

CONSTITUTION

of the BRITISH COLUMBIA TRAPPERS ASSOCIATION

1. The name of the Association is “BC TRAPPERS ASSOCIATION” hereinafter referred to as the BCTA.
2. Purpose of the Association shall be
 - a. To promote sound, humane furbearer use and management through support and application of research and education, and through cooperation with other fur related organizations.
 - b. To promote and support natural biodiversity through promotion of protection and/or appropriate science and data based management of wildlife habitat.
 - c. To represent trappers’ interests at the provincial, national and international levels.
 - d. To promote the general welfare of the trappers of British Columbia
 - e. To promote communication, information and dialogue among trappers.
3. The operations of the Association are to be chiefly carried out in the province of British Columbia until otherwise changed in accordance with the Act in the Province of B.C.
4. Upon winding up or dissolution of the Society, the assets which remain after payment of all costs, charges, and expenses which are properly incurred in the winding up shall be distributed to an organization having aims similar to the BC Trappers Association. This provision is unalterable
5. The aims of the Society shall be carried out without purpose of gain for its members and any profit or other accretion to the Society shall be used for furthering its aims. This provision is unalterable.

BRITISH COLUMBIA TRAPPERS ASSOCIATION

BYLAWS

Set out here, in numbered clauses, the bylaws providing for matters referred to in section 6 (1) of the Societies Act.

A. INTERPRETATION

1. The name of the Society is the “British Columbia Trappers Association” hereinafter referred to as the BCTA.
2. In these bylaws unless the context otherwise requires;
 - a. ‘Executive Member’ means an Executive officer elected by the members of the Association.
 - b. Director’ means an elected President of a duly recognized Local of the Association, elected by that local, or a delegate appointed by that Local.
 - c. ‘Local’ means the formal representation of trappers on a geographic basis as defined from time to time in policy by the Board of Directors, and recognized as a part of the Association.
 - d. ‘Board’, ‘Board of Directors’ and ‘Directors’ means Directors of the BCTA for the time being, consisting of each director plus the elected members of the Executive.
 - e. ‘Executive’ means a board consisting of Executive Members only.’
 - f. ‘Member’ means a person who has accepted the Constitution of the BCTA and is a member in good standing. All members are in good standing except a member who has failed to pay his current annual membership fee or any other subscription or debt due and owing by him to the BCTA. A member is not in good standing as long as the debt remains unpaid.
 - g. ‘Special Meeting’ means a meeting not regularly scheduled or one held specifically to deal with a specific item or items.
3. Where gender is indicated by either word or term it shall be construed to mean both sexes.

B. TERMS OF MEMBERSHIP

4. Membership in the Association is available to persons who support the aims and objectives of the Association.
5. Applicants for admission as Members of the Association shall submit application forms to the Secretary of the Association.
6. Upon acceptance and payment of annual dues, the person shall be a member.
7. Dues shall be due at the beginning of the Annual General Meeting in each year. All existing Lifetime Memberships are exempt from further dues
8. Dues expire at the start of the next following AGM.

9. Annual dues shall be set by the membership at an Annual General Meeting.
10. If the Secretary refuses an application for Membership, he/she shall forward the application to the Executive together with his reasons for refusal, and the Executive shall then make a final decision whether to admit the applicant. The Executive may refuse Membership to any person who, on reasonable grounds, the Executive believes has not acted in the best interests of the Association or will not act in the best interests of the Association
11. At the discretion of the Executive, a Member who is convicted of an offence under the Wildlife Act may be deemed ineligible for Membership.
12. On being admitted to membership, each member in good standing is entitled to and the Association shall give him/her, without charge, a copy of the Constitution and By-laws of the BC Trappers Association.
13. Every member must uphold the constitution and comply with these bylaws

C. CESSATION OF MEMBERSHIP

14. A member shall cease to be a member of the Association:
 - a. by delivering a resignation in writing to the Board of Directors of the Association or by mailing or delivering it to the address of the Association; or
 - b. on his or her death, or in the case of a corporation, on dissolution; or
 - c. on being expelled, or
 - d. on becoming a member not in good standing, or
 - e. on having failed to renew the annual dues as outlined in 15.
15. A Member who has not paid the annual dues by the beginning of each Annual General Meeting ceases to be a Member and may not attend functions or vote until such dues are paid.

