

Application to Renew a Broadcasting Licence for a Community Radio Programming Undertaking

GENERAL INSTRUCTIONS

Licensees should consult the Commission's *Community Radio Policy* in Public Notices CRTC [2000-13](#) dated 28 January 2000 and CRTC [2000-13-1](#) dated 2 February 2000.

1. Filing

File electronically via [Access Key](#) by attaching the application to the [Cover page](#). Access Key allows secure transmissions to the Commission and also authenticates your identity. Therefore, a signature is not required when using Access Key. Applicants who file their application in this manner are not required to submit a hard copy of the application and its related documents.

Applicants who cannot send their application electronically with the Access Key service or who need further information relative to the CRTC processes can contact a Commission specialist at 1-866-781-1911.

2. Confidentiality requests

At your request, portions of the application may be treated as confidential, pursuant to section 20 of the *CRTC Rules of Procedure*.

The onus is on the applicant to request confidentiality for the information or material and to clearly demonstrate that the public interest will best be served by treating the information as confidential. For further information, refer to Circular No. 429 dated 19 August 1998.

Applicants must ensure that documents that they request be treated as confidential are submitted in a separate electronic file and must indicate *confidential* in the name of the file. It is incumbent upon applicants to clearly identify the confidential documents by indicating confidential on each page and, in such cases, to file an abridged version of the document for the public file. Please refer to Broadcasting Circular CRTC [2006-5](#), *Guidelines for the filing of confidential information to the Commission*.

3. Instructions

The following questionnaire is in HTML format and may be [downloaded](#) to the word processing software of your choice. This enables you to complete the downloaded questionnaire by inserting your response in bold letters immediately following the question. You may add lines to the tables if necessary but do not alter or delete any text from the questionnaire.

The application must be divided into sections as set out in the questionnaire, and include the numbered questions followed by the corresponding response. Responses must be provided, at a minimum, in a size 10 font.

Naming convention for the electronic documents

The following documents should be submitted as separate electronic documents using the naming convention specified below. The document number (Doc#) indicates the ascending order in which the documents should appear on the public file.

- The Covering Letter (if any) - APP - Doc1 - Cover Letter dated _____
- The Application Form - APP - Doc2 - Form 110 "Application to Renew a Broadcasting Licence for a Community Radio Programming Undertaking"
- Appendix 1A - APP - Doc3 - Appendix 1A - Supplementary Brief
- Appendix 2A - APP - Doc4 - Appendix 2A - Amendments to constituting documents
- Each confidential document - NOT WEB - APP - Doc - CONFIDENTIAL - "brief description of the document"
- Each abridged version of each confidential document - APP - Doc - ABRIDGED VERSION - "same description of document for which confidentiality is requested"

The Commission may return the application if it has not been duly completed or if the required technical documentation has not been filed with Industry Canada. The onus will be on the applicant to submit a clear application that provides all of the relevant information, identifies all regulatory issues raised in the application and provides supporting documentation.

4. Public examination file

Copies of the Commission's letters requesting further information and copies of your replies form part of the application and must be available for examination by the public.

Canadian Radio-television and Telecommunications Commission

Application to Renew a Broadcasting Licence for a Community Radio Programming Undertaking

1. GENERAL INFORMATION

TYPE OF STATION: AM () FM ()
TYPE A () TYPE B ()

LOCATION OF UNDERTAKING: **CALL SIGN: CHHA 1610 AM**
22 Wenderly Dr., Toronto, Ontario M6B 2N9

1.1 IDENTIFICATION OF LICENSEE
NAME: San Lorenzo Latin American Community Centre

ADDRESS: 22 Wenderly Drive, Toronto Ontario M6B 2N9
FAX: 416-782-1219
E-MAIL: hastudillo@sanlorenzo.ca

CONTACT PERSON REPRESENTING THE LICENSEE
(if there is no appointed agent under question 1.2)

NAME: Father Hernan Astudillo
TITLE: Founder
TELEPHONE: 416-782-2983

Please indicate the E-Mail address and FAX number that should be specified in a Public Notice.

FAX: 416-782-1219
E-MAIL: hastudillo@sanlorenzo.ca

1.2 APPOINTMENT OF AGENT

I, _____, the licensee, hereby appoint _____ as my agent for and on my behalf and in my name to sign, file and complete (if necessary) an application with the Canadian Radio-television and Telecommunications Commission and to sign and file a reply with respect thereto and I do hereby ratify, confirm, and adopt as my own act, such application and all replies made thereto.

Date:
At:
Signature:
ADDRESS OF AGENT:
TITLE:
TELEPHONE:
FAX:
E-MAIL:

1.3 DECLARATION OF THE LICENSEE OR ITS APPOINTED AGENT

I, Fr. Hernan Astudillo SOLEMNLY DECLARE THAT:

- a) I am the founder and representative (representative/appointed agent) of the licensee named in this Application Brief and as such have knowledge of all matters declared therein.
- b) The statements made in this application, or any document filed pursuant to any request for further information by the Commission, are (will be) to the best of my knowledge and belief true in all respects.
- c) The opinions and estimates given in this application, or any document filed pursuant to any request for further information by the Commission, are (will be) based on facts as known to me.
- d) I have examined the provisions of the *Broadcasting Act* and the broadcasting regulations relevant to this application.

AND I HAVE SIGNED

Signature:

Date: Thursday March 10, 2011

WITNESSED BY

Signature:

Name (Printed): Linda McGlade

Date: Thursday March 10, 2011

At: 22 Wenderly Drive, Toronto, Ontario M6B 2N9

1.4 EXAMINATION BY THE PUBLIC

Indicate a location, within the area served, where the application may be examined by the general public.

ADDRESS: 22 Wenderly Drive, Toronto, Ontario M6B 2N9

2. OWNERSHIP

2.1 If no changes or amendments were done to the constituting documents (for example, Letters Patent, By-Laws, etc.) of the licensee since the last renewal, please sign the following attestation:

I hereby declare that no changes were done since the last renewal.

Signature of Licensee or its appointed agent:

2.2 Complete the following table relating to the directors and officers, including the Chief Executive Officer, of the licensee. Please note that all sections must be completed.

| DIRECTORS AND OFFICERS | | | | |
|-------------------------------|-----------------------|-------------|---------------|--|
| Name | Complete Home Address | Citizenship | Position Held | Directors: Date and Term of Appointment |
| | | | | |

| | | | | |
|----------------------|---|----------|---|-----------|
| Linda McGlade | 22 Wenderly Drive, Toronto, Ontario M6B 3N9 | Canadian | President of the Board of Directors | May 2006 |
| Vilma Caceres | 22 Wenderly Drive, Toronto Ontario M6B 3N9 | Canadian | Secretary of the Board | May 2006 |
| Estela Garcia | 22 Wenderly Drive, Toronto Ontario M6B 3N9 | Canadian | Treasurer of the Board | May 2010 |
| Fr. Hernan Astudillo | 22 Wenderly Drive, Toronto Ontario M6B 3N9 | Canadian | Chief Executive Officer | May 2005 |
| Esthela Cuenca | 22 Wenderly Drive, Toronto Ontario M6B 3N9 | Canadian | director | May 2009 |
| Carmen Rosa | 22 Wenderly Drive, Toronto Ontario M6B 3N9 | Canadian | director | May 2006 |
| Patricia Ramirez | 22 Wenderly Drive, Toronto Ontario M6B 3N9 | Canadian | director | May 2009, |
| | | | | |

SUPPORTING DOCUMENT TO BE APPENDED:

APPENDIX 2A All changes or amendments to the constituting documents (for example, Letters Patent, By-Laws, etc.) of the licensee.

3. PROGRAMMING

The following section relates to the programming obligations set out in the Commission's *Community Radio Policy* in Public Notice CRTC [2000-13](#) dated January 28, 2000. The commitments and conditions of licence proposed in this application are to replace the licensee's programming obligations set out in the current Promise of Performance.

Reference should be made to Public Notice CRTC [2000-14](#) entitled *Revised Content Categories and Subcategories for Radio* issued on January 28, 2000 for details on content categories and subcategories.

Licensees are reminded that, except where the Commission has provided otherwise in a condition of licence, they must also comply with the regulatory requirements set out in the *Radio Regulations, 1986* (the regulations), as amended from time to time.

For the purpose of answering the following section: in accordance with the regulations, a "broadcast week" refers to the total number of hours devoted to broadcasting during the 126-hour period extending from 6:00 a.m. to midnight, for seven consecutive days beginning on Sunday.

