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The Hastings Park Conservancy

Incorporated, June 21, 2000

(rev. April 2013)

The purposes of the society are:

- A) To work for public access, natural habitat, enhanced green space, and the sustainability of Hastings Park for the enjoyment of all.
- B) To contribute to the health and welfare of the residents in proximity to Hastings Park, the City of Vancouver, and Metro Vancouver, by carrying out educational and environmental activities such as:
 - Acting as public stewards of green spaces in Hastings Park (e.g. through Park Watches).
 - Promoting the mandate defined in the 1889 trust documents for Hastings Park.
 - Promoting the greening of Hastings Park (*refer to “The Greening of Hastings Park Restoration Program”, 1996, Appendix A, which led to incorporation of the Hastings Park Conservancy in June 2,000*).
 - Advocating for site programming that is consistent with the purposes of the Society.
 - Advocating for partnership agreements with other community groups who utilize the site buildings and facilities (e.g. Park Partners).
 - Coordinating formal responses and proposals to the Vancouver City Council, Board of Parks and Recreation, and the Board of the Pacific National Exhibition, or governing bodies, and other organizations regarding capital and operating decisions that impact immediate and future development.
 - Organizing and participating in outreach, community development activities (e.g. nature walks) focused on the use of green spaces in Hastings Park.
 - Recruiting members and volunteers to support the Conservancy in these activities.

Society Act Constitution

1. The name of the society is The Hastings Park Conservancy
2. Purpose:
 - A) To work for public access, natural habitat, enhanced green space, and the sustainability of Hastings Park for the enjoyment of all.
 - B) To contribute to the health and welfare of the residents in proximity to Hastings Park, the City of Vancouver, and Metro Vancouver, by carrying out educational and environmental activities such as:
 - Acting as public stewards of green spaces in Hastings Park (e.g. through Park Watches).
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 - Advocating for site programming that is consistent with the purposes of the Society.
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 - Coordinating formal responses and proposals to the Vancouver City Council, Board of Parks and Recreation, and the Board of the Pacific National Exhibition, and other organizations regarding capital and operating decisions that impact immediate and future development of Hastings Park.
 - Organizing and participating in outreach, community development activities (e.g. nature walks) focused on the use of green spaces in Hastings Park.
 - Recruiting members and volunteers to support the Conservancy in these activities.

Part 1 – Interpretation

1. (a) In these bylaws, unless the context otherwise requires:
 - “directors” means the directors of the society for the time being;
 - “*Society Act*” means the *Society Act* of British Columbia from time to time in force and all amendments to it;
 - “registered address” of a member means the member’s address as recorded in the register of members.

(b) The definitions in the Society Act on the date these bylaws become effective apply to these bylaws.

2. Words importing the singular include the plural and vice versa, and words importing a male person include a female person and a corporation.

Part 2 – Membership

3. The members of the society are the applicants for incorporation of the society, and those persons who subsequently become members, in accordance with these bylaws and, in either case, have not ceased to be members.
4. A person may apply to the directors for membership in the society and on acceptance by the directors is a member.
5. Every member must uphold the constitution and comply with these bylaws.
6. The amount of the first annual membership dues must be determined by the directors and after that the annual membership dues must be determined at the annual general meeting of the society.
7. A person ceases to be a member of the society:
 - (a) by delivering his or her resignation in writing to the secretary of the society or by mailing or delivering it to the address of the society;
 - (b) on his or her death or, in the case of a corporation, on dissolution;
 - (c) on being expelled; or
 - (d) on having been a member not in good standing for 12 consecutive months.
8.
 - (1) A member may be expelled by a special resolution of the members passed at a general meeting.
 - (2) The notice of special resolution for expulsion must be accompanied by a brief statement of the reasons for the proposed expulsion.
 - (3) The person who is the subject of the proposed resolution for expulsion must be given an opportunity to be heard at the general meeting before the special resolution is put to a vote.
9. All members are in good standing except a member who has failed to pay his or her current annual membership fee, or any other subscription or debt due and owing by the member to the society, and the member is not in good standing so long as the debt remains unpaid.

Part 3 – Meetings of Members

10. General meetings of the society must be held at the time and place, in accordance with the *Society Act*, that the directors decide.
11. Every general meeting, other than an annual general meeting, is an extraordinary general meeting.
12. The directors may, when they think fit, convene an extraordinary general meeting.
13. (1) Notice of a general meeting must specify the place, day and hour of the meeting and, in case of special business, the general nature of that business.

(2) The accidental omission to give notice of a meeting to, or the non-receipt of notice by, any of the members entitled to receive notice, does not invalidate proceedings at that meeting.
14. The first annual general meeting of the society must be held not more than 15 months after the date of incorporation and after that an annual meeting must be held at least once in every calendar year and not more than 15 months after the holding of the last preceding annual general meeting.

