



**The BOXER CLUB OF CANADA Inc.**

**BY-LAWS**

As amended 2015

**Page 1 of 14**

## **BY-LAWS**

### **SECTION A – Duties of the Executive**

#### **President:** (as amended June 2009)

The President shall preside at all meetings of The Club.

The President shall have the right to request any other Officer or member to preside temporarily and for a specified purpose.

#### **Past President:** (as amended 2015)

The Past President duties are to consult with the Newly elected President in an advisory capacity.

#### **Regular Meetings**

At Regular Meetings, in the absence of the President, the Vice-President shall preside and in the absence of the President and Vice-President, the members shall appoint a Chair.

#### **Annual General Meeting**

If the President and Vice-President are not present at the Annual General Meeting (AGM) the Regional Director for the Region and, if applicable the area in which the (AGM) is being conducted, will preside over the meeting. If there are no Regional Directors from the Region in which the AGM is being held in attendance at the AGM, the meeting will be chaired by any Regional Director who is in attendance. If there is more than one Regional Director present from other Regions, the membership in attendance at the meeting will select the Regional Director who will chair the AGM. In the absence of any Regional Directors, the membership in attendance at the AGM will appoint a Chair

The President shall be ex-officio, a member of all Committees.

The President of The Club may, at any time, call a Special Meeting of the Executive on giving two (2) days notice and shall do so when requested in writing by three (3) or more members of the Executive.

The Club will not pay or reimburse any costs or expenses for any member of the Executive, Regional Directors, Standing Committees or any other member of the club to attend the Annual General Meeting.

#### **Vice-President:**

The Vice-President shall act for the President when the President is not in attendance or when directed to do so by the President. He or she shall act as Chair of the Nominations Committee as hereinafter set forth, but shall step down when the position is filled.

#### **Treasurer:**

It shall be the duty of the Treasurer to:

- (a) Have custody of the books and records belonging to The Club.
- (b) Ensure that the books of accounts are accurate and complete at the time he/she commences the duties associated with the position of Treasurer.
- (c) Collect all dues and monies owing to The Club and properly record the same.
- (d) Maintain a written record of all receipts and disbursements of The Club.
- (e) Deposit all monies in a Chartered Bank in an account entered in the name of The Club.
- (f) Report monthly on revenues, expenses and current bank balance for the immediately preceding month and provide for publication in The Club minutes a quarterly statement showing all revenues, expenses on an itemized basis.

- (g) Hold the books of The Club ready for inspection by the Auditors at any time.
- (h) He or she shall be designated as one of the signing officers on all cheques drawn on account of The Club.
- (i) Make preparations necessary for the annual filings pursuant to the Corporations Act

#### **Recording Secretary:**

It shall be the duty of the Recording Secretary to:

- (a) Keep the official roll of the members, giving names and addresses.
- (b) Notify each member in good standing at the last address shown on the books of The Club, of all regular meetings at least ten (10) days prior to such meeting indicating the place of the meeting.
- (c) Keep a record of all meetings and of all business of The Club and the Executive;
- (d) Read to each meeting the Minutes of the previous meeting if not circulated.
- (e) Prepare and distribute to each member in good standing, a copy of the Minutes of the meetings of The Club. (In the case where two or more members, then one (1) copy of such Minutes will be distributed to each household.

#### **Corresponding Secretary:**

The duties of the Corresponding Secretary shall be to handle all day-to-day correspondence of The Club and to assist the Recording Secretary as necessary.

Any complaints alleging improper conduct on the part of any member shall be passed to the Chair of the Discipline Committee for the required action. **The complaint will not be discussed or made public until such time as the Discipline Committee has completed its inquiry into the matter.**

### **SECTION B – Standing Committees**

#### **General**

The Chair of the Standing Committees shall be appointed by the Executive.

