



BY-LAWS

Revised April 23, 2025

These updated and revised By-Laws of the Swiss Club Toronto were compiled by Philippe Moser, President of the Swiss Club Toronto.

All prior revisions have been incorporated in this version dated the 23rd of April 2025. See Schedule B of the By-Laws for details of revisions.

CHAPTER 1 • GENERAL PROVISION

- Art. 1 The name of the organization is SWISS CLUB TORONTO, incorporated under the Laws of the Province of Ontario, with its head office in the City of Toronto, Ontario.
- Art. 2 The object of the club is to further the cultural and social life within the Swiss community, to cultivate and maintain Swiss customs and traditions, to engage in various sports and recreational activities, and to foster understanding between our neighbours and our community.
- Art. 3 The club is a non-profit organization and is non-political and non-denominational.
- Art. 4 The fiscal year is to coincide with the calendar year.
- Art. 5 Books of record shall be kept in English.
- Art. 6 The seal, an impression whereof is stamped in the margin hereof, shall be the corporate seal of the corporation.

CHAPTER 2 • MEMBERSHIP AND GENERAL MEETING

- Art. 1 There are three kinds of membership:
- a) Honorary, voting members
 - b) Life-time voting members
 - c) Active voting members

The membership shall consist of the applicants for the incorporation of the corporation and such other individuals, as are admitted to membership by the Board of Directors. Family membership shall consist of two partners, each having one vote, and their dependent children up to 18 years of age, living in the same household. Such dependent children shall have no voting privileges.

Art. 2 Proposal for honorary membership can be submitted to the Board of Directors at any time. Such proposals require a simple majority of the Board of Directors. The foregoing procedure shall equally apply to proposals for life-time membership. Eligible for life-time membership shall be active members who have been members in good standing for a total of no less than thirty years. New life-time and honorary memberships must be shared at the next Annual General Meeting.

The Swiss Ambassador in Ottawa is to be invited to be an honorary member of the Club. The Swiss Canadian Chamber of Commerce President is to be invited to be an honorary member of the Club.

Art. 3 Eligible for active, voting membership are all persons of Swiss descent and other Nationals, who are of good repute and character, provided non-Swiss membership does not exceed at any time 20% of the total voting membership.

Art. 4 The membership of active members whose behaviour is contrary to the interests of the Club may be suspended temporarily or in severe cases cancelled by a two-thirds majority of the Board of Directors. Such action must be ratified by the next following Annual General Meeting. Similarly honorary and life-time memberships may be suspended or cancelled by the Annual General Meeting upon recommendation of the Board of Directors.

Art. 5 Members may resign by resignation in writing which shall be effective upon acceptance by the Board of Directors.

Art. 6 Membership dues in effect shall be collected annually. Any change in membership dues proposed by the Board of Directors shall be approved by a majority of members at the Annual General Meeting. Membership dues not paid within 90 days of the renewal date will result in cancellation of membership.

Art. 7 Honorary, life-time and active members in good standing as of March 31st shall be eligible to vote at the Annual General Meeting. Honorary, life-time and active members in good standing as of the date of the meeting shall be eligible to vote at special meetings of which notice has been mailed at least ten days prior to such meeting.

Art. 8 Voting at the Annual General Meeting or at Special General Meetings shall be in person or by fully qualified proxies. Such proxies, duly signed by a voting member, must be in the form of proxy attached to By-Law No 2 as Schedule “A”. The nominee must be a voting member of the Corporation. No voting member of the Swiss Club Toronto shall represent and execute more than two proxies issued in his name at any ordinary — or extraordinary Annual General Meeting. All proxies must be signed and carry the name of the nominee. In order to be valid, proxies must be in possession of the Swiss Club Toronto before noon the day before the Annual General Meeting, for their approval.

Art. 9 The Annual General Meeting is to be held in the month of April of each year, at the Head Office of the Corporation or elsewhere in Ontario as the Board of Directors may determine.

Art. 10 PROCEDURE OF ANNUAL GENERAL MEETINGS

- a) Reading of minutes of last General Meeting.
- b) President report
- c) Treasurer report of the preceding year and report of the Auditor to be submitted at the meeting and approved by the Membership.
- d) Amendments to the by-laws. Notice of any amendment to the by-laws shall be given to the members in writing at least thirty days prior to the meeting. Amendments to the by-laws

shall require a two-thirds majority by the members voting in person or by proxy as defined in Art. 8.

f) Election of Directors and Officers and appointment of the Auditor.

g) Motions and general business. A simple majority of members voting in person or by proxy as defined in Art. 8, is required.

Art. 11 The Board of Directors, or the President or Vice-President shall have the power to call a General Meeting of members on ten days notice sent to last address recorded on the books of the Corporation.

Art. 12 A quorum at any General Meeting of members shall consist of not less than 20 voting members present in person excluding Directors.

Art. 13 The members may by resolution passed by at least two-thirds of the votes cast at a General Meeting of which notice specifying the intention to pass such resolution has been given, remove any Director or Officer before the expiration of his/her term of office, and may, by a majority of the votes cast at that meeting, elect any member in his/her stead for the remainder of his/her term.

CHAPTER 3 • BOARD OF DIRECTORS

Art.1 The Board of Directors shall consist of: President, Vice-President, Secretary, Treasurer, Editor of newsletter and such other officers as are created from time to time, and the Chairman of each section as elected by the members of such sections; and each shall be a member of the corporation.

Art. 2 Candidates for any office of the Board of Directors must have been members of the Club for at least three (3) months prior to their election, except for the Vice President, who requires 6 months of membership & the President for whom a membership for at least one year is required. The President of the Club must be of Swiss origin.

Art. 3 All Directors and officers, except the chairman of each section, shall be elected by the Annual General Meeting for a two-year term. The immediate Past President shall automatically become ex-officio member of the Board of Directors for a term of two years.

Art. 4 No member of the Board of Directors shall gain any personal or financial advantage by virtue of his or her honorary office. All members of the Board of Directors shall abide by the “Not for Profit Conflict of Interest Policy” which will be henceforth referred to as Schedule C to By-Laws.

Art. 5 A nominating committee may be appointed by the Board of Directors three months prior to the Annual General Meeting for the purpose of preparing a nomination list to be mailed to the membership prior to such meeting.

Art. 6 The editor of the newsletter may, after any meeting, report thereon unless a majority of the members of the Board of Directors present by vote request that none of the proceedings of such meeting be published. Board of Directors announcements and bulletins shall take priority over other news items in the newsletter. Advertisements are only to be accepted if financially benefiting the Club.

