

"SOCIETY ACT"

***R.S. Chapter 433
Effective January 5, 2011***

THE NORTH SAANICH DOG OBEDIENCE TRAINING CLUB

CONSTITUTION

1. The name of the Society is "The North Saanich Dog Obedience Training Club".
2. The objects of the Society are:
 - a. To establish and carry on classes for the training of members of the Society in the training of their dogs and for the training of dogs generally.
 - b. To encourage the above object by the holding of Obedience and other Trials, Competitions or Tests for dogs and for the purpose of fulfilling that end to give prizes and awards.
 - c. To assist and advise members and other owners of dogs who wish to enter their dogs for competition in Obedience and other Trials, Competitions and Tests sponsored by the Canadian Kennel Club.
 - d. To affiliate or otherwise co-operate with the Canadian Kennel Club, and any other association or club having objects in whole or in part similar to those of this Society.
 - e. To foster among its members an interest in the training and welfare of dogs generally.
 - f. To acquire by purchase, taking on lease or otherwise, lands and buildings and all other property real and personal which the Society for the purpose thereof may from time to time think proper to acquire and which lawfully may be held by them, and to re-sell, sublet, surrender or otherwise dispose of such property or any part thereof.
 - g. To raise money by subscriptions and to grant any rights and privileges to subscribers.
3. The operations of the Society are to be chiefly carried on in the District of North Saanich, the District of Central Saanich, and the Town of Sidney in the Province of British Columbia.

BY-LAWS

Here set forth in numbered clauses, the By-Laws providing for the matters referred to in section 6(1) of the Society Act and any other By-Laws.

MEMBERSHIP

1. Any person interested in the objects of the Society may apply to the Executive Committee for membership in the Society and, on acceptance by the Executive Committee, and payment of the annual dues, shall be members.
2. Notwithstanding the foregoing, the Executive Committee may refuse at its discretion to accept any application for membership. Any person rejected for membership by the club shall be provided with a written explanation.
3. Members who are over the age of sixteen (16) shall be either ORDINARY or ASSOCIATE members.
 - A. ORDINARY Members may:
 - a. Attend all annual, special and general membership meetings.
 - b. Discuss and vote on all questions put to the membership at such meetings.
 - c. Hold Executive Office.
 - d. Serve as members or chairpersons of standing or ad-hoc committees of the Society.
 - e. Have full trialing privileges.
 - B. ASSOCIATE Members may:
 - a. Attend all annual, special and general membership meetings.
 - b. Discuss but not vote on all questions put to the membership at such meetings.
 - c. Serve as members of standing or ad-hoc committees of the Society, but not hold committee Chairmanship or Executive Office.
 - d. Have no trialing privileges.
4. Members who are sixteen (16) years of age or under shall be JUNIOR Members. JUNIOR Members have all rights and privileges afforded ASSOCIATE Members as well as full trialing privileges.
5. Any person whether a member of the Society or not may become an HONORARY Member upon nomination of the Executive Committee, such nomination to be approved by a majority vote at a General Meeting. HONORARY Members have all rights and privileges afforded ASSOCIATE Members. No annual dues shall be levied for HONORARY Members.

6. ORDINARY Members may become LIFE Members upon nomination of the Executive Committee, such nomination to be approved by majority vote at a General Meeting. LIFE Members have all rights and privileges afforded ORDINARY Members. No annual dues shall be levied for LIFE Members.

7. A member in good standing shall be a member who has paid the dues for the current year and is not under suspension from the Society.

8. On being admitted to membership, each member is entitled to and the Society shall give him without charge an official membership card and a copy of the Constitution and By-Laws of the Society.

FEES

9. Annual Membership dues and other fees shall be set by majority vote of the membership at the Annual General Meeting.

10. Membership dues shall be for the period beginning January 1 and ending December 31.

WITHDRAWAL AND EXPULSION OF MEMBERS

11. Termination of membership shall occur as a result of resignation, failure to renew or expulsion by the club, Any member of the Society who is suspended, debarred, deprived or expelled or whose membership has been terminated by the Canadian Kennel Club's Discipline Committee shall be suspended from the privileges of the Society for a like period.

