

Sunshine Coast Minor Hockey Association Constitution and Bylaws

Lead, Develop and Promote Positive Hockey Experiences



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PART 1 | INTERPRETATION

- 1.1 In these Bylaws, unless the context otherwise requires:
- a. “B.C. Hockey” means the British Columbia Amateur Hockey Association;
 - b. “Directors” means the directors of the Society for the time being and “Director” means one of the directors;
 - c. “P.C.A.H.A” means the Pacific Coast Amateur Hockey Association;
 - d. “Officer” means an officer of the Society appointed by the Directors from time to time pursuant to the Bylaws;
 - e. “President” means the president of the Society appointed from time to time pursuant to these Bylaws and “Vice-President”, “Secretary”, “Treasurer”, and “Registrar” have corresponding meanings;
 - f. “Societies Act” means the Societies Act of the Province of British Columbia from time to time in force and all amendments thereto including successor legislation;
 - g. “Society” means the Sunshine Coast Minor Hockey Association, a British Columbia society incorporated under number S0017046 also referred to as SCMHA.
- 1.2 The definitions in the Societies Act on the date these Bylaws become effective apply to these Bylaws.
Words in the singular form include the plural form and vice versa. Additionally, terms referring to individuals apply equally to all persons and organizations.
- 1.3 The purpose of the Society shall be carried out without purpose of gain to its members, or any profits or other accretions to the Society shall be used for promoting its purposes, and all of the said purposes shall be carried on exclusively on a charitable basis.

PART 2 | MEMBERSHIP

- 2.1 The members of the Society consist of the individuals who applied for the incorporation of the Society, as well as those who have joined afterward in accordance with these Bylaws, provided that they have not terminated their membership.
- 2.2 The membership of the Society shall be comprised of two (2) classes of ordinary members: Voting Members and Non-Voting Members.
- 2.3 The following persons shall be Ordinary Non-Voting Members:
- a. all players eighteen (18) years and under who are registered to participate in the SCMHA’s hockey program shall be members, but will not have voting rights.
- 2.4 The following persons shall be Ordinary Voting Members:
- a. Voting membership is granted to the parent(s) or legal guardian(s) of a child registered in the Sunshine Coast Minor Hockey Association (SCMHA) hockey program. Membership is limited to two parents or legal guardians per registered child. The names of the voting members must be provided during the annual registration process. It is

important to note that a member with multiple children registered in the SCMHA hockey program does not have greater voting rights than a member with only one registered child.

- b. Voting-Membership will be extended to individuals who are not able to be a member under Bylaw 2.4 (a) who have an active role with the SCMHA. These individuals will register their membership annually with the SCMHA.

2.5 Every member shall uphold the Constitution of the Society and comply with the Bylaws.

2.6 The annual membership dues shall be One Dollar (\$1.00) or such other amount as may be determined from time to time at the Annual General Meeting of the Society and shall be included in current registration fees.

2.7 Membership in the Society shall expire June 30th following the date of acceptance as a member and on June 30th of each year thereafter as long as membership is renewed and qualification as stated in 2.3 or 2.4 continue to be met.

2.8 A member shall cease to be a member of the Society:

- a. on expiration of their membership unless renewed;
- b. by delivering their resignation in writing to the Secretary or by emailing or mailing it to the address of the Society;
- c. on their death; or
- d. on being expelled.

2.9 A member may be expelled by a special resolution of the members passed at a general meeting.

2.10 The notice of special resolution for expulsion shall be accompanied by a brief statement of the reason or reasons for the proposed expulsion.

2.11 The member 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.

2.12 A member is considered to be in good standing unless they have been suspended or have failed to pay their current annual membership dues or any other subscriptions or debts owed to the Society. A member will not be in good standing as long as they remain suspended or while any debts remain unpaid.

2.13 **Voting Rights-** Members are considered not to be in good standing if their child's current annual membership dues are outstanding or any other debts owed to the Society. This status of not being in good standing will persist until all debts are settled.

2.14 A member not in good standing shall be disentitled to all rights, privileges, claims and interests accruing to a member of the Society.

