

By-laws of the Glabar Park Community Alliance Inc.

THE ALLIANCE

1. The name of this organization shall be the Glabar Park Community Alliance Inc., hereafter known as the Alliance.
2. The Glabar Park Community is that area in the City of Ottawa bounded in the east by the center line of Maitland Avenue, in the north by the median of Carling Avenue, in the west by the center line of Woodroffe Avenue, and in the south by the north property line of the Queensway.
3. The objectives of the Alliance are:
 - a. To maintain or improve the amenities and quality of life of the Glabar Park Community;
 - b. To monitor governmental agencies at all levels on those matters directly affecting the Glabar Park Community;
 - c. To keep residents of the Glabar Park Community informed of all actions or proposed actions which could affect the Community.

MEMBERSHIP

4. All residents of the Glabar Park Community who have reached the age of eighteen will become a member of the Alliance. Such residents will be admitted to membership of the Alliance and be entitled to vote at properly called and constituted meetings of the Alliance. Such membership ceases upon resignation, death, or when a member ceases to be a resident of the Glabar Park Community.

BOARD OF DIRECTORS

5. A Board of Directors of the Alliance shall be elected by and from members of the Alliance at the Annual General Meeting of the Alliance, and shall hold office for the period of one year. The Board of Directors shall consist of four Officers (President, Vice-President, Treasurer, and Secretary), ten Directors, and the immediate Past-President of the Alliance (who shall be an ex-officio member of the Board of Directors).
6. The duties of the Board of Directors shall be to carry out policies that may be determined at an Annual General Meeting or Special Meeting of the Alliance, and to take whatever action is appropriate to represent the interests of the residents of the Glabar Park Community.
7. The duties of the Officers of the Board of Directors shall include the following:
 - a. The President will preside at all meetings and will cast a vote in the case of a tie;
 - b. The Vice-President will act in the absence of the President;
 - c. The Treasurer will receive contributions and income, pay accounts, keep accurate financial records, and report on the finances of the Alliance;
 - d. The Secretary will record and read the minutes of all meetings, attend to correspondence, receive written requests from members of the Alliance, issue notices of meetings, and act as custodian of the corporate seal of the Alliance.
8. The Past-President shall act as advisor to the Board of Directors and ensure continuity in procedure and policy, and shall enjoy full voting privileges.
9. All monies shall be deposited in the name of the Alliance either in a Chartered Bank or in an Ontario regulated Trust Company covered by the Canada Deposit Insurance Act, convenient in location to the Treasurer. Any two of the following must sign all cheques of the Alliance – the President, Vice-President, Treasurer, and a Director selected by the Board.

10. The Board of Directors shall have the power to strike committees, set the terms of reference, and appoint members of committees.
11. A vacancy on the Board of Directors shall be filled by the appointment of a member of the Alliance by the Board of Directors. Such appointment shall remain effective until the next Annual General Meeting of the Alliance.
12. Quorum for a meeting of the Board of Directors shall be six.
13. Every Officer and Director of the Alliance and his or her heirs, executors and administrators, and estate and effects, shall from time to time and at all times be indemnified and saved harmless out of the funds of the Alliance, from and against:
 - a. All costs, charges and expenses whatsoever that he or she sustains or incurs in or about any action, suit or proceeding that is brought, commenced or prosecuted against him or her, for or in respect of any act, deed, matter or thing whatsoever, made, done or permitted by him, in or about the execution of the duties of his office; and
 - b. All other costs, charges and expenses that he or she sustains or incurs in or about, or in relation to the affairs thereof, except such costs, charges or expenses as are occasioned by his or her own wilful neglect or default.

MEETINGS OF THE ALLIANCE

14. The Annual General Meeting of the Alliance shall take place each Fall, before the end of November. Notices for the meeting shall include a statement of business to be discussed at that meeting, and shall be distributed throughout the Glabar Park Community at least two weeks before the meeting. The business of the Annual General Meeting shall include, but be not limited to, the report from the Board of Directors, the financial statement of the Alliance, the report of the auditor(s), the election of the Board of Directors, the appointment of the auditor(s) for the ensuing year, and the fixing of the remuneration of the auditor(s).
15. Special Meetings of the Alliance may be called by the Board of Directors from time to time, and shall be called by the Board of Directors at the written request of ten or more members of the Alliance, to discuss special business. Notices for the meeting shall include a statement of business to be discussed at that meeting, and shall be distributed throughout the Glabar Park Community at least two weeks before the meeting. Discussion at the meeting shall be limited to the statement of business contained in the notice of the meeting.
16. Quorum for the Annual General Meeting of the Alliance shall be twenty members of the Alliance, and shall include at least six members of the Board of Directors. Quorum for all other meetings of the Alliance shall be twenty members.
17. A member of the Alliance may appoint any other member as his or her proxy for the purpose of voting at a meeting of the Alliance, by written instrument of a form approved by the Board of Directors and deposited with the Secretary of the Alliance at least 48 hours prior to a meeting of the Alliance (not counting Saturdays and holidays). This proxy is valid only for the specified meeting and for any adjournment thereof. No member shall have more than five proxies at a meeting of the Alliance. Proxies may be revoked by notice in writing deposited with the Secretary by the end of the last business day before the meeting, or with the Chairperson at the meeting.
18. Expenses for the Alliance may be met by means of a voluntary member contribution, with such amount to be fixed at an Annual General Meeting or Special Meeting of the Alliance.

OTHER

19. Nothing in this by-law is to be interpreted as meaning that the Alliance will endeavour to protect or represent the private interests of individual property owners or residents within the Glabar Park Community, except where they fall within the class of Glabar Park interests.
20. Changes to the by-laws of the Alliance must be submitted by the Board of Directors to an Annual General Meeting or Special Meeting of the Alliance for approval. Such changes to the by-laws must form part of the notice for the meeting, and must be approved by two-thirds majority vote of members present at that meeting.
21. The conduct of all meetings of the Alliance shall be in accordance with the latest edition of Roberts Rules of Order.