

AGENDA

6:15 PM Zoom Room Opens for Technical Support

6:30 PM Meeting Begins

1. Call meeting to order

- a) Chair's Welcome (Lynda Atkinson)
- b) Land Acknowledgement
- c) Announcement of quorum
- d) Acceptance of agenda

Suggested Motion: Move that the agenda be accepted as presented.

- e) Approval of Annual General Meeting Minutes of June 17, 2024

Suggested Motion: Move that the Meeting Minutes of June 17, 2024, be approved as presented.

2. Treasurer's Update (Sharon Pickthorne)

- a) Report on 2024 Audited Financial Statements, Derek Christo, Partner, d'Abadie Moody

1. Questions to the Audited Financial Statements

Suggested motion: Move that 2024 Audited Financial Statements be accepted.

- b) Appointment of Audit firm d'Abadie Moody

Suggested motion: Move that the firm d'Abadie Moody be appointed Auditor for 2026.

3. Bylaw Housekeeping Updates (Joan Chess-Woollacott)

a) Bylaw Review – Redline Changes

1. Questions

Suggested motion: Move that the changes to the Society's Bylaws be approved as presented.

4. Election of Directors

a) Nominations Process – Yvonne Darcel, Nominations Committee Chair

b) Candidate Presentations/Overview (2 minutes each)

1. Lynda Atkinson

2. Joan Chess-Woollacott

3. Tina Knott

4. Rose Schroder

5. Monique Hubbs-Michiel

c) Election – via electronic voting

d) Election results

5. Questions from members

6. Date and time next meeting June 22, 2026 @ 6:30pm (tentative - to be confirmed)

7. Adjournment

ANNUAL GENERAL MEETING

June 16, 2025

MEETING STANDING RULES

The following Rules of Order are designed to facilitate progress at the Horse Council BC Annual General Meeting to ensure orderly debate, courtesy, fairness and equality for all. The meeting will be conducted in accordance with The BC Societies Act, the constitution and by-laws of HCBC and Robert's Rules of Order, Newly Revised – 11th edition.

1. All speakers will practice fairness and courtesy at all times. The Annual General Meeting is for the purpose of transacting the agenda at hand and related resolutions. Unrelated topics or issues of a personal nature will not be debated or considered.
2. Only one item, the immediately pending motion and/or the matter under discussion, will be considered at a time.
3. Members who wish to speak will raise their hand either in-person or through the electronic icon, or type it into the Chat box, or otherwise gain the attention of the chair or moderator, wait to be recognized by the chair, and begin by stating their name.
4. Speakers shall respect the need for the meeting to run on time and limit their remarks to 2 minutes or less.
5. Each speaker may speak once to each resolution; no Member may speak a second time, which includes asking a follow-up question, unless and until all those who desire to speak a first time have had the opportunity to do so.
6. A voting Member has the right to move the previous question (to ask the assembly to close debate) and proceed to vote on the pending motion(s). This motion must be seconded and is not amendable or open to debate. It requires a 2/3 vote to adopt.

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Horse Council BC Annual General Meeting 17th June 2024

Present:

Craig Cherrett
Sharon Pickthorne
Jacqueline Kennedy
Tina Knott
Lynda Atkinson
Rhiannon King
Yvonne Darcel
Claire Vessey
Nora McCallum
Joan Chess-Woollacott
Kersten Taylor
Stephanie MacKay
Drew Harkness
Wendy Sewell
Isabel Reinerston
Autum Vose
Phil Wright
Bonnie Hull
Pip/Gerry Breckon
Carol-Ann Rolls
Carolyn Farris
Christopher J. Pack

Guests:

Derek Christo

1. Call meeting to order

a) Vice - Chair's Welcome – Lynda Atkinson

b) Land Acknowledgement – Lynda Atkinson

c) Announcement of quorum, QUORUM ACHIEVED

d) Acceptance of agenda

Motion 1: Move to accept the agenda as presented/discussed.

Moved: Isabeller Reiner **Seconded:** Christopher J. Pack **Carried**

1.e. Approval of Annual General Meeting Minutes of November 5, 2023

Motion 2: Move that the Meeting Minutes of November 5, 2023, be approved as presented.

Moved: Tina Knott **Seconded:** Claire Vessey **Carried**

2. Treasurer's Update

2.a. Report on 2023 Audited Financial Statements, Derek Christo, Auditor

Questions to the Audited Financial Statements

A question was asked inquiring why the Equestrian Canada fee was different. The answer provided by the Executive Director was that there has been a re-structuring and re-negotiation of EC agreements and funding allocations, we now pay a rate of \$2.50 per member.

Motion 3: Move that 2023 Audited Financial Statements be accepted.

Moved: Sharon Pickthorne **Seconded:** Yvonne Darcel **Carried**

2.b. Appointment of Auditor d'Abadie Moody

Motion 4: Move that d'Abadie Moody be appointed Auditor for 2025.

Moved: Sharon Pickthorne **Seconded:** Yvonne Darcel **Carried**

3. Election of Directors

3.a. Nominations Process – Lynda Atkinson, Nominations Committee Chair

3.b. Drew Harkness

Motion 5: Move that Drew Harkness be appointed for a 3-year term to the Board of Directors.

Moved: Christopher J. Pack **Carried**

3.c. Nora McCallum

Motion 6: Move that Nora McCallum be appointed for a 3-year term to the Board of Directors.

Moved: Tina Knott **Seconded:** Kelly Kennedy **Carried**

3.d. Wanda Gust

Motion 7: Move that Wanda Gust be appointed for a 3-year term to the Board of Directors.

Moved: Joan Chess Woollacott **Seconded:** Nora McCallum **Carried**

3.e. Yvonne Darcel

Motion 8: Move that Yvonne Darcel be appointed for a 3-year term to the Board of Directors.

Moved: Joan Chess Woollacott

Seconded: Sharon Pickthorne Carried

4. Questions from members

Questions were asked regarding the BC Driving Championship 2023 points system and the board directed them to the correct channels to contact people to resolve their query.

5. Date and time next meeting Spring 2025 (TBC)

6. Adjournment

Move to adjourn: Nora McCallum (no seconded required)

7. Presentation – Province of British Columbia Chief Veterinarian, Theresa Burns, DVM MSc. PhD. The Role of the Chief Veterinarian Office and the protocol for disease notification management.

Meeting ended at 08:00pm

FINANCIAL STATEMENTS OF

HORSE COUNCIL OF BRITISH COLUMBIA

December 31, 2024

HORSE COUNCIL OF BRITISH COLUMBIA

Independent Auditor's Report	
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INDEPENDENT AUDITOR'S REPORT

To the Members of
Horse Council of British Columbia

Report on the Audit of the Financial Statements

Opinion

We have audited the financial statements of Horse Council of British Columbia, which comprise the statement of financial position as at December 31, 2024, and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the organization as at December 31, 2024, and its results of operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations ("ASNPO").

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the organization in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with ASNPO, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the organization's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the organization's financial reporting process.

INDEPENDENT AUDITOR'S REPORT, continued

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- ♦ Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- ♦ Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the organization's internal control.
- ♦ Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- ♦ Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the organization to cease to continue as a going concern.
- ♦ Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

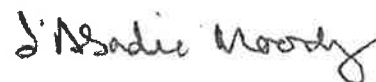
INDEPENDENT AUDITOR'S REPORT, continued

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Report on Other Legal and Regulatory Requirements

As required by the Societies Act of British Columbia, we report that, in our opinion, the accounting policies have been applied on a basis consistent with that of the preceding year.