Art. 7 Four members of the Board of Directors shall constitute a quorum, including at minimum one of the President, Vice President and/or Treasurer. Questions shall be decided by a majority of votes cast. In case of an equality of votes the chairman of the meeting in addition to his or her original vote shall have a second or casting vote.

- Art. 8 The Board of Directors shall have the power to appoint a successor for any officer or Director who is unable to fulfill his/her term of office until the next following General Annual Meeting. Should a vacancy in the presidency occur during a regular term, the Vice-President shall automatically succeed into the presidency for the unexpired portion of the term.
- Art. 9 The Representative of the Swiss Government for our area is ex-officio honorary President of the Club.
- Art. 10 Members of the Board of Directors are exempt from paying any club membership dues during their term of office.
- Art. 11 The Board of Directors shall have the authority to disperse surpluses derived from the club activities for the benefit of the sections or for the club as a whole. Such surplus may be kept in the club's current account, transferred to a savings account or may be used for the purchase of securities or other investments, always provided that such surplus remains under the sole jurisdiction of the Board of Directors and/or the Annual General Meeting.
- Art. 12 All documents including bank documents required to be executed by the Corporation shall be signed by the President, Vice-President and Treasurer, or any two of them, and the seal of the Corporation shall be affixed to such instruments as require the same.
- Art. 13 The Directors may, in any one calendar year up to a limit of \$10,000.00 (ten thousand)
- a) borrow money on the credit of the Corporation, or
 - b) issue, sell or pledge securities of the Corporation, or
 - c) charge, mortgage, hypothecate or pledge all or any of the real or personal property of the Corporation, including book debts, rights, powers, franchises and undertakings, to secure any securities or any money borrowed, or other debt, or any other obligation or liability of the Corporation.
- Art. 14 The Board shall ensure that the organization: Promotes accessibility across all activities and programs. Ensures compliance with the Accessibility for Ontarians with Disabilities Act (AODA) and related regulations. Adopts policies and practices that comply with AODA's accessibility standards, including customer service, employment, transportation, information, and communications.
- Art. 15 Board members shall review AODA requirements and compliance, including understanding disabilities, accessibility barriers, and how to support individuals with disabilities in the organization's programs and services.

CHAPTER 4 • CLUB SECTIONS

- Art. 1 Specific interest groups within the club shall be at liberty to form sections with the approval of the Board of Directors. Such sections shall be headed by a chairman and such other section committee members as may be required.
- Art. 2 Sections may charge section dues to cover direct operating expenses.
- Art. 3 Non-members may be admitted as guests to all section activities three times only.
- Art. 4 Yearly grants shall be distributed to the sections at the sole discretion of the Board of Directors. Budgets supporting requests for such grants shall be submitted by the section chairman to the first Board Meeting following the Annual General Meeting.

- Art. 5 If deemed to be beneficial, sections may be governed by rules and regulations as approved by their own membership and by the Board of Directors. Such rules and regulations shall not be contrary to the club constitution.
- Art. 6 Financial statements of each section must be submitted to the club’s treasurer not later than January 31st of each year.
- Art. 7 No section of the club shall be a legal entity.

CHAPTER 5 – Swiss Club Accessibility Policy

- Art. 1 Accessibility Policy - The club shall develop, implement, and maintain an Accessibility Policy to ensure compliance with the AODA. The policy shall outline the commitment of the club to providing accessible services and facilities and detail how the organization will meet accessibility standards.
- Art.2 Accessibility Plan - The club shall maintain an Accessibility Plan that identifies current barriers, outlines goals, and specifies actions to achieve full accessibility. The plan shall be reviewed and updated at least once every 2 years and will be made available to the public, as required by the AODA.
- Art. 3 Accessibility Plan - The club shall maintain Schedule D as the Swiss Club Toronto Accessibility Policy & Plan.

CHAPTER 6 • DISSOLUTION

- Art. 1 The club may be dissolved by a two-third majority of the members present at a special meeting called for the express purpose of dissolution. Notice of such meeting must be given by registered mail sent to the last known address of each member at least 30 days prior to such meeting. Proxies shall not be allowed at such meeting.
- Art. 2 At the time of dissolution all club funds shall be placed in a trust fund to be called SWISS CLUB TORONTO FUNDS. Such fund shall be administered by the New Helvetic Society in Bern. The capital of such fund with interest shall be distributed to Swiss citizens in Canada in need, as the New Helvetic Society in its unlimited discretion may from time to time decide.

Passed by the Members and the Board of Directors this 23rd day of April 2025

Philippe Moser, President

Celine Baracho, Vice-President

SWISS CLUB TORONTO

Schedule “A” to By-Laws

PROXY

The undersigned voting member of the SWISS CLUB TORONTO hereby nominates, constitutes and appoints, _____

or him/her failing, _____

as proxy of the undersigned to attend the Annual General Meeting of the Corporation to be held on the _____ day of _____

and any adjournment or adjournments thereof and to vote and otherwise act thereat for and on behalf and in the name of the undersigned in respect of all matters that may come before the meeting in the same manner as the undersigned could do if personally present thereat, the undersigned hereby ratifying and confirming and agreeing to ratify and confirm all that such proxy may lawfully do by virtue hereof.

Dated this _____ day of _____

Signature of voting member _____

Print name of voting member _____

Schedule B to By-Laws

List of Amendments

**Approved by the members and the board of directors:
AGM 2009 – February 20, 2009**

Amendment: René Wälti read out the proposed amendment to the Swiss Club By-Laws. Under Chapter 3, Board of Directors, Article 1, add the following sentence to the end:

“The immediate Past President shall automatically become ex-officio member of the Board of Directors for a term of two years.”

This change is proposed to help ensure a smooth transition between the incoming and outgoing presidents.

Motion: Urs Dörig moved to accept the amendment. Albert Kehrlı seconded. All accepted.

CHAPTER 3 • BOARD OF DIRECTORS

Art. 3 All Directors and officers, except the chairman of each section, shall be elected by the Annual General Meeting for a two year term.

The immediate Past President shall automatically become ex-officio member of the Board of Directors for a term of two years.

**Approved by the members and the board of directors:
AGM 2012 – February 24, 2012**

CHAPTER 3 • BOARD OF DIRECTORS

Eliminate the position of 2nd Vice-President.

Reason: The Club is no longer what it used to be 30 years ago. The position of 2nd V-P is without portfolio or responsibilities, and therefore there is no need for it.

