

CONSTITUTIONAL AMENDMENT(S)

NORTHWEST TERRITORIES SHOOTING ASSOCIATION  
Name of Society

The undersigned, being a director or authorized officer of the above-noted society, hereby certifies that the attached is a true and correct copy of amendment(s) to the constitution of the said society passed by an extraordinary resolution \* on JULY 14, 1984.

DATED THIS 23 DAY OF SEPTEMBER, 1985

*J. J. M. Duggill*  
Signature

SECRETARY - TREASURER  
Name of Director or Officer

- \* "Extraordinary Resolution" means a resolution passed by a majority of not less than three fourths of the members entitled to vote as are present in person (or where proxies are allowed, by proxy) at a general meeting of which notice specifying the intention to propose the resolution as an extraordinary resolution has been given in the manner provided by the by-laws.

# **Northwest Territories Shooting Association**

P.O. Box 2331 • Yellowknife, N.W.T. • X1A 2P7

## EXTRAORDINARY RESOLUTION

1. RESOLVED as an extraordinary resolution that the Constitution of the Northwest Territories Shooting Association be amended by changing the name of the Society to Northwest Territories Federation of Shooting Sports.



SOCIÉTIES ORDINANCE  
APPLICATIÖN

We, the undersigned, hereby declare that we desire to have a society incorporated under the Societies Ordinance and that

(1) the name of the society is NORTHWEST TERRITORIES  
SHOOTING ASSOCIATION

(2) the object(s) of the society is (are) To encourage and  
develop participation and proficiency in the sport of  
shooting within the Northwest Territories in accordance  
with the rules and regulations of the Shooting Federation  
of Canada.

Dated this 5th day of December 1969

Witnesses

Applicants for Incorporation

<u>[Signature]</u>	1. Frank Karin	<u>Frank Karin</u>
<u>[Signature]</u>	2. Pat Bobinski	<u>Pat Bobinski</u>
<u>[Signature]</u>	3. Cliff Stanley	<u>[Signature]</u>
<u>[Signature]</u>	4. Frank Gillis	<u>Frank Gillis</u>
<u>[Signature]</u>	5. Tommy Thomson	<u>Tommy Thomson</u>

(see reverse side for balance of  
information)

(signatures, full names, addresses and occupations)



Societies Registry

FAX: (403) 873-0243

SOC 124

February 22, 1996

Northwest Territories Federation  
of Shooting Sports  
49 Gold City Estates  
YELLOWKNIFE NT X1A 3P7

ATTENTION: Evelyn Karain - 873-5360

Dear Madam:

RE: General Filing

Please be advised that we have now filed your new by-laws. Enclosed is your receipt #520173 in the amount of \$20.00. I am returning your minutes from your meeting as we do not require this.

If you require any further assistance in this matter, please call me at 920-8985.

Yours truly,

Nancy J. Kornichuk  
D/Registrar of Societies

:nk  
Encl.

NORTHWEST TERRITORIES FEDERATION OF SHOOTING SPORTS

Resolved (as an extraordinary resolution) that the by-laws of the above-named Society be repealed and the by-laws set forth in the attached Schedule "A" be substituted therefore.

The undersigned, being a director or authorized officer of the above-named society, hereby certifies that the foregoing is a true and correct copy of a resolution of the said society passed at a special General Meeting (by extraordinary resolution) on 30 November 1995.

Dated this 15 of December, 1995

Evelyn Karain  
Signature

Evelyn Karain, Secretary-Treasurer  
Name of Director or Officer

SCHEDULE "A"  
NORTHWEST TERRITORIES  
SOCIETIES ORDINANCE

Northwest Territories Federation of Shooting Sports

BY-LAWS

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I MEMBERSHIP

1. All clubs formed for the purpose of sport shooting shall be eligible for admission to membership in the Society on payment of a membership fee. Clubs accepted for membership shall be known as affiliated clubs.
2. Any person not a member of an affiliated club may buy an individual membership in the Society, provided that they are also a member in good standing of a Canadian National Shooting organization.
3. The Board of Directors shall establish the fee payable in respect of all classes of membership, subject to ratification by the membership at the Annual General Meeting.
4. The membership year shall be for the same period of time as the fiscal year of the Society.
5. Failure by an individual member or affiliated club to renew membership within thirty days after it expires shall automatically result in the loss of all the rights and privileges of membership until the requisite dues are paid.
6. Rights of Affiliated Club Members
  - a) All members of affiliated clubs shall have the right to take part in all Society activities and to use all the facilities established by the Society and to access pertinent available information, services, and funding for the promotion of its purposes, subject to such regulations and the payment of such additional fees as the Directors may from time to time prescribe for specific activities.
  - b) Each individual member is entitled to one vote on any motion or resolution at a General, Special or Annual General Meeting.
  - c) Each member has the right to attend all meetings of the Society (Executive, special, and general) with the understanding that there may be times that individual members will be exempted from portions of an Executive meeting when the Executive deems it necessary to meet in-camera.