Langley, British Columbia
March 27, 2025



Chartered Professional Accountants

HORSE COUNCIL OF BRITISH COLUMBIA
STATEMENT OF FINANCIAL POSITION
As at December 31, 2024

	2024	2023
ASSETS		
Current		
Cash and cash equivalents	\$ 1,387,009	\$ 1,406,459
Accounts receivable	4,078	-
Inventory (Note 3)	33,164	27,299
Prepaid expenses	27,985	10,550
	1,452,236	1,444,308
Capital assets (Note 4)	1,307,218	1,324,420
	\$ 2,759,454	\$ 2,768,728
LIABILITIES		
Current		
Accounts payable and accrued liabilities (Note 5)	\$ 173,952	\$ 188,690
Deferred revenue (Note 6)	740,413	784,407
	914,365	973,097
FUND BALANCES		
Net Assets	1,845,089	1,795,631
	\$ 2,759,454	\$ 2,768,728

Approved by the board

Signed by:
Lynda Atkinson Director
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Signed by:
Sharon Pickthorne Director
BB70C24FA6E3428...

See accompanying notes to the financial statements

HORSE COUNCIL OF BRITISH COLUMBIA

STATEMENT OF OPERATIONS

Year ended December 31, 2024

	2024 Actual	2024 Budget	2023 Actual
REVENUES			
Coaching	\$ 11,950	\$ 21,600	\$ 10,305
Competition	44,748	26,500	16,404
Marketing	7,960	37,500	1,979
Recreation	4,299	15,500	1,042
Sales	34,496	31,500	33,596
Building	89,276	86,753	86,181
General (Schedule 1)	1,971,959	1,923,161	1,722,506
	2,164,688	2,142,514	1,872,013
EXPENDITURES			
Coaching expenses	19,736	104,300	23,908
Competition	123,536	134,500	32,354
Marketing expense	106,694	109,000	74,794
Recreation expense	34,788	67,000	48,488
Cost of sales	13,917	20,000	13,790
Building operating	52,741	52,300	47,890
Administration	246,695	192,200	252,072
Board of directors	37,662	30,000	60,247
Development expense	10,566	19,000	3,366
Industry expense	18,662	34,000	19,555
Outreach expense	4,364	19,000	-
Staffing costs	872,227	838,282	765,643
General expenses (Schedule 1)	573,642	577,168	561,106
	2,115,230	2,196,750	1,903,213
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$ 49,458	\$ (54,236)	\$ (31,200)

See accompanying notes to the financial statements

HORSE COUNCIL OF BRITISH COLUMBIA **STATEMENT OF CHANGES IN NET ASSETS**

Year ended December 31, 2024

	BALANCE, beginning of year	Purchase of assets	Allocation of budget	Revenue	Expenditures	Excess of revenues over expenditures	2024 BALANCE, end of year
Equity in Capital Assets	\$ 1,324,421	\$ 24,796	\$ -	\$ -	\$ (41,998)	\$ -	\$ 1,307,219
Internally Restricted - Animal Disaster	179,477	-	-	6,443	(9,005)	-	176,915
Internally Restricted - BC Trails	10,355	-	25,000	1,174	(18,475)	-	18,054
Unrestricted	281,378	(24,796)	(25,000)	(7,617)	69,478	49,458	342,901
	\$ 1,795,631	\$ -	\$ -	\$ -	\$ -	\$ 49,458	\$ 1,845,089
BALANCE, beginning of year							
Equity in Capital Assets	\$ 1,295,385	\$ 76,444	\$ -	\$ -	\$ (47,408)	\$ -	\$ 1,324,421
Internally Restricted - Animal Disaster	184,812	-	5,000	10,125	(20,460)	-	179,477
Internally Restricted - BC Trails	1,057	-	40,000	1,042	(31,744)	-	10,355
Unrestricted	345,577	(76,444)	(45,000)	(11,167)	99,612	(31,200)	281,378
	\$ 1,826,831	\$ -	\$ -	\$ -	\$ -	\$ (31,200)	\$ 1,795,631

See accompanying notes to the financial statements

HORSE COUNCIL OF BRITISH COLUMBIA
STATEMENT OF CASH FLOWS
Year ended December 31, 2024

	<u>2024</u>	<u>2023</u>
OPERATING ACTIVITIES		
Excess (deficiency) of revenues over expenditures	\$ 49,458	\$ (31,200)
Item not affecting cash		
Amortization	<u>41,998</u>	<u>47,409</u>
	91,456	16,209
Change in non-cash working capital items		
Accounts receivable	(4,078)	32,710
Inventory	(5,865)	(2,846)
Prepaid expenses	(17,435)	5,332
Accounts payable and accrued liabilities	(14,738)	17,190
Deferred revenue	<u>(43,994)</u>	<u>167,445</u>
	5,346	236,040
INVESTING ACTIVITY		
Purchase of capital assets	<u>(24,796)</u>	<u>(76,444)</u>
(DECREASE) INCREASE IN CASH POSITION	(19,450)	159,596
CASH POSITION, beginning of year	<u>1,406,459</u>	<u>1,246,863</u>
CASH POSITION, end of year	<u>\$ 1,387,009</u>	<u>\$ 1,406,459</u>

See accompanying notes to the financial statements

HORSE COUNCIL OF BRITISH COLUMBIA

NOTES TO THE FINANCIAL STATEMENTS

December 31, 2024

1. Nature of operations

Horse Council of British Columbia (the "Society") is a not-for-profit organization incorporated provincially under the British Columbia Societies Act and is exempt from the payment of income tax under Section 149(l) of the Income Tax Act.

The Society operates to provide programs and financial support to various equestrian groups, societies in the province of British Columbia and its members.

2. Significant accounting policies

The Society applies the Canadian accounting standards for not-for-profit organizations.

(a) Cash and cash equivalents

Cash and cash equivalents include cash and short-term investments with maturities of three months or less from their date of acquisition, which are readily convertible into a known amount of cash, and are subject to an insignificant risk to changes in their fair value.

(b) Inventory

Inventory is valued at the lower of cost and net realizable value. Cost is determined using the first-in, first-out method.

(c) Revenue recognition

The Society follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Externally restricted contributions for the purchase of capital assets that will be amortized are recorded as deferred capital contributions and recognized as revenue on the same basis as the amortization expense related to the acquired capital assets. Externally restricted contributions for the purchase of capital assets that will not be amortized are recognized as direct increases in net assets to the Investment in Capital Assets balance.

HORSE COUNCIL OF BRITISH COLUMBIA

NOTES TO THE FINANCIAL STATEMENTS

December 31, 2024

2. Significant accounting policies, continued

(c) Revenue recognition, continued

Grant funds are recognized in the period which the grant relates.

Interest income is recognized in the period earned.

Membership fees are charged on a calendar year basis and recognized in the year that the fees relate.

Sale of merchandise and books are recognized when there is persuasive evidence that an arrangement exists, the goods have been received by the customer, the price is fixed and determinable, and collection is reasonably assured. In most instances, the recognition is a point of sale.

Rental income from tenant leases is recognized over the term of the related agreements. Property taxes, insurance and other operating costs recovered from the tenants on a monthly basis are recognized as revenue in the period in which received.

All other unrestricted revenue is recognized when received.

(d) Impairment of long-lived assets

The Society tests for impairment whenever events or changes in circumstances indicate that the carrying amount of the assets may not be recoverable. Recoverability is assessed by comparing the carrying amount to the projected undiscounted future net cash flows the long-lived assets are expected to generate through their direct use and eventual disposition. When a test for impairment indicates that the carrying amount of an asset is not recoverable, an impairment loss is recognized to the extent carrying value exceeds its fair value.

(e) Measurement uncertainty

The preparation of financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the period. Significant areas requiring the use of estimates include: estimated useful lives of capital assets, determination of deferred revenue, and allocation of expenditures to various functions. Actual results may differ from management's best estimates as additional information becomes available in the future.

HORSE COUNCIL OF BRITISH COLUMBIA
NOTES TO THE FINANCIAL STATEMENTS
December 31, 2024

2. Significant accounting policies, continued

(f) Financial Instruments

The organization initially measures its financial assets and liabilities at fair value. The organization subsequently measures all of its financial assets and financial liabilities at amortized cost.

