

**(Re-typed Version July 28, 2013)**

**Memorandum of Association**

**Of**

**Cumberland Snowmobile Club**

**MEMORANDUM OF ASSOCIATION**  
**OF**  
**CUMBERLAND SNOWMOBILE CLUB**

1. The name of the Society is Cumberland Snowmobile Club.
2. The objects of the Society are: -
  - a. To promote interest and activity in snowmobiling as a form of recreation and sport.
  - b. To promote and encourage safety in the operation of snowmobiles.
  - c. To promote and maintain Snowmobile Clubs.
  - d. To acquire by way of grant, gift, purchase, bequest, devise, or otherwise, real and personal property and to use and apply such property to the realization of the objects of the Society.
  - e. To buy, own, hold, lease, mortgage, sell and convey such real and personal property as may be necessary or desirable in the carrying out of the objects of the Society.

PROVIDED that nothing herein contained shall permit the Society to carry on any trade, industry or business and the Society shall be carried on without purpose of gain to any of the members and that any surplus or any accretions of the Society shall be used solely for the purposes of the Society and the promotion of its objects.

PROVIDED FURTHER, that if for any reason the operations of the Society are terminated or are wound up, or are dissolved and there remains, at that time, after satisfaction of all its debts and liabilities, any property whatsoever, the same shall be paid to some other charitable organization in Canada, having objects similar to those of the Society.

3. The activities of the Society are to be carried on at Collingwood in the County of Cumberland and Province of Nova Scotia and adjoining areas.
4. The registered office of the Society is at Collingwood in the County of Cumberland and Province of Nova Scotia and Province of Nova Scotia.

We the several persons whose names, addresses and occupations are subscribed, desire to be formed into a Society, in pursuance of this Memorandum of Association.

DATED at Collingwood, Nova Scotia, this 8<sup>th</sup> day of April A.D., 1990.

<u>Names</u>	<u>Address and Occupations</u>
Wayne Sarty	Springhill, NS – Teacher
Chesley Walsh	Collingwood, NS – Merchant
Sharon Simons	Springhill, NS – Secretary
Grace Smith	Collingwood, NS – Housewife
Jack Simons	Springhill, NS – Corr. Services
Maurice Walsh	Collingwood, NS – Merchant
Gerald McLellan	Oxford, NS – Corr. Services
Blain Perry	Parrsborro, NS – Forestry
Sherman Carter	Five Islands, NS – Bus Driver
Fred Nix	Pugwash, NS – Manager

Witness to the above signatures; Ronald R. Jeffries, Recreation Director, in the County of Cumberland and Province of Nova Scotia.

LIST OF FIRST DIRECTORS  
OF CUMBERLAND SNOWMOBILE CLUB

The following are to serve as first Directors from the date of Incorporation until the date of the first General Meeting of the members to be held within two months from the date of Incorporation.

DATED at Collingwood, Nova Scotia, this 8<sup>th</sup> day of April A.D. 1990

<b>Title</b>	<b>Name</b>	<b>Addresses and Occupations</b>
PRESIDENT	Wayne Sarty	Springhill, NS – Teacher
VICE-PRESIDENT	Chesley Walsh	Collingwood, NS – Merchant
SECRETARY	Sharon Simons	Springhill, NS – Secretary
TREASURER	Grace Smith	Collingwood, NS – Housewife
DIRECTORS	Jack Simons	Springhill, NS – Corr. Services
	Maurice Walsh	Collingwood, NS – Merchant
	Gerald McLellan	Oxford, NS – Corr. Services
	Blain Perry	Parrsborro, NS – Forestry
	Sherman Carter	Five Islands, NS – Bus Driver
	Fred Nix	Pugwash, NS – Manager

The address of the Registered Office of the Society is at Collingwood, Cumberland County, Nova Scotia.

The activities of the Society will be chiefly carried on at Collingwood and the adjoining areas in the County of Cumberland, in the Province of Nova Scotia.

CERTIFIED correct at Collingwood, in the County of Cumberland, Province of Nova Scotia, this 8<sup>th</sup> day of April A.D., 1990

Signed,

Sharon Simons, Secretary

**BY-LAWS**  
**OF**  
**CUMBERLAND SNOWMOBILE CLUB**

1. In these by-laws unless there be something in the subject or context inconsistent therewith
  - a. "Society" means the Cumberland Snowmobile Club.
  - b. "Registrar" means the Registrar of Joint Stock Companies appointed under the Nova Scotia Companies Act.

**MEMBERSHIP**

2. The subscribers to the Memorandum of Association and such other persons as shall be admitted to membership in accordance with these by-laws, and none others, shall be members of the Society, and their names shall be entered in the Register of Members accordingly.
3. For the purpose of registration the number of members of the Society is unlimited.
4. Every member of the Society shall be entitled to attend any meeting of the Society and to vote at any meeting of the Society and to hold any office, but there shall be no proxy voting.
5. Membership in the Society shall not be transferable.
6. Any resident of the District of Collingwood, in the County of Cumberland and Province of Nova Scotia and the adjoining areas thereto, shall be admitted to membership in the Society.
7. No formal admission to membership shall be required and the entry in the Register of Members by the Secretary of the name and address of any organization or individual shall constitute an admission to membership in the Society.
8. Membership in the Society shall cease upon the death of a member or if, by notice in writing to the Society, he resigns his membership, or if he ceases to qualify for membership in accordance with these by-laws.

