



Waterfront for All Constitution and By-Laws

1. Name

1.1. The name of the organization shall be Waterfront for All.

2. Mission

2.1. Waterfront for All is dedicated to preserving and enhancing the entire Toronto waterfront — from Etobicoke Creek in the west to the Rouge River in the east — as a unique resource for all to enjoy.

2.2. To carry out this mission, Waterfront for All will:

2.2.1. Foster and encourage actions that make and/or maintain the waterfront as:

2.2.1.1. Connected

2.2.1.2. Beautiful

2.2.1.3. Sustainable

2.2.1.4. Inclusive

2.2.1.5. Safe

2.2.2. Coordinate and represent associations and organizations working for the betterment of the Toronto waterfront

2.2.3. Operate on a consensus-building basis

2.2.4. Respect the cultural, economic, and natural diversity of the waterfront

2.2.5. Actively engage with City of Toronto staff and councillors, members of the provincial and federal governments, and other members of the public and private sector on matters relevant to the Toronto waterfront.

3. Membership

3.1. Full membership in Waterfront for All will be open to Toronto-area organizations that support the mission of Waterfront for All. Membership is given subject to approval by the Steering Committee of a written membership request. Full membership shall mean voting rights at General Meetings.

3.2 Residents are welcome to join as supporters without voting rights at General Meetings.

4. General Meetings

4.1. There shall be an Annual General Meeting, the business of which shall include:

4.1.1. Annual reports of the Chair and the Treasurer

4.1.2. Election of the organization's Executive Officers.

- 4.2. A Special General Meeting can be called by the Steering Committee, or upon the written request of at least 50% of members.
 - 4.3. A quorum for voting purposes at an Annual General Meeting shall be one third of the general membership.
 - 4.4. At an Annual General Meeting or a Special General Meeting, each member organization shall be entitled to one vote with respect to the election of the Executive Officers and such other matters as are in the opinion of the Chair of sufficient import to require a vote at such a meeting. A vote will be decided by a majority of member organizations casting such a vote at such a meeting, together with properly constituted proxy votes.
5. Executive Officers
 - 5.1. The Executive Officers of Waterfront For All shall be:
 - 5.1.1. Chair
 - 5.1.2. Treasurer
 - 5.1.3. Secretary.
 - 5.2. The Treasurer and Secretary may also have the roles of Vice-Chairs. Two Vice-Chairs shall be appointed by the Chair.
 - 5.3. The Executive Officers shall be elected by the general membership at the Annual General Meeting by a simple majority vote for a one-year term or until the next Annual General Meeting.
6. Steering Committee
 - 6.1. The Steering Committee will have a minimum of five members. The Steering Committee will be composed of the Executive Officers, supporters without voting rights, and other representatives of member organizations as appointed by the Chair to give broad representation of waterfront interests.
 - 6.2. The Steering Committee shall meet at least quarterly. All Steering Committee/Executive meetings are open to all member organizations as observers.
 - 6.3. The Steering Committee as necessary can call additional meetings, both open and in-camera.
 - 6.4. At meetings, attendees will hear reports from the Steering Committee members and Sub-Committee Chairs.
 - 6.5. Operational decisions with respect to Waterfront for All will be made by the Steering Committee, which will make best efforts to consult with and report to all member organizations on an on-going basis. A simple majority of the attending Steering Committee Members present at a meeting prevails. In the case of a tie, the Chair will decide the vote.
 - 6.6. Any member organization of Waterfront for All can ask that a motion be considered by the Steering Committee.

- 6.7. A quorum for voting purposes at Steering Committee meetings will be four Steering Committee Members.
- 6.8. Members of the Steering Committee who cannot attend a meeting of the Steering Committee shall give notice to the Chair or the Secretary in advance. They will be allowed to vote by proxy.
- 6.9. The Steering Committee has the power to remove any non-Executive Members by a simple majority vote. Vacancies on the Steering Committee may likewise be filled by a simple majority vote at any meeting.
- 6.10. Conflicts of interest by Steering Committee Members can undermine Waterfront for All's effectiveness as a voice for the community. Members of the Steering Committee must declare any conflict of interest and excuse themselves from discussion and votes on issues related to that conflict.
- 6.11. Meetings of the Steering Committee may be held by electronic means.
7. Waterfront for All Sub-Committees
 - 7.1. Sub-Committees, either Standing Committees or Limited Term Committees, may be established as agreed to by the Waterfront for All Steering Committee.
 - 7.2. Sub-Committees can be dissolved by majority Steering Committee vote if they become obsolete.
 - 7.3. Membership on any Sub-Committee is open to any interested member at the invitation of, or with the approval of, the Steering Committee.
 - 7.4. Sub-Committee Chairs will be elected by the Steering Committee. The Steering Committee reserves the right to remove Sub-Committee Chairs.
 - 7.5. Sub-Committees will meet at times and frequencies appropriate to carrying out their mandate.
 - 7.6. All Sub-Committees work with, and through, the Waterfront for All Steering Committee, not alone.
 - 7.7. Sub-Committees can add new members as interest and need arise.
 - 7.8. Members of Waterfront for All Sub-Committees will declare conflicts of interest in the same manner as described in 6.10. above.
 - 7.9. Whenever possible, Sub-Committee Members should have access to e-mail in order to foster good communication and involvement.

8. Waterfront for All Communications

- 8.1. Any information, such as letters, website content, articles, opinion pieces, and other communications on behalf of Waterfront for All, going out in the name of the organization, must be distributed to the Chair or Secretary and Vice-Chairs to read and receive approval of at least one Executive Officer and one additional member of the Steering Committee prior to dissemination.
- 8.2. The Chair or a Vice-chair of Waterfront for All can speak publicly on behalf of Waterfront for All, always reporting back to the Steering Committee on any such communications.
- 8.3. Other Steering Committee members can speak publicly on behalf of Waterfront for All after consultation with the Steering Committee, and reporting back to the Steering Committee on any such communications.
- 8.4. Committees will utilize distribution lists to ensure that all committee members are involved in issues and discussion.

9. Membership Lists

- 9.1. The Secretary will create a Steering Committee Membership List, with names, positions, phone numbers and e-mail addresses. This list shall be circulated to Steering Committee members to facilitate communication. The Secretary shall be responsible for the maintenance, privacy, and security of the Waterfront for All General Membership List.
- 9.2. Coordinating and sharing lists will be limited to member organizations.
- 9.3. Any communication with the full Waterfront for All list will be authorized by the Chair or Vice-Chairs, and be sent out by a Member of the Steering Committee. The content of communications can be proposed by anyone connected with Waterfront for All.

10. Signing Powers

- 10.1. The Treasurer and the Chair shall have bank signing authority in respect of Waterfront for All's financial responsibilities.

11. Amendments

- 11.1. Any proposed amendment to these by-laws must be submitted in writing, signed by three active Steering Committee members, at least two weeks prior to the Annual General Meeting or a Special General Meeting. The proposed amendment will become part of the By-Laws, if approved by a two-thirds majority of those members present and voting.