Part 4 – Proceedings at General Meetings

15. Special business is:
 1. All business at an extraordinary general meeting except the adoption of rules of order; and
 2. All business conducted at an annual general meeting, except the following:
 - (i) the adoption of rules of order;
 - (ii) the consideration of financial statements;
 - (iii) the report of the directors;
 - (iv) the report of the auditor, if any;
 - (v) the election of the directors;
 - (vi) the appointment of the auditor, if required;
 - (vii) the other business that, under these bylaws, ought to be conducted at an annual general meeting, or business that is brought under consideration by the report of the directors issued with the notice convening the meeting.
16. (1) Business, other than the election of a chair and the adjournment or termination of the meeting, must not be conducted at a general meeting at a time when a quorum is not present.

(2) If at any time during a general meeting there ceases to be a quorum present, business then in progress must be suspended until there is a quorum present or until the meeting is adjourned or terminated.

(3) A quorum is 12 members present.
17. If within 30 minutes from the time appointed for a general meeting a quorum is not present, the meeting, if convened on the requisition of members, must be terminated, but in any other case, it must stand adjourned to the same day in the next week, at the same time and place, and if, at the adjourned meeting, a quorum is not present within 30 minutes from the time appointed for the meeting, the members present constitute a quorum.

18. Subject to bylaw 19, the president of the society, the vice president or, in the absence of both, one of the other directors present, must preside as chair of a general meeting.
19. If at a general meeting:
- (a) there is no president, vice president or other director present within 15 minutes after the time appointed for holding the meeting, or;
 - (b) the president and all the other directors present are unwilling to act as the chair, the members present must choose one of their number to be the chair.
20. (1) A general meeting may be adjourned from time to time and from place to place, but business must not be conducted at an adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place.
- (2) When a meeting is adjourned for 10 days or more, notice of the adjourned meeting must be given as in the case of the original meeting.
- (3) Except as provided in this bylaw, it is not necessary to give notice of an adjournment or of the business to be conducted at an adjourned general meeting.
21. (1) A resolution proposed at a general meeting must be seconded, and the chair of a meeting may move, propose or second a resolution.
- (2) In the case of a tie vote, the chair does not have a casting or second vote in addition to the vote to which he or she may be entitled as a member, and the proposed resolution does not pass.
- 22.(1) A member in good standing for at least 30 days prior to the general meeting of members is entitled to:
- One vote per individual membership,
 - Two votes per family membership, and
 - One vote per organizational membership.
- (2) Voting is by a show of hands.
- (3) Voting by proxy is not permitted.
23. There shall be four classes of membership in the Society:
- Individual membership,
 - Family membership,
 - Organizational membership, and
 - Honorary lifetime membership.

An individual membership is for one individual who supports the objectives of the society and whose application for membership has been accepted by the Board of Directors.

A family membership is for a family of a single household that supports the objectives of the society and whose application for membership has been accepted by the Board of Directors. A family membership entitles the family up to two votes at the general meeting.

An organizational membership is for an organization, community group who supports the objectives of the society and whose application for membership has been accepted by the Board of Directors. An organizational membership entitles the organization to one vote by an authorized representative, who may also speak and in all other aspects exercise the rights of a member and be considered as a member for all purposes with respect to a meeting of the society.

Part 5 – Directors and Officers

24. (1) The directors may exercise all the powers and do all the acts and things that the society may exercise and do, and that are not by these bylaws or by statute or otherwise lawfully directed or required to be exercised or done by the society in a general meeting, but subject, nevertheless, to:
- (a) all laws affecting the society;
 - (b) these bylaws; and
 - (c) rules, not being inconsistent with these bylaws, that are made from time to time by the society in a general meeting.
- (2) A rule, made by the society in a general meeting, does not invalidate a prior act of the directors that would have been valid if that rule had not been made.
25. The president, vice president, recording secretary, and treasurer (a minimum of 3 directors per the B.C. Society Act) will form a Board of Directors along with other such directors as determined at the general meeting, which may included:
- additional members elected by the membership;
 - 1 member will be appointed by the Hastings Community Association.
 - additional members who may be appointed by the Society Board of Directors to fill other administrative positions, as needed;
 - additional members who may be appointed by the Society Board of Directors to represent the areas of arts and culture, environment and conservation, amateur sport and leisure and neighbourhood.
 - 1 liaison member will be appointed by the Vancouver Board of Parks and Recreation.
- 26.(1) The directors must retire from office at each annual general meeting when their successors are elected.
- (2) Separate elections must be held for each office to be filled.
- (3) An election may be by acclamation, otherwise it must be by ballot.
- (4) If a successor is not elected, the person previously elected or appointed may continue to hold office.
27. (1) The directors may at any time and from time to time appoint a member as a director to fill a vacancy in the directors.

