

# Gaming Information and Services

*Know your limit, play within it.*

## Organization Help ?

GBC ID: 532083 Provincial Winter Fair Society  
Alert: ●

All fields with an asterisk (\*) must be completed.

### Application Assignment ▲

Status:

Approved

Assignee:

### Organization Information ▲

File Type: CGG-1073032

File #: 119564

City:

FYE: 31-Dec Last Audit:

s.15

Appl Rec'd Date: 11-Apr-2016 BC Online: 18-Mar-2016

\* Sector:

Arts and Culture

\* Sub-sector:

Fairs, Festivals, Museums

Appl Start Date: 11-Apr-2016 Appl End Date: 10-Jun-2016

Conditional:

### Grant Details

Total Amount Requested s.21


Total Approved GPEB Amount \$32,000.00

Total Payment Rules \$32,000.00

Total Intended Amount \$32,000.00

Frequency One-Time

## Payment Rules ▲

\* Total Payable Amount \* Date  
\$ 

Payment Due Date:	Payment Status:	User:	Amount:
09-Jun-2016	Cancelled	Coll, Juliana	\$30,000.00
10-Jun-2016	Accepted by CAS	Coll, Juliana	\$32,000.00
	Total:		\$32,000.00

## Organization ▲

\* Name:


The organization's name should be as it appears on your constitution and/or certificate of incorporation (if applicable).

Provincial Winter Fair Society

## Addresses ▲

When entering a row you must enter the Address Type, Effective Date, Street, City, Province, Country, and Postal Code. To enter the record click Add.

For Returning Users: if you see something that is incorrect, enter the correct information in the Organization Information Changes section below.

\* Address Type: \* Effective Date: Unit: \* Street:  


\* City: \* Province/State: \* Country: \* Postal / Zip Code:  
British Columbia Canada

Address Type	Effective Date	Address
Mailing	01-Mar-2016	PO Box 1082, Barriere, BC, Canada, V0E 1E0

## Organization Details ▲


If your organization is a registered society in BC please enter the BC Society Number.

For Returning Users: if you see something that is incorrect, enter the correct information in the Organization Information Changes section below.

**BC Society Number:**

S-0065226

**On what date did your organization start operating (approximate)?**

11-Nov-1939 

**Fiscal Year End:**

Month Day

**Programs/Services or Purpose ▲**

When entering a row you must choose a Program/Service Type. If you choose 'Other' you must enter a description. To enter the record click Add.

For Returning Users: if you see something that is incorrect, enter the correct information in the Organization Information Changes section below.

\* Program/Service or Purpose: Other Description:

Program/Service or Purpose	Other Description
Other	youth development, public education and entertainment

**Organization Information Changes ▲**

For Returning Users: if you see something that is incorrect, enter the correct information in the text box below. This information will be reviewed and updated when your application is received in GPEB.

**Comments:****Attachments ▲**

*Formats accepted include: jpg, doc, docx, xls,xlsx, pdf. Note, your application will be 'incomplete' until such time that this information is provided.*

**Attached Document(s):**

119564\_email\_may2016.docx

1073032.pdf

**Worksheet ▲**

\* **Category:**

\* **Issue Type:**

Program

**Template Include:**

**Resolved:**

\* **Description:**

Category	Issue Type	Template Include	Resolved Description
ADMIN_REQ	OTHER		10/5/16 - 2 societies are registered for provincial winter fair - this is a new group & s.13,s.17
			s.13,s.17 that previously rec'd funding for the Winter Fair - see e-mail
			s.15 - 2 Provincial Winter Fairs - 1 in Barriere which this org is delivering and I in Kamloops which 103565 Kamloops Exhibition Society for the same week-end. This org has been delivering the program, although they were a Committee of KXA but have incorporated. Access level based on new org & sustainability as all funds in account were taken by 103565 in January 2016. KXE - \$38K & this org \$32K
ADMIN_REQ	OTHER		
PROGRAM	APPROVED	X	\$32,000 - Provincial Winter Fair - Barriere - Grant funds must be used for essential costs of delivering your approved community programs as per 5.1 of the Guidelines (facility rental, First Aid equipment, insurance, garbage, judges fees, etc.).
ADMIN_REQ	OTHER		Req CASS#

Print and Close

Cancel

# Gaming Information and Services

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## Organization Details Help ?

GBC ID: 532083 Provincial Winter Fair Society  
Alert: ●

All fields with an asterisk (\*) must be completed.

Application Assignment ▼

Organization Information ▼

Payment Rules ▼

Sector Details ▲

Sector: Sub-sector:  
Arts and Culture Fairs, Festivals, Museums

\* Is your organization a service club?

Yes

X No

If yes, who is the recipient organization?

Constitution and Bylaws ▲

\*How will you be providing Constitution and Bylaws documents?

X Mail



Attach

### Membership and Governance Structure ▲

\* # of eligible voting members: \* # of board members:  
98 6


### Board of Directors ▲

\*How will you be providing Board of Directors documents?

X Mail  
Attach

### Annual General Meeting Details ▲

\* Date of last Annual General Meeting: (DD-Mon-YYYY)

19-Feb-2016 

\* Number of voting members that attended last Annual General Meeting:  
44

\* You must submit a copy of the minutes from the last Annual General Meeting.  
How will you be providing the minutes?

X Mail  
Attach

### Financial Statements ▲

\* You must submit copies of your organization's: revenue and expense statements for the previous fiscal year; balance sheet for the previous fiscal year; and budgets for the current and next fiscal years.

\* How will you be providing this financial information?

X Mail  
Attach

### Gaming Account ▲

\* You must have a dedicated bank account, called the 'Gaming Account' in order to operate a Class A or Class C licenced event or to receive grant monies. The money for an approved grant application will be transferred electronically to this account.

The Gaming Account is on file with the Branch and there are no changes.

I will attach a copy of a void cheque (if you choose this option please proceed to attach a PDF version below).

X I will mail a void cheque to the Branch (note, the application will be processed after receipt of this information).



## Worksheet

Print and Close

Cancel

# Gaming Information and Services

*Know your limit, play within it.*

## CGG Program Details Help ?

GBC ID: 532083 Provincial Winter Fair Society  
Alert: ●

All fields with an asterisk (\*) must be completed.

Application Assignment ▼

Organization Information ▼

Payment Rules ▼

Program Information ▲

Program/Service Type:

\* Program Name:

Provincial Winter Fair

\* You are required to describe the activities and delivery of this program (i.e. the activities provided and how they are delivered, community benefit, accessibility, sustainability and community support). You may enter this information here (up to 4,000 characters long), or you may attach a document that provides this information. Enter the information in the following field; or click the Browse button to attach a document.

Program Description:

A provincial fair for 4-H youth to exhibit, compete and sell their projects, interact with other youth, and open contributors, offering over 200 classes appropriate to age, project, 4-H and open. Place for agricultural community to gather and discuss



industry and innovations and to educate and entertain general public and promote agriculture. Fair came to Kamloops in 1939 and has sustained and grown. Fair is accessible to and advertised to general public and is well attended. The community benefits by influx of people and paid services and the support is evidenced by the large number of volunteers dedicated to supporting the development of 4-H youth and education to the public.

Attach Program Description:

*Formats accepted include: jpg, doc, docx, xls, xlsx, pdf. Note, your application will be 'incomplete' until such time that this information is provided.*

Attached Document(s):

How long has your organization delivered this program?

\* Years: \* Months:

77      7

\* Program Revenue & Expenses For Previous Fiscal Year:

You are required to provide last year's actual revenue and expenses for this program. This can be attached now or forwarded by mail/courier. How will you be submitting this information?

X Mail

Attach

\* Budget for Current Fiscal Year:

You are required to submit the budget for the current fiscal year for this program. This can be done by attaching it now or forwarding it by mail/courier. How will you be submitting this information?

X Mail

Attach

\* Budget for the Next Fiscal Year:

You are required to submit next year's projected budget for this program. This can be done by attaching it now or forwarding it by mail/courier. How will you be submitting this information?

X Mail

Attach

### Requesting Grant Amount(s) ▲

Indicate the level of grant funding your organization is seeking for your program for the next 12 months, and describe how the grant funds will be used.

\* What level OF GRANT funding are you requesting FOR your program?

GPEB  
Amount:  
\$32000

s.21

\* Describe in detail how the grant funds will be used:

Operating expenses to put on the Fair - administration, First Aid attendants, fuel, carcass grading, insurance, janitorial/garbage costs, judges fees, office equipment, office supplies, parking attendants, animal processing fees, facility rental

### Other Program Details ▲

\* Does this program receive any provincial or federal program funding, other than gaming funds? YesX No

\* Will the grant funds be used for out of province travel? YesX No

If yes, please submit the Out of Province Special Approval form (see guidelines).