Financial assets measured at amortized cost include cash and cash equivalents and accounts receivable.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities.

(g) Accounting Estimates

The preparation of financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amount of revenues and expenses during the reported period. These estimates are reviewed periodically and are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

3. Inventory

	2024	2023
Books	\$ 11,269	\$ 17,495
Merchandise	12,462	4,804
Promotional	5,683	-
Awards and prizes	3,750	5,000
	<u>\$ 33,164</u>	<u>\$ 27,299</u>

HORSE COUNCIL OF BRITISH COLUMBIA

NOTES TO THE FINANCIAL STATEMENTS

December 31, 2024

4. Capital assets

Capital assets are recorded at cost. The Society provides for amortization using the following methods at rates designed to amortize the cost of the capital assets over their estimated useful lives. The annual amortization rates and methods are as follows:

Building	4% Declining balance
Equipment	15 years Straight-line
Automotive	30% Declining balance
Furniture and fixtures	20% Declining balance
Computer equipment	30% Declining balance
Computer software	4 years Straight-line

	2024		2023	
	Cost	Accumulated amortization	Net Book Value	Net Book Value
Land	\$ 722,422	\$ -	\$ 722,422	\$ 722,422
Building	777,936	285,231	492,705	513,234
Equipment	48,450	29,337	19,113	22,936
Automotive	6,782	6,590	192	274
Furniture and fixtures	63,652	54,484	9,168	9,427
Computer equipment	60,298	43,544	16,754	20,308
Computer software	105,353	58,489	46,864	35,819
	<u>\$ 1,784,893</u>	<u>\$ 477,675</u>	<u>\$ 1,307,218</u>	<u>\$ 1,324,420</u>

5. Accounts payable and accrued liabilities

	2024	2023
Trade payables	\$ 95,868	\$ 86,813
Payroll and vacation	51,369	73,318
Government remittances	26,715	28,559
	<u>\$ 173,952</u>	<u>\$ 188,690</u>

HORSE COUNCIL OF BRITISH COLUMBIA

NOTES TO THE FINANCIAL STATEMENTS

December 31, 2024

6. Deferred revenue

	2024	2023
Animal disaster	\$ 93	\$ -
Equine Foundation	1,391	1,855
Rental deposits	4,730	4,730
Membership fees	633,744	647,332
Viasport funding received in advance	-	40,300
Optional insurance fees received in advance	100,455	90,190
	<u>\$ 740,413</u>	<u>\$ 784,407</u>

7. Internally restricted reserve

	BC Trails	Animal Disaster
Balances, beginning of year	\$ 10,355	\$ 179,477
Revenue	1,174	6,443
Expenditures	(18,475)	(9,005)
Budget allocation	25,000	-
Balance, end of year	<u>\$ 18,054</u>	<u>\$ 176,915</u>

HORSE COUNCIL OF BRITISH COLUMBIA

NOTES TO THE FINANCIAL STATEMENTS

December 31, 2024

8. Commitments

As at December 31, 2024, the Society has outstanding commitments of approximately \$15,883 with respect to various equipment leases.

2025	\$	9,725
2026		3,971
2027		<u>2,187</u>
	\$	<u>15,883</u>

9. Related party transactions

During the year fees were paid to the following entities and individuals:

	2024	2023
Equestrian Canada (i)	\$ 62,592	\$ 118,081
Directors (ii)	<u>5,072</u>	<u>5,819</u>
	<u>\$ 67,664</u>	<u>\$ 123,900</u>

i) Equestrian Canada is the federal governing body for equestrian sport.

ii) Directors receiving direct or indirect consideration services provided to the Society.

These transactions are in the normal course of operations and have been valued in these financial statements at the exchange amount which is the amount of consideration established and agreed to by the related parties.

10. Non-monetary transactions

The Society has media contracts with two member commercial entities. In exchange for providing the businesses with a subscription services on its website, the Society receives free advertising in the members' publications. The Society has estimated the value of free advertising services received to be \$34,345 (2023 - \$48,425).

As allowed by Canadian accounting standards applicable to not-for-profit organizations, these non-monetary transactions (being an exchange of service in the same line of business to facilitate sales to parties other than the parties to the exchange) are recorded at the carrying amount (value of service given up), which is nil.

HORSE COUNCIL OF BRITISH COLUMBIA

NOTES TO THE FINANCIAL STATEMENTS

December 31, 2024

11. Budget amounts

The 2024 budget amounts on the Statement of Operations and the Schedules to the Financial Statements, are presented for information purposes only and are unaudited.

12. Remuneration of employees, contractors and directors

The B.C. Societies Act requires the society to disclose the remuneration paid to employees and contractors whose remuneration during the year was at least \$75,000 and all remuneration paid to directors.

No remuneration was paid to any of the directors. See Note 10.

2 employees received remuneration in excess of \$75,000 during the year.

13. Financial instruments

Transactions in financial instruments may result in an entity assuming or transferring to another party one or more of the financial risks described below. The required disclosures provide information that assists users of financial statements in assessing the extent of risk related to financial instruments.

(a) Fair value

The fair value of current financial assets and current financial liabilities approximates their carrying value due to their short-term maturity dates. The fair value of long-term financial liabilities approximates their carrying value based on the presumption that the Society is a going concern and thus expects to fully repay the outstanding amounts.

(b) Foreign exchange risk

The Society is not exposed to significant foreign exchange risk as all operations take place in Canada.

(c) Market risk

Market risk is the risk that the value of a financial instrument will fluctuate as a result of changes in market prices, whether the factors are specific to the instrument or all instruments traded in the market. The Society is not exposed to significant market risk.

(d) Credit risk

The Society does not have significant credit risk in accounts receivable.

HORSE COUNCIL OF BRITISH COLUMBIA

NOTES TO THE FINANCIAL STATEMENTS

December 31, 2024

13. Financial instruments, continued

(e) Liquidity risk

The Society does have a liquidity risk in the accounts payable and accrued liabilities of \$173,952 (2023 - \$188,690). Liquidity risk is the risk that the Society cannot repay its obligations when they become due to its creditors. The Society reduces its exposure to liquidity risk by ensuring that it documents when authorized payments become due. In the opinion of management the liquidity risk exposure to the Society is low and is not significant.

(f) Interest rate risk

The Society is not exposed to significant interest rate risk.

HORSE COUNCIL OF BRITISH COLUMBIA
SCHEDULES TO THE FINANCIAL STATEMENTS
Year ended December 31, 2024

Schedule of general revenue and expenses

Schedule 1

	2024	2024	2023
	Actual	Budget	Actual
REVENUE			
Administrative fees	\$ 1,877	\$ 5,000	\$ 3,456
Animal relief	6,443	10,000	10,125
Gaming	61,000	125,000	-
Interest	51,345	60,000	55,877
Members optional insurance	186,790	150,000	165,655
Memberships	1,410,007	1,413,161	1,343,503
Miscellaneous	528	1,500	2,098
Other grants	47,850	7,500	-
Sport funding	206,119	151,000	141,792
	1,971,959	1,923,161	1,722,506
EXPENDITURES			
Animal relief	9,005	-	20,459
Club grants	52,608	52,500	47,244
Equestrian Canada	62,592	87,143	62,148
Membership discounts	-	18,000	18,369
Members insurance	262,647	269,525	246,981
Members optional insurance	186,790	150,000	165,655
Travel support	-	-	250
	573,642	577,168	561,106
EXCESS OF GENERAL REVENUES OVER EXPENDITURES	\$ 1,398,317	\$ 1,345,993	\$ 1,161,400