3.1 LANGUAGE(S) OF PROGRAMMING

- a) The principal language of programming is:
Spanish
- b) Other languages of programming:
Tagalog, English, Portuguese, Italian

| | Per broadcast week | | |
|---|----------------------|------------|---|
| | Hours | Minutes | % of total programming |
| Other official language (MAXIMUM) | 13 hours | 30 minutes | 10.7% |
| Languages of Aboriginal Canadians (MINIMUM) | 0 | | |
| Third-language programming ⁽¹⁾ (MINIMUM) | 94 Hours 18 Hours | 30 minutes | 75%-Spanish 14.3%- Tagalog/ Portuguese& Italian |
| | | | |

⁽¹⁾ Licensees who provide ethnic programming must respond to questions 3.12 and 3.13 (Ethnic Programming).

3.2 HOURS OF BROADCAST

The licensee will broadcast 126 hours per broadcast week and **UNDERTAKES** not to increase or decrease this number by more than 20% without seeking Commission approval.

3.3 MUSIC CATEGORY BREAKDOWN

Please indicate the music mix broadcast by the station by specifying the MINIMUM percentage of music in one or more of the subcategories set out below. The total percentage may not exceed, but need not add up to, 100%.

| MUSIC SUB-CATEGORY BREAKDOWN - SPECIALTY FORMATS | | |
|--|------------------------------|--------------------------|
| MUSIC SUB-CATEGORY | DESCRIPTION | MINIMUM % OF TOTAL MUSIC |
| 21 | Pop, Rock and Dance | 5% |
| 22 | Country and Country-Oriented | 1% |
| 23 | Acoustic | 10% |
| 24 | Easy Listening | 5% |
| 31 | Concert | 7% |
| 32 | Folk and Folk-Oriented | 10% |
| 33 | World Beat and International | 58% |

| | | |
|----|-----------------------|------|
| 34 | Jazz and Blues | 2% |
| 35 | Non-classic Religious | 2% |
| | | 100% |

STATION PRODUCTION

3.4

The licensee expects to broadcast a MINIMUM of _____113: 20 minutes__ (hours:minutes) of station-produced programming during each broadcast week.

3.5 SOURCES OF PROGRAMMING

a) The licensee proposes to operate as part of a network:

YES ()

NO (x)

If YES, specify the name(s) of the network(s) and the MAXIMUM number of hours (based on 24-hour days) and type of programming to be broadcast per week:

| Name | Hours:Minutes (MAXIMUM) | Type ⁽¹⁾ |
|------|----------------------------|---------------------|
| | | |

⁽¹⁾ Type of programming delivered by network (for example, sports, talk, entertainment, etc.)

b) The licensee proposes to broadcast programming originating from another station:

YES ()

NO (x)

If YES, specify originating station:

c) The licensee expects to broadcast a MAXIMUM of _____12:40__(hours:minutes) of acquired programming in a broadcast week.

d) **TYPE B** community stations that expect to broadcast network or acquired programming must outline how these programs will complement, but not replace, their local programs:

A maximum of 10 % acquired audio clips originated by UNESCO; worldwide human rights organizations; International Community radio stations such as: ALER; ARCA; Radiolistas etc. may be used to complement existing information programs on women's issues; immigration etc. To date only about 1% of total programming has included acquired clips.

3.6 LOCAL TALENT DEVELOPMENT

Please provide plans for the licence term with respect to the development of local talent, in particular projects to promote and feature music by new Canadian artists, local artists and

artists whose music is seldom heard on other stations.

CHHA 1610 AM has been showcasing and supporting local talent since its beginning. We have a Local Talent program, "Talentos" is broadcasted weekly on Saturdays from 5 to 8 pm. During this program local Toronto artists are interviewed and perform their music live in the studio. They leave their compact disks, which are Canadian made and produced, their music is played in various programs throughout the broadcasting week. Recording of the live shows on CHHA 1610 are used to promote the local talent production by reproducing them during the broadcasting week.

As well, we promote concerts for local talent, and ensure that artists are interviewed and their music played on all programs besides the "Talentos" segment. These artists are not heard on other radio stations. We have seen several local Canadian artists gain a wider exposure and prominence within the community and outside the GTA because of their initial exposure by us.

We will continue to promote this very successful program and expand on it in the future.

3.7 VOLUNTEER PARTICIPATION

Please describe your proposed measures to:

- a) facilitate community access to programming;

Our Latin American Community has been the backbone for our ethnic community radio station's operations since its inception. We have 70 volunteers who produce and conduct their own programs. The volunteers who are not radio hosts also work on the controls or conduct research for the programs. For example, we have programs on all 20 individual Latin American countries that are produced everyday, 4 per day/ 5 days a week. Sin Barreres (Without Barriers) is a program on Saturdays produced by people with disabilities for people who are able or disabled. Our weekly children's program is hosted by a brilliant 9 year old girl. Other programs produced by our wealth of volunteers include programs on the environment, women's issues; settlement and housing; education; mediation and immigration. We strive to continually meet the needs of the community who are our audience and whom we serve, with the people best attuned to their needs and experiences, the Latin American community itself. We shall continue to do so.

- b) promote the availability of training throughout the community; and

Every Monday evening for the past five years we have a new volunteer introduction night. Potential volunteers are invited to an introductory training session on: who we are, the rules and regulations of the radio and the CRTC and a training session on the radio equipment. This introduction and training

session is broadcast on the radio on a daily basis to let the listeners know about the volunteer opportunities available. Anyone who wishes to volunteer can attend these sessions.

- c) provide for the ongoing training and supervision of those within the community wishing to participate in programming.

Every Monday evening training sessions for new volunteers, or volunteers wishing to learn new skills in the radio are held. As well, every week, on Saturday mornings, mini radio courses are conducted. These courses focus on community radio; CRTC regulations and program formation.

Besides these weekly training sessions we also hold bi-yearly workshops with broadcasting professionals. We have had William Knott from the CBC and Jerry Chomyn from Humber College, Broadcasting Faculty, conduct these workshops. The workshops are open to all the radio volunteers and they provide a wealth of knowledge people would not have access to unless they were taking professional courses themselves. Thus it is our expectation that we will always offer both the training sessions and the workshops to the volunteers.

In regards to supervision, there is always supervision of the volunteers and the content of their programs. All program scripts must be submitted prior to broadcasting, for review and approval by two senior broadcasters. If a supervisor is not on site there is someone on call 24 hours a day. Help is always available.

3.8 CONDITIONS OF LICENCE

The licensee will adhere to all conditions of licence stipulated in Public Notice CRTC [2000-157](#):

YES ()

NO ()

If NO, provide reasons.

ETHNIC PROGRAMMING

- . Licensees who provide ethnic programming must complete the following questions.
- . For more information on ethnic programming, licensees should consult Public Notice CRTC [1999-117](#) entitled *Ethnic Broadcasting Policy*, and consequent amendments to the *Radio Regulations, 1986*, set out in Public Notice [2000-92](#).

3.9 Market with a local ethnic radio station

The licensee operates in a market served by an ethnic radio station:

YES (x)

NO ()

If YES, respond to question 3.10.

3.10 Ethnic Programming by linguistic category

Complete the following table relating to the broadcasting of ethnic and third-language programming.

Please note that a "broadcast week" refers to the total number of hours devoted to broadcasting during the 126-hour period extending from 6:00 a.m. to midnight, for seven consecutive days beginning on Sunday. Percentages should be based on the total number of hours of programming broadcast by the station in a broadcast week (that is, the total number of hours of programming by the station in a broadcast week may be less than or equal to 126 hours).

Please note that ethnic programming means programming provided in any language, that is specifically directed to any culturally or racially distinct group other than one that is Aboriginal Canadian or from France or the British Isles. Ethnic programming may be in English, French, a third-language or a combination of languages. Third-language programming means programming in languages other than French, English or those of Aboriginal Canadians.

