SPEED SKATING NEW BRUNSWICK | PATINAGE DE VITESSE NOUVEAU-BRUNSWICK

BYLAWS OF:

THE NEW BRUNSWICK AMATEUR SPEED SKATING ASSOCIATION INC.

Approved – October 21, 2026

Table of Contents

ARTICLE I	**GENERAL**	**Page 2**
ARTICLE II	**BOARD OF DIRECTORS**	**Page 3**
ARTICLE III	**POWERS OF THE BOARD OF DIRECTORS**	**Page 4**
ARTICLE IV	**MEMBERSHIP**	**Page 7**
ARTICLE V	**MEETINGS**	**Page 10**
ARTICLE VI	**COMMITTEES**	**Page 12**
ARTICLE VII	**AMENDMENTS**	**Page 13**

ARTICLE I - GENERAL

SECTION 1 - NAME

The official name of the organization shall be **THE NEW BRUNSWICK AMATEUR SPEED SKATING ASSOCIATION INCORPORATED.** It may also be known as **Speed Skate New Brunswick, Speed Skating New Brunswick,** and **Patinage de vitesse Nouveau-Brunswick.** It shall function as a branch of Speed Skating Canada (SSC). The short title of the Association shall be the **NBASSA INC.,** or **SSNB** and **PVNB.** The registered office of Speed Skate New Brunswick is to be situated in N.B.

MISSION

To promote, foster and develop the sport of speed skating for all New Brunswickers through the provision of quality programs and services which emphasize and respect the development of the whole individual.

OBJECTIVES

- To promote in a fair and unbiased way, the sport of speed skating throughout the Province of New Brunswick.
- Developing the healthy and competitive spirit required to be a successful athlete.
- To promote co-operation among the associate members so that they may assist in fostering speed skating clubs in their locale.
- To provide proper training for coaches and meet officials.
- To raise public awareness of the sport of speed skating.

SECTION 2 - DEFINITIONS

A. **Club Elected Director -** a board member, who is elected by their club to sit on the NBASSA Board of Directors

B. **Director At-Large -** a board member elected by the membership at an Annual General Meeting.

C. **Delegate** – An individual, 16 years of age or over, designated by his or her club to represent the club at the Annual General Meeting and Special General Meetings. This individual shall have full voting and discussion rights, with a maximum of two votes.

D. **Competitive Skater** - a competitive skater who is registered with SSNB & SSC who intends to compete in competitions in Quebec and Nationally.

E. **Club Skater** - a Club skater who is registered with SSNB and only participates at the local club level & provincial level or within learn-to-skate level programs.

ARTICLE II - BOARD OF DIRECTORS

SECTION 1

The Board of Directors of the New Brunswick Amateur Speed Skating Association Inc. shall be composed of the following officers:

The following positions on the Board of Directors shall be elected at the AGM from the general membership. The nominee for each position that receives the most votes shall be elected.

i. Director of Finance
ii. Director of Competitions and Officials Committee
iii. Director - Vice Chair of Board of Directors
iv. Directors at Large (Maximum of two positions)

Following the AGM, the Board of Directors shall elect the Chairperson from among its members

The following positions on the Board of Directors shall be elected from each of the clubs.

Club Elected Director	Saint John Amateur Speed Skating Club
Club Elected Director	Codiac Cyclones Speed Skating Club
Club Elected Director	Fredericton Amateur Speed Skating Club
Club Elected Director	Club de Patinage de Vitesse de Caraquet
Club Elected Director	Hampton Speed Skating Club
Club Elected Director	St. Croix Blades Speed Skating Club
Club Elected Director	Restigouche Comets Speed Skating Club

SECTION 2

A. Members of the Board of Directors shall hold office for a period of two years, commencing on the first day of the month following their election at the AGM.

B. The club elected directors are to be selected by their clubs on an annual basis.

C. The Director responsible for Competitions and Officials & one additional Director at Large shall be elected in even numbered years,

D. The Director of Finance & Vice-Chairperson shall be elected in odd numbered years.

E. All directors shall be eligible for re-election.

SECTION 3 - Nominations

A Nominating Committee shall be appointed by the Board of Directors prior to the Annual General Meeting to nominate candidates for open Board of Director positions. No nominations for positions will be made from the floor at the Annual General Meeting. Club elected directors are elected by their respective club prior to the Annual General Meeting.

ARTICLE III - POWERS OF THE BOARD OF DIRECTORS

SECTION 1

The Board of Directors shall manage the property, effects, and assets of the Association. It shall enforce the preservation of order and obedience to the By-Laws and shall have the power to employ such servants and assistance, and to make such rules and regulations as they are necessary for the comfort and success of the Association in accord with the By-Laws.

SECTION 2

Should any vacancy occur in one of the elected positions on the Board of Directors, then such vacancy will be filled by the vote of the Board of Directors on a "pro term" basis until the next annual meeting of the Association. Should a vacancy occur in a club elected director's position, the club will designate a new director to the board.

