

## **Part 1 - Interpretation and Administration**

**1.1** The definitions in the Societies Act apply to these Bylaws.

**1.2** In these bylaws, unless the context otherwise requires:

“AGM” means Annual General Meeting held once a year for the purpose of the elections and business

“Board of Directors” consists of the president, vice president, club secretary, treasurer, membership secretary, and 4 directors-at-large

“CEO” means Chief Executive Officer

“CKC” means Canadian Kennel Club

“Club” means Nanaimo Kennel Club

“Directors” make up the governing body of the club

“Directors-at-Large” are directors who are elected or appointed to positions on the Board in addition to the Executive Directors

“Executive Directors” are President, Vice President, Club Secretary, Treasurer, and Membership Secretary

“General Meeting” means a general meeting of the members of the NKC for the transaction of corporate business, excluding informal gatherings

“In writing” means a hand-written or typed letter with an original signature

“NKC” means Nanaimo Kennel Club; and

“Societies Act” means the Societies Act of British Columbia in force and all amendments to it.

**1.3** If there is a conflict between these Bylaws and the Societies Act or the regulations under the Societies Act, the Societies Act or the regulations, as the case may be, prevail.

(a) If the NKC bylaws do not address a specific subject, the Societies Act and/or its’ Model Bylaws will be the default.

**1.4** Words imparting the singular include the plural and vice versa, and words imparting a male person include a female person and a corporation.

### **Canadian Kennel Club**

**1.5** Members with CKC-registered dogs must comply with CKC rules and regulations.

### **Club Communication**

**1.6** Written club communication is primarily by electronic means.

### **Area of Operations**

**1.7** The area of operations of the club shall be within the Regional District of Nanaimo, or nearby.

### **Record-keeping and Access to Records**

**1.8** The club shall restrict access to the official records required to be kept under Section 20 of the Societies Act.

- (a) Directors have the right to inspect all records.
- (b) Members have the right to inspect all records except the accounting records.
- (c) Non-members may inspect the constitution, bylaws, register of directors, financial statements, and general meeting minutes.
- (d) Access to the 'Register of Members' shall be confined to requests in compliance with the Society Act, section 25 (3, 4, 7). The application must be in writing, state the purpose for the request and that the list will only be used for that purpose.
- (e) The club shall charge a fee for the disclosure of all records, whether electronically or by paper copy.
- (f) Members are entitled to receive, without charge, one copy of the current constitution and bylaws and the most recent financial statements.
- (g) A fee will be charged to non-members for inspection of the records.
- (h) Details regarding access, timing and fees will be provided in the Record-Keeping Policy and Procedures.

### **Privacy and the Club**

**1.9** The club's actions and decisions shall conform to the Personal Information Protection Act (PIPA).