

## AUSTRALIAN FOOTBALL LEAGUE CANADA

### BY-LAWS

#### **Purpose of the Organisation:**

To develop, fund, promote and operate activities, programs, and facilities for the purposes of governing, advancing, and promoting Australian Football in Canada on a nationwide basis, as its exclusive purpose and exclusive function.

#### **ARTICLE I: GENERAL**

1.1 Purpose – These By-laws relate to the general conduct of the affairs of the Australian Football League Canada, a Canadian Corporation.

1.2 Definitions – The following terms have these meanings in these By-laws:

- a) *Act* – the Canada Not-for-Profit Corporations Act, S.C. 2009, c.23, including the Regulations made pursuant to the Act, and any statutes or regulations that may be substituted, as amended from time to time;
- b) *Annual Meeting* – the annual meeting of the Members;
- c) *Articles* – the original or restated articles of incorporation or articles of amendment, amalgamation, continuance, reorganization, arrangement, or revival of the Corporation;
- d) *Auditor* – a Public Accountant, as defined in the Act, appointed by the Members by Ordinary Resolution at the Annual Meeting to audit the books, accounts, and records of the Corporation for a report to the Members at the next Annual Meeting;
- e) *Board* – the Board of Directors of the Corporation;
- f) *Corporation* – the Australian Football League Canada;
- g) *Days* – days including weekends and holidays;
- h) *Director* – an individual elected or appointed to serve on the Board pursuant to these By-laws;
- i) *Fundamental Changes* – amendments or other changes to the Corporation that are designated by the Act to be “fundamental changes”;
- j) *Member* – those entities meeting the definition of Member that are admitted as Members of the Corporation under these By-laws;
- k) *Officer* – an individual elected or appointed to serve as an Officer of the Corporation pursuant to these By-laws;
- l) *Ordinary Resolution* – a resolution passed by a majority of the votes cast on that resolution;
- m) *PSO* – The Provincial Sport Organization recognized by the Corporation as the provincial governing body for the sport of Australian Rules Football;
- n) *Registrant* – Any individual:
  - i. Active Registrant - Who is registered with a Member Club who is engaged in activities that are provided, sponsored, supported or sanctioned by a Member Club or the Corporation and registered as a Registrant with the Corporation per the applicable policies and/or procedures.
  - ii. Honorary Registrant - Who is recognized by the Corporation, by way of Ordinary Resolution of the Board, for providing lifelong dedication and service to the Corporation.
- o) *Regulations* – the regulations made under the Act, as amended, restated or in effect from time to time; and
- p) *Special Resolution* – a resolution passed by a majority of not less than two-thirds of the votes cast on that resolution.

1.3 Registered Office – The Registered Office of the Corporation will be located in the province of Ontario at such address as the Board may determine.

1.4 No Gain for Members – The Corporation will be carried on without the purpose of gain for its Members and any profits or other accretions to the Corporation will be used in promoting its objectives.

1.5 Ruling on By-laws – Except as provided in the Act, the Board will have the authority to interpret any provision of these By-laws that is contradictory, ambiguous, or unclear, provided such interpretation is consistent with the objectives, mission, vision and values of the Corporation.

1.6 Conduct of Meetings – Unless otherwise specified in the Act or these By-laws, meetings of Members and meetings of the Board will be conducted according to *Robert's Rules of Order* (current edition).

1.7 Interpretation – Words importing the singular will include the plural and vice versa, words importing the masculine will include the feminine and vice versa, and words importing persons will include bodies corporate. Words importing an organization name, title, or program will include any successor organizational name, title, or program.

1.8 Language – These By-laws have been drafted in English and the official French text is a translation. In the case of conflicting interpretations, the English version will prevail.

## **ARTICLE II: MEMBERSHIP**

### **Membership Categories**

2.1 Categories – The Corporation has the following categories of Members:

- a) General Members composed of:
  - i. Club Members; and
  - ii. Directors

2.2 Club – A Club is defined as any Australian Rules football club, composed of Registrants, who has applied for membership and that has goals and objectives similar to the Corporation, is registered as a member of the Corporation and has agreed to abide by the Corporation's By-laws, policies, procedures, rules and regulations.