\* Will the GRANT funds be used FOR a major capital project that has a total value OF more than \$20, 000? YesX No

\* Number of people who will directly benefit from this program? 8000

Total number of registered participants in the program? 250

Complete the above question if your organization is a:

A) sports organization (not provincial); B) youth organization (e.g. scouts, cadets)

\* Does this program have a day care/child care licence(s)? YesX No

### Program Categorization ▲

Program: Provincial Winter Fair

Amount Requested: \$21

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Select Program Tags:

Volunteer

Type

Recreation

Gender

External Flag

Disabled

Counselling Program

Community  
Education

Age

Selected Program Tags:

Worksheet ▼

Print and Close

Cancel

# Gaming Information and Services

*Know your limit, play within it.*

## Submission Information Help ?

GBC ID: 532083 Provincial Winter Fair Society  
Alert: ●

All fields with an asterisk (\*) must be completed.

Application Assignment ▼

Organization Information ▼

Payment Rules ▼

Officers Responsible ▲

Each application requires a Contact Person, a Submitter and 1-3 Officers Responsible (e.g. 1 for B Licences, 3 for D Licences and 2 for everything else). Individuals can have multiple roles; simply select multiple "Type" checkboxes when you are completing their information.

\*Type

Officer Responsible (board member of the organization who is responsible to ensure the organization complies with all conditions, guidelines, rules and policies of the Gaming Policy Enforcement Branch)

Submitter (member of the organization authorized to complete and submit this application)

Contact Person (member of the organization that the Branch can contact regarding this application)

\*Position \*First Name \*Last Name

Address

Unit \*Street \*Province \*City \*Postal Code  
British Columbia

\*Business Phone Ext \*Home Phone Cell Phone

- - - - -

e-mail

(e.g. John.Doe@home.com)

Position	Name	Officer	Resp.	Submitter	Contact
Director	Evelyn Pilatzke	X			
Grant Writer	Roberta Gowans			X	X
Treasurer	Mary Gowans	X			

**Delivery Method ▲**

Results can be delivered to you by one of the following methods.

\*

Select your preferred delivery method:

e-mail <sup>s.22</sup> (e.g. John.Doe@home.com) (Ensure that your

X e-mail is set up to allow messages that are sent from the Gaming Policy and Enforcement Branch. See E-mail Tips for more information.)

Canada Post (Your organization's mailing address will be used. If we do not have a mailing address on file, the physical address will be used.)

Gaming Online Service using your Business BCeID. (Refer to Business BCeID Information and Registration.)

**Worksheet ▼**

Print and Close

Cancel

# Gaming Information and Services

*Know your limit, play within it.*

## History [Help ?](#)

GBC ID: 532083 Provincial Winter Fair Society  
Alert: ●

All fields with an asterisk (\*) must be completed.

### History ▲

Status	Date	User ID
Approved	17-JUN-2016	DPyatt
Recommend Approval	16-JUN-2016	GKopplin
In Progress	16-JUN-2016	GKopplin
Hold	16-JUN-2016	GKopplin
In Progress	16-JUN-2016	GKopplin
Hold	10-JUN-2016	JColl
In Progress	10-JUN-2016	JColl
Hold	09-JUN-2016	JColl
In Progress	07-JUN-2016	JColl
Pending	10-MAY-2016	JColl
In Progress	13-APR-2016	JIdczak
Pending	11-APR-2016	

# Gaming Information and Services

*Know your limit, play within it.*

## Account Details Help ?

**GBC ID: 532083 Provincial Winter Fair Society**  
**Alert:** ●

All fields with an asterisk (\*) must be completed.

### Account Summary ▲



Account Type: Grant Account

As of: 20-Jul-2016 12:09 PM

Fee Type	Completed Transactions	Pending Payments
Community Gaming Grants	\$32,000.00	
<b>Total</b>	<b>\$32,000.00</b>	<b>\$0.00</b>

### Completed Transactions

Fee Type: 20-Jul-2016

Transaction Date From: 20-Jun-2016  To: 20-Jul-2016 

Sort By: Created Date/Time

### Transactions List

Fee Type	Amount	Created By	Created Date/Time	Trans #	Method of Entry
Community Gaming Grants	\$32,000.00	CGICS_User	06-Jul-2016 08:00 AM	s.17	
Application #: CGG-1073032					
Payment Id: s.17					

### Pending Payments

Payment ID	Created Date	Description	Fee Type	Amount
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Balance \$0.00

Print and Close

Cancel





## Application Confirmation and Summary

<b>Application type:</b>	Community Gaming Grant Application (Regular)
<b>Applicant:</b>	Provincial Winter Fair Society
<b>Application ID:</b>	1073032
<b>Application received date:</b>	11-Apr-2016
<b>Branch:</b>	Gaming Policy and Enforcement Branch Licensing and Grants Division

## Thank You for Your Application

### **Mailing supporting documents (only required if "Mail" was chosen for any supporting documents):**

Please note, if you indicated in your application that you will "Mail" specific supporting documents, please send only those documents to the address below (you do not need to send your application summary or any other documents). Be sure to indicate your organization name and your application ID. Your application cannot be processed and will remain in "Hold" status until these supporting documents are received.

Licensing and Grants Division  
Gaming Policy and Enforcement Branch  
P.O. Box 9310, Stn. Prov. Govt.  
Victoria, B.C.  
V8W 9N1

### **Application status information is available at:**

<https://www.gaming.gov.bc.ca/gaming/report/WebReports.do> (see "Community Gaming Grants")

### **Branch contact information and additional gaming grant information is available at:**

[www.gaming.gov.bc.ca](http://www.gaming.gov.bc.ca)

# 1. Organization Information

## Organization

<b>Organization name:</b>	Provincial Winter Fair Society
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## Addresses

<b>Address type:</b>	<b>Effective date:</b>	<b>Address:</b>
Mailing	01-Mar-2016	PO Box 1082 Barriere, British Columbia V0E 1E0

## Organization Details

<b>BC society number:</b>	S-0065226
<b>Date organization started operating (approx):</b>	11-Nov-1939
<b>Fiscal year-end (month / day):</b>	December 31

## Organization Information Changes

<b>Change comments:</b>	Not provided.
<b>Organization information change attachments:</b>	The following electronic files were attached: File #1: 1073032.pdf File #2: 119564_email_may2016.docx

## Sector Details

<b>Sector:</b>	Arts and Culture
<b>Sub-sector:</b>	Fairs, Festivals, Museums
<b>Service club:</b>	No
<b>Recipient organization:</b>	Not applicable

## Constitution and Bylaws

<b>Constitution and bylaws information:</b>	Applicant will submit by mail.
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## Membership and Governance Structure

<b>Number of eligible voting members:</b>	98
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<b>Number of board members:</b>	6
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## Board of Directors

<b>Board of directors information:</b>	Applicant will submit by mail.
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## Annual General Meeting Details

<b>Date of last annual general meeting:</b>	19-Feb-2016
<b>Number of voting members that attended last annual general meeting:</b>	44
<b>Minutes from the last annual general meeting:</b>	Applicant will submit by mail.

## Organization Financial Statements

<b>Financial statements:</b>	Applicant will submit by mail.
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## Gaming Account

<b>Gaming account information:</b>	Applicant will submit by mail.
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## 2. Program Information

### Program: Provincial Winter Fair

<b>Program name:</b>	Provincial Winter Fair
<b>Program description:</b>	A provincial fair for 4-H youth to exhibit, compete and sell their projects, interact with other youth, and open contributors, offering over 200 classes appropriate to age, project, 4-H and open. Place for agricultural community to gather and discuss industry and innovations and to educate and entertain general public and promote agriculture. Fair came to Kamloops in 1939 and has sustained and grown. Fair is accessible to and advertised to general public and is well attended. The community benefits by influx of people and paid services and the support is evidenced by the large number of volunteers dedicated to supporting the development of 4-H youth and education to the public.
<b>Program description attachments:</b>	No attachments provided.
<b>How long has organization delivered program:</b>	Years: 77 Months: 7
<b>Program revenue and expenses for previous fiscal year:</b>	Applicant will submit by mail.
<b>Program budget for current fiscal year:</b>	Applicant will submit by mail.
<b>Program budget for next fiscal year:</b>	Applicant will submit by mail.
<b>Requested amount:</b>	s.21 <input type="text"/>
<b>Describe how the grant funds will be used to support this program:</b>	Operating expenses to put on the Fair - administration, First Aid attendants, fuel, carcass grading, insurance, janitorial/garbage costs, judges fees, office equipment, office supplies, parking attendants, animal processing fees, facility rental
<b>Does this program receive any provincial or federal program funding, other than gaming funds:</b>	No
<b>Will the grant funds be used for out of province travel:</b>	No
<b>Will the grant funds be used for a major capital project that has a total value of more than \$20,000:</b>	No
<b>Number of people who will directly benefit from this program:</b>	8000

<b>Total number of registered participants in the program:</b>	250
<b>Does this program have a day care / child care licence:</b>	No

### 3. Submission Information and Delivery Method

#### Officers Responsible

Position:	Name and contact information:	Officer: (2 req'd)	Submitter: (1 req'd)	Contact: (1 req'd)
Director	Evelyn Pilatzke s.22  Business phone: Home phone: s.22 Cell phone: s.22 Email: s.22	Yes		
Grant Writer	Roberta Gowans s.22  Business phone: (250) 374-0084 Home phone: s.22 Cell phone: s.22 Email: s.22		Yes	Yes
Treasurer	Mary Gowans s.22  Business phone: (250) 573-3939 Home phone: s.22 Cell phone: Email: s.22	Yes		

#### Delivery Method

Application results notification method:	Application results will be emailed to: s.22
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## 4. Terms and Conditions

### CONFIRMATION AND ACCEPTANCE:

My acceptance of this statement indicates that I confirm and acknowledge:

- I am a bona fide member of the organization (the "applicant") making this application, and my position, title or role within it is as indicated herein.
- I am authorized to complete and submit this application by and on behalf of the applicant.
- I confirm personally and on behalf of the applicant that all facts stated and information furnished in this application are complete and true.
- The applicant undertakes to comply with all provisions of the Criminal Code, the Gaming Control Act and the Gaming Control Regulation.
- The applicant undertakes to comply with all conditions, guidelines, rules and policies published by the Gaming Policy and Enforcement Branch ("GPEB") and all directives issued by the General Manager, whether published or issued before or after the date of this application.
- The applicant understands and confirms that any information submitted herein may be disclosed by GPEB publicly, in compliance with the Freedom of Information and Protection of Privacy Act.
- The applicant understands that this is only an application and that the applicant can only conduct a gaming event if and when the application may be approved and a licence has been issued by GPEB.