7. Rights of Individual Members

- a) All members shall have the right to participate in all Society activities, to use all facilities established by the Society, and to access pertinent available information, services, and funding, for the promotion of its purposes, subject to such regulations and the payment of such additional fees as the Directors may from time to time prescribe for specific activities.
- b) Each individual member is entitled to one vote on any motion or resolution at a General, Special or Annual General Meeting.
- c) Each member has the right to attend all meetings of the Society (Executive, special, and general) with the understanding that there may be times that individual members will be exempted from portions of an Executive meeting when the Executive deems it necessary to meet in-camera.

8. Obligations of Affiliated Members

Each affiliated club shall pay a membership fee annually, due and payable on the first day of each fiscal year.

9. Obligations of Individual Members

- a) Each individual member, who is not a member of an affiliated club, shall pay a membership fee annually in such amount as may be prescribed at the Annual General Meeting.
- b) All members shall conduct themselves in an orderly and law-abiding manner in accordance with applicable regulations and in accordance with procedures called for by the Society Executive.
- c) All members are to utilize appropriately in the best interests of the Society, and fully account for, funds made available to them by the Society.
- d) All members are expected to promote the objects of the Society.

11 WITHDRAWAL AND EXPULSION OF MEMBERS

1. Any individual member or club may withdraw from membership in the Society by giving written notice to the Secretary of the Society or by non-payment of annual dues.

2. Any individual member or club may be expelled from the Society for acts unbecoming to the Society or deemed detrimental thereto by the Executive.
3. Any individual member or club, whose conduct is considered detrimental to the Society may be prohibited by resolution passed by a majority of the Directors of the Society from taking part in any of the Society's activities. Notice of such resolution shall be promptly given in writing to such member within five clear days. No prohibition proceedings may relate to an incident or series of incidents which have not, in whole or in part, occurred within sixty days of the resolution.
4. Any member prohibited from the Society's activities may appeal the decision by means of a letter addressed to the Secretary for consideration of the Directors or by appearing before a meeting of the Executive within thirty calendar days of receipt of the resolution of prohibition. Other than on procedural grounds, the decision of the Executive shall be final.

### III MEETINGS

1. An Annual General Meeting of the Society shall be held at a time and place as determined by the Board of Directors, and, whenever possible, shall be compatible with the annual Northwest Territories shooting championship events. The purpose of the meeting shall be to review the activities of the previous year, elect a new Executive and Board of Directors, and give same a mandate for the Society's operations for the coming year.
2. General or special meetings shall be held at the call of the President or, if he or she is absent, at the call of the Executive.
3. Any ten members may require the calling of a special meeting by presenting a signed request to the President, or if he or she is absent, or unable to act for some other reason, to the Executive, who shall call a special meeting within fifteen days after receipt of such request.
4. Notice of any general or special meeting shall be given at least thirty days prior to the date set for the meeting by the mailing of notices setting forth the time, place, and business to be transacted at such meeting to each individual member and affiliated club.
5. Ten members shall constitute a quorum at General, Special and Annual General Meetings.
6. If the President or Vice-President is not present at a meeting, the meeting will elect a Chair for the purposes of that meeting only.

7. Any matter deemed to be of sufficient importance by the Executive may be decided by a referendum vote by a majority of all members of the Society. All votes cast in such referendum shall be forwarded directly to the independent auditor elected under VII (2) for the purposes of tabulation and presentation of results. Any ballots received by any other person shall be deemed to be spoiled ballots.
8. Any member entitled to vote at any meeting of the Society may cast his or her vote in any of the following manners:
  - a) in person;
  - b) by the use of a telecommunication device approved for use by the Executive; or
  - c) by a proxy, in writing, in a form approved by the Executive, which shall be voted by another member entitled to vote who is present in person at the meeting. When voting a proxy, the authority of the holder of the proxy to vote shall not exceed the authority specifically granted as set out by the Executive in the proxy form.
9. Discussion or debate on any issue or motion may continue for a maximum of one half hour. At the end of such period, one of the following actions must occur:
  - a) a vote to continue discussion, with a majority vote required for continuance of such discussion
  - b) a vote on the motion. Results will be recorded.
  - c) a vote to table the discussion to a future meeting
10. "Robert's Rules of Order" in its most current form shall govern the deliberation of all meetings of the members except where inconsistent with the provisions of these By-laws.

#### IV DIRECTORS

1. The election of Directors shall take place at the Annual General Meeting of each year.
2. The following Directors will be elected by ballot by all individual members at the Annual General Meeting: President, Vice-President, Secretary, and Treasurer. Six other Directors, two to be elected by the members of each of three interdisciplinary committees representing Handgun, Rifle, and Shotgun disciplines, shall sit as Directors with full voting privileges.

At the first AGM following adoption of this constitution, the general membership shall elect a Chair for each of the three interdisciplinary committees, who shall sit for a period not to exceed sixty days, and whose sole authority shall be to implement the Committee structure. At the first meeting of each Committee, and annually thereafter, the Committee shall elect two Directors, who shall represent all of the disciplines within the scope of their respective Committee as set out above.