2.3 Director – A Director is defined as any individual holding a position within the Corporation as a Director.

### **Admission of Members**

2.4 Admission of Members – Any candidate Club will be admitted as a Club Member if:

- a) The candidate member makes an application for membership in a manner prescribed by the Corporation;
- b) The candidate member was at any time previously a Member, the candidate member was a Member in good standing at the time of ceasing to be a Member, or approved otherwise by the Board;
- c) The candidate member has paid dues as prescribed by the Board;
- d) The candidate member has met the applicable definition listed in Section 2.2, as applicable; and
- e) The candidate member has been approved by majority vote as a Member by the Board or by any committee or individual delegated this authority by the Board.

2.5 Admission of Director Members – Any individual will be admitted as a Director Member upon assuming a position as a Director of the Corporation.

### **Transfer of Membership**

2.6 Transfer – Any interest arising out of membership in the Corporation is not transferable.

### **Duration**

2.7 Duration – The duration of membership for Club Members is accorded on an annual basis from January 1<sup>st</sup> to December 31<sup>st</sup> and Club Members will re-apply for membership each year. The duration of membership for Director Members is accorded as long as the individual is a Director of the Corporation.

### **Membership Dues**

2.8 **Dues** – Membership dues and fees for all categories and sub-categories of membership and Registrants will be determined annually by the Board. Dues and fees are to be payable by Registrants and Club Members to their applicable PSO who is responsible to pay the Corporation on a timely basis. If there is no PSO, dues and fees will be payable directly to the Corporation. In the event of non-payment of dues and fees, the Corporation will make best efforts to notify the affected Registrants and Member Clubs and sanctions may be applied.

2.9 **Deadline** – Members will be notified in writing of the membership dues at any time payable by them, and if they are not paid within sixty (60) days of the membership renewal date, the Member in default will automatically cease to be a Member of the Corporation.

### **Withdrawal and Termination of Membership**

2.10 **Withdrawal and Termination** – Membership in the Corporation is terminated when:

- a) The Member, in the case of a Club Member that is a corporation, dissolves;
- b) The Member fails to maintain any of the qualifications or conditions of membership described in Sections 2.2 - 2.3, as applicable, of these By-laws;
- c) The Member resigns from the Corporation by giving written notice to the Secretary, in which case the resignation becomes effective on the date specified in the resignation. The Member will be responsible for all fees payable until the actual withdrawal becomes effective;
- d) By Ordinary Resolution of the Board or of the Members at a duly called meeting, provided fifteen (15) days notice is given and the Member is provided with reasons and the opportunity to be heard. Notice will set out the reasons for termination of membership and the member receiving the notice will be entitled to submit a written submission opposing the termination;
- e) The Member's term of membership expires; or
- f) The Corporation is liquidated or dissolved under the Act.

2.11 **May Not Resign** – A Member may not resign from the Corporation if the Member is subject to disciplinary investigation or action.

2.12 **Discipline** – A Member may be suspended or expelled from the Corporation in accordance with the Corporation's policies and procedures relating to the discipline of Members.

2.13 **Arrears** – A Member will be expelled from the Corporation for failing to pay membership dues or monies owed to the Corporation by the deadline dates prescribed by the Corporation.

### **Good Standing**

2.14 **Definition** – A Member of the Corporation will be in good standing provided that the Member:

- a) Has not ceased to be a Member;
- b) Is in good standing with their PSO, if applicable;
- c) Has not been suspended or expelled from membership, or had other restrictions or sanctions imposed;
- d) Has completed and remitted all documents as required by the Corporation;
- e) Has complied with the By-laws, policies, procedures, rules and regulations of the Corporation;
- f) Is not subject to a disciplinary investigation or action by the Corporation, or if subject to disciplinary action previously, has fulfilled all terms and conditions of such disciplinary action to the satisfaction of the Board; and
- g) Has paid all required membership dues or debts to the Corporation, if any.