**FISCAL YEAR**

9. The fiscal year of the Society shall be the calendar year.

**MEETINGS**

10. 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.
11. 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 it through the post in a prepaid letter addressed to each member at his last known address. Any notice shall be deemed to have been given at the time when the letter containing the same would be delivered in the ordinary course of post and in proving such service it

shall be sufficient to prove that the envelope containing the notice was properly addressed and placed in the post office. The non-receipt of any notice by any member shall not invalidate the proceedings at any general meeting.

12. At each 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: -
  - a. Minutes of preceding general meeting;
  - b. Consideration of the Annual report of the Directors;
  - c. Consideration of the Financial Statements, including balance sheet and operating statement and the report of the auditors thereon;
  - d. Election of Directors for the ensuing year;
  - e. Appointment of auditors;
  - f. All other business transacted at an 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.
13. No business shall be transacted at any meeting of the Society unless a quorum of members is present at the commencement of such business and such quorum shall consist of five members.
14. 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.
15. The Chairman of the Society shall preside as Chairman at every general meeting of the Society; 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; 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 present shall choose someone of their number to be Chairman.
16. The Chairman shall have no vote except in the case of an equality of votes. In the case of an equality of votes, he shall have a casting vote.
17. 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.
18. 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 the proceedings of the Society shall be sufficient evidence of the fact, without proof of the number or proportion of the members recorded in favour of or against such resolution.
19. If a poll is demanded in 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**

20. Every member shall have one vote and no more.
21. Unless otherwise determined by general meeting, the number of Directors shall not be less than five or more than fifteen. The subscribers to the Memorandum of Association of the Society shall be the first directors of the Society.
22. Any member of the Society shall be eligible to be elected a Director of the Society.
23. Directors shall be elected by the members at each ordinary or annual general meeting of the Society.
24. The members shall elect as a Director, a representative nominated by each of the organizations which support the work of the Society and the remaining Directors shall be elected by the members from among their number.
25. At the first ordinary or annual general meeting of the Society and at every succeeding ordinary or annual general meeting, all the Directors 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.
26. In the event that a director resigns his office or ceases to be a member of the Society, whereupon his office as 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 among the members of the Society.
27. 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.
28. No business shall be transacted at any meeting of the Board of Directors, unless at least one-third in number of the Directors are present at the commencement of such business.
29. 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 at Chairman at meetings of the Board.
30. The Chairman shall be entitled to vote as a director and, in the case of an equality of votes, he shall have a casting vote in addition to the vote to which he is entitled as a director.

## **POWERS OF DIRECTORS**

31. 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-ordinator and to determine his duties and responsibilities and his remuneration. The directors may appoint an executive committee, consisting of the officers and such other persons as the director decide.
32. The officers of the Society shall be a chairman, a vice-chairman, a treasurer and a secretary. The offices of the treasurer and secretary may be combined.

33. The directors shall elect one of their number to be the 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 by the Board of Directors from time to time.
34. The directors may also elect from their number a vice-chairman. The vice-chairman shall, at the request of the Board and subject to its directions, perform the duties of the chairman during the absence, illness or incapacity of the Chairman, or during such period as the chairman may request him to do so.
35. 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 by the Board. The Board shall appoint the secretary and may also appoint a treasurer of the Society to carry such duties as the Board may assign. If the Directors think fit, the same person may hold both offices of secretary and treasurer;  
The directors may appoint a temporary substitute for the secretary who shall, for the purpose of these by-laws, be deemed to be the secretary.

#### **AUDIT OF ACCOUNTS**

36. 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.
37. 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 auditors shall make a written report to the members upon the balance sheet and operating account and, in every such report, he shall state whether in his opinion, the balance sheet is a 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 expenditures in the preceding year, audited by the auditor, shall be filed with the registrar within fourteen days after the annual meeting in each year, as required by law.

#### **REPEAL AND AMENDMENT OF BY-LAWS**

38. The Society has power to repeal or amend any of these by-laws by a resolution passed in the manner prescribed by law.
39. The Society shall file with the Registrar with its Annual Statement a list of its directors with their addresses, occupations and date of appointment or election, and within fourteen days of a change of directors, notify the Registrar of the change.
40. The Society shall file with the Registrar a copy in duplicate of every special resolution within fourteen days after the resolution is passed.
41. 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.
42. The preparation of minutes, custody of the books and records, and custody of the minutes of all the meetings of the Society and the Board of Directors shall be the responsibility of the Secretary.

43. The books and records of the Society may be inspected by any member at any reasonable time within two days prior to the annual general meeting at the registered office of the Society.
44. 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.
45. The borrowing powers of the Society may be exercised by special resolution of the members.

## **CERTIFICATE OF APPROVAL**

I, **SHARON SIMONS**, of the Town of Springhill, in the County of Cumberland and Province of Nova Scotia, duly elected Secretary of the Proposed Cumberland Snowmobile Club, do hereby certify that the foregoing Seven (7) sheets of typewritten paper contain and are the true and correct By-Laws of the Cumberland Snowmobile club, approved and adopted by the subscribers to the Memorandum of Association of the said Cumberland Snowmobile Club at a duly held meeting of the said subscribers on the 8<sup>th</sup> day of April, A.D. 1990, at Collingwood, in the County of Cumberland and Province of Nova Scotia.

**IN WITNESS WHEREOF** I do hereunto subscribe my hand this 8<sup>th</sup> day of April, A.D. 1990, at Springhill, in the County of Cumberland and Province of Nova Scotia.

Signed,  
Sharon Simons, Secretary  
Cumberland Snowmobile Club