- All officers shall hold office until the next Annual General Meeting when their successors will be similarly elected.
3. The Directors elected to the office of Secretary and Treasurer will be residents of the City of Yellowknife.
  4. The immediate Past President shall also serve as a non-voting Director of the Society.
  5. The Directors shall have the power to appoint Chairs to head necessary committees, who shall be directly responsible to the Directors and shall not hold offices for any period beyond the next Annual General Meeting.
  6. The majority of Directors shall have the power to appoint any member to fill a vacancy of any Executive position filled by ballot at the AGM. Any vacancy occurring in the position of Committee Director shall be filled by the respective Committee. In either case any Director so appointed shall retire from office on completion of the unexpired portion of the term of the Director s/he replaces.
  7. The Directors shall be responsible for conducting the affairs of the Society in accordance with the objects set out in the Application for Incorporation and in accordance with the By-Laws.
  8. Five Directors will constitute a quorum at any Executive meeting.
  9. Directors or other officers may be paid travelling and/or living allowances to compensate them for expenses incurred by them in the conduct of their duties in respect of any office of the Society, as approved in advance by the Executive. All expenses requiring receipts will be documented by original receipts and in a form approved by the Executive. Expenses which do not require documentation shall be paid at such rates as are established from time to time by the Sport North Federation or its successor.
  10. Directors shall be responsible to fairly and equitably administer and distribute funding among applicable disciplines.
  11. Any Director may be expelled by the Executive at a legally constituted Executive Meeting for conduct considered detrimental to the Society or for failing or refusing to carry out their duties as a Director as provided in these by-laws, or for proven dishonesty, or for gross misconduct.
  12. Any Director shall be expelled by the Executive for missing three consecutive meetings without just cause.

13. Directors shall be entitled to receive remuneration for transportation, accommodation, and meals in order to attend the AGM. The amount is to be determined by the Executive dependent on the number of Directors and the amount of funds available.
14. Ninety days prior to an Annual General Meeting being called, the President shall appoint a Nominating Committee consisting of the Past President as Chairman (if available) and two other directors, who will secure nominations for the positions of President, Vice-President, Secretary, and Treasurer. These nominations shall be distributed to the membership thirty days before the Annual General Meeting.

#### V BORROWING POWERS

1. The Directors may, by majority vote, borrow funds for the current operations of the Society, but the total of such funds shall not, at any time, exceed one-half the Society's membership revenues in the preceding fiscal year.
2. The Directors may, with the approval of the majority of the members present at a general meeting, borrow funds for capital expenditures.

#### VI DISPOSAL OF FUNDS

1. All monies received by or on behalf of the Society shall be deposited in the Society's account at a Yellowknife Branch of a Canadian Chartered Bank in trust for the Society.
2. All disbursements from the trust bank account shall be made by cheques signed by the President or Vice-President and Treasurer or Secretary, or in their absence by some other Executive member appointed by resolution of the Executive. However, under no circumstances shall a payee of a cheque be a co-signer of the same instrument.
3. The signing officers of the Society may draw, accept, endorse, discount, execute, and issue promissory notes of exchange and other negotiable instruments, but only with the prior approval of the Executive up to \$ 2,000.00 for capital expenditures or recoverable supplies, or of members voting at a general meeting beyond these amounts.

#### VII AUDITOR

1. At each Annual General Meeting a detailed balance sheet with supporting financial statements, and complete itemized accountability for all expenditures, shall be available for the inspection of members.

2. At the Annual General Meeting an independent auditor shall be elected for the coming year.
3. Where the Executive deems it necessary, in the orderly conduct of the Society's affairs, the balance sheet and supporting financial statements, accompanied by such other records that s/he may require, shall be referred to the auditor elected at the AGM for certification.

#### VIII SEAL AND SIGNING AUTHORITY

1. The Seal of the Society shall consist of the word "Seal" in a circle formed by the words "Northwest Territories Federation of Shooting Sports".
2. The Seal shall be kept in the custody of the Secretary of the Society and shall not be affixed to any instrument or document except by the authority of a resolution of the Directors and in the presence of the Secretary and at least one other Director.
3. The Secretary and at least one Director shall have the authority to sign documents or instruments on behalf of the Society, which signatures must be witnessed by one additional Director.

#### IX MAKING, ALTERING, AND RESCINDING BY-LAWS

1. By-laws of the Society may be rescinded, altered, or added to, at the Annual General Meeting or by extraordinary resolution of the Society at a general meeting and not otherwise, but no rescission, alteration or addition shall have any effect until it has been registered by the Registrar of Societies.
2. Notice of Intention to propose the rescission, alteration or addition of any By-law shall be given in the notice of meeting published pursuant to By-law IV (4).

#### X MINUTES OF MEETINGS, BOOKS AND RECORDS

1. The secretary shall be responsible for keeping minutes of all annual, general, special or Executive meetings and all minutes shall be signed by the Chair and the Secretary after approval thereof by the meeting.
2. The Treasurer of the Society shall be responsible for keeping proper books of account for the Society, making such available to members upon request, and the presentation at each Executive meeting of an interim financial statement.

#### XI FISCAL YEAR

The fiscal year of the Society shall end on the 31st of March in each year.