This will affect Chapter 3, Art. 1 (change 2 Vice-Presidents to Vice-President) and Art. 8 (change 1st Vice-Presidents to Vice-President).

CHAPTER 3 • BOARD OF DIRECTORS

Art.1 The Board of Directors shall consist of: President, Vice-President, Secretary, Treasurer, Director of Entertainment, Editor of newsletter, Membership Chairperson and such other officers as are created from time to time, and the Chairman of each section as elected by the members of such sections; provided that the number of directors shall be a minimum of eleven and each shall be a member of the corporation.

Art. 8 The Board of Directors shall have the power to appoint a successor for any officer or Director who is unable to fulfill his term of office until the next following General Annual Meeting. Should a vacancy in the presidency occur during a regular term, the Vice-President shall automatically succeed into the presidency for the unexpired portion of the term.

CHAPTER 5 • FINANCE COMMISSION

Remove the provision “The chairman shall be rotated yearly.”

Reason: This was never followed in the past and it is highly impractical, as it does not allow for any continuity in managing the funds of the Club.

CHANGE FROM

Art. 5 The commissioners shall elect a chairman among their members to hold office for one year. The chairman shall be rotated yearly. The President of the club can not be elected as chairman of the Commission.

TO:

Art. 5 The commissioners shall elect a chairman among their members to hold office for one year. The President of the club can not be elected as chairman of the Commission.

Approved by the board of directors and to be approved by the members at the AGM on February 28, 2014.

CHAPTER 1 • GENERAL PROVISION

Change of wording for Head Office

Reason: The term Metropolitan Toronto is not used anymore.

CHANGE FROM

Art.1 The name of the organization is SWISS CLUB TORONTO, incorporated under the Laws of the Province of Ontario, with its head office in the Municipality of Metropolitan Toronto, County of York.

TO:

Art. 1 The name of the organization is SWISS CLUB TORONTO, incorporated under the Laws of the Province of Ontario, with its head office in the City of Toronto, Ontario.

CHAPTER 2 • MEMBERSHIP AND GENERAL MEETING

Elimination of Passive and Associate Memberships

Reason: Passive and Associate Memberships are deemed to be unnecessary as they have no benefits and no voting privileges.

CHANGE FROM

Art. 1 There are five kinds of membership:

- a) Honorary, voting members
- b) Life-time voting members
- c) Active voting members
- d) Passive, non-voting members
- e) Associate, non-voting members

The membership shall consist of the applicants for the incorporation of the corporation and such other individuals, as are admitted to membership by the Board of Directors. Family membership shall consist of husband and wife, each having one vote, and their dependent children up to 21 years of age, living in the same household. Such dependent children shall have no voting privileges.

TO:

Art. 1 There are three kinds of membership:

- a) Honorary, voting members
- b) Life-time voting members
- c) Active voting members

The membership shall consist of the applicants for the incorporation of the corporation and such other individuals, as are admitted to membership by the Board of Directors. Family membership shall consist of husband and wife, each having one vote, and their dependent children up

to 21 years of age, living in the same household. Such dependent children shall have no voting privileges.

ELIMINATION OF

Art. 4

Art. 4A

All other Articles will be renumbered accordingly

CHANGE FROM

Art. 5 The membership of active and passive members whose behaviour is contrary to the interests of the Club may be suspended temporarily or in severe cases cancelled by a two-thirds majority of the Board of Directors. Such action must be ratified by the next following Annual General Meeting. Similarly honorary and life-time memberships may be suspended or cancelled by the Annual General Meeting upon recommendation of the Board of Directors.

TO:

Art. 4 The membership of active members whose behaviour is contrary to the interests of the Club may be suspended temporarily or in severe cases cancelled by a two-thirds majority of the Board of Directors. Such action must be ratified by the next following Annual General Meeting. Similarly honorary and life-time memberships may be suspended or cancelled by the Annual General Meeting upon recommendation of the Board of Directors.

CHAPTER 2 • MEMBERSHIP AND GENERAL MEETING

Change of Membership Due Date

Reason: Extension of date before unpaid memberships will be cancelled

CHANGE FROM

Art. 7 Membership dues in effect shall be collected for the calendar year. New members only joining the Club after August 1st of each year shall pay half the yearly dues for the remainder of the calendar year. Any change in membership dues proposed by the Board of Directors shall be approved by a majority of members at the Annual General Meeting. Membership dues for the current year not paid by March 31st. will result in cancellation of membership.

TO:

Art. 6 Membership dues in effect shall be collected for the calendar year. New members only joining the Club after August 1st of each year shall pay half the yearly dues for the remainder of the calendar year. Any change in membership dues proposed by the Board of Directors shall be approved by a majority of members at the Annual General Meeting. Membership dues for the current year not paid by June 30th will result in cancellation of membership.

CHAPTER 2 • MEMBERSHIP AND GENERAL MEETING

Some other wording changes

Reason: Wording changes as part of full review of By-Laws

CHANGE FROM

Art. 11 PROCEDURE OF ANNUAL GENERAL MEETINGS

- a) Reading of minutes of last General Meeting.
- b) President report
- c) Treasurer report of the preceding year and report of the Auditor to be read and approved by the Membership.
- d) Finance commission report
- e) Amendments to the constitution. Notice of any amendment to the constitution shall be given to the members in writing at least thirty days prior to the meeting. Amendments to the constitution shall require a two-thirds majority by the members voting in person or by proxy as defined in Art.9.
- f) Election of Directors, Officers, Finance Commissioners and at least one Auditor.
- g) Motions and general business. A simple majority of members voting in person or by proxy as defined in Art. 9, is required.

TO:

Art. 10 PROCEDURE OF ANNUAL GENERAL MEETINGS

- a) Reading of minutes of last General Meeting.
- b) President report
- c) Treasurer report of the preceding year and report of the Auditor to be submitted at the meeting and approved by the Membership.
- d) Finance commission report
- e) Amendments to the by-laws. Notice of any amendment to the by-laws shall be given to the members in writing at least thirty days prior to the meeting. Amendments to the by-laws shall require a two-thirds majority by the members voting in person or by proxy as defined in Art. 8.
- f) Election of Directors, Officers and Finance Commissioners and appointment of the Auditor.
- g) Motions and general business. A simple majority of members voting in person or by proxy as defined in Art. 8, is required.

