

**CANADIAN SOCIETY OF TRANSPLANTATION  
SOCIÉTÉ CANADIENNE DE TRANSPLANTATION**

**BY-LAW NO. 1**

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## BY-LAW NO. 1

A by-law relating generally to the conduct of the affairs of

### CANADIAN SOCIETY OF TRANSPLANTATION SOCIÉTÉ CANADIENNE DE TRANSPLANTATION

(hereinafter referred to as the "**Corporation**")

#### DEFINITIONS AND INTERPRETATION

1. In this By-law and in all other By-laws of the Corporation, unless the context otherwise requires:
  - 1.1. "**Act**" means the *Canada Not-For-Profit Corporations Act*, S.C. 2009, c.23 including the Regulations made pursuant to the Act, and any statute or regulations that may be substituted, as amended from time to time;
  - 1.2. "**Articles**" means the original or restated articles of incorporation or articles of amendment, amalgamation, continuance, reorganization, arrangement or revival of the Corporation;
  - 1.3. "**Associate**" means an individual that meets the requirements to be an associate in the Corporation as set out in Article 17 of this by-law and has applied for and has been accepted as an Associate of the Corporation by resolution of the Board or in such other manner as may be determined by the Board;
  - 1.4. "**Board**" means the board of directors of the Corporation;
  - 1.5. "**By-laws**" means this By-law and any other by-law of the Corporation as amended and which are, from time to time, in force and effect;
  - 1.6. "**Council**" means the advisory body to the Board that includes representation from each CST Group. Each individual appointed to the Council by the Board shall be a "**Council Member**";
  - 1.7. "**CST Group**" means a group of individuals representing a specific community of practice that is recognized by the Board, and each CST Group shall be composed of Members of the Corporation;
  - 1.8. "**Director**" means a member of the Board;
  - 1.9. "**Member**" means an individual that meets the requirements for membership set out in Article 11 of this by-law, has applied for and has been accepted into membership

in the Corporation by resolution of the Board or in such other manner as may be determined by the Board;

1.10. **"Officer"** or **"Officers"** means any one or more persons, respectively, who have been appointed as officers of the Corporation in accordance with the By-laws;

1.11. **"Ordinary Resolution"** means a resolution passed by a majority of the votes cast on that resolution;

1.12. **"Proposal"** means a proposal submitted by a Member of the Corporation that meets the requirements of the Act;

1.13. **"Regulations"** means the regulations made under the Act, as amended, restated or in effect from time to time;

1.14. **"Special Resolution"** means a resolution passed by a majority of not less than two-thirds (2/3) of the votes cast on that resolution.

2. In the interpretation of this by-law, words in the singular include the plural and vice-versa, words in one gender include all genders, and "person" includes an individual, body corporate, partnership, trust and unincorporated organization.

### **BUSINESS OF THE CORPORATION**

3. **Corporate Seal.** The Corporation may have a corporate seal in the form approved from time to time by the Board. If a corporate seal is approved by the Board, the secretary of the Corporation shall be the custodian of the corporate seal.
4. **Registered Office.** Unless changed in accordance with the Act, the head office of the Corporation shall be in the City of Ottawa, in the Province of Ontario.
5. **Books and Records.** The Board shall see that all necessary books and records of the Corporation required by the By-laws or by any applicable statute or law are regularly and properly kept.
6. **Execution of Documents.** Deeds, transfers, assignments, contracts, obligations and other instruments in writing requiring execution by the Corporation may be signed by any two (2) of the President, Vice-President, Secretary and Treasurer. In addition, the Board may from time to time direct the manner in which and the person or persons by whom a particular document or type of document shall be executed. Any person authorized to sign any document may affix the corporate seal (if any) to the document. Any signing officer may certify a copy of any instrument, resolution, by-law or other document of the Corporation to be a true copy thereof.

