

# ***SOCCKER NOVA SCOTIA BY-LAWS***

Approved by Membership: January 21<sup>st</sup>, 2017

# **SOCCKER NOVA SCOTIA BY-LAWS**

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## 1. NAME

The name of the Organization shall be Soccer Nova Scotia, hereinafter referred to as the "Association".

## 2. HEAD OFFICE

The Association shall be incorporated under the Nova Scotia *Societies Act* with its Head Office in the Halifax Regional Municipality in the Province of Nova Scotia.

## 3. OBJECTS

The objective of the Association shall be to promote, develop and govern the game of soccer, both indoor and outdoor, in the Province of Nova Scotia.

## 4. CORPORATE SEAL

The Association shall have a Corporate Seal, which shall be in the custody of the EXECUTIVE DIRECTOR.

## 5. FISCAL YEAR

The fiscal year shall be from the 1st day of April to the 31st day of March following, both inclusive.

## 6. MEMBERSHIP

a) The Association shall be composed of the following categories of members:

i. District Membership, which shall be open to a District Association, is a governing organization that meets the following criteria:

- 1) Is immediately subordinate to the Association within a District;
- 2) Is located in Nova Scotia, is registered under the Nova Scotia *Societies Act*, and is in good standing with Registry of Joint Stocks with a registered office in the District being represented.
- 3) Has a minimum of five Board members, one of whom shall be designated President;

- 4) Provides to the Association financial statements signed by two Directors of the District Association (balance sheet, statement of income and expenses), as well as a copy of its Annual General Meeting Minutes and a list of its elected and appointed officers, within thirty days of its AGM.
- 5) Has a bank account in the name of the District Association at a recognized financial institution.
- 6) Has a Committee structure including Technical and Discipline committees, with names being provided to the Association by April 30.
- 7) Provides appropriate playing opportunities, both indoor and outdoor, for all ages and both genders.
- 8) Adheres to the Policies, Procedures, and By-laws of the Association.
- 9) Sanctions the membership of soccer clubs headquartered within the boundaries of the district that meet the District Association's criteria as laid out in its constitution.
- 10) Approves and monitors all tournaments held within the district excepting provincials.
- 11) Is situated with one of the regions designated in Appendix A;
- 12) Has an Executive elected by its membership, at least one General Meeting per calendar year and a Constitution registered with the Association;
- 13) Has at least eight hundred registered players; or has at least 400 registered players and such geographical characteristics as would require a separate District (as approved by membership).

*NOTE: Associations not meeting all the criteria of a District Association, but meeting the geographical requirements, would be Associate members; but would not be entitled to vote at a Soccer Nova Scotia General Meeting per Article 11 (d) (ii).*

- ii. League Membership, which shall be open to all properly constituted Inter-District and Provincial Leagues that are immediately subordinate to the Association, and control its teams, for league operation purposes only, in accordance with bylaws, policies and procedures.
  - iii. Associate Membership, which shall be open to all properly constituted organizations operating on a provincial/national basis to promote the game of soccer.
  - iv. Life Membership, which shall be open to persons who have rendered valuable service to the Association.
  - v. Regional Referee Association, which shall be open to all properly constituted referee associations in Nova Scotia.
- b) Only a member in good standing may exercise member rights as established in the By-laws, Policies and Procedures of the Association.

- c) To be in good standing a member must be in compliance with the By-laws, Policies and Procedures of the Association.
- d) Membership may be terminated by a vote of three-quarters of the votes cast by members present and eligible to vote at an annual or Special General Meeting.
- e) A member may be declared by the Board of Directors to be not in good standing because of non-compliance with the By-laws, Policies and Procedures of the Association or non-payment of any monies due to the Association.
- f) A member may cease to be a member upon written notification to the Board of Directors of their intent and the effective date.
- g) A District Association or League in Membership or any Association or League in Membership's affiliates, registrants, leagues, clubs, players, referees or officials shall not refer disputes with the Association or any other National Association to a court of law, but shall be required to submit any disagreements to the jurisdiction of the Association.