In determining the languages of ethnic programming, DO NOT consider music, advertising, station contests and community and emergency messages during a particular ethnic program. However, in calculating the actual duration of each program, those elements must be counted.

| Language in which ethnic programming is provided | Ethnic group to which it is directed | Total duration of this programming per broadcast week (hours:minutes) | % of the total programming provided during each broadcast week that is devoted to this type of programming |
|---|--------------------------------------|---|--|
| Spanish | All of Latin America/ Spain | 94 hours: 30 minutes | 75% |
| Tagalog | Filipino | 6 hours | 4.76% |
| Portuguese | Brazilian Portuguese | 6 hours | 4.76% |
| Italian | Italian | 6 hours | 4.76% |
| English | English speaking ethnic groups | 13 hours: 30 minutes | 10.72% |
| % of the total programming provided during the broadcast week that is devoted to ETHNIC PROGRAMMING | | | 100% |
| % of the total programming provided during the broadcast week that is devoted to THIRD-LANGUAGE PROGRAMMING | | | 89.28% |

BOOK OF SUPPORTING DOCUMENTS

| APPENDIX NUMBER AND NAME | | APPENDED (Yes or No) | E-FILED (Yes or No) |
|---------------------------------------|--|-------------------------|------------------------|
| SECTION 1: GENERAL INFORMATION | | | |
| 1A | Supplementary Brief | yes | |
| 1B | CHHA 1610 AM Broadcasting Weekly Program | yes | |
| SECTION 2: OWNERSHIP | | | |
| 2A | Amendments to constituting documents: - By Laws #6 2010 | yes | |
| 2B | New: San Lorenzo Latin American Community Centre: Human Rights Policy | yes | |

This document is available in alternative format upon request.
CRTC 110 (2009-04-08) - Community Radio - Renewal
version française disponible

***End of Document ***

SECTION 1: GENERAL INFORMATION

1A Supplementary Brief

Since November of 2004, CHHA 1610 AM has been a beacon for the Latin American Community in Toronto and the surrounding area. As the only dedicated Spanish Language Ethnic community radio station we have provided a multiplicity of programs which include: information, news, sports, human rights issues, entertainment and most of all opportunity for the Latin American audience in the GTA. However, we have not stopped at this. In this supplementary brief, we would like to express all the gifts we have been able to build with CHHA 1610 AM and the Hispanic Community during the six years we have held this license.

At present, Industry Canada and the CRTC are reviewing our re-application for the construction of a new antennae tower. This request for a new tower was necessitated by the loss of a large part of our listening audience when we moved the tower from 22 Wenderly Drive to the new site at 475 Unwin Avenue. Due to this move we lost a large audience base in the north- west corner of Toronto. The new tower would allow us to recuperate this loss of our audience catchment area. Since the re-application is already in process, all the current technical information is presently on file with both of the above bodies.

In our six years of operation, CHHA 1610 AM has demonstrated an enormous humanitarian contribution from the unity of our Hispanic community, which is composed of 20 countries and by their generosity. One of our main objectives has always been to engage and activate our listening audience to the true Canadian values of volunteerism and active giving. To participate in the Canadian context whereby people can help those in need through humanitarian aid in the form of donations of their time, talent and generosity.

Over the life span of this radio, our world has experienced many tragic natural disasters from earthquakes, floods, volcanic eruptions and mudslides to hurricanes, a tsunami and even the miracle of the trapped Chilean miners. These events occurred unfortunately throughout Latin America, however, our radio, CHHA 1610 has been there to call the Latin American and Canadian communities together, to support the victims monetarily and then help to rebuild at a later stage. With little monetary means, they donated their time and energy to cook thousands of pupusas and empanadas to sell. Others who heard the cry for help donated their musical talent and offered free concerts, all towards the goal of raising much needed funds for the victims.

Many of our radio-thons and events have been recorded in various forms of media (print and film) and our work can be found in articles by Joe Fiorito of the Toronto Star, in the Globe and Mail, National Post, Toronto Sun and the local Hispanic newspapers such as LatinAmericano. News stations such as the CBC, CTV, Global and CITY TV have all recorded and broadcast our fundraising radio-thons.

Our Caravan of Hope has raised money and bought decommissioned ambulances and school buses, and then had volunteers drive 6,500 kilometres to El Salvador, Nicaragua and other areas of Central America to be used as mobile clinics and libraries. All of this accomplished through the power of the radio and the heart of the listeners.

In a similar fashion, the radio has called the Hispanic community together when we provided a free mobile health clinic for women without status at the site of the Centre at Wenderly Drive. Most recently, one of our most successful radio projects occurred this past Fall in September of 2010, when Father Hernan Astudillo organized a free dental and medical clinic to provide care to people without status living in Toronto. Hundreds of people signed up after hearing about this clinic through our CHHA 1610 radio broadcasts. Fortunately many people had access to the dentists, orthodontist, chiropractors, podiatrists, doctors and midwife who were present. Unfortunately through, not everyone who heard about this and showed up could be seen. It was very successful and desperately needed, yet no organization receiving funds from government or other outside agencies has ever done this work before.

We truly believe that CHHA 1610 AM has become one of the most prominent gifts ever given to the Hispanic community in the Greater Toronto Area. It is well used as a force of unity, solidarity and compassion. In the upcoming years, we would like to implement many other projects in order to continue serving, informing, integrating and empowering our Hispanic community into this wonderful Canadian Multicultural Mosaic.

1B CHHA 1610 AM Broadcasting Weekly Program

A Primera Hora

Upon awakening, be accompanied by the soft tunes of varied rhythms which are key to starting your day with positive energy. A Primera Hora. Monday to Friday from 6:00am to 8:00am.

Al dia con la Comunidad

A daily jargon with music and information. An analysis of topics that matter that our community, live and open to public opinion. We provide various community services such as employment offers, classifieds and useful everyday tips. Wednesdays and Thursdays showcase the best music of past and present. Al dia con la comunidad. Monday to Friday from 8:00 to 10:00am.

Los Vecinos (English – Spanish)

A program that voices and discuss the concerns of the community. Each day a different theme is discussed in the presence of specialists who address the issues that you request. Health, family, seniors, imigration, education, the environment; these are just some of the topics that set the tone for on-air discourse. Los Vecinos en Linea Directa. Monday to Friday from 10:00am to 12:00pm.

Panorama

News travels all day long on Voces Latinas, but there are times when we stop to focus on news stories that deserve greater attention. Panorama, provides alternative sources of news that compliments the information provided by both local and internacional coverage. It stems on creating community awareness on topics that matter the most. Panorama. Monday to Friday from 12:00pm to 1:00pm.

Revista de la Tarde

An informative on air program that covers Real Estate, Finance, housing procurement, credit system, mortgages, incometax, savings, unemployment, vehicles, Immigration and changes within the Finance sectors of Canada. Revista de la Tarde. Monday to Friday from 1:00 to 2:00pm.

Regreso a Casa

Upbeat, charged and humorous drive-home show with a latin twist that provides informative end of day reports as well as blending the musical best hits of Cumbia, Merengue, Salsa y reggaeton, among others. Regreso a Casa. Monday to Friday from 4:00 to 8:00pm.

Polemica Deportiva

A daily review of both local and internacional sports, especially the world of soccer from local leagues to nacional and internacional teams. Correspondents and on-air participants contribute to the coverage provided on the program. Polemica Deportiva.

Monday to Friday from 6:00 to 7:00pm.

Recorrido Mexico

Featuring Mexican culture and music within the GTA
Monday 2:00pm to 2:30pm

Recorrido Costa Rica

Featuring Costa Rican culture and music within the GTA
Monday 2:30pm to 3:00pm

Recorrido Paraguay

Featuring Paraguayan culture and music within the GTA
Monday 3:00pm to 3:30pm

Recorrido Chile:

Featuring Chilean culture and music within the GTA
Monday 3:30pm to 4:00pm

Neighbors A Drink of Water(English)

A program that focuses on issues related to education and opportunities that exist to benefit audiences of all ages. The principal goal is to provide you and your family the best resources available in order to achieve strong educational goals. All this by sharing experiences and knowledge. Neighbors A Drink of Water. Monday's from 8:00 to 9:00pm

Fala Brazil

Our Portuguese program where we give you a glimpse of the culture and society of Portugal and Brazil, as well how they adapt in Canada Fala Brazil. News, reports, sports, traditional music, as well as hits from past and present of Brazil. Sunday to Friday from 9:00 to 10:00pm.

Boces Pinas

A musical journey representing the best Philippines had to offer. A space where we reflect on the activities of the Pilipino community in Toronto. Your needs, local cultural activity, important points, and once week we reflect in order to keep striving ahead. Sunday to Friday from 10:00 to 11:00pm.

Bella Italia

When the day comes to an end, Mario Marasco introduces us to a musical journey. The best Italians songs of various decades presented in the "bella lingua"; the Italian language. Enjoy it, Monday to Friday 11:00pm until midnight.