HORSE COUNCIL OF BRITISH COLUMBIA
SCHEDULES TO THE FINANCIAL STATEMENTS
Year ended December 31, 2024

Schedule of reallocated expenditures

Schedule 2

	2024	2024	2023
	Actual	Budget	Actual
Expenses			
Advertising and promotion	\$ 92,207	\$ 41,000	\$ 71,696
Amortization	41,998	-	47,408
Contract payments	46,166	102,800	39,084
Credit card processing charges	83,611	28,000	63,741
Equipment rental	11,329	12,000	12,255
Insurance	540,054	551,168	520,296
Interest and bank charges	899	4,000	3,106
Meetings	34,062	17,500	33,641
Memberships and dues	21,463	46,500	16,787
Office and miscellaneous	32,827	26,000	35,111
Professional fees	1,286	20,000	18,638
Program supplies	202,709	360,300	120,547
Property taxes	9,891	10,000	8,693
Purchases	13,867	14,000	12,501
Repairs and maintenance	18,277	22,500	17,308
Salaries and benefits	860,081	826,782	756,577
Support and grants	61,612	52,500	67,954
Telephone	19,213	14,000	15,217
Travel	23,678	47,700	42,653
	\$ 2,115,230	\$ 2,196,750	\$ 1,903,213



HORSE COUNCIL
BRITISH COLUMBIA

CONSTITUTION AND BYLAWS

Approved: August 29, 2022

27336 FRASER HWY, ALDERGROVE, B.C., V4W 3N5 WWW.HCBC.CA

HORSE COUNCIL OF BRITISH COLUMBIA CONSTITUTION

The Purposes of the Society shall be:

- a) To provide a coordinating body to serve all equestrian and equine interests in British Columbia (BC).
- b) To foster, stimulate and support interest in equestrian sports, recreation and business.
- c) To support and stimulate interest in the breeding of equines, and all other aspects of the equine industry.
- d) To advocate for the health and welfare of equines and the interests of owners, according to regulated practices and acceptable standards.
- e) To encourage and facilitate educational programs and other services, based on science and current best practices, for equine owners and persons associated with all equine and equestrian activities.
- f) To be a liaison between equine and equestrian organizations locally, regionally, provincially, nationally, and internationally; and to foster relationships and the sense of community among organizations especially at the local and provincial levels.
- g) To represent equine and equestrian interests at all levels of government when circumstances warrant.
- h) To bring to the public's attention the social, health, and economic benefits of equines and equine ownership.

PROPOSED REVISIONS – 2025 ANNUAL GENERAL MEETING

Bylaws of Horse Council of British Columbia (the "Society")

Part 1 – Definitions and Interpretation

1.1 Definitions

In these bylaws:

"Act" means the Societies Act of British Columbia as amended from time to time.

"Affiliate" means a British Columbia equestrian or equine association or provincial branch of a national equestrian or equine association, which has been accepted by the Society as an Affiliate in accordance with the policies of the Society.

"Board" or "Directors" or "Board of Directors" means the directors of the Society.

"Bylaws" means these bylaws as altered from time to time.

"Electronic meeting" means:

- a) a meeting that has some or all members attending by phone, on-line or by other electronic means; or
- b) a meeting that has some or all directors attending by phone, on-line or by other electronic means.

"Electronic voting" means voting by email or text message; private or public chat message; or a voting application or device.

"Equestrian" for the context and purposes of these Bylaws ~~will~~ refers to anyone participating in the practice of a horse activity and may include pedigree development, sport and competition, recreation and pleasure, youth and adult development and wellness, physical exercise, therapeutic use, and local agri-tourism.

"Equine" means horse, mule, donkey or zebra.

"Lower Mainland" refers to the Lower Mainland boundary prescribed by viaSport within its BC Games Zone Structure. The Lower Mainland will contain all of the communities within Fraser Valley (Zone 3), Fraser River (Zone 4), and Vancouver-Coastal (Zone 5).

"Member" means a member of the Society as listed in the register of members of the Society, accepted by the Board of Directors.

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"Member Club" means ~~A~~any equestrian or equine association that has applied for and been accepted as a Member Club in accordance with the policies of the Society.

"Ordinary resolution" means one of the following:

- a) a resolution passed at a general meeting by a simple majority of the votes cast by the voting members (in-person or by electronic voting) ~~and~~ or
- b) a resolution sent to all voting members and passed by a simple majority of the votes cast by mail, fax, email or other electronic means by the voting members ~~:- or~~

c) a resolution passed at a Board meeting by a simple majority of the votes cast by the directors (in-person or by electronic voting).

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"Region or regional" means a geographic area of the province.

"Special resolution" means any of the following:

- a) a resolution passed at a general meeting by at least 2/3 of the votes cast by the voting members, (in-person or by electronic voting) ~~and~~ or
- b) a resolution sent to all voting members and passed by at least 2/3 of the votes cast by mail, fax, email or other electronic means by the voting members ~~:- or~~

c) a resolution passed at a Board meeting by at least 2/3 of the votes cast by the directors (in-person or by electronic voting).

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"Youth Associate" means a person under the age of 19 who has applied and satisfied criteria established in the Society's policies in accordance with the Act.

1.2 Definitions in Act apply

The definitions in the Act apply to these bylaws.

1.3 Conflict with Act or regulations

If there is a conflict between these bylaws and the Act or the regulations under the Act, the Act or the regulations, as the case may be, prevail.

Part 2 Members

2.1 Admission of Members

An individual or organization ~~is shall be~~ admitted as a ~~M~~member of the Society when:

- a) the candidate member has made an application for membership in a manner prescribed by the Society;
- b) the candidate member has paid dues, as prescribed by the Board from time to time;
- c) the candidate member agrees to uphold and comply with the Society's Constitution, bylaws, policies, procedures, rules and regulations; and
- d) the candidate member has been approved by Ordinary Resolution by the Board or by any committee or individual delegated this authority by the Board.

2.2 Duties of Members

Every member must uphold the Constitution of the Society and must comply with these bylaws and other policies, procedures, rules and regulations of the Society.

2.3 Classes of Membership

In accordance with the Act, ~~There are~~ there are two (2) classes of members: voting and non-voting.

2.3.1 Voting Members

~~Voting members are divided into the following~~ There are two (2) categories of voting members:

- i. Lifetime Member: ~~A Lifetime Members shall be~~ is approved by the Board and ~~be~~ is a voting member of the Society. They ~~shall do~~ not pay any fees.
- ii. Adult Member: Any individual 19 years or over who has applied and been accepted as a ~~M~~member by the ~~D~~directors, ~~is~~ shall be a voting member of the Society.

2.3.2 Non-voting Members

There are three (3) categories of non-voting members ~~who do not vote nor hold office~~:

- i. Affiliate Member: A British Columbia equestrian or equine association or provincial branch of a national equestrian or equine association which has applied for and been accepted by the Society in accordance with the policies of the Society.

- ii. Member Club: Any equestrian or equine association that has applied for and been accepted as a Member Club in accordance with the policies of the Society.
- iii. Youth Associates: Persons under the age of 19 who have applied, and satisfied criteria established in the Society's policies in accordance with the Act.

2.4 Membership Dues and Duration:

The amount of the annual membership dues and duration ~~will be~~ is determined by the Board of Directors from time to time.

2.5 Member not in good standing

A member is not in good standing if the member fails to pay any subscription or debt due and owing by the member to the Society at least one month prior to the next AGM, or for otherwise violating any member duty or obligation (section 2.2), or for other reasons as determined by the Board. The Board shall have the discretion to set a period of time that members not in good standing will remain as such following remedy of the violation.

A voting member who is not in good standing:

- a) may not vote at a general meeting; and
- b) is deemed not to be a voting member for the purpose of consenting to a resolution of the voting members.