## **7. FEES**

- a) The affiliation fee for membership shall be established by a majority of delegates present and entitled to vote at a General Meeting of the Association.
- b) Player Registration fees will be set by the Board of Directors no later than January 1st annually and will come into effect April 1st annually.
- c) Recognized Leagues in Membership shall pay an annual levy as determined by the Board of Directors and communicated to League(s) in Membership before February 28th of each year.
- d) Membership affiliation fees shall be due and payable before each Annual General Meeting and, in the case of new members; the affiliation fee shall be paid at the time of application for membership.

## **8. ANNUAL GENERAL MEETING**

- a) The Annual General Meeting of the Association shall be held in each year at a place and date to be determined by the Board of Directors.
- b) All members shall receive at least sixty (60) days' notice of the Annual Meeting by way of e-mail and written notice by ordinary mail.
- c) A copy of the annual financial statement, together with a copy of the Auditor's Report, shall be forwarded to each District Association and League in Membership and to the Members of the Board of Directors of the Association at least fourteen (14) days before the date of the Annual General Meeting.
- d) The order of business at the Annual General Meeting shall be:
  - i. Presentation of credentials
  - ii. Roll Call
  - iii. Minutes

- iv. President's Address
  - v. Financial Report
  - vi. Appointment of Auditors
  - vii. Committee Reports
  - viii. Amendments to Bylaws
  - ix. Unfinished Business
  - x. Election of Officers
  - xi. Applications for New Membership
  - xii. Next Annual General Meeting
  - xiii. New Business (if the requirements of 8( f) are met)
- e) The Chairperson may, at his/her discretion, introduce any special business for discussion after the approval of the Minutes.
- f) New Business will only be placed on the agenda and considered if the requirements for a Special General Meeting are met.

## 9. SPECIAL GENERAL MEETING

- a) A Special General Meeting shall be convened by the President:
- i. At the request of a majority of the Board of Directors; or
  - ii. At the request of a majority of the District Associations.
- b) Each request by District Associations for a Special General Meeting must be accompanied by a fee, as established by the Board of Directors, from each District Association signing the request, which may be forfeited or returned in whole or in part as the meeting may decide. Such meeting shall be held in the most central point for Associations requesting same.
- c) Board of Directors and all Members shall receive thirty (30) days' notice of any Special General Meeting and the subjects to be dealt with thereat by way of e-mail and written notice by ordinary mail.
- d) Only the business set out in the requisition calling a Special General Meeting shall be dealt with at the meeting except with the unanimous consent of those present.

## 10. RULES OF ORDER

All meetings of the Association shall be conducted in accordance with Robert's Rules of Order insofar as they may apply.

## 11. VOTING

- a) Members of the Board of Directors shall have a voice but no vote at General Meetings, with the exception of the President of the Association, who shall have a casting vote only.
- b) Each District Association in good standing shall be entitled to the following representation at

all General meetings of the Association.

- i. One vote for the first two hundred dollars, or part thereof, of player registration fees paid for the period of April 1 to March 31 preceding the General Meeting;
- ii. One vote for each additional five hundred dollars, or part thereof, of player registration fees paid for the period of April 1 to March 31 preceding the General Meeting, up to a maximum of six votes;
- iii. One vote for each additional one thousand dollars, or part thereof, of player registration fees paid for the period of April 1 to March 31 preceding the General Meeting;

c) Each League member in good standing shall be entitled to two delegates and two votes.

d) Each Regional Referee Association shall be entitled to two delegates and two votes.

e) Each Associate Member in good standing shall be entitled to one delegate each of whom shall have a voice but no vote.

f) Each voting member shall be entitled to have all its votes cast whether it be represented by one or all of its delegates, but not by any other member.

g) Life members shall be entitled to a voice, but no vote at all meetings of the Association.

h) All delegates must be appointed by the appropriate member and notice of their appointment shall be sent to the Association no later than fifteen (15) days before a General Meeting.

i) Each voting member shall be entitled reimbursement by the Association of the expenses of one delegate.