7. **Financial Year.** The financial year end of the Corporation shall be December 31<sup>st</sup> of each year or as otherwise determined by the Board.
8. **Banking Arrangements.** The banking business of the Corporation shall be transacted at such bank, trust company or other firm or corporation carrying on a banking business in Canada or elsewhere as the Board may designate, appoint or authorize from time to time by resolution. The banking business or any part of it shall be transacted by an Officer or Officers of the Corporation and/or other persons as the Board may by resolution from time to time designate, direct or authorize.
9. **Borrowing Powers.** The Directors of the Corporation may, without authorization of the Members,
  - 9.1. borrow money on the credit of the Corporation;
  - 9.2. issue, reissue, sell, pledge or hypothecate debt obligations of the Corporation;
  - 9.3. give a guarantee on behalf of; and
  - 9.4. mortgage, hypothecate, pledge or otherwise create a security interest in all or any property of the Corporation, owned or subsequently acquired, to secure any debt obligation of the Corporation.
10. **Annual Financial Statements.** The Corporation may, instead of sending copies of the annual financial statements and other documents referred to in subsection 172(1) of the Act to the Members, publish a notice to its Members stating that the annual financial statements and documents provided in subsection 172(1) are available at the registered office of the Corporation and any Member may, on request, obtain a copy free of charge at the registered office or by prepaid mail.

## MEMBERSHIP IN THE CORPORATION

### 11. **Membership Conditions**

Subject to the Articles, there shall be one class of Members in the Corporation. The Board may, by resolution, approve the admission of the Members of the Corporation. Members may also be admitted in such other manner as may be prescribed by the Board by resolution. Membership shall be available only to individuals who:

- (i) are interested in furthering the Corporation's purposes;
- (ii) are either: (a) a doctor, scientist, nurse or allied health care professional engaged in the field of organ donation and transplantation or an associated field; or (b) a trainee enrolled in a medical, nursing or allied health professional training program;

- (iii) whose professional credentials are recognized by the Board; and
    - (iv) who have applied and have been accepted as Members of the Corporation.
  - (b) The term of membership of a Member shall be annual, subject to renewal in accordance with the policies of the Corporation.
  - (c) As set out in the Articles, each Member is entitled to receive notice of, attend and vote at all meetings of Members and each such Member shall be entitled to one (1) vote at such meetings.
12. **Membership Dues.** Membership dues payable by the Members shall be as determined from time to time by resolution of the Board. Members shall be notified in writing of the membership dues at any time payable by them and, if any are not paid within six (6) calendar months or a shorter interval as determined by resolution of the Board of the membership renewal date, the Members in default shall automatically cease to be Members of the Corporation.
13. **Termination of Membership.** A membership in the Corporation is terminated when:
- 13.1. the Member dies, or in the case of a Member that is a corporation, the corporation is dissolved;
  - 13.2. a Member fails to maintain any qualifications for membership described in the section on membership conditions of these By-laws;
  - 13.3. the Member resigns by delivering a written resignation to the Secretary of the Board in which case such resignation shall be effective on the date specified in the resignation;
  - 13.4. the Member is expelled in accordance with any discipline of Members section or is otherwise terminated in accordance with the Articles or By-laws;
  - 13.5. the Corporation is liquidated or dissolved under the Act.
14. **Effect of Termination of Membership.** Subject to the Articles, upon any termination of membership, the rights of the Member, including any rights in the property of the Corporation, automatically cease to exist.
15. **Discipline of Members.** The Board shall have authority to suspend or expel any Member from the Corporation for any one or more of the following grounds:
- 15.1. violating any provision of the Articles, by-laws, or written policies of the Corporation;

- 15.2. carrying out any conduct which may be detrimental to the Corporation as determined by the Board in its sole discretion;
- 15.3. for any other reason that the Board in its sole and absolute discretion considers to be reasonable, having regard to the purpose of the Corporation.

