



OROMOCTO BOAT CLUB INC.

BY-LAWS

INDEX

1. Oromocto Boat Club Incorporated
2. Shareholders
3. Member Categories
4. Membership Application
5. Acceptance of Application
6. Membership Period
7. Voting Members
8. Volunteer Fee
9. Ownership of Club Property
10. Loss of Membership
11. Executive Committee
12. Duties of Executive Committee
13. Annual Meetings
14. Ten Day Rule
15. Liability Insurance
16. Amendments to By-Laws
17. Companies Act of the Province of New Brunswick

BY-LAWS OF THE OROMOCTO BOAT CLUB INCORPORATED

A Company duly constituted under the Laws of the Province of New Brunswick, as a non-profit institution, with Head Office and principal place of business at the Town of Oromocto, in the County of Sunbury and Province of New Brunswick.

1. Oromocto Boat Club Incorporated

Wherever in the following By-Laws reference is made to The Oromocto Boat Club, or the Club, said reference shall be deemed to refer to the Corporation known as The Oromocto Boat Club Incorporated.

2. Shareholders

The Shareholders of the said Corporation, so known as The Oromocto Boat Club, shall constitute all members thereof who are in good standing and whose dues are paid in full for each particular year and to whom a Membership Card has been issued in his or her own name, but shall not include (except for certain purposes as hereafter outlined) the spouses or children of said Card-holding Members.

3. Member Category

The members of the Oromocto Boat Club shall be divided into the following three (3) categories:

Seniority Member - A seniority member in good standing shall be deemed to mean any person who has:

- applied and been accepted as a member of the Oromocto Boat Club
- paid the appropriate dues
- has a vessel on the docks for the season
- is entitled to vote
- is entitled to gate keys

Associate Member - An associate member in good standing shall be deemed to mean any person who has:

- paid the appropriate dues but has sold their vessel or has no boat on the dock for a maximum of one (1) boating season
- plans to return to the Seniority membership status the following year
- is entitled to vote
- is not entitled to a gate key

Social Member - A social member in good standing shall be deemed to mean any person who:

- wishes to be a part of the OBC
- does not have a vessel and cannot rent dock space from the Club
- wants to be involved in OBC socials
- is not entitled to vote
- is not entitled to a gate key
- Can not hold office in the Oromocto Boat Club.

4. Membership Application

All new and returning members shall use either the written application noted above or use the on-line application found on the OBC Website. In either case forms or the website may from time to time be adjusted by the executive committee of The Oromocto Boat Club, properly completed and signed or terms agreed to on the online application by the applicant. (See also Clause 14).

5. Acceptance of Application

All applications will be presented by the Secretary to the Executive Committee and will be voted on at the next regular or special meeting of the said Committee.

6. Membership Period

All Memberships shall be for the period of one year only and for the purpose of this section a “year” shall be deemed to be one calendar year from May 1 to April 30.

7. Voting Members

Regular members shall be entitled to vote at all meetings of the Club, in person or by written proxy.

8. Volunteer Fee

The Oromocto Boat Club will charge an additional membership volunteer fee to be determined from time to time by the Executive Committee to be used for the hiring of staff required to handle docks in/out, hydro and water in/out and Executive positions. The Executive Committee may also allocate these funds to "Special Projects" as deemed appropriate.

The member has the opportunity to have the fee credited back to their next season’s membership, if the member is active, has volunteered and participating in one of the above mentioned tasks.

The Volunteer Fee is to include all services that provide value to the Oromocto Boat Club. Measured and administered by the Executive of the Club, service “receipts” could be issued for any volunteer activity, which in the opinion of the member of the Executive, contributes to the value of the Club in 25% of fee increments to a maximum of 100% of fee per annum. Such receipts would be attached to the Application for membership in subsequent years to provide for the exemption of the “service levy” charged. It is incumbent on the individual member to retain such receipts to obtain exemption to future fees.

9. Ownership of Club Property

At no time shall any member in whose name a card has been issued be entitled to any proprietary interest in The Oromocto Boat Club or any property at anytime owned by it.

10. Loss of Membership

Any member in arrears on his/her annual dues or having his/her membership canceled by the Executive Committee shall cease to be a member of the Club.