2.6 Discipline, Transfer and Termination of Membership

Membership in the Society terminates when:

- a) the member's term of membership expires;
- b) the membership terminates in accordance with these bylaws;
- c) the member resigns by written notice to the Society;
- d) the member, in the case of an individual, dies or, in the case of an affiliation or club, dissolves; or
- e) ~~the member is expelled in accordance with Society policy.~~ the Board approves a special resolution preventing the member from renewing their membership when the term of membership expires.

The rights of a person as a member of a Society, including any rights in the property of the Society, cease to exist when the person's membership in the Society terminates.

A member may be disciplined or ~~their membership not renewed expelled~~ in accordance with the Society's policies and procedures relating to the discipline of members as approved by the Board from time to time.

Any dues, subscriptions, or other monies owed to the Society ~~by terminated or expelled Members will~~ remain due: when a member is disciplined, or their membership is not renewed.

2.7 Youth Associates

Youth Associates are persons under the age of 19 who have applied and satisfied criteria established in the Society's policies in accordance with the Act.

Youth Associates may not vote or hold office and are subject to the rules of the Society.

Part 3 Meetings of Voting Members

Meetings of ~~V~~voting ~~M~~m~~e~~mbers ~~shall~~ include general meetings and special meetings.

3.1 Annual General Meetings

3.1.1 Time and place of general meeting

A general meeting ~~must be is~~ held at the time and place within British Columbia (BC) that the Board of Directors determines.

If the Board of Directors determines that the general meeting is also an electronic meeting:

- a) those attending electronically do not need to be located within BC;
- b) those responsible for holding the meeting ~~must~~ permit and facilitate participation in the meeting by telephone or other communications medium; and
- c) ~~A~~all persons participating in the meeting ~~are must be~~ able to, if applicable, vote at the meeting.

An annual general meeting ~~is must be~~ held at least once in every calendar year.

3.1.2 Ordinary business at a general meeting

At a general meeting, the following business is ordinary business:

- a) adoption of rules of order;
- b) consideration of any financial statements of the Society presented to the meeting;
- c) consideration of the reports, if any, of the ~~D~~irectors or auditor;
- d) elections or appointments, if any;
- e) appointment of an auditor, if any;
- f) business arising out of a report of the ~~D~~irectors not requiring the passing of a special resolution.

All other business is special business.

Where resolution of a procedural issue at a meeting is required Robert's Rules of Order will be applied.

3.1.3 Calling of General Meeting

The Society ~~will~~ convenes a ~~G~~eneral ~~M~~meeting by providing notice in accordance with the Act and these bylaws in any of the following circumstances:

- a) at the call of the Chair; or
- b) when resolved by Board ~~R~~resolution; or
- c) when such a meeting is requisitioned in writing by 5% of the ~~V~~yoting ~~M~~members in accordance with the Act. The meeting ~~is must be~~ held within 60 days of receipt of the requisition ~~at to~~ the Society's office.

3.1.4 Notice of General Meeting

The Society ~~will~~ provides written notice of the date, time and location of every ~~G~~eneral ~~M~~meeting to ~~alleach~~ voting ~~and non-voting~~ ~~M~~members.

~~This~~Notice may be done through postal mail and/or the following methods:

- a) by electronic method sent to the address provided by each ~~M~~member who has provided the Society with an e-mail address at least fourteen (14) days prior to the date of the Meeting; and

- b) by posting notice of the Meeting on the Society's website, for at least twenty-one (21) days immediately prior to the date of the Meeting.

3.1.5 Contents of Notice

Notice of a ~~G~~general ~~M~~meeting ~~will~~ ~~specifies~~ the date and time of the meeting, the place, and if an electronic meeting the instructions for attending and participating by telephone or other electronic method. The notice ~~will~~ ~~includes~~ the text of every ~~S~~special ~~R~~resolution to be proposed or considered at that meeting, in sufficient detail to permit a ~~M~~member to form a reasoned judgement concerning that business. If the meeting is an electronic meeting it ~~will~~ also ~~includes~~ instructions for voting at the meeting.

3.1.6 Omission of Notice

The accidental omission to give notice of a ~~G~~general ~~M~~meeting to a ~~M~~member, or the non-receipt of notice by a ~~M~~member, does not invalidate proceedings at that meeting.

3.1.7 Attendance at General Meetings

In addition to ~~M~~members, Directors and the Society's auditor, if any, the Board may also invite any other ~~P~~person or ~~P~~persons to attend a ~~G~~general ~~M~~meeting as observers and guests. All observers and guests may only address the assembly at the invitation of the person presiding as chairperson.

3.1.8 Registration of Members

Every ~~M~~member attending a ~~G~~general ~~M~~meeting ~~must~~ ~~registers~~ their attendance prior to the call to order for the meeting in such a manner as may be established by the Board from time to time.

3.1.9 Requirement of Quorum

Business, other than the election of the ~~e~~Chair of the meeting and the adjournment or termination of the meeting, ~~mustis~~ not ~~be~~ transacted at a general meeting unless a quorum of voting members is present.

3.1.10 Quorum

A quorum at a ~~G~~general ~~M~~meeting is a minimum of twenty 20 ~~V~~voting ~~M~~members in good standing on the date of the ~~M~~meeting.

3.1.11 Lack of quorum at commencement of meeting

If, within 30 minutes from the time set for holding a general meeting, a quorum of voting members is not present,

- a) in the case of a meeting convened on the requisition of members, the meeting is terminated, and
 - a. in any other case, the meeting stands adjourned to the next time set by the members;
- b) at the continuation of the adjourned meeting, if a quorum is again not present, the voting members present constitute a quorum for the purposes of that meeting.

3.1.12 Loss of Quorum

If at any time during a ~~G~~general ~~M~~meeting there ceases to be a quorum present, business then in progress ~~will be~~ssuspended until there is a quorum present or until the meeting is adjourned or terminated.

3.1.13 Chair of General Meeting

The Chair of the Board ~~shall~~s presides as the chair of the meeting. If the Chair is unable to preside as the chair, the Vice-Chair or another ~~O~~officer ~~shall~~s presides; or one of the other ~~D~~irectors present at the meeting ~~shall~~s presides.

If the Chair and all other ~~D~~irectors present are unwilling to act as chair of the meeting, the voting members present at the meeting ~~shall~~s choose a member who is present to chair the meeting.

3.1.14 Adjournment by Chair

The Chair of any ~~G~~general ~~M~~meeting may, or, if so directed by the voting ~~M~~members at the meeting, ~~must~~s adjourns from time to time and from place to place, but no business ~~is~~swill be transacted at the continuation of the adjourned meeting other than business left unfinished at the adjourned meeting. It is not necessary to give notice of a continuation of an adjourned general meeting or of the business to be transacted at a continuation of an adjourned general meeting except that, when a general meeting is adjourned for 30 days or more, notice of the continuation of the adjourned meeting ~~must be~~s is given.

3.15 Minutes of General Meetings

The Secretary or such other person designated ~~will~~s ensures that minutes are taken for the ~~M~~meeting.

3.2 Special Meeting

A special meeting of the ~~V~~voting ~~M~~m~~e~~mbers may be called and held at any time:

- a) at the discretion of the Chair;
- b) by a majority of the Board;
- c) at the written request of not less than 5% of all ~~V~~voting ~~M~~m~~e~~mbers.

A ~~S~~special ~~M~~m~~e~~eting ~~will~~ adheres to the same requirements as outlined in section 3.1 of these bylaws for a general meeting.

Part 4 Voting by Members

4.1 Ordinary Resolution

Unless the Act, or these bylaws provide otherwise, every issue for determination by a vote of the ~~M~~m~~e~~mbers ~~will be~~s decided by an ~~O~~rdinary ~~R~~esolution unless the matter is required by the Act or these bylaws to be decided by special resolution or by another resolution having a higher voting threshold than the threshold for an ordinary resolution.