CHAPTER 2 • MEMBERSHIP AND GENERAL MEETING

Elimination of 1st Vice President

Reason: With the elimination of 2nd VP two years ago, the 1st VP naturally became just Vice President

CHANGE FROM

Art. 12 The Board of Directors, or the President or 1st.Vice-President shall have the power to call a General Meeting of members on ten days notice sent by prepaid mail to last address recorded on the books of the Corporation.

TO:

Art. 11 The Board of Directors, or the President or Vice-President shall have the power to call a General Meeting of members on ten days notice sent by prepaid mail to last address recorded on the books of the Corporation.

CHAPTER 3 • BOARD OF DIRECTORS

Change of wording to make it gender neutral

Reason: Change of wording to make it gender neutral

CHANGE FROM

Art. 6 The editor of the newsletter may, after any meeting in his discretion, report thereon unless a majority of the members of the Board of Directors present by vote request him not to publish any of the proceedings of such meeting. Board of Directors announcements and bulletins shall take priority over other news items in the newsletter. Advertisements are only to be accepted if financially benefiting the Club.

TO:

Art. 6 The editor of the newsletter may, after any meeting, report thereon unless a majority of the members of the Board of Directors present by vote request that none of the proceedings of such meeting be published. Board of Directors announcements and bulletins shall take priority over other news items in the newsletter. Advertisements are only to be accepted if financially benefiting the Club.

CHAPTER 3 • BOARD OF DIRECTORS

Change of wording due to closing of Swiss Consulate

Reason: Due to the closing of the Swiss Consulate in Toronto, the wording has to be changed

CHANGE FROM

Art. 9 The Swiss Consul General in Toronto is ex-officio honorary President of the Club.

TO:

Art. 9 The Representative of the Swiss Government for our area is ex-officio honorary President of the Club.

CHAPTER 3 • BOARD OF DIRECTORS

Elimination of 1st Vice President

Reason: With the elimination of 2nd VP two years ago, the 1st VP naturally became just Vice President

CHANGE FROM

Art. 12 All documents including bank documents required to be executed by the Corporation shall be signed by the President, 1st.Vice-President and Treasurer, or any two of them, and the seal of the Corporation shall be affixed to such instruments as require the same.

TO:

Art. 12 All documents including bank documents required to be executed by the Corporation shall be signed by the President, Vice-President and Treasurer, or any two of them, and the seal of the Corporation shall be affixed to such instruments as require the same.

CHAPTER 4 • CLUB SECTIONS

Change of due date for section financial statements

Reason: The deadline for submitting the section financial statements to the Treasurer is changed to January 31st

CHANGE FROM

Art. 6 Financial statements of each section must be submitted to the club’s treasurer not later than January 20 of each year.

TO:

Art. 6 Financial statements of each section must be submitted to the club’s treasurer not later than January 31 of each year.

Approved by the board of directors and the members at the AGM on February 10, 2017.

CHAPTER 2 • MEMBERSHIP AND GENERAL MEETING

Change Date of the Annual General Meeting

Reason: As there is no real reason why the AGM has to be held specifically in February and the weather situation could be bad that month on the day of the AGM, the time of when the AGM is to be held is extended to end of April instead of a specific month.

CHANGE FROM

Art. 9 The Annual General Meeting is to be held in the month of February of each year, at the Head Office of the Corporation or elsewhere in Ontario as the Board of Directors may determine.

TO:

Art. 9 The Annual General Meeting is to be held in the month of April of each year, at the Head Office of the Corporation or elsewhere in Ontario as the Board of Directors may determine.

Approved by the board of directors and the members at the AGM on April 26, 2019.

CHAPTER 2 • MEMBERSHIP AND GENERAL MEETING

Expand definition of family membership

Reason: Family units can take many different forms and the club should welcome all. Also, the voting age should be updated to reflect the current legal voting age in Ontario.

CHANGE FROM:

Art.1 The membership shall consist of the applicants for the incorporation of the corporation and such other individuals, as are admitted to membership by the Board of Directors. Family membership shall consist of **husband and wife**, each having one vote, and their dependent children up to **21 years of age**, living in the same household. Such dependent children shall have no voting privileges.

TO:

Art.1 The membership shall consist of the applicants for the incorporation of the corporation and such other individuals, as are admitted to membership by the Board of Directors. Family membership shall consist of **two partners**, each having one vote, and their dependent children up to **18 years of age**, living in the same household. Such dependent children shall have no voting privileges.

Change membership terms from calendar year to annual

Reason: Under the current model, membership is for a calendar year and renews in January. Members joining partway through the year pay a reduced membership fee. This is complex to manage and doesn't incentivize members who wish to join in the latter part of the year. Moving to an annual membership model, with renewal happening on the anniversary date of joining the club, is more flexible. The new membership management software also makes it easier to process renewals at any time of the year.

If this change is approved, the renewal date for all current members who do not have a recorded date of joining the club will remain on January 1st. For those members, membership dues for 2019 will exceptionally be collected up to June 1st, 2019.

CHANGE FROM:

Art. 6 Membership dues in effect shall be collected **for the calendar year. New members only joining the Club after August 1st of each year shall pay half the yearly dues for the remainder of the calendar year.** Any change in membership dues proposed by the Board of Directors shall be approved by a majority of members at the Annual General Meeting. Membership dues **for the current year not paid by June 30th** will result in cancellation of membership.

TO:

Art. 6 Membership dues in effect shall be collected **annually.** Any change in membership dues proposed by the Board of Directors shall be approved by a majority of members at the Annual General Meeting. Membership dues not paid **within 90 days of the renewal date** will result in cancellation of membership.

CHANGE FROM:

Art. 7 Honorary, life-time and active members **of the immediately preceding calendar year** shall be eligible to vote at the Annual General Meeting. Honorary, life-time and active members **of the current year** shall be eligible to vote at special meetings of which notice has been mailed at least ten days prior to such meeting.

TO:

Art. 7 Honorary, life-time and active members **in good standing as of March 31st** shall be eligible to vote at the Annual General Meeting. Honorary, life-time and active members **in good standing as of the date of the meeting** shall be eligible to vote at special meetings of which notice has been mailed at least ten days prior to such meeting.

Dissolution of the Finance Commission

Reason: The Finance Commission was created to oversee and actively develop investments for the explicit purpose of generating interest. As a non-profit organization, however, the Club is not allowed to hold investments for the purpose of generating interest revenue. For this reason, all Club investment funds have since been closed and transferred to a Guaranteed Interest Certificate (GIC) and Savings account. As a result, the Finance Commission has lost its purpose. At their meeting on March 8, 2018, the members of the Finance Commission unanimously decided to recommend dissolving the Commission and transferring responsibility on any re-investment of the Club's funds to the Board.