2.15 **Cease to be in Good Standing** – Members who cease to be in good standing may have privileges suspended and will not be entitled to vote at meetings of Members or be entitled to the benefits and privileges of membership until such time as the Board is satisfied that the Member has met the definition of good standing as set out above.

## **ARTICLE III: MEETINGS OF MEMBERS**

3.1 **Types of Meetings** – Meetings of Members include Annual Meetings and Special Meetings.

3.2 **Special Meeting** – The agenda of a Special Meeting will be limited to the subject matter for which the meeting was duly called. A Special Meeting of the Members may be called at any time by:

- a) the Chair
- b) the Board, or
- c) Members, upon written requisition, who hold five percent (5%) of the votes of the Corporation.

3.3 Location and Date – The Corporation will hold meetings of Members at such date, time and place as determined by the Board. The Annual Meeting will be held within fifteen (15) months of the last Annual Meeting but not later than six (6) months after the end of the Corporation’s preceding financial year.

3.4 Meetings by Electronic Means – A meeting of Members may be held by means of telephone, electronic or other communication facility that permits all participants to communicate adequately with each other during the meeting, if the Corporation makes available such a communication facility.

3.5 Participation in Meetings by Electronic Means – Any Member entitled to vote at a meeting of Members may participate in the meeting by means of telephone, an electronic or other communication facility that permits all participants to communicate adequately with each other during the meeting, if the Corporation makes available such a communication facility. A person so participating in a meeting is deemed to be present at the meeting.

3.6 Notice – Notice will include the time and place of a meeting, the proposed agenda, reasonable information to permit Members to make informed decisions, and will be given to each Member entitled to vote at the meeting, the auditor, and the Board, by the following means:

- a) By mail, courier or personal delivery to each Member entitled to vote at the meeting, during a period of thirty (30) days before the day on which the meeting is to be held; or
- b) By telephone, electronic or other communication facility to each member entitled to vote at the meeting, during a period of thirty (30) days before the day on which the meeting is to be held; or
- c) By posting on the Corporation’s website not less than thirty (30) days prior to the date of the meeting.

3.7 Persons Entitled to Attend – All categories of members (delegates representing Club Members) and Registrants, Officers, the auditor of the Corporation, and such other persons who are entitled or required under any provision of the Act, Articles, or By-laws of the Corporation are entitled to be present at the meeting. Any other person may be admitted only on the invitation of the chair of the meeting or by Ordinary Resolution of the Members.

3.8 Adjournment – Any meetings of Members may be adjourned to any time and place as determined by the Board and such business may be transacted at such adjourned meeting as might have been transacted at the original meeting from which such adjournment took place. No notice will be required for any adjourned meeting.

3.9 Agenda – The agenda for the Annual Meeting may include:

- a) Call to order
- b) Determination of a quorum
- c) Appointment of scrutineers
- d) Approval of the agenda
- e) Declaration of any conflicts of interest
- f) Adoption of minutes of the previous Annual Meeting
- g) Board, Committee and Staff reports
- h) Report of Auditors
- i) Appointment of Auditors
- j) Business as specified in the meeting notice
- k) Election of new Directors
- l) Adjournment

3.10 New Business – No other item of business will be included in the notice of the meeting of the Members unless notice in writing of such other item of business, or a Member’s proposal, has been submitted to the Board fifteen (15) days prior to the meeting of the Members in accordance with procedures as approved by the Board. Copies of all such proposals together with copies of any amendments thereto then proposed by the Board and copies of all resolutions put forward by the Board shall be sent to all Members with the agenda and the notice calling an

Annual Meeting.

3.11 Quorum – A minimum of eleven (11) Club Members will constitute a quorum. If a quorum is present at the opening of a meeting of the Members, the Members present may proceed with the business of the meeting, even if a quorum is not present throughout the meeting.

### **Voting at Meetings of Members**

3.12 Voting Privileges – Members will have the following voting rights at all meetings of Members:

- a) Club Members – Club Members will be represented by one Delegate representing the Club Member who is entitled to one (1) vote.
- b) Directors – Each director of the corporation is entitled to one (1) vote.

