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ARTICLE I – NAME AND OBJECTIVES

- Section 1 - The name of this organization shall be Evansburg-Entwistle Chamber of Commerce Society
- Section 2 - The objectives of Evansburg- Entwistle Chamber of Commerce Society shall be:
- The Evansburg –Entwistle Chamber of Commerce Society is a non-profit organization supported by membership fees.
 - Our goals are to support and enhance business development in the Entwistle/Evansburg area.
 - To facilitate and promote co-operation between both municipalities for economic development and tourism.
 - To act as a liaison between municipalities and the business community.
 - To promote a networking arena between individuals seeking business opportunities and support.
 - To increase the quality of life for all residents by developing a better economic base.
- Section 3 - The usual place of meeting shall be in the Hamlets of Evansburg and Entwistle.
- Section 4 - The Evansburg-Entwistle Chamber of Commerce Society shall be non-sectional and non-sectarian and shall not lend it's support to any candidate for public office.

ARTICLE II – INTERPRETATION

- Section 5 - Wherever the words “The Chamber” occur in these by-laws, they shall be understood to mean “Evansburg-Entwistle Chamber of Commerce Society” as a body.
- Section 6 - Wherever the word “Member” occurs in these by-laws, it shall be understood to mean a member of the Evansburg-Entwistle Chamber of Commerce Society in good standing as defined in the membership rules.
- Section 7 - Wherever the word “Director” occurs in these by-laws, it shall be understood to mean a member of the Board of Directors of the Evansburg-Entwistle Chamber of Commerce Society.
- Section 8 - “Elected Officers” or “Officers”, means the President, President-Elect, Vice President, and Treasurer.
- Section 9 - Wherever the words “The Executive” occur in these by-laws, they shall be understood to mean “The Executive of the Evansburg-Entwistle Chamber of Commerce Society”.
- Section 10 - Wherever the word “District” occurs in these by-laws, it shall Mean that area, within and for which this Chamber was Established, as defined in the Certificate of Registration under the Boards of Trade Act (R.S., C.B-8)

ARTICLE III - MEMBERSHIP

- Section 11 - Any reputable person, directly or indirectly engaged or interested in trade, commerce or the economic and social welfare of the District, shall be eligible for membership in the Chamber.
- Section 12 - Associations, Corporations, Societies, Partnerships or Estates, directly or indirectly engaged or interested in trade, commerce or the economic and social welfare of the District may become members of the Chamber.
- Section 13 - At any general meeting of the Chamber, any member in good standing may propose any eligible person or organization as a candidate for becoming a member in the Chamber, providing such candidate shall undertake, if admitted, to be governed by the by-laws of the Chamber.

ARTICLE III – MEMBERSHIP (continued)

- Section 14 - If such proposal is carried by a majority of two-thirds of the members of the Chamber then present, such person or organization shall thenceforth be a member of the Chamber and shall have all the rights and be subject to all the obligations of the other members.
- Section 15 - Membership shall continue from the time of admittance until a member has resigned in accordance with the provisions of these By-laws or has been removed from the roll of members by action of the Executive.
- Section 16 - Membership shall continue from the time of admittance until a Member has resigned in accordance with the provisions of these by-laws or has been removed from the roll of members by action of the Executive.
- Section 17 - Any member of the Chamber, who intends to retire there from or to resign his/her membership, may do so, at any time, upon giving to the secretary ten days notice in writing of such intention, and upon discharging any lawful liability which is standing upon the books of the Chamber against him/her at the time of such notice.
- Section 18 - The Executive may remove from the roll of members the name of any newly enrolled member failing to pay his annual dues within thirty days of his/her admission, or of any other member who fails to pay such dues within three months of the date of which they fall due. Upon such action by the Executive, all privileges of membership shall be forfeited.
- Section 19 - Persons who have distinguished themselves by some meritorious Or public service ma be elected Honorary Members by a majority vote of the Chamber. Such recognition shall be for a term of one year and may be repeated. Honorary membership shall include all the privileges of active membership except that of holding office, with the exemption from the payment of annual dues.
- Section 20 - Any member of the Chamber may be expelled by two-thirds vote of the Executive with just cause.

ARTICLE IV – DUES AND ASSESSMENTS

- Section 21 - The annual dues payable by members of the Chamber shall be determined annually by the Executive, subject to the approval of the general meeting whenever a change in the original amount is involved.
- Section 22 - Other assessments may be levied against all members, provided they are recommended by the Executive and approved by a majority of the members present at a general meeting shall state the nature of the proposed assessment.

