

# **Canadian Ski Patrol System (Ontario Division) By-laws**

As amended and approved August 27, 1994

## **Article 1: Ontario Division**

### 1.1 Purpose

The Role of Ontario Division shall be as described in the most current version of the document entitled the role of Ontario Division. The role of a Zone is as described in the Ontario division Zone Presidents Kit under the chapter "What is required by the System to be a Zone".

### 1.2 Division President

The Division President is appointed by the National Vice President of Operations, subject to approval by the National President subject to the results of a vote by the Ontario Division Zone Presidents.

### 1.3 Terms of Office

The Division President's term of office is two years.

### 1.4 Division Officers

The Division President will appoint sufficient number of Division Officers to assist him/her in carrying out the responsibilities of the Division. All Division Officers are deemed to have resigned when the Division President resigns or is replaced.

### 1.5 Office

The principal office of the Division shall be located in the Province of Ontario.

## **Article 2: Membership**

### 2.1 Eligibility

All Zones that fall within the geographic boundaries of the Province of Ontario.

### 2.2 Qualifications for Membership

Zones that are approved by the Canadian Ski Patrol National Board of Directors, upon payment of their annual National and Division registration fees qualify to be members of Ontario Division.

### 2.3 Dues

Ontario Division will levy each Zone an amount to be affixed by the Ontario Division Zone Presidents for each registered Patroller in the Zone. The number of registered Patrollers shall be taken from the latest Annual Conference report of membership.

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## Article 3: Voting

### 3.1 Quorum

A minimum of five (5) Zones must be represented by the Zone President or his/her appointed representative in order to change any by-laws, withdraw funds from the Contingency fund, change the Role of Ontario Division or change any cost shared events.

### 3.2 Tie vote

In event of a tie, the Division President shall cast the deciding vote.

### 3.3 Proxies

In the absence of the Zone President or an appointed qualified representative from the Zone, the Division President will assume the proxies at any Division or National meetings including the election for Board of Directors.

### 3.4 Approval of Motions

A motion shall require a simple majority of approval by the Zone Presidents except where the motion will be voted on using a Polled vote in which case a simple majority of a polled vote will be accepted.

### 3.5 Poll vote

#### 3.5.1 Number of votes

Zone Presidents or their representatives are entitled to a number of votes based on the following formula.

1 to 25 members	1 vote
26 to 75 members	2 votes
76 to 150 members	3 votes
151 to 250 members	4 votes
251 to 350 members	5 votes
351 to 500 members	6 votes
501 and over	7 votes

Membership for each zone shall be based on the most recent National Annual Conference report of membership

#### 3.5.2 Poll Vote Usage

A Zone President can only request a poll vote when :

3.5.2.1 Voting on a matter that effects the Division Contingency fund.

3.5.2.2 Voting relating to cost shared events

3.5.2.3. Voting on amendments to the Ontario Division by-laws.

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## **Article 4: Cost Share**

Travel costs incurred by cost shared individuals will be paid by Ontario Division and then billed back to the Zones on a ratio of the number of polled votes the Zone has compared to the total number of polled votes in the Division.

## **Article 5: Contingency fund**

### 5.1 Minimum Size

The Division is to maintain a contingency fund to at least be equal to one (1) years normal operating costs. No funds may be withdrawn if the current balance is less than one years normal operating cost.

### 5.2 Removal of funds

No funds may be withdrawn from the contingency fund without a majority polled vote of the Zone Presidents and approval of the National President.

## **Article 6: Amendments**

### 6.1 Prerequisite

Articles may be amended by a vote of the Zone Presidents in accordance with article 3.5. Written notice of all amendments shall be provided to all Zone Presidents and Division President 30 days prior to a vote on an amendment can be called. Notwithstanding the aforementioned, a vote may be called if all Zone Presidents and the Division President waive the right of 30 days written notice.

### 6.2 Effective Date

Any amendments shall take force on the first day of the month immediately following the approval of the amendment.