The Club shall maintain the following Standing Committees:

- (1) Show Committee
- (2) Publicity Committee
- (3) Trophy Committee
- (4) Program Committee
- (5) Membership Committee
- (6) Discipline Committee
- (7) Obedience Committee
- (8) Awards Committee
- (9) Special Service Award Committee
- (10) Fundraising Committee

### **SECTION C – Duties of the Standing Committees**

#### **General**

It will be the responsibility of each Standing Committee to request participation for his/her committee through the minutes following the Annual General Meeting. He/she will then choose from those members who have volunteered, the number of participants necessary to adequately handle the workload of his/her standing

committee for that year.

It is not imperative that the Chairs of the Standing Committees attend the Regular Meetings of The Club but they should submit periodic reports on their activities to the Corresponding Secretary to be published in the minutes.

#### **Show Committee Chair**

The Show Chair shall direct all business pertaining to show activities of The Club except on the day of the Annual Specialty Show.

#### **Publicity Committee Chair**

He or she shall be responsible for all the publicity or advertising pertaining to The Club.

#### **Trophy Committee Chair**

The Trophy Convenor shall direct all trophy arrangements under the direction of the Show Chair.

#### **Programme Committee Chair**

He or she shall direct all programme and/or educational arrangements.

#### **Membership Committee Chair**

He or she shall distribute to each new member, a package of material that will include the Constitution and By-laws of The Club, a list of the names and addresses of all members in good standing and information on time and place of the meetings and the benefits to members.

#### **Discipline Committee Chair**

He or she shall act as set forth in the By-laws of The Club as outlined in **Section K – Discipline**.

#### **Obedience Committee Chair**

He or she shall direct all business pertaining to the Obedience activities of The Club.

#### **Awards Committee**

The Awards Statisticians (Conformation & Obedience) shall compile lists of eligible recipients of Annual awards and Title holders for the year.

The Club's Annual Awards will be announced at a meeting in June of each year. If feasible they will be presented at an Annual Awards Dinner **to** be held in conjunction with **a** National Specialty or Regional Specialty, to be determined each year. The time of year of said Specialty will determine if the awards will be presented at that time or mailed out after the June meeting.

#### **Special Service Award Committee**

To conduct search for members that have made 'Continuous Special Contributions to the Club', been an 'Ambassador for The Club and the Breed' and shown 'Commitment and Dedication' over a span of years as detailed in the Criteria.

#### **Fundraising Committee**

To raise funds for various projects

### **SECTION D – Regional Directors**

#### **General**

There will be a minimum of four (4) and a maximum of twelve (12) Regional Directors representing a minimum of four (4) of the six (6) regions across Canada."

The geographical areas of responsibility for the Regional Directors will mirror the Electoral Areas as set out by the CKC for their Board Members.

The areas are as follows:

Newfoundland / Labrador and Nova Scotia.	Ontario Central.
New Brunswick and Prince Edward Island.	Manitoba.
Quebec.	Saskatchewan.
Ontario West.	Alberta, North West Territories and Nunavat.
Ontario North.	South West British Columbia.
Ontario East.	British Columbia – Interior and Yukon.

Regional Directors must reside within the Region and, if applicable, area(s) they represent and no more than four (4) Directors may be elected from any one Region.

Regional Directors must, at a minimum, submit quarterly reports on their activities to the Corresponding Secretary to be published in the minutes.

### **SECTION E – Duties of the Regional Directors**

- (1) To promote the breed of the Boxer.
- (2) To foster membership in The Club.
- (3) To organize Booster shows in their Region after obtaining prior approval in writing from the Executive through the office of the Corresponding Secretary.
- (4) To relate queries, concerns and any points of interest from their constituents, to the Corresponding Secretary.
- (5) To preside over any Annual General Meeting (AGM) when held in their Region and, if applicable area, whereupon the President and Vice-President are not in attendance.
- (6) To serve as or appoint a Recording Secretary for any Annual General Meeting (AGM) when held in their Region and, if applicable area, whereupon The Club's Recording Secretary is not in attendance.
- (7) To organize educational programs and/or activities pertaining to both competitive and non competitive areas involving Boxers.

### **SECTION F – Nominations and Elections**

#### **Item 1 – Nominations Committee (amended 2015)**

At the February meeting a Nomination Committee will be struck by the Executive consisting of three members of the Membership At Large.