4.2 Entitlement to Vote

Each ~~V~~voting ~~M~~m~~e~~member in good standing is entitled to one (1) vote on matters for determination by the ~~M~~m~~e~~mbers. No other person is entitled to vote on a matter for determination by the ~~M~~m~~e~~mbers, whether at a ~~M~~m~~e~~eting or otherwise.

4.3 Voting Methods at a General Meeting

Voting by ~~V~~voting ~~M~~m~~e~~mbers ~~may~~ occurs by any one or more of the following methods, at the discretion of the Board:

- a) by show of hands or voting cards; or
- b) by written ballot; or
- c) by electronic voting.

If, prior to or after such a vote, two (2) or more voting members request a secret ballot or a secret ballot is directed by the ~~e~~Chair of the meeting, voting must be by a secret ballot.

A resolution proposed at a meeting needs to be seconded, and the Chair of a meeting may move or propose a resolution.

In the case of a tie vote, the Chair does not have a casting or second vote in addition to the vote to which they may be entitled as a member, and the proposed resolution does not pass.

4.4 Voting Other than at a General Meeting

The Board may, in its sole discretion, conduct a vote of the ~~V~~voting ~~M~~m~~e~~mbers other than at a General Meeting, whether by mail-in ballot or electronic means, provided in each case that the Society provides each ~~M~~m~~e~~member in good standing with notice of:

- a) the text of the resolutions to be voted on;
- b) the open and closing dates for casting a vote; and
- c) instructions on how a ~~V~~voting ~~M~~m~~e~~member may cast a vote.

4.5 Announcement of result

The ~~e~~C~~h~~air of a general meeting ~~must~~ announces the outcome of each vote and that outcome ~~must be is~~ recorded in the minutes of the meeting.

4.6 Voting by Proxy

Voting by proxy is not permitted.

Part 5 Directors

It is the intention of the Society that its ~~D~~d~~i~~rectors at all times reflect and promote diversity, equitable practices and access, and inclusion~~onvity throughout among~~ its members~~hip~~, within the organizational culture, at the Board table and in all its communities.

5.1 Board Composition

- a) The Board is comprised of a minimum of nine (9) individuals to a maximum of twelve (12) individuals, elected by the voting members.
- b) The Board ~~shall be is~~ composed of directors who reflect the diversity among members, regions, equine and equestrian activities and interests found throughout the province; and who work on behalf of all members to further the Society's purposes, priorities and strategic direction.

- c) The Board ~~shall~~ ensures through its nomination and election policies and processes that no single interest, need or region has majority representation, undue influence, nor has its interests excluded by the Board.
- d) Fifty percent (50%) or more of the ~~D~~irectors ~~shall~~ reside outside of the Lower Mainland.

5.2 Eligibility requirements of Directors

Directors of the Society ~~must~~ meet eligibility requirements established by the Board of Directors and the Society Act, and are at least 19 years of age.

5.3 Director's Term

A ~~D~~irector's term ~~shall be~~ three (3) years. Directors ~~shall~~ take office at the close of the Annual General Meeting in which they are elected and end at the conclusion of the Annual General Meeting for the final year of their term, unless they resign, are removed from, or otherwise vacate their office.

A ~~D~~irector may serve a maximum of nine (9) consecutive years on the Board.

A Director cannot be nominated again if the upcoming term will exceed the nine (9) years.

A ~~D~~irector, after serving nine (9) consecutive years, is not permitted to be nominated to run again for a position on the Board for one term or three (3) consecutive years.

5.4 Ceasing to be a Director

A ~~D~~irector ceases to be a ~~D~~irector upon the occurrence of any of the following:

- a) death;
- b) incapacity;
- c) resignation;
- d) conviction of a criminal offence
- e) moving out of the province;
- f) removal by the Board; ~~or~~
- g) ~~or~~ ceasing to be a member of the Society.

5.5 Filling a Vacancy

In the event of a vacancy on the Board of Directors, the Board may choose to appoint a member to that position until the end of the term or leave the position vacant for the remainder of that term, as prescribed by the Act.

5.6 Removal of a Director

A ~~D~~irector may be removed as a ~~D~~irector by a special ~~Board~~ resolution passed by the Board despite any provisions in these bylaws.

Without limiting the above, a ~~D~~irector may be removed by a special ~~Board~~ resolution passed by the Board for:

- a. being absent without cause from three consecutive meetings in a one-year period.
- b. breaching their fiduciary responsibilities or for other illegal or egregious action.

5.7 Duties of Directors

Pursuant to the Act, every ~~D~~irector ~~will~~:

- a) ~~A~~cts honestly and in good faith with a view to the best interests of the Society;
- b) exercises the care, diligence and skill that a reasonably prudent individual would exercise in comparable circumstances;
- c) furthers and does not hinder the purposes, aims, and objects of the Society;
- d) acts in accordance with the Act and the regulations thereunder;
- e) upholds the Constitution and complies with these bylaws and the policies of the Board in effect from time to time; and
- f) abides by such codes of conduct and ethics adopted by the Board.

The ~~D~~irectors ~~shall~~ have charge of the general conduct of the affairs of the Society and ~~shall~~ have exclusive management and control of the property and assets of the Society and without limiting the generality of the foregoing, the ~~D~~irectors:

- g) are expressly empowered to make, alter, amend and repeal such policies as the ~~D~~irectors determine are in the best interest of the Society;
- h) are expressly empowered, where the revenue of the Society is insufficient to meet expenses, to assess the members pro-rata to the amount of the deficiency;
- i) ~~shall from time to time~~ appoint a Chief Executive Officer (Executive Director);

- j) ~~shall~~ keep the membership reasonably and properly informed;
- k) may authorize the borrowing of money by the Society or the acquisition or improvement of real property for the purposes of the Society.

5.8 Director Conflict of Interest

A ~~D~~irector who has a direct or indirect material interest in a contract, matter, or transaction (whether existing or proposed) with the Society, or a matter that is or is to be the subject of consideration by the ~~D~~irectors, if that interest could result in the creation of a duty or interest that materially conflicts with that ~~D~~irector's duty or interest as a ~~D~~irector of the Society, the ~~D~~irector:

- a) ~~will~~ disclose~~s~~ fully and promptly the nature and extent of their interest;
- b) is not entitled to vote on the contract, transaction or matter;
- c) ~~will absent~~~~removes~~ themselves from the meeting or portion thereof at which the contract, transaction or matter is discussed, unless requested by the Board to remain and provide relevant information, in any case during the vote on the contract, transaction or matter; and
- d) refrains~~s~~ from any action intended to influence the discussion or vote.

The Board may establish further policies governing conflicts of interest of ~~D~~irectors and others, provided that such policies ~~do~~~~must~~ not contradict the Act or these bylaws.

5.9 Power to Create Committees

The Board may from time to time create any committee or advisory group as it deems necessary or appropriate, subject to the Act with the following:

- a) members of a committee are approved and appointed by the Board;
- b) any committee formed by the Board ~~must~~ reports ~~their~~~~its~~ activities and ~~is~~~~be~~ accountable to the Board;
- c) a committee may be composed of both ~~D~~irectors and other persons who have specific abilities, training, experience, and/or knowledge ~~which can be~~ beneficial to the operation of that committee;
- d) committee members ~~do~~~~shall~~ not serve on a committee past their term limits as ~~D~~irectors, or if a non-~~D~~irector, ~~shall be~~~~are~~ subject to the same term limit as ~~D~~irectors; and
- e) each committee ~~will~~ has~~ve~~ Terms of Reference that are kept up to date and approved by the Board.

5.10 Standing Committees

The Board ~~shall~~ constitutes and maintains the following standing committees, subject to the conditions stated in 5.9, to be advisory to the Board:

- a) Finance and Audit
- b) Governance (including responsibility for ~~board~~ director nominations).