## 12. BOARD OF DIRECTORS

a) The Board of Directors shall consist of twelve (12) Directors, including the President and Vice-President.

b) The Officers of the Board shall consist of the following: President and Vice-President.

The Board shall define the duties and powers of the Directors and Officers in the Governance Policies of Soccer Nova Scotia.

c) At least two (2) Director positions must be filled by individuals who are resident in any of the following regions defined in Appendix A:

- i) Valley
- ii) South Shore
- iii) Highland
- iv) Cape Breton

d) At least two (2) Director positions must be filled by individuals who are resident in any of the following regions defined in Appendix A:

- i) Halifax
- ii) Dartmouth
- iii) Suburban

e) Directors and Officers shall serve without remuneration and shall not receive any profit from



their positions. However, a Director or Officer may be paid reasonable expenses incurred in the performance of his/her duties.

f) At least three (3) Director positions must be filled by each gender.

## **13. BOARD TENURE**

a) Following the transitional period described in Article 27, Directors and Officers shall be elected each for a three (3) year term on a rotating basis, according to the following schedule:

- i. Commencing at the 2018 Annual General Meeting — four (4) Directors
- ii. Commencing at the 2019 Annual General Meeting — the Vice President and three (3) Directors
- iii. Commencing at the 2020 Annual General Meeting — the President and three (3) Directors

b) No Director may simultaneously be employed by the Association or serve as a Director or paid employee of a Member of the Association or a Member of a subsidiary association or of any organization where there is a perceived conflict of interest.

c) Where a vacancy occurs as a result of the death, resignation, retirement or removal of the President, the Vice President shall assume the position of President and shall serve in that position until the next Annual General Meeting. The Board shall select a new Vice-President by majority vote, who shall serve in that position until the next Annual General Meeting. The persons elected as President and Vice-President at the next Annual General Meeting will serve for the balance of the term of the individual whom they replaced.

d) Where a vacancy occurs on the Board as a result of the death, resignation, retirement or removal of a Director, except the President, or where a Board vacancy has not been filled as a result of an election, the Nominations Committee shall nominate a candidate to fill the vacancy, who shall serve as Director until the next Annual General Meeting; the nominee shall be elected by the Board with a majority vote. The person elected to fill the vacancy at the next Annual General Meeting will serve for the balance of the term of the individual whom he/she replaced.

## **14. PROCEDURE FOR ELECTION OF OFFICERS AND DIRECTORS**

a) Directors and Officers of the Association shall be elected in accordance with the following procedure:

- i. The President shall advise which positions are uncontested. Uncontested positions shall be acclaimed unless a member calls for a vote, in which the person will be elected if they receive a majority of valid votes.
- ii. A position is uncontested if there is only one nominee or if there are insufficient nominees to meet the regional or gender requirements set out in section 12 (c), (d) and (f).
- iii. In any contested election, voting shall be by secret ballot;