2.15 As the highest honor that the Society can bestow, a member who has rendered outstanding

and meritorious service to the Society for at least five (5) years may be elected an honorary life member at an Annual General Meeting. An honorary life member shall have the privilege of acting as an adviser to the Directors and shall be accorded all the rights and privileges of a Voting Membership.

2.16 Nominations for honorary life members must:

- a. be submitted in writing prior to the Annual General Meeting;
- b. be signed by a member in good standing;
- c. provide a detailed account of the service for which the honor is being awarded. These submissions will be recorded as part of the minutes of the Annual General Meeting.

PART 3 – MEETING OF MEMBERS

3.1 General meetings of the Society shall be scheduled at a time and place determined by the Directors, in compliance with the requirements of the Societies Act.

3.2 Every general meeting, other than an Annual General Meeting, is an extraordinary meeting.

3.3. The Directors may convene an extraordinary general meeting whenever they deem it necessary.

3.4 Notice of a general meeting shall specify the place, day and hour of the meeting and, in case of special business as specified in Bylaw 4.1, the general nature of that business.

3.5 At least fourteen (14) days' notice of a general meeting of the Society shall be provided to all members entitled to receive such notifications. The notice of a general meeting shall be:

- a. Circulated by email to all members;
- b. Posted on the Sunshine Coast Minor Hockey website; and
- c. Shared on the Society's social media channels.

3.6 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 the meeting.

3.7 The Annual General Meeting must be held at least once in every calendar year and not later than May 31st in that year.

3.8 The Directors shall promptly convene a general meeting upon receiving a written request from at least ten percent (10%) of the members (referred to as the "Requisitionists").

3.9 The requisition shall:

- a. state the purpose of the general meeting;
 - b. be signed by the Requisitionists; and
- The notice may be delivered or sent via registered mail to the Society's address, or it may be emailed to the President and Secretary of the Society. The notice can

consist of multiple documents in a similar format, each signed by one or more Requisitionist(s).

- 3.10 The President or Director acting in their stead shall call a general meeting with-in twenty-one (21) days after delivery of the requisition.
- 3.11 If the Directors fail to convene a general meeting with-in twenty-one (21) days after the delivery of the requisition, the Requisitionists or a majority of them may themselves convene a general meeting to be held within four (4) months after the date of the delivery of the requisition.
- 3.12 A general meeting convened by the Requisitionists shall be convened in the same manner, as nearly as possible, as general meetings are convened by the Directors.

PART 4 | PROCEEDINGS AT GENERAL MEETINGS

- 4.1 Special business is:
- a. all business at an extraordinary general meeting except the adoption of rules of order; and
 - b. all business transacted at an Annual General Meeting, except:
 - i. the adoption of rules of order;
 - ii. the consideration of the financial statements;
 - iii. the report of the Directors;
 - iv. the report of the auditor, if any;
 - v. the election of Directors;
 - vi. the appointment of the auditor, if required; and
 - vii. such other business as, under the Bylaws, ought to be transacted at an Annual General Meeting, or business which is brought under consideration by the Report of the Directors issued with the notice of convening the meeting.
- 4.2 No business, other than the election of a chairman and the adjournment or termination of the meeting, shall be conducted at a general meeting at a time when a quorum is not present.
- 4.3 If at any time during a general meeting there ceases to a quorum present, business then in progress shall be suspended until there is a quorum present or until the meeting is adjourned or terminated.
- 4.4 For the purpose of these Bylaws, a quorum is twenty (20) Voting Members in good standing present a general meeting.
- 4.5 If within thirty (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 for two (2) weeks and shall then be held at the same time and in the same place whether or not a quorum is present.
- 4.6 Subject to Bylaw 4.7, the President or Vice-President or, in the absence of both, one of the other Directors present shall preside as chairperson of a general meeting.