I/WE EXPRESSLY ACKNOWLEDGE THAT I/WE HAVE READ THIS APPLICATION AND UNDERSTAND THE RIGHTS, OBLIGATIONS, TERMS AND CONDITIONS SET FORTH HEREIN, AND BY CLICKING ON THE ACCEPT BUTTON EXPRESSLY CONSENT TO BE BOUND BY ITS TERMS AND CONDITIONS SET FORTH HEREIN.

I agree to the terms and conditions as stated above.

Application ID # 1073032

9  
A



PROVINCIAL WINTER FAIR SOCIETY  
(GAMING ACCOUNT)


001

DATE 2 0 - -  
Y Y Y Y M M D D

PAY TO THE  
ORDER OF

\$

100 DOLLARS

**BMO**  **Bank of Montreal**  
101F - 1180 COLUMBIA STREET WEST  
KAMLOOPS, BC V2C 6R6

MEMO

*VOID*

*2C GAMING*  
COMMUNITY  
ACCOUNT

MP

s.21

Page 26

Withheld pursuant to/removed as

s.21;s.13;s.17

## GAMING ACCOUNT EXPENSES 2015

Description	Total	Adv	Rent	Tickets	Catalogues	Judges	Awards	Brands	Wages
s.21									
Centaur Awards									
Agri Digest									
Medical Technology									
Glenn Perran									
Barriere Curling Club									
Universal Reproduction									
Wayside Press									
Terry Trophy									
Black Press									
Doug Higginson									
Radio NL									
Kamloops This Week									
NT Fall Fair & Rodeo									
Diana's Monogramming									
s.21									
	\$23,985.61	6,371.71	8,250.00	979.15	952.00	2,058.55	5,374.20	0.00	0.00

RECEIVED

APR 3 2016

GPB - VICTORIA

GAMING ACCOUNT EXPENSES 2014									
Description	Total	Adv	Rent	Gifts	Catalogues	Phone	Awards	R&M	Wages
Radio NL	s.21								
s.22									
Black Press									
Kamloops This Week									
Wayside Press									
NT Star Journal									
Centaur Awards									
Universal Reproductions									
Terry Trophy									
NT Fall Fair									
Agri Digest									
NT Fish & Game									
Diana's Monogramming									
BC 4H Provincial Council									
	\$27,159.89	6,955.11	6,540.74	214.20	2,115.82	0.00	5,834.02	0.00	s.22

## GAMING ACCOUNT EXPENSES 2013

Description	Total	Adv	Rent	Office	Insurance	Phone	Awards	R&M	Wages
	s.21								
Radio NL									
NT Star Journal									
Kamloops This Week									
Daily News									
Tourism Kamloops									
Tourism Kamloops									
Tourism Kamloops									
Tourism Kamloops									
Tourism Kamloops									
Tourism Kamloops									
Tourism Kamloops									
Kamloops Computer									
Ragan Advertising									
Kamloops Office									
Gold Business Tech									
Ragan Advertising									
Centaur Awards									
Telus									
Sinclair Supply									
Ragan Advertising									
Colin Arduini									
Telus									
Regan Advertising									
Tourism Kamloops									
Mike Adams									
Tourism Kamloops									
Telus									
Telus									
Regan Advertising									
Valley First Insurance									
NT Fall Fair									
Tried & True Printer Tec									
Tops Telecoms									
Bookkeeping									
	\$39,956.71	18,758.53	8,397.50	1,511.70	2,400.00	853.54	2,541.68	3,493.76	2,000.00

PROVINCIAL WINTER FAIR  
Special General Meeting Minutes: February 19, 2016  
7:00 pm @ BC Livestock Producer's Co-op, Kamloops, BC

Present: 102  
Members Present: 44  
Quorum present - Yes

Meeting called to order at 7:10 pm by acting Chairperson, Evelyn Pilatzke

Moderators are Jennifer Fraser, Danielle Cuthbertson and Steven Puhallo.

Chairperson is Steven Puhallo.

Jennifer Fraser explained the meeting rules and voting eligibility.

Louise DeMarni called rule of order regarding "parents" that a parent as defined in Webster's Dictionary includes grandparents (ancestor).

Danielle Cuthbertson discussed rules of engagement and stated that speaker time allotment will be 3 minutes per speaker for 1 hour only.

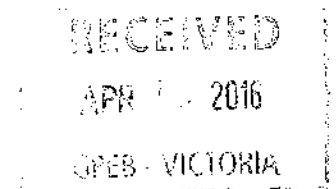
Steven Puhallo discussed parliamentary procedure, governance and incorporation.

Agenda item: *'Be It Resolved That "The Provincial Winter Fair should be incorporated as its own society and shall operate independently of any other entity."*

Discussion: The floor was opened to speakers for 1 hour. Items discussed were the name PWF, separation from KXA, Society dissolution in April 2015, funds removed from bank account, assets, and purpose of the Fair. The call was made, three times, for other speakers. No other speakers.

Action: MOTION that the Provincial Winter Fair should be incorporated as it's own society and shall operate independently of any other entity. Vote by show of hands, 1 no 43 yes.

Motion to adjourn by Mary Gowans at 8:15.



PROVINCIAL WINTER FAIR  
General Meeting Minutes: February 19, 2016  
8:00 pm at BC Livestock producer's Co-op, Kamloops, BC

Present: 98

Quorum present – Yes

Meeting called to order at 8:15 pm by acting Chairperson, Evelyn Pilatzke.

Acting Recording Secretary is Jennifer Fraser.

**Agenda item:** to elect a Board of Directors.

MOTION: Anja Mitchell to be a director at large; Evelyn Pilatzke motioned, Jessica Peters seconded, Motion CARRIED.

MOTION: Brent Hamblin to be a director at large; Ian Mitchell motioned, Jason McGillvray seconded, Motion CARRIED.

MOTION: Darrel Fennel to be Vice-Chairperson, Paula Wild motioned; Dani Noble seconded, Motion CARRIED.

MOTION: Mary Gowans to be Treasurer; Alice Scott motioned, Ian Mitchell seconded, Motion CARRIED.

Persons with the appropriate expertise and time volunteering:

Chairperson, Evelyn Pilatzke

4-H Beef Representative, Evelyn Pilatzke

4-H Lamb Representative, Jessica Peters

4-H Horse Representative, Dani Noble

4-H Dog Representative, Laura Paget

4-H Rabbit Representative, Paula Wild

Open Single Beef Representative, Alison Speller

Open Lamb Representative, Jessica Peters

Open Rabbit Representative, Laura Paget

Directors, Ian Mitchell, Mary Gowans, Darrel Fennel, Alice Scott, Jason McGillvray, Louise DeMarni, Evelyn Pilatzke, Allison Speller, Dani Noble, Jessica Peters.

**Agenda item:** to have everyone present complete their contact information on the attendance sheet.

**Agenda item:** to choose persons to have signing authority. MOTION to rescind previous signing authorities and instate Evelyn Pilatzke, Mary Gowans and Darrel Fennell as signing authority for PWF; Dani Noble motioned, Jessica Peters seconded, CARRIED.

**Agenda item:** to provide direction to apply for Society status for Provincial Winter Fair. MOTION to have Brent Hamblin file online immediately and follow up Monday with the application based on Mary McGregor's advice; Ian Mitchell motioned, Anja Mitchell seconded, CARRIED.