- iv. If a candidate withdraws voluntarily, his/her name is removed from the ballot.
  - v. Each Officer position shall be elected by a separate ballot and a majority of valid votes. Where there are more than two candidates for a position and a majority is not obtained, the candidate with the fewest votes shall be dropped and another vote held, the process to continue until a candidate has a majority.
  - vi. Directors positions shall be by one vote, unless to meet the regional or gender requirements, the President recommends that two or more votes are required, which recommendation shall be followed if ratified by majority vote of the Members.
  - vii. Where one Director's position is up for election, the position shall be elected by a majority of valid votes. Where there are more than two candidates for a position and a majority is not obtained, the candidate with the fewest votes shall be dropped and another vote held, the process to continue until a candidate has a majority.
  - viii. Where there is more than one Director's position up for election, and more candidates than positions, there shall be one vote, with each Member to rank their preferred candidates, from #1 for their preferred candidate, #2 for their next preferred candidate etc. Each candidate shall receive points determined by the sum of each Member's votes multiplied by that member's ranking of the candidate. The candidates with the least points shall be elected, provided however that if candidates from a certain region or of a certain gender have to be elected to meet the regional or gender requirements set out in section 12 (c), (d) and (f), the candidate(s) with those attribute(s) with the least number of points shall be elected. (For clarity, see example at Appendix B to these bylaws.)
- b) Nominations for the position of Officer or Director of the Association shall be determined in accordance with the following procedure;
- i. The Nominations Committee shall, no less than ninety (90) days prior to the Annual General Meeting, call for nominations from the Members;
  - ii. Nominations must be submitted in writing, together with a statement of the nominee's competencies and experience, and a completed CPIC and Vulnerable Sector Check, to the Nomination Committee no less than sixty (60) days prior to the Annual General Meeting;
  - iii. The Nominations Committee may also seek out nominees that it feels are necessary to address the needs of the Association, said nominees to obtain a completed CPIC and Vulnerable Sector Check;
  - iv. The slate of nominees above shall be nominees for the positions of Officers and Directors at the Annual General Meeting. The Board shall advise the Members of said slate no later than thirty (30) days prior to the Annual General Meeting;
  - v. The Members may nominate other persons for the positions of Officers and Directors

no less than fifteen (15) days prior to the Annual General Meeting provided the said nominees were previously nominated in accordance with 14 (b) (ii);

vi. Nominations from the floor are not permitted;

vii. Officers and Directors shall be eligible for re-election;

viii. Officers and Directors may be elected to the Board at a Special General Meeting.

## 15. POWERS OF THE BOARD OF DIRECTORS

a) The Board of Directors shall be vested with the authority to direct the affairs of the Association.

b) The Board of Directors of the Association are hereby authorized from time to time:

i. To borrow, raise, secure the payment of money and issue debentures or other securities of the Association, with the sanction of a special resolution of the membership.

ii. To pledge or sell such debentures or other securities for such sums and at such price as may be deemed expedient with the sanction of a special resolution of the membership.

iii. To mortgage, hypothecate, charge or pledge or give security in any manner whatever upon, all or any of the property, real and personal, immovable and moveable, undertaking and rights of the Association, present and future, to secure any debentures or other securities of the liability of the Association, present or future, with the sanction of a special resolution of the membership.

iv. To create committees;

v. To delegate to such Directors or committees of the Association as the Board of Directors may designate all or any of the foregoing powers to such extent and in such manner as the Board of Directors may determine.

c) The Board of Directors may suspend any member of the Association because of non-compliance with the By-laws, Policies and Procedures of the Association, which suspension may be appealed to the Discipline and Appeals Committee.

d) Contracts, documents or any instruments in writing requiring the signature of the Association, shall be signed by the Executive Director and any of the President or Vice-President, and all contracts, documents and instruments in writing so signed shall be binding upon the Association without any further authorization or formality. The Board of Directors shall be empowered from time to time by Resolution to appoint one or more directors on behalf of the Association either to sign contracts, documents and instruments in writing generally or to sign specific contracts, documents and instruments in writing. The seal of the Association, when required, may be affixed to contracts, documents and instruments in writing signed as aforesaid or as appointed by Resolution of the Board of Directors.

e) The Board of Directors shall cause true accounts to be kept of all the receipts, credits,

payments, assets and liabilities of the Association and of all other matters necessary for showing the true state and condition of the Association, and the accounts shall be kept in such manner as the Board of Directors shall think fit and to the satisfaction of the auditors. The books of account shall be kept at such places as the Board of Directors shall appoint and shall be open to the inspection of members of the Association.

f) Any act of the Board of Directors, whether within the jurisdiction of the Board of Directors or not, which is sanctioned either expressly or impliedly at a subsequent Annual General Meeting of the Association shall be deemed to be an act of the Association and may not afterwards be impeached by any member of the Association on any grounds whatsoever.

h) There shall be no less than four face-to-face meetings of the Board of Directors per year.

i) The President or a majority of the directors may convene other meetings of the Board of Directors by way of telephone or internet-based conference upon seven days' email notice to the directors.

