



**GOVERNING DOCUMENTS
OF THE
SECORD COMMUNITY LEAGUE**

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2 LEGAL FRAMEWORK OF A COMMUNITY LEAGUE

- .1 In order of priority, the legal framework of the Secord Community League are as follows:
 - .1 Federal Law
 - .2 Provincial Law (including the Societies Act)
 - .3 Bylaws
 - .4 Policies
 - .5 Procedures

3 SOCIETIES ACT

- .1 The Province of Alberta Societies Act can be found here:
www.qp.alberta.ca/documents/Acts/S14.pdf

4 BYLAWS

- .1 The Secord Community League's most recent Bylaw is dated July 5, 2010.

5 GUIDELINES

- .1 The Secord Community League's Guidelines are, starting with the most recent revision:
 - .1 Board of Directors Roles and Responsibilities Guidelines (March 19, 2019)
 - .2 Committees and Coordinators Roles and Responsibilities Guidelines (March 19, 2019)
 - .3 Secord Community League - Social Media Operational Guidelines (January 21, 2019)

6 POLICIES

- .1 The Secord Community League does not have any formal policies yet.

7 PROCEDURES

- .1 The Secord Community League's Procedures are included in the Policies:

8 MISSION STATEMENT

- .1 Establish a safe, inclusive and friendly community; provide support and services while committing to public engagement; and develop programs, activities and infrastructure to enhance the lives of residents. (approved informally in November 2017)

9 EFCL CODE OF ETHICS

- .1 This Code of Ethics was designed for Community Leagues by the Edmonton Federation of Community Leagues, (EFCL). The EFCL conducts General Meetings to which all

Community Leagues have both the right and the responsibility to send representatives. Any policies or procedures being implemented by the EFCL should be discussed at a General Meeting to ensure they are understood and supported by member Community Leagues.

- .2 The Code of Ethics consists of moral obligations aimed at upholding the dignity and integrity of Community Leagues within the Edmonton Federation of Community Leagues, ("the Society"). It attempts to define those obligations that benefit all Leagues and also areas that should be avoided. In general, the code is designed to assist the operating efficiency of all individual Leagues and of the practical interpretation of the aims and objectives of the Community League philosophy.
- .1 ARTICLE 1
The first duty of a Community League must be to strictly observe its Constitution and Bylaws as registered under The Societies Act RSA 1980 c S-18, equally and without regard to race, creed, colour, religion, ethnic origin, sex or political affiliation.
- .2 ARTICLE 2
A Community League should restrict Membership to those residents living within the boundaries of that League as designated by the Society and the City of Edmonton.
- .3 ARTICLE 3
Where a neighbourhood does not operate as a Community League, then the nearest neighbouring Community League may enroll residents from that neighbourhood as Members or Associate Members of their League.
- .4 ARTICLE 4
Each Community League must honour other League Memberships for the remainder of the current Membership year with regard to Members moving their place of residence from one League to another.
- .5 ARTICLE 5
Where enrolment capacity permits, each Community League will admit Members from other Community Leagues to all programs for a uniform admission fee and without an additional Membership charge.
- .6 ARTICLE 6
Each Community League should support and strengthen the Society in a true community spirit
- .7 ARTICLE 7
Each Community League should always endeavour to improve relationships among individual Leagues, the Society and the City of Edmonton.
- .8 ARTICLE 8
Leagues should encourage and support inter-League communication and cooperation, particularly in shared programs.
- .9 ARTICLE 9

Each Community League should be prepared to help new Leagues with advice or resources in order for the new Leagues to become established and successful.

.10 ARTICLE 10

Each League should hold regular meetings to which officers should conscientiously attend as well as attending the Society meetings.

.11 ARTICLE 11

Each Community League should maintain a complete and accurate record of all its business and comply with the requirements of the Societies Act in respect of its Annual General Meetings and extraordinary resolutions.

.12 ARTICLE 12

Each League should encourage fair play among its Members in all activities. Each League should further observe that it is participation and enjoyment that counts far more than winning.

.13 ARTICLE 13

Community Leagues should always observe and respect municipal, provincial and federal laws of the land.

.14 ARTICLE 14

Each League should conduct its business in a manner that is open, ethical, in compliance with its Bylaws, and which avoids a perceived conflict of interest.

.15 ARTICLE 15

Each League should comply with decisions made by the EFCL membership at general meetings.

.3 Last revision October 23, 2012 at the Regular General Meeting.