Page 32 to/à Page 35

Withheld pursuant to/removed as

s.21



**SOCIETY ACT**

**CONSTITUTION**

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APR 17 2016

BC - VICTORIA

**CONSTITUTION**

1. The name of the Society is: **PROVINCIAL WINTER FAIR SOCIETY** (the "Society")
2. The purposes of the Society are:
  - (a) encourage and promote the development of agriculture and related branches of industrial, commercial, mechanical, educational, and household arts within the Province of British Columbia;
  - (b) encourage and promote community development, including any matter or thing of a civic, regional, provincial, national, patriotic, scientific, cultural, ethnic, artistic, educational, agricultural, recreational, historical, or sporting nature or character, or any other object, except profit, that would be of benefit to people generally; and specifically (but without limiting the generality of the foregoing) including the education and development of youth through their involvement with the provincial 4-H program or otherwise;
  - (c) without limiting the generality of the foregoing, to organize and put on the annual Provincial Winter Fair which has taken place in British Columbia continuously since 1939;
  - (d) to hold or conduct fairs, exhibitions, expositions, displays, shows, plays, concerns, sports, sporting events and public presentations of any kind; to provide entertainment, amusement and recreation to and for persons visiting the fairs, exhibitions, expositions, displays, shows, plays, concerts, sports, sporting events and public presentations referred to in paragraph (b) above and to sell or otherwise furnish those persons with food, drinks, refreshments and other services;
  - (e) to undertake or authorize others to undertake the recording in any medium of moving or still images and sound recording; to charge fees, including, without limitation, admission fees and fees for any advertising conducted at, and fees for the right to name any facility at, any location at which it conducts any activity it is authorized to conduct under this Constitution;
  - (f) to award, give or pay prizes, medals and honorary decorations;
  - (g) to acquire, hold, lease, manage, rent or sell any real property or personal property;
  - (h) to enter into contracts with any person, body corporate, government or government ministry, department or authority;

- (i) to solicit, receive, acquire and hold donations, gifts and legacies and to collect and receive rents, profits and other revenues, grants, appropriations and subsidies and to enjoy all of the benefits of ownership thereof;
  - (j) to coordinate, solicit, and sell livestock, including 4-H and Open divisions at the Provincial Winter Fair;
  - (k) to market, promote, co-ordinate and manage all services provided by the Society;
  - (l) to seek funding and financial assistance from the Government of Canada, Province of British Columbia, federal and provincial crown corporations and agencies, municipal governments, regional districts and other local authorities in furtherance of the purposes of the Society;
  - (m) to conduct and manage gaming events, within the meaning of the *Gaming Control Act* (British Columbia), that are licensed under that Act; to implement security procedures including, without limitation, the restriction or prohibition of access to all or any part of any location at which it conducts any activity it is authorized to conduct under this Constitution;
  - (n) to develop, construct and provide facilities for any use or activity authorized under this Constitution;
  - (o) to operate as a non-profit Society; and
  - (p) to do all other things as are incidental or conducive to the attainment of the purposes of the Society.
3. The Society shall be carried on without purposes of gain for its members or directors and any profits or other accretion to the Society shall be used in furtherance of its purposes. No member of the Society or director shall be paid any remuneration for services rendered to the Society, but may be paid reasonable expenses.
4. If the Society is wound up or dissolved, funds and assets of the society remaining after the satisfaction of its debts and liabilities shall be given or transferred to such organization or organizations concerned with the social problems or organizations promoting the same purposes as this Society as may be determined by the members of the Society at the time of dissolution, and if effect cannot be given to the aforesaid provisions, then such funds shall be given or transferred to some other organization, provided however that such organization referred to in this paragraph shall be a registered charity recognized by Canada Revenue Agency as being qualified as such under the provisions of the *Income Tax Act* (Canada) from time to time in effect.
5. Clauses 3 and 4 of this Constitution are unalterable, unless such alteration is permitted by the *Societies Act*, as amended from time-to-time.

**BY-LAWS OF THE PROVINCIAL WINTER FAIR SOCIETY**

**(THE "SOCIETY")**

**1. INTERPRETATION**

1.1. In these Bylaws, unless the context otherwise requires, the following definitions apply:

- (a) "Directors" means the directors of the Society for the time being;
- (b) "Fair" means the Provincial Winter Fair;
- (c) "General Meeting" means a meeting of the members of the Society;
- (d) "Society Act" means the *Society Act*, 1996 RSBC c 433, as amended from time to time, and includes any relevant successor legislation;
- (e) "Term" means the time between the Annual General Meeting and the immediate next Annual General Meeting.

1.2. The definitions in the Society Act on the date these By-laws become effective apply to these By-laws.

1.3. When construing the By-laws, reference shall be had to the Society Act and words and expressions used in the By-laws shall have the same meaning as would be in the case when used in that Act.

**2. MEMBERSHIP**

**General**

2.1. The members of the Society are the applicants for incorporation of the Society, and those persons who subsequently have become members in accordance with these Bylaws and, in either case, have not ceased to be members.

2.2. The directors shall use their best efforts to ensure that the membership of the Society includes the following individuals:

- (a) a representatives from each 4-H and Open project enrolled in the Fair; and
- (b) a representative from each special event held at the Fair.

2.3. Each member shall be either:

- (a) a person who make a significant contribution to the operation of the Society or the Fair;
- (b) prior years chairperson of the Fair;

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- (c) a Fair contributor over the age of 19 years;
- (d) a present or former 4-H Leader;
- (e) parents, grandparents or guardians of 4-H contributors;
- (f) an adult representatives of Junior 4-H Council; or
- (g) a member of Senior 4-H Club Council.

2.4. Each member shall inform the Secretary or his designate in writing of his up-to-date address and e-mail address (if any) for the purposes of receiving notices from the Society. This is an ongoing obligation.

2.5. Every member shall uphold the Constitution and comply with these By-laws.

#### **Membership Fees**

2.6. The amount of the first annual membership dues must be determined by the directors and after that the annual membership dues must be determined at the Annual General Meeting of the Society (the "Membership Dues"). The members may resolve at the Annual General Meeting to waive payment of Membership Dues for the ensuing year.

#### **Membership Freeze**

2.7. The Directors may at any time postpone, on terms and conditions, the consideration of all or some applications for membership.

#### **Members in Good Standing**

2.8. All members are in good standing except a member who has failed to pay his or her current Membership Dues (or any instalment thereof in accordance with By-law or other subscription or debt due and owing by him to the Society).

2.9. Unless the Directors otherwise decide, a member who has not paid his or her Annual Membership Fee may at any time bring himself in good standing by paying his membership fee even if it is past due.

### **3. CESSATION OF MEMBERSHIP**

3.1. A person shall cease to be a member of the Society:

- (a) by delivering his resignation in writing to the Secretary of the Society or by mailing or delivering it to the address of the Society;
- (b) on his death or in the case of a corporation on dissolution;
- (c) on being expelled; or

- (d) having not been a member in good standing for a period of 30 days.

#### **Expulsion of Members**

- 3.2. The members or the Directors may only expel a member in accordance with By-law 3.3 and 3.4 described below.
- 3.3. A member may be expelled by a special resolution of the members passed at a General Meeting. The notice of special resolution for expulsion shall be accompanied by a brief statement of the reason(s) for the proposed expulsion. The person who is the subject of the proposed resolution for expulsion shall be given an opportunity to be heard in person or by agent at the General Meeting before the special resolution is put to a vote.
- 3.4. The Directors may, by a two-thirds vote of Directors present, expel a member for any reason. A member subject to a vote for expulsion must be given at least seven days written notice of such a meeting, and a brief description of the reason(s). He will also be given the opportunity to defend in person or by agent prior to the vote.

#### **4. MEETING OF MEMBERS**

- 4.1. Every General Meeting, other than an Annual General Meeting, is an extraordinary General Meeting.
- 4.2. Annual General Meetings of the Society shall be held at such time and place as the Directors shall decide provided that the first Annual General Meeting of the Society shall be held not more than fifteen (15) months after the date of incorporation and thereafter, an Annual General Meeting shall be held at least once in every calendar year and not more than fifteen (15) months after the adjournment of the last preceding Annual General Meeting. The Directors may, whenever the majority of the Directors think fit, convene an extraordinary General Meeting.
- 4.3. For the purposes of By-Law 4.4 below, Special Business means:
- (a) All business at an extraordinary General Meeting except the adoption of rules of order; and
  - (b) all business transacted at an Annual General Meeting, except:
    - (i) the adoption of rules of order;
    - (ii) the consideration of the financial statements;
    - (iii) the report of the Directors;
    - (iv) the report of the auditor, if any;
    - (v) the election of the directors;

- (vi) the appointment of the auditor, if required; and
  - (vii) the other business that, under these bylaws, ought to be transacted at an Annual General Meeting, or business which is brought under consideration by the report of the Directors issued with the notice convening the meeting.
- 4.4. Notice of time and place and the general nature of the Special Business (as defined in accordance with By-law 4.3 to be transacted at a General Meeting or at an extraordinary General Meeting shall be given to each member at least fourteen (14) days before the meeting.
- 4.5. The accidental omission to give notice of a General Meeting or the non-receipt of a notice by any members entitled to receive notice, does not invalidate proceedings at that meeting.

## **5. PROCEEDINGS AT GENERAL MEETINGS**

- 5.1. A quorum at a General Meeting of the Society is a least six (6) members of the Society or such greater numbers as the members may determine at a General Meeting.
- 5.2. Subject to Bylaw 0, the President of the Society, or in the absence of the President, one of the other Directors present, shall preside as chair of a General Meeting.
- 5.3. If at a General Meeting,
- (a) there is no President or other Director present within fifteen (15) minutes after the time appointed for holding the meeting; or
  - (b) the President and all other Directors present are unwilling to act as chair
- the members present shall choose one of their members to be chair.
- 5.4. No business, other than the election of a chair and the adjournment or termination of the meeting, shall be conducted at a General Meeting at a time when a quorum is not present.
- 5.5. If at any time during a meeting there ceases to be a quorum present, business then in progress shall be suspended until there is a quorum present or until the General Meeting is adjourned or terminated.
- 5.6. If, within 30 minutes from the time appointed for a members' meeting, a quorum is not present, the meeting shall stand adjourned to the same day in the next week, at the same time and place, and if, at the adjourned meeting, a quorum is not present within 30 minutes from the time appointed for the meeting, the members present constitute a quorum, provided there are at least 6 members present.

