



B.C. Wildlife Federation Club Handbook 2021

By supporting the B.C. Wildlife Federation, you are helping to enhance and promote the wise use of fish, wildlife, and habitat for present and future generations.

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Introduction

Thank you for being a BCWF Affiliated Club. Your participation is integral to the operations of the B.C. Wildlife Federation, and we look forward to working with you to help protect and preserve British Columbia's wildlife and wild places.

History

The Federation's origins can be traced back to the 1890's when some of its current clubs were formed. Some were called Fish and Game Clubs, while some were called Fish and Game Protective Associations. The management of fish and wildlife was a cooperative affair between the Clubs and the Chief Game Warden.

During the 1930s and 40s, the BC Game Commission managed the province's fish and wildlife. They divided the province into "zones" such as the Vancouver Island zone and the Lower Mainland zone and consulted with clubs in their respective zones to manage the fish and wildlife resources for the benefit of the community.

In 1947, the BC Game Commission decided to try a new approach to this consultation method and established a scientific management proposal for fish and wildlife resource handling in British Columbia by calling a convention of all fish and game clubs in the province. They requested that all clubs be joined together by one body to ease the burden of consultations.

The newly merged clubs became known as the "Sportsmen's Council". The Sportsmen's Council was incorporated in 1951, and in 1956 the name was changed to the BC Federation of Fish and Game Clubs and a new constitution was adopted. In 1958, and again in 1965, the BC Federation of Fish and Game Clubs applied for recognition as a charitable organization.

In 1966, the Federation changed its name to the B.C. Wildlife Federation and adopted a new constitution. This name change represented more clearly the fact that the Federation was inclusive of conservation of fish, wildlife, and the environment for the benefit of everyone. The Federation is still growing and, as a result, its constitution is still evolving; the last constitutional change was in 1989, however the primary aims and objectives from 1966 still remain unchanged.

What is the B.C. Wildlife Federation?

The B.C. Wildlife Federation is a province-wide conservation organization representing British Columbians whose aim is to protect and enhance fish, wildlife, and their habitats and to promote the wise use of air, land, and waters for the benefit of present and future generations.

The BCWF is comprised of over 40,000 active members and represents the interests of all outdoor enthusiasts in B.C. including anglers and hunters.

The Federation represents the interests of wildlife and fisheries to interested parties. These groups may include governments, service clubs, other non-governmental organizations, and the general public.

The activities of the Federation are grouped under different committees. Each committee is headed by a chair who is appointed by the president and is responsible for coordinating the efforts of club members, regional associations, and direct members with respect to conservation issues relating to fish, wildlife, and the environment for the people of British Columbia.

Major committees and sub-committees include:

- AGM & Convention
- Firearms
- Fisheries
 - Inland Interior
 - Inland Northern
 - Saltwater
 - Tidal
- Habitat & Sustainability
 - Access & Access, Grazing Leases
 - Energy, Mines & Petroleum
 - Forestry
 - Parks & Wilderness
 - Energy
- Hunter Retention & Recruitment
- Indigenous Relations
- Recreational Sport Shooting
- Wildlife & Allocations
 - Wildlife Disease/Human Conflict

BCWF Programs

The BCWF promotes a conservation ethic amongst British Columbians through a variety of educational programs and outreach activities such as:



BC National Archery in the Schools Program (NASP) teaches grade 4 to 12 students in international-style archery as part of the in-school curriculum to improve academic performance and participation in the shooting sports. BCWF is proud to serve as the regional headquarters for NASP in BC. NASP BC provides teacher training and support to NASP schools, instructors, trainers, volunteers, and coordinates tournaments.



BCWF Conservation App is a ground-breaking approach to the protection of BC's natural resources. Users can report issues related to illegal use or abuse of our natural resources. The app works both in and out of service using your phone's GPS with reports automatically sent to the appropriate enforcement agency. The current version includes the latest fishing and hunting regulations at your fingertips and can be downloaded for free on iPhones and Androids.



