



**EDMONTON FEDERATION OF COMMUNITY LEAGUES RINGETTE ASSOCIATION
(EFCLRA)**

BYLAWS

1566, 5328 Calgary Trail South
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Date: May 6, 2026

Type of Change: Repeal and Replacement

Description: Existing bylaws repealed and replaced; approved by Membership

Manner: Special Resolution, Annual General Meeting

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ARTICLE 1: GENERAL

1.1 Compliance with the Societies Act

The Edmonton Federation of Community Leagues Ringette Association (EFCLRA) shall operate in accordance with the Societies Act (Alberta) and these bylaws.

1.2 Non-Profit Status

EFCLRA is a non-profit organization, and no part of its income shall be distributed to its members. Any profits shall be used to further the objectives of the Association.

1.3 No Remuneration of Directors

Directors and Officers shall serve without remuneration. They may be reimbursed for reasonable expenses incurred in the performance of their duties.

1.4 Dissolution

Upon dissolution, any remaining assets shall be distributed to other non-profit organizations with similar objectives.

ARTICLE 2: DEFINITIONS AND INTERPRETATION

2.1 Definitions

“Association” means the Edmonton Federation of Community Leagues Ringette Association (EFCLRA).

“Board” means the Board of Directors of EFCLRA.

“Member” means an individual or family who has met the membership requirements of EFCLRA.

“AGM” means the Annual General Meeting.

“Ringette Alberta” means the provincial sport organization for ringette in Alberta.

2.2 Interpretation

These bylaws shall be interpreted in accordance with the laws of Alberta and Canada.

ARTICLE 3: MEMBERSHIP

3.1 Register

EFCLRA shall maintain a register of its members.

3.2 Membership Categories

Active Members are expected to abide by these bylaws and Association policies.

Membership is granted as follows:

- Annually when athletes register and reside within EFCLRA's geographic boundary as defined by Ringette Alberta and the City of Edmonton's ice allocation guidelines.
- Athletes outside these boundaries may be granted membership under Ringette Alberta's residency policy.
- Active Members include parents/guardians of registered athletes and athletes aged 18 or older.
- Membership year is July 1 to June 30.
- Members must be registered with Ringette Alberta unless participating in exempt programs (e.g., Active Start, Ringette for All).

3.3 Eligibility and Admission

The Board may welcome additional members who do not meet the above criteria, provided they volunteer and engage in the spirit of EFCLRA's Mission and Core Values.

3.4 Membership Fees

Fees are set annually by the Board. Fees must be paid in full unless a payment plan is offered. Members remain responsible for full payment even if suspended, expelled, or withdrawing. Members may be expelled for non-payment after 90 days.

3.5 Rights and Privileges

Members in good standing may:

- Attend and participate in meetings
- Vote at the AGM
- Participate in EFCLRA programs and activities

3.6 Termination of Membership

Membership may be terminated by resignation, non-payment, or disciplinary action.

Members may also be deemed in poor standing, resulting in loss of rights and privileges.

This process follows the Discipline and Complaint Policy.

ARTICLE 4: MEETINGS

4.1 General Meeting Provisions

- Notice of all membership meetings (AGM and Special Meetings) shall be provided by

email and posted on the EFCLRA website.

- AGM notice: minimum 30 days.
- Special Meeting notice: minimum 14 days.

Quorum:

- Board Meetings: 50% of voting Board members (rounded up), including the President or Vice-President.
- Special Meetings for special resolutions: 60% of voting Board members, including the President or Vice-President.

Meeting minutes and agendas shall be maintained.

4.2 Annual General Meeting (AGM)

Held annually in May. Agenda must include:

- Election of the Board (>50% vote of Members present)
- Review of financial statements and approval of the budget
- Consideration of bylaw amendments and policy recommendations

4.3 Special Meetings

May be called by the Board or by written request of at least 25% of Members. Notice must be provided at least 14 days in advance.

4.4 Board Meetings

Held regularly as determined by the Board. Minimum of eight meetings per year plus the AGM.

ARTICLE 5: BOARD OF DIRECTORS

5.1 Composition and Roles

The Board consists of the Executive Team and Directors.

Duties of Directors and Officers:

- Attend meetings and participate in decision-making
- Oversee assigned portfolios
- Act in the best interests of the Association
- Ensure compliance with bylaws, policies, and legislation

The Executive Team includes: President, Vice-President, 2nd Vice-President, Treasurer, Registrar, and Secretary.

5.2 Election and Term of Office

Directors and Executives serve two-year terms. Succession planning for the President, Vice-President, and 2nd Vice-President is encouraged. Candidates must notify the Board at least 7 days before the AGM unless nominations from the floor are required.

5.3 Removal of Directors and Officers

A Director or Officer may be removed:

- By special resolution of the Members, or
- By a two-thirds vote of the Board for:
 - Missing three consecutive meetings without cause
 - Failing to perform duties
 - Acting contrary to bylaws, policies, or mission

The individual must receive written notice and an opportunity to speak.

5.4 Duties and Powers

The Board manages EFCLRA's affairs. The Executive Team may:

- Appoint Directors to vacant roles
- Set Board meeting agendas
- Pass urgent motions between meetings (50%+ vote)

ARTICLE 6: FINANCE AND ADMINISTRATION

6.1 Financial Management

EFCLRA shall maintain proper financial records. An annual budget shall be prepared and approved by the Board. Signing authorities include the Treasurer, President, and 1st Vice-President.

6.2 Fiscal Year

May 1 to April 30.

6.3 Borrowing Powers

The Association may borrow funds only with approval of a special resolution of the Members.

6.4 Records and Reporting

Records of meetings, membership, and financial transactions shall be maintained. Minutes shall be posted on the EFCLRA website.

6.5 Audit of Books and Records

- Annual review by an independent accountant or two Members appointed at the AGM
- Review completed within 90 days of fiscal year-end
- Reviewed financial statements presented at the AGM

6.6 Inspection of Records

Members in good standing may inspect records with 14 days' written notice.

6.7 Insurance

EFCLRA shall maintain appropriate insurance coverage.

ARTICLE 7: AMENDMENTS

7.1 Amendment Process

Bylaws may only be amended by special resolution. A special resolution requires 21 days' notice of the proposed amendment and approval by at least 75% of the Members present at a general meeting. Quorum for a general meeting is the Members present at a duly called meeting.

ARTICLE 8: CODE OF CONDUCT AND DISCIPLINE

8.1 Code of Conduct

Members shall conduct themselves in alignment with EFCLRA's mission and core values.

8.2 Discipline Procedures

Violations shall be addressed through the Discipline and Complaints process.

ARTICLE 9: ADOPTION AND EFFECTIVE DATE

9.1 Adoption of Bylaws

These bylaws shall be adopted by majority vote of the Members at a general meeting.

Effective date: May 6, 2026.