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- 5.7. A General Meeting may be adjourned from time to time and from place to place but no business shall be transacted at an adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place. When a meeting is adjourned for 10 days or more, notice of the adjourned meeting shall be given as in the case of the original meeting.
- 5.8. All resolutions proposed at a meeting must be seconded and the chair of a meeting may move or propose a resolution. In case of an equality of votes, the chair shall not have a second or casting vote, and the resolution shall be defeated.
- 5.9. A member in good standing at a General Meeting of the Society is entitled to vote and each of such members shall have one vote. Vote is by show of hands, unless the members present otherwise decide.
- 5.10. Voting by proxy is prohibited.
- 5.11. Except as provided in this By-law, it is not necessary to give notice of adjournment or of the business to be transacted at an adjourned General Meeting.

## **6. DIRECTORS AND OFFICERS**

- 6.1. The Directors may exercise all such powers and do all such acts and things as the Society may exercise and do which are not by these Bylaws or by statute or otherwise lawfully directed or required to be exercised or done by the Society in General Meeting, but subject nevertheless, to the provisions of:
  - (a) all laws affecting the Society;
  - (b) these Bylaws; and
  - (c) rules not being inconsistent with these Bylaws which are made from time to time by the Society in General Meeting.
- 6.2. No rule made by the Society in General Meeting invalidates a prior act of the Directors that would have been valid if that rule had not been made.

### **Number and Qualifications of Directors and Officers**

- 6.3. The President, Vice President and four or more other persons will be Directors of the Society.
- 6.4. The number of Directors shall be no less than five (5) and no greater than ten (10) or such greater numbers as may be determined from time to time at a General Meeting.
- 6.5. A Director should be a member. However, the failure of a Director to be a member shall not invalidate his appointment, election, or continuance as a Director.

### **Terms of Directors and Their Replacement**

- 6.6. The first Directors shall retire at the first Annual General Meeting following the incorporation.
- 6.7. The Directors shall retire at the expiration of their Term, when their successors shall be elected.
- 6.8. A Director shall be elected at the Annual General Meeting for one Term.
- 6.9. Election procedures at the Annual General Meeting shall be determined by the members present.
- 6.10. The Directors may at any time appoint a member as a Director to fill any Director vacancy.
- 6.11. A Director appointed by the Directors holds office until the next Annual General Meeting.
- 6.12. The Board of Directors may from time to time appoint such representatives and agents and authorize the employment of such persons as they deem necessary to carry out the objects of the Society and such representatives, agents and employees shall have such authority and shall perform such duties from time to time be prescribed by the Board.
- 6.13. The Board of Directors may from time to time appoint an operations manager who may be a Director of the Society and may delegate to him or her full authority to manage and direct the business and affairs of the Society (except such matters as and duties as by law must be transacted or performed by the Board of Directors or by the members in General Meeting) and to employ and discharge representatives, agents and employees of the Society or may delegate to him or her any less power. Such operations manager shall conform to all lawful orders given to him or her by the Board of Directors of the Society and shall at all times give to the Directors or any of them all information they may require regarding the affairs of the Society.
- 6.14. All cheques, bills of exchange, or other order of the payment of money, notices or other evidences of indebtedness issued in the name of the Society, shall be signed by such officer or officers, agent or agents of the Society and in such manners as shall from time to time be determined by resolution of the board of Directors. The person or persons so appointed may arrange, settle, balance and certify all books and accounts between the Society and the Society's bankers and may receive all pay cheques and vouchers and may sign all the bank's forms for settlement of balance and release or verification slips.
- 6.15. No Director shall be remunerated for being or acting as a Director but a Director shall be reimbursed for all expenses necessarily and reasonably incurred by him or her while engaged in the affairs of the Society.

**Removal of Directors or Officers by Membership**

- 6.16. If a Director resigns his or her office or otherwise ceases to hold office, the remaining Directors shall appoint a member to take the place of the former Director. No act or



proceeding of the Directors is invalid only by reason of there being less than the prescribed number of Directors in office.

- 6.17. The members may, by special resolution, remove a Director or Officer for any reason before the expiration of his Term in office and may elect, by majority vote, a successor to serve to the next Annual General Meeting.
- 6.18. The notice of special resolution for removal shall be accompanied by a brief statement of the reason(s) for the proposed removal.
- 6.19. The person who is the subject of the proposed resolution for removal shall be given an opportunity to be heard in person or by agent at the General Meeting before the special resolution is put to a vote.

#### **Committees of the Directors**

- 6.20. The Directors may delegate any, but not all, of their powers to Committees consisting of such persons as they think fit, and may name the Committee.
- 6.21. A Committee so formed in the exercise of the powers so delegated shall confirm to any rules that may, from time to time, be imposed on it by the Directors, and shall report every act or thing done in exercise of those powers to the Directors.
- 6.22. Subject to directions of the Directors, the Committee shall determine its own procedure.
- 6.23. The members of a Committee may meet and adjourn as they think proper.

### **7. PROCEEDINGS OF DIRECTORS**

#### **Meetings Generally**

- 7.1. The Directors or Committee of the Directors may meet together at such times and places as they think fit for the dispatch of business, adjourn and otherwise regulate their meetings and proceedings as they see fit, provided that such regulations are not inconsistent with the Constitution of the Society and these By-laws. The meetings may be held in whole or in part, by telephone or other communications medium if all participating in the meeting, whether by telephone, by other communications media or in person, are able to communicate with each other.
- 7.2. A Director may at any time, and the President, on the request of a Director shall convene a meeting of the Directors on no less than twenty-four (24) hours notice. Notice may be given either personally or e-mail to the other Directors at such mailing or e-mail address as shown on the Register of Members.

#### **Quorum**

- 7.3. The Directors may from time to time fix the quorum necessary for the transaction of business, and unless so fixed the quorum shall be one-half of the Directors then in office.

- 7.4. The President shall be chair of all meetings of the Directors but if at any meeting the President is not present within thirty (30) minutes of the time appointed for holding the meeting, the Directors present may choose one of their number to be chair at that meeting.
- 7.5. The Directors may delegate any but not all of their powers to committees consisting of such Director or Directors and members as they think fit. A committee so formed in the exercise of the powers so delegated shall conform to any rules that may from time to time be imposed on it by the Directors, and shall report every act and thing done in the exercise of those powers to the earliest meeting of the Directors to be held next after it has been done.
- 7.6. The members of the committee may meet and adjourn as they think proper.
- 7.7. Questions arising at any meeting of the Directors and committee of Directors shall be decided by a majority of votes. In case of any equality of votes, the chairman of the meeting shall not have a second or casting vote and the question shall be defeated.
- 7.8. All resolutions proposed at a meeting of the Directors must be seconded and the chair may move or propose as resolution. In case of any equality of votes, the chair shall not have a second or casting vote and the resolution shall be defeated.

#### Grievances

- 7.9. A Fair Grievance Committee shall be established by the Directors to deal with grievances which may occur during the Fair. The Committee with respect to a grievance shall consist of the President of the Society, a representative from the 4-H or Open division which is involved in that grievance, and one other person who is designated by the directors to sit on the Committee.

#### Miscellaneous Matters

- 7.10. No act or proceeding of the Directors or Officers is invalid only by reason of there being less than the prescribed number of Directors or Officers in office.
- 7.11. Each Director shall inform the Secretary or his designate in writing of his up-to-date address and e-mail address (if any) for the purposes of receiving notices regarding the affairs of the Society. This is an ongoing obligation.
- 7.12. In conformity with clause 1.4 of the Constitution, no Directors or Officers shall be remunerated for being or acting as a Director or Officer, but a Director may be reimbursed for all expenses necessarily and reasonably incurred by him while engaged in the affairs of the Society.
- 7.13. A majority of Directors must be individuals who do not receive remuneration from the Society under contracts of employment or contracts for services other than remuneration for being a director that is permitted to be paid pursuant to Bylaw 7.12.

- 7.14. Questions arising at any meeting of the Directors and Committee of Directors shall be decided by a majority of votes.
- 7.15. In case of an equality of votes, the Chairperson does not have a second or casting vote.
- 7.16. No resolution proposed at a meeting of Directors or Committee of Directors need be seconded, and the Chairperson of a meeting may move or propose a resolution.

#### **Return of Documents and Property**

- 7.17. At any time the Directors may require, on terms and conditions, a Director, Officer, member, or a former Director, Officer, or member to return any property or document belonging to the Society that happens to be in the control or possession of such Director, Officer, member, or such former Director, Officer or member.

#### **Resolutions in Writing**

- 7.18. A resolution in writing, signed by at least two-thirds of the existing Directors or Committee members and placed with the minutes of the Directors or the Committee, is as valid and effective as if regularly passed at a meeting of the Directors or the Committee.

