Lac Des Arcs Community Association

Revised Draft By-Laws

Non-Profit Community Association

Board Review Version - Updated August 2026

This version incorporates Board feedback regarding the September 30 fiscal year-end, flexible timing of the Annual General Meeting, timely completion of financial statements for municipal grant and reporting requirements, and the Association's non-profit status.

Prepared for review prior to circulation to the membership.

1. Name and Non-Profit Status

The name of the Society shall be the Lac Des Arcs Community Association (the "Association").

The Association is a non-profit organization and shall operate on a non-profit basis in furtherance of its purposes.

2. Purpose

The purpose of the Association is to foster community spirit, support initiatives that enhance the quality of life within Lac Des Arcs, encourage neighbour engagement, and provide information on matters of interest to residents.

The Association may promote environmental stewardship, community safety, recreation, beautification, and other community initiatives as directed by the membership.

The Association does not speak on behalf of the community unless authorized to do so by resolution of the membership.

3. Membership

Membership is open to all residents of Lac Des Arcs who are 18 years of age or older. A resident includes a property owner or a person who ordinarily resides within the community as a long-term tenant or lessee. Each household is entitled to a maximum of two votes. Members may attend meetings, participate in discussions, vote, and inspect the books and records upon reasonable request.

4. Annual General Meeting

The Annual General Meeting (AGM) shall be held within ninety (90) days following the end of the fiscal year, at a date, time and location determined by the Board of Directors.

Members shall receive at least fourteen (14) days' notice together with the agenda, previous AGM minutes and financial statements. Notice may be provided electronically or by any other reasonable method approved by the Board.

5. Quorum

Quorum shall be ten percent (10%) of eligible members. If quorum is not achieved, the meeting may be adjourned and reconvened, and the reconvened meeting may proceed regardless of attendance.

6. Board of Directors

The Association shall be governed by seven Directors elected by the membership. Directors normally serve two-year terms. The membership may adjust the number of Directors by ordinary resolution. Directors shall serve without remuneration and act honestly, in good faith, and in the best interests of the Association.

7. Meetings of the Board

Quorum shall be three Directors. Meetings may be held in person or electronically. Decisions shall be by majority vote.

8. Officers

The Board shall appoint a President, Secretary and Treasurer, and may appoint a Vice-President. Two authorized Director signatures are required for financial instruments.

9. Financial Matters

The fiscal year of the Association shall end on September 30 of each year.

Financial records shall be reviewed annually by two members appointed by the membership, with a written report presented at the AGM.

The financial statements for the preceding fiscal year shall be prepared in sufficient time to meet any applicable municipal grant, funding or reporting requirements, whether or not the AGM has yet been held.

10. Conflict of Interest

Directors shall disclose actual, potential or perceived conflicts of interest. The conflict shall be recorded in the minutes, and the Director shall refrain from discussion and voting unless the remaining Directors determine the conflict to be insignificant.

11. By-Law Amendments

These By-Laws may be created, amended or repealed by Special Resolution at an AGM or Special Meeting.

12. Removal of Directors

A Director or Officer may be removed by Special Resolution passed by at least three-quarters of members present.

13. Contributions

The Association may accept voluntary donations, grants and other lawful contributions to support its non-profit purposes and activities.

14. Conduct

Members and Directors shall conduct themselves respectfully during meetings and Association communications. The Chair shall maintain order and may require disruptive individuals to leave a meeting.

15. Borrowing Powers

The Association shall not borrow money unless authorized by Special Resolution of the membership.

16. Proxies

Voting by written proxy is permitted in accordance with procedures established by the Board.

17. Indemnification

To the extent permitted by law, the Association shall indemnify Directors and Officers acting honestly and in good faith.

18. Dissolution

Upon dissolution, remaining assets shall be transferred to another non-profit organization serving the Lac Des Arcs community or surrounding municipality, as determined by Special Resolution and applicable legislation.

Approval

These By-Laws were approved by the membership of the Lac Des Arcs Community Association at the Annual General Meeting held on the ____ day of _____, 2026.

President: _____

Secretary: _____