

Member Selection By-Law
By - Law #

BY-LAW RESPECTING THE SELECTION OF APPLICANTS FOR MEMBERSHIP

Article 1: ABOUT THIS BY-LAW

1.1 Priority of This By -law

- (a) This By-law takes the place of or amends all previous by-laws or resolutions that deal with the selection of applicants for the purpose of Membership at Tecumseh Co-operative Homes. Any future by-law can only amend this By-law if the future by-law states that it is doing so. No one can commit to anything dealing with membership selection except where they are authorized under this By-law.
- (b) If there is a conflict between documents, the following will govern in the order in which they appear:
- first, the Co-operative Corporation Act,
 - second, the Articles of Incorporation,
 - third, the Occupancy By-law,
 - fourth, this By-law.

1.2 Mandate and Purpose

- (a) Tecumseh Co-op has a mandate to serve the needs of people who are not adequately served by the commercial housing market and who would benefit from and contribute to a community that has its basis in the principles of co-operation. The main objective of the membership selection process at Tecumseh Co-op is to choose the best possible members for the Co-op, taking into account the needs of the community and the needs of the individual.
- (b) The purpose of the Member Selection By-law is to ensure that the mandate of the Co-operative is met as well as to ensure that the selection of prospective members is fair, just and equal.

Article 2: DISCRIMINATION

2.1 Discrimination

- (a) As stated in the Discrimination Policy which was ratified by the General Members of Tecumseh Co-operative on May 12th, 1992:

1. General Statement:

'By it's nature a Housing Co-operative cannot tolerate discrimination. Therefore, the membership of Tecumseh Co-op embraces wholeheartedly all aspects of and tenets put forth in the Ontario Human Rights Code. The following two paragraphs are taken from the preamble to the Human Rights Code, and best summarize these feelings and beliefs.

Whereas recognition of the inherent dignity and the equal and inalienable rights of all members of the human family is the foundation of freedom, justice and peace in the world and is in accord with Universal Declaration of Human Rights as proclaimed by the United Nation;

And whereas it is public policy in Ontario to recognize the dignity and worth of every person and to provide for equal rights and opportunities without discrimination that is contrary to the law, and having as its aim the creation of a climate of understanding and mutual respect for the dignity and worth of each person so that each person feels a part of the community and able to contribute fully to the development and well being of the community and the Province;

2. Accommodation

In the provision of accommodation, Tecumseh Co-op will not discriminate against any applicant by reason of educational background, race, national or ethnic origin, colour, religion, age, sex, marital status, sexual orientation, criminal conviction for which pardon has been granted or sentence served, or the fact that there are children forming part of the family.'

Article 3: APPLICATIONS

3.1 Definition of Prospective Applicants

- (a) For the purposes of this by-law, applicants will be defined as follows:
1. Applicants applying for a unit from outside Tecumseh.
 2. Applicants wishing to move in with existing members.
 3. Previous members of Tecumseh reapplying for membership.

- (b) Applicants who would be considered an Inter Co-op transfer will be considered under #1 and no special dispensation made.

3.2 Application Process:

- (a) Applications will be distributed in the following manner;
- picked up at the office and signed for by at least one applicant;
 - the completed application must be returned by mail or in person to the Co-op requiring the signature of each adult applicant (any applicant age 18 or over).
 - out of Province requests for applications should be in writing and can be mailed to prospective applicants.
 - special requests will be considered at the discretion of the membership committee.
- (b) Applicants wishing to move in with existing members must fill in, sign and return an application to the office. Previous members re-applying to Tecumseh must fill out, sign and return an application to the office.
- (c) Upon receipt of an application, applicants will be required to provide income verification. A credit check as well as an employment check will be run for financial stability. The office staff will also conduct a landlord check. All financial information will remain confidential.
- (d) Based on information gathered, the office staff has the discretionary entitlement to pull an application without explanation to the committee. The Board of Directors will be informed of any pulled applications.

Article 4: Occupancy Requirements

4.1 Adhering to the Occupancy By-law

- (a) The occupancy requirements for applicants must adhere to the occupancy standards set out in the Occupancy By-law (By-law # VIII) as ratified by the Membership of Tecumseh Co-operative June 22nd, 1993

4.2 The Occupancy Requirements for Units

- (a) The maximum number who can live in each unit type is:
- Two bedroom - 4 persons
 - Three bedroom - 6 persons
 - Four bedroom - 8 persons

- (b) The minimum number of persons who can live in each of the co-op's unit types is:
- Two bedroom - 2 persons
 - Three bedroom - 3 persons
 - Four bedroom - 4 persons

Article 5: Orientation and Interviewing

5.1 Orientation

- (a) Applicants (which will include applicants moving in with existing members) must attend an Orientation held by the Co-operative in order to continue the selection process.
- (b) Previous members reapplying to move in to Tecumseh will not be required to attend an Orientation if their absence has been for a period of less than one year and they left the Co-op as Members in Good Standing.
- (c) Adult children will be required to attend an Orientation when applying for membership.
- (d) Failure to attend will result in the application becoming null and void.
- (e) If an applicant is unable to attend the next Orientation for valid reasons and still wishes to be considered for membership, they must notify the committee in letterform of their request and the membership committee will decide if the application will be held for a later Orientation.
- (f) The Orientation will present all prospective applicants with an overview of the concept of Co-operative living, how a Co-op functions and what will be expected upon move-in.

5.2 Interviewing of Applicants

- (a) Each applicant must be interviewed by a minimum of two members approved by the membership committee.
- (b) The committee may choose to hold interviews directly following the Orientation or within one month following the Orientation.
- (c) Previous members reapplying for membership will be interviewed by the committee through a different series of questions set by the committee. Adult children will be asked a different series of questions set up by the committee.
- (d) The members of the committee will make three attempts to set up an interview. After the third attempt the interviewers will return the application to the committee.
- (e) Failure to attend an interview without reasonable explanation will result in the a motion being passed by the Membership committee declaring the application null and void.

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