Part 6 Directors Meeting

6.1 Calling Directors' meeting

A ~~D~~irectors' meeting either in-person or by electronic means ~~may be~~ called by the Chair or when such a meeting is requisitioned in writing by three (3) of the ~~D~~irectors.

The requisitioned meeting ~~is must be~~ held within 45 days of receipt of notice ~~at~~ the Society's office.

6.2 Notice of a Directors' meeting

At least five (5) days' notice of a ~~D~~irectors' meeting ~~is must be~~ given unless all the ~~D~~irectors agree to a shorter notice period.

6.3 Proceedings valid despite omission to give notice

The accidental omission to give notice of a ~~D~~irectors' meeting to a ~~D~~irector, or the non-receipt of a notice by a ~~D~~irector, does not invalidate proceedings at the meeting.

6.4 Quorum of Directors

The quorum for the transaction of business at a ~~D~~irectors' meeting is a majority of the current ~~D~~irectors.

Questions arising at a meeting of ~~D~~irectors ~~must be~~ decided by a majority of votes. In the case of a tie vote, the chair does not have a second or casting vote.

A resolution in writing, signed by all the ~~D~~irectors, and documented and stored with the minutes of the ~~D~~irectors, is as valid and effective as if regularly passed at a meeting of ~~D~~irectors.

Voting by proxy is not permitted.

6.5 Election of Directors

The Board ~~shall~~ maintain~~s~~ nomination and elections policies that ensure a continued diverse and inclusive ~~Board;~~~~that~~ reflect the broad range of members and interests from throughout the province; and that no single interest, need or region has majority representation, undue influence, nor has its interests excluded by the Board.

Directors ~~are~~~~shall be~~ elected in the manner prescribed by the nominations and elections policy. Any nomination of a person for election or appointment ~~will~~:

- a) include~~s~~ the written consent of the nominee;
- b) compli~~es~~y with the Nominations Policy as approved by the Board of Directors; and
- c) meet~~s~~ qualifications as established by the Board of Directors from time to time.

Nominations ~~are~~~~will~~ not ~~be~~ accepted from the floor.

Part 7 Officers

7.1 Election of Officers

At the first Board of Directors meeting following the Annual General Meeting, the ~~D~~irectors ~~shall~~ elect from amongst their number:

- a) a Chair;
- b) a Secretary-Treasurer, or a Secretary and a Treasurer; and
- c) up to two Vice-chairs, at the Board's discretion.

The Board ~~shall~~ maintain~~s~~ Board policies that set out the roles, responsibilities and desired competencies for the Board Chair, Vice Chair, and ~~D~~irectors.

7.2 Terms of Appointment of Officers

The term of office for all Officers ~~shall~~ end~~s~~ on the date of the Annual General Meeting, following which they may be re-elected. There is no limit on the number of times an Officer may be re-elected, as long they consent to stand, and it is within their term limits as a ~~D~~irector on the Board.

7.3 Removal of Officers

A ~~D~~irector may be removed as an Officer by the Board of Directors by a resolution approved of by a majority of the ~~D~~irectors.

7.4 Replacement

Should an Officer for any reason be unable to complete their term, the Board ~~will~~ elect~~s~~ or appoint~~s~~ a replacement without delay for the remainder of the term.

Part 8 Roles of Officers

8.1 Role of the Chair

The Chair of the Board is responsible for overseeing the Board and individual ~~D~~irectors in the fulfilment of their governance and fiduciary accountabilities. The Chair is also the chair ~~forever~~ Board meetings and member meetings. The Chair ~~is~~~~shall be~~ an ex-officio member of all committees.

8.2 Role of the Vice-Chair

The Vice-Chair is responsible for supporting the Chair, temporarily carrying out the duties of the Chair when the Chair is unable to do so and acting as chair at meetings in the absence of the Chair.

If more than one Vice-Chair is elected, these responsibilities may be shared.

The Vice-Chair is not Chair-elect, though they may stand for election to the role of Chair when such an election is held.

8.3 Role of the Secretary

The ~~s~~Secretary is responsible for doing, or making the necessary arrangements for, the following:

- a) issuing notices of general meetings and ~~D~~irectors' meetings;
- b) taking minutes of general meetings and ~~D~~irectors' meetings;
- c) keeping the records of the Society in accordance with the Act; and
- d) conducting the correspondence of the Board.

In the absence of the ~~s~~Secretary from a meeting, the ~~D~~irectors ~~shall~~ appoint another person to act as secretary at the meeting.

8.4 Role of the Treasurer

The ~~t~~Treasurer is responsible for doing, or making the necessary arrangements for, the following:

- a) receiving and banking monies collected from the members or other sources;
- b) keeping accounting records in respect of the Society's financial transactions;
- c) preparing the Society's financial statements;
- d) making the Society's filings respecting taxes; and
- e) filing the annual report of the Society and making any other filings with the registrar under the Act.

8.5 Role of the Secretary/Treasurer

If the roles of Secretary and Treasurer are combined, the responsibilities specified in 8.3 and 8.4 ~~shall~~ apply.

Part 9 Remuneration of Directors and Signing Authority

9.1 Remuneration of Directors

These bylaws do not permit the Society to pay to a ~~D~~irector remuneration for being a ~~D~~irector or officer, but the Society may, subject to the Act, pay remuneration to a ~~D~~irector for services provided by the ~~D~~irector to the Society in another capacity, provided it does not represent a conflict of interest with the ~~D~~irector's fiduciary obligations.

The Board of Directors may approve reimbursement to a ~~D~~irector for reasonable expenses necessarily incurred by the ~~D~~irector in performing their duties as a ~~D~~irector.

9.2 Signing authority

A contract or other record to be signed by the Society ~~is must be~~ signed on behalf of the Society by one or more individuals authorized by the Board to do so on behalf of the Society, in accordance with its policies.

Part 10 Auditor

10.1 Annual Audit

The Society has resolved to have an auditor.

10.2 Appointing an Auditor

At each Annual General Meeting the Society appoints an auditor to hold office until the auditor is re-elected or a successor is elected at the next Annual General Meeting. A director or employee of the Society may not be the auditor.

10.3 Removing an Auditor

An auditor may be removed by ordinary resolution.

10.4 Notifying an Auditor

An auditor ~~is~~must be promptly informed in writing of the auditor's appointment or removal.

~~A Director or employee of the Society shall not be the auditor.~~

10.5 Attendance at General Meetings

The auditor may attend general meetings.

Part 11 Bylaws and Access to Records

11.1 Copy of Constitution and Bylaws

On being admitted to membership, each member is entitled to, and the Society ~~must~~ make available to the member without charge, a copy of the constitution and bylaws of the Society.

11.2 Alterations or Additions to Bylaws

These bylaws ~~may~~must not be altered or added to except by special resolution passed by the members at an annual general meeting or a special meeting.

11.3 Access to Documents and Records

A Member is entitled, upon providing not less than fourteen (14) days' notice in writing to the Society, to inspect any of the following documents and records of the Society at the ~~A~~address of the Society during the Society's normal business hours:

- a) the Constitution and these bylaws, and any amendments thereto;
- b) the statement of ~~D~~irectors and registered office of the Society;
- c) minutes of any General Meeting, including the text of each resolution passed at the meeting;
- d) resolutions of the ~~M~~embers in writing, if any;
- e) annual financial statements relating to a past fiscal year that have been received by the ~~M~~embers in a General Meeting;
- f) the register of ~~d~~irectors;
- g) the register of ~~M~~embers;
- h) the Society's certificate of incorporation, and any other certificates, confirmations or records furnished to the Society by the Registrar;
- i) copies of orders made by a court, tribunal or government body in respect of the Society;
- j) the written consents of ~~D~~irectors to act as such and the written resignations of ~~D~~irectors; and
- k) the disclosure of a ~~D~~irector or of a senior manager regarding a conflict of interest.