Becoming an Outdoors-Woman (BOW) provides adult women with an opportunity to learn outdoor skills in a fun, relaxed, and non-competitive atmosphere. Each BOW retreat offers a variety of outdoor-related educational workshops for participants such as shooting, hunting, angling, and outdoor recreation skills.



CORE – Conservation & Outdoor Recreation Education is a requirement for those 10 years and over who wish to obtain their Fish and Wildlife ID in BC. The BCWF is the authorized delivery agent of the CORE program on behalf of the Ministry of Forests, Lands, Natural Resource Operations & Rural Development.



Fishing Forever provides opportunities for all individuals who are physically challenged to enjoy BC's wonderful lakes, rivers, and streams.



Wild Kidz and Go Wild! - Youth for Conservation are programs that engage youth in conservation initiatives, help them build solid leadership skills and inspire them to lead future environmental stewardship projects in their communities.



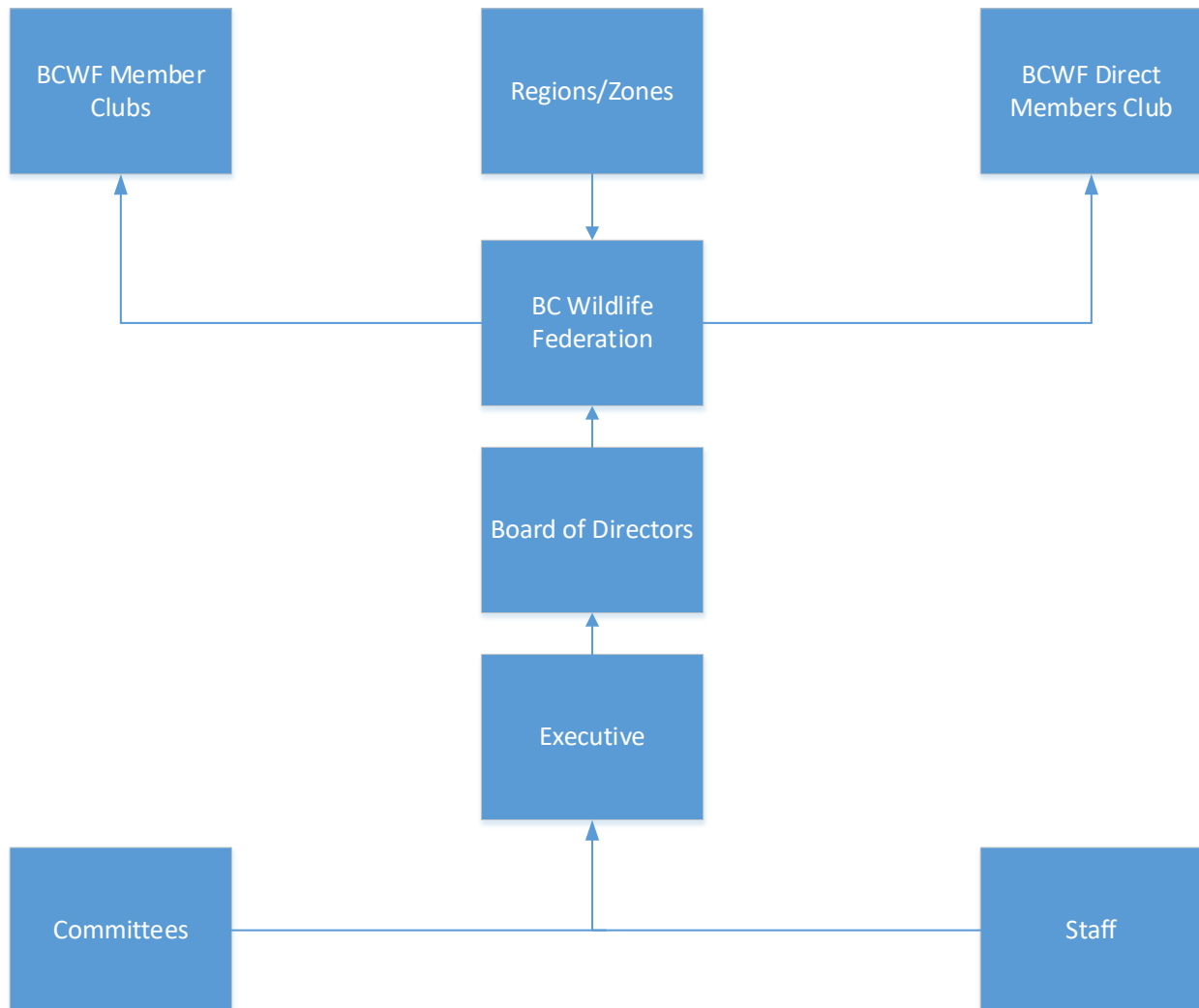
Wetlands Education Program activities result in hands-on habitat restoration, enhancement and conservation in dedicated communities throughout British Columbia. The pillar events include: Wetlands Institute, Wetlandkeepers, and Map our Marshes — all of which educate BC communities about the importance of wetland stewardship for wildlife habitat and water quality.