- 4.7 The Membership may appoint a chair at a general meeting if:
- there is no President, Vice-President, or other Director present within fifteen (15) minutes after the time appointed for holding the meeting; or
 - the President and all the other Directors are unwilling to act as the chair.
- 4.8 A general meeting may be adjourned to a later time, and such adjournments can occur multiple times. At an adjourned meeting, any business that could have been conducted at the original meeting may be addressed.
- 4.9 No resolution proposed at a general meeting is required to be seconded, and the chairperson may both move and propose a resolution.
- 4.10 Unless another qualified person cannot be found, no person may run for the position of President unless that person has first served at least one (1) year on the Executive Committee in some capacity.
- 4.11 Unless another qualified coach cannot be found, the President or Vice President shall not serve as the head coach of any team in any division during their term(s) of office. This provision is established to maintain the integrity of leadership roles and to avoid any potential conflicts of interest.
- 4.12 In the event of a tie in votes, the chairperson shall not have a second vote and the proposed resolution shall not be adopted. As a result, if the votes are tied, the proposed resolution will not be approved or adopted. In other words, a tie means that the resolution fails to pass.
- 4.13 A Voting Member in good standing present at a meeting of members is entitled to one vote.
- 4.14 Voting on resolutions shall be conducted through a secret ballot, utilizing either a virtual voting platform or paper ballots, as determined by the executive committee.
- 4.15 Voting for Directors of the Society shall be conducted through a secret ballot, utilizing either a virtual voting platform or paper ballots, as determined by the executive committee.
- 4.16 Voting by proxy is not permitted.
- 4.17 A resolution proposed at an ordinary or extraordinary general meeting shall pass with a seventy-five percent (75%) majority of members present.

PART 5 – DIRECTORS AND OFFICERS

5.1 The Directors shall be responsible for managing and overseeing the affairs of the Society. They have the authority to exercise all powers and perform all actions that the Society is entitled to undertake, except for those specifically directed or required by these Bylaws, statutes, or other

legal provisions to be carried out in a general meeting of the Society. However, this authority is subject to the following conditions:

- a. Compliance with all applicable laws governing the Society;
- b. Adherence to these Bylaws; and
- c. Conformity with any rules established by the Society in general meetings, provided those rules do not conflict with the Bylaws.

5.2 No rule made by the Society in a general meeting invalidates a prior act of the Directors that would have been valid if that rule had not been made.

5.3 The Directors shall be comprised of the members who are elected as Directors at an annual general meeting or who are appointed to vacancies which are unfilled following an annual general meeting or which arise during the Directors' term of office.

5.4 The Directors of the Society consist of the President, Vice President, Secretary, Treasurer, Registrar and Directors at Large as elected by the members.

5.5 The Directors at Large are elected to a specific portfolio as presented to the membership. Portfolios for the Directors at Large will be presented to the membership at the time of notification of the annual general meeting. Directors shall accept the portfolio to ensure their standing on the Board.

5.6 Separate elections are held for each Director At Large position.

5.7 Nominations for the various offices of the Society shall be made by:

- a. completing the nomination paperwork identified in the SCMHA's Policy and Procedure Manual and submitting the completed paperwork to the SCMHA's Secretary a minimum of 7 days prior to the Annual General Meeting.
- b. If no prior nominations have been received, nominations may also be made from the floor during the Annual General Meeting.

5.8 The nominee must accept the nomination either in person or in writing.

5.9 A nominee for Director at Large must indicate which portfolio they are accepting a nomination for.

5.10 A nominee shall have three (3) minutes to present themselves to the Membership at the Annual General Meeting, if they choose to do so.

5.11 The number of directors shall be no less than six (5) and no more than thirteen (13).

5.12 An increase to the number of Directors will be determined by the Executive Committee prior to notification of the Annual General Meeting. The increase in the number of Directors will be included in the notification to the membership of the Annual General Meeting.

