

*Carol Prest*  
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## **BY-LAWS OF THE BRITISH COLUMBIA TRAPSHOOTING ASSOCIATION**

### **MEMBERS**

1. The members of the Association are the clubs subscribing to the Constitution and By-laws and shall include any regularly organized gun club with the Province of British Columbia which has been accepted for membership.
2. Subject to approval of the Board of Directors, all regularly organized gun clubs within the Province of British Columbia through their appointed delegates may become members of the Association by making written application to the Board of Directors and paying an annual subscription to be determined by the Board at the annual general meeting.
3. Any regularly organized gun club within the Province of British Columbia that has not paid the annual subscription fourteen (14) clear days prior to the annual meeting shall be deprived of all voting rights and privileges.
4. All applications for membership shall be submitted to the Board of Directors and upon approval by the Board, the applicant shall become a member of the Association.
5. A member shall be deemed to be in good standing when he has paid his current annual subscription fee.
6. a) Members may resign by a resignation in writing which shall be effective upon acceptance thereof by the Board of Directors.  
b) In case of resignation, a member shall remain liable for payment of any assignment or other sum levied or which became payable by him to the Association prior to the acceptance of his resignation.

- c) Upon the failure of any member to pay annual membership fee, any subscription, or indebtedness due to the Association, the directors may cause the name of “such member to be removed from the register of members, but such member may be re-admitted to the membership by the directors upon such evidence as they may consider satisfactory.
7. Any member infringing the Constitution or any regulations of the Association or being guilty of conduct which is the opinion of the Board of Directors is detrimental to the character of interests of the Association or which would endanger the welfare, good name or good order of the Association shall be liable to suspension or expulsion by resolution passed by a two-third (2/3) majority of the Directors and Officers present at any meeting of the Board of Directors held to deal with the matter.

### **GENERAL MEETINGS**

- ~~8. The annual general meeting shall be held during the Provincial Championship Shoot at a place within the Province of British Columbia and on a day to be fixed by the Board of Directors, and fourteen (14) days notice of such meeting or of any special meeting shall be mailed, or handed to all members by the Secretary-treasurer.~~
8. The annual general meeting shall be held during the Provincial Championship Shoot at a place within the Province of British Columbia and on a day to be fixed by the Board of Directors, and fourteen (14) days notice of such meeting or of any special meeting shall be mailed, emailed or handed to all members by the Secretary-treasurer.
9. Other meetings of the members, whether general or special, may be convened at the option of the President, or when requested by 10% or more member clubs of the Association, for any time and, at any place within the Province of British Columbia.
10. All the member clubs in good standing and present by representation shall form a quorum at the annual meeting or any adjournment thereof. In the event that all the member clubs are not present by representation at the hour given in the notice of the meeting, the meeting shall be adjourned for fifteen (15) minutes and at the expiration of the said fifteen (15) minutes those representatives present providing they represent not less than four (4) member clubs in number shall constitute a quorum.

11. Each member club in good standing shall be entitled to one (1) vote on each question arising at any meeting of the Association. There will be no proxy votes.
12. At all meetings of the Association, all questions shall be decided by a majority of votes. Except as provided in paragraph 17 hereof, all votes shall be by a show of hands unless a poll be demanded. In the case of any equality of votes, either by a show of hands or on a poll, the Chairman will then be entitled to a vote to break the tie. Any poll demanded on any question shall be taken either forthwith or at a later time or date as the Chairman of the meeting shall direct.
13. The President, or failing him, the Vice-President shall act as Chairman at all meetings of the Association. In the absence of both of these the meeting shall elect a chairman from among the members.
14. Any resolution or amendment to any resolution proposed shall, at the request of the Chairman, be put in writing by the proposer.

#### **BOARD OF DIRECTORS**

15. The Officers of the Association shall consist of a President, Vice-President and Secretary-Treasurer, all of whom shall be directors of the Association.
16. The Board of Directors to be made up of one voting delegate from each member club who has been appointed as its duly authorized representative, the four zone Representatives and the President, Vice-President and Secretary-Treasurer of the Association. The Directors shall have and exercise all the powers of the Association as fully and completely as the Association could in general meeting subject always, however, to the provisions of the "Societies Act".
17. Nominations to fill the offices of President, Vice-President and Secretary-Treasurer may be made from the floor at the annual general meeting but voting to fill such offices shall be by secret ballot. The term of office of the President, Vice-President, Secretary-Treasurer and directors shall be for the term of one (1) year. It shall not be necessary for the offices of President, Vice-President or Secretary-Treasurer to be filled by a person who is a duly appointed representative of a member club. The President, Vice-President and Secretary-

Treasurer shall take office immediately following their election at each annual general meeting along with the Board of Directors.

**18.** The Province shall consist of four zones, viz:

- (a) Vancouver Island Zone.
- (b) Lower Mainland Zone.
- (c) Okanagan Zone.
- (d) Northern British Columbia Zone.