Recorrido Dominican Republic

Featuring Republican Dominican culture and music within the GTA
Tuesday 2:00pm to 2:30pm

Recorrido Panama:

Featuring Panamanian culture and music within the GTA
Tuesday 2:30pm to 3:00pm

Recorrido Puerto Rico:

Featuring Puerto Rican culture and music within the GTA
Tuesday 3:00pm to 3:30pm

Recorrido Guatemala:

Featuring Guatemalan culture and music within the GTA
Tuesday 3:30pm to 4:00pm

Neighbors ESL – SSL(English)

An educative program that covers bilingualism. The object is to demonstrate the diffusion y teachings of the English and Spanish languages for newcomers or those who did not assist educational institution in Canada. Tuesday 8:00pm to 9:00pm

Recorrido Honduras:

Featuring Honduran culture and music within the GTA
Wednesday 2:00pm to 2:30pm

Recorrido Argentina:

Featuring Argentinean culture and music within the GTA
Wednesday 2:00pm to 2:30pm

Recorrido Colombia:

Featuring Colombian culture and music within the GTA
Wednesday 3:00pm to 3:30pm

Recorrido Nicaragua:

Featuring Nicaraguan culture and music within the GTA
Wednesday 3:30pm to 4:00pm

Immigration and You (English)

A weekly space where we respond to the questions everyone has regarding this important topic in our community. With the lawyers specializing in this theme, they will provide you with the answers that listeners needs day to day. Our number is 416-785-0680 and our email is info@1610amvoceslatinas.com. Wednesday 8:00pm to 9:00pm

Recorrido El Salvador

Featuring Salvatorian culture and music within the GTA
Thursday 2:00pm to 2:30pm

Recorrido Peru:

Featuring Peruvian culture and music within the GTA
Thursday 2:30pm to 3:00pm

Recorrido Venezuela:

Featuring Venezuelan culture and music within the GTA
Thursday 3:00pm to 3:30pm

Recorrido Uruguay:

Featuring Uruguayan culture and music within the GTA
Thursday 3:30pm to 4:00pm

Labour News (English)

The term "Union" as seen through the eyes of Canadians and impact of social labor themes. Thursday 8:00pm to 9:00pm

Recorrido Bolivia

Featuring Bolivian culture and music within the GTA
Friday 2:00pm to 2:30pm

Recorrido Cuba

Featuring Cuban culture and music within the GTA
Friday 2:30pm to 3:00pm

Recorrido Ecuador

Featuring Ecuadorian culture and music within the GTA
Friday 3:00pm to 3:30pm

Recorrido España:

Featuring Spanish from Europe culture and music within the GTA
Friday 3:30pm to 4:00pm

Neighbors Espacios Poeticos – Poetry (English)

Musica always has something to tell us. This space is dedicated to give diffusion to themes that have played out. It's also an opportunity to present poem that we have heard. Multicultural poems and verses.
Friday 8:00pm to 9:00pm

Tiempos de Juventud (English)

A bilingual program where we emphasize political analysis. The musical selection goes back to the 80s up to recent times, primarily pop and rock. Saturday 6:00am to 8:00am

Acuarela Educativa

We promote and maintain our language and offer important and interesting educational themes for the community. Four segments include: Our language, literature and culture, Advice and lastly news.
Saturday 8:00am to 9:00am

Para Gente como tu

News about the world of insurance and finance conducted by experts.
Saturday 9:00am to 10:00am

Caminos Catolicos

The catholic religion is part of the Spanish culture and values. The program which calls to reflection, brotherhood and the pathways to spirituality. Saturday 10:00am to 11:00am

Atraves de los Años

Music that we love to hear. Melodies that our parents loved to hear. All the rhythms of our time. Social themes related to our seniors and life experiences. Saturday 11:00am to 12:00am

El Mundo de los Niños (English –Spanish)

A group of kids that bring their life experiences on-air. A program conducted by children for children who want to learn about their Latinamerican roots. Saturday 12:00am to 1:00pm

Hablemos de Inmigracion y Salud

The espace dedicated to immigration topics the way to break barriers and share experenices within the change in the process of immigration from time to time. Health issues.

Saturday 1:00pm to 2:00pm

Discapacidad Sin Barreras

This space is produced and presented by people with disables.

Saturday 2:00pm to 3:00pm

El Espacio de la mujer

This program is dedicated to speak about woman issues

Saturday 3:00pm to 4:00pm

Barrio Nuevo

This is dedicated to analyze the arts, photography, music, political and social issues.

Saturday 4:00pm to 5:00pm

Talentos

A place at Voces Latinas where new musical talents are presented. All genres of our prolific Latin tradition are presented by our Canadians Hispanic Artists. Saturday 5:00pm to 8:00pm

Radio en vivo sin Reglas

A combination of the best music makes it possible to participate in these 4 hours to the rhythm of the best. Along with humor, this musical space actively calls for the participation of the listener to get up and dance.

Saturday 8:00pm to 12:00pm

English Lyrics (English)

The musical selection goes back to the 90s up to recent times, primarily pop and rock.
Sunday 6:00am to 8:00am

Vida Abundante

An evangelical program which provides a reflection to all the evangelical churches.
Sunday 8:00am to 9:00am

Enfoque Dominical

Here an unforgettable experience awaits you as your life becomes encompassed by the cultural diversity, adventure, and historical connection. Join us for an impressive journey along a golden era. Sunday 9:00am to 10:00am

Desde el Corazon de los Andes

Andean music interpreted by local bands culture and news.
Sunday 10:00am to 12:00am

El Mundo Klezmer

A Jewish Rhythms . Sunday 12:00am to 1:00pm

Misa Ecumenica

San Lorenzo parish celebrates an ecumenical mass.
Sunday 1:00p to 3:00pm

Aqui Famila

Family counseling
Sunday 3:00p to 4:00pm

Voces de la Tierra

An ecological space with themes relating to Mother Nature in order to better our style of life. All crew members are the largest and most beautiful ships called earth and the universe, to our knowledge, no other like no other or better.
Sunday 4:00pm to 5:00pm

Curiosidades Cientificas

Investigating scientific era.
Sunday 5:00pm to 6:00pm

Carrousel Dominical

An immersive journey across Canada, its music, its food, geography y the customs of a constantly expanding society. Stressing the importance of integration. Sunday 6:00pm to 7:00pm

Expresiones Juveniles (English – Spanish)

Youth issues Sunday Sunday 7:00pm to 8:00pm

Mediation Station (English)

Resolution and counseling how to resolve the problems. Sunday 8:00pm to 9:00pm

Section 2 Ownership

2A Amendments to constituting documents

SAN LORENZO LATIN AMERICAN COMMUNITY CENTRE

BY-LAW-6 Revised 2010

1. AIMS AND OBJECTIVES

The Aims and Objectives (the “Aims and Objectives”) of the San Lorenzo Latin American Community Centre (the “Corporation”) are:

1.01 to establish, maintain and operate a community centre in Toronto for the benefit of the public, in particular the Spanish-speaking community in Toronto;

1.02 to provide workshops, programs, art, music, crafts and other cultural programming in a manner responsive to the diverse linguistic and cultural needs of the Spanish-speaking community in Toronto, subject to the applicable laws of Ontario and the Corporation’s available resources;

1.03 to provide education, counseling and other support services for Spanish-speaking immigrants and refugees in need, including but not limited to language instruction, employment training, translations services;

1.04 to establish and operate a community radio station primarily in the Spanish language, programming of which will include, subject to any license granted by the CRTC, public education, topical news, information and analysis, and cultural promotion through broadcasts of music, drama, and literature for the benefit of the public, in particular the Spanish-speaking community in Toronto;

1.05 to provide aid through the development of support projects for local and international communities in need of assistance.

2. INTERPRETATION AND DEFINITIONS

2.01 Headings used in these by-laws of the Corporation are for convenience of reference only and shall not affect the construction or interpretation of these by-laws.

2.02 In these by-laws and all other by-laws and resolutions of the Corporation, unless the context requires otherwise:

- (a) the singular includes the plural
- (b) the feminine gender includes the masculine, and the masculine gender includes the feminine

“Board” means the Board of Directors of the Corporation.

“Corporation” means the San Lorenzo Latin American Community Centre;

“Chair” means the person described at Article 7.02

“Executive Committee” means a committee of Board members as more particularly described in section 6.03;

“Corporations Act” means the Corporations Act, R.S.O. 1990 as amended from time to time;

“Members” means a member as described in section 8.01

3. HEAD OFFICE

The Head Office of the Corporation shall be in the City of Toronto in the Province of Ontario and at such place therein as the Board may from time to time determine.

4. DIRECTORS

4.01 BOARD The Board shall be composed of no more than seven (7) Directors and shall consist of no fewer than five (5) Directors at any given time.

Composition of the Board shall be as follows:

- (a) the Chair, to be appointed by the Board, as described in section 7.02;
- (b) the Secretary, and Treasurer as described in sections 7.03 to 7.04;
- (c) no less than five (5) may include the Chair, Secretary and Treasurer;
- (d) Hernan Astudillo (as of May 2005) is a permanent member of the Board of Directors. This By Law shall not be subject to revision, change or deletion, now or at any time in the future.
- (e) Linda McGlade (as of May 2007) is a permanent member of the Board of Directors. This By-Law shall not be subject to revision, change or deletion, now or at any time in the future;

Any increase or decrease in the number of Directors shall be approved by special resolution of the general membership.