In the event that the Board determines that a Member should be expelled or suspended from membership in the Corporation, the president, or such other Officer as may be designated by the Board, shall provide twenty (20) days' notice of suspension or expulsion to the Member and shall provide reasons for the proposed suspension or expulsion. The Member may make written submissions to the president, or such other Officer as may be designated by the Board, in response to the notice received within such twenty (20) day period. In the event that no written submissions are received by the president, the president, or such other Officer as may be designated by the Board, may proceed to notify the Member that the Member is suspended or expelled from membership in the Corporation. If written submissions are received in accordance with this section, the Board will consider such submissions in arriving at a final decision and shall notify the Member concerning such final decision within a further twenty (20) days from the date of receipt of the submissions. The Board's decision shall be final and binding on the Member, without any further right of appeal.

- 16. **Membership Transferability.** A membership may only be transferred to the Corporation.
- 17. **Associate Conditions.** An Associate role in the Corporation shall be available only to individuals who:
  - (i) are interested in furthering the Corporation's purposes, but are not eligible for admission as a Member;
  - (i) are one of the following:
    - a. an employee or board member of a not-for-profit or charitable organization whose mission includes support of organ donation and transplantation; or
    - b. an organ procurement organization administrator; or any hospital administrator with direct institutional responsibility for organ donation and transplantation;
  - (ii) who have applied and have been accepted as Associates of the Corporation.
- 18. **Associate Admission.** An individual will be an Associate when they have applied for and been accepted as an Associate of the Corporation by resolution of the Board or in such



other manner as may be determined by the Board. Associates shall not have any of the rights or obligations of Members and, for further certainty, shall not have the right to vote at meetings of the Members and shall not be considered Members within the meaning of the Act. The Board may suspend or expel Associates from the Corporation at their discretion.

19. **Associate Term.** The term of an Associate shall be annual, subject to renewal in accordance with the policies of the Corporation.
20. **Associate Dues.** Dues payable by the Associates shall be as determined from time to time by resolution of the Board. Associates shall be notified in writing of the membership dues at any time payable by them and, if any are not paid within six (6) calendar months or a shorter interval as determined by resolution of the Board of the renewal date, the Associates in default shall automatically cease to be Associates of the Corporation.

### MEETINGS OF MEMBERS

21. **Notice of Members Meeting.** Notice of the time and place of a meeting of Members shall be given to each Member entitled to vote at the meeting by the following means:
  - 21.1. by mail, courier or personal delivery to each Member entitled to vote at the meeting, not less than 21 and not more than 60 days before the day on which the meeting is to be held;
  - 21.2. by telephonic, electronic or other communication facility to each Member entitled to vote at the meeting, during a period of 21 to 35 days before the day on which the meeting is to be held.
22. **Members Calling a Members' Meeting.** The Board shall call a special meeting of Members in accordance with the Act, on written requisition of Members carrying not less than 5% of the voting rights. If the Directors do not call a meeting within twenty-one (21) days of receiving the requisition, any Member who signed the requisition may call the meeting.
23. **Absentee Voting at Members' Meetings.** Pursuant to the Act, a Member entitled to vote at a meeting of Members may vote by mailed-in ballot or by means of a telephonic, electronic or other communication facility if the Corporation has a system that:
  - 23.1. enables the votes to be gathered in a manner that permits their subsequent verification, and
  - 23.2. permits the tallied votes to be presented to the Corporation without it being possible for the Corporation to identify how each Member voted.

