



PESCA

Pickering East Shore Community Association

CONSTITUTION

APRIL 21, 2004

Article 1 – Name:

1. The name of the Association shall be the “Pickering East Shore Community Association” (P.E.S.C.A.), hereinafter called the Association.
 - a. The Association is incorporated by letters patent dated October 20, 1977.
 - b. This Association shall be an apolitical organization.

Article 2 – Boundaries:

1. The geographic boundaries of the Association shall be:
 - a. To the South – Lake Ontario.
 - b. To the West – Frenchman’s Bay.
 - c. To the North – Macdonald-Cartier Freeway (401)
 - d. To the East – Squires Beach road.

Article 3 – Objectives:

1. To promote and enhance the cultural, civic, social and recreational life of the community of the City of Pickering and more particularly that part within the boundaries as outlined in Article 2.
2. To develop and give oversight to those cultural and recreational facilities that the City of Pickering designates for these purposes to the Association.
3. To solicit and raise funds for the purposes mentioned above and to operate the Association as a non-profit organization eligible for donations, grants and contributions from individuals, groups and other organizations.

Article 4 – Membership:

1. The Association membership shall include:
 - a. any and all persons who have attained the age of 18 years and who ordinarily reside within the geographic area outlined in Article 2, or,
 - b. persons aged 18 years and older who are the owners of businesses located within the geographic area outlined in Article 2.



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2. The Officers may grant Life Membership to former members who no longer reside within the geographic area outlined in Article 2, and who have given distinguished service to the Association.
3. The Officers may confer Honorary Membership on those persons who do not reside within the geographic boundaries outlined in Article 2, and who have made an outstanding contribution to the Objectives of the Association.
4. Life Members and Honorary Members may have all the responsibilities and privileges of membership except that of holding office.
5. Notification of Life and Honorary Membership shall be presented at the Annual General Meeting.

Article 5 – Officers of the Association & Executive Committee:

1. Officers of the Association
 - a. Any member holding elective office of the Corporation of The City of Pickering shall not be eligible to be an Officer of the Association.
 - b. Officers of the Association shall be made up of:
 - i. President
 - ii. Vice-President
 - iii. Treasurer
 - iv. Secretary
 - v. Publicity Director
 - vi. Programme Director
 - vii. Fund-raising Director
 - viii. Four Directors
 - c. Officers may appoint Directors at Large at any time.
2. The Executive Committee shall be made up of:
 - i. Officers of the Association
 - ii. The immediate Past President
 - iii. Directors at Large
3. The positions of Past President and Directors at Large shall not have voting rights at meetings of the Executive.



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Article 6 – Meetings:

1. The Association shall hold.
 - a. A minimum of eight Executive meetings per calendar year.
 - b. An Annual General Meeting each calendar year on a date and time designated by the Executive. This meeting shall normally be held at the East Shore Community Centre on Liverpool Road.

Article 7 – Powers of the Association:

1. To administer and supervise the operation of the East Shore Community Centre in conjunction with the City of Pickering.
2. To set policies regarding the operation of the East Shore Community Centre in conjunction with the City of Pickering.
3. To control and allocate recreational facilities within the East Shore Community Centre in conjunction with the City of Pickering.

Article 8 – Election of Officers:

1. All Officers of the Association shall be elected by open vote (show of hands) at the Annual General Meeting of the Association. Every office and appointment shall be open to eligible members of the Association.
2. Nominating Committee
 - a. At least one month prior to the Annual General Meeting the Executive shall appoint a Nominating Committee.
 - b. It shall be the duty of the Nominating Committee to recommend to the Executive at least one nominee for each elective office no later than one week prior to the Annual General Meeting.
 - c. Prior to the election of officers at the Annual General Meeting the Chairperson may call upon the Nominating Committee Chairperson for a report.
3. Notice of Election of Officers
 - a. The Secretary shall send or cause to be sent out to the membership no later than seven days prior to the Annual General Meeting, a notice publicizing the date, time and location of such meeting, the election of the Executive Officers, and the proposed agenda.



