

# GABRIOLA RECREATION SOCIETY

## BYLAWS

Here set forth, in numbered clauses, the bylaws providing for the matters referred to in Section 11 of the *Societies Act* and any other bylaws.

### PART 1 - INTERPRETATION

1. (1) In these bylaws, unless the context otherwise requires,
  - a. "*Directors* " means the directors of the society for the time being;
  - b. "*Societies Act*" means the *Societies Act* of the Province of British Columbia from time to time in force and all amendments to it;
  - c. "*Registered address*" of a member means his address as recorded in the register of members.
- (2) The definitions in the *Societies Act* on the date these bylaws become effective apply to these bylaws.
2. Words importing the singular include the plural and *vice versa*; and words importing a male person include a female person and a corporation.

## PART 2 - MEMBERSHIP

3. The members of the society are the applicants for incorporation of the society, and those persons who subsequently have become members, in accordance with these bylaws and. in either case, have not ceased to be members.
4. A person may apply to the directors for membership in the society and upon payment of any dues set by the directors and upon acceptance by the directors shall be a member. The following persons may apply for membership in the Society:
  - (1) Any person who is qualified to vote in Electoral District B;
  - (2) Any person being 14 years or older who would be qualified to vote in Electoral District B of the Nanaimo Regional District, if he or she were 19 years of age or over.
5. Every member shall uphold the constitution and comply with these bylaws.
6. The amount of the first annual membership dues shall be determined by the directors and after that the annual membership dues shall be determined at the annual general meeting of the society.
7. A person shall cease to be a member of the society
  - (1) By delivering his or her resignation in writing to the secretary of the society or by mailing or delivering it to the address of the society;
  - (2) On his or her death or in the case of a corporation on dissolution;
  - (3) On being expelled or:
  - (4) On having been a member not in good standing for 6 consecutive months.
8.
  - (1) A member may be expelled by a special resolution of the members passed at a general meeting.
  - (2) The notice of special resolution for expulsion shall be accompanied by a brief statement of the reason or reasons for the proposed expulsion.
  - (3) The person who is the subject of the proposed resolution for expulsion shall be given an opportunity to be heard at the general meeting before the special resolution is put to a vote.
9. All members are in good standing except a member who has failed to pay their current annual membership fee or any other subscription or debt due and owing by them to the society and they are not in good standing so long as the debt remains unpaid.

### **PART 3 - MEETINGS OF MEMBERS**

10. General meetings of the society shall be held at the time and place that the directors decide,
11. Any three directors may, notwithstanding the decision of the majority of directors, require the convening of a general meeting.
12. The following shall apply to all general meetings (including extraordinary general meetings) of the society:
  - (1) Notice shall be given in accordance with section 77 of the Societies Act to all members shown on the register of members on the day notice is given.
  - (2) In addition, two weeks' notice of general meeting shall be given by placing an advertisement, notice or news item in a Gabriola newspaper and by posting one notice in a public place on Gabriola.
  - (3) Notice of a meeting shall specify the place, day and hour of meeting, and, in case of special business, the general nature of that business.
  - (4) The accidental omission to give notice of a meeting to, or the non-receipt of a notice by, any of the members entitled to receive notice does not invalidate proceedings at that meeting.
13. The first annual general meeting of the society shall be held not more than 15 months after the date of incorporation and after that an annual general meeting shall be held at least once in every calendar year and not more than 15 months after the holding of the last preceding annual general meeting.

## PART 4 - PROCEEDINGS AT GENERAL MEETINGS

14. Special business is all business transacted at an annual general meeting, except:
  - (1) The adoption of rules of order;
  - (2) The consideration of the financial statements;
  - (3) The report of the directors;
  - (4) The report of the auditor, if any;
  - (5) The election of directors;
  - (6) The appointment of the auditor, if required; and
  - (7) The other business that, under these bylaws, ought to be transaction at an annual general meeting, or business which is brought under consideration by the report of the directors issued with the notice convening the meeting.
15.
  - (1) No business, other than the election of the Chair and the adjournment or termination of the meeting, shall be conducted at a general meeting at a time when a quorum is not present.
  - (2) If at any time during a general meeting there ceases to be a quorum present, business then in progress shall be suspended until there is a quorum present or until the meeting is adjourned or terminated.
  - (3) A quorum is 3 members present or a greater number that the members may determine at a general meeting.
16. If within 30 minutes from the time appointed for a general meeting a quorum is not present, the meeting, if convened on the requisition of members, shall be terminated; but in any other case, it shall stand adjourned to the same day in the next week, at the same time and place, and if, at the adjourned meeting, a quorum is not present within 30 minutes from the time appointed for the meeting, the members present constitute a quorum.
17. Subject to bylaw 18, the president of the society, the vice president or, in the absence of both, one of the other directors present shall preside as the Chair of a general meeting.
18. If at a general meeting:
  - (1) There is no president, vice president or other director present within 15 minutes after the time appointed for holding the meeting or:
  - (2) The president and all the other directors are unwilling to act as the Chair, the members present shall choose one of their number to be the Chair.
19.
  - (1) A *general* meeting may be adjourned from time to time and from place to place, but no business shall be transacted at an adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place.
  - (2) When a meeting is adjourned for 10 days or more, notice of the adjourned meeting shall be given as in the case of the original meeting.
  - (3) Except as provided in this bylaw, it is not necessary to give notice of an adjournment or of the business to be transacted at an adjourned general meeting.