#### **Item 2 – Duties of Nominations Committee**

It is the duty of the Nominations Committee to select at least one (1) nominee for each Executive position. The Committee will also publish a request for further nominations from the membership in the February minutes. The Nominations Committee will prepare ballots to be used in the election process. The Executive will appoint the Chair following the closing of nominations.

The Chair of the Nomination Committee and two scrutineers, chosen by The Club, will receive the election results from an independent outside source, as selected by the Executive, and report the findings to the membership at the June meeting. The results of the election shall be reported in the minutes of the June Meeting.

### **Item 3 – Procedure for Nominations and Elections**

General (as amended 2009 & 2015)

Any additional nominations from the membership must be presented in writing and received by the Chair of the Nominations Committee by March 31<sup>st</sup>. All nominees must notify the Chair of the Nominations Committee of their willingness to stand for office by March 31<sup>st</sup>.

The minutes of the April meeting will contain the names of all nominees in alphabetical order, beside the position they have been nominated for. Ballots listing all nominees for each Executive position, as well as the Regional Directors, will be published with the April minutes. Names of the Candidates for Regional Directors shall be listed, indicating the Region and, if applicable, the area they will represent. The minutes and the ballots must be published to all members within ten (10) days following the April meeting. These ballots must be returned to an independent source, as selected by the Executive, before May 31<sup>st</sup> for tabulating and will be reported to the Chair of the Nominations Committee and the two scrutineers. The independent source will keep all correspondence related to the election for a period of one month in case a recount is asked for.

The term of office for the President, Vice President, Recording Secretary, Corresponding Secretary and Treasurer will be two (2) years. The term of office for the Past President will be one year from the time the President Elect starts his/her term.

The election for President and Corresponding Secretary will take place in odd numbered years while the elections for Vice President, Recording Secretary and Treasurer will take place in even numbered years.

In the event that only one (1) nominee can be secured he/she will be elected by acclamation.

Should the ballot result in a tie for any position, the tie will be broken by a majority vote of the members attending the June Meeting.

The newly elected slate will take office at the first Regular Meeting following the June Meeting.

#### **Executive**

No member shall be entitled to hold the office of President, Vice President, Corresponding Secretary, Recording Secretary or Treasurer unless he/she shall have attended four (4) meetings in the most recent twelve (12) month period from April 1<sup>st</sup> to March 31<sup>st</sup>.

#### **Regional Directors**

Regional directors must be elected from at least three of the five regions of Canada as designated by the Canadian Kennel Club. The five regions are: Atlantic, Quebec, Ontario, Western Canada and British Columbia. Regional Directors must reside within the region they represent. They shall be elected by members in good standing in their own region in time for results to be announced at the Annual General Meeting.

Members may only vote for the Regional Director representing the Region and, if applicable, area in which the member resides.

### **SECTION G – Regular Meetings**

Regular meetings will be held at least ten (10) times a year on the first Monday of every month with the exception of July and August or in the case where a meeting must be moved to the next Monday if circumstances dictate.

The meetings may be held in a Town Hall (face to face) forum if the Executive decides to do so.

In order to provide the opportunity for the maximum number of members to partake in the meetings, they will all be held online using a system put in place by the Boxer Club of Canada. Meetings held in a Town Hall forum will also include the online meeting.

All members of the Boxer Club of Canada will be provided with the required access codes and instructions to enable them to attend the online meetings.

## **SECTION H - Voting**

- (a) The voting on all matters, except where otherwise covered in the Constitution and By-laws shall be by a show of hands, Yea or Nay through an online meeting or through online voting.
- (b) Any member making a motion may request a vote by secret ballot.
- (c) If the Club elects to use an online procedure for any election the Club shall provide a self-addressed envelope with ballots for members that cannot access any online voting procedures put in place. These elections must be conducted by secret ballot, to that end all members will be assigned a Membership Number to use for voting.
- (d) Voting by proxy shall not be permitted.
- (e) It is understood that the word MAIL includes regular postal service, electronic mail (email) and fax transmissions.