24. **Proposals Nominating Directors at Annual Members' Meetings.** Subject to the Regulations under the Act, any Proposal may include nominations for the election of directors if the Proposal is signed by not less than 5% of Members entitled to vote at the meeting at which the Proposal is to be presented.
25. **Cost of Publishing Proposals for Annual Members' Meetings.** The Member who submitted the Proposal shall pay the cost of including the Proposal and any statement in the notice of meeting at which the Proposal is to be presented unless otherwise provided by Ordinary Resolution of the Members present at the meeting.
26. **Place of Members' Meeting.** Subject to compliance with the Act, meetings of the Members may be held at any place within Canada determined by the Board or, if all of the Members entitled to vote at such meeting so agree, outside Canada.
27. **Persons Entitled to be Present at Members' Meetings.** The only persons entitled to be present at a meeting of Members shall be those entitled to vote at the meeting, the Associates, the Directors and the public accountant of the Corporation and such other persons who are entitled or required under any provision of the Act, Articles or By-laws of the Corporation to be present at the meeting. Any other person may be admitted only on the invitation of the chair of the meeting or by resolution of the Members.
28. **Chair of Members' Meetings.** In the event that the President of the Board and the Vice-President of the Board are absent, the Members who are present and entitled to vote at the meeting shall choose one of their number to chair the meeting.
29. **Quorum at Members' Meetings.** A quorum at any meeting of the Members (unless a greater number of members are required to be present by the Act) shall be a minimum of ten percent (10%) of the Members entitled to vote at the meeting. If a quorum is present at the opening of a meeting of Members, the Members present may proceed with the business of the meeting even if a quorum is not present throughout the meeting.
30. **Votes to Govern at Members' Meetings.** At any meeting of Members every question shall, unless otherwise provided by the Articles or By-laws or by the Act, be determined by a majority of the votes cast on the questions. In case of an equality of votes either on a show of hands or on a ballot or on the results of electronic voting, the chair of the meeting shall not have a casting vote.
31. **Participation by Electronic Means at Members' Meetings.** If the Corporation chooses to make available a telephonic, electronic or other communication facility that permits all participants to communicate adequately with each other during a meeting of Members, any person entitled to attend such meeting may participate in the meeting by means of such telephonic, electronic or other communication facility in the manner provided by the Act. A person participating in a meeting by such means is deemed to be present at the meeting. Notwithstanding any other provision of this By-law, any person participating in a meeting of Members pursuant to this section who is entitled to vote at that meeting may

vote, in accordance with the Act, by means of any telephonic, electronic or other communication facility that the Corporation has made available for that purpose.

32. **Members' Meeting Held Entirely by Electronic Means.** If the Directors or Members of the Corporation call a meeting of Members pursuant to the Act, those Directors or Members, as the case may be, may determine that the meeting shall be held, in accordance with the Act and the Regulations, entirely by means of a telephonic, electronic or other communication facility that permits all participants to communicate adequately with each other during the meeting.

### **BOARD OF DIRECTORS**

33. **Number of Directors.** The Board shall consist of the number of Directors specified in the Articles. If the Articles provide for a minimum and maximum number of Directors, the Board shall be comprised of the fixed number of Directors as determined from time to time by the Members by Ordinary Resolution or, if the Ordinary Resolution empowers the Directors to determine the number, by resolution of the Board. Directors must be Members of the Corporation.
34. **Term of Office of Directors.** The Directors shall be elected to hold office for a term expiring not later than the close of the second annual meeting of Members following the election.
35. **Vacation of Office.** The office of Director shall be automatically vacated:
- 35.1. if a Director resigns by delivering a written resignation to the secretary of the Corporation;
  - 35.2. if a Director is terminated as a Member of the Corporation for any reason;
  - 35.3. if the Director is found by a court to be of unsound mind;
  - 35.4. if the Director becomes bankrupt or suspends payment or compounds with such Director's creditors;
  - 35.5. if at a meeting of Members an Ordinary Resolution is passed by the Members present at the meeting that the Director be removed from office;
  - 35.6. on death;
  - 35.7. if a Director fails to attend a minimum of three consecutive Board meetings or fails to attend a minimum of two thirds (2/3) of Board meetings within a calendar year, whichever is the minimum.

