

CONSTITUTION

ARTICLE I NAME AND PURPOSE

SECTION 1 - NAME

The name of the Club shall be Maritime Toy Dog Club, herein referred to as the "Club".

SECTION 2 - AFFILIATION

The Club shall work in co-operation with The Canadian Kennel Club, and may further affiliate itself with organizations devoted to the aims and purpose of the Club.

SECTION 3 - PURPOSE

The purpose of the Club shall be the encouragement and development of purebred Toy Dogs by:

- a. Accepting the standards of breeds as approved by the CKC;
- b. Educating members and the public at large in the benefits of pure-bred dogs; and
- c. Encouraging participation by conducting Licensed Specialty Shows, under the rules of the CKC.

SECTION 4 - AREA OF OPERATION

The area of operation of the Club shall be New Brunswick, Nova Scotia, and Prince Edward Island.

SECTION 5 - REVISION OF CONSTITUTION

Amendment(s) to the Constitution may be made only after the proposed amendment(s) have been sent to all voting members in good standing, together with a ballot for or against the amendment. A 2/3 majority vote of all the eligible members is required to pass any amendments. Proxies are not permitted. Voting will be done electronically (e-mail).

BY-LAWS

ARTICLE II MEMBERSHIP

SECTION 1 - MEMBERSHIP YEAR

January first to December thirty-first inclusive of each year.

SECTION 2 - ELIGIBILITY

Active membership shall be open to all persons eighteen years and over, who subscribe to the purpose of the Club. Membership in the CKC is not a prerequisite for membership in the Club but if a person is a member of the CKC their membership with the CKC must be in good standing. Applicants must be Toy Breed Owners.

Associate membership, same as above with the exception of age and residence (citizenship) as detailed in section 3 (classes of membership).

SECTION 3 - CLASSES OF MEMBERSHIP

There are three classes of membership:

- a. ACTIVE — Voting members, which may hold office and enjoy all privileges. Must be a citizen of Canada.
- b. ASSOCIATE — Shall not be entitled to vote or to hold office, but may enjoy all other privileges. Juniors ages four through seventeen. Non residents of Canada.
- c. HONORARY — Persons who have made outstanding contributions to the Club and have been involved with Toy Dogs. Shall not be entitled to vote or hold office.
- d. DUES — No member may vote whose dues for the current year are not paid for by January first of each year. Dues may be changed periodically, without notice, by the board.

SECTION 4 - ADMISSION TO MEMBERSHIP

- a. Each applicant for membership shall apply on a form as approved by the Board of Directors. The application shall provide that the applicant agrees to abide by the Constitution, By-Laws, Code of Ethics of the Club and the rules of the CKC. It shall carry the endorsement of two voting members in good standing of the Club. Accompanying the application the applicant shall submit dues payment for the current year.
- b. All applications are to be filed with the Secretary. The Board of Directors shall put applications forward to active members in good standing for input. Seven business days are allowed for input and then an executive vote must take place; and
- c. if denied, the reason for the denial will be sent to the applicant in writing within 30 days of their application being denied. The applicant must then wait a full calendar year before applying for membership again. .

SECTION 5 - TERMINATION OF MEMBERSHIP - Discipline

- a. RESIGNATION. Any member may resign from the Club upon notice to the Secretary.
- b. LAPSING. A membership will be considered as lapsed and automatically terminated if dues remain unpaid after January first. However, the Board of Directors may grant thirty days of grace to delinquent members in meritorious cases.
- c. EXPULSION. Any member violating the Code of Ethics of the Club or whose conduct is prejudicial to the welfare of the dogs may be subject of a written complaint to the Club Secretary, who shall forward a copy of the complaint to the President. The President shall set a hearing date no later than 60 days from date of receipt of the complaint by the secretary.

The Secretary shall within 30 days of receipt of the complaint forward a copy of the complaint along with a notice of hearing to the defendant, complainant and each member of the Board or appointed committee by the President (minimum of four). If the hearing is held by the Board, a minimum of four members must be present. Should a complaint be laid against the Secretary, the President shall act in accordance with these by-laws. The Board or appointed committee shall ensure that both parties are heard.

The Chairperson shall read the complaint and invite the defendant to speak in his/her behalf. After hearing all the evidence by the complainant and defendant, the Board or committee may by a majority vote reprimand or suspend the membership of said member. In the event of expulsion a 2/3 vote of those present shall be required. Proxy vote is not permitted. The secretary or the President if the secretary is the defendant shall within 30 days of the hearing notify the complainant and defendant in writing of the results of the hearing.

- d. Any member who is suspended from the CKC shall automatically be suspended from the Club for a like period.

ARTICLE II ORGANIZATION

SECTION 1 - NOMINATIONS

- a. Only active voting members in good standing with the Club may stand for election of Officers and Director at the Annual General Meeting.
- b. Two months before the election the Secretary shall email a nomination form to all voting members.
 - (1) Nominations must be signed by two voting members in good standing;
 - (2) Be accompanied by the written acceptance of the nominee;
 - (3) Be submitted to the Secretary within 21 days; and

(4) Thirty days before the election, the Secretary shall email to each voting member in good standing a ballot listing all the nominees for each office and position of directors separately for each province.

(5) SECTION 2 - ELECTIONS

- a. Officers and directors shall be elected for a period of two years. Terms of office for Executive and Directors not more than 3 terms unless no nominations are received.
- b. At the election meeting or show for the year, three scrutineers, one of whom shall be a director and two of whom shall be members in good standing appointed by the President, shall:
 - (1) Check to ensure that ballots have been returned only by members in good standing;
 - (2) Count the ballots and certify the results to the meeting; and
- c. Ensure Officers and Directors are eligible for re-election.
- d. Voting by proxy shall not be permitted and all elections must be conducted by secret ballot.