- (2) A director so appointed holds office only until the conclusion of the next annual general meeting of the society, but is eligible for re-election at the meeting.
28. (1) If a director resigns his or her office or otherwise ceases to hold office, the remaining directors must appoint a member to take the place of the former director.
- (2) An act or proceeding of the directors is not invalid merely because there are less than the prescribed number of directors in office.
29. The members may, by special resolution, remove a director, before the expiration of his or her term of Office, and may elect a successor to complete the term of office.
30. A director must not be remunerated for being or acting as a director but a director must be reimbursed for all expenses necessarily and reasonably incurred by the director while engaged in the affairs of the society.
31. The term of office of directors will be a minimum of 1 year.
32. The officers of the society shall be a president, vice-president, recording secretary and treasurer. The officers shall be elected annually by the Board of Directors.
33. The directors may from time to time set the quorum necessary to conduct business, and unless so set, The quorum is a majority of the directors in office present.

Part 6 – Proceedings of Directors

34. (1) The directors may meet at the places they think fit to conduct business, adjourn and otherwise regulate their meetings and proceedings, as they see fit.
- (2) A resolution proposed at a meeting of directors or committee of directors must be seconded, and the chair of a meeting may move, propose or second a resolution.
- (3) The president is the chair of all meetings of the directors, but if at a meeting the president is not present within 30 minutes after the time appointed for holding the meeting, the vice-president must act as chair, but if neither is present the directors present may choose one of their number to be the chair at that meeting.
- 35.(1) The directors may delegate any, but not all, of their powers to committees consisting of the director or directors s they think fit.
- (2) A committee so formed in the exercise of the powers so delegated must conform to any rules imposed on it by the directors, and must report every act or thing done in exercise of those powers to the earliest meeting of the directors held after the act or thing has been done.
36. A committee must elect a chair of its meetings, but if not chair is elected, or if at a meeting the chair is not present within 30 minutes after the time appointed for holding the meeting, the directors present who are members of the committee must choose one of their number to be the chair of the meeting.
37. The members of a committee may meet and adjourn as they think proper.
38. For a first meeting of directors held immediately following the appointment or election of a director or directors at an annual or other general meeting of members, or for a meeting of the directors at which

a director is appointed to fill a vacancy in the directors, it is not necessary to give notice of the meeting to the newly elected or appointed director or directors for the meeting to be constituted, if a quorum of the directors is present.

39. A director who may be absent temporarily from British Columbia may send or deliver to the address of the society a waiver of notice, which may be by letter, telegram, telex or cable, of any meeting of the directors and may at any time withdraw the waiver, and until the waiver is withdrawn,
- (a) a notice of meeting of directors is not required to be sent to that director; and
 - (b) any and all meeting of the directors of the society, notice of which has not been given to that director, if a quorum of the directors is present, are valid and effective.
40. (1) Questions arising at a meeting of the directors and committee of directors must be decided by a majority of votes.
- (2) In the case of a tie vote, the chair does not have a second or casting vote.
41. A resolution proposed at a meeting of directors or committee of directors need not be seconded, and the chair of a meeting may move or propose a resolution.
42. A resolution in writing, signed by all the directors and placed with the minutes of the directors, is as Valid and effective as if regularly passed at a meeting of directors.

Part 7 – Duties of Officers

43. (1) The president presides at all meetings of the society and the directors.
- (2) The president is the chief executive officer of the society and must supervise the other officers in the extension of their duties.
44. The recording secretary must do the following:
- (a) conduct the correspondence of the society;
 - (b) issue notices of meetings of the society and directors;
 - (c) keep minutes of all meetings of the society and directors;
 - (d) have custody of all records and documents of the society except those required to be kept by the Treasurer;
 - (e) have custody of the common seal of the society; and
 - (f) maintain the register of members.
45. The treasurer must:
- (a) keep the financial records, including books of accounts, necessary to comply with the *Society Act*; and
 - (b) render financial statements to the directors, members and others when required.
46. In the absence of the secretary from a meeting, the directors must appoint another person to act as secretary at the meeting.

Part 8 – Seal

47. The directors may provide a common seal for the society and may destroy a seal and substitute a new seal in its place.
48. The common seal must be affixed only when authorized by a resolution of the directors and then only in the presence of the persons specified in the resolution, or if no persons are specified, in the presence of the president and secretary or president and secretary treasurer.

Part 9 – Borrowing

49. In order to carry out the purposes of the society the directors, may, on behalf of and in the name of the Society, raise or secure the payment or repayment of money in the manner they decide, and, in particular but without limiting that power, by the issue of debentures.
50. A debenture must not be issued without the authorization of a special resolution.
51. The members may, by special resolution, restrict the borrowing powers of the directors, but a restriction imposed expires at the next annual general meeting.

Part 10 – Notices to Members

52. A notice may be given, either personally, by mail, fax, or email, to the member(s) at the member's registered address.
53. A notice sent by mail is deemed to have been given on the second day following the day on which the notice is posted, and in proving that notice has been given, it is sufficient to prove the notice was properly addressed and put in a Canadian post office receptacle.
54. (1) Notice of a general meeting must be given to:

Every member shown on the register of members on the day the notice is given.

(2) No other person is entitled to receive notice of a general meeting.

Part 11 – Bylaws

55. On being admitted to membership, each member is entitled to, and the society must give the member without charge, a copy of the constitution and bylaws of the society.
56. These bylaws must not be altered or added to except by special resolution.