11. Executive Committee

(a) There shall be an Executive Committee of the Oromocto Boat Club consisting of the following officers:

- (1) Commodore
- (2) First Vice-Commodore (2)
- (3) Second Vice-Commodore (2)
- (4) Secretary
- (5) Treasurer
- (6) Director Social Events

(b) Election of Officers: All officers of the said Club shall be elected by nomination/seconded and said election shall take place at the last general meeting of the regular boating season in each calendar year. Each Officer shall hold office until the next regular election is held or until replaced by a majority vote at any special or general meeting of The Oromocto Boat Club regularly constituted of which notice of motion with reference to the removal from office of the Officer concerned has previously been delivered to him/her by prepaid mail at his/her last known address at least one week prior to the meeting at which time his/her replacement or removal is to be considered and decided upon.

(c) The Executive Committee shall, at the discretion of the Commodore thereof and/or by a majority vote meet as often as it deems necessary and in any event shall meet at least once every calendar year to discuss the business of The Oromocto Boat Club.

(d) Any member of said Executive Committee may be immediately suspended or removed from office for cause by the Commodore; which suspension shall be permanent, provided full disclosure of the facts are subsequently made to all other members of said Executive Committee and they are in agreement.

(e) The quorum for a meeting of the Executive Committee shall consist of any three members thereof in good standing and the chairman of such Executive meetings shall be the highest ranking officer present in descending order from the then Commodore down as herein set out.

12. Duties of Executive Committee

(a) Commodore:

The Commodore shall be deemed to be and shall be the general overseer of The Oromocto Boat Club and shall be directly responsible for the operation thereof. He/she shall preside as Chairman at all general meetings of Club members as well as any special meeting thereof and at all meetings of the Executive Committee and shall perform all other duties pertaining to the office which may, from time to time, be decided upon by a majority vote of the said Executive Committee.

(b) First Vice-Commodore(s):

- 1) Shall be directly responsible to the Commodore, and in addition shall be the Safety Officer of The Oromocto Boat Club. In the absence of the Commodore or in case of a

vacancy of said position for any cause he/she shall be vested with all authority and responsibility to act as Commodore of The Oromocto Boat Club during the absence of the regular Commodore or vacancy in such office.

- 2) Shall be responsible for allotment of docking space and the renting of same but not for the payment therefore.
- 3) Shall be within their (his/her) sole discretion to hire such attendant or attendants as may be deemed advisable (subject to the right of the Executive Committee to determine the salary of the persons so hired) and further to supervise the activities of said attendant or attendants.
- 4) Shall be responsible for the day-to-day operation of the dock and for enforcing the Rules and Regulations for the docks.
- 5) To be authorized by the executive committee to review financial transactions and to assist the treasurer should the need arise. To have online access to “view only” the bank accounts and the accounting program in use at the time.

(c) Second Vice-Commodore(s):

- 1) Shall be directly responsible to the Commodore. Their (his/her) duties shall be to assist other members of the Executive whenever conditions require and such other duties as the Commodore may from time to time assign.
- 2) Shall coordinate with the town to organize installation and removal of docks.
- 3) Organize the power and water in / out.
- 4) Shall be responsible for the care, proper maintenance, safety and secure storage of the physical assets of the club”.

(d) Secretary:

- 1) Shall be responsible for and shall keep an accurate record of the proceedings of all special and general meetings of members of The Oromocto Boat Club as well as any and all general or special meetings of the Executive Committee of the said Club.
- 2) Shall keep the minutes of the proceeding of all said and hereinbefore mentioned meetings in special books provided for said purposes at the expense of The Oromocto Boat Club. Said Secretary shall also be required at every meeting to have and produce all minutes books in his/her possession, power or control appertaining to membership and/or executive meetings and all other necessary books and/or correspondence relative to the said Club which he/she knows or should know is likely to be discussed at any particular meeting.

- 3) Shall further be the custodian of the Official Seal of The Oromocto Boat Club and of all books and other official records of the said Club; and, the said Secretary shall, at all times, act in all respects entirely at the will of the Executive Committee and/or in any direct order of the Commodore and shall conform to such rules and regulations as the said Executive Committee may, from time to time, stipulate. The Secretary must notify all members of general meetings as required under Clause 13.
- 4) Maintain the membership records of the club.
- 5) Maintain the seniority list.
- 6) Maintain the waiting list.