Wilderness Watch is designed to assist federal and provincial resource enforcement agencies. BCWF member volunteers patrol rural areas within their region to “Observe, Record and Report” infractions of environmental legislation (fish and wildlife poaching, pollution, vandalism, etc.) to the proper authorities.

BCWF Structure

The foundation of the BCWF is built on its members and their participation through local area clubs. These member clubs are complemented by members who join the BCWF directly. Other groups such as labour unions, industry related, or other conservation organizations may join the Federation as affiliates.



The BCWF is a bottom-up organization. Every officer, committee, or activity of the organization must be endorsed by a majority of club members. That endorsement can take place through delegated meetings or by general meetings called to discuss the issue.

BCWF Executive and Board

EXECUTIVE

Bill Bosch, President

Chuck Zuckerman, Dave Carleton; Vice Presidents

Alison Carleton, Treasurer

REGIONAL PRESIDENTS

Region 1 Vancouver Island: Dennis Popplestone

Region 2 Lower Mainland: Mark McDonald

Region 3 Thompson-Nicola: Bruce Ambler

Region 4E Kootenay East: Glenn Flynn

Region 4W Kootenay West: Wally Kampen

Region 5 Cariboo-Chilcotin: Mike Fowler

Region 6 Skeena: David Lewis

Region 7A Omineca: Bob Moody

Region 7B Peace: Gerry Paille

Region 8 Okanagan: Pat Whittingham

DIRECTORS

Rob Chipman

Alan Dabb

Barbara König

John Thornton

Guy LaHaye

Mike Langedger

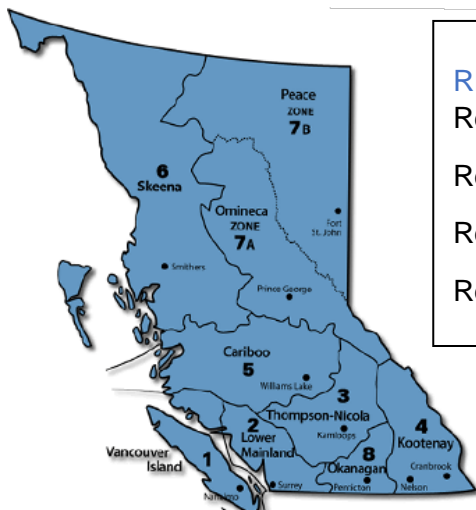
Rick Morley

BCWF Regions

The Regions of the BCWF act on behalf of their member clubs and are comprised of those participating clubs that wish to support each other over issues that are specific to their geographic region. These region boundaries are usually based on watersheds but in special cases they reflect narrower geographic areas, such as the East and West Kootenays. Regions are sometimes referred to as zones, reflecting the early roots of the Federation.

Regions are responsible for the message on wildlife and fisheries remaining at the forefront of their geographical area. This means working with Regional Districts, all their area MLA's, their Members of Parliament, and provincial government ministries like those involved with forestry, environment, highways, agriculture, and even education.

Regions are governed under the constitution of the provincial BCWF and are run by a delegate-elected board. Regions may have their own constitution and bylaws that address items such as club delegates and membership fees, but any regional constitution should not give less opportunity to the members than that of the parent body. Regions are encouraged to hold meetings of member clubs on a quarterly basis.



