



**1. Name:**

1.1. The name of the society shall be Alberta Cricket Association, (ACA) here in after shall be called the "Association".

**2. Definition:**

2.1. Special Meeting shall mean Special General Meetings

2.2. The Executive shall mean the Executives of the Association as mentioned in Article 5

2.3. Written Request shall mean electronic mail (e-mail).

2.4. Annual Meeting – the annual meeting of the Members

2.5. Clubs-Cricket Clubs that is a member of a duly constituted Cricket League, Association or Council operating in the jurisdiction of a Full or Associate Member.

2.6. One day Teams-Minimum Eleven registered players in same club playing minimum 30 over games.

2.7. T20 Teams: Means minimum squad of eleven (11) registered players playing 20 over games.

2.8. Player: An individual member of Cricket Club or teams.

2.9. Delegate: A registered person of a club, official representative of club at ACA meetings.

2.10. Good Standing: An association, League, Club, Player or an individual, who is not found in violation of ACA bylaws, financial term or ACA policies.

**3. Affiliation:**

3.1. The Association shall be affiliated with Cricket Canada (CC).

**4. MEMBERSHIP**

4.1. The Association shall be the governing body of cricket in Alberta and shall operate through the district leagues, associations and councils. There shall be only one (1) cricket league per district.

4.2. Any non profit, not for profit, corporation league, Association or Council and operating in Alberta for the sole of Cricket related activities may be admitted as a Member, new applications shall be processed in accordance with Article 4.4

4.3. Membership in the ACA shall be classified as Full, Associate and Affiliate members.

4.3.1. **Full Member:** District Cricket Leagues, Associations and Council accepted into the ACA at a General Meeting, who meet the requirements. They pay annual dues as determined from time to time by the Board of Directors, and shall be entitled to the full rights and privileges of the ACA. All full members once admitted shall remain as full members as long they maintain requirements set in these bylaws.

4.3.2. Following are recognized as Full Members now constituted, Incorporated and operating in the Province of Alberta

- A) Edmonton and District Cricket League (EDCL)
- B) Calgary Cricket Community Board (CCC)

4.3.3. **Associate Members:** Associate members are Leagues, Associations or Councils, who are not operating under the jurisdiction of a Full Member, which will have been accepted into the ACA, upon recommendation of the President and Board of Directors, at a General Meeting. Associate members shall pay annual dues as determined from time to time by the Board of Directors, be entitled to attend General Meetings and BOD Meetings and shall have full voice but are not entitled to vote. Their membership shall be entitled to participate in Alberta Championships and be eligible for selection to ACA teams.

4.3.4. Following are recognized as Associate Members now constituted and operating in the Province of Alberta.

- A) Central Alberta Cricket Association (CACA)
- B) Grand prairie Cricket
- C) Lethbridge Cricket
- D) Medicine Hat Cricket
- E) Alberta Umpiring and Scorer Association
- F) Alberta Schools Cricket Association (ASCA)

4.3.5. **Affiliate Members:** Affiliate members consist of Umpiring & Scoring Association, Universities, Schools and Cricket Development groups, they may or may not be operating under the jurisdiction of Full and Associate members. Affiliate members can attend General and BOD meetings and shall have full Voice but are not entitled to Vote.

4.4. **Membership- Processes:** A member shall have been accepted into the ACA at a Annual General Meeting by two third (2/3) majority of full members those present and voting, provided that:



4.4.1 The applicant shall have first submitted to the Secretary, a written application for membership, a list of current elected Executives, number of Teams and members, a copy of their existing Constitution and a copy of their previous and current financial statements.

4.4.2 The Executive shall have reviewed the application and accompanied documents and found that the applicant meets all requirements, also applicant is not a previous financial defaulter of ACA or its member leagues and possesses the necessary qualifications for the applicable membership in the ACA

4.4.3 The President and Board of Directors, having so found, shall make their recommendation to the General Meeting of the ACA prior to a vote being taken.

4.4.4 Two-third (2/3) of majority votes will decide whether an associate member association is accepted as full member or not.

4.4.5 Any member making application to become a Full Member must have been previously accepted as an Associate Member and must have been a member of the ACA in that capacity for two (2) years

4.4.6 An applicant shall be declared a member subsequent to approval at an AGM only upon receipt of full payment of annual dues for the first year.

4.4.7 All member organizations shall be duly constituted and shall submit to the ACA their constitution/By-Laws with any subsequent amendments that are made from time to time. No article of their constitution/By-Laws shall be at variance with the intention of the ACA Constitution.