ARTICLE V – OFFICERS AND EXECUTIVE

- Section 23 - The Officers shall be: a president, vice-president, and treasurer, who together with (at least 8) other members, shall be elected from among the members each year at the annual general meeting and shall form the Executive. They shall remain in office for one for one two year term, or until their successors shall be appointed but no such officer or member of the Executive, shall hold the same office for more than three terms in succession. The retiring president shall be ex-officio, a member of the executive. A secretary shall be appointed either by term of employment or by votes. If by vote it shall be in the same manner as the aforementioned of the executive.
- Section 24 - Where a member of the Executive dies or resigns his/her office or is absent from three consecutive meetings of the Executive, the Executive may, at any meeting thereof, elect a member of the Executive, in the place of the member who died or resigned, or is absent.
- Section 25 - Any officer or executive member may be suspended from his or her office or have his or her tenure of office terminated if, in the opinion of the Executive, he or she is grossly negligent in the performance of his or her duties, providing however, that any officer or executive member so suspended, or whose tenure of office has been terminated, shall be at liberty to appeal the decision of the Executive directly to the membership at the next general meeting.

ARTICLE V – OFFICERS AND EXECUTIVE (continued)

- Section 26 - The Executive shall have the general power of administration. It may make or authorize petitions or representations to the Government or Parliament of Canada, the Government or Legislature of the Province or others, as it may determine or as may be required by vote of a majority of members present at any general meeting.
- The Executive shall, in addition to the powers hereby expressly conferred on it, have such powers as are assigned to it by any by-law of the Chamber provided, however, that such powers are not inconsistent with the provisions of the Board of Trade Act.
- Section 27 - Any five (5) or more members of the Executive lawfully met, shall be a quorum and a majority of such quorum may do all things within the powers of the Executive.
- Section 28 - The Executive shall frame such by-laws, rules and regulations as appear to it, best adapted to promote the welfare of the Chamber and shall submit them for adoption at a general meeting of the Chamber called for that purpose.
- Section 29 - The Executive, or at his or her request, the President, may appoint committees or designate members of the Executive, the Chamber or others, to examine, consider and report upon any matter or take such action as the Executive may request.
- Section 30 - The Executive may suspend any chairman or chairwoman from office or have his or her office terminated for just cause. Any committee may be terminated by the Executive.
- Section 31 - No paid employee of the Chamber shall be a member of the Executive or committee. Officers of the Chamber shall receive no enumeration for services rendered, but the Executive may grant any of these said officers reasonable expense monies.

ARTICLE V – OFFICERS AND EXECUTIVE (continued)

- Section 32 - The President and Vice-President, before taking office, shall take And subscribe before the mayor or before any Justice of the Peace, An oath in the following form”
“I swear that I will faithfully and truly perform my duty as _____ of the Evansburg-Entwistle Chamber of Commerce, and that I will in all matters connected with the discharge of such duty, do all things and such things only as I shall truly and conscientiously believe to be adapted to promote the objects for which the said Chamber was constituted according to the true intent and meaning of the same.
So help me God.
- Section 33 - The meetings of the Executive shall be open to all members of the Chamber, who may attend, but may not take part in any of the proceedings.
- Section 34 - No public pronouncement in the name of the Chamber may be made unless authorized by the Executive or by some person to whom the Executive had delegated this authority.
- Section 35 - A). The President shall preside at all meetings of the Chamber and Executive. He or she shall regulate the order of business at such meeting, receive and put lawful motions, and communicate to the meeting what he or she may think concerns the Chamber. The President shall, with the Secretary, sign all papers and documents requiring signature on behalf of the Chamber, unless someone else is designated by the Executive. It shall be the duty of the President to present a general report of the activities of the year at the Annual Meeting.
- B). The Vice-President shall act in the absence of the President and, in the absence of both these officers, the meeting shall appoint a chairperson to act temporarily.

ARTICLE V – OFFICERS AND EXECUTIVE (continued)

C). The Treasurer shall have charge of all funds of the Chamber and shall deposit, or cause to be deposited, the same in a Chartered Bank or Credit Union selected by the Executive. Out of such funds he or she shall pay amounts approved by the Executive and shall submit an audited statement thereof for presentation to the annual general meeting and at any other time required by the Executive. He or she shall make such investment of the funds of the Chamber as the Executive may direct. The President, Vice-President, and Treasurer shall each have signing authority. Two of these three must sign all notes, drafts and cheques.

D). The Secretary shall be the Administrative Assistant of the Chamber and shall be responsible to the Executive for the general control and management of the Chamber's business affairs. He or she shall be responsible for conducting the Chamber's correspondence, retaining copies of all official documents and shall perform all such other duties as properly pertain to this or his or her position or office. He or she shall, with the President, sign and when necessary, seal with the seal of the Chamber, of which he or she shall have custody, all papers and documents requiring signature or execution on its behalf. He or she shall maintain an accurate record of the proceedings of the Chamber and of the Executive. At the expiration of his or her term of office, the Secretary shall deliver to the Chamber all books, papers and other property of the Chamber.