D. EXPULSION OF A MEMBER

16. A member may be expelled by a resolution of the Board passed at a regularly constituted meeting of the Directors.
17. Any member in good standing may submit, in writing, a resolution for expulsion to the Executive Committee if a member allegedly has violated the Constitution and Bylaws of the Association, or acted in a manner harmful to the Association.
18. A member of the Executive who has submitted a resolution for expulsion against a member can participate with the disciplinary hearing but shall not be entitled to a vote.
19. Notice of resolution for expulsion shall be accompanied by a statement of reason or reasons for the proposed expulsion and a copy must be sent to the member involved.
20. The member who is the subject of the proposed resolution for expulsion shall be given an opportunity to be heard at a Directors meeting before the resolution is put to a vote. If the person is unable to attend, an appeal against expulsion may be made at the next regular Board meeting.

21. Unless and until the successful appeal is determined by the Board, no member who has been expelled or suspended shall be entitled to any of the benefits of membership until such time as his suspension expires or until the Executive approves his re-application for membership.
22. A suspension may be imposed for a specific period of time. Any suspensions may be removed upon the recommendation of the Executive at any meeting of the Board of Directors.

E. EXPULSION OF AN EXECUTIVE MEMBER or DIRECTOR

23. The Members of the Board of Directors may, by resolution passed by at least two-thirds (2/3) of the votes cast thereon at a Special Meeting of the Board called for that purpose,
 - a. Remove any Executive Director before the expiration of his term of office and may,
 - b. By majority vote at that meeting, elect any Member in his stead for the remainder of the term or appeal process.
24. The office of Executive Member or Director shall be vacated automatically if:
 - a. an Executive Member or Director shall resign his or her office by delivering a written resignation to the Secretary of the Association or;
 - b. he or she be found by a court to be guilty of a serious infraction of the trapping regulations or;
 - c. at a Special or General Meeting of Members a resolution is passed by two-thirds (2/3) of the Members present at the meeting that he be removed from office.
25. The Member of the Board subject to a removal hearing must be informed, in writing, of the reasons advanced that support his or her removal. He or she is to be given reasonable notice of the hearing at which this issue will be determined. He or she shall be given an opportunity to be heard, either with or without counsel.
26. Any Member of the Board or Member who has lodged a complaint against a Member of the Board shall form part of the meeting of the Board to deal with the removal issue but shall not be entitled to vote on the matter.
27. Any Member of the Board whose position on the Board has been suspended or terminated as a result of a removal hearing may appeal the decision of the Board at the next Annual General Meeting of Members. Notice of the Board Member's intention to appeal shall be lodged with the Secretary of the Association within thirty (30) days of the date that the Board Member receives notification of the Board's decision and the Secretary shall place the issue on the agenda for the next ensuing Annual General Meeting.

F. MEETINGS OF MEMBERS

28. The Annual General Meeting of the Members shall be held each year in the month of April, the date and place to be determined at an Annual General Meeting.
29. Notice of meetings may be in writing, by email or published in the BC Trapper Magazine.

30. Notice of time and place of the Annual General Meeting and Special Meetings and shall be given not less than fourteen (14) days before the date on which such meetings are to be held.
31. Seven (7) percent but not less than twenty (20) of the Members for the current membership year shall constitute a quorum for the transaction of business at the Association's Annual General Meeting or at any Special Meeting.
32. Every Member in good standing shall be entitled to one (1) vote.
33. Proxy voting is not permitted.
34. The business of the Annual General Meeting shall include, but shall not be limited to, the following items:
 - a. President's Report
 - b. Financial Report, with printed copies to be included in the delegates package upon registration
 - c. Budget Report
 - d. Committee Reports
35. The only persons entitled to attend a meeting of Members shall be those members in good standing. All non-Members in attendance may be required to leave at the discretion of the Chair unless otherwise directed by a majority of the Members present.
36. Each question will be determined by a majority of the votes,
37. The Chair of the meeting shall only cast a deciding vote in the case of a tie, this being the only vote the Chair shall have.
38. Voting shall be by show of hands unless a secret ballot is directed to be held prior to the vote.

G. MEETINGS OF BOARD & EXECUTIVE

39. The Board of Directors shall be responsible for setting goals and overseeing all business of the Association.
40. A meeting of the Board shall be held each year immediately preceding the Association's Annual General Meeting.
41. The Board of Directors may additionally meet at places they think fit to dispatch business and otherwise regulate their meetings and proceedings as they see fit, providing the number of meetings is not less than three (3) per annum.
42. Notice of time and place of meeting of the Board of Directors shall be given no less than fourteen (14) days before the date of the meeting
43. Meetings may be held in person, by phone conference call, or by web conferencing.
44. The quorum at a Board of Directors meeting shall be a simple majority of the Directors then in office.