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4. Nominations

- a. Nominations shall be accepted from the floor at the Annual General Meeting for any elective office.
- b. Any member of the Association has the right to nominate any other eligible member for any elective office in the Association.
- c. All persons nominated must be present or give written consent.
- d. Each nomination must be seconded by one other member of the Association.

5. First Meeting

- a. The newly elected Officers of the Association shall take office at the close of the Annual General Meeting and shall hold an Executive Meeting within one-month following the Annual General Meeting.
- b. This first meeting may be a joint meeting of the past and new Executive.

Article 9 – Duties of the Executive:

1. The duties of the Executive shall be to administer the affairs of the Association in accordance with the constitution, bylaws, policies, procedures and directives.

Article 10 - Duties of Officers:

1. President:
 - a. Is the Chief representative and spokesperson of the Association.
 - b. Is an ex-officio member of all committees.
 - c. To call and chair meetings of the Association (or delegate the chair to the Vice President).
2. Vice President:
 - a. To assist the president in his/her duties.
 - b. To perform the duties of the president in his/her absence.
 - c. To call a mandatory meeting of the Association if the president fails to do so and to inform the president of this action.
3. Treasurer:
 - a. To deposit all funds in the name of the Association in a Chartered Bank, or an accredited Credit Union, as chosen by the Executive.
 - b. To keep an account of all monies received and spent by the Association. To pay all authorized accounts and expenses incurred by the Association.
 - c. To submit a current status of accounts at each Executive Meeting.



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- d. To present a detailed Annual Financial Report at the Annual General Meeting.
 - e. To present a detailed audited Financial Statement to the Executive members once a year in the first quarter following the close of a fiscal year.
 - f. To present a budget for the consideration of the Executive at their first meeting of each calendar year. The financial year shall coincide with the calendar year.
4. Secretary:
- a. To record, and keep on file, the minutes of the Executive Meetings and the Annual General Meeting.
 - b. To attend to all correspondence as required, and keep same on file.
5. Publicity Director:
- a. To promote and publicize the Association and its Objectives within the community using all available media opportunities.
 - b. To promote and publicize the Association's programmes, activities, sponsorships and meetings.
 - c. To arrange periodic publication and distribution of the Association's information, progress and achievements.
6. Programme Director:
- a. To oversee all programmes presented by the Association.
 - b. To control, allocate and monitor the rental of the East Shore Community Centre facilities within the Association's control.
7. Fund Raising Director:
- a. To solicit donations, grants and contributions from individuals, groups, businesses and other organizations in order to permit the Association to carry on its Objectives.
8. Directors:
- a. To attend and participate in meetings.
 - b. To assume other duties as required.

Article 11 – Committees:

1. Meetings of the Executive Committee shall be called by the Secretary upon the direction of the President or the Vice President.
2. A quorum shall consist of one half or more of the elected & Occupied positions outlined in Article 5.



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3. Should any member of the Executive Committee be absent from three consecutive regular meetings his/her position shall be reviewed. Should no acceptable reason of absence be given to the Executive Committee that position shall be declared vacant.
4. The Executive Committee shall have the powers to fill by appointment for the duration of the term:
 - a. any of the Executive Committee positions unfilled at the Annual General Meeting, and
 - b. any vacancy occurring in any office of the Executive Committee during the course of the term.
5. The Executive Committee shall appoint a Chairperson for all committees.

Article 12 – Rules of Order:

1. All meetings of the Association shall conform to Robert’s Rules of Order.

Article 13 – Constitutional Amendments:

1. This constitution may be amended at any Annual General Meeting of the Association by a simple majority vote of those present and entitled to vote at such meeting.
2. Notification of proposed amendments to the Constitution shall be forwarded to the Secretary not later than 14 days prior to the date of the Annual General Meeting.

Article 14 - Dissolution - Surrender of the Charter

1. Dissolution or surrender of the Charter, whether voluntarily or involuntarily, shall be in accordance with all province of Ontario legislation governing "not-for-profit" corporations.