## **SECTION I – Order of Business**

The order of business at all Regular, Special and Annual General Meetings of The Club shall be as follows:

- (a) Program.
- (b) Recording of members and guests present.
- (c) Reading of the Minutes.
- (d) Business arising from the Minutes.
- (e) Treasurer's report.
- (f) Committee reports.
- (g) Reading of General Correspondence only. NOTE: Disciplinary matters are to be forwarded to the Chair of the Disciplinary Committee without discussion. Complaints will not be recorded in the minutes until they have been dealt with as noted in the By-laws. See **SECTION K – Discipline**.
- (h) Business arising from the correspondence.
- (i) Old business.
- (j) Good and Welfare.
- (k) New business. NOTE: At the Annual General Meeting, new business will include elections, fixing of dues for the upcoming year and appointing auditors.
- (l) Adjournment

## **SECTION J - Finance**

### **Item 1 – Fiscal Year**

The financial year of The Club shall be from January 1 to December 31.

### **Item 2 - Dues** (as amended 2007)

The amount of yearly dues will be decided each year at the Annual General Meeting. Members joining the Club at or after the September meeting, and who have paid the required dues for the current year, will be considered paid up members for the upcoming year.

Members whose fees have not been received by January 1st shall be considered Non-Active Members and must pay a fine/penalty of \$10.00 and complete the Renewal form in order to become an Active Member... The Renewal form must be received by the Treasurer no later than Jan 31st of the incoming year. If the Renewal Form and fine/penalty are not received by the Treasurer by January 31<sup>st</sup>, the membership will be considered lapsed and the member must re-apply to join the Club.

### **Item 3 - Bank and Authorization of Expenditures** (as amended June 2014)

All outstanding accounts approved by the Executive shall be payable by cheque or electronic media such as e-transfers or credit card. The Treasurer and either the President or the Vice-President must sign cheques.

### **Item 4 - Audit**

The financial records of The Club shall be audited by two (2) members in good standing of The Club appointed to do so at the Annual General meeting.

## **SECTION K - Discipline**

### **General**

The Executive of The Club shall have the power to suspend, expel or censure any member of The Club if, within the procedures outlined below, it is demonstrated to the Executive beyond a reasonable doubt that any such member has:

- (a) Engaged in any act or acts, or participated in any act or acts, which may bring the name of The Club or any of its members into disrepute.
- (b) Engaged in, or participated in, any act or acts which do not adhere to the spirit and the letter of the **Code of Ethics** of The Club as noted in the By-laws. See **Section M – Code of Ethics**.
- (c) Any member of The Club who is suspended, debarred, deprived, expelled, or whose membership has been terminated by The Canadian Kennel Club's Discipline Committee, shall be suspended from the privileges of The Club for a like period.

### **Discipline Procedure**

- (1) All complaints shall be made in writing to the Chair of the Discipline Committee. For these purposes, writing shall be considered as a written letter, email or FAX transmission. Any such complaint shall include a complete description of the facts and events surrounding the conduct complained of. Any documentary evidence including but not limited to photographs, invoices, contracts, witness statements and third party statements shall be provided to the Chair of the Discipline Committee.
- (2) A copy of the entire complaint including all written submissions and documentary evidence shall be provided to the BCC member(s) who is / are the subject of the complaint. Delivery shall be by personal service or by registered mail. Personal service shall include hand delivery by a member of the Executive of the Boxer Club of Canada, the appropriate Regional Director or by courier.
- (3) The member(s) who is / are the subject(s) of the complaint shall then have thirty (30) from the date they receive the copy of the complaint days in which to respond, in writing, to the complaint. The reply can be made by written letter, email or Fax transmission. The member(s) who is / are the subject of the complaint shall also be entitled to submit such other evidence, as he or she deems appropriate to the Chair of the Discipline Committee together with his/her response to the complaint.
- (4) The complainant shall be provided with a copy of the response provided by the BCC member(s) who is / are the subject(s) of the complaint.
- (5) The Discipline Committee will review all correspondence received from the complainant and the member(s) who are subject of the complaint. The Discipline Committee, after reviewing the information, may request further documentation or clarification from any of the parties involved.
- (6) If the Discipline Committee, by majority decision, after reviewing all available data feels the complaint is



without merit, vexatious or frivolous, the Chair of the Discipline Committee will meet with the Executive and advise the Executive of the findings of the Discipline Committee. The complainant and the member(s) who are the subject of the complaint will be notified of the findings of the Discipline Committee and the matter will be concluded.