12. Any member who desires to withdraw from the Society shall submit a written resignation to the Secretary of the Society. Upon acceptance of such a resignation by the Executive Committee, such person shall cease to be a member of the Society.

13. Notwithstanding the foregoing, the Secretary shall notify in writing any member of the Society who may default in the payment of his annual dues for the period of thirty (30) days after the first day of January in any year, and if such default shall continue for a further period of thirty (30) days from the date of the giving of such notice, such member shall thereupon cease to be a member of the Society without further notice.

14. A member may only be suspended or expelled from membership in the Society by Special Resolution passed at a General Meeting of the Society called for the purpose, provided nevertheless that such member shall receive written notice of the charges preferred against him together with notice of the General Meeting called to consider such charges.

COMPLAINTS

15. Any complaint by a member of the Society shall be submitted in writing along with the prescribed deposit to the President for resolution at the next meeting of the Executive Committee. The complainant and defendant shall be provided with reasonable written notice of the meeting and shall have the right to attend.

MEETINGS

16. The Annual General Meeting of the Society shall be held either in the month of November or December each year at such time and place as may be directed by the Executive Committee.

17. The fiscal year of the Society shall commence on October 1 and end on September 30.
18. The business to be transacted at the Annual General Meeting shall be as follows:
 - a. Minutes of the Last General meeting.
 - b. Auditor's report.
 - c. Treasurer's report.
 - d. Reports of Officers and Committees.
 - e. Correspondence.
 - f. Unfinished business.
 - g. Elections.
 - h. Appointment of Committee Chairpersons.
 - i. Appointment of Auditor.
 - j. New business.
 - k. Presentation of Awards
19. At least two (2) General Meetings in addition to the Annual General Meeting must be held each year. One between the months of January, and March. The other between the months of April, and June.
20. General and Executive Meetings may be held at any time at the call of the President.
21. The business to be transacted at the General or Executive Committee Meetings shall be as follows:
 - a. Minutes of the last meeting.
 - b. Treasurer's report.
 - c. Reports of Officers and Committees.
 - d. Correspondence.
 - e. Unfinished business
 - f. New business
22. The Executive Committee shall, at the written request of at least 10% of the ordinary members, or of its own accord, at any time, call a General Meeting for the consideration of any special business.
23. Should the Executive Committee fail within twenty-one (21) days of the receipt of a written request as aforesaid to call a General Meeting, the members of the Society subscribing to such written request may direct the Secretary to call same for the purposes specified in the said request.

NOTICES

24. Notices of the Annual General Meeting and any other General Meeting of the Society shall be in writing and be signed by the Secretary or other such Officer as the Executive Committee may direct, except in the case of a notice convening a meeting pursuant to Article 23 hereof which shall be signed by those convening such meeting. A copy of such notice shall be given in person or forwarded by post *or electronic mail* to each member in good standing at least fourteen (14) clear days prior to the date of such meeting. Postings shall be to the last known address of each member. In all cases, the purpose of the meeting shall accompany such notice. No other business may be conducted.
25. Robert's Rules of Order shall prevail at all General Meetings of the Society except where specifically provided for in these by-laws.

QUORUM

26. Seven (7) Ordinary Members in good standing of the Society, present in person at any General Meeting of the Society shall constitute a quorum for the transaction of business at such meeting.

VOTING

27. Any ORDINARY or LIFE Member of the Society, in good standing, present in person is eligible to vote at any General Meeting of the Society.

28. Absentee ballots and voting by proxy is not permitted.

29. For all questions put to the membership except elections:

- a. Voting shall be by show of hands.
- b. Simple majority of those eligible to vote shall carry all Normal Resolutions.
- c. 75% majority of those eligible to vote shall carry all Special Resolutions.

30. For elections:

- a. Voting shall be by secret ballot.
- b. Members are elected by plurality vote.
- c. The Chair of the Nominating Committee shall abstain from voting except to establish a plurality.

