

SASKATOON CANOE CLUB
CONSTITUTION AND BYLAWS

Adopted at the annual general meeting held April 9th, 2019

Saskatoon Canoe Club Constitution

ARTICLES

- I. Name and Emblem
- II. Divisions
- III. Objectives
- IV. Membership
- V. Affiliation
- VI. Management
- VII. Dissolution
- VIII. Amendments to the Constitution

ARTICLE I - Name and Emblem

The name of this organization is the “Saskatoon Canoe Club”, which when abbreviated shall be referred to as the “SCC”. The club logo shall be determined by the SCC executive.

ARTICLE II – Divisions

The SCC is made up of two divisions:

- 1. Recreation division
- 2. Marathon division

These divisions exist as two separate divisions within the club.

ARTICLE III – Objectives

The objectives of the SCC shall be to promote, foster and perpetuate all types of canoeing in Saskatoon and Saskatchewan for the benefit of its members and the general public. To this end it shall:

- 1. Promote the safe use of canoes and kayaks.
- 2. Promote the preservation of natural waterways for use by hand powered craft.
- 3. Promote recreational canoeing and kayaking for individuals and families.
- 4. Promote the sport of marathon canoeing on an amateur basis.

The operations of the SCC shall be carried on without purpose of gain to its members, and any profits the SCC gains shall be used towards achieving its objectives.

ARTICLE IV - MEMBERSHIP

- 1. Any individual may become a member of the SCC upon application for membership and payment of the prescribed fee.



2. Any member may withdraw from the SCC at any time by notice to the SCC, but upon withdrawal the member shall not be entitled to a refund of any portion of the fees that have been paid.
3. The membership fee shall be prescribed in a general meeting.
4. Memberships shall run from January 1 to December 31 of each year.
5. Membership in any one or more of the SCC divisions shall entitle the member to:
 - i. one vote only at all general meetings of the SCC, and
 - ii. the right to receive the SCC newsletter.
6. The SCC executive reserves the right to revoke the membership of anyone for just cause. An example of just cause is failure to follow club policy. The person whose membership is the subject of revocation (hereafter, the “respondent”) will be provided, in writing at least seven days prior to the executive meeting at which the issue will be considered, a detailed explanation of the claims against them. The respondent may make written submissions to the executive and/or appear in person at the meeting. The revocation must be articulated in a motion and a three-quarters majority of the executive members present voting in favour of the motion is required for passage. The decision of the executive in this matter may only be overturned by a motion passed at a special general meeting of the SCC called according to the normal procedure. A respondent whose membership is revoked shall not be entitled to a refund of any portion of their membership fees paid, and shall not be eligible to rejoin the SCC in the same membership year.

ARTICLE V - Affiliation

The SCC may affiliate with provincial or federal organizations whose objects are in harmony with those of the SCC, at the discretion of the executive.

ARTICLE VI – Management

The property and business of the SCC shall be managed by the executive. The executive shall consist of the President, Secretary, Treasurer, and other director positions as decided by these first three members such that the executive shall consist of a minimum of three and a maximum of 25 directors. The duties of the executive shall be delineated prior to the annual meeting. The immediate past president shall be an executive member ex-officio.

ARTICLE VII - Dissolution

In the event of dissolution of the SCC, all of its remaining assets after payment of liabilities shall be distributed to one or more charitable organizations in Canada, as may be decided by the members in general meeting.

ARTICLE VIII – Amendments to the Constitution

Notice of intention to amend the constitution must be provided at least thirty days prior to the meeting at which the amendment is to be acted on. Notice of the proposed amendment(s) must be provided to all members not less than fifteen days prior to the date at which the amendment is to be acted upon. A three-quarters majority of those present and voting in favour of the amendment is required for passage.



BYLAWS

- I. Election of Directors
- II. Directors
- III. Committees and Interest Groups
- IV. Fiscal Management
- V. General Meetings
- VI. Amendments of Bylaws

BYLAW I – Election of Directors

1. Prior to the annual general meeting, the SCC executive shall appoint a “Nomination Committee”. The committee shall nominate up to two qualified candidates for each elected office. Other candidates may be nominated from the floor.
2. Election of executive members shall be by show of hands, with a majority of votes cast necessary for election.

BYLAW II - Directors

1. The President shall act as chair at all general meetings of the SCC and at all executive meetings. The President and/or the President’s appointee shall be an ex-officio member of all committees. One of the other executive members shall perform the duties of the President in his/her absence or inability to act.
2. At each annual general meeting, all the directors shall retire from office. Directors retiring from office shall be deemed to hold office until the conclusion of the meeting at which they retire. A retiring director shall be eligible for re-election.
3. The SCC executive shall meet together for the dispatch of business and regulate their meetings as they may determine. Notice of an executive meeting shall be given at least one week prior to the date of the meeting, provided that the executive may meet on regular dates without notice or may, by unanimous consent, meet at any time or place without notice. A majority of the elected directors shall constitute a quorum for meetings of the executive. Unless otherwise specified, a simple majority of those present voting in favour of a motion is required for the motion to pass.
4. An executive member unable to attend an executive meeting in person may participate remotely by telephone, video conference, or similar means and shall be considered present for that meeting. The meeting minutes shall note that the member participated remotely.
5. In the event an executive position becomes vacant, the remaining directors may exercise all the powers of that office and may appoint a replacement director to fill the vacated position on an interim basis until the next general meeting. A successor shall be elected at the next general meeting.

BYLAW III – Committees and Interest Groups

1. Committees and interest groups shall be set up under the direction of an executive member to deal with any area of interest or concern.



2. Interest groups of the SCC shall be responsible for their own organization and routine financing. These groups may make requests for special financing and approval of such requests may be granted by the executive.
3. Property acquired by expenditure of SCC money or money raised by SCC-sponsored special events shall be SCC property. Property purchased by the SCC for use by an interest group shall be managed by that interest group but shall remain the property of the SCC.

BYLAW IV – Fiscal Management

1. The fiscal year of the SCC shall be from January 1 to December 31 of each year.
2. The financial records shall be reviewed on an annual basis prior to the annual general meeting by a qualified person as set out in *The Non-profit Corporations Act, 1995*.

BYLAW V – General Meetings

1. The “Annual General Meeting” of the SCC shall be held no later than April 30th of each year on a date to be set by the executive.
2. A special general meeting of the SCC may be called by the President when they consider it necessary. The president must call a special general meeting when requested to do so in writing by at least 10 members.
3. Notice of a general meeting shall be provided to the members 30 days prior to the meeting date.
4. Ten members or a majority of members, whichever is less, shall constitute a quorum at any general meeting. Unless otherwise specified, a simple majority of those present voting in favour of a motion is required for the motion to pass.
5. Voting on motions shall be by show of hands, except where a ballot is requested by at least three members.
6. Robert’s Rules of Order are the orders to be followed for parliamentary procedures.

BYLAW VI – Amendments of Bylaws

Notice of intention to amend the bylaws must be provided at least thirty days prior to the meeting at which the amendment is to be acted on. Notice of the proposed amendment(s) must be provided to all members not less than fifteen days prior to the date at which the amendment is to be acted upon. A three-quarters majority of those present and voting in favour of the amendment is required for passage.