- (7) If the Discipline Committee, by majority decision, after reviewing all available data feels the complaint is valid, the investigation will continue. The complainant and the member(s) who are the subject of the complaint will be notified that the matter appears to have merit and that the investigation is continuing.
  - (8) A meeting of the Discipline Committee will be called and the complaining party and the member(s) who is / are the subject of the complaint will be entitled to attend. Attendance by the complainant or the member(s) who is / are the subject(s) of the complaint is not required in order for the matter to be heard. If it is not practical for the complainant, witnesses or the member(s) who are the subject of the complaint to attend the hearing in person, they may appoint an agent or have a solicitor attend in their place.
  - (9) At that meeting the Discipline Committee will consider the statements and documents that have been submitted as well as any oral evidence tendered by the parties, their agents, or their solicitors.
  - (10) After hearing all evidence and reviewing all documentation, the Discipline Committee will deliberate in camera. The decision of the Discipline Committee will be based on a majority vote.
  - (11) If the matter is found in favour of the complainant, the Discipline Committee shall determine an appropriate penalty based on the facts presented. The Discipline Committee may increase the punishment if the member(s) who is / are the subject of the complaint is / are repeat offenders. The penalty may also be increased if the member(s) who is / are the subject(s) of the complaint are found guilty of more than one complaint against them at the same time.
  - (12) The Chair of the Discipline Committee will provide the Executive with a full written report of the investigation and the subsequent findings and decision of the Discipline Committee.
  - (13) The complainant and the member(s) who is / are the subject(s) of the complaint will be notified, in writing of the decision of the Discipline Committee. This notice will be provided within seven (7) days of the hearing. A complete written report outlining the reasons for the decision of the Discipline Committee will be provided to all parties. Whenever possible, the written report will be provided within thirty (30) days of the Discipline Committee hearing.
  - (14) The complainant and the member(s) who are the subject(s) of the complaint will also be advised that the decision of the Discipline Committee may be appealed in writing (written letter, email or Fax) within thirty (30) days of the date of notification of the decision of the Discipline Committee as noted in paragraph (13). If the matter is not appealed within the prescribed time period, the matter will be concluded and the decision of the Discipline Committee will stand.
  - (15) If the complainant or the member(s) who is / are the subject(s) of the complaint appeal the decision of the Discipline Committee, they must provide reasons for the appeal. The appeal may be based on four areas of concern:
    - 1) The Discipline Committee erred in its findings.
    - 2) New evidence – that was not available at the time of the Discipline Committee hearing – is now available.
    - 3) The penalty imposed by the Discipline Committee is too lenient or too harsh.
    - 4) There is evidence of bias by members of the Discipline Committee against either the complainant or the member(s) who is / are the subject(s) of the complaint.
- NOTE:** It will be the responsibility of the person(s) launching the appeal to prove that the new evidence as noted in Point 2 above, was not available at the time of the Discipline Committee hearing.
- (16) If an appeal is launched, the Executive of the Boxer Club of Canada will appoint an ad hoc Appeal Committee consisting of three to five members in good standing of the Boxer Club of Canada. The members of the Appeal Committee will appoint a chair to oversee the hearing.
  - (17) The Executive, when appointing the members to the Appeal Committee must ensure they appoint

members who have no knowledge of the matter to be heard. The members of the Discipline Committee that heard the complaint may not sit on the Appeal Committee for the same matter.