SECTION 3

A. In the event that the position of Chairperson of the Board of Directors becomes vacant, the Vice-Chairperson shall assume the roles and responsibilities of Chairperson on a "pro term" basis until the next annual meeting of the Association. In the event that the Vice Chair declines the position of Chair, the board of directors has the power to appoint a person to the position from within NBASSA's Board as a first option or in NBASSA's membership as a second option, on a "pro term" basis until the next annual general meeting.

SECTION 4

The Board of Directors may authorize necessary contracts and purchases, but shall have no power, unless authorized at a general meeting of the Association to render the Association or any member liable of debt.

SECTION 5

Meetings of the Board of Directors shall be called by the Chairperson or by any three members of the Board of Directors

SECTION 6

At all meetings of the Board of Directors, four (4) club elected directors plus three (2) directors, shall constitute a quorum.

SECTION 7

At all meetings of the Board of Directors, 50% plus one of all the directors, of which a minimum of four club elected directors must be voting in favor, is required to pass a motion.

SECTION 8

A. No proxy votes shall be allowed for the director at-large positions.

B. Proxy votes shall be permitted for club elected directors.

SECTION 9

The Board of Directors shall review and decide on the application for membership of new clubs.

SECTION 10

The Board of Directors may, by a two-thirds majority vote, cancel the membership of inactive clubs.

SECTION 11

Any member club, skater, or board member whose conduct shall be pronounced by a two-thirds vote of the members present at the meeting of the Board of Directors to have endangered or to be likely to endanger the welfare, interest or character of this Association, may be suspended and required to forfeit their membership in the Association. Such members have the right to defend his/her actions at a meeting of the Board of Directors called for the purpose before any such suspension shall be declared.

SECTION 12

The Association shall strive to provide equitable services to members in the official language of their choice, English or French.

SECTION 13

Only the director at large positions, excluding the Chairperson, of the Board of Directors, are entitled to have the full voting and discussion rights at all Annual General Meetings and Special General Meetings of the association. Club elected directors shall have full discussion rights but shall not have a vote at the Annual General Meeting and Special General Meetings unless designated by their club as one of the delegates entitled to vote for their club.

ARTICLE IV - MEMBERSHIP

SECTION 1 – CLUBS

A. Names:

This Association shall be composed of the following clubs:

1. Saint John Amateur Speed Skating Club
2. Codiac Cyclones Speed Skating Club
3. Fredericton Amateur Speed Skating Club Inc.
4. Club “Les étoiles filantes” Inc.
5. Hampton Speed Skating Club
6. St. Croix Blades Speed Skating Club
7. Restigouche Comets Speed Skating Club

B. Charter:

Clubs must have a minimum of ten skaters, and an executive consisting of no less than four members. For a beginning club (in their first year of operation), there is no minimum registration and the requirement for an executive is waived.

C. Annual Dues:

The annual dues of each active club of this Association shall be determined by the Board as part of the annual budget process and shall be presented at the AGM. Such dues shall be payable by, on or before February 15th to cover the current season. The Board may suspend or otherwise sanction any club that has not paid its dues.

D. Representation of Clubs:

1. Each club shall elect one member to represent it on the Board of Directors, and such representatives shall have a vote for meetings of the Board of Directors, but not for Annual General Meetings and Special General Meetings.
2. At all Annual General Meetings and Special General Meetings of this Association, clubs who are members in good standing of the SSNB shall be entitled to designate delegates who will vote on behalf of their club.
3. Delegates must be at least sixteen (16) years of age or over and shall be eligible to attend and have the full voting and discussion rights.
4. The number of delegates a club is entitled to send shall be determined by the number of competitive skaters registered in their club during the current season. (See Table 1.)
5. Each delegate is entitled to exercise a maximum of two votes on behalf of their club. (i.e., For a club to exercise three (3) votes, a minimum of two (2) delegates is required. To exercise seven (7) votes, a minimum of four (4) delegates is required.)
6. Other than delegates, registered members belonging to clubs in good standing are entitled to attend the Annual General Meeting and Special General Meetings of the Association and participate in discussions but shall not be entitled to vote.

E. Dissolution of the organization

In the event of the dissolution of Speed Skate New Brunswick, its property and assets shall, after payment of liabilities, be donated to one or more recognized “not-for-profit” organizations in New Brunswick as may be decided by the Association in a general meeting.

F. Voting structure for Annual, General and Special Meetings of the SSNB

The number of Competitive Skaters a club has registered during the past season will be used to determine the number of votes a club shall be eligible to cast at an Annual General Meeting and a Special General Meeting.

The number of registered club and competitive skaters offers a common way to establish delegates for each club. These delegates then represent all of their members at General Meetings.

First 20 club or competitive skaters	3 votes
Each Additional 20 club or competitive skaters or any part thereof	1 additional vote

1 to 20	3 votes	101 to 120	8 votes
21 to 40	4 votes	121 to 140	9 votes
41 to 60	5 votes	141 to 160	10 votes
61 to 80	6 votes	161 to 180	11 votes
81 to 100	7 votes	181 to 200	12 votes

SECTION 2 - MEMBERSHIP – GENERAL

A. Affiliated clubs shall pay a nominal fee as established from time to time by the Board of Directors and ratified by an Annual Meeting. In return, the NBASSA will accord the services and privileges of the Association.

