

**Constitution and Bylaws**  
**For the**  
**South Columbia Search and Rescue Society**

**Constitution**

1. The name of the society is: **South Columbia Search and Rescue Society.**
2. The purposes or objectives of the Society are:
  - a) To alone, or in conjunction with other emergency response services, provide search and rescue services to individuals.
  - b) To cooperate with public and private agencies, Government Departments, and other groups and organizations interested in the objectives and projects of the Society, or provide services as requested.
  - c) To communicate with the public to promote a better understanding of wilderness survival and proper preparation for wilderness outings.
  - d) To own real and personal property.
3. In the event that the Society should at any time be wound up or dissolved, the remaining assets, after payment of all debts and liabilities, shall be turned over to a recognized non-profit society with similar objectives in the Province of British Columbia or elsewhere in Canada as directed by the members. In the event that agreement cannot be reached, the assets will vest in the Crown in the right of the Province. This is an unalterable provision in accordance with the Societies Act.

**Bylaws**

**Article 1 Membership and Voting Rights**

1. Any person interested in the objectives of the Society may apply to the Directors to become a member as per membership qualifications, and upon payment of annual dues as set by the Board of Directors from time to time. The dues may include a family rate.
2. Each member in good standing shall have the right to vote at General Meetings of the Society, as per membership qualifications.
3. An individual shall cease to be a member at the end of any fiscal year in which dues are not paid, on their death, on being expelled, by delivering their resignation in writing to the Society's Secretary, or on having been a member NOT in good standing for twelve (12) months.
4. An individual shall cease to be a member in good standing if membership dues have not been paid prior to the commencement of the Annual General Meeting.
5. Expulsion of a member:
  - a) A member may be expelled by a special resolution of the members passed at a general meeting.
  - b) A brief statement of the reason or reasons for the proposed expulsion shall accompany the notification of a special resolution for expulsion.

- c) The person who is the subject of the proposed expulsion shall be given the opportunity to be heard at a general meeting before the special resolution is put to vote.
6. **Joining Qualifications:**
- A. **Resource Status**
    - i) Must be at least sixteen (16) years of age.
    - ii) Must attend six (6) consecutive meetings/training exercises as an orientation period.
    - iii) Must notify the Training Officer if not attending the training exercise.
    - iv) Upon decision of the Directors, be placed in the Member in Training Status after three (3) months.
    - v) Willing to undergo a security check by the RCMP. Provide a current driver's abstract before driving any SCSAR vehicle.
    - vi) May not vote at a general meeting.
  - B. **Member in Training Status**
    - i) Must attend seventy-five percent (75%) of all training sessions.
    - ii) Must contact the Training Officer if not attending an exercise.
    - iii) Upon decision of the Directors, be placed in the Active Member Status after six (6) months and completion of GSAR training.
    - iv) Must register as a volunteer with Provincial Emergency Program (PEP).
  - C. **Active Member Status**
    - i) Must maintain an active role in the SCSAR group.
    - ii) Must keep required certificates up to date.
    - iii) Non-attendance for three (3) consecutive months gives the Board reason to place a member in the Resource or Training Status. Upon returning to active participation the member may, at the discretion of the Board, be returned to the status held upon becoming inactive.
    - iv) Comply with Parts 1 and 3 of Article 1, within the Bylaws.

## **Article 2 Discipline**

1. All members are to uphold the Constitution and Bylaws of the Society. Any member who engages in conduct detrimental to the objectives of the Society may be expelled from the Society at a General Meeting of the Society.
2. The Board of Directors may remove any Officer or Director who fails to attend three (3) consecutive meetings of the Board of Directors from the Board.

## **Article 3 General Meetings**

1. The first Annual Meeting of the Society must be held not more than fifteen (15) months after the date of incorporation. Subsequent Annual General Meetings must be held at least once in every calendar year but not more than fifteen (15) months after the holding of the last Annual General Meeting.
2. General Meetings shall be called at the discretion of the Board of Directors. At least one General Meeting shall be held between Annual General Meetings.

3. Special General Meetings may be called by the President, upon the written request of three (3) Directors, or upon the written request of ten percent (10%) of the members with voting rights. The request must state the purpose for the meeting to be held. A Special General Meeting must be held within four (4) weeks of being requested under this article. The only business to be transacted at a Special General Meeting is that for which the meeting is being held.
4. Written notice specifying the place, date, and time of the General Meeting shall be sent to every member not less than fourteen (14) days prior to the date of the meeting.
5. A quorum at any General Meeting shall be five percent (5%) or three (3) members, whichever is greater, of the Society, present in person, entitled to vote at General Meetings of the Society.