- (18) The members of the Appeal Committee will be provided with a copy of the original file along with the written decision of the Discipline Committee. They will also be provided with all documentation submitted with respect to the appeal. The Chair of the Appeal Committee will ensure all parties to the complaint are provided with copies of the material submitted for the appeal. The Chair will provide all parties thirty (30) days to respond to the material submitted for the appeal.
- (19) The Appeal Committee will review the original file and any additional evidence presented. The complainant and the member(s) who is /are the subject(s) of the complaint will be entitled to attend the Appeal Committee hearing.
- (20) The Appeal Committee hearings are not a "Trial De Novo" so new evidence is not allowed unless it can be proven that the new evidence was not available at the time of the Discipline Committee hearing. It will be the responsibility of the Appeal Committee to determine if any new evidence presented at the appeal was or was not available at the time of the hearing by the Discipline Committee. If the new evidence was available at the time of the Discipline Committee hearing, the Appeal Committee must exclude the new evidence.
- (21) After reviewing the original files and hearing any acceptable new evidence, the Appeal Committee will deliberate in camera.
- (22) Based on their deliberations, the Appeal Committee may take the following actions:
  - 1) They may uphold or deny the appeal in its entirety.
  - 2) They may uphold or deny the appeal based on the decision of the Discipline Committee regarding guilt or innocence.
  - 3) They may uphold or deny the appeal based on the penalty imposed by the Discipline Committee.
  - 4) They may reverse the findings of the Discipline Committee with respect to the finding of guilt or innocence.
  - 5) They may eliminate, increase or decrease the penalty imposed by the Discipline Committee.
- (23) The Chair of the Appeal Committee will provide the Executive, the complainant and the member(s) who is / are the subject(s) of the complaint with the findings of the Appeal Committee within seven (7) days of the Appeal Committee hearing. The Chair will also provide the Executive and all involved parties with a complete report of the Committee's findings within thirty (30) days of the Appeal Committee hearing.
- (24) The decision of the Appeal Committee will be final and binding on all parties.
- (25) Any disciplinary matters referred to the Boxer Club of Canada will be kept in confidence and known only to the Discipline Committee and the Executive until the Discipline Committee has heard the matter. If the matter goes to appeal, the Appeal Committee will maintain the confidentiality until the matter has been dealt with by the Appeal Committee. Once the matter is concluded, the findings will be announced via the Boxer Club of Canada minutes. The matter will not be released via the minutes until all parties associated to the complaint have received the written report of the Discipline Committee and, if the matter was appealed, the Appeal Committee.
- (26) If there is a finding of guilt by the Discipline Committee, the penalties imposed will commence on the expiry date of the appeal period.
- (27) The Boxer Club of Canada, the Discipline Committee and the Appeal Committee will make every attempt to hear the matters presented to them in a timely manner and will ensure that all parties involved in the complaint have the right and the opportunity to be heard.
- (28) If the Discipline Committee or the Appeal Committee, in concert with the Executive, feels the matter being investigated warrants it, the complainant and / or the member(s) who is / are the subjects of the complaint will be encouraged to make the matter the subject of a Discipline complaint with the Canadian Kennel Club. The Boxer Club of Canada will co-operate fully with the Canadian Kennel Club and, if requested,

will provide the Canadian Kennel Club with all documentation and reports of findings.

