

Schedule “C” April 9th, 2010

BY – LAWS

OF

NOVA SCOTIA AMATEUR BODYBUILDING ASSOCIATION

1. In these by-laws unless there be something in the subject or context inconsistent therewith.
 - (1) “Society” means the Nova Scotia Amateur Bodybuilding Association.
 - (2) “Registrar” means the Registrar of Joint Stock Companies appointed under the Nova Scotia Companies Act.
 - (3) “Special Resolution” means a resolution passed by not less than three-fourths of such members entitled to vote as are present in person or by proxy, where proxies are allowed, at a general meeting of which notice specifying the intention to propose the resolution as a Special Resolution has been duly given.

MEMBERSHIP

2. Every member of the Society shall be entitled to attend any meeting of the Society and only those entitled to vote may do so, but there shall be no proxy voting.
3. Membership in the Society shall not be transferable.
4. There shall be two (2) classes of membership: Full and Honorary.
 - (1) **Full Membership** – a full member shall be entitled to a vote at general meetings of the Society, to hold office, to compete in competitions sponsored or sanctioned by the Society and to benefit from any activity undertaken by the Society.
 - (2) **Honorary Membership** – an honorary member shall be entitled to all of the privileges of a full member except the right to hold office. Such members (memberships) shall be approved and appointed by the Executive of the Society. The category of membership is intended to acknowledge extraordinary service to or support of the Society.
5. Formal admission to membership shall be required and approval by the Executive of the application for membership shall be necessary in accordance with the Regulations of the Society respecting eligibility. Entry in the Register of

Members by the Secretary of the names and address of the individual shall constitute an admission in the Society.

6. Membership in the Society shall cease upon the death of a member, or if, by notice in writing to the Society, he/she resigns his memberships, or if he / she ceases to qualify for a membership in accordance with these by – laws and the regulations of the Society.

FISCAL YEAR

7. The fiscal year of the Society shall be the period from 1 January in any year to 31 December in that same year.
8. (a) The ordinary or annual general meeting of the Society shall be held within three months after the end of each fiscal year of the Society.
(b) An extraordinary general meeting of the Society may be called by the Chairman or by the directors at any time, and shall be called by the directors if requisitioned in writing by at least twenty-five per centum (25%) in number of the members of the Society entitled to vote.

MEETINGS

9. Three days' notice of a meeting, specifying the place, day and hour of the meeting and, in the case of special business, the nature of such business, shall be given to the members. Notice shall be given in writing and by sending via Electronic mail (Email) addressed to each member at the last known Electronic mail (E-mail) address registered with the society. The non-receipt of any notice by any member shall not invalidate the proceedings at any general meeting.
10. At every ordinary or annual general meeting of the Society, the following items of business shall be dealt with and shall be deemed to be ordinary business:

Minutes of the proceeding meeting;
Consideration of the annual report of the directors;
Consideration of the financial statements, including balance sheet and operating statement and the report of the auditors thereon;
Election of the directors and officers for the ensuing year;
Appointment of Auditors.

All other business transacted at the ordinary or annual general meeting shall be deemed to be special business and all business shall be deemed special that is transacted at an extraordinary general meeting of the Society.

11. No business shall be transacted at any meeting of the Society unless a quorum of members present at the commencement of such business and such quorum shall consist of five members.
12. If within one – half hour from the time appointed for the meeting, a quorum of members is not present, the meeting, if convened upon the requisition of the members, shall be dissolved. In any other case, it shall stand adjourned to such time and place as a majority of the members then present shall direct and if at such adjourned meeting a quorum of members is not present, it shall be adjourned sine die.
13. (a) The Chairman of the Society shall preside as Chairman at every general meeting of the Society.
 - (1) If there is no Chairman or if at any meeting he is not present at the time of holding the same, the Vice- Chairman shall preside as Chairman.
 - (2) If there is no Chairman or Vice Chairman or if at any meeting neither the Chairman nor the Vice Chairman is present at the holding of the same, the members shall choose someone of their number to be Chairman.
14. The Chairman shall have no vote except in the case of an equality of votes. In the case of an equality of votes, he / she shall have a casting vote.
15. The Chairman may, with the consent of the meeting, adjourn any meeting from time to time and from place to place, but no business shall be transacted at any adjourned meeting, other than the business left unfinished at the meeting from which the adjournment took place, unless notice of such new business is given to the members.
16. At any general meeting, unless a poll is demanded by at least three members, a declaration by the Chairman that a resolution has been carried and an entry to that effect in the book of proceedings of the Society shall be sufficient evidence of the fact, without proof of the number or proportion of the members recorded in favor of or against such resolution.
17. If a poll is demanded in the manner aforesaid, the same shall be taken in such manner as the Chairman may prescribe and the result of such poll shall be deemed to be the resolution of the Society in general meeting.

VOTES OF MEMBERS

18. Every member, so qualified, shall have one vote and no more. To cast a vote, a member must retain said membership for at least 30 days prior to election.

