

SOCIETIES ACT

CONSTITUTION

Revised 2011

(Revisions shown in italics)

Revised 2016 (22.a. Director terms)

The name of the Society is:

KITIMAT FIRE MOUNTAIN SHOOTING CLUB

Society's certification of incorporation number is S-0023570

The purposes of the Society are:

It is the intention of this organization not to own, operate or manage a Social Club and to be considered a non-profit organization.

To promote and encourage organized rifle, revolver/pistol, shotgun and silhouette target shooting among adults and students who are citizens of Canada, resident of Kitimat, British Columbia and surrounding areas. Results being added knowledge and ability on the part of all participants in safe firearms handling, firearms care and improved marksmanship.

To stress the development of the characteristics of fairness and honest, fellowship, self discipline, working as a team, striving to improve your capabilities which are all requirements to promote good sportsmanship afield.

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

Part 1 – Interpretation

1. In these by-laws, unless the context otherwise requires:
 - a) “Directors” means the Directors of the Society for the time being.
 - b) “Societies Act” means the Societies Act of the Province of British Columbia from time to time in force and all amendments to it.
 - c) “Society” shall mean the Alcan Anderson Creek Shooting Club
 - d) “Member” means any members in good standing as listed on the Register of Membership of the Society.
2. Words importing the singular include the plural and vice-versa; and words importing a male person include a female person or a corporation.

Part 2 – Membership and Dues

3. (a) Any person who fires a restricted firearm, or uses the “Shotgun Shooting Range”, or participates in organized shooting such as silhouette shooting, must be a club member or a paid guest of a member

(b) For restricted firearms users: The applicant’s Firearms license number shall be recorded. If one does not exist then their birth date shall be recorded. Any member under the age of 18 must be supervised by a member 18 yrs or older.

(c) A visitor that can prove membership in another Canadian club need not be charged a fee as his membership includes insurance.

4. This will apply to all members with the exception of the Rangers who have a process in place to ensure the legal status of their members.
5. All members shall uphold the Constitution and comply with these by-laws.
6. A person shall cease to be a member of this Society:

- By delivering his resignation in writing to the Secretary or by mailing or delivering it to the address of this Society.
- On his death.
- On having been a member not in good standing for the previous twelve (12) consecutive months.
- On being expelled.

Dealing with Being Expelled

- A member may be expelled by a Special Resolution of the members passed at a General Meeting.
 - The notice of the Special Resolution for expelling a member shall have attached a brief statement which would cover the reasons(s) for proposing that the member be expelled.
 - The member who is subject of proposed Resolution for expulsion shall have an opportunity to express himself at the General Meeting before the Special Resolution is put to a vote.
7. All members are in good standing except a member who has failed to pay his current annual membership fee or any other subscription or debt due and owing by him to this Society and he is not in good standing as long as the debt remains unpaid.
 8. The annual dues shall be *as decided by a majority vote of the executive*.
 9. Dues shall be payable on or before **31 January** each year.
 10. Upon failure to pay these dues by **1 February**, the member shall cease to hold membership.
 11. Upon payment of back dues, an individual shall be restored to membership at the discretion of the Directors.

Part 3 – Duties.

12. It shall be the duty of all members to conduct themselves at all times in a manner becoming of a true sportsman, competitor, and safety minded member. To observe all rules and regulations of the Society and the National/Provincial governing parent bodies, pertaining to competitions and safety in various disciplines. To assist the Society officers in maintaining proper order, discipline, safe conduct and fair play, and to work as a cohesive body.

Part 4 – Meetings

13. An Annual General Meeting shall be held once in each calendar year on such date as shall be decided by the Directors and in accordance with the Societies Act.
14. The Directors may, whenever they think fit, convene an extraordinary general meeting – an extraordinary general meeting other than an Annual General Meeting is every general meeting held.
15. The Secretary of this Society prior to calling the Annual General Meeting or an Extraordinary General Meeting, shall at least fourteen (14) days prior, notify all members of this Society of the time, date and place of such meetings. Also shall supply to the members an agenda pertaining to such meetings, and in case of an Annual General Meeting, a copy of the financial statement and statement of assets and liabilities of this Society for the preceding fiscal year.
16. A non-member shall be permitted to attend a regular meeting of this Society as a guest, unless such a meeting has been designated as a closed meeting.
17. Close of fiscal year shall *be 31 January and commences 1 February*

Part 5 – Proceedings at General Meetings

18. The agenda as set out in the Notice of Meeting shall be followed by the Chairman, the order of business shall be as follows, unless it is suspended or altered by two thirds vote of members present:
 - Call to order by presiding Chairman.
 - Approval of agenda – with or without additions.
 - Reading of minutes.
 - Business arising from the minutes.
 - Correspondence.
 - Financial Report.
 - Directors Reports and Special Committee Reports.
 - Old or unfinished business.

