

# BYLAWS

## EDMONTON TROUT FISHING CLUB

As amended April 12, 2022

### ARTICLE I: NAME AND IDENTIFICATION

1.1 The organization shall be known as: “**EDMONTON TROUT FISHING CLUB**”, hereinafter referred to as “The Club”.

1.2 The Club shall maintain a common identifying logo, consisting of the elements and colours shown in Appendix A.

1.3 All electronic or printed use of the Club logo shall be approved by the Executive.

### ARTICLE 2: OBJECTIVES

2.1 The objectives of the Club are to provide for a community in which members may develop their angling knowledge and skills, to maintain property at Spring Lake for the benefit of its members, and to support the mission and objectives of the Alberta Fish and Game Association (Appendix C).

2.2. The objectives of the Club shall be reviewed at each Annual General Meeting (AGM) of the Club.

### ARTICLE 3: MEMBERSHIP

#### 3.1 Membership Eligibility:

All persons shall be eligible for membership provided, however, that the Executive may, in its discretion, limit the number of applications to be accepted, and upon:

- i. payment of the membership fees established annually by the Executive,
- ii. holding membership in the Alberta Fish and Game Association or arranging for the Club to apply for such membership on that person’s behalf.

#### 3.2 Membership Rights:

All members of the Club shall be entitled to vote at all regular meetings of the Club, to hold office, and to participate in all activities of the Club.

### **3.3 Life Memberships:**

3.3.1 Life memberships may be awarded by the Club on the recommendation of the Executive and with the approval of a majority of not less than three-fourths of eligible members who are present at a general meeting of the Club. Life memberships are restricted to members who, through long service to the Club or through other contributions to its objectives, merit special recognition for their services.

3.3.2 A Life member is entitled to all the rights and privileges of membership but is not required to pay annual membership fees.

### **3.4 Honorary Memberships:**

3.4.1 Honorary memberships may be awarded by the Club for a one year term on the recommendation of the Executive and with the approval of a majority of not less the three-fourths of eligible members who are present at a general meeting of the Club.

3.4.2 Honorary members shall not be entitled to vote at meetings but are entitled to all other rights of membership.

### **3.5. Conditions of Withdrawal and Expulsion of Members:**

3.5.1 Membership shall cease automatically upon the failure of the member to pay the required membership fee within sixty (60) days from the date the same is payable.

3.5.2 If any member shall so conduct themselves that, in the opinion of a majority of the Executive, his or her behavior is detrimental to the best interests of the Club, then his or her membership shall be subject to cancellation or suspension on such terms as the Executive may prescribe.

3.5.3 There shall be no refund of membership fees where membership ceases or terminates before the close of the fiscal year.

## **ARTICLE 4: OFFICERS OF THE CLUB (CLUB EXECUTIVE)**

4.1 The Executive of the Club shall consist of a President, Vice-president, Secretary, Treasurer (or a Secretary/Treasurer), and up to ten Directors. These officers shall constitute the executive membership that is authorized to make decisions in support of the Club's Objectives.

4.2 The Past-President shall be an ex-officio member of the Executive for the year immediately following his or her term of office.

4.3 Executive members shall be elected at the Annual General Meeting and hold office for a one year term.

4.4 Should more than one member stand for election to an executive position, a vote by all eligible members in attendance at the meeting shall be held. Such vote, whether held at an in-person meeting or via electronic communication, shall be held by secret ballot.

4.5 Any vacancy on the Executive occurring during the course of the year may be filled by the Executive subject to approval by the membership at the next following business meeting.

4.6. All club membership fees shall be waived for Executive members of the Club for each year in which that member is in office.

**4.7 Duties of Officers:**

4.7.1 The expected duties of each executive member shall be as stated in Appendix B.

4.7.2 Upon the annual election of officers, the first new executive meeting shall include a review of the executive duties. Any changes to the duties as listed in Appendix B shall be ratified by the executive. The membership shall then be notified of the change(s) immediately following the ratification.

**ARTICLE 5: COMMITTEES**

5.1 Special committees may be appointed by the President with the approval of a majority of the Executive.

5.2 Each committee shall comprise volunteer members of the Club who may or may not be members of the Executive.

5.3 The President shall be an ex-officio member of each committee.

5.4 Certain committees and/or committee members may be entitled to a predetermined honorarium, at the discretion of the Executive, to cover time and expenses.

**ARTICLE 6: MEETINGS**

6.1 All meetings of the Club may be held in person or via electronic communication at the discretion of the executive provided that the option of conducting a vote by secret ballot is available to the Chairperson of that meeting.

6.2 Electronic mail shall be the official means of communication to members. Communication via post can be made available in certain circumstances.

6.3 The President, or in absence, the Vice-President, shall chair every meeting of the Club. In the event that neither are present within ten minutes of the time identified for holding the meeting, the members present shall choose another member of the Executive present to be chairperson.

#### **6.4 General Meetings:**

6.4.1 At least Seven (7) days' notice, specifying the location, date, time and topic of the meeting shall be given to all members of the Club.