## 16. COMMITTEES

a) The Board of Directors shall establish the following Standing Committees, whose terms of reference shall be set out in the *Governance Policies* of the Association:

- i. Audit and Finance
- ii. Nominations
- iii. Governance
- iv. Strategic Planning
- v. Risk Management
- vi. Awards & Recognition

b) The Board of Directors may establish such other committees and subcommittees as it deems advisable.

c) The Board of Directors shall establish a Discipline and Appeals Committee whose terms of reference shall be set out in the policies of the Association:

d) The Board of Directors shall ensure that the following Program Committees are established, whose terms of reference shall be set out in the policies of the Association:

- i. Competitions
- ii. Technical Development
- iii. Referee Development

## 17. DUTIES OF DIRECTORS AND OFFICERS

a) The duties of Directors and Officers shall be set out in the Association's Governance Policies.

b) The Vice President shall act in the absence of the President.

c) The Board shall be responsible for the overall management of the Association, but shall focus on governance of the Association and delegate management of operations to employed staff, headed by the Executive Director

## **18. QUORUM**

a) At all Board of Directors' meetings seven (7) Board members shall form a quorum.

b) At General Meetings, a majority of the Districts in Membership must be represented to constitute a quorum.

## **19. DISTRICT PRESIDENTS' FORUM**

a) Each of the District Association Members shall be represented at the District Presidents' Forum by one (1) Representative, who shall be the President of the Association. In the event that the Representative is unable to attend a meeting of the Forum, the Vice-president from the Representative's Board of Directors may attend in the Representative's place for that meeting.

b) The Forum shall have the following purposes:

i) facilitate input and feedback from the Districts on the implementation of the Strategic Plan and of Association policies across the province;

ii) serve as a forum for networking and sharing of best practices across Districts;

iii) Provide the Districts with the opportunity to communicate with the Executive Director and the President of the Association;

## **20. MEETINGS OF THE DISTRICT PRESIDENTS' FORUM**

a) The Forum shall be funded to meet face-to-face twice per year, and may hold additional meetings via teleconference as needed. Special meetings of the Forum may be called by a vote of 25% of the District Representatives.

b) All representatives and the President shall receive at least thirty (30) days' notice of meetings of the Forum or at least fourteen (14) days' notice of a conference call and shall receive the meeting agenda and other relevant meeting materials no later than ten (10) days before the meeting. Meetings of the District President's Forum may be held on shorter notice on the written approval of all representatives.

## **21. DISTRICT PRESIDENTS' FORUM PROCEDURES**

a) The quorum for a meeting of the Forum shall be two-thirds of the Representatives.

b) Representatives shall elect an individual to serve as Chair of the Forum. The Chair shall serve for a two-year term. If the Chair is unavailable, the Representatives shall elect another Chair for that meeting. When the Chair calls a vote, each Representative is entitled to one vote, with the exception of the Chair, who shall have a casting vote only.

c) The Board and other guests may participate in meetings of the Forum as required, but shall not be involved in voting.

d) Minutes of all meetings of the Forum shall be taken by a staff member and shall be made available to the Representatives and the Board within thirty (30) days of the meeting.

## **22. INDEMNITY**

Every Member of the Board of Directors, or other servant of the Association shall be indemnified by the Association against all costs, losses and expenses incurred by them respectively in or about the discharge of their respective duties, except such as happens from their own respective willfully neglects or defaults.