CHANGE FROM:

Art. 10 PROCEDURE OF ANNUAL GENERAL MEETINGS

- a) Reading of minutes of last General Meeting.
- b) President report
- c) Treasurer report of the preceding year and report of the Auditor to be submitted at the meeting and approved by the Membership.
- d) **Finance commission report**
- e) Amendments to the by-laws. Notice of any amendment to the by-laws shall be given to the members in writing at least thirty days prior to the meeting. Amendments to the by-laws shall require a two-thirds majority by the members voting in person or by proxy as defined in Art. 8.
- f) Election of Directors, Officers **and Finance Commissioners** and appointment of the Auditor.
- g) Motions and general business. A simple majority of members voting in person or by proxy as defined in Art. 8, is required.

TO:

Art. 10 PROCEDURE OF ANNUAL GENERAL MEETINGS

- a) Reading of minutes of last General Meeting.
- b) President report
- c) Treasurer report of the preceding year and report of the Auditor to be submitted at the meeting and approved by the Membership.

d) Amendments to the by-laws. Notice of any amendment to the by-laws shall be given to the members in writing at least thirty days prior to the meeting. Amendments to the by-laws shall require a two-thirds majority by the members voting in person or by proxy as defined in Art. 8.

e) Election of Directors **and** Officers and appointment of the Auditor

f) Motions and general business. A simple majority of members voting in person or by proxy as defined in Art. 8, is required.

CHANGE FROM:

Art. 13 The members may by resolution passed by at least two-thirds of the votes cast at a General Meeting of which notice specifying the intention to pass such resolution has been given, remove any Director, Officer **or Finance Commissioner** before the expiration of his/her term of office, and may, by a majority of the votes cast at that meeting, elect any member in his stead for the remainder of his/her term.

TO:

Art. 13 The members may by resolution passed by at least two-thirds of the votes cast at a General Meeting of which notice specifying the intention to pass such resolution has been given, remove any Director **or** Officer before the expiration of his/her term of office, and may, by a majority of the votes cast at that meeting, elect any member in his stead for the remainder of his/her term.

Allow use of email to communicate with members

Reason: In addition to regular mail, the Board should also be able to communicate with members via email or any other mode of communication (when provided) to call a General Meeting.

CHANGE FROM:

Art. 11 The Board of Directors, or the President or Vice-President shall have the power to call a General Meeting of members on ten days notice sent **by prepaid mail** to last address recorded on the books of the Corporation.

TO:

Art. 11 The Board of Directors, or the President or Vice-President shall have the power to call a General Meeting of members on ten days notice sent to last address recorded on the books of the Corporation.

CHAPTER 3 • BOARD OF DIRECTORS

Reduce the number of Directors

Reason: The use of new membership management software makes it less onerous to manage the club's members and doesn't warrant a dedicated Board position anymore. Membership management duties can be combined with those of the Secretary.

Social events organized by the sections are now mostly open to all Club members, reducing the need for a Director of Entertainment. Having a smaller Board makes it also less challenging to fill in open positions.

CHANGE FROM

Art. 1 The Board of Directors shall consist of: President, Vice-President, Secretary, Treasurer, **Director of Entertainment**, Editor of newsletter, **Membership Chairperson** and such

other officers as are created from time to time, and the Chairman of each section as elected by the members of such sections; **provided that the number of directors shall be a minimum of eleven and each shall be a member of the corporation.**

TO:

Art. 1 The Board of Directors shall consist of: President, Vice-President, Secretary, Treasurer, Editor of newsletter and such other officers as are created from time to time, and the Chairman of each section as elected by the members of such sections; and each shall be a member of the corporation.

CHAPTER 5 • FINANCE COMMISSION**Dissolution of the Finance Commission**

Reason: See Chapter 2, Article 10 above

CHANGE FROM

Art. 1 Funds including interest thereon earmarked for the purpose of purchasing an interest in investments shall be entrusted to the Finance Commission.

Art. 2 The Finance Commission shall be composed of seven members. The President of the Club shall automatically become a member of the Commission. The remaining six members shall be elected by the Annual General Meeting for a three year term.

Art. 3 Candidates for the Finance Commission must have been members of the club for at least two full calendar years prior to their election.

Art. 4 No member of the Finance Commission shall gain any personal or financial advantage by virtue of his honorary office.

Art. 5 The commissioners shall elect a chairman among their members to hold office for one year. The President of the club can not be elected as chairman of the Commission.

Art. 6 Five members of the Commission shall constitute a quorum.

Art. 7 The commissioners shall actively seek and investigate investments suitable for the Club.

Art. 8 The Finance Commission is authorized to acquire investments on behalf of the Swiss Club, Toronto. The total price of such investments is not to exceed 75% of the Corporation's (Club's) tangible net worth — which shall be based on the latest published Balance Sheet. Such purchase must however be approved by five of the seven Finance Commissioners. All Commissioners must cast a vote "Yes" or "No". No Commissioner shall abstain from voting.

Art. 9 The approval of real estate investments must be obtained at such General Meeting by at least 75% of votes cast, including proxies as defined in CHAPTER 2, Art. 9.

Art. 10 Should a vacancy occur in the Finance commission during a regular term of office, the Board of Directors shall propose candidates. The first candidate to obtain a two-third majority of the remaining commissioners shall become a member of the Commission until the next following Annual General Meeting.

TO:

(abrogated)

Approved by the board of directors and the members at the AGM on April 14, 2023.

CHAPTER 2 • MEMBERSHIP AND GENERAL MEETING

Simplification of process for honorary and life-time membership

Reason: Votes for honorary and life-time membership at the General Meeting are mostly a formality; the process can be simplified to have the Board of Directors vote and inform the members at the General Meeting.

Adding the President of the Swiss Canadian Chamber of Commerce as an honorary member codifies existing practice, and mirrors honorary membership of the President of the Swiss Club in the Chamber.

CHANGE FROM:

Art. 2 Proposal for honorary membership **must be submitted in writing** to the Board of Directors **at least thirty days prior to the Annual General Meeting**. Such proposals, **to be submitted to the Annual General Meeting**, require a simple majority of the Board of Directors. **A two-third majority of voting members present at the Annual General Meeting is required for acceptance**. The foregoing procedure shall equally apply to proposals for life-time membership. Eligible for life-time membership shall be active members who have been members in good standing for a total of no less than thirty years.