REGIONS:

Region 1 – Vancouver Island

Region 2 – Lower Mainland

Region 3 – Thompson Nicola

Region 4E – East Kootenay

Region 4W – West Kootenay

Region 5 – Cariboo/Chilcotin

Region 6 – Skeena

Region 7A – Omineca

Region 7B – Peace

Region 8 – Okanagan

B.C. WILDLIFE FEDERATION

The Board of Directors is comprised of a delegate-elected President, two Vice Presidents, eight Directors, and a Treasurer who govern the Federation. In addition, ten Regional Presidents sit on the Board as elected representatives of their respective regions. The Federation represents all members and member clubs on issues important to the membership on provincial and some federal levels. The Board also acts as the executive of the Direct Members Club.

THE CANADIAN WILDLIFE FEDERATION

The BCWF has two seats on the Board of the CWF. The President and the Immediate Past President normally hold these seats.

BCWF Awards

TROPHY / AWARD LISTING

Art Downs Memorial Award.....	Excellence in Conservation-Themed Writing
Bert Palmer Big Game Award	Big Game Trophy
Bill Otway Award.....	Most Effective Regional President
Frank Shannon Jr. Conservation Award.....	Youth Conservation Project
Lee Straight Fishing Award	Fishing Award
Roderick Haig-Brown Memorial Award.....	Conservation Project
Ted Barsby Award	Conservationist of the Year
Wild Sheep Foundation Silver Buckle	Best Sheep Taken in BC Biggest Non-Sheep In BC Outstanding Big Game by a Youth
Youth Big Game Award.....	Best Big Game by a Youth Member
Youth Fishing Award.....	Best Fish by a Youth Member

BCWF Member Benefits

Club Membership vs Direct Membership

Category	BCWF Club Dues	BCWF Direct Dues	CLUB SAVINGS
Family	\$36.50	\$85.00	\$48.50
Regular	\$27.00	\$56.00	\$29.00
Senior	\$22.00	\$56.00	\$34.00
Junior	\$16.50	\$56.00	\$39.50

Breakdown of Categories:

Family: 2 adult spouses and all dependents 18 and under residing in the same household*

Regular: Adults aged 19 to 64

Senior: Adults aged 65+

Junior: Young adults under 18 and under that are not part of a Family Membership

*In Family Memberships, only the two adult spouses will receive BCWF Membership cards. For insurance purposes, dependents must always be under the supervision of a BCWF Member.

Individual Member Benefits:

A voice in the largest and longest standing conservation group in BC, with over 60 years as the BCWF and 100 years as a collective Fish & Game Association:

- \$2,000,000 excess third party liability insurance including ATV use for hunting or fishing and other BCWF activities such as hiking and camping (if club has opted in)
- Additional discounts with CapriCMW (for more info, call 250 869 3987)
- BC Outdoor Magazine subscription to be mailed every 2nd month with exclusive BCWF content
- BCWF Member vehicle decal and personalized BCWF card

Club Benefits:

- **Advocacy:**
 - Representation of club and club members' interests
 - Federal and Provincial Representation
 - Recreational Sports Shooting
 - Lead and Noise Management on Ranges
 - Advocacy for firearms owners
 - Resident Access
 - Fish & Wildlife Management

 - **AGM & Convention**
 - All BCWF members are eligible and invited to attend the AGM yearly.
 - Clubs are granted voting rights based on their Club Membership numbers:
 - 100 or less members = 1 vote
 - 101-200 members = 2 votes
 - 201-500 members = 3 votes
 - 501 and over = 3 votes
 - Plus 1 vote for every 500 members over 501
 - *Family Membership is counted as two (2) people for AGM voting purposes*
- Only Registered Club delegates in good standing may vote, but all club members are encouraged to attend and participate. Votes are calculated on members in good standing at the end of 2019 for the 2020 AGM*
- **Club Marketing**
 - A link to your Club's website will be available on the BCWF website. We can also spotlight your Club's projects, events, or stories in the BCWF Newsletter, weekly Member Updates, and the BC Outdoors Magazine
 - New CORE grads are encouraged to sign up with their local club and are provided with a list of all BCWF Member Clubs