#### **In Camera Meetings**

- 7.19. The Directors and its Committees may hold meetings in camera. Every Director shall keep confidential information obtained in such a meeting unless the release of such information is required by law or is allowed for by a decision or policy of the Directors.

#### **Voluntary Leave of Absence**

- 7.20. A leave of absence must be at the voluntary request of the Director or Officer concerned. A request for leave of absence must be in writing.
- 7.21. A short leave of absence may be granted by the President or Vice President as described below.
- 7.22. The Directors may grant a regular leave of absence also described below.
- 7.23. Subject to any directions from the Directors, the President may grant a short leave of absence to any Director or Officer on terms and conditions. The President shall then assign the duties and powers of that Director or Officer to another Director or Officer or to the President. Such short leave of absences and transfer of duties and powers shall last no longer than the next Directors' meeting. A full report shall be given by the President at that meeting.
- 7.24. Subject to any directions from the Directors, the Vice President may grant a short leave of absence to the President on terms and conditions. The Vice President shall then assume the duties and powers of the President. Such short leave of absences and

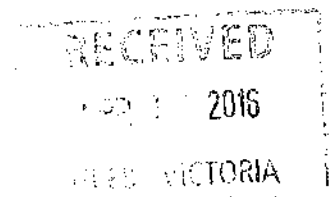
assumption of duties and powers shall last no longer than the next Directors' meeting. A full report shall be given by the Vice President at that meeting.

- 7.25. The Directors may grant a regular leave of absence to any Director or Officer on terms and conditions. The Directors shall then assign the duties and powers of that Director or Officer to another Director or Officer.
- 7.26. In case of a conflict between the powers of the President and Vice President to grant short leave of absences and to assign or assume duties and powers and the Directors' powers to grant a regular leave of absence and to assign duties and powers, the Director's powers shall prevail.
- 7.27. Nothing in the preceding sections dealing with types of leave of absences impairs the power of the Directors under the By-laws to transfer duties and powers among the various Directors or Officers. Such power to transfer duties and powers supersedes the By-laws dealing with leaves of absence.
- 7.28. A Director or Officer on an authorized leave of absence need not be sent any notice of meetings of the Directors or Committees.
- 7.29. During a regular leave of absence, but not a short leave of absence, the Directors or Officers absent shall not be counted towards any quorum of the Directors or Committee of the Directors. The necessary quorum shall therefore be reduced by one.

## **8. DUTIES OF OFFICERS**

- 8.1. The President shall preside at all meetings of the Society and of the Directors.
- 8.2. The President is:
  - (a) the Chief Executive Officer of the Society;
  - (b) the chief spokesperson for the Society; and
  - (c) the supervisor of other Directors or Officers.
- 8.3. The Vice President shall:
  - (a) assist the President; and
  - (b) carry out the duties and exercise the powers of the President during any absence of the President.
- 8.4. The Secretary, or person designated by the Directors, shall:
  - (a) conduct the correspondence of the Society;
  - (b) issue notice of meetings of the Society and Directors;

- (c) keep minutes of all meetings of the Society and Directors;
  - (d) have custody of all records and documents of the Society except those required to be kept by the Treasurer; and
  - (e) have custody of the common seal of the Society.
- 8.5. The Treasurer, or other person designated by the Directors, shall keep such financial records, including books of account, as are necessary to comply with the Society Act, and the Treasurer shall render financial statements to the Directors, members and others when required.
- 8.6. Other Officers, if any, shall perform such duties as the members may decided at a General Meeting or an extraordinary General Meeting.
- 8.7. The Directors or members may add additional duties or powers to any Director or Officer or transfer duties or powers among Directors or Officers.
- 8.8. In the absence of the Secretary from a meeting, the Directors shall appoint another person to act as Secretary at the meeting.
- 8.9. A Director shall:
- (a) act honestly and in good faith and in the best interest of the Society; and
  - (b) exercise the care, diligence and skill of a reasonable and prudent person in exercising power and performing functions as a Director.
- 8.10. A Director who is directly or indirectly interest in a proposed contract or transaction with the Society shall disclose, fully and promptly, the nature and extent of his interest to each Director and otherwise comply with the requirements of the Society Act.
- 8.11. The Directors shall enter in the register the names of applicants for incorporation and the name of every other person admitted as a member of the Society, together with the following particulars of each:
- (a) the full name and residence address;
  - (b) the date on which a person is admitted as a member; and
  - (c) the date on which a person ceases to be a member.
- 8.12. The Directors shall ensure that all reports, including financial reports, required by law to be prepared by the Society for the Annual General Meeting are prepared.



- 8.14. The Directors shall ensure the Society has at least one account with a chartered bank, credit union, or trust company for the deposit of funds.
- 8.15. The Directors shall keep proper accounting records in respect of all financial or other transactions and, without limiting the foregoing, shall keep records of:
- (a) all money received and disbursed by the Society and the manner in respect of which the receipt and disbursement took place;
  - (b) every asset and liability of the Society; and
  - (c) every other transaction affecting the financial position of the Society.

## **9. BORROWING**

- 9.1. In order to carry out the purposes of the Society, the Directors may, on behalf of and in the name of the Society, raise or secure the payment or repayment of money in such a manner as they decide, and in particular, but without limiting the generality of the foregoing, by the issue of debentures.
- 9.2. No debenture shall be issued without the sanction of a special resolution.
- 9.3. The members may, by special resolution, restrict the borrowing powers of the Directors, but a restriction so imposed expires at the next Annual General Meeting.

## **10. AUDITOR**

- 10.1. This part applies only where the Society is required or has resolved to have an auditor.
- 10.2. The first auditor shall be appointed by the Directors who shall also fill all vacancies occurring in the office of the auditor.
- 10.3. At each Annual General Meeting, the Society shall appoint an auditor to hold office until he or she is re-elected or a successor is elected at the next Annual General Meeting.
- 10.4. An auditor may be removed by Ordinary Resolution. An auditor shall be informed forthwith in writing of appointment or removal.
- 10.5. No Director and no employee of the Society shall be auditor.
- 10.6. The auditor may attend General Meetings.

## **11. INSPECTION OF DOCUMENTS BY MEMBERS AND DIRECTORS**

- 11.1. Subject to the Personal Information Protection Act:
- (a) the books and records of the Society, with the exception of the current and past membership lists (registry) shall be open to inspection by members on reasonable

notice at the office of the Society but no copies can be made unless authorized by the Directors; and

- (b) Subject to a resolution of the Directors or any law requiring otherwise, documents of the Society, including its accounting records, must be open to the inspection of a Director.

## **12. NOTICES TO MEMBERS**

- 12.1. A notice may also be given to a member by mailing or emailing it to a mailing address or email address provided by the member.
- 12.2. A notice sent by email shall be deemed to have been given on the second day following that on which the notice is sent by email, and in proving that notice has been given it is sufficient to prove that the notice was sent to the email address provided by the member as required by these By-laws.
- 12.3. A notice sent by mail shall be deemed to have been given on the fifth day following that on which the notice is sent by mail, and in proving that notice has been given it is sufficient to prove that the notice was sent to the mailing address provided by the member as required by these By-laws.
- 12.4. Notice of a General Meeting shall be given to:
  - (a) every member shown on the register of members on the date notice is given; and
  - (b) the auditor, if Part 11 applies.
- 12.5. No person, other than those mentioned in the above paragraph, is entitled to receive a notice of General Meeting.

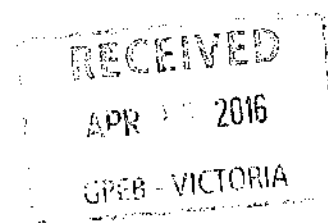
## **13. BYLAWS**

- 13.1. On being admitted to membership, each member is entitled to and the Society shall give him or her, or at his or her request, without charge, a copy of the Constitution and Bylaws of the Society.
- 13.2. These Bylaws shall not be altered or added to except by a three-quarter (3/4) vote of members present at a General Meeting.

## **14. RULES FOR PROCEDURE**

- 14.1. Unless stated otherwise in these By-laws, the rules for procedure of the Society will be Robert's Rules of Order newly revised.

Dated: the 17 day of March, 2016.



