

**BYLAWS RELATING GENERALLY TO THE CONDUCT  
OF THE AFFAIRS OF CURL SASKATOON**

**THE FOLLOWING ARE HEREBY ENACTED** as the general Bylaws of Curl Saskatoon.

**1. DEFINITIONS**

- 1.1 In these Bylaws and all other Bylaws of Curl Saskatoon unless the context otherwise specifies or requires:
- a. "Act" means The Non Profit Corporation Act, being Chapter N-4.2 of the Statutes of Saskatchewan, 1995 as amended from time to time, and every statute that may be substituted therefore and, in the case of such amendment or substitution, all reference in the Bylaws of Curl Saskatoon shall be read as referring to the amended or substituted provisions thereof;
  - b. "Articles" means the Articles attached to the Certificate of Incorporation or Continuance of Curl Saskatoon, as the case may be, as from time to time amended or restated;
  - c. "Bylaw" means any Bylaw of Curl Saskatoon from time to time in force and effect;
  - d. All terms contained in the Bylaws and which are defined in the Act shall have the meanings given to such terms in the Act;
  - e. "in writing" and "written" includes printing, typewriting, lithographic, e-mail and other modes of representing or reproducing words in visible form;

- f. Words importing the singular number only shall include the plural and vice versa; words importing persons shall include bodies corporate, clubs, companies, partnership, syndicates, trusts and any number or aggregate of persons;
- g. "Officers" shall mean the Officers of Curl Saskatoon;
- h. "Directors" shall mean the directors of Curl Saskatoon;
- i. "Articles of Incorporation" shall include supplementary Articles of Incorporation;
- j. The headings used by the Bylaws are inserted for reference purposes only and are not to be considered or taken into account in construing the terms or provisions thereof or to be deemed in any way to clarify, modify or explain the effect of any such terms or provisions;
- k. "Retiring Director" shall mean a director who has completed their term;
- l. "Curling Club" shall mean a sporting facility primarily dedicated to the sport of curling;
- m. The words "including", "included" or "include" shall not be construed to limit or restrict the generality of the matter that precedes them.

## **2. OBJECTIVES**

- 2.1 To provide a single body for the promotion and coordination of all mens, ladies, intermediate, juniors, senior, masters and mixed curling in the City of Saskatoon.
- 2.2 To promote curling at all levels of participation in the City of Saskatoon with an emphasis on developmental and junior levels.
- 2.3 To promote the sport of curling to maximize utilization of all curling facilities in the City of Saskatoon.
- 2.4 To encourage coordination and cooperation between all Curling Clubs in the City of Saskatoon in the planning and dissemination of information on programs and special events.
- 2.5 To provide liaison with CurlSask to assist in the coordination of all competitive events and to provide a delivery system for all national and provincial programs.

### **3. MEMBERSHIP**

- 3.1 Membership in Curl Saskatoon is available to any Non-Profit entity within the Saskatoon Region as defined by CurlSask that are; affiliated with CurlSask, and that pay the prescribed membership fee to Curl Saskatoon each year.
- 3.2 Any Curling Club may resign from membership by giving 30 days' written notice to the President of Curl Saskatoon.
- 3.3 The membership of any Curling Club may be terminated by a three-quarters (3/4) majority vote of the Curl Saskatoon Board of Directors.
- 3.4 Upon termination of its membership pursuant to 3.2 or 3.3, a Curling Club shall not be entitled to any refund, proportionate or otherwise, of money paid by the Curling Club to Curl Saskatoon or monies earned by Curl Saskatoon.
- 3.5 The directors of Curl Saskatoon shall consist of a maximum of 12 persons who are to be divided equally between all member clubs of the organization, in the event they cannot be divided equally between all member clubs, the directors shall be rounded down to the nearest whole number. The President, Vice-President, and Past-President shall be elected from the directors.
- 3.6 Each of the members will be responsible for naming their representatives to Curl Saskatoon before the Annual General Meeting of each year. These representatives will act as directors of Curl Saskatoon after the Annual General Meeting they are elected at.
- 3.7 Directors retiring from the association shall be deemed to hold membership until the conclusion of the meeting at which they retire.

- 3.8 In the event of the resignation or death of a director during the year, the Curling Club of which he or she represents will have the responsibility of naming a replacement.
- 3.9 A Retiring director shall be eligible for reappointment to Curl Saskatoon. Directors shall be appointed for a one year term, with no consecutive term limits.
- 3.10 An Honorary Life Member of Curl Saskatoon may be inducted by a motion of the directors. The Honorary Life Member will have no voting rights on the Board of Curl Saskatoon. Induction as an Honorary Life Member is based on having:
- a. Worked on the Board of Directors of their Curling Club;
  - b. Served on the Board of Directors of Curl Saskatoon or on higher governing bodies (ie. CurlSask));
  - c. Contributed to the curling community in numerous capacities including coaching, coordinating, committee members, taking a leadership role in different curling events, promoted curling at the junior level and is passionate about the sport of curling.
- 3.11 Each club shall be required to pay an annual membership fee to Curl Saskatoon before May 31 of the current fiscal year.