11.4 Restrictions on Access

Except as expressly provided by statute or at law, a ~~M~~ember ~~is~~~~will~~ not ~~be~~ entitled or have the right to inspect any other document or record of the Society. However, subject to such policies as the Board may establish, a ~~M~~ember may request, in writing delivered to the Society, to inspect any other document or record of the Society and the Board may allow the ~~M~~ember to inspect the document or a copy thereof, in whole or in part and subject to such redaction as the Board deems necessary, all in the Board's sole discretion.

11.5 Fees

Documents ~~are~~~~shall be~~ provided by electronic means. If print copies of documents which a ~~M~~ember is allowed to inspect are requested by the ~~M~~ember, the Society may assess a fee to be determined by the Board, provided such fee does not exceed the limits prescribed in the Act.

Part 12 – Dissolution of the Society

Dissolution of the Society ~~is~~will be done in accordance with the Act.

Director Nomination Biographies

HORSE COUNCIL BC
COMMUNICATION

Lynda Atkinson

My name is Lynda Atkinson, and I currently live on a 600 acre ranch just south of Quesnel, B.C. where we raise Simmental Cattle and Standardbred horses. I have been a dedicated equestrian since I was four years old, and to my parents regret they let me ride a pony. I have competed in western, English, dressage, endurance, conformation, and combined driving. I have been an organizer of shows and endurance competitions. I grew up in White Rock, so am familiar with many of the facilities and competitions in the lower Fraser Valley and also know what has been and possibly can be again in the area. I currently am the second largest breeder of standardbred horses in British Columbia and have experience in many of the newest scientific procedures on breeding and managing the broodmare and stallion. We do stand a standardbred stallion on our farm. I retired as a secondary school administrator in Quesnel, after having a successful career of 32 years as a senior counsellor, Head of Special Education for many years, and a Vice Principal. I have a great interest in helping young people become the best they can be, including those with special needs. I am passionate about important role horses can play in both sport and recreation, as well as healer and nurturer in so many ways.

I have served as director and chairperson of HCBC as well as currently I am a director of British Columbia Agriculture Council, and Harness Racing BC. I have an understanding and training in accounting procedures, strategic planning and governance, as well.

Working with Horse Council has been one of my most cherished experiences and anything I can do to assist promoting these wonderful horses that are willing to allow us to be in their world is an honour and blessing.

Joan Chess-Woollacott Biography

I would like to be considered for another term as a director for Horse Council BC. I believe that my skills and knowledge described below, along with the experience gained during my previous terms as a director, will continue to be useful in serving BC's equestrian and equine community, and advancing the vision and mission of HCBC.

Governance of Not-for-Profit Organizations

I have served on HCBC's Board for about six years, as well as serving as Chair, Governance Committee. It has been a wonderful learning experience, working with all the directors and staff as we identify and implement new initiatives to better serve the members. Before joining HCBC's Board, I volunteered with several not-for-profit organizations, serving on Boards as a director and executive member. As a Registered Professional Planner (RPP), I served on the Council for the Planning Institute of BC for six years as a Director, President Elect, and President; as well as serving at the national level for the Canadian Institute of Planners as a Director for two years. In Prince George, I was on the Board of Directors for the Prince George Horse Society for ten years as a Director, Vice President, and President.

Professional Career

Although now retired, as a Registered Professional Planner for 35 years, I traveled throughout BC and became familiar with the province's diverse landscapes and communities, especially rural areas and small towns, as well as the large urban centres. My skills include land use and community planning, visioning, strategic planning, research and analysis; and working collaboratively with all orders of government, residents, volunteer organizations, and the private sector.

Horse Owner and Rider

I am a horse owner and adult amateur rider. I started as a typical 12-year-old girl who loves horses. I joined Pony Club and eventually earned my B Level in my teens. After a 25 year pause for university, career, and family, I returned to riding about 25 years ago. I have participated in the BC 55+ Games and enjoy meeting riders from throughout BC. I volunteer with local and regional clubs at dressage and hunter/jumper events. I also believe in continuous learning, by attending HCBC webinars and special forums; taking courses online such as the University of Guelph's Horse Portal; reading science-based articles; and participating in riding and training clinics and on-going lessons.

My priorities are: 1) the well-being of all horses, regardless of the activity, discipline, age or breed; 2) safety, inclusion and respect for all participants; and 3) appreciation and support for the diversity of equestrian sports and recreational activities. In closing, I would welcome the opportunity to continue serving on HCBC's Board of Directors and the province's equestrian community. I would appreciate your support in the election. Thank you.

Tina Knott Biography

I have been an active rider and carriage driver for over 50 years for recreation and competition.

In carriage driving competitions I have competed at FEI level in Combined Driving throughout Canada and the US and was member of a team who qualified to represent Canada at the World Championships in Austria in 2003 and the UK in 2005.

A mentoring and coaching role has been my focus in recent years as well as organizing competitions on Vancouver Island for the Vancouver Island chapter of the BC Carriage Driving Society where I have also held the position of secretary for 6 years. I have been on the executive board for the provincial BCCDS from 2014 to the present time and have taken several positions - President for 3 years, past president and currently BCCDS affiliate representative to HCBC. During my time on the provincial BCCDS board I have, along with others initiated a Young Driver Bursary program, Virtual Pleasure Driving Shows and am currently working with the BCCDS Rules committee. In September of this year I organized the Arena Driving Trials that were part of the very successful 55+Games held in Victoria.

During these years I have been nominated for several Volunteer of the Year awards and my aim has been to work with others to create opportunities to help people excel in their equestrian sport while maintaining integrity and sportsmanship.

Rose Schroeder Biography

Born and raised on the family dairy farm in Abbotsford. Graduated from High School and took two years of college. She managed the dairy herd for 35 years. Married for 41 years with two sons. Currently semi-retired. Has served on many NGO boards as Chair, director, secretary or treasurer:

- past VP Recreation at HCBC
- past BCHBC representative for Outdoor Recreation Council of BC
- Parent Advisory Council Upper Sumas Elementary
- South Coastal Dairy Education Association
- International Agricultural Exchange Association
- Abbotsford Soil Conservation Association
- Past Vice President BCHBC Provincial Executive
- Secretary BCHBC Provincial Executive

Was a Certified Horsemanship Association (CHA) Wilderness Guide Instructor and Assistant Clinic Instructor, CHA English/Western Level 2 Instructor. With 2 partners she co-owned a business that taught trail riding and camping skills through private lessons and clinics across BC and Alberta. For 2 years, was a director at Large with HCBC. Currently she resides in Salmon Arm, still enjoys trail riding and packing, the sport of Mountain Trail Horse and continues to volunteer through the Back Country Horsemen Society of BC for many trail access and preservation projects with BC Parks and Recreation Sites and Trails.

Her passion for horses, trail riding and packing have led her to her current positions:

- BCHBC Provincial Secretary
- vice chair Shuswap Chapter of BCHBC
- Newsletter coordinator for the Shuswap Chapter of BCHBC
- member the Outdoor Recreation Foundation of BC
- Secretary for the BCHBC Provincial Trails Committee

Monique Hubbs-Michiel Biography

I am a retired RCM Police Officer and my personal circumstances finally allowed me to become more involved in the Equestrian world a bit later in life. With the help of so many willing individuals, I made up for lost time! I learned from all my coaches, then my students as I was honored to become a trainer at a show barn in Edmonton, Alberta. From my humble beginnings; I started out as a very new adult rider and horse owner, to coaching, becoming a certified trainer/coach through EC, then becoming an EC (Senior) and Provincial Official in many disciplines. I am always grateful for all the opportunities I have had, and I look forward to many future opportunities to mentor new officials, show organizers, riders and coaches. As an EC and Provincial Official/Coach Representative: "I believe we should strive not only to make better riders, but better people as well!"