DIRECTORS

19. Unless otherwise determined by general meeting, the number of directors shall not be less than five or more than twelve.
20. Any full member of the Society shall be eligible to be elected a director of the Society.
21. Directors shall be elected by the members at each ordinary or annual meeting of the Society.
22. At the first ordinary or annual general meeting of the Society and at every succeeding ordinary or annual general meeting, all the directors, with the exception of the Officers of the Society shall retire from office but shall hold office until the dissolution of the meeting at which their successors are elected and retiring directors shall be eligible for re-election.
23. In the event that a director resigns his office or ceases to be a member of the Society, whereupon his office as a director shall **ipso facto** be vacated, the vacancy thereby created may be filled for the unexpired portion of the term by the Board of Directors from the among the members of the Society.
24. The Society may, by Special Resolution, remove any director before the expiration of the period of office and appoint another person in his stead. The person so appointed shall hold office during such time only as the director in whose place he is appointed would have held office if he had not been removed.
25. Meetings of the Board of Directors shall be held as often as the business of the Society may require and shall be called by the Secretary. A meeting of directors may be held at the close of every ordinary or annual general meeting of the Society without notice. Notice of all other meetings, specifying the time and place thereof, shall be given either orally or in writing to each director within a reasonable time before the meeting is to take place, but non-receipt of such notice by any director shall not invalidate the proceedings at any meeting of the Board of Directors.
26. No business shall be transacted at any meeting of the Board of Directors unless one-third in number of the directors is present at the commencement of such business.
27. The Chairman or, in his absence, the Vice-Chairman or, in the absence of both of them, any director appointed from among those directors present shall preside as Chairman at meetings of the Board.

28. The Chairman shall be entitled to vote as a director and, in the case of an equality of votes, he/ she shall have the casting vote in addition to the vote to which he is entitled as a director.
29. The management of the activities of the Society shall be vested in the directors who, in addition to the powers and authorities by these by-laws or otherwise expressly conferred upon them, may exercise all such powers and do all such acts and things as may be exercised or done by the Society and are not hereby or by Statute expressly directed or required to be exercised or done by the Society in general meeting. In particular, the directors shall have power to engage a co-coordinator and to determine his duties and responsibilities and his remuneration. The directors may appoint an executive committee consisting of the officers and or / such other directors as the directors decide.

OFFICERS

30. The officers of the Society shall be a Chairman, a Vice-Chairman, a Treasurer and a Secretary, and such officers shall hold office for a period of two (2) years.
31. The members shall elect one of their numbers, who has served at least two (2) consecutive terms as a director of the society within the last five (5) years to be Chairman of the society. The Chairman shall have general supervision of the activities of the Society and shall perform such duties as may be assigned to him / her by the Board of Directors from time to time.
32. The members may also elect one of their numbers, who has served at least two (2) consecutive terms as a director of the society within the last five (5) years to be Vice – Chairman. The Vice Chairman shall, at the request of the Board and subject to its directions, perform the duties of the Chairman during his/her absence, illness or incapacity of the Chairman, during such a period as the Chairman may request him to do so.
33. (a) There shall be a Secretary of the Society who shall keep the minutes of the meetings of members and directors and shall perform such other duties as may be assigned to him/her by the Board. The members shall elect the Secretary who has served at least two (2) consecutive terms as a director of the society within the last five (5) years, and may also elect a Treasurer of the society who has served at least two (2) consecutive terms as a director of the society within the last five years, to carry out such duties as the Board may assign. If the directors think fit, the same person may hold both offices of the Secretary and Treasurer.

AUDIT OF ACCOUNTS

34. The auditor of the Society shall be appointed annually by the members of the Society at the ordinary or annual general meeting and, on failure of the members to appoint an auditor, the directors may do so.

- 35.** The Society shall make a written report to the members as to the financial position of the Society and the report shall contain a balance sheet and operating account. The auditor shall make a written report to the members upon the balance sheet and operating account and, in every such report, he / she shall state whether, in his opinion, the balance sheet is full and fair balance sheet containing the particulars required by the Society and properly drawn up so as to exhibit a true and correct view of the Society's affairs, and such report shall be read at the annual meeting. A copy of the balance sheet, showing the general particulars of its liabilities and assets and a statement of its income and expenditure in the preceding year, audited by the auditor, shall be filed with the Registrar of Joint stock Companies within fourteen days after the annual meeting each year, as required by law.

REPEAL AND AMENDMENTS OF BY-LAWS

- 36.** The Society has power to repeal or amend any of these by-laws by a special resolution passed in the manner prescribed by law.

MISCELLANEOUS

- 37.** The Society shall file with the Registrar with its Annual Statement a list of its directors with their addresses, occupations and dates of appointment or election, and within fourteen days of a change of directors, notify the Registrar of the change.
- 38.** The Society shall file with the Registrar a copy in duplicate of every special resolution within fourteen days after the resolution is passed.
- 39.** The seal of the Society shall be in the custody of the Secretary and may be affixed to any document upon resolution of the Board of Directors.
- 40.** Preparation of minutes, custody of the books and records, and custody of the minutes of all meetings of the Society and of the Board of Directors shall be the responsibility of the Secretary.
- 41.** The books and records of the Society may be inspected by any member at any reasonable time within two weeks prior to the annual general meeting at the registered office of the Society.
- 42.** Contracts, deeds, bills of exchange and other instruments and documents may be executed on behalf of the Society by the Chairman or the Vice- Chairman and the Secretary, or otherwise as prescribed by resolution of the Board of Directors.
- 43.** The borrowing powers of the Society may be exercised by special resolution of the members.