5.13 The number of Directors will be an odd number.

- 5.14 Directors shall serve a period of two (2) years or until the election of a successor.
- 5.15 The President, Registrar and half the Directors at Large are elected in even numbered years. The Vice President, Secretary, Treasurer, and the remaining half the Directors at Large are elected in odd numbered years.
- 5.16 The Directors may at any time appoint a member in good standing as a director to fill a vacancy on the Executive Board.
- 5.17 A Director appointed in this manner shall hold office only until the conclusion of the next Annual General Meeting of the Society but shall be eligible for re-election at that meeting.
- 5.18 A Director elected to complete the term of a vacant position will be elected for a one year term.
- 5.19 The members, by special resolution, may remove a Director before the expiration of their term of office and may elect a successor to complete the remaining term.
- 5.20 No Director may receive remuneration for their service as a Director. However, either a Director or Officer may be compensated for their role as an Officer at the discretion of the Directors. Additionally, a Director or Officer shall be reimbursed for all expenses that are necessarily and reasonably incurred while engaged in the affairs of the Society.

PART 6 | CONFLICT OF INTEREST

- 6.1 A Director shall not be entitled to vote on any matter or be present during any vote by the Directors of the Association that pertains specifically or generally to that Director's child, relative, or other family member. Furthermore, the Director shall recuse themselves from discussions and votes in any situation deemed a conflict of interest for any reason.
- 6.2 A Director may only participate in discussions regarding an issue where a conflict of interest is identified if at least one other Director requests their presence to provide relevant information. Upon the conclusion of their input, the Director must vacate the physical or virtual meeting space and shall not be permitted to participate in any decision-making or voting related to that issue.

PART 7 | PROCEEDINGS OF DIRECTORS

- 7.1 The Directors may meet at locations they deem appropriate to conduct business, adjourn meetings, and regulate their proceedings as they see fit.
- 7.2 A quorum at any meeting of the Directors shall be a majority of the Directors holding office at the time of the meeting.
- 7.3 The President serves as the chair of all meetings of the Directors. If the President is not

present, the Vice President shall assume the role of chair. If neither the President nor the Vice President is available, the Directors present may select one among themselves to act as chair for the meeting.

- 7.4 Meetings of the Directors shall be held monthly and/or at the call of the President.
- 7.5 Delegations and/or individuals may request an audience with the Directors for the first half hour of the meeting. Such requests must be submitted to a member of the executive committee twenty-four (24) hours prior to the meeting and included in the meeting agenda.
- 7.6 The Directors shall have the power to make and enforce rules and regulations governing:
- a. the affairs of the Society and the various services rendered by it;
 - b. the safe and efficient operation of the activities of the Society; and
 - c. membership.
- 7.7 The President or any five (5) Directors may, at any time, call a meeting of the Directors. Additionally, the Secretary shall summon a meeting at the request of the President or any five (5) Directors, providing at least two (2) days' notice through text, email, or verbally.
- 7.8 The two (2) days notice of a meeting can be waved if all of the Directors agree to wave the required two (2) days notice.
- 7.9 The Directors may delegate any, but not all, of their powers to committees consisting of at least one Director, and other members as they see fit, and may appoint the chairman of each such committee.
- 7.10 In the exercise of the powers so delegated, a committee shall conform to any terms of reference or regulation that may be imposed on it by the Directors.
- 7.11 The members of a committee may meet and adjourn as they think proper.
- 7.12 The chairperson of a committee shall attend Directors' meetings upon request and report on any plans that require the Directors' approval. Additionally, the chairperson shall provide an update at the next Directors' meeting following the completion of any project or assignment undertaken by the committee.
- 7.13 Questions arising at a meeting of the Directors and committees of directors must be decided by a majority of votes.
- 7.14 In the case of a tie vote, the chair does not have a second or casting vote.
- 7.15 A resolution proposed at a meeting of Directors or committee of Directors need not be seconded, and the chair of a meeting may move or propose a resolution.
- 7.16 A resolution in writing, signed by all the Directors and placed within the minutes of the Directors, shall be as valid and effective as if regularly passed at a meeting of Directors.

