

BY-LAW REVIEW PROCESS

BY-LAW NO. 1, BY-LAW NO. 2, AND ARTICLES (formerly Letters Patent)

Dear Members:

The DBA By-law Review Task Team has worked diligently on reformatting the Deanlea Beach By-laws and Articles (formerly Letters Patent) to align with the Not-for-Profit Corporations Act, 2010: Standard Organizational By-law. This standard organizational by-law format has been approved by the Ministry of Government and Consumer Services for the purposes of section 18 (<https://www.ontario.ca/laws/statute/10n15#BK23>) of the *Not-for-Profit Corporations Act, 2010 (ONCA)*. This new law requires that all organizations submit revised by-laws that meet these new requirements by the end of October 2024.

At the same time, the Task Team reviewed the existing by-laws and as part of that review, the Task Team is proposing some changes that better reflect the way business is currently carried out and/or is considered a best practice. *NB: Feedback from a review process done a few years back was also considered.*

DBA By-law Review Task Team members: Connie Wheeler (Chair), John Gordon, Joan Condie, Rosie Finny, Michael Ryan (resigned) and Special Advisor, Petra Wolfbeiss.

NB: The three (3) documents are currently being reviewed by a lawyer. Feedback from this review will be incorporated as part of the overall review process.

FEEDBACK PROCESS FOR DBA MEMBERS		
Who can review the documents?	Deanlea Beach property owners can review the proposed documents.	To be eligible to submit feedback, you must have paid your 2023 annual membership fee.
How long do you have to review?	Members will have from March 14 thru to April 30, 2024 to submit feedback. This allows approximately 6 weeks to review .	
Where can you find the documents?	The DRAFT documents can be found on the DBA website at: www.deanleabeach.ca IMPORTANT: Footnotes have been used throughout the documents to highlight new content, proposed changes and rationale for change. Resources are also quoted, where necessary.	Links: DRAFT By-law No. 1 (Mar 2024) DRAFT By-law No. 2 (Mar 2024) DRAFT Articles (formerly Letters Patent) (Mar 2024)
How do I document my feedback?	A 'feedback template' has been developed to assist with the collecting, reviewing and summarizing of all feedback received. Members are encouraged to use this form as it will make it much easier for the volunteer Task Team members to collate and ensure that nothing gets missed.	Template link: If you cannot use the template, ALL feedback submissions MUST include the following: <ul style="list-style-type: none"> • Page Number (e.g. Page 4) • Section Number and Name (e.g. 2.0 Directors) • Sub-section, etc. (e.g. 2.1 Election and Term, etc.) • Proposed change <u>and rationale</u> for suggested change • Other Comments
Where do I send my feedback?	There are three (3) ways to submit feedback.	Email: Joan Condie at joancondie24@gmail.com Mail to: Joan Condie, 24 Lakeside Drive, Tiny ON L0L 2T0 Drop off: 24 Lakeside Drive (Joan's place)

REVIEW PROCESS

AFTER FEEDBACK IS RECEIVED		
Apr 30 – May 31, 2024 Task Team Review / Prepare documents for Annual General Meeting.	Proposed changes will be reviewed and considered by the Task Team. Documents will then be prepared for the Annual General Meeting (AGM).	Contextual changes only will be noted in preparation for the Annual Meeting. Spelling, grammar and simple word changes will not be noted.
On or about June 11, 2024 Annual General Meeting Agenda	The agenda will be sent out via email. Through the agenda, members will be directed to the DBA website to review proposed final documents.	
June 22, 2024 Annual General Meeting	Recommendation: <i>That the Deanlea Beach Association By-law No. 1, By-law No. 2 and Articles be approved in principle.</i> This approval will allow the Task Team to make additional changes as discussed and agreed to by the membership without having to call another ‘Members meeting’ for final approval. All changes will be transparent and shared with membership.	Copies of the By-law documents will <u>NOT</u> be available at the AGM due to print costs. The documents will be available on the website for personal printing prior to the meeting.
On or before October 31, 2024	Documents will be amended as discussed at AGM; posted to the DBA website and prepared for submission to the Ministry.	

The Task Team looks forward to receiving your feedback. If you have any further questions or require further clarification, please contact Joan Condie at joancondie24@gmail.com or Connie Wheeler at cwheeler901@gmail.com .