6.4.2 No business shall be transacted at any general meeting unless a quorum of members is present. A quorum shall consist of 15 members.

6.4.3 All motions submitted by members shall be decided on a show of hands unless a poll is demanded by at least one member entitled to vote. In the case of an equality of votes, whether on a show of hands or on a poll, the chairperson of the meeting shall be entitled to a second and deciding vote.

6.4.4 Program events shall be underway by no later than 30 minutes after the advertised starting time of the meeting to allow maximum time for guests and activities.

#### **6.5 Annual General Meeting (AGM):**

6.5.1 The AGM shall be held on or before the 30<sup>th</sup> day of April.

6.5.2 Should exceptional circumstances prevent a member from attending the AGM, that member may request a proxy form from the Club Secretary to use in designating another member to vote on that member's behalf.

#### **6.6 Executive Meetings:**

6.6.1 A member of the Executive may, at any time, summon a meeting of the Executive with the agreement of the President.

6.6.2 The quorum necessary for the transaction of business may be fixed by the Executive and, unless so fixed, shall be a majority of the Executive.

## **ARTICLE 7: RULES OF ORDER**

### **7.1 Governing Document:**

7.1.1 The Club's Bylaws, as amended from time to time, shall govern the operations of the Club.

7.1.2 The Club shall maintain on its website, and in print available to members at all meetings, a copy of the Club's Bylaws and Appendices as amended to date, and certified by the Secretary.

## **ARTICLE 8: PROPERTIES AND ASSETS**

9.1 The Club shall continue to hold and maintain its two properties at Spring Lake for the recreational use of all Club members.

9.2 All users of the properties, including guests of club members, shall be provided information on and abide by the Edmonton Trout Fishing Club Spring Lake Property Rules (Appendix D). The rules shall be reviewed annually by the Executive and updated as needed.

9.3 The Executive will arrange for property maintenance twice annually.

9.4 No member of the Club shall have the right to claim any individual proceeds of the Club's assets or property.

9.5 No member of the Club shall profit directly or indirectly from any assets of the Club or from Club activities.

## **ARTICLE 9: FINANCES**

### **9.1 Insurance:**

9.1.1 The executive shall secure and maintain adequate liability insurance to cover the Club, the Executive and all club members from liabilities arising at club meetings and events and from use of the Club properties..

9.1.2 The Executive shall secure and maintain adequate insurance to cover damage to the Cooking Shelter at the Club's property at Spring Lake.

9.2 The Executive may borrow money on the credit of the Club from time to time and in such amounts as they may think proper, and may mortgage or pledge the real or personal property of the Club to secure any sum so borrowed.

9.3 The financial records of the Club shall be open to inspection by the Executive and by any member of the Club by appointment.

9.4 At each AGM, the Executive shall provide the membership with a statement of the Club's finances as of December 31st of the previous year. The statement shall be accompanied by a report of any significant variances to the previous year's financial statement.

#### **ARTICLE 10: AMENDMENTS**

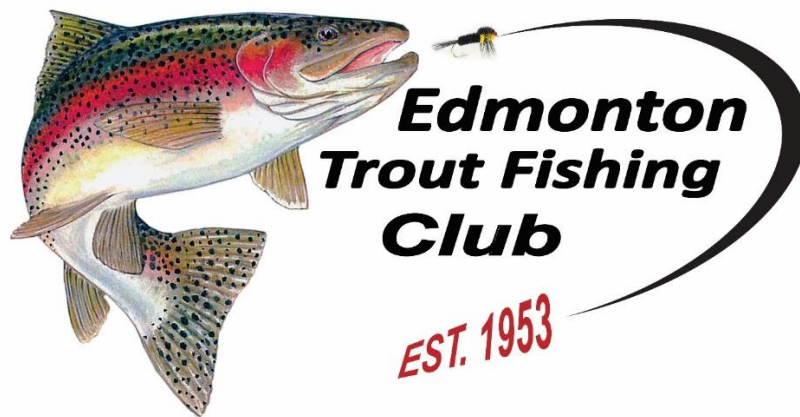
10.1 These bylaws may be altered, amended or rescinded by a motion, passed by a majority of not less than 15 members eligible to vote at a general meeting of the Club of which a minimum 30 day notice specifying the motion has been duly given.

#### **ARTICLE 11: DISSOLUTION**

11.1 Should the Club vote to disband, all of its assets, after payment of all debts, shall be donated to one or more Canadian charities or societies which are founded on objectives similar to those of the Club. The decision as to which charities or societies are to benefit thereby shall be made by the membership at the time of disbanding.

## APPENDIX A

### EDMONTON TROUT FISHING CLUB LOGO



## APPENDIX B

### DUTIES OF THE EXECUTIVE MEMBERS

**President:** shall preside at all meetings at which he or she is present; shall exercise general supervision over the affairs and activities of the Club, and shall serve as member ex-officio on all standing committees. The President is, or may appoint a member to be, the official Club spokesperson.