4.02 ELECTED Directors. Directors, subject to section 4.03, shall be elected in the manner set out in section 5, each of whom, except as otherwise provided in these by-laws, shall hold office until the later of (1) the second annual meeting after the election of Directors to Office and (2) the day the Director’s successor has been elected and qualified.

4.03 QUALIFICATIONS. Each Director shall:

- (a) be a member in good standing for a minimum of two years immediately preceding her election;
- (b) be at the date of her election, and thereafter remain throughout her term, a member of the Corporation;
- (c) be at least 21 years of age;
- (d) not be a person receiving remuneration from the Corporation, either as an employee or under a contract for services, or her spouse, partner, parent, grandparent, brother, sister, child or grandchild;
- (d)(i) Exception to 4.03 (d).
In specific circumstances, a Director may have a spouse, partner, parent, grandparent, brother, sister, child or grandchild receiving remuneration from the Centre, if approved by a minimum of 51% of the full Board of Directors.

(e) not be the spouse, parent, grandparent, brother, sister, child or grandchild of any member of the Board; and

(f) not be an undischarged bankrupt;

(g) except in the case of Hernan Astudillo and Linda McGlade, who shall be exempt from any reference to elected positions.

If an elected Director ceases to be qualified by the terms set out in section 4.03, she thereupon ceases to be a Director, and the vacancy may be filled in a manner so prescribed in section 4.04.

4.04 Vacancies. So long as a quorum of the Directors remain in office, the Directors may fill a vacancy of the Board. If no quorum of the Directors exists, the remaining Directors shall forthwith call a general meeting of members to fill vacancies on the Board.

4.05 Removal of Directors. The members of the Corporation may, by resolution passed by at least two-thirds (2/3) of the votes cast at a general meeting of which notice of (2) weeks specifying the intention to pass the resolution has been given, remove any Director elected by the Members before the expiration of her term of office, and may by a majority of the votes cast at that meeting, elect any Member qualified to acts as Director in her stead for the remainder of her term.

4.06 Quorum. A quorum for the transaction of business at meetings of the Board shall be the smallest whole number that is not less than two-thirds (2/3) of the members of the Board.

4.07 Meetings. The Board shall meet at a time and place in the City Toronto, as the Board decides by majority vote.

4.08 Notice. Subject to section 4.09, notice of a regular Board meeting shall be communicated to each Director personally or by telephone, e-mail, facsimile, or other Board approved method of calling such meetings, at least five (5) business days before the regular meeting.

Special meetings of the Board may be called by the Chair, or shall be called by the Chair on the written request of any two Directors. Upon notice to each Director, a special meeting of the Board may be held to the exclusion of any Director.

Notice of such special meetings shall be communicated to each Director personally or by telephone, e-mail or facsimile at least 24 hours before the proposed meeting or by mail provided that the notice is posted at least five (5) business days before the proposed meeting.

4.09 Regular Meetings. The Board may appoint one or more days in each year for regular meetings of the Board at a place and time to be named; no further notice of the regular meetings need be given.

(a) It is the responsibility of the person taking the minutes, to make sure it's distributed within 7 days of the meeting.

(b) LATENESS. 3rd - 15 minutes or later without cause - warning

4th - termination

4.10 Voting. Questions arising at any meeting of the Board shall be decided by majority vote with each Director, including the presiding Director entitled to one, and only one, vote. In the event of a tie vote, the issue will be reopened for discussion and subject to a re-vote.

4.11 Remuneration of Directors. All Directors of the Corporation shall serve without remuneration in the performance of duties as Director and no Director shall directly receive any

profit from her position as such; notwithstanding that a Director may be reimbursed reasonable expenses incurred by her in the performance of her duties.

4.12 Indemnities of Directors. Every Director of the Corporation and her heirs executors and administrators, and estate and effects, respectively, shall from time to time and at all times, be indemnified and saved harmless, out of the funds of the Corporation, from and against:

- all costs, charges and expenses whatsoever which the Director sustains or incurs in or about any action, suit or proceeding which is brought, commenced or prosecuted against for or in respect of any act, deed, matter or thing whatsoever made, done or permitted by her in or about the execution of the duties of office; and
- all other costs, charges and expenses which she sustains or incurs in or about or in relation to the affairs of the corporation thereof except the costs, charges and expenses occasioned by her own wilful neglect or default.

4.13 Protection of Directors. No Director of the Corporation shall be liable for the acts, receipts, neglects or defaults of any other Director or employee or for joining in any receipt or act or for any loss, damage or expense happening to the Corporation through the insufficiency or deficiency of title to any property acquired by the Corporation or for, or on behalf of, the Corporation or for the insufficiency of any security in or upon which any of the loss or damage arising from bankruptcy, insolvency or tortuous act of any person, firm or Corporation with whom any moneys, securities or effects shall be lodged or deposited or for any other loss, damage or misfortune whatsoever which may happen in the execution of the duties of her respective office or trust or in relation thereto unless the same shall happen by or through her own wrongful and wilful act or through her own wrongful and wilful neglect or default.

4.14 Responsibility for Acts. The Directors for the time being of the Corporation shall not be under any duty or responsibility in respect of any contract, act or transaction whether or not made, done or entered into, in the name or on behalf of the Corporation, except such as Directors shall have submitted to such responsibility and it has been authorized or approved by the Board.

4.15 Others Present. Other than during Board discussions regarding personnel issues conducted in *camera* at direction of the Board, any member shall be entitled to attend any meeting of the Board, but shall not be entitled to vote thereat. Members may speak at a meeting but their submission may be limited in time by the Board, such limitation to be no less than 5 minutes. If in the opinion of the board, time does not permit all members present who wish to speak to do so, the Board may defer those members' submissions to the following meeting of the Board.

4.16 Powers. The Directors of the Corporation may administer the affairs of the Corporation in all things and make or cause to be made for the Corporation, in its name, any kind of contract which the Corporation may lawfully enter into, and to delegate administrative powers to officers and committees and, save as hereinafter provided, generally, may exercise all such other powers and do all such other acts and things as the Corporation is by its Letters Patent or otherwise authorized to exercise and do.

4.17 Termination. A Director who fails to attend three consecutive regular meetings will automatically cease to hold office, unless he provides a reason acceptable to majority of the Board, for his not doing so.

5. ELECTION OF BOARD

5.01 Election and Re-elections. Except at the first annual general meeting at which these by-laws are adopted, all the Directors of the Corporation shall be elected for a term of four (4) years, except Hernan Astudillo and Linda McGlade.

5.01.01 Half the Board of Directors will be re-elected the year of election.

5.01.02 The Board of Directors may appoint up to two extra Board members during their term of office, who are professionals in areas of expertise necessary for the functioning of the Board (i.e., lawyer, chartered accountant, business/marketing consultant, etc.), if and only if, people with those qualifications have not been elected. These appointed Board members have full voting rights on any matter and are subject to the same obligations and responsibilities as any other member of the Board. These appointments are subject to revocation without prior notification, at the discretion of the elected Board members, at any time during the term of their office.

All terms of Directors shall commence at the first meeting of the Board of Directors following their election.

5.02 Slate of Candidates. Candidates for the office of Directors shall be a slate of candidates for office proposed by the Board, or by such other Committee as designated by the Board.

5.03 Nominations. If the slate fails to have the required number of candidates for a full Board, then, the nomination of candidates for the office of Director shall be made from the floor at a meeting duly called for the election of the Directors. The nominee, the mover and seconder shall all be members of the Corporation. The nominee is subject to the requirements as set out in section 8.06.

5.04 Notice. No meeting for the election of Directors shall be called without notice being given as described in section 14.

6. COMMITTEES

6.01 Permanent and Ad Hoc Committees. There may be up to eight permanent committees and there may be such Ad Hoc Committees for such purposes as the Board may determine from time by resolution.

6.02 The Permanent Committees may be:

.01 Executive Committee

.02 Finance Committee

.03 Fundraising Committee

.04 Policy Committee

.05 Community Affairs

6.03 Executive Committee. The Executive Committee shall:

.01 Membership. Consist of the Chair, and two Directors of the Corporation who shall be the secretary and treasurer

.02 Powers. During the intervals between the meetings of the Board, the Executive Committee shall possess and may exercise (subject to any regulations from time to time impose) all the powers of the Board in the management and direction of the affairs and business of the Corporation in such a manner as the Executive Committee shall deem best for the interest of the Corporation in all cases in which specific directions shall not have been given by the Board.

.03 Procedures. Subject to section 6.03 and to any regulations imposed from time to time by the Board, the Executive Committee shall have power to fix its quorum at not less than a majority of its members and may fix its own rules of procedure from time to time. The executive Committee shall keep minutes of its meetings in which shall be recorded all action taken by it, and such minutes shall be submitted to the Board prior to the next Board Meeting. The Executive Committee shall appoint an individual, who shall take minutes and it is the responsibility of the person taking the minutes, to make sure they are distributed within 3 days of the meeting to the members of the Board.