The Swiss Ambassador in Ottawa is to be invited to be an honorary member of the Club.

TO:

Art. 2 Proposal for honorary membership **can be submitted** to the Board of Directors **at any time**. Such proposals require a simple majority of the Board of Directors. The foregoing procedure shall equally apply to proposals for life-time membership. Eligible for life-time membership shall be active members who have been members in good standing for a total of no less than thirty years. **New life-time and honorary memberships must be shared at the next Annual General Meeting**.

The Swiss Ambassador in Ottawa is to be invited to be an honorary member of the Club. **The Swiss Canadian Chamber of Commerce President is to be invited to be an honorary member of the Club**.

CHAPTER 3 • MEMBERSHIP AND GENERAL MEETING

Relaxation of membership tenure requirements

Reason: Finding volunteers for the Board of Directors is difficult, and the existing membership requirements unnecessarily limited the number of eligible candidates, sometimes excluding members willing to step up.

CHANGE FROM:

Art. 2 Candidates for any office of the Board of Directors must have been members of the Club for at least **one full calendar year** prior to their election, except for the President for whom a membership for at least **two calendar years** is required. The President of the Club must be of Swiss origin.

TO:

Art. 2 Candidates for any office of the Board of Directors must have been members of the Club for at least **six months** prior to their election, except for the President for whom a membership for at least **one year** is required. The President of the Club must be of Swiss origin.

Changes April 23, 2025

These proposed By-Law updates are proposed for approval at the AGM on April 23, 2025 by Philippe Moser, Interim-President of the Swiss Club Toronto.

Current By-Law – Chapter 2, Art 10, Subsection D:

Amendments to the by-laws. Notice of any amendment to the by-laws shall be given to the members in writing at least thirty days prior to the meeting. Amendments to the by-laws shall require a two-thirds majority by the members voting in person or by proxy as defined in Art. 8

By-Law Proposed change document was made available to All Active Members on April 1, 2025; therefore, seeking a two thirds approval to move forward with these proposed changes despite being under the 30 day required notice.

Current By-Law – Chapter 3, Art 2:

Candidates for any office of the Board of Directors must have been members of the Club for at least six months prior to their election, except for the President for whom a membership for at least one year is required. The President of the Club must be of Swiss origin.

Proposed By-Law – Chapter 3, Art 2:

Candidates for any office of the Board of Directors must have been members of the Club for at least three (3) months prior to their election, except for the Vice President, who requires 6 months of membership & the President for whom a membership for at least one year is required. The President of the Club must be of Swiss origin.

Current By-Law – Chapter 3, Art 7:

Six members of the Board of Directors shall constitute a quorum. Questions shall be decided by a majority of votes cast. In case of an equality of votes the chairman of the meeting in addition to his original vote shall have a second or casting vote.

Proposed By-Law – Chapter 3, Art 7:

Four members of the Board of Directors shall constitute a quorum, including at minimum one of the President, Vice President and/or Treasurer. Questions shall be decided by a majority of votes cast. In case of an equality of votes the chairman of the meeting in addition to his or her original vote shall have a second or casting vote.

Current By-Law – N/A:

N/A

Proposed By-Law – Chapter 3, Art 14 & 15 (New):

Art 14 The Board shall ensure that the organization:

- Promotes accessibility across all activities and programs.
- Ensures compliance with the Accessibility for Ontarians with Disabilities Act (AODA) and related regulations.
- Adopts policies and practices that comply with AODA's accessibility standards, including customer service, employment, transportation, information, and communications.

Art 15 Board members shall review AODA requirements and compliance, including understanding disabilities, accessibility barriers, and how to support individuals with disabilities in the organization's programs and services.

Current By-Law – Chapter 5 - Abrogated

N/A

Proposed By-Law – Chapter 5, Art 1 & 2 & 3 (New):

Article 1 - Accessibility Policy - The club shall develop, implement, and maintain an Accessibility Policy to ensure compliance with the AODA. The policy shall outline the commitment of the club to providing accessible services and facilities and detail how the organization will meet accessibility standards.

Article 2 - Accessibility Plan - The club shall maintain an Accessibility Plan that identifies current barriers, outlines goals, and specifies actions to achieve full accessibility. The plan shall be reviewed and updated at least once every 2 years and will be made available to the public, as required by the AODA.

Article 3 - Accessibility Plan - The club shall maintain Schedule D as the Swiss Club Toronto Accessibility Policy & Plan.

Current By Law –

N/A

Proposed Schedule C – Not for Profit Conflict of Interest Policy

Current By Law –

N/A

Proposed Swiss Club Toronto: AODA Compliance Policy and Plan (Schedule D)

Schedule C – Not for Profit Conflict of Interest Policy**Organization name: SWISS CLUB TORONTO ("Organization")***Date of update: April 23, 2025***Article I - INTRODUCTION**

The Organization is committed to the highest standards of ethical conduct in its activities and expects its directors, officers and employees to do the same. The Board of Directors (the "Board", the "Directors" or, in the singular, the "Director") of the Organization has adopted this Non-Profit Conflict of Interest Policy (the "Policy") to ensure that the Organization remains true to its charitable purpose.

Article II - PURPOSE

The objective of this policy is to protect the interests of the Organization when considering a transaction that could privately benefit a member of the board of directors, and to avoid any transaction that would result in excessive profit.

This policy is also intended to ensure that the Organization continues to operate in accordance with its tax-exempt purpose.

Article III - DUTY OF LOYALTY

Members of the Board of directors, including the President, Vice President, Treasurer, Secretary and others as appointed in accordance with the Swiss Club of Toronto By-Laws, owe a duty of loyalty to the Organization. This duty of loyalty requires interested parties to avoid using their position in the Organization for personal advantage or gain. Interested parties must also avoid any action, including voting, where appropriate, where the personal interest of the interested party, including its financial interest, might conflict with the interests of the Organization.

Article IV - DEFINITIONS

1. Conflict of Interest: A conflict of interest exists when an interested party has an interest in a matter concerning the Organization that is in direct or indirect conflict with the interests of the Organization. Specifically, conflicts of interest may arise when interested parties have competing financial interests or opposing personal relationships with the Organization (referred to as "direct conflicts of interest"), or are related to a person with a competing financial interest or opposing personal relationship (referred to as "indirect conflicts of interest"). The interested party may be related by blood, marriage or business affiliation. Conflicts of interest may also arise where an interested party has decision-making authority in

an entity that may be involved in a business relationship or financial transaction with the Organization.

