

BYLAWS

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

Definitions:

“**Bylaws**” means the Bylaws of the Club.

“**Club**” means the 'Sunshine Coast Rod and Gun Club'

“**Constitution**” means the constitution established for the Club.

“**Coordinator**” -- A member, whether of the Executive or a regular member who oversees, manages, or otherwise coordinates the activities of a given component of the club.

“**Executive**” means the nine (9) Directors referred to in Bylaw 4.1.

“**Member**” means any person who becomes and remains a member in accordance with Bylaw No. 1.

“**Mortgage**” includes a secured debt obligation.

“**Registrar**” means the Registrar of companies.

“**Registered address**” of a member means his or her address as recorded in the register of members.

“**Resolution**” means a resolution passed in majority of the votes cast in person.

“**Society**” means a Society incorporated under the Society Act.

“**Special resolution**” means a resolution passed in general meeting by a majority of not less than seventy five percent (75%) of the votes of those members of the Club who, being entitled to do so, vote in person.

- (1) of which the notice that the Bylaws provide and not being less than 14 days' notice specifying the intention to propose the resolution as a special resolution has been given; or
- (2) if every member entitled to attend and vote at the meeting so agrees, at a meeting of which less than 14 days' notice has been given.

“**Subscription**” includes fee, due, assessment or other similar sum payable by a member under the Bylaws.

By-law 1.

Terms of admission of members, their rights and obligations

1. The Club shall consist of all members of which regular members shall be the only members entitled to vote.
2. Every person who desires to become a member of this Club shall make written application therefore.
 - (1) Any person wishing to apply to become a member of the Club shall submit an application form to the Executive.
 - (2) The applicant shall submit the application in person at the Clubhouse at a monthly meeting or on a Sunday. Previous members may renew by mail.
 - (3) The application shall contain the name, mailing address, and email address (where applicable) of the applicant, as well as all other required information on the application form.
 - (4) The applicant, upon payment of the fee as provided to the Treasurer of the Club, shall thereupon be and become a probationary member without voting rights. The probation period will not end unless and until the applicant has attended and passed an Orientation Class.
 - (5) Immediately upon fulfilling the conditions found within subsection (4), the applicant will become a member in good standing, subject to the provisions of these bylaws.
3. The annual subscription shall be determined each year at the annual general meeting by majority decision of the regular members and shall be payable on or before the 31st day of December in each and every year.
4. Every member in good standing shall have free access to the Club's property and premises, and the use of all its privileges, subject to these Bylaws and the rules and regulations made from time to time by the Executive and the payment of all dues and fees.
5. A member of the Club is not, in his or her individual capacity, liable for any debt or liability of the Club.
6. All members are in good standing except a member who has failed to pay his or her current annual membership fee or any other subscription or debt due and owing by him or her to the society and he or she is not in good standing so long as the debt remains unpaid.

Bylaw 2.

Conditions of withdrawal of members and manner (if any) in which a member may be expelled

1. A member who fails to pay his or her membership fee for the following year by December 31st of the current year is no longer a member in good standing.

2. A member may be expelled for the following reasons:
 - (1) Fails to pay indebtedness to the club on the same becoming due,
 - (2) Wilfully violates any of these Bylaws or the rules and regulations from time to time enacted by the Executive,
 - (3) Conducts him/herself in any manner injurious to the reputation or the good order of the Club,
 - (4) Conviction for a violation of any fish, game or firearms legislation.
3. The Executive, upon becoming aware of any of the above mentioned violations, may, upon written notice to the member, require such member to:
 - (1) Appear before a meeting of the Executive in a private place not visible to the membership or public at large,
 - (2) Show cause why such member should not be expelled from the Club.
4. An expelled member shall:
 - (1) Have the right of appeal to the next general meeting of the Club, and
 - (2) And shall give written notice of intent to appeal to the Secretary of the Club within ten (10) days of date of expulsion.
5. The decision of the general membership shall be final and binding.
6. The Executive shall have authority to decide disciplinary matters and may impose disciplinary measures consisting of a reprimand, fine, suspension, or a combination of any of the aforementioned measures.

Bylaw 3.