36. **Vacancies.** Subject to the Act, a quorum of the Board may fill a vacancy in the Board, except a vacancy resulting from an increase in the number or the minimum or maximum number of directors or from a failure of the Members to elect the number or minimum number of directors required by the Articles. In the absence of a quorum of the Board, or if the vacancy has arisen from a failure of the Members to elect the minimum number of directors provided for in the Articles, the Board then in office shall without delay call a special meeting of Members to fill the vacancy. If the Board fails to call such meeting or if there are no directors then in office, any Member may call the meeting.
37. **Calling of Meetings of Board of Directors.** Meetings of the Board may be called by the President or Vice-President or any two (2) Directors at any time. If the Corporation has only one Director, that Director may call and constitute a meeting.
38. **Location of Meeting of Board of Directors.** Meetings of the Board may be held at any time and place within or outside of Canada to be determined by the Directors.
39. **Participating in Meetings by Electronic Means.** If the Directors consent thereto, a Director may participate in a meeting of the Board or a committee of the Board by means of such conference telephone, electronic or other communications facilities as permit all persons participating in the meeting to communicate adequately with each other and a Director participating in a meeting by such means shall be deemed to be present at the meeting.
40. **Notice of Meeting of Board of Directors.** Notice of the time and place for the holding of a meeting of the Board shall be given in the manner provided in this By-law to every Director of the Corporation not less than 10 days before the time when the meeting is to be held if sent by mail and not less than 48 hours if sent by telephonic, electronic or other communication facilities. Notice of a meeting shall not be necessary if all of the Directors are present, and no one objects to the holding of the meeting, or if those absent have waived notice of or have otherwise signified their consent to the holding of such meeting. Notice of an adjourned meeting is not required if the time and place of the adjourned meeting is announced at the original meeting. A notice of meeting of Directors need not specify the purpose of or the business to be transacted at the meeting except where the Act requires such purpose or business to be specified, including any proposal to:
- 40.1. submit to the Members any question or matter requiring the approval of Members;
  - 40.2. fill a vacancy among the Directors or in the office of public accountant or appoint additional Directors;
  - 40.3. issue debt obligations except as authorized by the Directors;
  - 40.4. approve any annual financial statements;
  - 40.5. adopt, amend or repeal by-laws; or

- 40.6. establish contributions to be made, or dues to be paid by Members.
41. **First Meeting of New Board.** Notwithstanding the foregoing, provided a quorum of Directors is present, each newly elected Board may without notice hold its first meeting immediately following the meeting of Members at which such Board is elected.
42. **Regular Meetings Section.** The Board may appoint a day or days in any month or months for regular meetings of the Board at a place and hour to be named. A copy of any resolution of the Board fixing the place and time of such regular meetings of the Board shall be sent to each Director forthwith after being passed, but no other notice shall be required for any such regular meeting except if the Act requires the purpose thereof or the business to be transacted to be specified in the notice.
43. **Quorum at Meetings of the Board of Directors.** A majority of the Directors in office from time to time shall constitute a quorum at any meeting of the Board.
44. **Votes to Govern at Meetings of the Board of Directors.** At all meetings of the Board, every question shall be decided by a majority of the votes cast on the question. In case of an equality of votes, the chair of the meeting shall not have a second or casting vote.
45. **Committees of the Board of Directors.** The Board may from time to time appoint any committee or other advisory body, as it deems necessary or appropriate for such purposes and, subject to the Act, with such powers as the Board shall see fit. Any such committee may formulate its own rules of procedure, subject to such regulations or directions as the Board may from time to time make. Any committee member may be removed by resolution of the Board.

## OFFICERS OF THE CORPORATION

46. **Appointment of Officers.** Officers need not be Members, other than the President and Vice-President who must each be a Member that is also a doctor, scientist, nurse or allied health care professional engaged in the field of organ donation and transplantation or an associated field. For further certainty, trainees enrolled in a medical, nursing or allied health professional training program that are Members are not eligible to be the President or Vice-President. Unless otherwise specified by the Board which may, subject to the Act modify, restrict or supplement such duties and powers, the offices of the Corporation, if designated and if Officers are appointed, shall have the following duties and powers associated with their positions:
- 46.1. **President of the Board.** The President of the Board shall be a Director. The President shall be the Chief Executive Officer of the Corporation, shall, subject to the authority of the Board, have general supervision of the Corporation, shall be responsible for implementing the resolutions, directives and decisions of the Board and the strategic plans and policies of the Corporation. The President shall,

when present, preside at all meetings of the Board and of the Members. The President shall have such other duties and powers as the Board may specify.

