

WATER SKI AND WAKEBOARD SASKATCHEWAN
GENERAL OPERATING BY-LAWS

BY-LAW NO. 1

A By-Law relating generally to the conduct of the affairs of Water Ski and Wakeboard Saskatchewan.

BE IT ENACTED AND IT IS HEREBY ENACTED as a by-law of Water Ski and Wakeboard Saskatchewan (hereinafter called the Association) as follows:

1. INTERPRETATION

- 1.01 In this by-law and all other by-laws of the Association, unless the context otherwise specifies or requires.
- a) "Act" means the Corporation Act, Revised Statutes of Saskatchewan, as from time to time amended, and every statute that may be substituted therefore and, in the case of such amendment or substitution, any references in the by-laws of the Association shall read as referring to the amended or substituted provisions therefore;
 - b) "by-law" means only by-law of the Association from time to time in force and effect;
 - c) "Directors" means the directors of the Association composed of the elected Executive;
 - d) "Executive" means the elected officers of the Association as elected by the membership; including Past-President.
 - e) All terms contained in the by-laws which are defined in the Act shall have the meanings given to such terms in the Act;
 - f) words importing the singular number only shall include the plural and vice-versa; words importing the masculine gender shall include the feminine and neuter genders; words importing persons shall include bodies corporate, associations, companies, partnerships, syndicates, trusts and any number or aggregate of persons; and
 - g) the headings used in the by-laws are inserted for convenience of reference only and are not to be considered or taken into account in construing the terms of provisions thereof.

2. NAME

- 2.01 This organization or Association shall be known as the Saskatchewan Region of Water Ski and Wakeboard Canada (WSWC) and hereinafter shall be referred to as Water Ski and Wakeboard Saskatchewan, abbreviated WSWS.

3. PURPOSE AND OBJECTIVE

- 3.01 The purpose of WSWS shall be to improve, encourage, and promote water skiing and wakeboarding in all aspects; to promote friendly and sportsmanlike cooperation among its members in the interest of water skiing and wakeboarding generally, to provide standards therein to institute regular water skiing and wakeboard championships of the region and award Regional Championships, to aid in prescribing tests for qualifications; to approve the appointment of referees and judges within the Region; to approve and certify records of performance; to encourage and assist in promotion of safety; and to aid WSWS in carrying out its aims and objectives.

4. EXECUTIVE AND BOARD OF DIRECTORS

4.01 The Board of Directors shall, in addition to the powers defined elsewhere have the authority to:

- a) prescribe and recommend amendments to the By-Laws and Rules of WSWs.
- b) manage the finances of the Association in accordance with the procedures detailed in the By-Laws;
- c) appoint chairmen, judges and other officials to reside over sanctioned tournaments;
- d) establish and define rules, where not covered by WSWC Rules and Regulations.
- e) appoint committees.
- f) fill vacancies that occur within the Executive Committee.

4.02 Number and powers: the affairs of the Association shall be managed by a board of not more than twelve (12) directors (*amended March, 2016*). The Directors may exercise all such powers and do all such acts and things as may be exercised or done by the Association and are not by the By-Laws or any special resolution of the Association or by statute expressly directed or required to be done by the Association at a general meeting of members.

4.03 Qualifications of Directors – Every Director shall be eighteen (18) or more years of age and, subject to the provisions of the Act, shall be a member of the Association with dues and other monies paid.

4.04 Unless there are extenuating circumstances, each water ski or wakeboard club shall only have a maximum of two club members serving on the Executive each year.

5. ASSOCIATION SEAL

5.01 The Association shall have a common seal and it shall be in the custody of the Executive Director and shall not be used except in the presence of the President and President Elect of the Association or in the presence of such officer or officers of the Association as the Directors may be resolution appoint for that purpose.

6. SIGNATURE AND CERTIFICATION OF DOCUMENTS

6.01 Contracts, documents or any instruments in writing requiring the signature of the Association shall when possible, be signed by a member of the Executive. Second signors (when required) can be one of the Executive, or a person so designated by the board (*amended March, 2016*). All contracts, documents and instruments in writing so signed shall be binding upon the Association without any further authorization or formality. The Directors shall have power, from time to time by by-law or decision to appoint an officer or officers on behalf of the Association either to sign contracts, documents and instruments in writing generally or to sign specific contracts, documents and instruments in writing.

7. AMENDMENTS

7.01 No amendments shall be made to the By-Laws except at the Annual General Meeting and by two-thirds majority vote of voting members.

7.02 All proposed amendments shall be submitted in writing to the President and be post-marked 30 days prior to the Annual General Meeting of the year in question.

7.03 By-laws may be amended at the Annual Meeting of WSWs by unanimous vote without previous notice. Each voting member shall be allowed only one such proposed amendment.

7.04 Proposed amendments must be specific and must refer to the page, article and paragraph concerned, and the section must be quoted as it would appear if amended.

8. MEMBERSHIP FEES

8.01 Membership fees shall be proposed by the Board of Directors of the Association so as to meet the financial obligations of the Association and approved by the membership at the A.G.M.