Procedure for calling General and Special Meetings

1. The annual meeting of the Club shall be held once in each year during the month of April at the Clubhouse, the date to be decided by the Executive.
2. Dates of regular meetings shall be decided by members at the annual general meeting.
3. Special meetings may be called at any time by the president, the Executive, or upon a demand in writing and signed by not less than 10 percent of the members in good standing.
4. At least fourteen (14) day's notice of all annual or special meetings shall be given to all regular members in good standing by phone, fax, email or mail.

5. Seven members in good standing, present in person of which one or more shall be Executive members, shall constitute a quorum, and if, within one half hour of the time appointed for the meeting a quorum is not present the meeting shall stand dissolved.
6. The President shall preside at all meetings, and if not present within fifteen (15) minutes, any other Executive member may preside. In the absence of any Executive member the meeting shall be dissolved.
7. At any meeting of the Club every voting member in good standing shall be entitled to one vote provided he or she is personally present at the taking of such vote. No proxy votes are allowed. In case of an equality of votes the Chairman shall have the casting vote. *This shall not be in addition to the vote they are entitled to as a member.*

Bylaw 4.

Appointment and removal of Executive members and other Officers and their duties, powers and remuneration

1. The members of the Club may nominate, elect or appoint nine of its members as Directors for conducting the business, discipline and management of the Club and its affairs; and subject to the provisions of the "Societies Act" and to these by-laws, the Directors may exercise all the powers of the Club. At the time of such nomination, election, or appointment, the Club shall designate four such Directors to serve as President, Vice-President, Secretary and Treasurer respectively during their terms of office.
 - (1) The president shall preside at all meetings of the Club and of the Executive.
 - (2) The president is the chief executive officer of the Club and shall supervise the other officers in the execution of their duties.
 - (3) The vice president shall carry out the duties of the president during his absence.
 - (4) The secretary shall:
 - (a) Conduct the correspondence of the Club.
 - (b) Issue notices of meetings of the Club and Executive.
 - (c) Keep minutes of all meetings of the Club and Executive.
 - (d) Have custody of all records and documents of the Club except those required by the treasurer.
 - (e) Have custody of the common seal of the Club.
 - (f) Maintain the register of members.
 - (5) The treasurer shall:
 - (a) Keep the financial records, including books of account, necessary to comply with the 'Society Act.'
 - (b) Render financial statements to the Executive, regular members and others when required.
 - (6) In the absence of the secretary from a meeting, the Executive shall appoint another person to act as secretary at the meeting.

2. A quorum of four (4) shall be necessary for the transaction of business by the Executive.
3. The subscribers to the Declaration filed with the Registrar of Companies shall be the first Executive of the Club and shall hold office until the annual general meeting of the Club to be held in the year 1996 or thereafter until their successors shall be elected.
4. Elections shall be held as follows:
 - (1) At the annual meeting in 1996, and annually at each meeting thereafter the Executive retire from office and their successors shall be elected by the members to hold office for the year, or until their successors are appointed.
 - (2) Any casual vacancy in the Executive may be filled by a resolution of the Executive.
 - (3) Separate elections shall be held for each office to be filled.
 - (4) Each election shall be by acclamation or ballot.
 - (5) No Executive member shall be remunerated for being or acting as an Executive member, but an Executive member shall be reimbursed for all expenses necessarily and reasonably incurred by him or her while engaged in the affairs of the Club.
 - (6) The office of an Executive member shall be vacated if the Executive member:
 - (a) Resigns his office, either voluntarily or at the request of a general meeting of the Club.
 - (b) Resigns or ceases to be a member of the Club.
5. The business of the Club shall be managed by the Executive who shall, during their term of office, have complete oversight and management of the Club.
6. The Executive shall have power to appoint any officers or servants required to be employed by the Club and to fix their remuneration.

Bylaw 5.