## 4. MEETINGS

- 4.1 A minimum of nine (9) monthly meetings will be held to conduct the affairs and business of Curl Saskatoon.
- 4.2 The Annual General Meeting of Curl Saskatoon will be held within 15 months of the previous Annual General Meeting on a date to be fixed by the directors.
- 4.3 The President shall chair all meetings of Curl Saskatoon. In their absence they shall appoint the Vice-President, the Past President, or a director of their choosing (in that order) to chair the meeting in their stead.
- 4.4 A special meeting of Curl Saskatoon may be called by the President when considered necessary. No business shall be conducted at a special meeting with less than 14 days notice.
- 4.5 A special meeting of Curl Saskatoon will be called by the President when requested to do so in writing by at least twenty-five percent (25%) of the voting Directors.
- 4.6 Fifteen (15) days' notice of an Annual General Meeting shall be given to the member Curling Clubs by means of poster, advertisements or individual notices, as may be determined by Curl Saskatoon.
- 4.7 Sixty percent (60%) of the current directors shall constitute a quorum at any directors meeting of Curl Saskatoon.
- 4.8 For the AGM of Curl Saskatoon: A quorum shall constitute all the voting members present. A majority shall constitute 50% Plus 1 of the voting members present at the meeting.

- 4.9 The Chairperson may (or if directed to do so by the meeting) adjourn the meeting, but no business shall be deemed to have been transacted after the adjournment of the meeting except that which was approved prior to the adjournment.
- 4.10 All questions proposed for consideration of the directors at a meeting of Curl Saskatoon shall be determined by a majority of the votes passed and in case of an equality of votes, the Chairperson at the meeting shall have a deciding or casting vote.
- 4.11 Voting on the basis of one vote per director, except as mentioned in 4.9, shall be by a show of hands except where a secret ballot is requested by any Director.
- 4.12 The Club Managers, Club Presidents, and Vice-Presidents as well as Curl Saskatoon Officers and Chairpersons and CurlSask meet twice a year (September and April).

## 5. OFFICERS

- 5.1 The Officers of Curl Saskatoon shall consist of the President, Vice-President, and Past-President. These officers shall be selected from the directors of Curl Saskatoon. These officers of Curl Saskatoon shall be deemed to be directors by virtue of their office.
- 5.2 The President's term shall be a one-year term. At the discretion of Curl Saskatoon additional terms may be approved by a motion of the Directors.
- 5.3 The President shall be an ex-officio member of all committees.
- 5.4 The Vice-President shall perform the duties of the President in their absence or inability to act.
- 5.5 The directors may appoint a Secretary, Treasurer and/or such other officers as may be required from outside the voting directors and shall assign duties to them. These officers shall have no voting rights, unless they are also a named director from a member club.
- 5.6 The selection of Vice-President shall come from the directors of Curl Saskatoon.
- 5.7 The Vice-President, duly elected by the directors, shall become President the year following their election to Vice President, unless the current President is appointed by the directors for an additional Presidential term. This transition will be confirmed by a vote of the members at the Curl Saskatoon AGM.
- 5.8 The current President becomes the Past-President at the AGM in which the Vice-President is confirmed as President, and a new Vice-President is



confirmed. The Past-President as an officer shall remain a director of Curl  
Saskatoon

## 6. STANDING COMMITTEES

### 6.1 Saskatoon City Bonspiel

- a. The Committee Chairperson shall be the liaison between Curl Saskatoon and the Bonspiel Committee.
- b. The Committee shall be composed of 8 people, consisting of 2 persons from each of the Curl Saskatoon Member Clubs, of which are not of the same sex (i.e.: one man and one woman). It is the responsibility of the Member Club to choose their two representatives for the committee before September 1 of each year. If there are vacancies on the committee after September 1, the Curl Saskatoon board of directors may fill the committee as they see fit.
- c. The Curl Saskatoon Board of Directors shall be responsible to contact the Curl Saskatoon Member Clubs' to provide the required representation to the Bonspiel Committee as needed.
- d. The Chairperson shall be selected from the Committee. The Committee shall provide the name of the Bonspiel Chairperson to the Directors of Curl Saskatoon once selected.
- e. This Committee shall prepare a budget for the approval of Curl Saskatoon no less than two months prior to commencement of the bonspiel, and before the commencement or promotion of registrations.
- f. The City Bonspiel shall be used as a fundraiser for Curl Saskatoon. Curl Saskatoon will absorb any profit or loss from the event.

### 6.2 Interclub Relations and Awards

- a. The Committee Chairperson shall be selected from the directors of Curl Saskatoon.