- New business.
 - Nominations, elections, installation of Directors.
19. Robert's Rules of Order shall be the rules abided by at all times during meetings held by this Society.
20. a. At any Society meeting, five (5) members in good standing shall constitute a Quorum.
19. b. A Quorum of the Directors shall consist of three (3) members.
21. a. Each member of this Society is entitled to one vote. Only members in good standing shall be eligible to vote.
20. b. Manner in which voting will be counted is by show of hands by those members present only, unless a secret ballot is directed by the Chairman.
20. c. Voting by proxy is not permitted.

Part 6 – Directors

21. The number of Directors shall be *seven (7)*, they shall be elected by majority vote at each Annual General Meeting. There can be a greater number of Directors as determined from time to time at a General Meeting.
22. Directors *not described in 22.a.* will hold office for one year and retire from office at each Annual General Meeting when their successors shall be elected or appointed.
- 22.a. *To maintain the stability of the executive and the society, that the President and Treasurer position is a two year term elected on even years and that the Vice-president and Secretary position is a two year term elected on odd years.*
23. If no successor is elected at the *Annual Meeting, the position will remain empty*
24. Any vacancy in the Directors shall be filled on appointment by the Directors.
25. Any regular member in good standing shall be eligible for office provided he has been a member for the previous six (6) months.
26. *Directors* of this Society will be President, Vice President, Secretary, Treasurer, *Membership Director, Property Improvement Director and Grounds Maintenance Director* which will constitute the Board of Directors.

27. The Directors shall manage the affairs of this Society, establish rules, call special meetings and direct the membership as prescribed by the by-laws.
28. **Directors** of this Society shall be active shooters and must be familiar with various types of firearms.
29. Members may by means of a Special Resolution, remove a Director before his term of office expires, and may elect a successor to complete his term of office.
30. No Director or his assistant shall be remunerated for their services, but shall be reimbursed for expenses necessarily and reasonably incurred by them while conducting duties in the affairs of this Society.

Part 7 – Duties of Directors

31. The President shall preside at and direct this Societies meetings, enforce the rules and perform all duties as prescribed by the Directors.

a) **President**

- As above and the general overseer of the Administration of this Society. The President will also act as ex-officio on all Society Committees.

b) **Vice President**

- The Vice President shall serve and perform the duties of the President in the absence of the President.

c) **Secretary**

- It is the Secretary's duty to record all minutes and keep all records and administer clerical duties. He shall schedule and administer all competitions, organize and co-ordinate all of the Societies activities, has the authority to appoint his assistants if and when required. Secretary will handle all correspondence pertaining to the Society. All correspondence directed to the Society shall be to "The Secretary, *Kitimat* Shooting Club"

d) **Treasurer**

- Treasurer will be responsible for all funds belonging to the Society, keep all necessary records and books up to date. He, along with the Secretary will organize a register of membership and collect all dues. Through the Secretary, shall pay all accounts outstanding after approval by the Directors. The Treasurer shall make a report at each meeting or as directed

e) **Grounds Maintenance Director**

- Shall be responsible for the appearance and cleanliness of the shooting range. He will have authority to appoint/recruit assistants at the Annual Meeting *and beyond*

f) **Property Improvement Director**

- *Shall be responsible for upgrades, improvements, projects and capital investments. He will have authority to appoint / recruit assistants at the Annual Meeting and beyond.*

g) **Membership Director**

- *Shall be responsible for maintaining membership list, passing the list on to the executive, contacting the insurance carrier to update new members and any other matters dealing with membership.*

Part 8 – Borrowing

32. The Society may borrow, raise or secure the payment of money in such manner as the Directors may decide upon, provided however, that in no case shall monies be borrowed without an action of a Special Resolution of this Society.

Part 9 – Annual Financial Statement

33. The Directors will prepare an unaudited financial statement at the end of each fiscal year, a copy of this statement shall be included with the Notice of Annual General Meeting given to each member of the Society.
34. On being admitted to membership, each member is entitled to and this Society shall give him without charge, a copy of the Constitution and By-Laws of this Society.
35. These By-Laws shall not be altered or added to except by Special Resolution proposed by a member and passed by not less than a seventy five (75%) per cent of votes by all members present at any General Meeting of this Society. Members to receive fourteen (14) days prior notice if such a resolution is being proposed.