Exercise of borrowing powers

1. For the purpose of carrying out the objects of the Club the Executive may borrow, or apply for a line of credit from such bank or banks, or person, or persons or corporations as the Executive select, such sum or sums as will not raise the total at any time of all borrowings under this section above the sum of One Thousand (\$1000) Dollars as the Executive may deem expedient and necessary with full power and authority to execute and deliver such security as may from time to time be required for such advance or line of credit. The Club may borrow or raise or secure the payment of any greater sum by special resolution which shall require a seventy five percent (75%) agreement of voting members in good standing.
2. All or any of said securities may be signed by the President and the Secretary, or the President and any Executive member, or by any other persons appointed by the Executive for that purpose, and the corporate seal of the Club may be affixed in the presence of those authorized as occasion may require.

3. All bills of exchange, promissory notes, cheques and orders for the payment of money on behalf of the Club by way of overdraft or otherwise, shall be signed by the President and countersigned by the Secretary or such other person or persons as the Executive may from time to time direct.

Bylaw 6.
Annual Report

The Club, as a non reporting society shall file an annual report, signed by the Secretary or some other authorized member of the Executive, with the Registrar of Companies within thirty (30) days after each annual meeting.

Bylaw 7.
Custody and use of the seal of the Club

The seal of the Club shall not be affixed to any instrument, except by authority of resolution of the Board of Executive, or of any ordinary resolution, and in the presence of such officers of the Club as may be prescribed in and by any such resolution, or (if no officers are prescribed by the resolution) in the presence of (a) Two Executive members of the Club and the Secretary or (b) the President and the Secretary, and such officers shall sign every instrument to which the seal of the Club is affixed in their presence.

Bylaw 8.
Manner of altering By-laws

The Bylaws of the Club shall not be altered or added to except by a special resolution of the Club with a majority of seventy five percent (75%) of those present, which shall be filed in duplicate with the Registrar of Companies but the Rules and regulations made by the Executive may be altered, added to, or rescinded at any time by resolution of the Executive.

Bylaw 9.
Preparation, custody and location of minutes of proceedings of meetings of the Club and of the Executive and other books and records of the Club

1. The Executive shall order to be kept books and records showing:
 - (1) The minutes of every meeting of the Club;
 - (2) Minutes of every meeting of the Executive;
 - (3) Sufficient and proper records showing full details of all financial matters of the Club;
 - (4) Membership registrations.
2. The Executive shall also see to the safe-keeping of all documents of title, and books of account, securities, and other assets of the Club. These documents shall normally be kept at the Club's address but by resolution of the Executive members, some of the documents, including the financial records can be kept at other places in the province.

Bylaw 10.

Time and place at which books and records may be inspected

The books and records of the Club shall be open to inspection by any member of the Club providing one of the Executive is present at the same time, at any reasonable time at such convenient place as may be arranged.

Bylaw 11.

Committees

The Executive shall appoint all committees and each committee shall consist of any of as many members as the Executive shall think advisable. Each Committee shall in all respects be subject to the Executive, who shall decide all questions as to their duties, powers and jurisdiction, and may at any time control their actions, dissolve any committee and re-appoint a new committee.

Bylaw 12.

Guests

A member may bring a guest or guests to the Club provided the member agrees:

- (1) To accept full responsibility for each guest.
- (2) To directly supervise each guest while using a shooting range.
- (3) To ensure the guest abides by the Range Operating Instructions and any other rules, regulations, policies, directives, rulings and decisions that may be put in place by the Executive or Members.
- (4) To ensure each guest pays the Guest Range Usage Fee at the time of use.
- (5) To ensure no guest uses SCRGC facilities more than three times, after which the guest must become a member.

Bylaw 13.

Notices to members

1. A notice may be given to a member, either personally, or by mail to him or her at his or her registered address or by phone, fax or email.
2. 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 proving that notice has been given it is sufficient to prove the notice was properly addressed and put in a Canadian post office receptacle.
3. Notice of a general meeting shall be given to every member shown on the register of members on the day notice is given.

Bylaw 14.

Solicitation of Goods and Services

1. The only members of the Club that shall be authorized to solicit donations or services on behalf of the Club shall be those members on the Executive or such members appointed by the Executive.
2. If the need for solicitation arises before the Executive meets in person, Executive Members may voice their concurrence by emailing the Club President, who will forward said correspondence to the Secretary for placement in the Club records.