The following examples of potential conflicts of interest should be considered illustrative, but not exhaustive:

- a. Where an interested party is likely to derive a personal financial benefit from a transaction in which the Organization may be involved;
- b. Where an interested party has an interest, including through an investment, in another entity with which the Organization intends to deal or do business;
- c. Where an interested party enters into or maintains an agreement to be indemnified by the Organization (for the purposes of this clause, Directors who are also employees of the Organization may be in conflict in certain situations, such as voting on indemnification);
- d. Where an interested party joins or establishes a competing Organization;
- e. Where an interested party or an entity in which an interested party has an interest competes with the Organization in a purchase, sale, offer of contract or any other interest or service;
- f. Where an interested party uses confidential information belonging to the Organization for any reason unrelated to its work for the Organization, such as for personal gain or for the benefit of another entity;
- g. Where an interested party uses the resources of the Organization for any competing interest;
or
- h. Where an interested party participates in decision-making or negotiations for the Organization in a matter in which the interested party, a person related to the interested party or an entity in which the interested party has an interest is also involved.

2. Potential Conflict of Interest: A potential conflict of interest occurs when an interested party acknowledges that a conflict of interest may occur if no action for improvement is taken. Potential conflicts of interest do not always result in actual conflicts of interest. Interested parties who have a potential conflict of interest should follow the procedures outlined in the "Disclosure of Conflicts" section below. The Organization seeks to avoid any appearance of impropriety, as even potential conflicts of interest can damage the reputation of the Organization. Therefore, all potential conflicts of interest must be treated with care and disclosed in accordance with the procedures described herein.

Article V - DISCLOSURE OF CONFLICT

1. Disclosure: Any person who suspects that a conflict of interest or potential conflict of interest may arise with respect to any activity is required to disclose the conflict or potential conflict to the Organization as soon as possible so that the situation can be assessed. Interested parties should not unilaterally assess conflicts. Interested parties shall disclose at least the following

details to the Board, but in any event sufficient information to provide the Organization with a clear understanding of the potential conflict:

- a. All material facts;
- b. Any potential or existing financial interest;
- c. Any potential or existing competing interest (even if not financial);
- d. Any personal or potential transaction.

2. Disclosure of Conflicts of Others: If an individual becomes aware of a potential conflict of interest involving another party, he or she must immediately report it to the Board of Directors.

3. Party to Disclose: Disclosure may be made to the Chair of the Board of Directors or the full Board of Directors.

4. Disqualification: Interested parties must also inform the Organization when they intend not to attend a Board or committee meeting because they believe the Board or committee will vote or act on a matter in which the interested party may have a conflict of interest.

Article VI - PROCEDURES IN CASE OF CONFLICT

1. Interested parties shall disclose potential conflicts of interest to the Board of Directors as soon as possible after becoming aware of the potential conflict, as described above. Interested parties are also required to complete an annual disclosure form to describe any outstanding interests that may create a conflict.

2. Assessment: Upon a potential conflict or disclosure of conflict from an interested party, the Board may request follow-up discussions or additional information. At this stage, the Organization will decide whether an actual conflict exists and whether it is a conflict of financial interest, material competition, transactions with third parties, or any other type of conflict. The interested party will be excluded from any discussion or vote regarding the conflict. The Organization may fully determine the matter in a vote or may refer the matter to a specialized committee for further investigation. The assessment of conflicts will be made on a case-by-case basis.

3. Factors to Consider: The Board may consider any factors it wishes in determining the existence of a conflict. Some of the factors to be considered may include:

- a. Whether the financial interest of the interested party is minimal, relative to the transaction;
- b. The degree of involvement of the interested party in the other entity involved in a transaction with the Organization;
- c. The extent to which the interested party could personally benefit from the transaction or relationship in question.

4. Determination of Self-Dealing: If the Board of Directors or the Committee determines that there is an actual conflict, it shall also determine whether a self-dealing transaction is involved. If so, the Board of Directors must approve the transaction by a majority. For transactions involving sophisticated parties and/or professionals, a larger vote is required to approve the transaction, such that at least two-thirds of the Board approves. The approval of the compensation of a director acting in his or her capacity as a director or officer is not considered a related party transaction.

5. Determination of Transactional Conflict of Interest: If the Board of Directors or the Committee determines that there is a real conflict involving a financial transaction or arrangement, but it is not a related party transaction, the Board of Directors will consider other scenarios that would not present a conflict. If the Board determines that an appropriate alternative exists, the Organization will pursue that course of action. If an appropriate alternative does not exist, the Board shall determine whether the course of action originally proposed is in the best interest of the nd

6. Determination of Other Conflict: In any other scenario where the Board or Committee determines that a conflict exists, the Board or Committee shall recommend a reasonable and appropriate course of action to protect the Organization by ensuring the best course of action in the circumstances.

Article VII - POLICY VIOLATIONS

If an interested party fails to disclose a potential or actual conflict, the Board of Directors will first request an explanation from the interested party. The Organization may then take appropriate action, including possible removal from office or from the Board of Directors.

Article VIII - FILES

The Board of Directors or the appropriate committee shall keep all records of discussions and votes regarding any actual or potential conflicts. The records shall specifically include:

- a. The name(s) of the interested parties;
- b. The manner in which the conflict was brought to the attention of the Board of Directors (whether disclosed or discovered);
- c. The nature of the potential conflict, including the financial interest involved;
- d. The actions of the Board of Directors or the Committee with respect to the fact-finding and investigation of the conflict or potential conflict;
- e. The discussion, decision and vote of the Board of Directors or the Committee;
- f. The names of all parties present at any discussion or vote.

Article IX - WITHDRAWAL OF VOTE ON COMPENSATION

No member of the Board of Directors remunerated for services rendered to the Organization may vote on his or her own remuneration.

Article X - ANNUAL REPORTS

All persons required to comply with this policy must sign a declaration each year that they have received a copy of the policy, that they have read and understand the policy, that they agree to comply with the policy, and that they understand that the Organization's continued charitable activities and exemption from federal income tax are dependent on the activities that support its charitable purpose.

Any person who believes they have an ongoing relationship or interest that may present a conflict must also make an annual declaration, as described above, and is responsible for updating this declaration in the event of a material change.

Article XI - REVISIONS

The Organization will periodically review certain topics to maintain alignment with its charitable objectives. The review will include at least:

- a. Compensation and benefit arrangements to ensure that they are reasonable and formalized through arm's length negotiations;
- b. Transactional arrangements, including partnerships or joint ventures, to ensure that they are consistent with the policies of the Organization and do not confer a private benefit on any party or result in an undue profit transaction; and
- c. Review of the remuneration of the President and the Chief Financial Officer of the Organization.