- (29) For the purposes of discipline matters, the Boxer Club of Canada will accept complaints from individuals or from clubs.
- (30) The Boxer Club of Canada will co-operate fully with other clubs. If the complaint originates from a club, the Boxer Club of Canada will request the complaining club to provide full documentation of the complaint. If the complaining club has taken action against the BCC member(s) through their own disciplinary process, the Boxer Club of Canada will investigate the matter and, if our findings agree with the findings of the complaining club, will take disciplinary action against the member(s).
- (31) If, at any time, the complainant fails to provide the required documentation or evidence, the Chair of the Discipline Committee or, if applicable, the Chair of the Appeal Committee may determine that the matter should be concluded for lack of evidence.
- (32) It is not uncommon for complainants to withdraw their complaints once the BCC member has complied with their request. This is often the case where the issue is monetary. If, for example, the BCC member returns the deposit or pays the bill, the complainant does not wish to carry on with the complaint. In situations where a complaint has been lodged with the Discipline Committee or if the matter has gone to the appeal stage and the complainant wishes to withdraw the complaint, it shall be the right of the Chair of the Discipline Committee or, if applicable, the Chair of the Appeal Committee to decide whether or not to conclude the matter.
- (33) If a member is found guilty of any of the provisions of the Discipline or Code of Ethics provisions of the By-laws of the Boxer Club of Canada, the results of the Discipline / Appeal hearing(s) will be posted on the Boxer Club of Canada website. The notation will remain on the website for the duration of the expulsion or suspension from the BCC or for one year from the date the matter is concluded, whichever is greater. If the matter complained about does not incur a suspension or expulsion, the notation will remain on the BCC website for one year from the date the matter is concluded. It shall be the responsibility of the expelled or suspended member to notify the webmaster of the BCC that the penalty has expired so it may be removed from the website.
- (34) No member of the BCC will be allowed to hold, continue in or apply for a position on the Executive, as Chair or as a member of any Standing Committees, or as a Regional Director while a complaint is being investigated or while the member is under censure, expulsion or suspension as a result of a concluded disciplinary matter.
- (35) A member of the BCC who is suspended, expelled or under censure will not be eligible for any BCC awards while the suspension, expulsion or censure is in effect. In addition, any dogs that obtain Championship status while the suspension, expulsion or censure is in effect will not be recognized in the calculation for BCC awards.
- (36) Members who are suspended, expelled or censured will not be allowed to attend any Boxer Club of Canada meetings or functions while the suspension, expulsion or censure is in effect.
- (37) Members who are suspended or expelled must not represent themselves, in any manner, as being members of the Boxer Club of Canada while the suspension or expulsion is in effect. In addition, they must remove any mention of the Boxer Club of Canada from all sources including, but not limited to, their website, letter head, advertisements, sales contracts etc. Failure to do so will result in the member being expelled from the Boxer Club of Canada for life.

## **SECTION L - Procedure**

The Club shall be governed in the conduct of its meetings by Regular Parliamentary Usage, unless otherwise provided in the Constitution and By-laws and it shall be the duty of the Presiding Officer to rigidly enforce the Rules of Order.

## **SECTION M - Code of Ethics**

### **General**

All members will:

- (a) Provide their Boxer(s) with appropriate housing, food and health care.
- (b) Endeavour to enhance the role of the Boxer in society as an essential member of its communities where it functions primarily as a companion and a guardian and, above all, "A Person's Best Friend".
- (c) Participate, whether they are exhibitors, handlers, judges or assistants, in dog shows, trials and other events with honesty, fairness and integrity, ever mindful of the practice of good sportsmanship.
- (d) Undertake the task of educating and encouraging all newcomers to the world of purebred Boxers no matter what their interest: pet-owner, exhibitor, trialer or breeder.
- (e) Include in their programs only CKC registered stock which will strengthen the genetic pool and thus guarantee further progression towards the ideals of the standard, keeping authentic records of their activities.

### **Breeding**

All members will breed:

- (a) With the main criterion to improve the breed.
- (b) Only for sound and valid reasons and not solely as a commercial venture.
- (c) Only healthy and sound Boxers, who display good temperament.
- (d) Only Boxers, who are free of the following disqualifying faults: Monorchids and/or having a white background or entirely white or any colour other than fawn or two types of brindle and Boxers with white markings that exceed one-third of the ground colour (hereinafter referred to as "White Boxers").
- (e) Only bitches between the ages of eighteen months and six years and not more than once a year.

### **Stud Dogs**

All members will:

- (a) Ensure their stud dog is free from Canine Brucellosis and any other communicable diseases.
- (b) NOT knowingly offer at stud a Boxer, who has disqualifying or genetic faults.
- (c) Be selective in the bitches that are bred to their stud dog.
- (d) NOT breed their stud dog to a "White Boxer".
- (e) Complete a stud dog contract to be signed by both parties before the mating takes place. The contract shall include the following special conditions: if breeding produces "White Boxers", the stud owner will only sign the litter registration if the "White Boxers" are identified by tattoo or microchip and they are spayed or neutered as evidenced by a certificate duly completed by a D.V.M.
- (f) NOT breed their stud dog to a bitch owned by a pet store, chain or commercial kennel.