4.4.8 An application for Full Membership shall be considered only where the applicant can demonstrate that it has operated organized cricket within a geographical area of the Province of Alberta, with at least Ten (10) Teams comprising not less than One hundred and twenty (120) active players.

4.4.9 An application for Associate Membership shall be considered only where the applicant can demonstrate that it has operated organized cricket within a geographical area of the Province of Alberta, with at least two (2) Teams comprising not less than Twenty-five (25) active players.

4.4.10 Two-third (2/3) of majority votes will decide whether a new association is accepted as Associate member or not.

4.4.11 Full, Associate and affiliate member, whose conduct and behavior are found to be detrimental to the ACA, may be suspended by a two-thirds (2/3) majority vote of the Board of Directors.

## **5. Executives:**

5.1. The Executive shall comprise of Six (6) officers.

5.1.1. President

5.1.2. Vice President

5.1.3. Secretary

5.1.4. Treasurer

5.1.5. Director At Large (Junior Coordinator)

5.1.6. Director At Large (Women Coordinator)

5.2. The President, Treasurer and Secretary to be elected in AGM held in every even year where as Vice President, Director At Large (Junior Coordinator) and Director At Large (Women Coordinator) to be elected in AGM held in every odd year for a two-year tenure.

5.3. Elections of Executives shall be held at the Annual General Meeting, or, if necessary, at the Special General Meeting, by a majority of votes.

5.4. In the event of a vacancy occurring in any office, the executives shall fill such vacancy by appointment. The appointment will be effective until the next Annual General meeting of the association.

## **6. Duties and Roles of Executives:**

### **6.1. President:**

6.1.1. The President shall be Chair and ex officio member of all committees and shall, when present, preside at all meetings and shall supervise and advice executive members and Board of Directors.

6.1.2. The President shall be the Association's delegate to the Cricket Canada. In the case where the President is unable to attend any meeting of Cricket Canada, then Vice President, Secretary or Treasure, in that order shall deputize for the president at such a meeting.

### **6.2. Vice President:**

6.2.1. The Vice-President may be assigned responsibilities by the President. The Vice -President shall act in the absence of the President.

### **6.3. Secretary:**

6.3.1. The Secretary shall record attendance and keep accurate minutes of all meetings of the Association and provide a copy to the executives and the Board of Directors within 14 days following the meeting. The Secretary shall be the custodian of all correspondence, minutes, and records other than those which are the responsibility of the Treasurer.



6.3.2. The Secretary shall give notice of all meetings to the Executive and Directors. The latter shall be responsible for giving notice and distributing material to members.

6.3.3. The Secretary shall file with the Registrar of the Alberta Registries at Edmonton, Alberta, any rescission, alteration of, or addition to any by law of the Association.

6.3.4. The Secretary shall on or before April 30th of each year, file with the Registrar of the Alberta Registries a statement in the form of a Balance Sheet, for the previous year. This statement shall be audited and signed by an Auditor and counter-signed by any two (2) Executives of the Association,

6.3.5. The Secretary shall file with the Registrar of the Alberta Registries at Edmonton, Alberta, in duplicate, every special resolution passed by the Association

6.3.6. The Secretary shall preserve copies of all such notices, returns or resolutions for the Association.

6.4. **Treasurer:**

6.4.1. The Treasurer shall collect and receive all monies due to the Association and deposit same in a bank designated by the Executive.

6.4.2. The Treasurer shall properly account for the funds of the Association and shall keep such books as may be directed. Treasurer shall obtain receipts for all disbursements of the Association funds, or other Association property in his control.

6.4.3. The Treasurer shall present a detailed account of income and expenses to the Executive when requested and, once a year to the members in general meetings, together with such cash forecasts as are appropriate. A formal, detailed audit of the Association's books, accounts and records shall be presented at the Annual General Meeting.

6.5. **Junior Coordinator:**

6.5.1. Junior Coordinator shall be responsible for the development and management of junior cricket development program of the association.

6.5.2. Junior Coordinator shall work closely with the junior coordinator of the member District league/ associations and assist them in the administrative needs of running a successful junior cricket development program in the province.

6.6. **Women's Coordinator:**

6.6.1. Women's Coordinator shall be responsible for the development and management of Women's cricket development program of the association.

6.6.2. Women's Coordinator shall work closely with the women's coordinators of the member district league/associations and assist them in the administrative needs of running a successful women's cricket development program in the province.

