. The affairs of the Organization shall be managed by the Board of Directors.
- b. The President shall have general supervision of the affairs of the Society and shall preside over the meetings of the society and of the Board and shall be ex-officio member of all committees.
- c. The Vice-President shall assist the President in supervising the affairs of the Society. In absence of the President, the Vice-President shall preside over meetings and other business.
- d. The Secretary shall present the business of the Society and is responsible for taking and keeping minutes of general. Special and director's meetings of the society. Attend to and keep a record of correspondence of the society.
- e. The society shall not undertake to borrow money.
- f. The Treasurer shall attend to collection and recording of any monies due to the Society and shall certify as to the accuracy of all bills and vouchers presented for payment. The Treasurer shall prepare a statement of the financial standing of the Society on the request of the executive and for every annual meeting. The Treasurer shall complete and submit an annual return to Corporate Registry and deposit funds in a bank as directed by the executive. The Treasurer is responsible for keeping and maintaining the books and financial records of the Society.
- g. Cheques shall be signed by any two of the President, Secretary and the Treasurer.

8. RULES OF ORDER

All meetings of the Society shall be conducted according to the latest edition of ROBERTS RULES OF ORDER, except where they may be in conflict with the By-laws of the Society.

9. INSPECTION AND CONFIRMATION OF RECORDS

- a. Each year the executive shall designate a qualified individual to examine the books and financial records and produce an audited report to be presented at the Annual Meeting. The financial year shall end December 31.
- b. Upon written request any member in good standing has the right to inspect the books and records of the Society. Such inspection will be undertaken at a time and place designated by the President.

10. MEETINGS FO THE SOCIETY

- a. An Annual General Meeting of the Society shall be held each calendar year for which the date shall be decided by the Board of Directors. Notice of such meeting shall be emailed at least 15 days prior to the date of the meeting. Each member in good standing shall have one vote.
- b. A Special Meeting of the Society may be called at any time by the President or Vice-President upon written request by not less than four members in good standing. Notice of such meetings shall be by mail, giving 15 days notice.
- c. A quorum at all meetings will require a minimum of half the directors plus one to be present to carry on the business at the meeting.

11. AMENDMENTS TO THE BY-LAWS

Proposed amendments to the by-laws of the Society shall be submitted in writing to the President or Secretary, by a member in good standing not less than thirty days prior to the date of a special or annual general meeting of the Society. The text of the proposed Amendments or additions to the by-laws shall be mailed to all members in good standing not less than fifteen days prior to the meeting at which the proposals are to be brought forward. Acceptance of any proposed amendments must be made by a special resolution as defined in Section 1(d) of the Societies Act and approved by a majority vote of the members.

Copy of the accepted amendments must be forwarded to the Registrar for Societies under the Societies Act of Alberta.

The Society does not use a Seal.

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