7.15 A Director may attend a meeting of Directors by telephone or video conference.

PART 8 | DUTIES OF OFFICERS

8.1 The President shall:

- a. act as Chief Executive Officer of the Society and supervise the other Officers in the execution of their duties;
- b. preside at all meetings of the Society and the Directors, and generally perform the duties usual to the President. They may, at their discretion, call meetings of the Society or its committees and may appoint a nominating committee before each annual general meeting exercise, in addition to their own powers, all powers of the Directors, but only in the case of an emergency when it is impossible for them to obtain a vote of the Directors; and;
- c. have the power to suspend any team, parent, player, member, spectator, team official or referee for unsportsmanlike conduct on or off the ice, abusive language towards officials or failure to comply with Regulations of this Society pending a review of the incident by the Discipline Committee within fourteen (14) days.
- d. carry out duties identified in the SCMHA Policy and Procedure Manual; and
- e. be a signing officer for the Society.

8.2 The Vice President shall:

- a. carry out the duties of the President during the President's absence;
- b. carry out duties identified in the SCMHA Policy and Procedure Manual; and
- c. be a signing officer for the Society.

8.3 The Secretary shall:

- a. conduct the correspondence of the Society;
- b. issue notice of meetings of the Society and Directors;
- c. keep minutes of all meetings of the Society and Directors;
- d. post a summary of all Executive meetings. The summary will not include any information that the Executive Committee deems confidential.
- e. have custody of all records and documents of the Society except those required to be kept by the treasurer;
- f. have custody of the common seal of the Society;
- g. fill all statutory filings under the Society Act;
- h. be responsible to book a meeting place for each meeting called;
- i. carry out duties identified in the SCMHA's Policy and Procedure Manual; and
- j. be a signing officer of the Society.

8.4 In the absence of the Secretary from a meeting, the Directors must appoint another person to act as Secretary at the meeting.

8.5 The Treasurer shall:

- a. keep the financial records including books of account, necessary to comply with the Society Act;
- b. render the financial statements to the Directors, members and others when required.

- c. provide a written financial report at each Executive Meeting and a written statement at the Annual General Meeting;
- d. pay all justified expenses incurred by the Society in a timely manner;
- e. deposit all monies of the Society to the Society's credit in a chartered bank, credit union or trust company as decided upon by the Directors;
- f. carry out duties identified in the SCMHA's Policy and Procedure Manual; and
- g. be a signing officer of the Society.

8.6 The Registrar shall:

- a. be responsible for the registering of all members of the Society;
- b. maintain a register of all current members in accordance with the Society Act and make a copy available on request within a reasonable period of time;
- c. be responsible for player and team official registration and the registration of all those players and team officials with the British Columbia Amateur Hockey Association, and any other required governing bodies including those required for insurance purposes;
- d. register all teams and team rosters with affiliated leagues or Associations;
- e. oversee the completion of the documentation required by the Pacific Coast Amateur Hockey Association and any other governing body for the 'A' team players;
- f. carry out duties identified in the SCMHA's Policy and Procedure Manual; and
- g. present a written report of the years registrations at the Annual General Meeting.

8.7 The Directors shall perform such duties and chair such committees as directed by the President.

PART 9 | COMMITTEES: DUTIES AND POWERS

9.1 The Standing Committees of the Association shall be:

- a. Executive Committee
- b. Finance Committee
- c. Conduct and Discipline Committee
- d. Appeals Committee
- e. Coach Selection Committee

EXECUTIVE COMMITTEE

9.2 The Executive Committee shall consist of the Board of Directors of the Association.

9.3 The duties of the Executive Committee shall be:

- a. to appoint all standing committees on an annual basis;
- b. shall appoint the following non-elected officials of the Society:
 - i. the Director of Hockey Operations;
 - ii. the Referee-In-Chief;
 - iii. the Referee Scheduler; and
 - iv. the Divisional Coordinators.
- c. to have the power, at its discretion, to appoint committees to handle various affairs of the Society;

- d. to fill vacancies that occur on the Executive Committee in a timely manner;
- e. to transmit validated written communications to the appropriate person(s); and
- f. to notify the Discipline Committee of incidences occurring requiring their attention.

