



CONSTITUTION

Revised 2023-11-07

Article 1 Name

The Association shall be known as “The Lakeview Ratepayers Association” (LRA).

Article 2 Policy

The Association shall be non-sectarian and non-racial. It shall operate democratically and in accordance with democratic principles.

Article 3 Purpose

To protect, promote and further the interests of the residents of Lakeview.

Article 4 Objective

To participate and represent the common interest of the Lakeview residents in local affairs, all levels of government, government enterprises, the Council of the City of Mississauga and or other bodies as deemed necessary.

Article 5 Membership

5.1 Regular Membership:

Any person, 18 years of age or more, whose primary residence is in Lakeview (See Article 7 for boundaries), shall be deemed eligible for membership and, may become a member of the LRA upon payment of the annual fee.

The member shall have the right to vote at the Annual General Meeting (AGM).

5.2 Associate Membership (No right to vote):

5.2.1 Any person, 18 years of age or more, whose residence is outside the Lakeview boundaries shall be deemed eligible for Associate Membership upon payment of the annual fee.

5.2.2 Any Business Owner, whose business is within the Lakeview boundaries, shall be deemed eligible for Associate Membership upon payment of the annual fee.

5.2.3 Associate members may attend all meetings (AGM, Board meetings etc.), have a voice but no voting rights.

Article 6 Fees

The annual fee will be set by a resolution of the Directors at a Board Meeting. Any Member failing to keep their membership currently paid-up shall have their rights and privileges suspended. Payment of the annual fee will reinstate membership.



Article 7 Lakeview Ratepayer Association (LRA) Boundaries:

North: The QEW (between the LRA West and East Boundaries).

South: Lake Ontario Shoreline (between the LRA West and East boundaries).

East: From the centre of the Etobicoke Creek at Lakeshore Rd. E: (a) North up the centre of the Creek to the railway tracks, then West on the tracks to the centre of Dixie Rd., then North up the centre of Dixie Rd. to the QEW. and (b) West along the centreline of Lakeshore Rd. E. to the East borderline of the Small Arms Lands, then South along that borderline until it reaches Lake Ontario.

West: North from Lake Ontario along the West borderline of the Adamson Estate in a projected continuation of that borderline to Lakeshore Rd. E. at Seneca Ave., then North on Seneca Ave. to the railway tracks, then East along the tracks, to the centre of Cawthra Rd., then North along the centreline of Cawthra Rd. to the QEW.

Article 8 The Board of Directors:

8.1 The affairs of the LRA shall be managed by the Board of Directors (The Board).

8.2 The Board shall consist of a maximum of twelve (12) Directorships with a minimum of six (6) Directors.

8.3 Each Directorship shall represent a two year term.

8.4 Half of the Directorship terms shall overlap their terms with the other half in order to provide a level of continuity from year to year.

8.5 Directorship vacancies that occur between AGMs due to the resignation or removal of a director, may be filled by appointment by the Board (with an LRA member in good standing) until the next AGM at the end of that Directorship.

8.6 Directors shall be Regular Members of the LRA and be elected at the AGM to fill any open Directorship(s) as per Article 13.4.

8.7 The Board Executive shall consist of four (4) Directors elected as: President, Vice-President, Secretary and Treasurer. These positions shall be filled, by election, from the New Board immediately following the AGM. Should a vacancy occur between AGMs, the Board may elect a replacement from the current Board.

8.8 The President and Treasurer shall serve offsetting two (2) year terms with the Vice-President and Secretary as (per Article 8.4)

8.9 The Board may establish committees or positions, as is necessary, for the smooth running of the LRA.

8.10 All directorships are honorary and voluntary positions. No remuneration shall be offered or is to be accepted.



Article 9 Duties of the Officers of the Board:

9.1 President:

The President, or some other Board Member designated by the President, may chair the meetings of the Board of Directors and, shall adhere to the Objectives of the LRA and, honour the will of the Board.

The President shall act as the spokesperson for the LRA with the authority prescribed by policies and positions resolved by the Board.

9.2 Vice President:

The Vice President will assist the President as directed by the President and shall execute the duties of the President during a temporary absence or the inability of the President to act until the Board can elect a new President.