- 46.2. **Vice-President of the Board.** The Vice-President shall be a Director. If the President is absent or is unable or refuses to act, the Vice-President shall, when present, preside at all meetings of the Board and of the Members. The Vice-President shall have such other duties and powers as the Board may specify.
- 46.3. **Secretary.** The Secretary shall attend and be the secretary of all meetings of the Board, Members and committees of the Board. The Secretary shall enter or cause to be entered in the Corporation's minute book, minutes of all proceedings at such meetings; the Secretary shall give or cause to be given, as and when instructed, notices to Members, Directors, the public accountant and members of committees; the Secretary shall be the custodian of all books, papers, records, documents and other instruments belonging to the Corporation. The Secretary may delegate such of their duties as they deem appropriate to staff of the Corporation, but will supervise such staff in the performance of any delegated duties.
- 46.4. **Treasurer.** The Treasurer shall keep proper accounting records in compliance with the Act and shall be responsible for the deposit of money, the safekeeping of securities and the disbursement of funds of the Corporation; the treasurer shall render to the Board whenever required an account of all transactions as treasurer and of the financial position of the Corporation; and the treasurer shall have such other powers and duties as the Board or the president may specify. The Treasurer may delegate such of their duties as they deem appropriate to staff of the Corporation, but will supervise such staff in the performance of any delegated duties.
- 46.5. **Past-President.** The Past-President shall attend all Board meetings and advise the Board.
- 46.6. The Board may appoint such additional Officers as it may determine necessary, which Officers need not be Directors.
47. **Vacancy in Office.** In the absence of a written agreement to the contrary, the Board may remove, whether for cause or without cause, any Officer of the Corporation. Unless so removed, an Officer shall hold office until the earlier of:
- 47.1. the Officer's successor being appointed;
  - 47.2. the Officer's resignation;
  - 47.3. such Officer ceases to be a Director (if a necessary qualification of appointment);  
or
  - 47.4. such Officer's death.

If the office of any Officer of the Corporation shall be or become vacant, the Directors may, by resolution, appoint a person to fill such vacancy.

### **REMUNERATION OF DIRECTORS AND OFFICERS**

48. The Directors and Officers of the Corporation shall not be remunerated for their services.

### **INDEMNIFICATION OF DIRECTORS AND OFFICERS AND OTHERS**

49. **Indemnification.** Every Director or Officer of the Corporation or other person who has undertaken or is about to undertake any liability on behalf of the Corporation or any corporation controlled by it, and their heirs, executors and administrators, and estate and effects, respectively, shall, so long as they have acted honestly and in good faith, from time to time and at all times be indemnified and saved harmless out of the funds of the Corporation from and against:
- 49.1. all costs, charges and expenses which such Director, Officer or other person sustains or incurs as a result of going about their duties or in or about any action, suit or proceeding which is brought, commenced or prosecuted against such Director, Officer or other person, or in respect of any act, deed, matter or thing whatsoever, made, done or permitted by such Director, Officer or other person, in or about the execution of the duties of such Director's, Officer's or other person's office or in respect of any such liability;
- 49.2. all other costs, charges and expenses which a Director, Officer or other person sustains or incurs in or about or in relation to the affairs thereof, except such costs, charges or expenses as are occasioned by such Director's, Officer's or other person's own willful neglect or default.

In the event an individual requests the advance of funds in order to defend an action, claim, suit or proceeding referenced in section 49.1, the Board may approve such advance.

### **THE COUNCIL**

50. **Appointment of Council Members.** Both Members and Associates of the Corporation may serve as members of the Council in the Corporation. Unless otherwise specified by the Board, Council Members shall be appointed by resolution of the Board in each year at the Board Meeting immediately following the annual meeting of Members or as required in event of a vacancy. Each CST Group shall select one individual from among their number by a selection process approved by the Council to recommend to the Board as their representative on Council.