FINANCE COMMITTEE

9.4 The finance committee shall consist of three (3) members with the treasurer chairing the committee.

9.5 The duties of the Finance Committee shall be:

- a. to review the finances and expenditures of the Society;
- b. to review the annual financial statement for compliance with the Society Act;
- c. to recommend to the Executive Committee any course of action which they may deem advisable;
- d. to prepare a financial plan of the proposed operations for the upcoming year to be approved by the Executive Committee prior to the start of each season;
- e. to be responsible for the opening of all sealed bids for major purchases, deciding on the winning bid, notifying the Executive Committee, the supplier and posting the winning bid on the Society website.

CONDUCT AND DISCIPLINE COMMITTEE

9.6 The Discipline Committee will consist of up to five (5) members, including two (2) board members and three (3) association members. The Vice-President will serve as the chair of the Discipline Committee.

9.7 The Conduct and Discipline Committee shall conduct itself as per the SCMHA's Policy and Procedure Manual.

9.8 Any notification of discipline will outline the appeal procedure in place with the Society.

APPEALS COMMITTEE

9.9 The Appeals Committee shall consist of the 3 Executive Committee members appointed by the President. The Executive members that served on the CDC will not take part in the appeals committee.

9.10 The duties of the Appeal Committee shall be to:

- a. hear appeals from decisions made by the Conduct and Discipline Committee as made under Bylaw 9.8. This shall be dealt with within fourteen (14) days of receiving the appeal.
- b. inform by email the Appeals Committees decision to the aggrieved party.

9.11 The Appeals Committee has the authority to re-admit any team, team official, player, or member affected by a decision made by the Conduct and Discipline Committee. The Appeals Committee may also impose additional disciplinary actions as deemed necessary.

COACH SELECTION COMMITTEE

9.12 The coach selection committee will consist of the Director of Hockey Operations, an Executive committee member and 1-3 members of the Society. None of the committee members may be a prospective coach.

9.13 The duties of the Coach Selection Committee shall be to:

- a. review the submitted applications of the interested applicants for the positions of coaching for the upcoming year;
- b. conduct personal interviews with all applicants to assess their qualifications, previous coaching experience, previous disciplines, references, and evaluations; and
- c. present coach selections to the Executive Committee.
- d. will follow the coach selection process as described in the policy and procedure manual.

AD HOC COMMITTEES

9.14 The President may, at their discretion, establish an ad hoc committee to investigate any matter concerning the Society.

PART 10 | COMPLAINTS AND APPEALS

10.1 Members or other persons wishing to lodge a complaint, protest or appeal with the SCMHA shall follow the process laid out in the Sunshine Coast Minor Hockey Policy and Procedures Manual.

10.2 Any team, player, parent, team official, referee or member may appeal any decision of the Conduct and Discipline Committee.

10.3 Any appeal to the Appeal Committee by the aggrieved party or parties must be submitted in writing. The appeal should clearly outline the grounds for the appeal and provide complete and detailed information related to the case. It must be emailed to both the President and the Secretary within seven (7) days of receiving notification of the Conduct and Discipline Committee's decision.

10.4 The appeal must be accompanied by a hundred-dollar (\$100.00) payment. This fee will only be returned in cases where the appeal is successful.

10.5 The appeal shall be dealt with by the Appeals Committee within fourteen (14) days of receiving the written appeal.

10.6 The decision of the Appeals Committee will be final.

9.7 The aggrieved party will receive notification by email.

PART 11 | SOCIETY SEAL

- 11.1 The Directors may provide a common seal for the Society and may destroy a seal and substitute a new seal in its place.
- 11.2 The common seal shall be affixed only when authorized by a resolution of the Directors and then only in the presence of either the President or Vice President and the Secretary, or such person or persons as the Directors by resolution may authorize.

PART 12 | BORROWING, AQUISITION OF PROPERTY AND INVESTMENT

- 12.1 To fulfill the purposes of the Society, the Directors may, on behalf of and in the name of the Society, borrow or raise funds from any bank, individual, or corporation they select. This may be done through the issuance of debentures, mortgages, or other means, and on such terms as they deem appropriate. The Directors may also authorize one or more individuals to execute all necessary actions and documents on behalf of the Society. However, such actions shall only be taken following the approval of a special resolution by the Society.
- 12.2 To fulfill the purposes of the Society, the Directors may, on behalf of and in the name of the Society, purchase, lease, exchange, hire, or otherwise acquire any real or personal property or any interest therein that they deem necessary or convenient. Additionally, they may mortgage, lease, improve, or develop such property and construct or maintain any necessary buildings or structures on it.
- 12.3 The funds of the Society not required for immediate use may be kept on deposit in a chartered bank governed by the Bank of Canada or may be invested in securities authorized for investment by a trustee under the Trustees Act, R.S.B.C. 1996, c464, as in force from time to time.