9.3 Secretary:

Be the custodian of all hard copy records, correspondence, documents and books of the LRA (except the financial records etc. kept by the Treasurer).

Give notice of Board/Special meetings to each Board Member seven (7) days before the meeting.

Supply an Agenda to the Directors at least two (2) days prior to any meeting.

Advise the Board, at the next regular meeting, of any correspondence received.

Maintain accurate Minutes of all Board meetings.

Ensure a copy of the Minutes is distributed to Board Members within a week after the meeting.

Initiate or reply to correspondence as directed by the Board.

Present each new Member to the Board with a current copy of the Constitution.

9.4 Treasurer:

Keep an accurate accounting of the finances of the LRA including all receipts and disbursements.

Maintain an account with a chartered bank, in the name of the LRA, for all financial transactions.

All payments shall be made by cheque and signed by two (2) designated signing officers.

The Designated Signing Officers are to be the Treasurer plus President and Vice President.

Submit a Treasurer's Report to each regular Board Meeting outlining activity in the previous month as well as the closing balance and note any future expected expenses or receipts.

Submit a Treasurer's Report, for the AGM, outlining the year's financial activity and balance.

Submit a Budget for the upcoming year's expected receipts and disbursements.

Make available all financial records available upon Board request or for auditing purposes.

9.5 Immediate Past President:

Assist the Board, when requested.

Article 10.0 Board Meetings

10.1 Monthly meetings are to be held on a prescribed day of the months (i.e. the third Tuesday of each month).

10.2 Special Meetings may be called by the President or by the written request of three (3) Directors.

10.3 Quorum shall be met with the presence of two (2) officers and half of the balance of the Directors.

Article 11.0 Termination of any Director

11.1 A Director wishing to resign from the Board must do so, by written notice, to the Secretary.

11.2 A Director who is absent from three (3) consecutive meetings, unless just cause is given, shall be deemed "Not in Good Standing" and, may be removed from the Board at a meeting by a motion to do so passed by a two thirds vote.

11.3 A Director may be removed from the Board, with a two thirds vote, when that Director has not performed the duties and activities as required to be a Director.

11.4 A Director may be censured, suspended or removed for breach of the LRA Constitution, the Code of Conduct. By-laws or any act of conduct or omission deemed prejudicial to the welfare of the LRA.

11.5 The Board shall have the power to fill any vacancies in its ranks. which may occur between AGMs, by appointment of a LRA Member in good standing, until the end of the term of the open directorship.

Article 12.0 Conflict of Interest

12.1 Directors are committed to upholding the public interest and trust for the LRA.

12.2 Any conflict of interest, whether actual, possible or perceived, raises concern in regards to ethics, professional standards and codes of conduct.

12.3 Directors shall uphold the public interest and trust in all dealings and demonstrate integrity as Directors; this will be accomplished by ensuring that there is no abuse of power or knowledge acquired through their position including, no gain, profit, self-dealing or improper use of knowledge.

12.4 Directors shall excuse themselves from any duty, transaction and voting where they have or, may be perceived to have, a conflict of interest or pecuniary interest that compromises their objectivity and or, a reasonable person could conclude that personal interest/ gain are a factor in the making of a decision.

12.5 If a conflict arises between the personal interest(s) of a Director and the Official Duties of said Director, the conflict shall be resolved in favour of the latter.



Article 13.0 Annual General Meeting (AGM)

- 13.1** The AGM shall preferably be held in October but no later than November.
- 13.2** The Quorum for an AGM shall be ten (10), i.e: a minimum of ten LRA members in good standing as well as a Quorum of the Directors on the Board (as per Section 10.3).
- 13.3** The Secretary will present a slate of LRA members in good standing who are willing to stand for office on the Board.
- 13.4** Nominations for Director(s) from the Membership are to be sought and received two weeks before the AGM.
- 13.5** Any LRA member in good standing who is at least eighteen years of age and has resided in Lakeview for at least the year prior to the current AGM, shall be eligible to be elected to the Board as a Director.
- 13.6** Voting shall be determined by a show of hands unless an LRA member in good standing requests a vote by Ballot.
- 13.7** All LRA members in good standing shall be entitled to one vote.
- 13.8** Any question at the meeting shall be decided by a majority of votes of members present in person.
- 13.9** The Chair of the AGM shall cast the deciding vote in the case of a tie.
- 13.10** The newly elected Board Members/Directors shall sign a Code of Conduct at the meeting immediately following the AGM and shall elect from their number, the directors to fill the open Executive positions.
- 13.11** The duties of the new Board shall commence immediately after this meeting.