3.13 Delegates – Club Members will appoint in writing (inclusive of electronic notice) to the Corporation, prior to the meeting of Members, the name of the Delegate, or alternate Delegates, to represent the Member. The Delegate must be at least eighteen years of age and members in good-standing of their Club Member.

3.14 Voting by Mail or Electronic Means – A Member may vote by mail, or by telephonic or electronic means if:  
a) The votes may be verified as having been made by the Member entitled to vote; and  
b) The Corporation is not able to identify how each Member voted.

3.15 Scrutineers – At the beginning of each meeting, the Board may appoint one or more scrutineers who will be responsible for ensuring that votes are properly cast and counted.

3.16 Determination of Votes – Votes will be determined by a show of hands, orally or electronic ballot, except in the case of elections which require a secret ballot, unless a secret or recorded ballot is requested by a Member.

3.17 Majority of Votes – Except as otherwise provided in the Act or these By-laws, an Ordinary Resolution will decide each issue. In the case of a tie, the issue is defeated.

## **ARTICLE IV: GOVERNANCE**

### **Composition of the Board**

4.1 Directors – The Board will consist of a minimum of five (5) and a maximum of nine (9).

4.2 Independence: Not less than 40% of directors should be independent. Independent directors not having fiduciary or financial obligations to provincial or local organizations. Playing or volunteering for local or provincial leagues does not imply non-independence.

4.3 Gender Diversity: Not more than 60% of the elected directors will be from the same gender, where reasonably possible.

4.4: Term Limits: Each board member shall be subject to a term limit. Absent compelling reasons to the contrary as determined by the board's nominating committee, that term limit should be a maximum of nine years (comprised of multiple terms each not longer than four years) other than:

- a) a sitting board chair who may serve for one additional term for a maximum twelve year term limit, but who may not hold the position of chair of the board for longer than six years; and
- b) one director other than the chair who serves on the board of that sport's international federation who may serve for one additional term for a maximum twelve year term limit.

4.5 Number of Directors – The number of Directors will be determined, from time to time, by Ordinary Resolution of the Members. The current composition of the Board is eight (8) Directors as follows:

- a) Director - Chair
- b) Director - Vice-Chair
- c) Director - Treasurer
- d) Director - Player Representative (Women)

- e) Director - Player Representative (Men)
- f) Director at Large (3 positions)

### **Eligibility of Directors**

4.6 **Eligibility** – Any individual, who is eighteen (18) years of age or older, who has the power under law to contract, who has not been declared incapable by a court in Canada or in another country, and who does not have the status of bankrupt, may be nominated for election or appointment as a Director.

### **Election of Directors**

4.7 **Nomination** – Any nomination of an individual for election as a Director will:

- a) Include the written consent of the nominee by signed or electronic signature;
- b) Comply with the procedures established by the Corporation; and
- c) Be submitted to the Registered Office of the Corporation fifteen (15) days prior to the Annual Meeting. This timeline may be extended by Ordinary Resolution of the Board.

4.8 **Nominations from the Floor** – Nominations for elections of a Director will be accepted from the floor.

4.9 **Circulation of Nominations** – Valid nominations and their election platform messages will be circulated to Members at the Annual Meeting prior to the elections.

4.10 **Election and Term** – The election of directors will take place at each Annual Meeting of the Members.

4.11 **Decision** – Elections will be decided by the Members in accordance with the following:

- a) **One Valid Nomination** – Winner declared by Ordinary Resolution.
- b) **Two or More Valid Nominations** – The nominee(s) receiving the greatest number of votes and an Ordinary Resolution will be elected. In the case of a tie, the nominee receiving the fewest votes will be deleted from the list of nominees and a second vote will be conducted. If there continues to be a tie and more nominees than positions, the nominee receiving the fewest votes will be deleted from the list of nominees until there remains the appropriate number of nominees for the position(s) or until a winner is declared. If there continues to be a tie then the winner(s) will be declared by Ordinary Resolution of the Board.