45. General meetings of the Board may be called by the President or any three (3) Directors, if they deem such meetings to be in the interest of the Association. Notice of such meetings shall state the purpose for which it is called.
46. A meeting of the Executive Committee shall be held from time to time at the call of the President or any two (2) Executive Members. Notice of the time and place of the meeting shall be given no less than three (3) days before the date of the meeting. Any five (5) Executive Members will constitute a quorum.
47. The Executive Committee shall be responsible for carrying out the business of the Association as directed by the Board.

H. ELECTION OF OFFICERS

48. The Directors shall be each President of a duly recognized Local, elected according to Robert's Rules. Such elected Presidents may delegate an alternate person from their local to represent that local at the Board meetings. No person shall serve as Director for more than two (2) consecutive one year terms.
49. Executive Members shall be elected at the Annual General Meeting of the Association. If no successor is elected, the person previously elected or appointed may continue to hold office until their successor is found
50. Executive members shall retire from their positions at the conclusion of the Annual General Meeting at which their successors are elected.
51. Separate elections will be held for each Executive position to be filled, starting with the position of President, followed by Vice President, and Executive Directors.
52. Election of officers shall be by ballot vote unless only one person is nominated; in that case they will be declared elected by acclamation.
53. No person shall serve more than two (2) consecutive two-year terms as President, except as detailed in Bylaw 49 above, and then only until such time as a successor is elected or appointed.
54. No person shall be qualified to be President of the Association unless that person has been a member of the Board of Directors or Executive Directors of the Association for at least two (2) years, but not necessarily the years immediately preceding the election.
55. No employee of the association shall be eligible for holding executive office, nor serve as chair of any committee.
56. The positions of President and Vice-President to be elected for two year terms. The position of President shall be expire in odd numbered years, the position of Vice-President shall expire in even numbered years.
57. The six (6) Executive Director positions are elected as follows: Three (3) Executive Members shall be elected each year and will serve a term of two (2) years or until their successors are elected.
58. Should a position of Executive Member become vacant prior to the expiration of the term, the

Executive may appoint any member to fill that position by a vote within the Executive, to serve until the next AGM.

59. The position of Secretary to be appointed by the executive from within the elected Executive members.
60. The position of Treasurer to be appointed by the executive from within the elected Executive members.
61. The total number of Executive Members shall remain comprised of eight (8) officers and the Past President if he/she is able to serve.
62. The position of Past President to be served for a period of one (1) year in a non-voting capacity.

I. DUTIES OF OFFICERS

63. President

- a. The President shall attend all meetings of the Association and the Board of Directors, and preside at the meeting, but may appoint another person to chair the meeting instead.
- b. The President shall, subject to the authority of the Board, direct the general management of the Association's affairs and business, and such other duties as may be assigned by the board.
- c. The president shall be an ex-officio member of all committees, or assign another executive director to fill that role.

64. Vice-President

- a. The Vice-President shall carry out the duties of the President during his absence; in the event of his resignation, or in the case of there being no President elected at the Annual General Meeting; and
- b. perform any additional duties assigned by the Board or the Executive.

65. Secretary

- a. The Secretary shall: ensure that notices of meetings of the Association, Executive and Board are issued;
- b. cause minutes to be made and kept of all meetings of the Association, the Board of Directors and the Executive Committee;
- c. receive applications for Membership and maintain a current list of the members;
- d. conduct any correspondence of the association as directed by the board or executive;
- e. have custody of all records and documents of the society, except those required to be kept by the treasurer;
- f. have custody of the seal of the society.

66. Treasurer

- a. The Treasurer shall: keep the financial records, including books of account necessary to comply with the Society Act;
- b. render financial statements to the Board of Directors, members and others when requested;
- c. render the disbursement of funds of the Association as approved by the Executive;
- d. work with the Executive on preparation of a projected Annual Budget for the Association for the coming year, to be submitted for approval at the AGM;

- e. present the financial report as well as the budget at the Annual General Meeting.

J. FUNCTIONS AND DUTIES OF GENERAL COMMITTEES:

- 67. From time to time the Association, at the discretion of the Executive, may appoint Members in good standing to serve on committees. These committees will have the charge of addressing specific areas of concern to the Association and making recommendations to the Executive.
- 68. The Chair of the committee will be appointed by the President with approval of the Executive or as directed by the Executive.
- 69. Selection of committee membership shall consider the objectives of the specific committee, expertise and commitment of the selected Members.
- 70. Each Member of a committee will have one vote when determining committee decisions.
- 71. The committee chair shall coordinate the activities of the committee and act as spokesperson.
- 72. The number of meetings called shall be at the discretion of the Chair.
- 73. Expenses incurred by committees must be pre-approved by the Executive.
- 74. Recommendations of the committee, once approved by a majority of that committee, must be presented to the Executive.
- 75. The minutes of the meetings of the committees shall be the responsibility of the Committee Chair. Those minutes shall be forwarded to the Secretary for the records.