51. **Removal of Council Members.** The Board may remove at any time, whether for cause or without cause, any Council Member from Office.
52. **Number of Council Members.** The Council shall consist of the number of Council Members determined by resolution of the Board.
53. **Term of Office of Council Members.** The Council Member shall be appointed to Council for a term expiring not later than the close of the following annual meeting of Members.
54. **Vacation of Office.** The office of Council Member shall be automatically vacated:
  - 54.1. if a Council Member resigns by delivering a written resignation to the Secretary of the Corporation;
  - 54.2. if the Council Member is terminated as a Member or Associate of the Corporation for any reason;
  - 54.3. if a Council Member fails to attend a minimum of three consecutive Council meetings or fails to attend a minimum of two thirds (2/3) of Council meetings within a calendar year, whichever is the minimum.
55. **Election of Council Chair.** The Council shall elect a Chair who shall preside at Council meetings, from amongst the members of Council.
56. **Votes to Govern at Meetings of the Council.** At all meetings of the Council, every question shall be decided by a majority of the votes cast on the question. In case of an equality of votes, the chair of the meeting shall not have a second or casting vote.
57. **Rules of Procedure.** The Council may formulate its own rules of procedure, subject to such regulations or directions as the Board may from time to time make.

### GENERAL

58. **Method of Giving Any Notice.** Any notice (which term includes, without limitation, any communication or document or other information) to be given (which term includes, without limitation, sent, delivered, received or served) pursuant to the Act, the Articles, the By-laws or otherwise to a Member, Director, Officer or member of a committee of the Board or to the public accountant shall be sufficiently given:
  - 58.1. if delivered personally to the person to whom it is to be given or if delivered to such person's address as shown in the records of the Corporation or in the case of notice to a Director to the latest address as shown in the last notice that was sent by the Corporation in accordance with the Act;




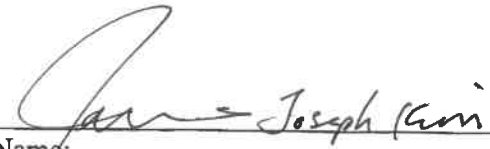
- 58.2. if mailed to such person at such person's recorded address by prepaid ordinary or air mail;
- 58.3. if sent to such person by telephonic, electronic or other communication facility at such person's recorded address for that purpose; or
- 58.4. if provided in the form of an electronic document in accordance with the Act.

A notice so delivered shall be deemed to have been given when it is delivered personally or to the recorded address as aforesaid; a notice so mailed shall be deemed to have been given when deposited in a post office or public letter box; and a notice so sent by any means of transmitted or recorded communication shall be deemed to have been given when dispatched or delivered to the appropriate communication company or agency or its representative for dispatch. The Secretary may change or cause to be changed the recorded address of any Member, Director, Officer, public accountant or member of a committee of the Board in accordance with any information believed by the Secretary to be reliable. The declaration by the Secretary that notice has been given pursuant to this By-law shall be sufficient and conclusive evidence of the giving of such notice. The signature of any Director or Officer of the Corporation to any notice or other document to be given by the Corporation may be written, stamped, type-written or printed or partly written, stamped, type-written or printed.

- 59. **Invalidity of any Provisions of this By-law.** The invalidity or unenforceability of any provision of this By-law shall not affect the validity or enforceability of the remaining provisions of this By-law.
- 60. **Omissions and Errors.** The accidental omission to give any notice to any Member, Director, Officer, member of a committee of the Board or public accountant, or the non-receipt of any notice by any such person where the Corporation has provided notice in accordance with the By-laws or any error in any notice not affecting its substance shall not invalidate any action taken at any meeting to which the notice pertained or otherwise founded on such notice.
- 61. **By-laws and Effective Date.** Subject to matters requiring a Special Resolution, this By-law shall be effective when approved by the Board.
- 62. **Repeal of Prior By-laws.** All previous by-laws of the Corporation are repealed as of the coming into force of this By-law. Such repeal shall not affect the previous operation of the previous by-laws or affect the validity of any act done or right, privilege, obligation or liability acquired or incurred prior to its repeal.

DATED the 23<sup>rd</sup> day of October, 2019.

  
Name: Aviva Goldber  
Title: CST Secretary

  
Name: Joseph Kim  
Title: CST President