

**CONSTITUTION  
of the  
Riverview Park Community Association**

This Constitution supersedes the previous Constitutions and amendments to it.

**PREAMBLE**

This is the Constitution of the Riverview Park Community Association which represents the residents of the area in the City of Ottawa known as Riverview Park.

**Article 1: NAME and DEFINITIONS**

As used in the Constitution and By-laws the following words and phrases will have the following meaning;

**(i) Association**

This Association will be known by the name "Riverview Park Community Association" and is referred to as "the Association".

**(ii) Riverview Park Community**

The area defined by the By-laws of this Association.

**Article 2: PURPOSES**

The purposes of the Association are:

**(i)** to promote and protect the interests of the community with respect to the planning and future development of the area encompassed by the Association;

**(ii)** to co-ordinate community activities and keep the community informed about available activities and opportunities which may be of benefit to the residents of Riverview Park;

**(iii)** to ensure, through representatives, that the community's interests are effectively communicated to the public and other agencies whose activities may be of concern to the community;

**(iv)** to conduct such social, educational and recreational programs as deemed desirable.

**(v)** to promote the quality of life in the community so that Riverview Park remains a pleasant place in which to live.

**(vi)** to promote and protect the interests of the community with respect to residency, property ownership and municipal interests.

**Article 3 : MEMBERSHIP**

**Section 1:**

A regular member means a person of the age of majority in Ontario who resides or operates a place of business in the area defined as Riverview Park and whose membership remains in good standing.

**Section 2:**

The membership fee or special fees of the Association will be defined by the By-laws of the Association.

**Section 3:**

Each member will be entitled to one vote on each question arising at any Annual General Meeting or Special General Meeting of the Association.

**Section 4:**

Membership in the Association is not transferable

**Section 5:**

Those elected to Honourary Membership in recognition of distinguished service to the Association shall be elected by a three-quarter affirmative vote at an Annual General Meeting or Special General Meeting. The Honourary Member is entitled to voting privileges but cannot hold office and will not be charged a membership fee.

**Article 4 : ASSOCIATION YEAR**

**Section 1**

The Association year will be the time between Annual General Meetings of the Association.

**Section 2**

The fiscal year of the Association is defined by the By-laws of the Association.

**Article 5: BOARD OF DIRECTORS**

**Section 1**

Each member of the Board of Directors will be a member of the Association in good standing prior to the date of his/her election and will remain in good standing throughout his/her term of office.

**Section 2**

The Board of Directors will administer the affairs of the Association and their responsibilities are as defined in the By-laws of the Association.

**Section 3**

The Board of Directors will be elected annually. It will consist of the following: President, First Vice President, Second Vice President, Secretary, Treasurer, Immediate Past President, and Directors ( of which there can be no fewer than four(4) and no more than (8) eight).

**Section 4**

Nominations for and election of the Board of Directors will take place at the Annual General Meeting of the Association

**Section 5: Meetings**

**(i) Annual General Meeting**

An Annual General Meeting of the members will be held in October each year at a time and place to be determined by the Board of Directors. The following reports will be presented at each Annual General Meeting: a report of the President on the previous years affairs of the Association; an Auditor's Report; Treasurers report; budget for the ensuing year and other reports required by the Board of Directors. The Board of Directors and the Auditor of the Association will be elected for the following year.

**(ii) Special General Meeting.**

Special General Meetings may be convened by the Board of Directors. Members may, by written request and signed by not less than ten percent (10%) of the members, instruct the Board of Directors to convene a Special General Meeting. Such a request must state the purpose of the meeting and be submitted to the Board at a regular Board of Directors Meeting. The Board of Directors will determine the date, time and place of the Special General Meeting within ten days of the receipt of request and provide notice to the membership.

**Article 6: AMENDMENTS TO THE CONSTITUTION AND BY-LAWS**

**Section 1: Amendments**

Notice of amendments to the Constitution and By-laws of the Association must be presented to the membership at least sixty (60) days prior to an Annual General Meeting or a Special General Meeting.

**Section 2**

The Constitution may be amended by an affirmative vote of two-thirds (2/3) of the members attending and voting at an Annual General Meeting or Special General Meeting of the Association.

**Section 3**

The By-laws of the Association may be amended by an affirmative vote by a majority of the members attending and voting at an Annual General Meeting or Special General Meeting of the Association.

Adopted October 23, 1996, Amended February 16, 2004