EXECUTIVE COMMITTEE

31. The Executive Committee shall consist of:

- a. The Officers of the Society.
- b. The Directors of the Society.
- c. One or more Honorary Presidents and Vice Presidents provided, however, that it shall not be necessary to elect or appoint any Honorary Officers.

32. Members of the Executive Committee must be residents of Canada and members of the Canadian Kennel Club in good standing as required by Canadian Kennel Club policy.

OFFICERS OF THE SOCIETY

33. The Officers of the Society shall be:

- a. President
- b. Vice-President
- c. Secretary
- d. Treasurer- provided, however, that the office of Secretary Treasurer may be combined and one person elected to fill both offices.

DIRECTORS OF THE SOCIETY

34. Directors shall be elected for the following purposes:
- a. CKC Trials Chair
 - b. AIOC Trials Chair
 - c. Training Chair
 - d. Association of Island Obedience Clubs Representative
 - e. Publicity Chair
 - f. Up to two additional Directors as may be elected at the discretion of the Annual General Meeting.

STANDING COMMITTEES

35. Standing Committees shall be maintained for the following purposes.
- a. Training - chaired by the elected Training Chair and consisting of those who instruct classes.
 - b. Education
 - c. Entertainment
 - d. Conformation
 - e. Any additional Standing Committees as may be defined at the direction of the Annual General Meeting.

AD-HOC COMMITTEES

36. Ad-hoc committees may be formed to address specific issues raised by the membership at General Meetings, or at the discretion of the Executive Committee.

OTHER APPOINTEES

37. A properly qualified person shall be appointed Auditor by the Members of the Society at every Annual General Meeting.

ELECTIONS

38. The Officers of the Society shall be elected at the Annual General Meeting. The President and Secretary shall be elected for two year terms in alternating years. The Vice-President and Treasurer shall be elected for one (1) year terms. Should the Offices of Secretary and Treasurer be combined as provided in #28d, then such Officer shall be elected for a two (2) year term. All officers of the Society shall hold office until their successors are elected.

39. Directors and Standing Committee Chairs shall be elected or appointed at each Annual General Meeting of the Society for a one year term.

40. Ad-hoc Committee Chairs may be elected or appointed at any General Meeting or at the discretion of the Executive Committee and shall serve for the life of the Committee.

41. The Executive Committee shall appoint persons to fill casual vacancies in the Executive Committee, such persons to hold office until the next Annual General Meeting where a successor or replacement shall be elected for the remainder of the term.

42. The Executive Committee shall, prior to the Annual General Meeting in each year, appoint a three (3) Member Nominating Committee which shall prepare a slate of members to be nominated for each elective office, position or committee provided that in addition to such slate, nominations may be made from the floor of the meeting.

43. No person shall be nominated for any elective office, position or committee unless his consent thereto has first been obtained.

SALARIES

44. The Society may pay any member of the Society such salary or remuneration as may be directed by the membership of the Society at a General Meeting, upon the recommendation of the Executive Committee.

DUTIES OF OFFICERS, DIRECTORS, COMMITTEES AND OTHER APPOINTEES

EXECUTIVE COMMITTEE

45. It shall be the duty of the Executive Committee to maintain and further the objects of the Society as expressed in the Constitution. A majority of the members of the Executive Committee shall constitute a quorum for the transaction of business at meetings of the Executive Committee. The Executive Committee may exercise all such powers of the Society as are not by statute or by these By-laws required to be exercised by the Society in General Meeting.

PRESIDENT

46. The President shall preside at all meetings of the Society and shall be the chief executive exercising general supervision over the interests and welfare of the Society. He shall be an ex-officio member of all committees.

VICE-PRESIDENT

47. It shall be the duty of the Vice-President to perform the duties of the President when the latter is absent or when requested to do so by the President.

SECRETARY

48. It shall be the duty of the Secretary to attend all meetings of the Society; to keep minutes of the meetings of the Society in a book provided for the purpose, and to attend to all correspondence and other clerical work under the direction of the Executive Committee. He shall have custody of all correspondence, documents and records of the Society.