PART 13 | BANKING

- 13.1 Accounts shall be kept in the name of the Society at a bank, credit union or trust company selected by the Directors.
- 13.2 All cheques issued by the Society must be signed by two (2) Directors. Additionally, any electronic transfer of funds as a form of payment must also be approved by two (2) Directors prior to the transaction.
- 13.3 The Directors may also authorize from time to time such person or persons as they consider necessary to transact the Society's banking with the said bank, credit union or trust company and to sign and execute on behalf of the Society all documents, securities, agreements, promises, and pledges.

PART 14 | FISCAL YEAR

14.1 The fiscal year end for the Society will be April 30th of each year.

PART 15 | AUDITOR

- 15.1 This part applies only if the Society is required or has resolved to have an auditor.
- 15.2 An appointment of an auditor will be made at an Annual General Meeting of the Society.
- 15.3 An auditor will hold office until they are reappointed or their successor is appointed at the next Annual General Meeting.
- 15.4 An auditor may be removed by ordinary resolution.
- 15.5 An auditor must be promptly informed in writing of the auditor's appointment or removal.
- 15.6 A director or employee of the Society must not be its auditor.
- 15.7 The auditor may attend general meetings.

PART 16 | NOTICE TO MEMBERS

- 16.1 A notice or correspondence may be provided to a member either personally, by posted mail or by electronic mail to the appropriate address provided to the Society by the member.
- 16.2 A notice sent by posted mail shall be deemed to have been received on the third day on which the notice was posted. A notice sent by email shall be deemed to have been received at the time it was sent.
- 16.3 Notice of a general meeting shall be given to:
- Every member listed in the register of members on the date the notice is given;
 - Posted on the Society's website and social media channels; and
 - The auditor, if applicable under Part 15.
- 16.4 No other person is entitled to receive a notice of general meeting.

PART 17 | BYLAWS

- 17.1 Neither the Constitution of the Society nor Bylaws may be altered or added to except by special resolution passed at an Annual General Meeting or an extraordinary general meeting.
- 17.2 Amendments to the Constitution and Bylaws shall require a majority of not less than

seventy-five percent (75%) of the voting members in attendance.

PART 18 | INDEMNITIES AND SOCIETY

18.1 Every Director or Officer of the Society, as well as any individual who has undertaken or is about to undertake any liability on behalf of the Society, along with their heirs, executors, and administrators, shall be indemnified and held harmless from the Society's funds from time to time and at all times against:

- a. All liabilities, costs, charges, and expenses that the Director, Officer, or other individual incurs in relation to any action, suit, or proceeding brought against them for any act, deed, matter, or thing done or permitted in the execution of their duties;
- b. All other liabilities, costs, charges, and expenses that they incur in connection with the affairs of the Society, except for those that arise from their own willful neglect or misconduct.

18.2 The Directors may arrange for the Society to purchase and maintain insurance for the benefit of any individual serving as a Director, Officer, employee, or agent of the Society, as well as their heirs or personal representatives, against any liability incurred in that capacity.

PART 19 | AFFILIATION

19.1 The Society shall maintain affiliation with Hockey Canada, B.C. Hockey and the PCAHA, or successor organizations and shall observe all rules and regulations by which those associations are governed.

PART 20 | DISSOLUTION

20.1 In the event of winding up or dissolution of the Society, any funds and assets of the Society remaining after the satisfaction of its debts and liabilities, shall be given or transferred to one or more registered charities, as defined in the Income Tax Act of Canada, as may be determined by members of the Society at the time of winding up or dissolution.