



## FOURTEEN ISLAND AND MINK LAKES WATERSHED ASSOCIATION

CONSTITUTION (Revision: Version 4.1. Amended 4 August 2018)

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### ARTICLE I. NAME

The Association shall be called “Fourteen Island and Mink Lakes Watershed Association” and will hereafter be referred to as the “Association” or “FIMLA”.

### ARTICLE II. CONSTITUENCY

The Association shall represent all properties in the watershed of Fourteen Island Lake, including those properties in the subwatersheds of Mink Lake, Little John Lake, Little John’s Sister Lake and Buffy Lake.

### ARTICLE III. PURPOSE AND OBJECTIVES

The Association is a volunteer association of property owners, lessees and interested parties which takes an active role in maintaining and enhancing the well-being of the local environment and the quality of life on and around Fourteen Island, Mink, Little John, Little John’s Sister and Buffy Lakes for both seasonal and permanent residents, as well as representing the interests and welfare of its members to the Township of South Frontenac and other government authorities.

Its objectives shall be:

- To promote good water quality in the lakes within the FIMLA constituency;
- To foster environmentally responsible use of the lakes, including recreational uses without undue negative impact;
- To work and consult with relevant municipal, provincial and federal governments and agencies, and other lake associations, to preserve and enhance the natural environment and water quality;
- To promote the preservation and protection of the ecosystem of the lakes within the FIMLA constituency;
- To encourage environmental awareness and conservation;
- To encourage the prudent and courteous use of all watercrafts;
- To promote a spirit of community amongst the population of the lakes within the FIMLA constituency; and
- To collect and disseminate information in support of these objectives.

### ARTICLE IV. MEMBERSHIP

Property owners or lessees within the FIMLA constituency, and any interested party who pays the membership fee, are entitled to membership in the Association, with a single membership per property.

Each membership carries with it the right to one vote at any general meeting of the members called by the Association Executive.

A member may appoint a proxy to vote on their behalf at an Annual General Meeting. The member must advise the identity of the proxy in writing to the Secretary of the Association, prior to, or at the commencement of, the Annual General Meeting.

The membership year shall be from January 1 to December 31.

The Association Executive shall propose the membership fee for the following year, subject to the approval of the Board of Directors.

#### ARTICLE V. BOARD OF DIRECTORS

Between Annual General Meetings, the general management and control of the affairs and funds of the Association shall be vested in the elected Board of Directors of the Association, subject to the Constitution and subject to decisions taken by vote of the members at the Annual General Meeting.

The Board of Directors shall be composed of a minimum of six (6) and a maximum of ten (10) members. The Board of Directors shall be elected by a simple majority of the voting members present at the Annual General Meeting. The immediate Past President shall be an *ex-officio* member of the Board of Directors.

The Directors of the Association shall be elected to serve a two (2) year term. Directors may be elected to serve consecutive terms.

The Board of Directors shall meet at least once prior to the Annual General Meeting and at any other time on the request of two of the Board members. A quorum for the Directors' meetings shall be 50% of the Board members. Motions in the Board of Directors' meetings shall be determined by a simple majority of votes cast. Each Director on the Board shall have one vote.

#### ARTICLE VI. EXECUTIVE

The Executive of the Association shall consist of: President, Vice President, Secretary and Treasurer. Election of the Executive shall be by a simple majority of the Board of Directors. The Board of Directors shall meet immediately following the Annual General Meeting to elect the Executive.

Each Executive position shall be elected to serve a two (2) year term. Each position may stand for re-election for further consecutive terms of two (2) years.

Should an Executive member resign his or her position before the next election, the Board of Directors will name a replacement from the Board who will serve until the next election year.

#### ARTICLE VII. NOMINATION AND ELECTION PROCEDURE

The Board of Directors shall prepare a slate of nominees for the required Director positions. A call for volunteers will be made prior to the Annual General Meeting. Any member may have his or her name added to the slate of nominees. Any member interested in being a Director should identify themselves to the Board prior to the Annual General Meeting.

Elections for Directors shall be conducted by the most senior Executive, as outlined in Article VI.

## ARTICLE VIII. RESPONSIBILITIES OF BOARD OF DIRECTORS

### The President shall:

- Chair all meetings of the Association Executive and all general meetings;
- Sign, or authorize the signing, of all official correspondence of the Association;
- Have cheque signing authority with the Treasurer; and
- Represent the Association (or designate another member of the Executive) in dealings with external organizations.

### The Vice President shall:

- Assist the President in the performance of duties; and
- Assume the responsibility of the President in the event of the President's temporary absence or inability.

### The Secretary shall:

- Keep a record of all meetings of the Association;
- Conduct the correspondence of the Association and keep copies of all letters received and replies; and
- Keep a mailing list of all members of the Association.

### The Treasurer shall:

- Receive and hold in trust the funds of the Association;
- Make all duly authorized payments therefrom, and keep and render account thereof;
- Have cheque signing authority with the President; and
- Prepare financial statements and budgets annually in accordance with Article XI for approval by the Executive, and for subsequent approval by the membership at the Annual General Meeting.

### The Directors shall:

- Oversee the general business of the Association in keeping with the Constitution;
- Develop and maintain the Association's website;
- Produce publications, newsletters and bulletins, as required;
- Create presentations, flyers and posters, as required;
- Manage publicity and promotion of Association activities through appropriate press and media channels;
- Coordinate annual water quality testing on the lakes in the watershed of Fourteen Island Lake;
- Coordinate any needed studies of the lake ecology;
- Maintain contact with others (e.g. lake associations, government and non-government organizations) on matters related to lake ecology and fisheries;
- Liaise with property owners on Little John Lake, Little John's Sister Lake and Buffy Lake on specific areas of interest and concern to these lakes; and
- Perform any additional duties required to fulfill the purpose and objectives of the Association that are not specifically outlined in the Constitution.

## ARTICLE IX. MEETINGS

An Annual General Meeting of the Association shall be held in July or August of each year for the purpose of receiving reports and of electing the Executive, if needed, for the ensuing term and for the transaction of any other business.

At least 30 days' prior notice shall be given to the members concerning the holding of the Annual General Meeting or any other general meeting of members which is called by the Executive. At least 30 percent of members in good standing, other than the Association Executive, shall constitute a quorum for the purpose of transacting the legal business of the Association.

Before the Annual General Meeting, the Executive will prepare a budget for the following year which will be presented to the membership.

## ARTICLE X. COMMITTEES

The Executive of the Association may appoint committees, as it deems advisable. Committees may include Executive members and members at large.

Findings or determinations of such committees will be reported to the Executive of the Association and policies or decisions resulting from the findings will be brought to a general meeting for resolution by the Association membership.

## ARTICLE XI. FINANCIAL YEAR

The fiscal year shall commence January 1 and end December 31.

## ARTICLE XII. AMENDMENTS

Amendments to the Constitution may only be made at the Annual General Meeting. Members must be notified of the amendments at least 30 days before the meeting.

Amendments must be passed by a two-third majority of the quorum.

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