.04 Quorum. No business may be transacted by the Executive Committee except at a meeting of its members at which a quorum of the Executive Committee is present. Quorum shall be full executive committee unless unavoidable circumstances cause the absence of one only. Then it is the Chairs discretion to replace the absent member with another member of the Board. Two absent members means no meeting shall occur.

.05 Place of Meetings. Meetings of the Executive Committee may be held at the Corporation or any other place within Ontario as specified in the notice calling the meeting.

.06 Others Present. Any Director may attend a meeting of the Executive Committee and is entitled to speak but not vote. The Executive Committee may also invite such other Directors, officers and employees of the Corporation as it may deem fit to attend its meetings and to take part in the discussion and consideration of the affairs of the Corporation. Any such additional person's presence shall not be considered for the calculating quorum nor will that person be entitled to vote.

6.04 Other Permanent Committees

.01 Membership. Consists of those Board members as well as representatives of the Community that the Board deems fit to serve on each Committee.

.02 Procedures. Subject to any regulations imposed from time to time by the Board, each Permanent Committee shall have power to fix its quorum at not less than a majority of its members and may fix its own rules of procedure from time to time. The Permanent Committees shall keep minutes of its meetings in which all action taken by it shall be recorded. All such minutes shall be submitted to the Board prior to the next Board meeting.

.03 Quorum. No business may be transacted by the Permanent Committees except at a meeting to its members at which a quorum of the Permanent Committee is present.

.04 Place of Meetings. Meetings of the Permanent Committees may be held at the head office of the Corporation or at any other place within Ontario as specified in the notice calling the meeting.

.05 Others Present. Any Director may attend a meeting of the Standing Committees and is entitled to speak but not vote. The Permanent Committee may also invite such other Directors, officers and employees of the Corporation as it may deem fit to attend its meetings and to take part in the discussion and consideration of the affairs of the Corporation. Any such additional person's presence shall not be considered for the calculating quorum nor will that person be entitled to vote.

6.05 Areas of Responsibility of the Permanent Committees except as stated elsewhere or determined by the Board from time to time, are as follows:

.01 Finance Committee

- setting the yearly budget;

- developing and reviewing financial reports on a monthly and quarterly basis to ensure Corporation expenditures are in-line with allocations;
- responding to financial questions generated by the Board and fundraising committee, and
- developing special project budgets as required

.02 Fundraising Committee

- Preparing an annual fundraising budget and schedule;
- Identifying and prioritizing concrete fundraising events and opportunities;
- Identifying, locating and recruiting resources and personnel;
- Coordinating and staging fundraising events as per schedule approved by the Board;
- Analyzing and reporting on fundraising events to the Board

.03 Policy Committee

- Create policies for the Corporation;
- Establish priorities for policies i.e.
 - rules of conduct
 - finance
 - finance and investment
 - and any other rules and regulations as the need arises;
 - follow up the implementation of the policies

.04 Community Affairs

- Communicating with the Spanish-speaking community about the centre;
- Developing and maintaining individual, government and corporate contacts;
- Ensuring that individual, governments and corporate contacts are aware of and invited to the Corporation's events and activities;
- Developing up to date media lists and maintaining media contacts;
- Developing and implementing regular surveys and reports

6.06 Ad-Hoc Committees. The Board may create such Ad Hoc Committees for such purposes as the Board may determine from time to time by resolution. The existence of each Ad Hoc Committee shall be terminated upon:

- .01** The delivery of its report;
- .02** The completion of its assigned task;
- .03** A resolution to that effect of the Board;
- .04** Whichever occurs first.

6.07 Except as otherwise provided in the by-laws of the Corporation, all committees other than the Permanent Committee are subject to the following:

- .01** The Chair and members shall be appointed by the Board from among the members or ex-officio members of the Corporation who are qualified to hold office;
- .02** The Committees shall meet on a monthly basis and/or more frequently as required by its terms of reference, and as requested by the Executive Committee;
- .03** The Committee shall be responsible to and report to the Board;
- .04** The Committees may establish their own rules of procedures and may appoint subcommittees if and when necessary;

.05 An annual review of the goals achievements of the Committees shall be presented to the Board.

7. OFFICERS

7.01 Executive Officers. At the first meeting of the Board following the Annual General Meeting of the Corporation, the Board members from among their numbers shall elect the Chair of the Standing Committees as well as the Chair, Secretary, and treasurer of the Corporation. A person elected as Chair, Secretary or Treasurer may also be elected as Chair of the Standing Committees.

7.02 Chair. The Chair shall, when present, preside at all general and annual meetings. The Chair shall supervise the affairs and operations of the Corporation and with the Secretary or other officers appointed by the Board for the purpose shall sign all by-laws and membership certificates and have the other powers and duties from time to time prescribed by the Board or incident to her office. The Chair shall attend and preside at meetings of the Board and shall attend meetings of the Executive Committee.

7.03 Secretary. The Secretary shall be clerk of the Board and shall attend all meetings of the Board and all meetings of the members of the Corporation, and shall record or cause to be recorded all facts and minutes of those proceedings in the books kept for that purpose. She shall be the custodian of all books, papers, records, correspondence and documents belonging to the Corporation and shall perform the other duties from time to time prescribed by the Board or incident to her office.

7.04 Treasurer. The Treasurer shall keep or cause to be kept full and accurate accounts of all receipts and disbursements of the Corporation in proper books of account and shall deposit all moneys or other valuable effects in the name and to the credit of the Corporation in the bank or banks from time to time designated by the Board or Executive Committee, taking proper vouchers therefore and shall render to the Board or Executive Committee, whenever required of her, an account of her transactions as treasure and of the financial position of the Corporation. She shall cooperate with any auditors of the Corporation during an audit of the accounts of the Corporation and perform the other duties from time to time prescribed by the Board or Executive Committee or incident to her office.

7.05 Other Officers. The remaining Director(s) will hold the position of Members-at-Large, though the Board may, at any time, assign to them portfolio as the Board deems fit or necessary. The Board may additionally appoint other persons including, without limitation, Honorary Officers and agents (and with such titles as the Board may prescribe from time to time) as it considers necessary and all such persons and agents shall have the authority to perform the duties from time to time prescribed by the Board. The Board may also remove, at its discretion, any such officer or agent of the Corporation. The duties of all other officers or agents of the Corporation appointed by the Board shall be such as the terms of their engagement call for, or as the Board may prescribe.

8. MEMBERSHIP

8.01 Members of the Corporation shall consist of individuals that share and support the goals and objectives of the Corporation.

8.02 The Board may, from time to time, designate and permit classes of memberships with certain rights and responsibilities.

8.03 Applications and Dues. Applicants for membership in the Corporation shall be admitted in the respective categories. Each member shall promptly be informed by the Secretary or her designate of her/its admission as a member. There shall be no dues or fees payable by members except as may from time to time be fixed by a three-quarters (3/4) vote of the Board. If a member

fails to pay dues within sixty days of being assessed, she shall automatically cease to be a member. Any such members may, upon payment of all unpaid dues, be reinstated by a majority vote of the Directors.

8.04 Honorary and Ex-Officio Members. From time to time, the Board may admit for life or a lesser term, without payment of any fee or assessment as an Honorary Member any person who, in the opinion of the Board, has made an outstanding contribution to the development of the Corporation. In addition, the Board may from time to time, admit Ex-Officio Members.

8.05 Voting of Members. Save as otherwise provided herein, each member of the Corporation shall be entitled to one vote per individual or entity at all meetings of the members of the Corporation. Voting rights begin after one year of membership. In the event of a tie vote, the matter will be re-opened for discussion and submitted to a fresh vote. No members shall be entitled either in person or by proxy to vote at meetings of the corporation unless she/it has paid all dues and fees, if any, then payable by her/it.

8.06 Holding Office. No person shall be qualified to hold office in the Corporation as a Director unless she is a member of the Corporation at the time of her election or appointment as a Director, and has been a member in good standing for a minimum of 2 years.

8.07 Transfer of Membership. The interest of a member of the Corporation is not transferable, and lapses and ceases to exist upon the death of the member or when she ceases to be a member by resignation or otherwise in accordance with the by-laws of the Corporation.

8.08 Revocation of Membership. Any member may be expelled from the Corporation for cause and at the discretion of its members, by a two-thirds (2/3) vote taken by ballot of the members present and eligible to vote at an annual or other general meeting of the members.