TREASURER

49. The Treasurer shall keep the accounts of the Society in books suitable for that purpose, and shall report upon current revenue and expenditure at each meeting and shall present a report for the approval of the membership at the annual General Meeting.

TRAINING CHAIR

50. It shall be the duty of the Training Chair to promote and carry on the objects of the Society as expressed in the Constitution in relation to training of members in the training of their dogs and the training of dogs generally.

CKC TRIALS CHAIR

51. The CKC Trials Chair shall arrange such CKC recognized trials as may be necessary from time to time to promote and further the objects of the Society as expressed in the Constitution in relation to Trials, Competitions and Tests.

AIOC TRIALS CHAIR

52. The AIOC Trials Chair shall arrange such non-CKC recognized trials as may be necessary from time to time to promote and further the objects of the Society as expressed in the Constitution in relation to Trials, Competitions and Tests.

A.I.O.C. REPRESENTATIVE

53. It shall be the duty of the A.I.O.C. Representative to represent the interests of the Society at all A.I.O.C. meetings and functions.

PUBLICITY CHAIR

54. It shall be the duty of the Publicity Chair to suitably advertise to the membership and General Public as appropriate any news and events sponsored or promoted by the Society.

EDUCATION COMMITTEE

55. It shall be the duty of the Education Committee to arrange such educational events and material as necessary and available from time-to-time to advance the objects of the Society as expressed in the Constitution.

ENTERTAINMENT COMMITTEE

56. It shall be the responsibility of the Entertainment Committee to provide appropriate entertainment and refreshments at all Society sponsored events.

CONFORMATION COMMITTEE

57. It shall be the responsibility of the Conformation Committee to organize and conduct all Conformation Classes and events as may be offered by the Society.

AUDITOR

58. It shall be the duty of the Auditor to audit the Society's books and accounts on an annual basis and to report thereon to the members at each Annual General Meeting.

FINANCES

59. The Society shall maintain at least one account in the society's name at a chartered bank, credit union or trust company for the deposit of funds.

60. Authority for the commitment of Society funds ie. cheques, contracts, agreements etc. shall be granted to the President, the Secretary, and the Treasurer of the Society. In the event the offices of Secretary and Treasurer are combined pursuant to paragraph 33 (d), the Vice-President will be granted such authority. Two (2) authorized signatures are required on all such documents.

61. Borrowing in the name of the Society may only be authorized by Special Resolution in favour of such borrowing at a General meeting of the Society called for such purpose.

CORPORATE SEAL

62. The Society may have a corporate seal and in such an event the seal shall be in the custody of the Secretary and be affixed only in accordance with a resolution of the Executive Committee.

CKC BY-LAWS

63. Where the necessity arises and the circumstances permit at the discretion of the Executive Committee, the Constitution and By-laws of the Canadian Kennel Club may be applied.

DISSOLUTIONMENT

64. Should the Society remain inactive for a period of two (2) years or should the members decide by Special Resolution to dissolve the Society, the contents of the North Saanich Dog Obedience Training Club Library shall be donated to the local regional library and all other assets shall be converted to cash and used to: (1) pay all debts and outstanding obligations and, (2) the balance, if any, shall be donated in whole or in part to either Canadian Guide Dogs for the Blind, **Mary Winspear Community Cultural Centre @ Sanscha Hall**, or any other appropriate dog association as chosen by the executive members holding office at the last Annual General Meeting.

AMENDMENTS

65. The Constitution and By-laws may only be altered or amended by Special Resolution at a General Meeting of the Society called for that purpose, provided that notice in writing of the proposed changes shall be distributed to each member with the notice of the meeting. Amendments may be proposed by the Executive Committee or any LIFE or ORDINARY member.

EFFECTIVE DATE

66. These By-laws shall be effective immediately upon approval of the Registrar with the exception that the existing Executive Committee as currently structured shall remain in office until a new Committee is elected at the next Annual General Meeting.

Approved by Registrar of Companies
September 11, 2002