**6.7. The Executive Director:**

6.7.1. The Association will make provision for the position of Executive Director. Through possible grants, the Executive may hire an Executive Director. This individual does not have and voting privileges. The roles and responsibilities of the executive director shall be drawn up by the executives and revised as seen fit by the executives. The Executive Director will report to the executives through the President.

**7. Meetings:**

**7.1. Executive Meetings:**

7.1.1. President can call executives meeting required to conduct/manage the affairs of the League. Notice of meeting shall be sent out at least Twenty-four (24) hours in prior to the meeting via email.

7.1.2. An executives meeting may be held by means of telephone, electronic or other communication facility that permits all participants to communicate adequately with each other during the meeting.

**7.2. Board of Directors Meeting:**

7.2.1. President can call Board of Directors meeting if required to Conduct/ manage the affairs of the league. Notice of meeting shall be sent at least two (2) days in prior to the meeting via email.

7.2.2. A Board of directors meeting may be held by means of telephone, electronic or other communication facility that permits all participants to communicate adequately with each other during the meeting.

7.2.3. President can invite any individual from Associate and affiliate league members, if feel necessary to participate in BOD meeting.

**7.3. Annual General Meeting:**

7.3.1. Annual General Meetings shall be held on or before December 15th each year.

7.3.2 Notice of AGM shall be communicated to all full, associate and affiliate members of the association by the Executive via e-mail at least (14 days) prior to the meeting.

7.3.3. Business to be discussed shall include, as a minimum:

- Reports from ACA President. Treasurer and Coordinators
- President's Report of member leagues.

- Admission of new member leagues/associations
- Audited Financial Statement for the previous fiscal year
- Plans for the new season
- Elections

7.3.4. AGM is open to everyone except closed door sessions. Closed door sessions are only limited to Executives of ACA, Executives of member associations and Voting delegates of full members.

**7.4. Special Meetings:**

7.4.1. Special Meetings may be called at any time By the President or by 75% of the Board of Directors Upon a written request to the president.

7.4.2. Notice of Special meeting shall be communicated to all full, associate and affiliate members of the league by the Executive via e-mail at least (14 days) prior to the meeting.

7.4.3. The Association shall discuss only the reason(s) specified for the calling of the special meeting at this meeting

**8. Quorum:**

8.1. One-third (1/3) of the voting members shall constitute a quorum at any duly constituted general meeting (including special meetings), provided always that at least two (2) full member leagues/associations are represented.

8.2. In Absence of quorum, such meeting shall proceed if a motion is approved by 75% of the voting members in good standing present and voting.

**9. Voting:**

9.1. The President may exercise an original vote or a casting vote. Other Executives of ACA shall each have one (1) vote.

9.2. Every Board of Director shall each have one (1) Vote.

9.3. Only clubs that are part of full member leagues, associations or councils in good standing within the district league/association are allowed to vote and must be present at the meeting to vote. Voting by proxy is not permitted. Number of votes per club will be on the basis of, one day teams associated with that club.

9.4. Each club as per Article 9.3 shall have maximum of one (1) delegate present in ACA meeting to vote. That delegate can vote for all associated club teams in ACA meetings.



9.5. Votes will be determined by a show of hands, orally or electronic ballot, except in the case of elections which require a secret ballot, unless a secret or recorded ballot is requested by a voting Member.

**10. Elections:**

10.1. At the beginning of each meeting, President may appoint one or more scrutineers who will be responsible for ensuring that votes are properly cast and counted.

10.2. Nomination from the floor is not accepted for the position of Executives.

10.3. Individuals not in good standing with ACA or with their representative leagues are not eligible to run for any position of executives.

10.4. Any nomination of an individual for election as an executive must be submitted to Secretary of the association seven (7) days prior to the meeting via email.

10.5. All retiring executives are eligible for re-Election

**11. Jurisdiction:**

11.1. The Administrative powers of the ACA shall lie in the Executives and pertain to the day-to-day management of ACA affairs.

11.2. The Judicial powers of the ACA shall lie in the President, except when over-ruled by a two-thirds majority of those present and voting at any meeting. Such powers shall pertain to the interpretation of the Constitution, By-Laws and Rules and Regulations and policies of the ACA.

11.3. The legislative powers of the ACA shall lie in the Board of Directors or General members at a General Meeting as indicated and shall pertain to the enactment or amendments of laws, By-laws and operating and playing rules of the ACA.

11.4. The ACA shall have general jurisdiction over all member league matches/games and games in which any teams shall play as representing ACA.