## **23. VACANCIES**

A Director of the Association shall resign from his/her position in the following instances:

a) If s/he becomes an employee or Director of the Association or of one of its Members or of another organization where there is a perceived conflict of interest.

b) If s/he shall absent himself/herself from three meetings of the Board of Directors without special leave of absence from, or reason satisfactory to, the Board of Directors;

c) If s/he has been removed by Resolution of the Association for misconduct for good and sufficient cause.

## **24. AUDIT OF ACCOUNTS**

a) The accounts of the Association shall be audited annually by a licensed Chartered Professional Accountant.

b) The auditors shall be appointed by the members annually at the Annual General Meeting. Should the auditor not be appointed at the AGM, the Board shall have the authority to do so.

## **25. AMENDMENTS TO THE BY-LAWS**

a) All proposed amendments to these By-laws must be received by the Association in writing not less than sixty (60) days prior to a General Meeting.

b) Copies of proposed amendments to these By-laws shall be sent to the Membership not less than thirty (30) days prior to the General Meeting at which they are to be considered.

c) By-law amendments are passed upon attaining a three-fourths majority of the votes cast by the designated delegates present at the General Meeting, and are effective once they are filed at the Registry of Joint Stocks.

## 26. POLICIES AND PROCEDURES

The Board of Directors may make such Policies and Procedures as may be deemed necessary to promote, develop and govern the game of soccer.

## 27. TRANSITIONAL REQUIREMENTS

a) This Temporary Bylaw describes SNS's transition from its old governance structure to the new governance structure as described in the new By-Laws.

b) At the January 21<sup>st</sup> Special Meeting of the Members, a Special Resolution will be placed before the voting Members to approve the new By-laws, including this Article.

c) Upon approval of the voting Members, the new By-laws will have full force and effect, with the exception of those pertaining to the composition and election of Directors and the addition of the District Presidents' Forum (Sections 12-18)

d) The Directors currently holding office will continue to hold office until the SNS Annual General Meeting scheduled for June 2017.

e) Prior to the elections at the 2017 Annual General Meeting, all Directors and Officers will vacate their positions and the following will occur in order to create a rotation of Directors in accordance with the new Bylaws:

- The President and three (3) Directors at Large will be elected hold office for a three (3) year term.
- The Vice-President and three (3) Directors at Large will be elected to hold office for a two (2) year term.
- Four (4) Directors at Large will be elected to hold office for a one (1) year term

f) For the purpose of recruiting and forwarding nominations to the June 2017 AGM only, the Board shall approve a transitional Nominations Committee, composed of individuals who are not candidates for one of the Director or Officer positions. The role of the Nominations Committee will be to ensure that there are candidates for all Board positions and that the list of candidates forwarded to the AGM includes individuals who have the attributes and/or experience that the Board needs to carry out its functions. The nominations process shall follow the requirements of section 14(b) (ii) to (vii)

g) The voting Members at the 2017 Annual General Meeting will be the voting Members in accordance with the new By-Laws that are approved in November, 2016.

h) All subsequent Board elections will proceed on a rotating basis as outlined in the Article 14.

## **28. MISCELLANEOUS**

a) Preparation of minutes, custody of the books and records, and custody of the minutes of all the meetings of the Association and the Board of Directors shall be the responsibility of the Executive Director.

b) The books and records of the Association may be inspected by any member at any reasonable time within two (2) days' prior to the Annual General Meeting at the Registrar's Office of the Association.