## **Article 7: Meetings**

### 7.1 Regular Meetings

There shall be a minimum of three (3) Ontario Division Zone Presidents meetings per year. Meetings will be held in the late summer or early fall, January or February and at the Annual Conference before the vote for the National Board of Directors.

### 7.2 Ontario Division Annual General Meeting

At the late summer or early fall meeting, a portion of the meeting shall be set aside to hold the Annual General Meeting of the Canadian Ski Patrol System (Ontario Division) .

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## 7.3 Notice

Each Zone President shall receive notice of the time, place and tentative agenda for each meeting at least 30 calendar days before the Annual General Meeting and 15 days before all other meetings.

## **Article 8 Division Competition:**

### 8.1 Responsibility

Ontario Division shall be responsible for holding a Division Skills Competition each year provided teams are entered in each discipline.

### 8.2 Competition Cost Share

One team of three members, plus the Zone Education Officer and the On Snow (Alpine or Nordic) Director, a total of five (5) shall be included in the cost share from each Zone.

### 8.3 Division Representative to National Competitions

The winner of the Division Competition shall represent Ontario at either the Annual National Home Ground or Common Ground Competitions.

### 8.4 Division funded members at National Competitions

The Division will only pay the three (3) team members cost (transportation, Saturday banquet ticket, two evenings shared accommodations) to attend the National common ground Competition that is held at the Annual Conference.

## **Article 9 Training**

### 9.1 Responsibility

Ontario Division is responsible to offer a yearly On Snow Alpine and Nordic seminar.

### 9.2 Minimum timing

The On Snow training seminars must take place in the years that the majority of the Ontario Division Zone Presidents agree that either or both seminars are required.

### 9.3 Approval

The Zone Presidents will decide which training seminars they wish the Division to hold at the annual fall meeting based on a presentation made by the Ontario Division On Snow Alpine and Nordic Directors or their representatives.

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## 9.4 On Snow Alpine Cost Share

The cost of only the Alpine Zone On Hill training officer's or their representative's attendance at a Ontario Division On Hill seminar is to be cost shared according to the cost share formula in Section 7. All other costs incurred by a Zone will be billed back.

## 9.5 On Snow Nordic Cost Share

The cost of only the Zone Nordic On Snow training officer's or their representatives attendance at a Ontario Division sponsored seminar is to be cost share according to the cost share formula in Section 7. All other costs incurred by a Zone will be billed back.

## Article 10 Audit

Two (2) Zone Presidents shall audit the financial records of Ontario Division each year. They are to be appointed at the Spring Meeting held at the Annual Conference. The appointment of Zone Presidents as auditors is to be rotated among the Zones that make up Ontario Division. The report of the Auditors is to be included in the Ontario Division Annual General Meeting and recorded in the minutes. All Zones within Ontario Division are to have a March 31st Year-end.

## Article 11: Ontario Ski Council Representative

Each year at the Ontario Division Annual General Meeting a representative to the Ontario Ski Council shall be elected from within the Division Executive or a current Zone president to represent the Canadian Ski Patrol System.

## Article 12: Zone Information Kits

Each Zone is responsible to provide Ontario Division with a listing of all ski areas served, the names and addresses of all Zone Executives and a listing of the planned Zone events and dates. This data is to be sent to Ontario Division before the first day of August each year to be incorporated in a Division calendar of events. Each Zone must supply Ontario Division with a copy of their year end financial report before the end of May each year.

## Article 13: Logo

The official logo of Ontario Division shall be the Canadian Ski Patrol System's stylized maple leaf joined by 9 bands to the Province of Ontario's stylized trillium. This logo has been officially approved by the National Vice President of Operations on behalf of the National Board of Directors on July 29, 1994.

## Article 14 National Rules

Nothing in the by-laws of Ontario Division can be interpreted to supersede the Rules and Regulation as set forth by the National Board of Directors of the Canadian Ski Patrol System.