- b. This Committee shall offer assistance in developing ideas and events to promote curling within member clubs.
- c. This Committee shall coordinate the following annual awards and special presentations:
  - i. Ken Rowley Friend of the Game awards;
  - ii. CurlSask Region Coordinator Plaque presented by the incoming Region Coordinator upon completion of their term(s);
  - iii. Honorary Life Member award;
  - iv. Endorse any member clubs nominating individuals or teams for CurlSask or CCA Awards.

### 6.3 Finance

- a. The Committee Chairperson shall be selected from the directors of Curl Saskatoon.
- b. This Committee shall consist of the Vice-President, Finance Chairperson, and a director from Curl Saskatoon.
- c. This Committee shall prepare a budget for the fiscal year May 1 to April 30 to be presented at the second meeting each year.
- d. The Committee Chairperson shall prepare a financial statement for each meeting of Curl Saskatoon in a form approved by the Board.

#### 6.4 Special Events

- a. A Committee Chairperson shall be selected from the directors of Curl Saskatoon for each event which is run by Curl Saskatoon.
- b. This Committee shall assist with the coordination of all clinics and certification programs in member clubs, including coaching, officiating, ice making and others.
- c. The Directors of Curl Saskatoon shall be responsible for the nomination of the Chairperson(s) for National or International events in accordance with the event's operations manual and in consultation with the sanctioning body (ie: Curling Canada's Season of Champions Operations Manual).
- d. This Committee shall be responsible to ensure that a letter of understanding is signed between Curl Saskatoon and the Host Club for Member Club hosted CurlSask or Curling Canada sanctioned events.

#### 6.5 Promotions and Publicity

- a. The Committee Chairperson shall be selected from the directors of Curl Saskatoon.
- b. This Committee shall be responsible for the coordination of all city-wide advertising and promotional material for enhancing the sport of curling in Saskatoon.
- c. This Committee will be responsible for all media relations.

## 6.6 Grants and Bursaries

- a. The Committee Chairperson shall be selected from the directors of Curl Saskatoon.
- b. This Committee shall coordinate all member clubs for the City of Saskatoon Youth Grant Subsidy.
- c. This Committee shall inform member clubs about the City of Saskatoon Hosting Grant for junior events.
- d. This Committee shall explore all other avenues for available grants.
- e. This Committee shall administer all scholarships and bursaries. The qualification for post-secondary education will be at the discretion of the Committee.

## 6.7 Bylaws and Constitution

- a. This committee shall be chaired by the Vice-President of Curl Saskatoon to review the Bylaws on an annual basis.
- b. This committee shall consist of the President, Vice-President and the immediate Past-President at a minimum.

## 6.8 Other Committees

- a. The chairperson of this committee shall be selected from the directors of Curl Saskatoon upon the creation of any other committee(s) as deemed necessary by the President and/or Officers of Curl Saskatoon.

6.9 Review the short term and long term goals of the standing committees every year and make any recommendations.

**6.10** All committees shall: Submit a written report at all Curl Saskatoon meetings and shall submit a written report at the Annual General meeting.

## **7. FISCAL PERIOD, AUDIT, AND SIGNING OFFICIALS**

- 7.1 The fiscal period of Curl Saskatoon shall be May 1 to April 30.
- 7.2 All funds shall be placed in a bank account in the name of Curl Saskatoon.
- 7.3 All cheques and documents relating to the business of Curl Saskatoon shall be signed by the President, Vice President, Past President, or Treasurer, any two of whom may act.
- 7.4 Financial statements will be prepared and a review will be completed in accordance with the requirements of the Non-profit Corporations Act at fiscal year-end by a firm of recognized professional accountants for report to the Annual General Meeting.
- 7.5 Curl Saskatoon may borrow upon such terms, as the directors think proper for the purposes of carrying out the objectives of Curl Saskatoon.

## **8. AMENDMENT**

- 8.1 The Bylaws may be amended by a three-quarters (3/4)-majority vote of the Members in attendance at a General Meeting.
- 8.2 Proposed amendment(s) must be by notice of motion, which must be submitted in writing to Curl Saskatoon at a monthly meeting preceding the Annual Meeting, but no later than fifteen (15) days prior to the date of the Annual General Meeting. A motion to accept the “notice of motion” must be passed by a simple majority thus including the motion to change the bylaws into the agenda at the AGM.
- 8.3 When a changed or new resolution is brought forward without 30 days notice; the motion is passed by a simple majority unless it is a change to the Bylaws which requires a three-quarters majority as per 8.1



## **9. DISSOLUTION**

- 9.1 Subject to the Non Profit Corporation Act, on dissolution of Curl Saskatoon, its property and assets shall, after payment of all liabilities be divided evenly among the Curling Clubs who were members at the time of dissolution.