~~**19.** The four Zone Representatives/Directors shall be elected to their positions by the member clubs within that Zone. They shall be elected for a term of three (3) years. The elections to take place, within a one month period, two months prior to the annual general meeting in the year the terms are due.~~

**20.** Any member of the Board of Directors may be removed from his office by a Special Resolution of the Club.

**21.** Any casual vacancy occurring in the Board of Directors may be filled by the Board of Directors, but any member so elected shall act only until the next annual general meeting of the Association.

**22.** The President, Vice-President or Secretary-Treasurer of the Association may not be a paid member of any gun club associated with the Association.

**23.** With the exception of the Secretary-Treasurer, no one holding office in the Association shall receive any remuneration from the Association for services rendered as a member of the Board of Directors or in any other capacity provided that the expenses for travelling and accommodation when duly appointed to represent and attend at a registered shoot or a meeting in the interest of the Association or in the direct operation of the Provincial Championship Shoot may be paid at the discretion of the Board of Directors.

**24.** The Secretary-Treasurer shall be the signing officer of the Association for all monies to be disbursed but the President's signature shall be on record with the bank as an alternative signature for emergency use only.

**25.** The Board of Directors shall have full powers of managing the business of the Association, and may delegate any of their powers or duties to sub-committees. The officers of the

Association shall have save such powers and duties as may be delegated to them by the Board of Directors.

- 26.** The Board of Directors may adopt a seal which shall be the common seal of the Association.
- 27.** The Board of Directors shall meet at such time and place as may be agreed upon.
- 28.** The Board of Directors shall cause minutes to be kept in the books provided for that purpose, consisting of:
  - (a) All the names of all members present at each meeting of the Board of Directors.
  - (b) All resolutions and proceedings of all meetings of the Association and the Board of Directors.
- 29.** The President shall be ex-officio member of all committees and shall preside, preserve order and enforce the rules of the Association and perform such other duties as may properly devolve upon his office. The President shall only be entitled to vote as a committee member in case of a tie vote and then shall cast the deciding vote.
- 30.** In the absence of the President, the Vice-President shall perform his duties.
- 31.** The offices of Secretary-Treasurer shall be consolidated into one position and the duty of such officer shall be to collect all monies due the Association, keep in detail an accurate account thereof, keep the records of the Association, send out such notices as are required, conduct correspondence and perform other such duties as may be assigned to him. He shall also have charge of the funds of the Association and shall payout the Association's money and keep an accurate account thereof, making a full and detailed report of same at each annual meeting, retaining in his office a copy of all correspondence which he shall deliver to his duly elected successor.

He shall pass on all applications made to the Pacific International Trapshooting Association for registered shoots within the Province of British Columbia and, when granted by him, forward the application to the Pacific International Trapshooting Association, thereby complying with the regulations of that body. He shall keep records of all registered targets shot in the Province of British Columbia.

## ANNUAL TOURNAMENT

~~32. An annual Provincial tournament shall be held under the direction and supervision of the Association before the end of July of each and every year, to decide various championships of the trapshooting sport within the Province of British Columbia. The said annual tournament shall provide a shooting program to decide the aforesaid championships and shall include the following events:~~

- ~~a) Provincial Champion, Runner up, Classes AA A B C D, Lady, Veteran, Senior, Elder, Junior and Sub-Junior on 200 – 16 yard singles targets.~~
- ~~b) Provincial Champion, Runner up, Lady, Veteran, Senior, Elder, Junior and Sub-Junior on 100 handicap targets.~~
- ~~c) Provincial Champion, Runner up, Classes AA A B C D, Lady, Veteran, Senior, Elder, Junior and Sub-Junior on 100 – doubles targets. (50 pairs)~~
- ~~d) Provincial High All Around Champion on 400 targets. (200 singles, 100 handicap and 50 pairs of doubles targets.)~~

32. An annual Provincial tournament shall be held under the direction and supervision of the Association every year, to decide various championships of the trapshooting sport within the Province of British Columbia. The said annual tournament shall provide a shooting program to decide the aforesaid championships and shall include the following events:

- a) Provincial Champion, Runner-up, Classes AA-A-B-C-D, Lady, Veteran, Senior, Elder, and Junior and on 200 – 16 yard singles targets.
- b) Provincial Champion, Runner-up, Lady, Veteran, Senior, Elder, Junior on 100 handicap targets.
- c) Provincial Champion, Runner-up, Classes AA-A-B-C-D, Lady, Veteran, Senior, Elder, Junior on 100 – doubles targets. (50 pairs)
- d) Provincial High All Around Champion on 400 targets. (200 singles, 100 handicap and 50 pairs of doubles targets.)