4.12 **Terms** – Elected Directors will hold office for a term of one (1) year and will hold office until their successors have been duly elected in accordance with these By-laws, unless they resign, or are removed from or vacate their office.

### **Suspension, Resignation and Removal of Directors**

4.13 **Resignation** – A Director may resign from the Board at any time by presenting his or her written notice of resignation to the Board. If a Director who is subject to a disciplinary investigation or action of the Corporation resigns, that Director will nonetheless be subject to any sanctions or consequences resulting from the disciplinary investigation or action.

4.14 **Vacate Office** – The office of any Director will be vacated automatically if the Director:

- a) Is found by a court to be of unsound mind;
- b) Becomes bankrupt, suspends payment, or compounds with his or her creditors, or makes unauthorized assignment, or is declared insolvent;
- c) Is charged and/or convicted of any criminal offence related to the position;
- d) Changes his or her permanent residence outside of Canada; or
- e) Dies.

4.15 **Removal** – A Director may be removed by Ordinary Resolution of the Members at an Annual Meeting or Special Meeting, provided the Director has been given notice of and the opportunity to be heard at such a meeting.

4.16 Suspension – A Director may be suspended pending the outcome of a discipline hearing or by Special Resolution of the Board at a meeting of the Board, provided the Director has been given notice of and the opportunity to be heard at or in advance of such meeting.

#### **Filling a Vacancy on the Board**

4.17 Vacancy – Where the position of a Director becomes vacant and there is still a quorum of Directors, the Board may appoint a qualified individual to fill the vacancy until the next Annual Meeting of Members.

#### **Meetings of the Board**

4.18 Call of Meeting – Meetings of the Board will be held any time and place as determined by the Board.

4.19 Notice – Notice of meetings of the Board will be given to all Directors at least five (5) days prior to the scheduled meeting. No notice of a meeting of the Board is required if all Directors waive notice, or if those absent consent to the meeting being held in their absence.

4.20 Number of Meetings – The Board will hold at least four (4) meetings per fiscal year.

4.21 Quorum – At any meeting of the Board, quorum will consist of a majority of Directors holding office.

4.22 Voting – Each Director is entitled to one vote. Voting will be by a show of hands, orally or by electronic ballot, unless a majority of Directors present request a secret ballot. Resolutions will be passed by Ordinary Resolution.

4.23 Absentee Voting – There will be no absentee or proxy voting by Directors.

4.24 Closed Meetings – Meetings of the Board will be closed to Members and the public except by invitation of the Board.

4.25 Meetings by Telecommunications – A meeting of the Board may take place by teleconference upon the consent of the Directors.

4.26 Meetings by Telephone and Other Electronic Means – Any Director who is unable to attend a meeting may participate in the meeting by telephone or other telecommunications technology. Directors who participate in a meeting by telephone or other telecommunications technology are considered to have attended the meeting.

#### **Powers of the Board**

4.27 Powers – Except as otherwise provided in the Act or these By-laws, the Board has the powers of the Corporation and may delegate any of its powers, duties and functions.

4.28 Empowered – The Board is empowered to:

- a) Make policies and procedures or manage the affairs of the Corporation in accordance with the Act and these By-laws;
- b) Make policies and procedures relating to the discipline of Members, and have the authority to discipline Members in accordance with such policies and procedures.
- c) Make policies and procedures relating to the management of disputes within the Corporation and deal with disputes in accordance with such policies and procedures;
- d) Employ or engage under contract such persons as it deems necessary to carry out the work of the Corporation;
- e) Determine registration procedures and membership fees, dues, assessments, charges, and other registration requirements;
- f) Borrow money upon the credit of the Corporation as it deems necessary in accordance with these By-laws; and
- g) Perform any other duties from time to time as may be in the best interests of the Corporation.

## ARTICLE V: OFFICERS

5.1 Composition – The mandatory Officers will be the Chair , Vice-Chair, and Treasurer.

5.2 Eligibility – To be eligible for election as an Officer, an individual must meet all eligibility requirements for being a Director.