The Organization may engage external advisors to conduct the above reviews, but the ultimate responsibility for such reviews rests with the Organization.

This Policy shall comply with all statutory law and legal requirements applicable to non-profit and charitable organizations. Any part of this Policy not in compliance with legislation shall be deemed severed from this Policy and the law, as may be applicable, shall supersede.

Certification: Philippe Moser, as President of SWISS CLUB TORONTO and Alexia Moser, as Secretary, certify that this is a true copy of the Organization's Conflict of Interest Policy and that this policy was adopted by the Board of Directors on April 23, 2024.

President's signature: _____

Secretary's signature: _____

ANNUAL CONFLICT OF INTEREST FORM

The undersigned, as acknowledged _____ (director, officer, manager, committee member or key employee) of SWISS CLUB TORONTO:

1. That he or she has received a copy of the Organization's conflict of interest policy;
2. That he or she has read and understood the policy;
3. That he or she has agreed to comply with the policy;
4. He or she understands that the Organization's continued charitable activities and exemption from federal income tax depend on the fact that it undertakes activities that primarily support its charitable purpose; and
5. The following ongoing relationships and interests may present a conflict of interest (please describe - if not applicable, write "N/A" or leave blank):

Signature: _____

Name: _____

Title : _____

Date : _____

Swiss Club Toronto: AODA Compliance Policy and Plan (Schedule D)

1. Introduction

The Swiss Club Toronto (the "Club") is committed to fostering an inclusive environment that values diversity and accessibility for all individuals, including those with disabilities. As part of its commitment, the Club will adhere to the requirements set forth under the **Accessibility for Ontarians with Disabilities Act (AODA)**, which aims to remove barriers for individuals with disabilities and ensure that Ontario is accessible by 2025.

This **AODA Compliance Policy and Plan** outlines the Club's approach to meeting the AODA standards, ensuring that its services, activities, and facilities are accessible to all members, guests, and visitors.

2. AODA Compliance Policy

The Swiss Club Toronto is dedicated to:

- **Accessibility:** Ensuring equal access to all Club services, programs, and events for people with disabilities.
 - **Inclusivity:** Cultivating an inclusive and welcoming environment where all individuals, regardless of ability, feel valued and respected.
 - **Commitment to Continuous Improvement:** Regularly evaluating and improving the accessibility of Club operations and facilities.
 - **Legal Compliance:** Adhering to all applicable standards outlined under AODA, including the Customer Service Standard, Integrated Accessibility Standard, and Employment Standard.
-

3. Accessibility Standards

The AODA sets out a number of standards to guide organizations in improving accessibility. The Club will comply with the following key standards:

- **Customer Service Standard:** Ensuring that all interactions with the Club (whether in person, by phone, or online) are accessible to people with disabilities.
 - **Information and Communications Standard:** Making sure that information is available in accessible formats upon request.
 - **Transportation Standard:** If applicable, ensuring that transportation services provided by the Club are accessible to people with disabilities.
-

4. Action Plan

The Club's **AODA Compliance Action Plan** will ensure that the Club meets the accessibility requirements over the next 5 years (with ongoing reviews). The action plan includes specific initiatives for each of the AODA standards.

4.1 Customer Service Standard

- **Training:** All Board members and volunteers will review AODA customer service training available publicly online by June 30, 2025. Training will include topics such as understanding disability, providing accessible customer service, and how to assist people with various disabilities.
- **Feedback Mechanism:** The Club will maintain a process for members, guests, and visitors to provide feedback on the accessibility of services. Feedback can be submitted via email, phone, or a physical feedback form. All feedback will be reviewed, and the Club will take appropriate action as necessary.

4.2 Information and Communications Standard

- **Accessible Formats:** The Club will ensure that all public documents, including newsletters, event flyers, and website content, are available in accessible formats upon request.
- **Website Accessibility:** The Club will work to ensure that its website is compliant with WCAG (Web Content Accessibility Guidelines) 2.0 AA standards. This includes ensuring that all online content (text, images, forms) is accessible to people using screen readers or other assistive technologies.

4.3 Volunteer Employment Standard

- **Recruitment:** Postings will include a statement that accommodations are available for applicants with disabilities. The Club will ensure that the interview process is accessible and that any necessary accommodations are provided.
- **Ongoing Accessibility Awareness:** The Club will continue to provide ongoing accessibility training to all employees and volunteers to foster a culture of inclusion and respect.

4.4 Built Environment Standard – Club Utilized Facilities

- **Facility Accessibility:** The Club will regularly assess that any physical premises used for Club events will ensure compliance with the **AODA's Built Environment Standard**. This includes ensuring that entrances, washrooms, ramps, parking spaces, and other common areas are accessible to people with mobility impairments.
- **Signage and Wayfinding:** Clear signage will be provided to guide individuals with disabilities throughout any facility utilized by the Club. Accessible pathways will be marked, and signs will be readable in large fonts, with high contrast and tactile indicators where applicable.

4.5 Transportation Standard

- **Accessible Transportation:** If the Club offers transportation services (e.g., for group events), those services will be accessible to people with disabilities. This includes ensuring that vehicles are equipped with necessary accommodations, such as wheelchair ramps and priority seating.

5. Accessibility Plan Implementation and Timeline

The following timeline outlines key milestones and actions for achieving full AODA compliance:

Action	Target Date	Responsibility
Conduct accessibility audit of current practices	January 1, 2025	President
Complete online publicly accessible AODA training to Board of Directors	June 30, 2025	President
Ensure website complies with WCAG 2.0 AA	December 31, 2025	IT Director
Review facilities for accessibility and implement required changes	Ongoing	Board of Directors

6. Ongoing Monitoring and Review

- **Annual Review:** The Club will review this AODA Compliance Policy and Plan annually to ensure continued compliance with AODA standards and to identify areas for further improvement.
 - **Continuous Feedback:** The Club will monitor and assess the effectiveness of accessibility practices through feedback from members, staff, and volunteers, and will update policies and procedures as needed.
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7. Contact Information

For more information on accessibility or to request accessible formats of any Club materials, please contact any member of the Board of Directors.

This **AODA Compliance Policy and Plan** is effective as of April 23, 2025 and is subject to review and updates as necessary to ensure the Club meets the evolving needs of its members and adheres to the latest AODA requirements.