 - **Club Insurance (optional)**
 - Flexible Options to suit your club and member's needs
 - \$5,000,000 OR \$10,000,000 CGL policy limit for all Member Clubs
 - Individual Members Personal Excess Liability \$2,000,000 limit per member
 - \$2,000,000 Director's and Officer Liability limit
 - \$50,000 Accident Benefits Policy limit of for all Club Directors and Volunteers,
 - Club Volunteers are insured under the \$200,000 BCWF Legal Defence Policy and they have access to a free 24-hour Legal Advice Hotline
 - No additional charges for normal club events
 - No additional charge for Guest Passes

BCWF Club Benefits – CapriCMW Insurance



Insurance Benefits	Option 1	Option 2	Option 3	Option 4
	\$5.00	\$7.00	\$7.00	\$9.00
\$5,000,000 Commercial General Liability Limit	✓	✓		
\$10,000,000 Commercial General Liability Limit			✓	✓
\$2,000,000 Members Personal Excess Liability <i>WITH</i> ATV, Side by Side, Snowmobile, Watercraft		✓		✓
\$2,000,000 Members Personal Excess Liability <i>NO</i> ATV, <i>NO</i> Side by Side, <i>NO</i> Snowmobile	✓		✓	
\$2,000,000 Directors and Officers Liability Limit* <small>*Can be increased from \$3,000,000 up to \$5,000,000</small>	✓	✓	✓	✓
\$50,000 Accident Benefits Policy - Club Directors and Volunteers	✓	✓	✓	✓
\$200,000 BCWF Legal Defence Policy applicable to Club Volunteers	✓	✓	✓	✓
Free 24-hour legal Advice Hotline for Club Volunteers	✓	✓	✓	✓
No Additional Charges for normal club events	✓	✓	✓	✓
No Additional Charges for Guest Passes	✓	✓	✓	✓

Family Memberships count as two (2) members when calculating insurance dues

Why CapriCMW Insurance?

- Liability covers a range of member activities including:
 - Lawful shooting or archery at a range;
 - ATV, snowmobile, and other Off Road Vehicle use while engaged in hunting & angling activities; and
 - Associated B.C Wildlife Federation activities such as hiking and camping
- Capri donates a portion of policy proceeds back to the B.C. Wildlife Federation to support the mission and charitable objectives of the Federation
- Exclusive Access to Property Insurance Program to protect clubs Buildings and Equipment from physical damage
- Capri offers more than Commercial and Personal Excess Liability – Home, Automobile and Life Insurance plus Firearm Legal Defense are also available



Insurance - Frequently Asked Questions

What is Excess Third Party General Liability coverage?

Excess Third Party Liability (ETPL) provides an additional layer of protection to supplement any personal liability you may carry for your “outdoor activities”. The BCWF policy will provide primary coverage for covered “outdoor activities” where no other personal insurance applies. “Outdoor Activities” of an eligible member of the B.C. Wildlife Federation are specifically hunting, fishing, lawful shooting, archery, including operation of an ATV, or other Off Road Vehicle as defined in the policy and the use of a watercraft you own up to 12 meters in length with motors not more than 100 HP (while directly involved in Hunting or Angling).

ETPL insures against your Legal liability for unintentional bodily injury or property damage to someone other than yourself or your property and arising out of your personal actions. This coverage **does not** include accident benefits, so if members injure themselves during outdoor activities; this policy does **not** provide that coverage; it applies only to third parties.

Where does this coverage apply?

The BCWF Excess Third Party Liability insurance covers a valid member of BCWF, anywhere in North America. For example, you can hunt in Alberta or shoot at a range in Washington State.

Examples of what is not covered by Excess Third Party Liability insurance?