Article 14.0 Amendments or Revisions to the Constitution

- 14.1** Amendment(s) to the Constitution may be presented, by a member in good standing, to the Board through a Director to the Secretary, who shall present said amendment(s) at a Board meeting prior to the AGM in the format of a motion for approval in order for the amendment(s) to be approved by the membership at the AGM.
- 14.2** Amendments must be in the Secretary's hand thirty (30) days prior to the Board meeting before the AGM.
- 14.3** Amendments or Revisions to the Constitution become valid after the approval by the membership at an AGM.

Article 15.0 Fund Raising

The Board may conduct fund raising activities in order to generate funds for day-to-day LRA operations.



Article 16.0 Dissolution

This Association may be dissolved by a majority vote of a Quorum of at least eighty percent (80%) of the Membership in good standing and present at any properly constituted AGM or, at a Special Meeting called specifically for, and only for, the purpose of dissolution of the Association.

Article 17.0 Privacy Policy

Any personal information provided to the Lakeview Ratepayers Association (L.R.A.), by Members of the L.R.A., will be held in the strictness of confidence and, only be used by the L.R.A. Board of Directors for the communication and dissemination to the L.R.A. Members of information that pertains to the purpose of the L.R.A.

President:

Signature _____ Print name _____ Date _____

Secretary:

Signature _____ Print name _____ Date _____



ADDENDUM TO THE CONSTITUTION FOR THE LAKEVIEW RATEPAYERS ASSOCIATION

Code of Conduct for LRA Members

Lakeview Ratepayers Association Members agree to:

The Policy, purpose and objectives of the Lakeview Ratepayers Association (L.R.A.): See Constitution articles #2, 3,& 4.

Declare Potential Conflict of Interest and Refrain from Discussion and Voting when applicable.

Refrain from speaking on behalf of the L.R.A. unless designated by the President.

Treat Fellow Members with respect and listen to their point(s) of view.

Contribute to a harmonious, safe and productive meeting environment.

Act ethically, with honesty and integrity in the best interest of the L.R.A. at all times.

Breaches of this Code may result in disciplinary action up to and including suspension of membership.

Code of Conduct for Board Members/Directors

Board Members/Directors agree to:

Represent the best interests of the Members/L.R.A. over and above Personal and Professional Interests.

Respect confidentiality of information received in the course of Board Meetings/Activities.

Declare Potential Conflict of Interest and Refrain from Discussion and Voting when applicable.

Refrain from speaking on behalf of the L.R.A. unless designated by the President/Board.

Attend and participate in a minimum of 75% of the Board meetings

Keep informed about developments and issues relevant to Board Operations.

Make decisions Fairly, Impartially and Promptly with matters before the Board.

Make reasonable inquiries re: Business before the Board and to remain properly informed.

Act in a Financially responsible manner by understanding the Financial, Strategic and other implications of Decisions.

Add. 1/2



Conflict Resolution for Members

The Board may receive, from time to time, a complaint from a Member regarding a Civic Matter, the Operation of the Board/Board Member and this will be handled with complete Respect, Fairness and Impartiality at the next Board Meeting.

The request for resolution of a complaint must be brought to the attention of the Board in Writing/E-mail to the Secretary of the Board outlining the situation and any relevant and pertinent facts/information.

The Board will review the case and either respond-in-kind to the complainant or arrange for him/her to attend a Board meeting should a face-to-face discussion be necessary. The response is to be rendered in a timely manner.

Should there be a complaint against another Member of the L.R.A., in fairness, that member will be given the chance to respond to the said complaint as part of the Board's investigation.

Add. 2/2