

CAPE COPPERMINE



Constitution - Cape Coppermine Landowners Association Inc.

Article I Purpose

This is a not for profit association, working toward common goals of bettering the Cape Coppermine development, by planning, promoting, administering, and financing activities throughout the year which foster a healthy community spirit.

Member's concerns regarding the development should be forwarded to the Board for review and response.

Article II Membership

All lot owners in the Cape Coppermine development shall be deemed to be members in good standing upon payment of their annual membership dues. Membership year is April 1 to March 31 annually.

If a person should own more than one lot they would pay annual dues for one lot and as such have one vote at any meeting.

If the lot owner is a corporation or other entity, voting must be by a duly authorized officer whose title should be provided.

Definition of the Cape Coppermine Development:

Block 1 - Lots 1 to 35 inclusive	Block 6 - Lots 1 to 16 inclusive
Block 2 - Lots 1 to 9 inclusive	Block 7 - Lots 1 to 42 inclusive
Block 3 - Lots 1 to 4 inclusive	Block 8 - Lots 1 to 19 inclusive
Block 4 - Lots 1 to 17 inclusive	Block 9 - Lots 1 to 3 inclusive
Block 5 - Lots 1 to 12 inclusive	Public reserves within plan 22163
Total 157 - 100 are back lots	

The above listed lots are shown on a plan of subdivision of part of the quarter of section SE35_16-12E, in Manitoba, registered in Winnipeg Land Titles Office as NO. 22163. See map Appendix A.

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Article III Board of Directors

The affairs of the Cape Coppermine Landowners Association Inc. shall be managed by a Board of Directors referred herein as the "Board".

The Board shall consist of a minimum of seven members (President, Vice-President, Secretary, Treasurer, and at least two Directors) each of whom are regular members in good standing. Should a Board position be unfilled at the Annual General meeting, or a Board member be unable to complete the term of office, the Board may appoint a successor to hold such office for the duration of the term.

The President and Treasurer will be elected for a two-year term in even years.

The Vice President and Secretary will be elected for a two year term in odd years.

Directors will be elected annually.

President shall:

- if present, preside at all meetings
- sign all instruments which require their signature
- perform all duties incident to their office

Vice President shall:

- be vested with all the powers and duties of the President in their absence
- have other powers and duties as assigned by the Board

Secretary shall:

- record the minutes of all meetings
- be responsible for sending out notices of meetings
- be responsible for correspondence and keeping correspondence in order
- be responsible for the minute book
- perform other duties as assigned

Treasurer shall:

- be responsible for receiving all money and keeping a careful and proper account of same
- see to the prompt deposit of all money in a current account designated by the Board
- attend to the payment of all accounts payable duly approved by the Board
- render a full and faithful accounting of all receipts and expenditures, submitting a full financial report at the AGM and interim reports at all Board meetings

Article IV Committees

The President and Secretary shall be ex officio members of all committees.

Chairperson of committees will be appointed by the Board. Each Chairperson will select their committees from the members at large. Every committee chairperson shall provide a written report to the Board by March 1.

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Article V Financial

1) Financial Statements

The financial statements shall be reviewed by party, independent of the Board prior to the Annual General Meeting.

A financial report shall be presented at the Annual General Meeting.

The fiscal year for the association shall be the term of office (April 1 to March 31).

2) Budget

A Budget for the upcoming year will be prepared, presented, and approved by the membership at the Annual General Meeting.

3) Signing Officers

The signing officers of the association shall be any two of: President, Vice-President, Treasurer, or Secretary.

4) Funds

All money received by the association, a committee of the association, or any person on behalf of the association, shall be forthwith turned over to the Treasurer for deposit in the bank account of the association. The Treasurer shall forthwith issue a receipt for all money received.

5) Fund Raising

The Board, at its discretion, may initiate fund raising activities throughout the year on behalf of the association outside of dues in order to fund special projects or to respond to emergency needs.

6) Expenditures

The Board will be limited to approving individual expenditures of \$1500 or less. Individual expenditures of greater than \$1500 must be approved by the general membership. Committees shall forecast the money required for projects or activities at the Annual General Meeting.

7) Dues

The amount of membership dues shall be decided at the Annual General Meeting for the next calendar year. (Minimum \$50.00) If a lot owner should sell their property after paying dues there will be no rebate, however credit will be transferred to the new owner.



Article VI Meetings

1) Annual General Meeting

The Annual General Meeting shall be held in the month of April and every member shall be notified, in writing, of the date, time, place and agenda at least ten days prior to the meeting.

a) Quorum

A quorum at the Annual General Meeting shall consist of not less than 50% of the members in good standing.

b) Voting

Each paid membership is entitled to one ballot. Voting may be done by secret ballot upon request. Voting may happen at the Annual General Meeting or at any other time of the year via a poll vote. A poll vote motion must be moved and seconded by the Board and communicated to all paid members with a minimum of two weeks notice before the voting deadline. A poll vote will be deemed passed if 50% of the members who vote approve. A poll vote may be conducted via email.

Nominees for Board positions will be presented by the current Board, but nominations will also be accepted from the floor. If a nominee is absent, the nominator shall file the nominee's written consent.

c) Proxies

Every member entitled to vote at a meeting may appoint a proxy holder to attend and act on their behalf. A proxy shall be in writing and signed by the member.

d) Orders of Business

Generally, the Orders of Business will be:

- 1) Minutes of previous meeting
- 2) Business arising from the minutes
- 3) Treasurer's Report
- 4) Correspondence
- 5) Report of Committees
- 6) New Business
- 7) Adjourn

2) Board Meetings

The Board shall meet throughout the year, at the call of the President. A quorum of the Board shall consist of not less than four Board members.

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Article VII Multiple Docking

CCLA Inc. is the permit holder for approved Multiple Docking Sites and Water Storage Area which includes the beach and boat launch areas. As such CCLA Inc. has final authority on permitted Multiple Docking Sites as per Multiple Docking Guidelines.

Article VIII Special Circumstances

The Board may raise a motion to its members at any time. The Board must notify members of the motion in a reasonable timeframe and request a vote. If over 50% of the responses are in favour, the motion will be passed. Results of vote will be provided to the membership upon request. A vote may be conducted via email.

Article IX Amendments

This constitution may be amended by a two-thirds vote of the members present at the Annual General Meeting, provided a Notice of Motion has been given to all members, in writing, at least ten days prior to the meeting. Any proposed amendments must be received by the Secretary by March 1st, prior to the Annual General Meeting.

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