20.
  - (1) A resolution proposed at a meeting must be seconded.
  - (2) The Chair of a meeting may move or propose a resolution.
  - (3) In case of an equality of votes the Chair shall have a casting or second vote.
21.
  - (1) A member in good standing present at a meeting of members is entitled to one vote.
  - (2) Voting is by show of hands.
  - (3) Voting by proxy is not permitted.

## **PART 5 - ELECTION OF DIRECTORS**

22. The number of directors shall be 5 or such greater number as is determined from time to time at a general meeting.
23. All directors other than the director appointed pursuant to paragraph 26 below shall be elected at a general meeting. At the first annual general meeting one of the directors or if there is an odd number of directors one half of the directors plus one shall be elected for a one-year term and the *other* directors shall be elected for a two year term
24. The Regional Director for Electoral Area B of the Nanaimo Regional District shall annually appoint one director. The Regional Director may appoint himself or herself as that director.
25.
  - (1) The directors may at any time and from time to time appoint a member as a director to fill a vacancy in the directors.
  - (2) A director so appointed holds office only until the conclusion of the next following annual general meeting of the society, but is eligible for re-election at the meeting.
26.
  - (1) If a director resigns his office or otherwise ceases to hold office, the remaining directors shall appoint a member to take the place of the former director.
  - (2) A director so appointed holds office only until the conclusion of the next following annual general meeting of the society, but is eligible for re-election at the meeting.
  - (3) No act or proceeding of *the* directors is invalid only by reason of there being less than *the* prescribed number of directors in office.
27. A director shall cease to hold office if he or she fails to attend at three consecutive meetings without reasonable excuse.
28. The members may by special resolution remove a director before the expiration of their term of office, and may elect a successor to complete the term of office.

## **PART 6 - DIRECTORS AND OFFICERS**

29. The directors may exercise all the powers and do all the acts and things that the society may exercise and do and which are not by these bylaws or by statute or otherwise lawfully directed or required to be exercised or done by the society in general meeting, but subject, nevertheless, to:
- (1) All laws affecting the society;
  - (2) These bylaws and;
  - (3) Rules, not being inconsistent with these bylaws, which are made from time to time by the society in general meeting.
30. No rule, made by the society in general meeting, invalidates a prior act of the directors that would have been valid if that rule had not been made.
31. (1) At the first meeting of the directors after the Annual General Meeting the directors shall appoint such officers as they deem appropriate which officers shall include a president, vice president, secretary and a treasurer.
- (2) The president, vice president, secretary, treasurer and any other person appointed an officer shall be the directors of the society.
  - (3) Separate elections shall be held for each office to be filled.
  - (4) An election may be by acclamation; otherwise it shall be by ballot.
  - (5) If no successor is elected the person previously elected or appointed continues to hold office.

## **PART 7 - PROCEEDINGS OF DIRECTORS**

32.
  - (1) The directors may meet together at the places they think fit to dispatch business, adjourn and otherwise regulate their meetings and proceedings, as they see fit, provided that the directors shall meet no fewer than ten times in each and every calendar year.
  - (2) The directors may from time to time fix the quorum necessary to transact business, and unless so fixed the quorum shall be a majority of the directors then in office.
  - (3) The president shall chair all meetings of the directors, but if at a meeting the president is not present within 30 minutes after the time appointed for holding the meeting, the vice president shall act as Chair; but if neither is present the directors present may choose one of their number to chair the meeting.
  - (4) A director may at any time, and the secretary, on the request of a director, shall, convene a meeting of the directors.
33.
  - (1) The directors may delegate any, but not all, of their powers to committees consisting of director(s) and/or member(s) as they think fit.
  - (2) A committee so formed in the exercise of the powers so delegated shall conform to any rules imposed on it by the directors, and shall report every act or thing done in exercise of those powers to the earliest meeting of the directors to be held next after it has been done.
34. A committee shall elect, from amongst its members, a person to chair its meetings; but if no chair is elected, or if at a meeting the Chair is not present within 30 minutes after the time appointed for holding the meeting, those present who are members of the committee shall choose one of their number to chair the meeting.
35. The members of the committee may meet and adjourn as they think proper.
36. A director who may be absent temporarily from British Columbia may send or deliver to the address of the society a waiver of notice, which may be by letter, telegram, telex or cable, of any meeting of the directors and may at any time withdraw the waiver, and until the waiver is withdrawn,
  - (1) No notice of meetings of directors shall be sent to that director and:
  - (2) Any and all meetings of the directors of the society, notice of which has not been given to that director shall, if a quorum is present, be valid and effective.
37.
  - (1) Questions arising at a meeting of the directors and committee of directors shall be decided by a majority of votes.
  - (2) In case of an equality of votes the Chair has a second or casting vote.
38. No resolution proposed at a meeting of directors or committee of directors need be seconded and the Chair of a meeting may move or propose a resolution.
39. A resolution in writing, signed by all the directors and placed with the minutes of the directors is as valid and effective as if regularly passed at a meeting of directors.