B. All skaters, coaches, officials, and volunteers must be registered to be considered a member of NBASSA.

SECTION 3 - HONORARY LIFE MEMBERSHIP

Any individual who has brought distinction to the SSNB or who has served the Association long and well or has made any outstanding contribution to speed skating in New Brunswick may be nominated for the position of Honorary Life Member. The names of candidates for Honorary Life Membership shall be submitted to the AGM for approval. The title of Honorary Life Member shall require a two-thirds majority vote of the members present at the AGM AND shall not be required to pay dues. The Registrar shall keep a record of all Honorary Life Members.

SECTION 4 - SUSPENSION OF MEMBERSHIP

Any member club, skater or member whose conduct shall be pronounced by a two-thirds vote of the members present at a meeting of the Board of Directors to have endangered or to be likely to endanger the welfare, interest or character of this Association, may be suspended and required to forfeit his/her membership in the Association. Such members should be informed in writing stating reasons for suspension. Such members shall have the right to defend his/her actions at a meeting of the Board of Directors called for the purpose before any such action can be declared.

ARTICLE V - MEETINGS

SECTION 1 - ANNUAL GENERAL MEETING

A. The Annual General Meeting shall be called at such time and shall be held in such place as is designated by the Board of Directors.

B. Notice of each Annual Meeting shall be communicated to every club of the Association at least 21 days prior to the meeting.

C. At the Annual General Meeting 50% plus one of the total number of eligible delegate votes drawn from a minimum of four (4) clubs shall constitute a quorum.

D. At the Annual General Meeting motions require 2/3 of the eligible votes present in order to pass. (Includes delegate votes plus directors at-large votes.)

E. At the Annual General Meeting, each member of the Board of Directors shall make a written report on their activities during the previous year. The Director of Finance shall submit an up-to-date financial statement.

F. These reports shall be sent to the Technical Director 10 days prior to the Annual General Meeting. These reports will be circulated to the members a minimum of three (3) days prior to the Annual General Meeting. Report should not be read at the AGM, but the floor shall be open for discussion of the report if needed.

G. The order of Business for the Annual General Meeting shall be as follows:

H. Call to Order
- Minutes of the Previous Annual Meeting
- Business Arising from the Minutes
- Reports and Communications
- The Election of Officers
- New Business

SECTION 2 - SPECIAL GENERAL MEETINGS

A. Meeting shall be called at the discretion of the Board of Directors

B. Notice of each Special General Meeting shall be mailed to every member of the Association at least 14 days prior to the meeting

C. At all Special General Meetings 50% plus one of the total number of eligible delegate votes drawn from a minimum of four (4) clubs shall constitute a quorum.

D. All Special General Meeting motions require 2/3 of the eligible votes present in order to pass. (Includes delegate votes plus directors at-large votes.)

E. The order of business at a Special General Meeting shall be as follows:

1. Call to Order
2. Explanation of the Purpose of the Meeting
3. Business Relating to the Purpose of the Meeting
4. Adjournment

SECTION 3 - MEETINGS OF THE BOARD OF DIRECTORS

A. The Board of Directors shall meet on a regular basis for a minimum of four meetings per year.

ARTICLE VI - COMMITTEES

SECTION 1 - FORMATION

The Board of Directors may appoint annually Committees as it is necessary for managing the affairs of Speed Skate New Brunswick.

Under extraordinary circumstances, the Board may remove any member of any Committee.

SECTION 2 - STANDING COMMITTEES

There shall be the following standing "key" committees of Speed Skate New Brunswick, and they shall be composed as follows:

1. **Athlete and Coach Development Committee**

   The committee shall consist of a minimum of three and maximum of five elected representatives.

   The Committee shall be chaired by the Technical Director/Provincial Coach., as a non-voting member.

   There is no limit to the overall total terms which an ADCC member can serve.

   The committee shall maintain Terms of Reference for the committee in regard to election procedures of members and committee duties.

2. **Competitions and Officials Committee**

   The Competitions and Officials Committee shall consist of one person designated by each member of the club. The Chairperson of the committee will be the director of Competitions and Officials on the Board of Directors.
   The committee shall be assisted by the Technical Director where necessary.

ARTICLE VII – AMENDMENTS TO THE BY-LAWS

A. Amendments to the NBASSA Bylaws shall only be made at the Annual General Meeting or at a Special General Meeting called for that purpose. Those amendments passed shall take effect immediately.

B. Amendments to the Constitution and By-laws must be received by the Chairperson of **Speed Skate New Brunswick** not less than 14 (14) days prior to the meeting at which they shall be considered and circulated to the member clubs not less than four (4) days prior to the said meeting.

C. For a motion to be brought to the floor of a **Speed Skate New Brunswick** meeting, the sponsors or their representatives must be present to address the motion.

D. At the Annual General Meeting and Special General Meetings 50% plus one of the total number of eligible delegate votes drawn from a minimum of four (4) clubs, shall constitute a quorum.

E. At the Annual General Meeting and Special General Meetings, motions to change the constitution or bylaws shall require 2/3 of the eligible votes present in order to pass. (Includes delegate votes plus directors at-large votes)