K. TRAPPER EDUCATION COMMITTEE

- 76. The Trapper Education Committee shall be a Standing Committee composed of six (6) Members of the Association. The Chair of the Trapper Education Committee shall be selected by the Trapper Education Instructors with the approval of the Executive
- 77. Four (4) Trapper Education Instructors shall be elected by the Trapper Education Instructors to form the Trapper Education Committee membership.
 - a. Two (2) Members shall be elected each year and will serve a term of two (2) years or until their successors are elected.
 - b. Should a committee position become vacant prior to the expiration of the term, a new member shall be elected by the Trapper Education Instructors to complete the remainder of such term.
- 78. The other two (2) Trapper Ed Committee members shall be comprised of two (2) members of the current Executive as appointed by the Executive Members.
- 79. Each Trapper Education Instructor shall have one vote per nomination in the selection of the Trapper Education Committee membership.
- 80. The Trapper Education Committee shall be under the general control of the Executive. The

Trapper Education Committee shall report yearly of their activities and recommendations to the Membership at the Annual General Meeting of the Association.

81. Funds received from or for the trapper education program shall be kept in the Associations' account, and dispersed as approved by the Executive.
82. The BC Trappers Association retains the right to remove any Trapper Education Instructor for just cause as a result of actions detrimental to the interests of the Association.

L. BORROWING

83. In carrying out the purpose of the Association, the Executive may borrow money upon credit of the Association in such amounts and upon such terms as the Executive determines.
84. The permission to borrow monies must be approved by Special Resolution passed by the majority of the membership at the Annual General Meeting of the Association.
85. Subject to the Society Act and approval of the membership, the Executive Members may issue, sell or pledge securities (including bonds, debentures, debenture stock or other like liabilities) of the Association in such amounts and upon such terms as passed by the majority of the membership at the Annual General Meeting of the Association
86. The Executive Members may charge, mortgage, hypothecate or pledge in such amounts and upon such terms as the Board of Directors may deem expedient, all or any of the real or personal property of the Association (both present and future assets), including book debts and unpaid calls, rights, powers, franchises and undertakings, to secure any such securities or any money borrowed, or other debt, or any other obligation or liability of the Association, by Special Resolution passed by the majority of the membership at the Annual General Meeting of the Association.
87. The members may, by Special Resolution, restrict the authority to borrow by the Board of Directors, but any such restriction imposed expires at the Annual General Meeting and would be eligible for renewal if required, upon approval by the members.

M. MISCELLANEOUS

88. Subject to the Society Act, the Association shall indemnify and hold harmless each of its Directors, officers and members of committees from and against any and all liability or alleged liability arising out of their acts or failure to act in any such capacity, provided that that person is acting in a fiduciary manner, honestly, in good faith, with loyalty to the objectives of the Association, with no conflict of interest, and dealing within his official responsibility.
89. Auditing of accounts will be performed by two (2) Members of the Board appointed by the President and such duty will be performed by the two (2) Members of the Board prior to each Annual General Meeting.
90. Alterations or revisions of any existing By-laws will be done by special resolution at an Annual General Meeting by a 75% majority vote.

91. A notice of motion for a Special resolution shall be publicized no less than fourteen (14) days prior to the Annual General Meeting.
92. The time and place at which the books and records of the Association may be inspected by Members shall be at the Annual General Meeting of the Association.
93. Any two (2) of the following three Officers:- President, a Vice-President, or Treasurer, shall be authorized to sign, on behalf of the Association, all written contracts and obligations approved by the executive, or shall give the Power of Attorney, as the Board of Directors may determine, for signing such documents.
94. All Executive and Board positions shall be strictly honorary.
 - a. Members of the Executive traveling to attend Association meetings shall be compensated for their costs, upon proof of purchase, equivalent to the lowest cost method of travel available.
 - b. Necessary accommodation and meals will be paid, upon proof of purchase, up to the amount set in policy by the executive from time to time.
95. Members of the Executive and Committee Chairs, as delegated to attend meetings on behalf of the Association, shall have all reasonable expenses reimbursed upon receipt of proof of purchase, up to the amount set in policy by the executive from time to time.
96. Staff may be hired, paid and directed as the Executive may decide, subject to the approval of the Board of Directors.
97. The fundamental principles of Canadian Parliamentary Rules of Procedure as set out in Robert's Rules of Order shall govern the proceedings of the Association, its Executive, and Committees as far as they may be applicable without coming into conflict with the Constitution and Bylaws.