5.3 Election or Appointment – The mandatory Officers of the Corporation will be elected by the Members at each Annual Meeting. The Board may appoint such additional officers as it deems necessary or desirable from time to time.

5.4 Duties – The duties of Officers are as follows:

- a) The Chair will be responsible for the general supervision of the affairs and operations of the Corporation, will preside at the Annual and Special Meetings of the Corporation and at meetings of the Board, will be the official spokesman of the Corporation, and will perform such other duties as may from time to time be established by the Board;
- b) The Vice-Chair will act as the liaison between the Board and all committees, will ensure that committees are working within their respective terms of reference, will alternately preside at meetings of the Board, will advise on matters connected to their regions, and will perform such other duties as may from time to time be established by the Board; and
- c) The Treasurer will, subject to the powers and duties of the Board, keep proper accounting records as required by the Act, will cause to be deposited all monies received by the Corporation in the Corporation's bank account, will supervise the management and the disbursement of funds of the Corporation, when required will provide the Board with an account of financial transactions and the financial position of the Corporation, will prepare annual budgets, will oversee and supervise office staff, and will perform such other duties as may from time to time be established by the Board.
- d) The Player's Representative (Women) will have been selected as part of the high-performance program within the last four years and will act as the liaison between the Board and all female players, aspiring players, or former players within the national program. The incumbent's role will be to ensure these athletes have a voice, and that they have the opportunity to be informed and to provide input into matters affecting them, particularly in the area of national team programming. This input may be achieved through a variety of means, but the incumbent will ensure opportunities are being planned and announced, not determined on an ad hoc basis
- e) The Player's Representative (Men) will have been selected as part of the high-performance program within the last four years and will act as the liaison between the Board and all male players, aspiring players, or former players within the national program. The incumbent's role will be to ensure these athletes have a voice, and that they have the opportunity to be informed and to provide input into matters affecting them, particularly in the area of national team programming. This input may be achieved through a variety of means, but the incumbent will ensure opportunities are being planned and announced, not determined on an ad hoc basis

5.5 Delegation of Duties – At the discretion of the Officer and with approval by Ordinary Resolution of the Board, any Officer may delegate any duties of that office to appropriate staff or volunteers of the Corporation.

5.6 Multiple Positions – Officers may not hold multiple Officer positions.

5.7 Removal – An Officer may be removed by Special Resolution of the Board or by Ordinary Resolution of the Members in a meeting, provided the Officer has been given notice of and the opportunity to be present and to be heard at the meeting where such Resolution is put to a vote.



5.8 Vacancy – Where the position of an Officer becomes vacant for whatever reason and there is still a quorum of Directors, the Board may, by Ordinary Resolution, appoint a qualified individual to fill the vacancy for the remainder of the vacant position’s term of office.

#### **ARTICLE VI: COMMITTEES**

6.1 Appointment of Committees - The board shall have committees that focus on the following matters:

- a) nominating
- b) governance and ethics
- c) audit and finance

The board may establish such other committees as it considers desirable. The role of each committee is to recommend matters for approval by the board.

6.2 Quorum – A quorum for any Committee will be a majority of its voting members.

6.3 Terms of Reference – Each committee must have terms of reference approved by the board.

6.4 Vacancy – When a vacancy occurs on any Committee, the Board may appoint a qualified individual to fill the vacancy for the remainder of the Committee’s term.

6.5 Chair Ex-officio – The Chair will be an *ex-officio* (non-voting) member of all Committees of the Corporation.

6.6 Removal – The Board may remove any member of any Committee.

6.7 Debts – No Committee will have the authority to incur debts in the name of the Corporation.

#### **ARTICLE VII: CONFLICT OF INTEREST**

7.1 Conflict of Interest – In accordance with the Act, a Director, Officer, or member of a Committee who has an interest, or who may be perceived as having an interest, in a proposed contract or transaction with the Corporation will comply with the Act and the Corporation’s policies on conflict of interest and will disclose fully and promptly the nature and extent of such interest to the Board or Committee, as the case may be, will refrain from voting or speaking in debate on such contract or transaction, will refrain from influencing the decision on such contract or transaction, and will otherwise comply with the requirements of the Act regarding conflict of interest.