#### **Article 4 Directors and Officers**

1. The Board of Directors shall consist of five (5) Directors, or such numbers as decided by the Board from time to time, who shall be members in good standing for at least twelve (12) months before performing duties as a Director. The Directors may not be in receipt of remuneration from the South Columbia Search and Rescue Society.
2. All Directors shall be elected to serve for a one (1) year term at each Annual General Meeting.
3. Should any vacancies occur in the Board of Directors, the Board may appoint persons to fill these positions until the next Annual General Meeting.
4. The Officers of the Society shall be the President, the Vice-President, the Secretary, and the Treasurer. The Officers shall be elected for one (1) year terms by the membership at the Annual General Meeting. Any vacancy occurring in these offices shall be filled for the remainder of the term of office by election by the Board of Directors from its members.
5. Subject to the Society Act, the Board of Directors shall exercise all powers of the Society, and generally carry out the objectives as set out in the Constitution of the Society.
6. The board of Directors shall meet monthly, or as necessary, in order to fill out its duties. A quorum of the Board shall be fifty percent (50%) of its members.
7. Members of the Board of Directors shall serve without remuneration, but may receive compensation for any and all expenses incurred in performing their duties as shall be determined by the Board.
8. The members may, by special resolution, remove a director before the expiration of his or her term of office, and elect a successor to complete the term of office.

#### **Article 5 Duties of Officers**

1. The President shall preside at all general and Board of Director meetings and shall perform all other duties pertaining to that office, as may be usual, or as may be decided upon by the Board.
2. In the absence of the President, the Vice-President shall preside at general or Board meetings, and shall perform such duties as may be assigned by the president or the Board of Directors.
3. The Secretary shall keep an accurate record of all meetings, and of all motions and resolutions.

4. The Treasurer shall present financial statements regularly, report the financial position of the Society to the Board of Directors, ensure that accurate records of all financial transactions are properly kept, and ensure that funds are properly dispersed and deposited. The Treasurer shall perform such duties as may from time to time be determined by the Board.

#### **Article 6 Signing Authority**

1. The signing authority of the Society shall be any Director. All cheques must be signed by two Directors.

#### **Article 7 Borrowing**

1. The Society may, if deemed expedient for carrying out its objectives, borrow, raise and secure the repayment of money pursuant to the passing of a special resolution to that effect at a general meeting of the Society.

#### **Article 8 Audit of Account**

1. The fiscal year shall be from the first (1<sup>st</sup>) day of April to the last day of March in the following year.
2. The books of the Society shall be compiled yearly by a qualified person who may or may not be a member of the Society. An audit of these financial statements is not required.

#### **Article 9 Liability**

1. Subject to the Society Act, the Society shall not be responsible for any damages, injury or loss of property to any member, guest, or visitor to the Society regardless of the reason or nature of such damage, loss, or injury. Further, every member, guest, or visitor shall use the Society's facilities at their own risk.

#### **Article 10 Seal of the Society**

1. The custodian of the Seal of the Society shall be the Treasurer.
2. The use of the Seal shall not be valid without the accompanying signatures of any two of the signing authorities shown in Article 6.

#### **Article 11 Inspection of Records**

1. The books and records of the Society may be inspected by members at any time and place designated from time to time by the Board of Directors.

## **Article 12 Committees**

1. The Executive Committee shall be the Officers of the Society. The Executive Committee shall be empowered to transact all business of the Society during intervals between meetings of the Board of Directors, subject to ratification by the Board. Three (3) Executive Committee members shall constitute a quorum.
2. Such committees as may be deemed necessary shall be struck by the Board, who shall appoint the Chairpersons from among the members.
3. The President of the Society shall be an ex-officio member of all committees.
4. The Chairperson of each committee shall report to the Board of Directors on the activities of the committee, and request approval or ratification of decisions made by the committee.
5. The Chairperson of the committee shall be empowered to select some or all members of the committee from the community at large.
6. A nominating committee, consisting of at least two (2) members, shall be appointed by the President at least thirty (30) days prior to each Annual General Meeting to present a slate of nominees for the positions of Directors. The Chairperson of this committee may be either a current Director or a retired Director of the Society.

## **Article 13 Amendments**

1. This Constitution and Bylaws may be altered by a special resolution at a General Meeting of the Society.

## **Article 14 Rules of Order**

1. Robert's Rules of Order shall govern all proceedings of the Society, except that any Bylaws of the Society shall have precedence over the rules of order.

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