## PROVINCIAL SHOOT

33. The Provincial Shoot shall be allocated each year by the Board of Directors of the Association within ninety (90) days after the annual general meeting of the Association and such

~~allocation shall be made with the purpose and intention of benefiting the trapshooting in general.~~

- 33.** The Provincial Shoot shall be allocated each year by the Board of Directors of the Association within one hundred eighty (180) days after the annual general meeting of the Association and such allocation shall be made with the purpose and intention of benefiting the trapshooting in general.
- ~~**34.** Providing correct and adequate facilities are available, the Provincial Championships are to be held in each of the four zones once every five (5) years.~~
- 34.** Providing correct and adequate facilities are available, the Provincial Championships are to be held at a venue chosen by the Board of Directors.
- 35.** The Association Executive will be responsible for and will operate the Provincial shoot for year to year. The Club providing the facilities will be paid a target fee for the use of the said facilities and must sign an agreement as set forth by the Association.
- 36.** At the Provincial shoot, the Association will provide all added monies, trophies and cash, and will be responsible for publicity and shall print and distribute programs.
- 37.** All member clubs holding registered shoots within the Province shall make application for the same to the Secretary-Treasurer of the Association and collect from all contestants an amount per target to be determined in committee at the BCTA Annual General Meeting for the Association and an additional amount per day to be determined by the P.I.T.A. Board of Directors.

### **FUNDS**

- 38.** The funds of the Association shall be held in a Chartered Bank or BC Credit Union in Canada of the Secretary-Treasurer's choice. Accounting procedures shall be consistent with common accounting practices while conforming to the rules and regulations of the Board of Directors, the financial institution, and the Societies Act.
- 39.** In order to carry out the purposes of the Society the Directors may, on behalf of and in the name of the Society, raise or secure the payment or repayment of money in such manner as they decide and in particular but without limiting the generality of the foregoing, by the issue of debentures.

40. No debentures shall be issued without the sanction or a special resolution.

#### AUDIT

~~41. At least once a year the accounts of the Association shall be examined and the correctness thereof as ascertained by an auditor or auditors who shall be appointed by the Association. The auditor or auditors shall make a report to the members on the accounts examined by them, and on every balance sheet laid before the Association in general meeting and shall be opened to inspection by any member.~~

41. At the AGM, the membership in attendance may request, by a majority vote of those in attendance, the accounts of the Association to be examined and the correctness thereof ascertained by an auditor or auditors who shall be appointed by the Association. The auditor or auditors shall make a report to the members on the accounts examined by them, and on every balance sheet laid before the Association in general meeting and shall be opened to inspection by any member.

#### SEAL

42. The seal of the Association shall not be affixed to any instrument except by authority of a resolution of the Board of Directors and any two of the President, Vice-President and Secretary-Treasurer shall sign every such instrument to which the seal of the Association is affixed in their presence. The seal of the Association shall be kept in the custody of the Board of Directors or such other person as the Board of Directors may appoint.

#### MICELLANEOUS

43. Except as stated in paragraph 17, any individual working in a position representing a BCTA area of interest or position to be yet created by the Board shall be elected to a three (3) year term. These positions shall be filled, by election, at the annual general meeting. They shall not be Directors of the BCTA.

~~44. The fiscal year of the Association shall end on the last day of December in each and every year and the books of the Association shall be verified by a Notice to Reader drafted by a Certified General Accountant of the secretary/treasurer's choice and shall be ready for the annual general meeting.~~

44. The fiscal year of the Association shall end on the last day of October in each and every year and the books of the Association shall be reviewed by the Executive and the membership online at BCTA.com. In the event of any discrepancies or inconsistencies that cannot be resolved to the satisfaction of the Executive of the BCTA, a certified general accountant will be engaged to review / report and shall be ready for the annual general meeting. The rules governing this Association and all tournaments held within the Province of British Columbia shall be those as from time to time formed by the Pacific International Trapshooting Association.
45. Any member who shall cause any damage or injury to the property of the Association or cause any financial loss to the Association shall forthwith make good such damage or loss upon demand of the Board of Directors.
46. No person other than a director of the Association shall be allowed to use the Association stationery for soliciting subscribers for any object or for soliciting or for canvassing for business.

#### **ALTERATION OF BY-LAWS**

47. These by-laws shall not be amended, altered or added to except by a special resolution of the Association. For all purposes of the Association, "Special Resolution" shall mean a resolution passed by a majority of such members entitled to vote as are present in person at a general meeting of which notice specifying the intention to propose the resolution as a special resolution has been given, such majority being three-quarters (3/4).

#### **INTERPRETATION**

48. In these by-laws the following words and expressions shall have the several meanings hereby assigned to them unless there is something in the subject matter or context repugnant thereto:

**"Association"** shall mean the British Columbia Trapshooting Association.

**"Board of Directors"** shall mean the Board of Directors for the time being of the Association, or a quorum thereto acting at a meeting of the Board of Directors as the context may require.

**"Month"** shall mean a calendar month.

**“Year”** shall mean a calendar year.

The word importing the singular member or the masculine gender shall include the plural number or the feminine gender, as the case may be vice versa and references to persons shall include firms, clubs and corporations.

**“Members in good standing”** shall mean a member club which is not in arrears with any subscription and in addition shall have paid to the Association all dues due by it to the Association as at the last day of the previous month.

DATED the 5<sup>th</sup> day of SEPTEMBER, 2020.

NAME OF SOCIETY

BRITISH COLUMBIA TRAPSHOOTING  
ASSOCIATION

NAME, ADDRESS AND OCCUPATION OF

ACCREDITED REPRESENTATIVE

MARSHALL WIRAWAN  
10583 159A ST, SURREY, BC V4N3J4  
BCTA SECRETARY/TREASURER