

LARDEAU VALLEY COMMUNITY CLUB Proposed Amendments Package (March 2026)

Purpose

This package consolidates all recommended updates for immediate clarity, transparency, and protection of the Board's governance role.

- Immediate actions (Policy Manual only) – can be approved by simple Board motion at the next board meeting.
- Future actions (Bylaws) – the Board will recommend these to the membership for approval by special resolution at the next AGM (or requisitioned general meeting).

All wording is written in the exact style and numbering of our existing documents so changes can be inserted cleanly. The Manager will be asked to incorporate approved changes into the official Policy Manual (maintained by the Secretary per new Policy 1.17).

PART 1 – IMMEDIATE POLICY MANUAL UPDATES

(Board approval required – simple majority)

1. New Policy 1.17 – Policy Manual Maintenance & Approval (Add as new section immediately after current 1.16 Conflict of Interest)

1.17 POLICY FOCUS: POLICY MANUAL MAINTENANCE

1.17.1 The Board of Directors Policy Manual is the exclusive property and responsibility of the Board of Directors.

1.17.2 The Manager has no authority to edit, revise, delete, or update any section of the Board Policy Manual without prior written approval of the Board via motion.

1.17.3 Any proposed changes to the Policy Manual must be presented to the Board in writing (with a marked-up version showing additions/deletions and a rationale) at least seven days before a board meeting. Changes take effect only after ratification by Board motion.

1.17.4 The Secretary shall maintain the official version of the Policy Manual and record the date and nature of every approved change.

2. Clarifying Additions to Existing Policies

2.1.6 (Delegation to the Manager) – add this sentence at the end of the existing section:

“For clarity, the phrase ‘all further policies’ in this section refers only to operational procedures and staff policies; it does not include the Board of Directors Policy Manual.”

1.10 Creation of Policy – add new subsection:

1.10.4 The Manager may draft operational procedures and staff policies but has no authority over the Board Policy Manual.

PART 2 – PROPOSED BYLAW AMENDMENTS

(For next AGM – Special Resolution)

The Board recommends the following four additions to the Bylaws. These will be brought forward at the next Annual General Meeting (or requisitioned general meeting) for approval by special resolution ($\frac{2}{3}$ of voting members present) as required by Bylaw 5.4. The Board intends to present these as a single special resolution package for efficiency.

Proposed Replacement for PART 2 – MEMBERS (Bylaws 2.1 to 2.10)

The following text will replace the current Membership section (Bylaws 2.1–2.10) in its entirety:

2.1 Classes of Membership The Society shall have two classes of members: a) Voting Members b) Non-Voting Members

2.2 Voting Members A Voting Member must: • Be 18 years of age or older; • Reside within the RDCK Area D; • Be in good standing with the Society; • Have paid the applicable annual membership fee; • Have affirmatively opted in to Voting Membership status at the time of registration or renewal.

Voting Members are entitled to: • Attend and vote at all General Meetings and the AGM; • Be nominated for and hold office as a Director (subject to any additional eligibility requirements in these Bylaws); • Receive notice of General Meetings.

Voting Membership is not automatic and must be expressly selected.

2.3 Non-Voting Members A Non-Voting Member: • May be any age; • Is not required to reside within RDCK Area D; • Must be in good standing; • Must have paid the applicable annual membership fee.

Non-Voting Members: • May attend General Meetings; • May be eligible for program and activity discounts; • Do not have voting rights; • Are not eligible to serve as Directors.

2.4 Good Standing A member is in good standing when they: • Have paid all applicable membership fees; • Are not suspended or expelled under these Bylaws.

2.5 Change of Membership Status A Non-Voting Member who meets the eligibility requirements for Voting Membership may apply to change status by submitting a written request to the Board or Manager and confirming residency and age eligibility.

Proposed Membership Fee Schedule

(To be adopted separately by Board Resolution and added to the Policy Manual – not part of the Bylaws)

Purpose This Fee Schedule outlines the annual membership fees for the Society. Fees support programming, facility operations, events, and community initiatives. The Board may amend this schedule by resolution from time to time.

Membership Categories & Annual Fees

Individual Memberships • Adult Membership (18 years and older) – \$20 per year • Senior Membership – \$10 per year • Minor Membership (under 18 years of age) – \$10 per year

Family Membership Available to households consisting of parent(s)/guardian(s) and dependent

children at the same address. Fees: • \$20 per adult parent/guardian • \$10 per child (maximum of two children charged) • Any additional children included at no extra cost • Total household cost capped at \$60 per year

Examples: • 2 adults + 1 child = \$50 • 2 adults + 2 children = \$60 • 2 adults + 4 children = \$60 (capped) • 1 adult + 3 children = \$40

Voting & Non-Voting Status Membership fees apply equally to both classes. Voting status does not change the fee.

Good Standing & Validity Membership is active and in good standing upon payment and compliance with Society policies. Memberships are valid for one year from the date of purchase.

Financial Accessibility The Board may approve reduced fees or waivers in cases of financial hardship.

Next Steps These amendments will be brought forward as a Special Resolution at a future General Meeting with the full required 14-day notice and exact wording. Member feedback from today's discussion will be considered by the Board before finalizing the resolution.

Proposed New Bylaw 3.23 – **Auditor** (add after current 3.22 Rules of Order)

3.23 The Society shall appoint an auditor at each Annual General Meeting if required by the Societies Act or if the members requisition one. The auditor may be removed by ordinary resolution of the members.

Proposed New Bylaw 3.24 – **Proxy Voting** (add immediately after 3.23)

3.24 Proxy voting is not permitted at any general meeting of the Society.

Proposed New Bylaw 4.5A – **Director Qualifications** (insert after current 4.5 Number of Directors on the Board)

4.5A In addition to the qualifications required by the Societies Act, a person is not qualified to be a director if they are an employee of the Society or if they would be disqualified under the Societies Act.

Proposed New Bylaw 4.30 – **Indemnification** (add at the end of Part 4, before Part 5)

4.30 The Society shall indemnify and hold harmless each director and officer against all costs, charges, and expenses, including legal fees, reasonably incurred in connection with any civil, criminal, administrative, or investigative action or proceeding to which they are made a party by reason of being or having been a director or officer, provided they acted honestly and in good faith with a view to the best interests of the Society and, in the case of any criminal or administrative action, had reasonable grounds for believing their conduct was lawful. This provision is subject to the Societies Act.