SECTION 3 - OFFICERS AND DIRECTORS OF THE CLUB

- a. The Officers (President, Vice President, Secretary and Treasurer or combined Secretary/Treasurer) and Directors of the club must be residents of Canada and all of the Officers, including the President, must be Canadian Kennel Club Regular Members in good standing. The names and offices held by these members must be reported to the Canadian Kennel Club annually upon renewal of club accreditation together with a copy of any changes to the current constitution and/or by-laws of the club. The Executive of the Club shall consist of the above officers and the immediate Past President.
- b. The Board of Directors of the club shall be comprised of the Officers of the Club (President, Vice-President, Secretary, Treasurer or combined Secretary/Treasurer) plus the regional Directors. Directors must reside in the area they represent. There must be one director from each province.

SECTION 4 - DUTIES OF OFFICERS AND DIRECTORS

- a. President: Shall preside at all meetings of the Club and of the Board. Shall have the duties and powers normally appurtenant to the office. Shall be ex-officio of all committees.
- b. Vice-President: Shall have the duties and exercise the powers of the President in the event of the President's absence.
- c. Secretary: Shall keep minutes and record all meetings of the Club, the Board, and all matters of which a record shall be ordered by the Club. Shall have charge of the correspondence, notify members of meetings, new members of the acceptance to membership, Officers and directors of the election to office, and keep a roll of the members of the Club with their addresses, emails and telephone numbers. It is the responsibility of Club Members to keep the Secretary up to date on any changes.

- d. Treasurer: Shall collect and receive all monies due or belonging to the Club, and shall deposit same in a Government Bank approved by the Board. Shall report the Club's finances at meetings and when requested. The books shall at all times be open for inspection by the board. Shall render an account of all monies received and expended during the previous fiscal year. The books shall be audited by the Board or by an auditor appointed by the Board.
- e. Regional Directors: The three regions to be represented are New Brunswick, Nova Scotia, and Prince Edward Island. They shall have the duties and powers normally appurtenant to the position. At no time do they have permission to run educational seminars without the Boards approval.

SECTION 5 - POWERS AND DUTIES OF THE BOARD

- a. The business of the Club shall be managed by the Board of Directors, and shall require a simple majority vote of the board.
- b. If an Officer or Director resigns during the fiscal year, the position shall be filled temporarily by a Board decision. The position will be filled with the next election.

SECTION 6 - STANDING COMMITTEES

The only Standing Committee of the Club shall be the Dog Show Chair and Chairperson shall be appointed by the Board.

ARTICLE III MEETINGS

SECTION 1 - TYPES OF MEETINGS

- a. Board meetings: Shall be called at the discretion of the President.
- b. Election Meeting: The Election Meeting shall be the Annual General Meeting held in conjunction with the Annual Toy Dog Show. Those elected shall assume office January next.
- c. Written notice of all meetings shall be given by the Secretary to each member stating the purpose of the meeting.

SECTION 2 - VOTING

- a. Active members in good standing are entitled to vote.
- b. Voting is to be conducted electronically (email). Ballot received by the Secretary via email will have the email addresses redacted to ensure confidentiality. The ballot will be printed and placed in an envelope marked **BALLOT** which will be placed within an envelope stating the name/address or the voting Member. The ballots will be submitted at the AGM for count and certification of the three scrutineers selected.

ARTICLE IV
FINANCE

SECTION 1 - FISCAL YEAR

- a. The fiscal year of the Club shall be from January first to December thirty-first inclusive;
- b. Dues: Article 1, Section 3.d.
- c. The funds of the Club shall be deposited in a government Bank approved by the Board. The bank account must be a separate and independent bank account in the name of the Club; and
- d. All cheques shall be signed by the Treasurer and President.

SECTION 2 - BORROWING

There shall be no borrowing.

SECTION 3 - REMUNERATION

Members of the Club shall be remunerated for authorized Club expenses.

SECTION 4 - AUDIT

The books shall be audited by November 30th of the fiscal year by the Board of Directors or an auditor appointed by the Board.

ARTICLE V
ORDER OF BUSINESS

SECTION 1 - GENERAL MEETINGS

At meeting of the Club, the order of business, so far as the character and nature of the meeting may permit, shall be as follows:

- . Roll Call
- . Minutes of last meeting
- . Reports of President, Secretary, Treasurer and any Committees
- . Unfinished business
- . New business
- . Election of Officers (AGM)
- . Adjournment

SECTION 2- BOARD MEETINGS

At the meetings of the Board, the order of business shall be conducted as per section I.

ARTICLE VI
PROCEDURE

SECTION 1- AUTHORITY

All meetings of the Club and its governing bodies and all other matters of practice and procedure not otherwise herein specified, shall be governed by The Common Law of Procedure of Canada, Roberts Rules of Order, current edition.

ARTICLE VII
NEWSLETTER

SECTION 1 - PUBLICATION

Published two times a year if we have volunteers to do so.

ARTICLE VIII
SPECIALTY

ARTICLE 1 - ROTATION

The annual specialty shall rotate among each zone: New Brunswick, Nova Scotia and Prince Edward Island.

ARTICLE IX
DISSOLUTION

SECTION 1- DISSOLUTION

The Club may be dissolved at any time providing to the CKC written documentation signed by at least two thirds of the members who are in favor of the decision. Proxies are not permitted. In the event of the dissolution of the Club, other than for purposes of reorganization, whether voluntary or involuntary or by operation of law, none of the property of the Club, nor any proceeds thereof, nor any asset of the Club shall be distributed to any members of the Club. After payment of debts of the Club its property and assets shall be given to a charitable organization for the benefit of dogs as selected by the Board of Directors.