

Suggested Amendments to the February 20, 2025 Bylaws (with approval at the AGM on February 25, 2026)			
SECTION	ORIGINAL WORDING	Rationale for Amendment	SUGGESTED AMENDMENT
Title page (header)		To identify the latest version	February 25, 2026
Title page (footer)		To identify the latest version	Approved by Special Resolution February 25, 2026
Title page (2.4)	... and Suspension ...	Fix typo	... and Suspension ...
Title page (6.4)	Auditing	Aligns with suggested amendments to Financial Controls Policy #7	Auditing of Accounts
1.3.8.		New definition. Aligns with suggested amendments to Financial Controls Policy #7	<p>A Family Member includes anyone related by blood, marriage, adoption, or common-law partnership, specifically:</p> <ul style="list-style-type: none"> • spouse or common-law partner • parents, step-parents, and in-laws • children (minor or adult), step-children, and children-in-law • siblings and siblings-in-law • anyone living in the same household
1.3.9.		New definition. Aligns with suggested amendments to Financial Controls Policy #7	<p>A Close Associate is any non-family individual whose relationship could reasonably create a conflict, including:</p> <ul style="list-style-type: none"> • shared significant financial interests • shared authority over financial decisions • a close personal relationship that could impair, or appear to impair, objective judgment

2.3.1.c)	c) As outlined in Sections 2.4, 2.5 and 2.5.2.	Redundant line, as it is already covered in 2.3.1. b), so phrase deleted.	
2.3.2. f)	Exercise rights and privileges given to Members as defined by these Bylaws.	Expands rights	Exercise other rights and privileges given to Members as defined by these Bylaws or Association Policies from time to time.
2.3.3.		New addition. Clarifies rights and privileges of Youth Members	Any Youth Member in good standing is entitled to: a) Participate in regular and special Association activities and events, such as league play, tournaments and social activities, in accordance with the terms and conditions governing such participation.
3.1.6.	Members of the Board shall not be directly related to each other without board approval.	Re-worded and expanded to include Close Associate. Aligns with suggested amendments to Financial Controls Policy #7	Family Members or Close Associates shall not be permitted to serve as Directors of the Board without prior board approval.

3.2.4	<p>It shall be the duty of the Secretary to attend all meetings of the Association and of the Board, and to keep accurate minutes of the same. In case of the absence of the Secretary, their duties shall be discharged by any other Board member as may be appointed by the Board.</p> <p>The Secretary shall have charge of all the correspondence of the Association and be under the direction of the President and the Board. The Secretary shall also keep a record of all the Members of the Association and their addresses, send all notices of the various meetings as required, and collect and receive the annual dues or assessments levied by the Association. Such monies shall be promptly turned over to the Treasurer for deposit in an approved account in a financial institution.</p>	<p>Align duties with current BVPA Board & Officers Roles & Responsibilities Policy #3</p>	<p>It shall be the duty of the Secretary to attend all meetings of the Association and of the Board, and to keep accurate minutes of the same. In case of the absence of the Secretary, their duties shall be discharged by any other Board member as may be appointed by the Board.</p> <p>The Secretary shall prepare meeting agendas in consultation with the Board; consolidate and distribute Board meeting materials; record, maintain, and circulate accurate minutes of Board meetings; act as custodian of all records and official documents of the Association; prepare and submit the Annual Society Return; update the Bylaws as required and submit amendments to the Government of Alberta for approval; and maintain accurate and current lists of Officers, Directors, and Members.</p>
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3.2.5.	<p>The Treasurer shall receive all monies paid to the Association and be responsible for the deposit of the same in whatever Bank, Trust Company, Credit Union or Treasury Branch the Board may order. They shall properly account for the funds for the Association and keep such books as may be directed. They shall present a full detailed account of receipts and disbursements to the Board whenever requested and shall prepare for submission to the Annual Meeting a statement duly audited of the financial position of the Association and submit a copy of same to the Secretary for the records of the Association. The Office of the Secretary and Treasurer may be filled by one person if any Board meeting for the election of Officers shall so decide.</p>	<p>To align BVPA's Bylaws with the Societies Act, reduce risk to volunteer auditors, and reflect modern governance practice for small nonprofit organizations.</p>	<p>The Treasurer shall receive all monies paid to the Association and ensure they are deposited in the financial institution designated by the Board. The Treasurer shall properly account for all funds, maintain financial records as directed by the Board, and provide statements of receipts and disbursements to the Board when requested.</p> <p>The Treasurer shall prepare the year-end financial statements for presentation to the membership at the Annual General Meeting. The audit required under the Societies Act shall be carried out by the internal or external auditor appointed in accordance with Section 6.4.</p> <p>The offices of Secretary and Treasurer may be held by the same person if the Board so determines.</p>
3.2.6.	<p>Some or all of the duties found in 3.2.4 and 3.2.5 may be delegated as approved by the Board.</p>	<p>Increase clarity</p>	<p>Some or all of the duties found in 3.2.4 and 3.2.5 may be delegated as approved by the Board, so long as the delegation of authority is recorded in writing with clear details of the scope of authority and oversight.</p>