### **Sales**

All members will:

- (a) Arrange to identify each Boxer by tattoo or microchip.
- (b) Ensure that tail docking and ear cropping (latter is optional), is done under the most humane circumstances (the exhibit of the Boxer with cropped ears is not given preference solely by virtue of being ear-cropped).

- (c) Only sell "White Boxers" if they are identified by tattoo or microchip and if they are spayed or neutered as evidenced by a certificate duly completed by D.V.M.
- (d) Screen Buyers on their desire and ultimate intent for each Boxer. Their interest and ability to provide a safe, adequate and loving home should be determined. Fenced yards and crates should be recommended.
- (f) Ensure that all relevant CKC registration papers are provided to the new owner within a reasonable period of time.
- (g) Provide the new owner with a health record, including shots given, diet and care information.
- (h) Strive to be accurate and honest to the best of their ability in appraising the quality of Boxers being offered for sale or placement with reference to the standard of the breed.
- (i) Recommend to the new owners to spay or neuter all pets.
- (j) Endeavour to help the new owners in every reasonable way.
- (k) Help educate the public on the standard of the breed and care of the Boxer in areas where they are qualified.
- (l) NOT participate in any act(s), which may bring the name of The Club or any of its members into disrepute.
- (m) NOT sell Boxers to a pet store, chain or commercial kennel.

This **CODE of ETHICS** constitutes the required standard of behaviour expected of all members. Any member found in breach of this CODE could be called upon to explain their actions to The Club. See By-law **Section K – Discipline**.

#### **SECTION N – Regional Specialties** (as amended 2014 & 2015)

The Club will hold no more than the maximum number of Regional Specialty Shows as permitted by The Canadian Kennel Club.

The Canadian Kennel Club policy allows for one Boxer Club of Canada Specialty Show (National or Regional) to be held annually in each CKC Electoral Area. Each Electoral Area will have the opportunity to hold one Regional Specialty per calendar year with the exception of the Electoral Area holding the National Specialty. The Electoral Area hosting the Boxer Club of Canada National Specialty will not be granted a Regional Specialty in the same calendar year.

The CKC Electoral Areas are listed below:

Newfoundland / Labrador and Nova Scotia.	Ontario Central.
New Brunswick and Prince Edward Island.	Manitoba.
Quebec.	Saskatchewan.
Ontario West.	Alberta, North West Territories and Nunavat.
Ontario North.	South West British Columbia.
Ontario East.	British Columbia – Interior and Yukon.

Any application for a Regional Specialty will be published in the minutes. Any other club or member of the Boxer Club of Canada in the same Electoral Area as the club or member of the Boxer Club of Canada that made application for a Regional Specialty shall have thirty days to indicate a desire to compete for the Regional Specialty in that Electoral Area. If no other applications are received, the Regional Specialty will be awarded to the club or member of the Boxer Club of Canada originally applying for it.

The Regional Specialties can be applied for by letter, fax or email.

If more than one club or member of the Boxer Club of Canada applies for a Regional Specialty in the same Electoral Area, the decision as to who will be awarded the Regional Specialty will be determined by a majority

vote of the members attending the next General meeting.

As with the National Specialty, the Regional Specialties will rotate within the Electoral Area unless no other club or member of the Boxer Club of Canada applies to hold the Regional Specialty.

**Explanatory note regarding Disqualification for "White Boxers"**

Approximately 25% of all Boxer puppies born are either white or almost all white, making white puppies neither "rare" nor "unusual". White puppies come from a recessive gene. Throughout the world, it is common practice not to use "White Boxers" in a breeding program for the following reasons:

- (a) They will NOT strengthen the genetic pool.
- (b) They may develop skin problems when exposed to the sun.
- (c) They may develop blindness or they may develop deafness in either one or both ears.
- (d) Deafness in white puppies results when the cells of the skin lining the ear canal lacks pigment.