**Vice-President:** shall assume the duties of the President in the President's absence and any duties delegated by the Executive.

**Treasurer:** shall be responsible for the management of deposits into the club's accounts of all monies paid or donated to the Club; shall disburse the funds of the Club; shall maintain regular books and complete records of all monies received and disbursed; shall be responsible for the preparation of all financial statements of the Club, and shall provide a statement of the Club's finances to the membership at the AGM.

**Secretary:** shall take and maintain minutes of executive meetings, business meetings, and of the AGM, and distribute these via email to all Executive members; shall keep a copy of the current revision of the Edmonton Trout Fishing Club bylaws and ensure a copy of same is available at all meetings of the Club; shall keep and maintain a database of obsolete revisions of the Edmonton Trout Fishing Club bylaws.

Note: The Secretary and Treasurer roles may be combined to form a Secretary/Treasurer position on the Club's Executive.

**Membership Director:** shall provide information on the benefits of membership in the Club, process and maintain records of all membership applications and payments, and provide details of such to the Executive as needed.

**Communications Director:** shall publish and distribute to the membership via the Club's *Flycaster* Newsletter all communications from the Executive, including timely notice of upcoming meetings and special events; shall provide Club-related information to members and the public via the Club's website and social media, and shall receive and distribute as needed all communications to the Club from members, other organizations and the public, unless otherwise determined.

**Program Director:** shall arrange for and introduce guest speakers, coordinate activities for scheduled meetings with input from the membership and executive, and shall provide information on upcoming meetings to the Communications Director.

**Directors at Large:** shall provide advice and assistance as needed to the Executive on all matters, and shall assume responsibility for specific tasks as identified by the Executive e.g. representation to AFGA, Zone 4, ACA, and other organizations, the planning and operation of special events, fundraisers, conservation and education projects, etc.



## **APPENDIX C**

### **ALBERTA FISH AND GAME ASSOCIATION**

#### **Mission Statement**

Our passion is to promote through education, advocacy and programs, the conservation and utilization of fish and wildlife and to protect and enhance the habitat they depend upon.

#### **Objective**

1. Promote conservation of our natural resources;
2. Foster and promote the non-commercial harvest of fish and game as a legitimate part of an overall wildlife management program;
3. Develop and promote educational and recreational programs and activities;
4. Promote and assist in the sound long term management of Alberta's fish and wildlife in the best interest of all Albertans including future generations;
5. Insist on continued public ownership of all public lands and wildlife;
6. Obtain and maintain access to public lands;
7. Publicize the importance of fish and wildlife and proper resource management;
8. Work with government, industry and other organizations in local programs, supporting the enhancement, development and maintenance of habitat for all species of fish and wildlife in Alberta;
9. Lobby government and private agencies as necessary to safeguard the interest of fish, wildlife and other natural resources;
10. Promote outdoor ethics and safety; and
11. Make Albertans aware of the dangers of all forms of pollution, to prevent pollution, and to co-operate with all groups with similar objectives.

## APPENDIX D

### SPRING LAKE PROPERTY USAGE RULES - April 2022

These rules have been established as a condition of access to the properties by members and guests in order to meet the requirements of Spring Lake Village, to respect the rights of neighbouring residents and other members of the Club, to maintain the properties in good order, and to retain the Club's reputation as a respectful and contributing community member. The rationale for and nature of each is reviewed annually by the Executive.

- The **gate lock** combination may not be shared and is for use only by the member to whom it is issued (the lock code will be changed annually on March 1 and provided to current members at that time)
- The **gate** is to be closed immediately upon entry to or exit from the property except as authorized for special events;
- A member may bring up to three (3) **guests** with him or her on any one occasion and is responsible for ensuring that those guests abide by the ETFC Property Rules. A greater number of guests may accompany a member upon notifying the Club secretary;
- **Vehicles** may only be parked on the BBQ Shelter property, either on the upper level or on the lower level in the designated parking area (as per the signposts). Vehicles must be pointed north-south, beginning at the sign-posts, and extending westward toward the dock area, as needed. Only persons with a mobility issue may park by the dock and only in the signed, designated area;
- **Driving** to and from the dock area across the 'Urban Reserve' meadow is restricted to established drive paths;
- No overnight **camping** is permitted on the properties;
- **Fires** are not permitted other than in the grills or fireplace in the Shelter. Usage of these requires that they be cleaned prior to leaving the property;
- **Access to the dock** or lake may not be blocked other than while actively engaged in launching or loading watercraft, and
- All **garbage**, including pet waste, diapers, briquette ashes etc., and personal property other than watercraft registered with the club, must be taken off the property when leaving (members are asked to also remove garbage inadvertently left by others).

In addition, please note that **Village bylaws** require all pets to be kept on a leash and owners clean up after their pets, that Off-Highway Vehicles not be used within the Village, and that no camping occur within the Urban Reserve.

Please contact the Club Executive Secretary should you require more information.