## Appendix A - Region Boundaries

Location	Specific Boundaries
<p><b>HALIFAX</b> The Halifax Region comprises the area bounded on the South by Lunenburg County and on the West by Hants County.</p>	<p>The Northern boundary of the Halifax Region includes the Pockwock Road and Hammonds Plains Road to Kearney Lake Road and any streets which feed onto Pockwock Road and Hammonds Plains Road, and the boundary of the former City of Halifax with the former Town of Bedford. The Halifax Region is bounded on the East by the Bedford Basin and Halifax Harbour. For greater certainty, any player whose residential address commences with postal code B3M shall be deemed to reside in Halifax Region. The Kearney Lake Road and the streets feeding onto the Kearney Lake Road are within the Halifax Region.</p>
<p><b>SUBURBAN DISTRICT ASSOCIATION</b> Lies primarily within the municipal counties of Halifax and Hants and abuts the neighboring regions of Halifax to the south and west, Valley to the west, Highland to the north and Dartmouth to the East. It includes but is not restricted to the communities of Beaverbank, Bedford, Sackville, Fall River, Waverly, Enfield, Elmsdale, Milford, and Shubenacadie.</p>	<p>To the south to the boundary of the town of Bedford and the City of Halifax. As additional clarity, residences with postal code B4A shall be deemed to be within Suburban region, those with B3M shall be deemed to be in Halifax region.</p> <p>To the west out Highway 213 (Hammonds Plains Road) to the intersection with Lucasville Road.</p> <p>To the west to the boundary of the municipal regions of East Hants and West Hants. As additional clarity, East Hants to the west shall be deemed to be within Suburban region with the exception of Mount Uniacke which will be deemed to be within Valley region.</p> <p>To the east to Highway 118 To the southeast along the Waverly Road to the boundary of the City of Dartmouth.</p> <p>To the north to the boundary of the municipal regions of East Hants and Colchester County.</p>
<p><b>HIGHLAND</b> The region encompasses the counties of Cumberland, Colchester, Pictou, Guysborough and Antigonish.</p>	<p>To the south to the boundary of the municipal regions of Colchester County and East Hants. For clarity purposes, an exception to the boundary for the Highland region to the south shall be:</p> <p>a) For Mini and Youth Recreational players that reside in Colchester County under the jurisdiction of the East Stewiacke Elementary, Stewiacke Elementary, or Upper Stewiacke Elementary within the Chignecto Central Regional School Board, these players shall be eligible to register in either Suburban region or Highland Region.</p>
<p><b>HARBOUR EAST (DARTMOUTH)</b> The region lies within the Halifax County. The</p>	

<p>region includes all areas within Halifax County South East of Highway 118.</p>	
<p><b>CAPE BRETON</b> The region encompasses all of Cape Breton Island.</p>	
<p><b>VALLEY</b> The region encompasses the counties of Hants, Kings, Annapolis and Digby.</p>	<p>For clarity purposes, Mount Uniacke which borders the Scotia District shall be deemed to be within the Valley Region.</p>
<p><b>SOUTH SHORE</b> This region encompasses the counties Yarmouth, Shelburne, Queens, and Lunenburg.</p>	

## APPENDIX B – Example of Voting Procedure (Section 14 (a) (vi) (ii))

There are 5 candidates and 3 positions to be elected. District A has 100 votes, District B has 50 votes and the Referee Association has 2 votes. A first choice is worth 1 point, 5th choice is worth 5 points; Lowest score wins. 100 % of the votes are cast.

	Candidate 1	Candidate 1	Candidate 3	Candidate 4	Candidate 5
District A	1st	4th	5th	2nd	3rd
District B	5th	1st	2nd	3rd	4 <sup>th</sup>
Referee Assoc	2nd	1st	3rd	4th	5th

Candidate 1 gets: 100 (from District A) + 250 (from District B) + 4 (from Refs) = 354

Candidate 2 gets: 400 (from District A) + 50 (from District B) + 2 (from Refs) = 452

Candidate 3 gets: 500 (from District A) + 100 (from District B) + 6 (from Refs) = 606

Candidate 4 gets: 200 (from District A) + 150 (from District B) + 8 (from Refs) = 358

Candidate 5 gets: 300 (from District A) +200 (from District B) +10 (from Refs) = 510