11.5. President will appoint all committees and/or sub-committees considered necessary for the efficient performance of the ACA and may select any member of the ACA to serve thereon.

11.6. President after consultation with executives can apply sanctions against any club team, or any individual player for violation of any provision of these Bylaws League's Operating and Playing Rules and ACA Policies.

11.7. President after consultation with board of directors may appoint selection committee. Selection committee comprise of three (3) individuals.



11.8. President after consultation with executives may appoint provincial Coach and manager.

**12. Board of Directors:**

12.1. Board of directors consist of Executives of ACA and President, Vice President, Secretary and Treasurer of Full members.

**13. Policies:**

13.1. ACA will maintain and update its policies and will provide to members on their request.

13.2. ACA policies will include but not limited to Code and Conduct, Discipline and Complaint Policy, Internal Dispute Resolution and appeal Policy, Safe Sports, Sponsorship Policy, Communication Policy and Harassment policy.

13.3. New Policies can be adopted by the approval of majority Vote of Board of Directors.

**14. Fees:**

14.1. Fees for membership in the association will be of such amount and on such basis, as may be fixed from time to time by the Board of Directors, and shall be payable on or before **April 15th** of every year.

14.2. Members will be notified in writing of the membership dues payable by them, such notice shall be sent 30 days prior to deadline and if dues are not paid by **April 15th** of every year, the Member in default will automatically cease to be a Member of the Association.

**15. Withdrawal and Termination of Membership:**

15.1 Membership in the Association is terminated when, The Member, in the case of a member that is a corporation, dissolves.

15.2 Membership in the Association is terminated if Member fails to maintain any of the qualifications or conditions of membership described in these By-laws.

15.3 Membership in the Association is terminated if Member resigns from the Association by giving written notice to the Secretary, in which case the resignation becomes effective on the date specified in the resignation. The Member will be responsible for all fees payable until the actual withdrawal becomes effective.

15.4 Membership in the Association is terminated if Member fails to pay membership dues or monies owed to the Association by **April 15th** of every year.

15.5 Membership in the Association is terminated if full Members pass a resolution with at least 75% of the votes terminating the Member's membership.

15.6 The Association is liquidated or dissolved under the Act.

**16. Removal of Executive:**

16.1. At any time during the period of the term, at least 75 % of clubs in good standing that are part of full members leagues can submit a written request to the President of the Association for a no confidence vote on an officer of the Association. The President shall call for a special meeting. The path to resolution on the no confidence motion shall be according to the procedures listed in the Special Resolution Section of the Societies Act.

**17. Limitation of Liability**

17.1. No member, director, delegates, executive or officer of association is, in the member's individual capacity, liable for a debt or liability of the association. The liabilities of the Board of directors, members, delegates and executives and officers of the association shall be limited to the contributions and obligations as defined and determined by these by-laws.

**18. Audit:**

18.1. The books, accounts and records of the Secretary and Treasurer shall be audited at least once each year by a duly qualified accountant and counter-signed by any two (2) Executives of the Association.

**19. Remuneration:**

19.1. No Executive or member of the Association shall receive any remuneration for his services unless authorized by the Board of Directors or as per ACA policies.

**20. Disbursements:**

20.1. President, Vice president and treasurer shall have the signing authority of the disbursements related to the league. If president is not available Vice president can sign after the approval of President.

20.2. Withdrawals from the bank shall require at least 2 signatures and treasurer must be one of the signatories on all disbursements.

20.3. In case of reimbursement issued to one of the signatories, cheque must be sign by other two signatories.

**21. Borrowing of Monies:**

21.1. For the purposes of carrying out its objectives, the Association may borrow, raise or secure the payment of money in such manner as it thinks fit and, in particular, by the issue of debentures, but this power shall be exercised only under the authority of the Association, and in no case shall debentures be issued without the sanction of a special resolution passed at a general meeting.

**22. Dissolution of Association:**

22.1. In the event the Association is dissolved, all monies, records and properties shall be given to the Full member leagues or, in the absence of any league/association, to a charitable organization in the Province of Alberta. Any debts owing by the Association at the time of dissolution shall be proportionally shared by each full member district league/association in existence.

22.2. Dissolution shall occur when the membership decide cricket is no longer viable in all cricket centers.

**23. Bylaw Amendments:**

23.1. The Bylaws may be rescinded, altered or added to by a "Special Resolution" in accordance to the Special Resolution Section of the Societies Act.

Dated this the 29 Day of November 2019.