#### **ARTICLE VIII: FINANCE AND MANAGEMENT**

8.1 Fiscal Year – The fiscal year of the Corporation will be January 1<sup>st</sup> to December 31<sup>st</sup> or such other period as the Board may from time to time determine.

8.2 Bank – The banking business of the Corporation will be conducted at such financial institution as the Board may designate.

8.3 Auditor – At each Annual Meeting, the Members will appoint, by Ordinary Resolution, an auditor to audit the books, accounts and records of the Corporation in accordance with the Act. The auditor will hold office until the next Annual Meeting. The auditor will not be an employee or a Director of the Corporation but will have remuneration fixed by the Directors.

8.4 Annual Financial Statements - The Corporation will send to the Members a copy of the annual financial statements and other documents referred to in the Act. Instead of sending the documents, the Corporation may send a summary to each Member along with a notice informing the Member of the procedure for obtaining a copy of the documents themselves free of charge. The Corporation is not required to send the documents or a summary to a Member who, in writing, declines to receive such documents.

8.5 Books and Records – The necessary books and records of the Corporation required by these By-laws or by applicable law will be necessarily and properly kept. Minutes of meetings of the Board and records of the

Corporation may be available to the general membership of the Corporation but will be available to the Directors, each of whom will receive a copy of such minutes. All other books and records will be available for viewing at the Registered Office of the Corporation in accordance with the Act.

8.6 Signing Authority – Contracts, agreements, deeds, leases, mortgages, charges, conveyances, transfers and assignments of property, leases and discharges for the payment of money or other obligations, conveyances, transfers and assignments of shares, stocks, bonds, debentures, or other securities, agencies, powers of attorney, instruments of proxy, voting certificates, returns, documents, reports, or any other instruments in writing to be executed by the Corporation will be executed by at least two (2) of the Officers or other individuals, as designated by the Board. In addition, the Board may direct a manner in which the person or persons by whom any particular instrument or class of instruments may or will be signed.

8.7 Property – The Corporation may acquire, lease, sell, or otherwise dispose of securities, lands, buildings, or other property, or any right or interest therein, for such consideration and upon such terms and conditions as the Board may determine.

8.8 Borrowing - The Board may borrow money upon the credit of the Corporation, after ascertaining consent from the Members by way of Ordinary Resolution, as it deems necessary:

- a) From any bank, Corporation, firm or person, upon such terms, covenants and conditions at such times, in such sums, to such an extent and in such manner as the Board in its discretion may deem expedient;
- b) To limit or increase the amount to be borrowed;
- c) To issue or cause to be issued bonds, debentures or other securities of the Corporation and to pledge or sell the same for such sums, upon such terms, covenants and conditions and at such prices as may be deemed expedient by the Board;
- d) To secure any such bond, debentures or other securities, or any other present or future borrowing or liability of the Corporation, by mortgage, charge or pledge of all or any currently owned or subsequently acquired real and personal, movable and immovable, property of the Corporation, and the undertaking and rights of the Corporation.

8.9 Remuneration – With the exception of the staff of the Corporation, all Directors, Officers and members of Committees will serve as such without remuneration and will not directly or indirectly receive any profit from their positions as such; provided that Directors, Officers or members of Committees may be paid reasonable expenses incurred by them in the performance of their duties. Nothing herein contained will be construed to preclude any Director, Officer or member of a Committee from serving the Corporation in any other capacity and receiving compensation therefore.

#### **ARTICLE IX: AMENDMENT OF BY-LAWS**

9.1 Directors Voting – Except for the items set out in the sections of the Act applicable to Fundamental Changes, these By-laws may be amended or repealed by Ordinary Resolution of the Directors at a meeting of the Board. The Directors will submit the By-law, amendment or repeal to the members at the next meeting of Members, and the Members may by Ordinary Resolution confirm, reject or amend the By-laws. The By-law, amendment or repeal is effective from the date of the resolution of the Directors. If the By-law, amendment or repeal is confirmed, or confirmed as amended, by the Members it remains effective in the form in which it was confirmed.