8.02 INDIVIDUAL MEMBERSHIP

- a) A member shall be any person who has paid the fee prescribed by Water Ski and Wakeboard Saskatchewan and who is in good standing (*amended March 2016*).
- b) Acceptance of membership in the WSWs shall bind such members to abide by the provision of the By-laws and rules of Water Ski And Wakeboard Canada and WSWs.
- c) That membership be open to any resident of Saskatchewan or to any non-resident skiing or wakeboarding in Saskatchewan.
- c) Any member not abiding by the By-laws and rules may be subject to suspension or withdrawal of membership by WSWs.

9. MEETINGS

9.01 BOARD MEETINGS: Regular meetings of the Board of Directors shall take place at the call of the chair at a place to be decided by the Executive and such notice shall be directed to each member of the Board of Directors and Past-President in good standing as early as possible.

9.01.1 A quorum shall consist of more than fifty percent (50%) of the eligible votes.

9.01.2 A proxy vote is valid if the absentee notifies the President in writing. Only one proxy vote may be carried by each director present.

9.01.3 Minutes of such meetings shall be forwarded as soon as possible to: Board of Directors, Sub-Committee Chairman; and to those Presidents of Affiliated Clubs.

9.01.4 Closed meetings of the Executive may be called to discuss topics of sensitivity within the Association.

9.02 ANNUAL MEETINGS: An Annual Meeting of the Region shall be held and shall be in accordance with Water Ski And Wakeboard Canada By-laws, the Non-Profit Act, and Sask Sport requirements (*amended March 2016*).

9.02.1 All current members and affiliated clubs shall be notified, when possible, 15 days in advance of the date for the A.G.M. and any general spring meeting.

9.02.2 Anyone thirteen (13) years or over on January 31st has the right to vote at the Annual Meeting.

9.02.3 Any speaker at the Annual Meeting shall address himself to the Chairman only. No one shall speak twice to the same motion unless invited by the Chairman to answer a question or give an explanation.

9.02.4 The record date to determine the member list for the Annual Meeting or any General Membership meetings shall be midnight, 5 days prior to the meeting

date. *(added March 2016)*.

9.02.5 Order of business at the Annual Meeting shall consist of:

- a) Call to Order
- b) Reading and approval of previous minutes
- c) Financial Report
- d) President's Report
- e) Vice-Presidents Water Ski and Wakeboard Reports
- f) Reports of Executive Board Members
- g) Reports of Committees
- h) Reports of Club Representatives
- i) New Business
- j) Election of Officers
- k) Adjournment

9.02.6 A second general membership meeting may be held each year and, if necessary, may take the form of an open executive meeting. *(amended March 2016)*.

10. COMMITTEES

10.01 Constitution of Committees: The Board of Directors may from time to time constitute such committees as it deems necessary to assist the directors in carrying on the affairs of the Association, and shall prescribe the duties of such committees.

11. VOTING

11.01 All registered members of WSWS are entitled to one vote at the Annual General Meeting and at any general or special meeting.

11.02 All votes must be cast in person.

11.03 Only members in good standing shall have voting privileges. The Executive may require individuals to produce proof of membership at any time.

11.04 A quorum at any Annual General Meeting shall consist of 2 of the elected Executive and 5 members in good standing personally present at such meeting *(amended March 2016)*.

11.05 A quorum at any Executive meeting shall consist of 50 percent plus of the elected executive.

11.06 Executive officers are entitled to one vote each at all meetings of WSWS with the exception of the President whose vote shall only be cast if required to break a tie.

11.07 Appointed Standing Committee Chairmen and members shall not have voting or motion privileges at Executive Meetings.

11.08 Affiliated Clubs shall not have voting powers.

11.09 Voting age will be such as defined in by-law 9.07.

12. FISCAL YEAR

12.01 The fiscal year of WSWS shall run from January first (1) to December thirty-first (31).

13. TERM OF OFFICE

- 13.01 The term of office shall be one year or until a successor is elected, or appointed, except in the case of the President, who shall not hold office longer than two successive one-year terms (unless members present at the Annual General Meeting vote unanimously to extend the President's term by one year).
- 13.02 The newly elected Executive shall take office immediately following the closing of the Annual General Meeting.