## **PART 8 - DUTIES OF OFFICERS**

40. (1) The president shall preside at all meetings of the society and of the directors.
- (2) The president is the chief executive officer of the society and shall supervise the other officers in the execution of their duties.
41. The vice president shall carry out the duties of the president during his absence.
42. The secretary shall:
  - (1) Conduct the correspondence of the society;
  - (2) Issue notices of meetings of the society and directors;
  - (3) Keep minutes of all meetings of the society and directors;
  - (4) Have custody of all records and documents of the society except those required to be kept by the treasurer;
  - (5) Have custody of the common seal of the society and:
  - (6) Render financial statements to the directors, members and others when required.
43. The treasurer shall:
  - (1) Keep the financial records, including books of account, necessary to comply with the *Societies Act* and:
  - (2) Render financial statements to the directors, members and other when required.
44. (1) The offices of secretary and treasurer may be held by one person who shall be known as the secretary treasurer.
- (2) When a secretary treasurer holds office the total number of directors shall not be less than number of 5 or the greater number that may have been determined pursuant to bylaw 25.
45. In the absence of the secretary from a meeting, the directors shall appoint another person to act as secretary at the meeting.

## **PART 9 - SEAL**

46. The directors may provide a common seal for the society and may destroy a seal and substitute a new seal in its place.
47. The common seal shall be affixed only when authorized by a resolution of the directors and then only in the presence of the persons prescribed in the resolution, or if no persons are prescribed, in the presence of the president and secretary or president and secretary treasurer.



## **PART 10 - BORROWING**

48. In order to carry out the purposes of the society the directors may, on behalf of and in the name of the society, raise or secure the payment or repayment of money in the manner they decide, and, in particular but without limiting the foregoing, by the issue of debentures.
49. No debenture shall be issued without the sanction of a special resolution.
50. The members may by special resolution restrict the borrowing powers of the directors, but a restriction imposed expires at the next annual general meeting.

## **PART 11 - AUDITOR**

51. This Part applies only where the society is required or has resolved to have an auditor.
52. The first auditor shall be appointed by the directors who shall also fill all vacancies occurring in the office of auditor.
53. At each annual general meeting the society shall appoint an auditor to hold office until he is re-elected or his successor is elected at the next annual general meeting.
54. An auditor may be removed by ordinary resolution.
55. An auditor shall be promptly informed in writing of appointment or removal.
56. No director and no employee of the society shall be auditor.
57. The auditor may attend general meetings.

## **PART 12 - NOTICES GENERALLY**

58. A notice may be given to a member, either personally or by mail at the member's registered address.
59. A notice sent by mail shall be deemed to have been given on the second day following that on which the notice is posted, and, in providing that notice has been given it is sufficient to prove the notice was properly addressed and put in a Canadian post office receptacle.
60. Notice of a general meeting shall be given to the auditor, if part 11 applies.

## **PART 13 - BYLAWS**

61. On being admitted to membership, each member is entitled to, upon written request, and the society shall give to the member, without charge, a copy of the constitution and bylaws of the society.

## **PART 14 - OPERATION**

62. This is a non-profit, non-political and non-religious organization. The Society shall never in any way discriminate against any person or group of persons for their religious or political views. This provision was previously unalterable.
63. The operations of the Society are to be carried on in the Province of British Columbia, chiefly in and around Gabriola and any other island in the Gabriola Island Trust zone. This provision was previously unalterable.
64. In the event that the Society should at any time be wound up *or* dissolved, the remaining assets after payment of all debts and liabilities shall be turned over to a municipal corporation which includes Gabriola or, if such fails to exist at the time of winding up, a recognized charitable organization on Gabriola which has in its purposes the provision of a sports or recreational activity on Gabriola. This provision was previously unalterable.
65. Any income received by the Society will be applied in the furtherance of its objectives and for no other purpose, and specifically that such income or any surplus shall not be made available to members. This provision was previously unalterable.
66. No director of the Society shall be remunerated for being or acting as a director, but may be reimbursed for all expenses necessarily and reasonably incurred while engaged in the affairs of the Society. This provision was previously unalterable.