9.2 Notice in Writing – Notice of proposed amendments to these By-laws will be provided to Members at least twenty-one (21) days prior to the date of the meeting of the Members at which it is to be considered.

#### **ARTICLE X: FUNDAMENTAL CHANGES**

10.1 Fundamental Changes – In accordance with the sections of the Act applicable to Fundamental Changes, a Special Resolution of all Members may be required in order to make the following fundamental changes to the By-laws or Articles of the Corporation. Fundamental Changes are defined as follows:

- a) Change the Corporation's name;
- b) Change the province in which the Corporation's Registered Office is situated;
- c) Add, change, or remove any restriction on the activities that the Corporation may carry on;
- d) Create a new class or group of Members;

- e) Change a condition required for being a Member;
- f) Change the designation of any class or group of Members or add, change, or remove any rights and conditions of any such class or group;
- g) Divide any class or group of Members into two or more classes or groups and fix the rights and conditions of each class or group;
- h) Add, change, or remove a provision respecting the transfer of a membership;
- i) Subject to the Act, increase or decrease the number of, or the minimum or maximum number of, Directors;
- j) Change the statement of the purpose of the Corporation;
- k) Change the statement concerning the distribution of property remaining on liquidation after the discharge of any liabilities of the Corporation;
- l) Change the manner of giving notice to Members entitled to vote at a meeting of Members;
- m) Change the method of voting by Members not in attendance at a meeting of Members; or
- n) Add, change or remove any other provision that is permitted by the Act to be set out in the Articles.

**ARTICLE XI: NOTICE**

11.1 Written Notice – In these By-laws, written notice will mean notice which is hand-delivered or provided by mail, fax, electronic mail or courier to the address of record of the Corporation, Director, Member, or individual as the case may be.

11.2 Date of Notice – Date of notice will be the date on which receipt of the notice is confirmed verbally where the notice is hand-delivered, electronically where the notice is faxed or e-mailed, or in writing where the notice is couriered, or in the case of notice that is provided by mail, five (5) days after the date the mail is post-marked.

11.3 Error in Notice – The accidental omission to give notice of a meeting of the Board or the Members, the failure of any Director or Member to receive notice, or an error in any notice which does not affect its substance will not invalidate any action taken at the meeting.

**ARTICLE XII: DISSOLUTION**

12.1 Dissolution – Upon the dissolution of the Corporation, any funds or assets remaining after paying all debts will be distributed to an incorporated non-profit Canadian organization as determined by the Board.

**ARTICLE XIII: INDEMNIFICATION**

13.1 Will Indemnify – The Corporation will indemnify and hold harmless out of the funds of the Corporation each Director and Officer, their heirs, executors, and administrators from and against any and all claims, demands, actions or costs which may arise or be incurred as a result of occupying the position or performing the duties of a Director or Officer.

13.2 Will Not Indemnify – The Corporation will not indemnify a Director or Officer or any other person for illegal acts, acts of fraud, dishonesty, or bad faith.

13.3 Insurance – The Corporation will, at all times, maintain in force such directors and officers liability insurance as may be approved by the Board.

**ARTICLE XIV: ADOPTION OF THESE BY-LAWS**

14.1 Ratification – These By-laws were ratified by the Members of the Corporation entitled to vote at a meeting of Members duly called and held on March 4, 2018.

14.2 These bylaws were reviewed, and modified in a fundamental manner, approved by a vote of members of the corporation, at an Annual General Meeting. The modified bylaws were approved by the Board December 6th, 2023

14.2 Repeal of Prior By-laws – In ratifying these By-laws, the Members of the Corporation repeal all prior By-laws of the Corporation provided that such repeal does not impair the validity of any action done pursuant to the repealed By-laws.