3.6.4.	The Board shall appoint an accountant or two members of the Association to examine the financial records of the Association on an annual basis (see article 6.4).	To align BVPA's Bylaws with the Societies Act, reduce risk to volunteer auditors, and reflect modern governance practice for small nonprofit organizations.	The Board shall appoint the internal auditor(s) or external auditor for each fiscal year in accordance with Section 6.4, unless the members at an Annual General Meeting resolve otherwise.
3.9.3. e)		Expand the reasons for expulsion of a Director	Violated the Board or Member Code of Conduct Policies.
4.2.4.	An annual reviewed financial statement for the past year shall be submitted to the membership for approval.	To align BVPA's Bylaws with the Societies Act, reduce risk to volunteer auditors, and reflect modern governance practice for small nonprofit organizations.	The annual financial statements for the past fiscal year shall be presented to the membership for approval.
4.2.5.	The annual projected budget for the next fiscal year shall be submitted to the membership for approval.	To align BVPA's Bylaws with the Societies Act, reduce risk to volunteer auditors, and reflect modern governance practice for small nonprofit organizations.	A summary of the approved budget for the next fiscal year shall be presented to the membership for approval.
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5.2.1.	... themeeting	fix type	... the meeting ...
6.3.1.	The Treasurer shall submit a yearly projected budget to be approved by the Board and the Members of the Association at the Annual General Meeting.	Slight re-wording. To align BVPA's Bylaws with the Societies Act, reduce risk to volunteer auditors, and reflect modern governance practice for small nonprofit organizations.	The Treasurer shall prepare a draft budget for Board review and approval. A summary of the approved budget will be presented for approval by the membership at the Annual General Meeting.
6.3.2. but shall not be immediate family members.	Aligns with suggested amendments to Financial Controls Policy #7	... but shall not be immediate Family Members or Close Associates.

6.4	Audit	<p>With the exception of 6.4.1 this entire section has been totally re-written to align with the suggested amendments to the Financial Control Policy #7, align with the Societies Act, reduce risk to volunteer auditors, and reflect modern governance practice for small nonprofit organizations.</p>	Auditing of Accounts
6.4.2.	<p>The books, accounts, and records of the Treasurer shall be audited at least once each year by the duly qualified accountant or by two Members of the Association appointed by the Board. Such duly appointed Members shall conduct an audit in accordance with auditing standards deemed appropriate in the circumstances. They shall do sufficient work to obtain reasonable assurance about whether the financial statements are free from material misstatement. Their audit shall involve performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected will depend on their judgement.</p>	<p>To align BVPA's Bylaws with the Societies Act, reduce risk to volunteer auditors, and reflect modern governance practice for small nonprofit organizations.</p>	<p>Unless the members at an Annual General Meeting resolve otherwise, the Board of Directors shall appoint one or more internal auditors for each fiscal year. Internal auditors must be independent of the Treasurer and day-to-day financial operations.</p>

6.4.3.	<p>The audited annual financial statements for the previous fiscal year should be presented to the membership at the Annual General Meeting.</p>	<p>To align BVPA's Bylaws with the Societies Act, reduce risk to volunteer auditors, and reflect modern governance practice for small nonprofit organizations.</p>	<p>An internal audit may consist of a limited volunteer review carried out using procedures approved by the Board. It is not an external audit performed by a licensed CPA firm, is not conducted in accordance with Canadian Auditing Standards, the Canadian Standard on Review Engagements, or any other assurance standards, and does not provide assurance. The form of acknowledgment shall be determined by the Board.</p>
6.4.4.		New	<p>The members at an Annual General Meeting may instead resolve to appoint a qualified external auditor for that fiscal year, or to appoint specific individuals as internal auditors in place of Board appointment.</p>
6.4.5.		New	<p>The internal or external auditor, as applicable, shall complete their work and provide an acknowledgment to the Board. The Board will determine what information is appropriate to share with the membership at the Annual General Meeting.</p>