14. OFFICERS AND THEIR DUTIES

- 14.01.1 The Executive Board members are the Officers of WSWS. It is composed of the following elected positions:
- a) President
 - b) VP of Finance
 - c) VP of Sport for All
 - d) Vice President Wakeboard
 - e) Past President
 - f) Vice President Adaptive

The Board of Directors is composed of the following elected positions:

- a) 3 Event Sport for All
- b) 3 Event Sask First
- c) Wakeboard Sport for All
- d) Wakeboard Sask First
- e) Editor/Publicity
- f) Sport Development

- 14.02 The duties of the President are to:
- a) Promotion of all aspects of towed water sports in the Province
 - b) Be the chief executive officer of the Association
 - c) Call, preside over, and preserve order and decorum at all meetings of the Association, Executive and the Board Members
 - d) Sits as an ex-officio member of all WSWS committees
 - e) Enforce the Constitution and By-laws of the Association
 - f) Guide and supervise the operations of the Association ensuring that all orders and resolutions of the Board are effectively carried out.
 - g) Perform such other functions/duties as are peculiar to the office of the President

14.03 President's absence

- a) In the event that the President is unable to attend a meeting of the Association, he shall designate a member of the Executive, not including the minute taker, to serve as chairman of the meeting and brief the designated Executive member on the business to be conducted.
- b) In the event the President is unable to attend a meeting of the Association, and is further unable to designate a Chairman, those present at the meeting shall elect one of the Executives to serve as Chairman.
- c) All members of the Executive are of equal rank and status and no order of succession is stated or implied by the order in which the positions are listed in the By-laws.

14.04 The President Elect shall report to the President and shall have responsibility for:

- a) Promotion of all aspects of towed water sports in the Province.
- b) Assisting the President during his/her term of office

- c) Other such duties are, from time to time, assigned by the President
 - d) In the event the President should resign, the President Elect will immediately fill that office.
- 14.05 The Vice President 3 Event shall report to the President and shall have responsibility for:
 - a) Promotion of all aspects of water skiing in the Province of Saskatchewan
 - b) Maintain regular meetings with the 3 Event Sport for All and 3 Event Sask First
 - c) Other such duties as are, from time to time, assigned by the President
- 14.06 The Vice President Wakeboard shall report to the President and shall have responsibility for:
 - a) Promotion of all aspects of wakeboarding in the Province of Saskatchewan
 - b) Maintain regular meetings with the Wakeboard Sport for All and Wakeboard Sask First
 - c) Other such duties as are from time to tome, assigned by the President
- 14.07 14.15 The Vice President Adaptive shall report to the President and shall have responsibility for:
 - a) Promotion of all aspects of adaptive water skiing in the Province of Saskatchewan
 - b) Other such duties as are, from time to time, assigned by the President
 - c) Responsible for adaptive coaching and officiating clinics
 - d) Responsible for the care and maintenance of the adaptive boat
 - e) Promotion of the competitive aspects of adaptive water skiing within the Province
 - f) The setting up and organization of all sanctioned tournaments within the Region
 - g) Apply for all necessary sanctions necessary for qualified tournaments within the Region
 - h) Publicity and public relations activities relative to tournaments and competitive programs
 - i) WSC coaching grant.
- 14.08 The duties of Past President are:
 - a) Promotion of all aspects of towed water sports in the Province of Saskatchewan
 - b) Generally assist and advise the President
 - c) Maintain Sport Legacy Fund
 - d) Forward Map Grant criteria to clubs
 - e) Calculate Map Grants payable to clubs
 - f) Supervise the Executive Director in connection with financial duties
 - g) Audit financial duties performed by the Executive Director
 - h) Perform other such duties as are, from time to time, assigned by the President
- 15. CLUB MEMBERSHIP
- 15.01 Any group of four (4) or more wishing to be known as a “club” may become so by applying in writing and making available the names and addresses and telephone numbers of elected officials of that “club”. The minimum of four (4) members shall be in good standing with WSWS. All above information shall be forwarded to the President or Executive Director.
- 15.02 Every “club” shall submit a list of all executive and other members to the Executive Director annually or as requested.
- 15.03 “Clubs” not re-affirming by said given dates shall forfeit such former privileges until such time as re-application and approval has taken place.

- 15.04 The board of directors may from time to time, establish such fees as it deems necessary for affiliated clubs.
- 15.05 All clubs are required to acquire Liability Insurance for club activities, from a reputable source. If no Insurance is carried during active club months, forfeiture of club status under WSWS is possible until the following year.

16 GUIDELINES FOR PROVINCIAL CHAMPIONSHIPS SITE RENTAL

- 16.01 The site must be capable of accommodating all registered WSWS disciplines (Jump, wakeboarding, slalom and tricks).
- 16.02 Site must have a minimum interference with other water vehicles during tournament.
- 16.03 Site must have power near the water skiing or wakeboarding area for calculating results. (Generators are acceptable)
- 16.04 Hosting body must submit their proposal 2 weeks prior to the AGM^t of the tournament year.

Additional advantages include:

Site is well protected from predominate winds.

Site is free from 90-degree embankments. (Sharp shore edges cause backwash).

Site has been surveyed and is accurate.

Site is equipped with an announcers booth and calculators quarters.

Hosting body organizes social functions and off water activities.

Hosting body promotes and advertises the tournament.

April 25, 2020

17 FINANCIAL CONTROL

17.01 All receipts for expenditures must be submitted no later than October 30 of the Fiscal Year of purchase.

17.02 Receipts submitted before the 15th of any month, will be paid out by the end of the same month. Receipts submitted after the 15th and before the end of the same month, will be paid out by the 15th of the following month.