8.09 Termination of Membership. A membership in the Corporation automatically terminates upon the happening of any of the following events:

- .01 The member resigns in writing as a member of the Corporation;
- .02 The member dies;
- .03 The member is expelled from the Corporation pursuant to section 8.08;
- .04 If an assessment under the authority of section 8.03 remains unpaid for more than sixty (60) days from the date of mailing of the membership renewal notification.
- .05 If a member between annual and general meetings does an aggressive action against the Centre (verbal, physical, or written) or against any of its members, including the Board of Directors, then the Board of Directors shall determine that this member is not apt to fulfill this obligation, and shall have his membership rights revoked.

8.10 Membership Year. The Corporation's membership year shall run from January 1 to December 31.

8.11 Liability of Members. Members shall not be held answerable or responsible for any act, default, obligation or liability of the Corporation or for any engagement, claim, payment, loss, injury, transaction, matter or thing relating to or connected with the Corporation.

8.12 Annual Meeting. The annual meeting of the members shall be held each year within Ontario, at a time, place, and date to be determined by the Board, for the purpose of:

- .01 Hearing and receiving the reports and statements required by the Corporation Act to be read and laid before the Corporation at an annual general meeting;

- .02 Electing such Directors as are to be elected at such annual meeting;
- .03 Authorizing the Board to fix the remuneration (if required) of the services of an auditor
- .04 Receiving the financial statements and the report of the auditor or auditors brought before the meeting; and
- .05 The transaction of any other business properly brought before the meeting, prior to the printing of the agenda.

8.13 General Meeting. The Board may at any time call a general meeting of members for the transaction of any business, the general nature of which is specified in the notice calling the meeting. A general meeting of members shall also be called at the written request of one third (1/3) or more members of the Corporation.

8.14 Notice of Meetings. Notice of the time, place and date of meetings of members and the general nature of the business to be transacted shall be given at least thirty (30) days or more before the date of the meeting to each member entitled to notice of the meeting (and in the case of an annual general meeting to the auditor of the Corporation) by sending by prepaid mail to the last address of the addresses as shown on the Corporation's records.

8.15 Quorum. A quorum for the transaction of business at meetings of members shall be one half the attending members at the first call for the purpose of quorum.

8.16 Voting by Members.

.01 Unless otherwise required by the provisions of the Corporations Act or the by-laws of the Corporation, all questions proposed for consideration at a meeting of the members shall be determined by a majority of the votes cast by members entitled to vote. In the case of an equality of votes, the question will be reopened for discussion and voted upon again. The individual presiding at the meeting shall not be entitled to a casting vote;

.02 Members who have not been members for the immediate preceding years are not eligible to vote at a General or Annual General Meeting.

8.17 Proxies. There shall be no proxy voting allowed at any General or Annual General Meeting.

8.18 Voting Cards.

.01 There shall be no show of hands for any voting. All voting shall be done by the member registering and receiving a voting card or by secret ballot where applicable.

.02 At all meetings of members every question shall be decided by a voting card unless otherwise required by a by-law of the Corporation or unless a secret ballot poll is required by the Chair or requested by any member entitled to vote. Upon a voting card vote, every member entitled to vote, present in person, shall have one vote. Whenever a vote by a voting card has been taken upon a question, unless a poll is requested, a declaration by the Chair that a resolution has been carried or lost by a particular majority and an entry to that effect in the minutes of Corporation is conclusive evidence of the fact without proof of the number or proportion of voted recorded in favour of or against the motion.

8.19 Chair of Meeting. In the absence of the Chair the members entitled to vote at any meeting of members shall choose another Director as Acting Chair and if no Director is present or if all the Directors present decline to act as a Acting Chair, the members present shall choose one of their number to be Acting Chair.

8.20 Polls. If at any meeting a poll is requested on the election of the Acting Chair or on the question of adjournment, it must be taken forthwith without adjournment. If a poll is requested on any other question, it shall be taken in the manner and either at once or later at the meeting or after adjournment as the Chair directs. The result of a poll shall be deemed to be the resolution of the meeting at which the poll was requested. A request for a poll may be withdrawn at any time prior to the taking of the poll. The individual requesting the poll may require that it be held by secret ballot.

8.21 Adjournments. With sufficient reason, any meeting of members may be adjourned at any time and from time to time, and any business that may have been undertaken at an original meeting may be transacted at the subsequent meeting from which the adjournment took place. No notice is required of any adjourned meeting.

9. EXECUTION OF DOCUMENTS

9.01 Cheques, Drafts, Notes, etc. All cheques, drafts, or orders for the payments of money and all notes and acceptances and bills of exchange shall be signed by any two of the following: Chair, Treasurer, Secretary.

9.02 Execution of Documents. Documents requiring execution by the Corporation shall be first presented to, and approved by, the Board, and shall be signed by any two the Chair, Secretary, and Treasurer. All documents so signed are binding upon the Corporation without any further authorization or formality. The Board may from time to time appoint any officers, or any person or persons on behalf of the Corporation to sign either general or specific documents. The Corporate seal of the Corporation shall, when required, be affixed to documents executed in accordance with the foregoing.

9.03 Books and Records. The Board shall see that all necessary books and records of the Corporation required by the by-laws of the Corporation or by any applicable statute are regularly and properly kept.

10. DEPOSIT OF SECURITIES

10.01 The securities of the Corporation shall be deposited for safe-keeping with one or more banks, trust companies, or other financial institutions to be selected by the Board. Any and all securities so deposited may be withdrawn, from time to time, only upon written order of the Corporation signed by such officer or officers, agent or agents of the Corporation, and in such manner as shall from time to time be determined by resolution of the Board and such authority may be general or confined to specific instances. The institutions, which may be selected as custodians of the Board, shall be fully protected in acting in accordance with the directions of the Board and shall in no event be liable for the securities so withdrawn from deposit or the proceeds thereof.

11. BORROWING BY THE CORPORATION

11.01 Subject to the limitations set out in the by-laws or in the Letters Patent of the Corporation, the Board may:

.01 Borrow money on the credit of the Corporation;

.02 Issue, sell, or pledge securities of the Corporation, or

.03 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 debit, or any other obligation or liability of the Corporation;

.04 Provided that, except where the Corporation borrows on the security of its real or personal property, its borrowing power shall be limited to borrow money for current operating expenses.

11.02 From time to time the Board may authorize any Director, officer, employee of the Corporation or any other person to make arrangements with reference to the money so borrowed or to be borrowed and as to the terms and conditions of the loan thereof, and as to the security to be given thereof, with power to vary or modify such arrangements, terms and conditions and to give such additional security as the Board may authorize, and generally to manage, transact, and settle the borrowing of money by the Corporation.

12. FINANCIAL YEAR

12.01 The financial year of the Corporation shall terminate on the 31st day of December of each year or on such other date that the Board may determined by resolution.

12.02 The full financial report for income tax and auditing purposes for the previous year shall be completed by February 15th of each year in order to allow for the auditor's report to be ready one month prior to the AGM.

13. AUDITORS

13.01 The newly elected Board of Directors after the Annual General Meeting, shall appoint an Auditor to audit the accounts of the Corporation, to hold office until the next annual meeting, provided that the Directors may fill any casual vacancy in the office of the Auditor, replace her in situations of extenuating circumstances or should she be found to have engaged in any form of wilful misconduct. The Board shall fix the remuneration of the Auditor. The Secretary of the Corporation shall send notice of appointment promptly to the Auditor.

14. NOTICE

14.01 Computation of Time. In computing the date when notice must be given under any provision of the by-laws requiring a specified number of days' notice of any meeting or other event, the date of giving the notice is, unless otherwise provided, included.

14.02 Omissions and Errors. The accidental omission to give notice of any meeting or any adjourned meeting of the Board, or Members, or the non-receipt of any notice by any Director or Member or by the Auditor of the Corporation or any error in any notice not affecting its substance does not invalidate any resolution passed on any proceedings taken at the meeting can be established that the omission was reasonable in the circumstances. Any Director, member or the Auditor of the Corporation may at anytime waive notice of any meeting and may ratify and approve any or all proceedings taken thereat.

15. DISSOLUTION

15.01 Upon dissolution of the Corporation and after the payment of all debits and liabilities, the remaining property of the Corporation shall be distributed among one or more charitable organizations, the objectives and goals of which are in general accord with the objectives and goals stated herein, and which are of general benefit to the Latin American community.

16. BY-LAWS AND AMENDMENTS, ETC.

16.01 Enactment. By-laws of the Corporation may be enacted, repealed, amended, altered, added to or re-enacted in the manner contemplated in, and subject to, the provisions of the Corporation Act.

17. EFFECTIVE DATE

17.01 This by-law shall come into force without any further formality upon its adoption at a general meeting of the members.