## WITNESS

ALICE K. SCOTT  
Name

s.22

Address  
s.22

Occupation

Alice K. Scott  
Signature

ALICE K. SCOTT  
Name

s.22

Address  
s.22

Occupation

Alice K. Scott  
Signature

ALICE K. SCOTT  
Name

s.22

Address  
s.22

Occupation

Alice K. Scott  
Signature

## APPLICANTS OF INCORPORATION:

Evelyn Pilatzke  
Evelyn Pilatzke  
s.22

Brent Hamblin  
Brent Hamblin  
s.22

Allison Speller  
Allison Speller  
s.22



Alice K. Scott  
Name s.22

**Name s.22**

### Address

s.22

Occupation

Signature Alvie K. Cross

**Signature**

Alice K Scott  
Name s.22

**Names.22**

### Address

s.22

**Occupation**

Alice Cross  
Signature

**Signature**

ALICE K. SCOTT  
Name

Name

s.22


**Address** s.22

s.22

**Occupation**

Alice D. 1964  
Signature

**Signature**

  
Dan Noble

s.22

**Jason McGillivray**

s.22

**Jessica Peters**

s.22

Page 53 to/à Page 54

Withheld pursuant to/removed as

s.3



**BRITISH  
COLUMBIA**

Ministry  
of Finance  
BC Registry Services

Mailing Address:  
PO Box 9431 Stn Prov Govt  
Victoria BC V6W 9V3

Location:  
2<sup>nd</sup> Floor – 940 Blanshard Street  
Victoria BC  
[www.fin.gov.bc.ca/registries](http://www.fin.gov.bc.ca/registries)

**FORM 4**  
(Section 3)  
Society Act

Enquiries: 250 356-8673

**Freedom of Information and Protection of Privacy Act (FOIPPA):**  
Personal information provided on this form is collected, used and disclosed under the authority of the FOIPPA and the Society Act for the purposes of assessment. Questions regarding the collection, use and disclosure of personal information can be directed to the Executive Coordinator of the BC Registry Services at 250 356-1198, PO Box 9431 Stn Prov Govt, Victoria BC V6W 9V3.

**LIST OF FIRST DIRECTORS OF** PROVINCIAL WINTER FAIR SOCIETY  
(Name of Society)

FULL NAMES

RESIDENTIAL ADDRESSES \*

s.22

1. Evelyn Pilatzke
2. Brent Hamblin
3. Allison Speller
4. Dani Noble
5. Jason McGillivray
6. Jessica Peters

Note: (a) One director must be ordinarily resident in British Columbia.  
(b) Full names and residential address are required for all directors.

\* This address must be a complete physical address. You may include general delivery, post office box, rural route, site or comp. number as part of the address, but the Registry cannot accept this information as a complete address. You must also include a postal code. If an area does not have street names or numbers, please provide a description that will readily allow a person to locate the office.

YYYY / MM / DD

Dated on 2016 / 03 / 17

**PROVINCIAL WINTER FAIR SOCIETY**

(Name of Society)

by

[Signature]  
(Signature)

Solicitor

(Relationship to Society)

RECEIVED

APR 1 2016

0116 - VICTORIA

I am currently reviewing a community grant application that was received by our office April 7, 2016. There appears to be a great deal of confusion with the grant application and documentation submitted. Before I can proceed with the grant application, I require the following by May 19, 2016:

1. Which organization is responsible for the direct delivery of the provincial winter fair for 2016 and at what location? As per 3.1 of the Guidelines, an organization may be eligible if it has a voluntary and broadly based membership involved in the management and control of the organization and its programs. There are currently two active registered societies, the KXA Provincial Winter Fair Society and the Provincial Winter Fair Society. Please note the following: Guidelines 4.3: Funding for the same or similar programs will only be provided to the organization that directly delivers the program and is responsible for program expenditures.
2. Your organization submitted your annual financial statements to December 31, 2015 and a copy of the expenses for the Fair paid with gaming funding. The organization has 'commissions' as a source of revenue. Are the expenses of the Fair reflected in your 2015 expenses? Are the commissions received gaming funds from Kamloops Exhibition?
3. Did your organization/committee have a funding agreement or contract with Kamloops Exhibition in 2015?
4. Has your organization directly delivered the program for 12 months at the time of this application?
5. The organization has stated that as of "January 2016, a cheque was written transferring most of the operating funds of the PWF bank account to the KXA" Organizations must demonstrate sustainability and gaming grants are not to be used for program's core funding or for any program delivered under contract. Please provide a copy of the balance sheet of your organization as of April 30, 2016.
6. The Treasurer listed on your grant application is not listed as a director filed with the Registrar of Companies. Please provide an explanation. In addition, the organization did not provide the positions of the board members.

Should you require clarification of the above, please contact me directly. Your response may be e-mailed to me or fax the information at 250-356-8149 to my attention, no later than **May 19, 2016**. It is not necessary to send the information again by mail. Thank you for your co-operation.

Org # 119564

[illegible][illegible]

## Program Assessment Sheet

Date: 7 May 16 Analyst: JTName of Org: Prov. Winter Fair Soc.S #: 65226I. & G File #: 119564 Sector: \_\_\_\_\_Application #: 1073032

Previous issues Addressed?	Y/N		Program Viability?	Y/N
Good Standing BC Online?	Y/N	Date:	Program Accessibility?	Y/N
Gaming Cheque Attached?	<u>Y/N</u>		Community Benefit Established?	Y/N
Broadly Based Membership?	<u>Y/N</u>	# of VM <u>98</u>	Constitution & Bylaws Acceptable?	Y/N
Board of Directors List Acceptable?	Y/N	# of Dir <u>6</u>	Directors Elected?	<u>Y/N</u>
AGM Provided? <u>①</u>	Y/N	Date <u>19/2/16</u>	# VM attended: <u>44</u>	
Day Care Licence/# of Athletes?	Y/N			
GASR Eligible Usage of proceeds	Y/N			
Financial Statements < 50%	<u>Y/N</u>	<u>7870</u>	Fiscal year End Date: <u>Dec 31/16</u>	
Program Budgets?	Y/N		Org Revenue =	
Program Financial Statements	Y/N		Org Expense =	
Organization Balance Sheet	Y/N		Surplus/Deficit?	
Org Financial Statements/Budgets	Y/N			

const bylaws dated 17/3/16. ??

	Previous	Requested	Granted
PRG 1 <u>Provincial Winter Fair Soci</u>	\$	\$	\$
PRG 2	\$	\$	\$
PRG 3	\$	\$	\$
PRG 4	\$	\$	\$
PRG 5	\$	\$	\$
PRG 6	\$	\$	\$
Total	\$	\$	\$
Total	Total	Total Requested	Total Granted

History

Comments:

New Org.  
this is driven by 4-H Councils

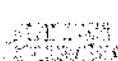
Incorp date 18/3/16

37 minutes from Kamloops

s.21

KXB - rec'd 38K for fair

103565



Active Session

Products

FAQ

Account Setup

Contact Us

[B.C. Home](#)[B.C. Registry Services](#)[Services Menu](#)Currently logged in as:  
**SC50366**

Online filings can be submitted from 8:00 a.m. to 10:00 p.m. Monday through Saturday, including statutory holidays and 1:00 p.m. to 10:00 p.m. on Sunday.

Help Desk: 1 800 663-6102

**ONLINE SERVICES**OneStop Business  
RegistrySoFI 1.4.0 - 3874  
May 9, 2016 2:58 PM**Society Information**[Back](#)[New Search](#)

Date and Time of Search:

May 9, 2016 2:58 PM Pacific Daylight Time

Currency Date:

March 10, 2016

Paper filings received at the Corporate Registry after the currency date may not have been filed.

**Active**

Number:

S-0065226

Name:

PROVINCIAL WINTER FAIR SOCIETY

Type:

Society

Business Number:

778362723BC0001

Reporting Society:

No

There is a \$7 charge (plus Service Fee) to view any or all electronic documents listed below including the Society Summary. Documents that are available on paper only may be accessed at the Corporate Registry for a fee.

[Proceed to Payment](#)[How long can I view the documents after I pay?](#)**Society Summary**

Click the "View Society Summary" button below to see a summary of information about the society, including office addresses and directors.

[View Society Summary](#)**Society History**

If there is additional society history on this society you can view it on the society's paper file. Contact the Corporate Registry for information about searching the history for this society.

[View All Comments](#) [Hide All Comments](#)

Society History	Date and Time Filed (Pacific Time)	Details	View Documents
Incorporation	March 18, 2016 11:35 AM		Available On Paper Only

Displaying Page 1 of 1  
Showing Results 1 - 1 of 1 Total

[Back](#)[New Search](#)[Go Top](#)

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Page 60 to/à Page 61

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s.21;s.13;s.17



## 2011 Provincial Winter Fair Committee Responsibilities

\*\*Tentative - Subject to Change\*\*

### 1. Banquet Committee

- Get Milk & Music Sponsors
- Contact & Arrange for DJ
- Contact City of Kamloops for tables and chairs (or other supplier) - ensure there is enough
- Compile master trophy sheet, List of Presenters, Head Table, Seating
- Facilitate Senior's meeting on PWF Thursday night - members to vote for Banquet MC's, and volunteer for banquet positions
- Ticket takers (if applicable), Set up milk, Order Pop and milk for banquet (Blackwell Dairy)
- Candle Lighting ceremonies (Goucards from AG Office)
- Deal with caterer (or work through office) to make sure they know they are feeding a lot of real hungry people
- Make, and put signs up thanking sponsors
- Facilitate the banquet set up on Sunday afternoon with club members

### 2. Barn & Grounds Committee

- Draw up barn plan in advance
- General tidiness of stall areas & grounds
- Arrange for a garbage crew to empty garbage cans (youth group? Etc)
- Arrange for equipment donations and the pick-up and drop off of all rental/donated equipment
- Posting & enforcement of barn rules
- Sale of hay & straw (if applicable)
- Make sure an adequate amount of shavings are available (contact companies for donations)
- Work to improve safety in barn area - ensure ALL CORDS are covered by carpet/rubber runners
- Facilitate the set up/take down of the grounds with KRCC GONS (office will book CONS)