E). For the purpose of carrying out its object, the Chamber may borrow or raise or secure the payment of money in such manner as it thinks fit, and in particular by the issue of debentures, but this power shall be exercised only under the authority of the society, and in no case shall debentures be issued without the sanction of a special resolution of the society.

ARTICLE VI – MEETINGS

- Section 36 - The Annual Meeting of the Chamber shall be held in the month of March in each year at the time and place determined by the Executive. At least two weeks notice of the Annual Meeting shall be given.
- Section 37 - Regular General Meetings of the Chamber shall be held monthly (at least Quarterly) at the time and place designated by the Executive. At least one week's notice of such meetings shall be given.
- Section 38 - Special General Meetings of the Chamber may be held at any time when summoned by the President, or requested in writing by any three members of the Executive, or any five members of the Chamber. At least one day's notice of such meetings shall be given.
- Section 39 - The Executive shall meet from time to time as may be necessary to carry on the business of the Chamber.
- Section 40 - Notice of Annual meetings, naming the time and place of assembly, shall be given by the Executive. A notice signed by the Secretary or President and mailed to the last known address of each member shall constitute sufficient notice. Notice for each monthly meeting shall be given at the previous month's meeting.
- Section 41 - At any annual or General Meeting five (5) members shall be a quorum and, unless otherwise specifically provided, a majority of members present shall be competent to do and perform all acts which are, or shall be, directed to be done at any such meeting?
- Section 42 - At any Special Meeting seven (7) members shall be a quorum.
- Section 43 - Minutes of the proceedings of all General and Executive meetings shall be entered in records to be kept for that purpose, by the Secretary.
- Section 44 - All books of the Chamber shall be opened at all reasonable hours to any member of the Chamber, free of charge.

ARTICLE VII – VOTING RIGHTS

- Section 45 - Every member in good standing represented at any general meeting shall be entitled to one vote, provided the vote of an Association, Corporation, Society, Partnership, or Estate member shall in each such case be assigned to individuals.
- Section 46 - Voting at Executive or General meetings shall normally be by show of hands, or if requested by the Chairperson, by standing vote. A roll call vote shall be taken, if requested by five (5) members provided such request received approval of two thirds of the members assembled.
- Section 47 - The presiding officer shall vote only in case of a tie. Upon an appeal being made from a decision of the presiding officer, the vote of the majority shall decide.
- Section 48 - Motions or amendments shall be carried at any Executive or general meeting by a majority vote unless otherwise provided in these by-laws.

ARTICLE VIII – BY-LAWS

- Section 49 - By-Laws may be made, replaced or amended by Special Resolution to be carried out at a General Meeting of the Chamber. Members of the Chamber will be notified no less than 21 days in advance, by written notice, of a Special Resolution specifying the intention to propose the resolution.
- Section 50 - By-Laws shall be rescinded, altered or added to by vote of not less than seventy-five per cent of those members in attendance for the vote.
- Section 51 - Such By-Laws shall be binding on all members of the Chamber, its officers and all other lawfully under its control. They shall come into force and be acted upon only when they have been approved by the Minister of Consumer and Corporate Affairs.

ARTICLE IX – AFFILIATION

- Section 52 - The Chamber, at the discretion of the Executive, shall have power to affiliate with the Canadian Chamber of Commerce, The Alberta Chamber of Commerce (provincial or regional Chambers), or any other organizations in which membership may be in the interest of the Chamber.

ARTICLE X - INDEMNITY

- Section 53 - The Chamber hereby agrees to indemnify and save harmless the Directors, Officers and Servants of the Chamber for all action undertaken by them on behalf of the Chamber in respect of any liability, costs, charges or expenses that he/she sustains or incurs not as a result of his/her own fraud, dishonesty, willful neglect, willful negligence, or willful default.

ARTICLE XI– FISCAL YEAR

- Section 54 - The fiscal year of the Chamber shall commence on the 1st day of January in each year.

ARTICLE XII – AUDITORS

- Section 55 - Auditors shall be appointed by the members present at the Annual Meeting and they shall audit the books and accounts of the Chamber at least once a year. An audited financial statement shall be presented by the Treasurer at each Annual Meeting and at any other time required by the Executive.

ARTICLE XIII – PROCEEDURE

- Section 56 - Parliamentary procedure shall be followed at all General and Executive meetings in accordance with “Roberts Rules of Order.”