Enacted as **By-law No. 1** by the Directors of the Corporation at a meeting duly called and regularly held and at which a quorum was present on this November, 21st day of 2003.

The foregoing **By-law No. 6 (Revised)** as enacted by the Directors of the Corporation is hereby ratified, sanctioned, confirmed and approved without variation by the unanimous affirmative vote of all members entitled to vote at a meeting of members duly called and regularly held at Toronto, on the 20th day of May, 2010.

Witness

Witness

2B San Lorenzo Latin American Community Centre: Human Rights Policy



HUMAN RIGHTS POLICY

San Lorenzo Latin American Community Centre/Radio Voces Latinas (the “Centre”) and its Board of Directors recognize and values the contributions of all employees and volunteers in achieving a climate of understanding and respect for the dignity and worth of each person active at our Centre.

We want everyone involved at our Centre to work together to ensure that this Policy is given full effect. The Board of Directors of the Centre, on April 12, 2007 decided that the Centre would have a **Zero-Tolerance** approach for violations of our Centre’s Human Rights Policy.

Our Policy is in accordance with the provisions of Ontario’s *Human Rights Code*. Our Policy and the law in Ontario are built on the following cornerstone principles:

Every person shall be treated equally and without discrimination based on race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, age, record of offences, marital status, family status or disability.

Every person has a right to freedom from harassment including any harassment based on race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, age, record of offences, marital status, family status or disability.

Any violations of our Human Rights Policy will be investigated in accordance with the procedures set out below in a fair and confidential manner and persons found to have offended the Policy will also be dealt with fairly but firmly. Victims of discrimination and harassment will be protected by the Centre from offenders.

The Board of Directors of the Centre will ensure that it is a safe, progressive and respectful environment in which employees and volunteers can carry out the important community work to which our Centre and all of its employees and volunteers are committed.

The Board of Directors of the Centre does not want people who offend the Policy to be working at our Centre, either as volunteers or as its employees.

EXPLANATION OF THE CENTRE’S HUMAN RIGHTS POLICY

“Discrimination” means unfair treatment *because of* race, sex, colour, ancestry, place of origin, ethnic origin, marital status, same sex partner status, sexual orientation, age, disability, citizenship, family status or religion.

The right to “equal treatment” covers applying for a job, training, transfers, promotions, dismissal and layoffs. The right to “equal treatment” also covers rate of pay, the distribution of overtime, hours of work, holidays, benefits, shift work, discipline and performance evaluations.

“Harassment” means comments or actions that are unwelcome to you or should be known to be unwelcome, and it includes behaviour or comments that humiliate or that insult or offend based on race, sex, colour, ancestry, place of origin, ethnic origin, marital status, same sex partner status, sexual orientation, age, disability, citizenship, family status or religion.

“Harassment” includes "sexual harassment".

“Sexual harassment” means that someone is bothering you by *saying* or *doing unwanted or unwelcome* things of a sexual or gender-related nature. You have the right to be free from unwanted or unwelcome advances or requests for sexual favours made by anyone associated with the Centre, whether the person is a supervisor or manager or is another person – an employee – a volunteer – a visitor – who you encounter at the Centre.

If you believe that you have experienced discrimination or harassment (sexual harassment or otherwise) at the Centre, you are encouraged to invoke this policy and complain *right away*. The confidentiality of your complaint will be protected and you will be treated courteously and with dignity.

FOUR OPTIONS - THE COMPLAINTS AND INVESTIGATION PROCEDURE

If you, the Complainant, experience any incident which you believe violates this Policy, the following is the Complaints and Investigation Procedure:

OPTION 1

As the Complainant, immediately tell the person who has acted offensively in a clear and firm way that you find the person’s behaviour unacceptable and ask the person to stop. If you find this difficult to do alone, ask a friend or colleague to come with you. Do not delay. There is little point in complaining today about something that someone said or did weeks ago.

If the Complainant wishes to proceed further, the Complainant must record the incident in a Complaint letter. If the Complainant is a volunteer at the Centre, then the Complainant must give the letter to the Complainant’s volunteer coordinator. If the Complainant is an employee of the Centre, then the Complainant must give the letter to the Complainant’s direct supervisor, such as Radio Coordinator, Sales Coordinator, and/or Administrator. The Complaint letter should set out what happened, when it happened, where it happened, what was said or done, who said or did it, who was present and saw or heard what happened, and what the Complainant did at the time.

The volunteer coordinator or direct supervisor (such as Radio Coordinator, Sales Coordinator, and/or Administrator), as the case may be, who receives the Complaint letter is obliged by this Policy to treat the matter in complete confidence [that is s/he will NOT discuss the matter with anyone at all] and s/he will immediately refer the Complaint letter to the Centre’s Executive Director (“ED”) or when such a position is not active, the Board designated person (work telephone number 416 – 785-8729). They will investigate the Complaint right away, including interviewing the Complainant and the alleged perpetrator and any identified witnesses to the alleged incident. The ED/ designate has been trained to conduct such investigations in an effective and discrete manner, ensuring that everyone is treated fairly and with dignity. What anyone says to the ED/ designate will be treated in confidence.

Following the investigation – during which the investigator will take notes of interviews, review documents and take witness statements as may be appropriate – the investigator will prepare a Confidential Report which will be given ONLY to the President and Chair of the Board of the Centre, presently Linda McGlade, who will treat the Confidential Report in strict confidence. Linda will only disclose the contents of the Confidential Report to a sub-committee of the Board of Directors who will treat such information in strict confidence.

Linda and the sub-committee of the Board of Directors will determine what action, if any, should be taken by the Centre in connection with the incident and both the Complainant and the alleged perpetrator will be informed of the decision as soon as possible after the Confidential report has been completed and submitted. The decision may involve termination of the alleged perpetrator from employment or as a volunteer, or such other restrictions as is considered appropriate in the circumstances to further this Policy and the objective of providing a workplace that is free from harassment and discrimination consistent with the Centre's Zero-Tolerance approach.

OPTION 2 – where the Complainant seeks assistance directly from the ED/ designate

You may report the incident directly to the ED/ designate.

With the assistance of the ED/ designate, the Complainant will prepare a written Complaint and it will be provided in confidence to the Complainant's volunteer coordinator or to the Complainant's direct supervisor (Radio/Sales Coordinator, Administrator), as the case may be, if that is appropriate. The ED /designate will then conduct an investigation of the alleged incident in the same manner as in Option 1 and the ED/designate will provide the Confidential Report to the Centre's President and Chair of the Board of Directors and the matter will be dealt with in the same manner as Option 1.

OPTION 3 – where a supervisor or the ED/ designate is directly or indirectly involved in the alleged incident

If the incident directly or indirectly involves the ED/ designate or any supervisor, the Complainant shall file the written Complaint directly with the President and Chair of the Centre's Board of Directors who shall conduct an investigation of the alleged incident in the same manner as in Option 1 and then prepare a Confidential Report. The matter will be determined in the matter in the same manner as Option 1.

OPTION 4 – where the President and Chair of the Board of Directors is directly or indirectly involved in the alleged incident

1. If the incident directly or indirectly involves the President and Chair of the Board of Directors, the Complainant shall file the written Complaint with a designated Board member. This Board member will refer the matter for investigation to the ED/ designate who shall prepare a Confidential Report. The ED/designate will prepare a Confidential Report in the same manner as in Option 1. Based on the ED/designate's Confidential Report the designated Board member will consider the matter with the remaining members of the sub-committee of the Board of Directors (excluding any who may be an alleged perpetrator) and determine what action to take in the same manner as in Option 1.

* * *

The above policy will be enforced with a “**zero-tolerance**” approach.

This means that appropriate disciplinary and corrective action will be taken with respect to any and all incidents of harassment and/or discrimination that are not frivolous. Where incidents are persistent and/or repetitive they shall not be considered frivolous even though such incidents might be so considered if they occurred in isolation.

The Centre assures the community that all Complaints, Investigations, Confidential Reports, and all exchanges and discussions related to the alleged incident, whether oral or in writing, will be maintained under the **strictest confidence**.

This Confidentiality Assurance is essential to protect all of the employees and volunteers of the Centre and all of the visitors at the Centre who may experience an incident of harassment or discrimination prohibited by this Policy and to maintain the integrity of the Policy. This means that the ED/ designate, all of the Centre’s supervisors and all Board members, including the President and Chair of the Board of Directors shall not, where possible, disclose details that reveal the Complainant’s identity, but shall indicate sufficient detail of the facts investigated so that those considering the matter on the Centre’s Board may determine what action, if any, should be taken by the Board.

Violations of the Confidentiality Assurance will be considered a blameworthy incident and may result in discipline up to and including discharge from employment at the Centre or discharge as a volunteer at the Centre or removal as a member of the Board of Directors of the Centre.