### 3. Breakfast Committee

- Contact Royal Bank for Breakfast donation early in year (ask office to write letter of thank you when donation is confirmed)
- Organize all aspects of breakfast and helpers to cook on sale day (shop for the food based on expected attendance numbers)
- Attempt to get as much product donated as possible
- Acquire \$250 from Office to go towards grocery purchases

### 4. Carcass Committee

- Contact slaughter houses for quotes on providing slaughter & delivery for carcasses
- Arrange for transportation to slaughter house and return of carcasses
- Arrange for and co-ordinate times with grader
- Revise carcass grading cards if necessary
- Arrange for pictures of live animals for sale power point & for on cooler
- Carcass Trophy Presentations on Saturday night
- Arrange for powerpoint projector from AG Office (call Ag Office to book it in advance)
- If possible, have someone put carcass sale pictures in sale order on computer file
- Arrange for someone to run the sale power-point on Monday
- Score & Mark carcass judging cards (arrange for someone to do this)

### 5. Commercial Displays

- Send out letters to last year's display (companies)
- Co-ordinate locations and fees with office (if applicable)
- Be available during set up time and to trouble shoot
- Collect display fees and distribute passes to sponsors
- Contact machinery dealers for displays/donations

Page 63

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Copyright

**Coll, Juliana FIN:EX**

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**From:** Evelyn Pilatzke s.22  
**Sent:** Thursday, May 19, 2016 6:06 AM  
**To:** Coll, Juliana FIN:EX  
**Subject:** Provincial Winter Fair Society, Community Gaming Grant application #1073032  
**Attachments:** Gaming letter.pdf; 20160518133255712.pdf; Committee duties pwf.pdf

Hi Juliana, In response to your letter dated the May 10, 2016 please find attached letter and balance sheet and document that I hope will answer all your questions.

If you require further information please do not hesitate to contact me at 250-319-7820 or email at s.22

Sincerely,

Evelyn Pilatzke  
Provincial Winter Fair President

May 12, 2016

Juliana Coll

Grant Analyst

Regarding: Community Gaming Grant application#1073032

Dear Juliana,

I am sorry for the confusion regarding our grant application. It is a bit of a confusing situation. I will try to clear up your questions.

1. Provincial Winter Fair Society (PWF) will be putting on the Provincial Winter Fair at the North Thompson Agriplex at 858 Dunn Lake Road, Barriere B.C. V0E 1E0 on the dates of September 22-26, 2016. All directors, committee members and the total membership of PWF are volunteer members with the exception of the recording secretary. There are 6 directors as listed on the Society Papers. An Executive of Evelyn Pilatzke President, Brent Hamblin Vice President. PWF is the organization that will be directly delivering the Fair and is responsible for all expenses of the Fair.
2. The Commissions that are listed are the 6% commission that is retained by the Fair from the livestock and items that are sold at our live auction that is held on the Monday of the fair. These commissions are not gaming funds and are used to help meet our expenses. All expenses in the financial statements are expenses incurred to deliver the Fair that is the only functions of PWF.
3. PWF has not had a contract with the Kamloops Exhibition Association (KXA) since 2010. PWF did allow the KXA to apply for gaming on our behalf since 2010 because the PWF was advised that no new gaming grants were being approved and if PWF declined their offer and applied on our own, there probably would be no funds available. There was no funding contract, it was all verbal and the gaming funds which were dispersed to PWF (by having PWF give KXA some of our expense invoices which were paid directly by them) were at the discretion of the KXA.
4. The Provincial Winter Fair Committee has directly delivered the Fair held at North Thompson Agriplex since 2011 under its own rules and guidelines by volunteers, elected executive and committee members with specific responsibilities to deliver the Fair (see attached Committee responsibilities.
5. Attached is a copy of the PWF balance sheet as of April 30, 2016. I wish to make clear that planning for the Fair begins in January of each year and many expenses occur before revenues are received at the Fair. Soliciting for sponsorship had just begun and the response has been significant but typically the amounts will not be received for some weeks yet. Entry fees are not received until June, July and August, and other revenue such as gate admission, camping fees and banquet ticket sales are not received until the time of the fair. Many of the expenses are incurred before the Fair (ribbons, trophies, tickets, tags, office supplies and equipment,

insurance and memberships). We have received sponsorship and have commitments for sponsorship that will allow us to meet these obligations.

I hope that this letter will answer all your questions. I would like to note the Provincial Winter Fair Society and all of its membership are in no way associated with the KXA Provincial Winter Fair Society or the KXA and are not familiar with any of the details of that Fair.

Regards,

Evelyn Pilatzke

Provincial Winter Fair Society President

Page 67 to/à Page 68

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s.21

Page 69 to/à Page 70

Withheld pursuant to/removed as

s.21;s.13;s.17

**From:** [Coll, Juliana CSCD:EX](#)  
**To:** [Cashmore, Susan CSCD:EX](#)  
**Subject:** FW: Provincial Winter Fair Society, Community Gaming Grant application #1073032  
**Date:** Monday, October 3, 2016 9:45:34 AM  
**Attachments:** [Gaming letter.pdf](#)  
[20160518133255712.pdf](#)  
[Committee duties pwf.pdf](#)

---

**From:** Evelyn Pilatzke s.22  
**Sent:** Thursday, May 19, 2016 6:06 AM  
**To:** Coll, Juliana FIN:EX  
**Subject:** Provincial Winter Fair Society, Community Gaming Grant application #1073032

Hi Juliana, In response to your letter dated the May 10, 2016 please find attached letter and balance sheet and document that I hope will answer all your questions.

If you require further information please do not hesitate to contact me at [250-319-7820](tel:250-319-7820) or email at s.22

Sincerely,

Evelyn Pilatzke  
Provincial Winter Fair President



**From:** [Coll, Juliana CSCD:EX](#)  
**To:** [Cashmore, Susan CSCD:EX](#)  
**Subject:** FW: Provincial Winter Fair Society, Community Gaming Grant application #1073032  
**Date:** Monday, October 3, 2016 9:45:02 AM  
**Attachments:** [committee responsibilities 2011.pdf](#)

---

**From:** Evelyn Pilatzke s.22  
**Sent:** Thursday, May 19, 2016 11:31 AM  
**To:** Coll, Juliana FIN:EX  
**Subject:** Re: Provincial Winter Fair Society, Community Gaming Grant application #1073032

Hi Juliana, Sorry about that I re scanned and have attached. I have answered your questions to the best of my ability and with information that was made available through our committee meetings and Annual General Meetings. If you require minutes of PWF meetings I can forward to you.

Regards,

Evelyn Pilatzke

On 19 May 2016 at 08:17, Coll, Juliana FIN:EX <[Juliana.Coll@gov.bc.ca](mailto:Juliana.Coll@gov.bc.ca)> wrote:  
Dear Evelyn,

Thank you for the documentation. However, the committee duties information was blank.

*Juliana Coll  
Grant Analyst  
Grant Division  
[250-387-5311](tel:250-387-5311)*

**From:** Evelyn Pilatzke s.22  
**Sent:** Thursday, May 19, 2016 6:06 AM  
**To:** Coll, Juliana FIN:EX  
**Subject:** Provincial Winter Fair Society, Community Gaming Grant application #1073032

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Sincerely,

Evelyn Pilatzke  
Provincial Winter Fair President



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- Contact machinery dealers for displays/donations

08-Jul-2016

Application Type: Community Gaming Grant

Application No: 1073032

L+G File No: 119564

Officer(s) Responsible: Evelyn Pilatzke  
Mary Gowans

Provincial Winter Fair Society  
PO Box 1082  
Barriere BC  
V0E 1E0

Dear Evelyn Pilatzke et al:

The Gaming Policy and Enforcement Branch has reviewed and approved your organization's Community Gaming Grant application for the amount of \$32,000.00. This grant will be deposited directly into your gaming account.

Your organization must comply with British Columbia's Gaming Control Act and Regulations, all other applicable federal, provincial and municipal laws, and relevant conditions, standard procedures, policies, and orders issued by the Branch. Failure to comply with these conditions may result in your organization having to repay all or a portion of the grant monies and/or being denied future access to gaming funds.

These funds may only be used for eligible costs essential to the delivery of the approved program(s). Some redistribution of the funds is permitted among approved programs, and must be reflected in your financial statements. Eligible uses of grant funds are outlined at: <http://www.gaming.gov.bc.ca/>.

As with all Community Gaming Grants, a condition of this grant is that your organization must submit a Gaming Account Summary Report within 90 days of your fiscal year end, showing how these funds were spent. That form, along with the complete list of conditions for this grant, is available on our website at: <http://www.gaming.gov.bc.ca/>.

This grant is subject to the following conditions:

- Program - Approved: \$32,000 - Provincial Winter Fair - Barriere - Grant funds must be used

for essential costs of delivering your approved community programs as per 5.1 of the Guidelines (facility rental, First Aid equipment, insurance, garbage, judges fees, etc.).

If you have any questions concerning this process, please contact the Branch at 250 387-5311 or [Gaming.Branch@gov.bc.ca](mailto:Gaming.Branch@gov.bc.ca).