(e) Treasurer:

- 1) Shall keep a just and true account of all monies received on behalf of said Club and/or paid on behalf of said Club; and further, shall keep a true and accurate record of all financial transactions of every kind entered into by the said Club and/or Executive Committee and/or general membership; and, shall further keep accurate record (to the best of his /her ability of all the assets and liabilities of the said Club. All monies payable by the Oromocto Boat Club shall be paid by cheque or electronic transfer and not with cash. Cheques from the operating account will only require one of the 3 signing officer's signatures. Cheques from the Club's investment account must be signed by two of the clubs executive signing officers to facilitate transfers from the investment account to the operating account only.
- 2) Shall be responsible for and will produce (upon request of the Executive Committee or any member of the said Club vouchers (receipts) for each and every said cheque or electronic transfer issued out of the Club funds; and all receipts obtained and received by the Oromocto Boat Club (whether by way of membership fees; donations or otherwise) who shall deposit them as soon as practical after receipt thereof in such Bank Account in the name of the said Club. The Oromocto Boat Club's Commodore and First-Vice Commodore will have online access to the clubs operating account and the accounting program, Quick-books or other such program being used for the clubs accounting to "view only" and may from time to time as authorized by the Executive Committee review the monthly bank statements, cancelled cheques and the accounting program. The treasurer shall further ensure that all just debts of the said Club are paid as promptly as possible provided that should there be doubt as to the payment of any particular debt he/she shall be empowered to and require to submit same to the executive committee for a majority vote before payment thereof.
- 3) The treasurer shall further, at any time upon written request made not less than seven days notice from the Executive Committee, prepare and submit a balance sheet showing all assets and liabilities of the Oromocto Boat Club and any and all of the financial dealing pertaining thereof in his/her possession, power or control.

(f) Director Social Events:

The Director Social Events is responsible for organizing activities and any other entertainment including cruises.

- (g) The Executive Committee is further empowered to establish dues to be paid by regular members of the said Club in such amounts as they may, from time to time, deem advisable and as same may be deemed necessary because of the financial situation of the said Club and the said dues so ordained by the Executive Committee then in power shall be binding upon all members of the said Club (excepting honorary members) until the next regular general (or special) meeting of the members of such Club at which time the said dues shall be subject to review, scrutiny and/or amendment by the said general membership.

13. Annual Meetings

There shall be an annual meeting of The Oromocto Boat Club, which shall be held prior to May 1st of each calendar year, if at all possible, or as soon thereafter as the Executive may deem advisable. There shall also be an annual meeting by October 15th at which time the Officers of the Club shall be elected.

Any ten members in good standing may, by written application, require the Executive to call and to hold a Special General Meeting for any purpose, other than the election of officers.

A “notice of meeting” in respect of all general meetings will be sent by e-mail or alternative means to the membership at the address most recently provided to the Secretary some 10 days or more in advance of the meeting.

It is the responsibility of each member to ensure that the Secretary has his/her correct mailing address.

The quorum for a general meeting of the members of The Oromocto Boat Club will be 10% of voting members in good standing. The quorum for the election of officers will be 25% of voting members in good standing.

14. Ten Day Rule

The Executive of The Oromocto Boat Club will maintain a seniority list from the previous year. This list will be used, with other considerations, in allocating dock space. Where a member fails to renew membership within ten days of the spring annual meeting, his/her position on the seniority list will be lost and the member will be added to the seniority list at the lowest seniority level based on the date of receipt of a complete application.

When a member has no boat on the dock, seniority may be maintained, for a maximum of one year period, by paying a regular membership.

15. Liability Insurance

No member shall be allowed to dock his boat at the Oromocto Boat Club docks until he/she has obtained liability insurance for any boat to be so docked and has provided full particulars of such insurance to the Secretary of the said Club.

16. Amendments to By-Laws

The Executive Committee and/or the general members may, at any regular or special meeting called for such purpose, amend, add to or revoke any of these said By-Laws; provided that a Notice of Motion of such intention to amend, add to or revoke has been given by the applicant at previous meetings of the said Club and subject to the right of the said Executive Committee to make interim By-Laws only.

17. Companies Act of the Province of New Brunswick

For the purposes of satisfying the requirements of The Companies Act of the Province of New Brunswick; and for no other purpose, the Commodore of the said Club, then in office, shall be deemed to be and shall be the President of The Oromocto Boat Club Incorporated, the First Vice-Commodore(s) of the said Club, then in office, shall be deemed to be and shall be the Vice-President(s) of the said Oromocto Boat Club Incorporated; and the Secretary of the said Club, then in office, shall be deemed to be and shall be the Secretary of the said Oromocto Boat Club Incorporated and all three said Officers in this paragraph hereinbefore mentioned shall hold office in their respective corporate capacities during such term as they may hold office as members of the said Executive Committee.

Dated this 24th day of March 2022

(sgd) _____
Nick Dewar
Commodore
Oromocto Boat Club Inc.

(sgd) _____
Tena-Marie McGinn
Secretary
Oromocto Boat Club Inc.