Losses arising from:

- Use, ownership or operation of any automobile or aircraft ; Intentional injury or property damage;
- Business activities of any type; Any personal activity not specifically named in the policy documents;
- Property damage to your own property or property of others in your care, custody or control;
- Environmental impairment or pollution; Forest Fire Fighting Expenses

Does this policy cover the use of an ATV?

***AS OF NOVEMBER 1st, 2015 – All ATVs & Snowmobiles are required to be registered and plated through ICBC. These are, however, not considered to be “licensed” vehicles and liability under your policy with the BCWF will extend.**

This policy extends to cover **off-road** liability, for ATVs & Snowmobiles that are not “licensed” or required to be “licensed” by ICBC on **non-public roads and Forest Service Roads in BC**. Members should contact the local motor vehicle office or the BC Forest service in the area of riding to obtain confirmation of this. **This coverage is only for BCWF members and only while engaged in lawful hunting and fishing activities. Use of an ATV is limited to members in BC who carry a valid Driver’s License and are properly licensed for the activity in which they are participating.** BCWF Direct Members and members who have a membership with a BCWF Affiliated Club have of BCWF Affiliated Clubs, whose club purchases their Liability insurance through the BCWF Insurance Program have individual member’s Excess Third Party Liability Insurance coverage of \$2,000,000 as part of their BCWF membership coverage. This provides the member with a layer of coverage that is in excess of

the personal liability they carry under their primary policy (normally provided by a Home, Tenants or Condominium owners policy). Insurance coverage becomes primary if members are not carrying home owner's primary insurance.

Insurance - Registering Your Outdoor Recreational Vehicle (ORV)

Please see below for answers on some of the most common questions BCWF Members have had about our province's new ORV regulations and the process of registering a vehicle with ICBC. It is important for everyone going through the registration process to be clear on what is and is not required as part of the new policy.

Links to additional information and resources have also been provided below.

Q: I understand I am legally required to register my ORV - is this a one-time process?

A: Yes.

ORV owners are only required by law to register their vehicle once. The registration process can be completed at any ICBC dealer, and consists of a \$48 fee that includes a plate for the vehicle. Please note that issuing a plate does not mean that insurance is required for the ORV (see next question). ORVs operated solely on private property are not required to be registered.

Q: Am I required to purchase yearly ICBC insurance for my ORV?

A: No, as long as you are not accessing public roads. Please note that you are still required to have third-party liability insurance.

Annual vehicle licenses and insurance, which fall under the Motor Vehicle Act and are unchanged with the new ORV regulations, are only required for ORV riders who choose to access designated public roads / highway crossings or portions of the right-of-way. A yearly vehicle license is NOT required to operate an ORV on Forest Service Roads, which are not considered public roads.

Q: Have any of the vehicle insurance or third-party liability insurance requirements changed under the new regulations?

A: No.

The insurance requirements for operation of an ORV in B.C. have not changed with the new regulations. Third-party liability insurance is required for travel on Forest Service Roads, and is recommended for those operating an ATV on Crown land (your BCWF Membership includes this type of insurance coverage while you are engaged in hunting and fishing activities).

Q: Am I required to pay Provincial Sales Tax (PST) on my ORV if I have not done so already?

A: If you purchased your ORV on or after July 1, 2010 and did not pay tax, the answer is yes.

If you purchased the ORV in B.C., brought it into B.C., or received an ORV as a gift, on or after July 1, 2010 and did not pay tax, you will be required to pay the applicable sales tax at the time of registration, unless a specific exemption applies. If the ORV was purchased prior to July 1, 2010, the ORV can be registered under the ORV Act without sales tax documentation.

The Province of B.C. recently distributed a “Provincial Sales Tax Notice” that includes all of the guidelines and details for paying the tax – the [document is available by clicking here](#).

Q: What documentation will I need to provide when registering my ORV?

A: In order to register your ORV, you will need to prove ownership of the vehicle. At least one of the following documents will need to be provided to ICBC at the time of registration:

- A New Vehicle Information Statement or a Certificate of Origin if purchased new, but never registered previously;
- A Bill of Sale;
- A Transfer Tax Form (APV9T) signed by seller – Transfer Tax forms are widely available from any Autoplan broker;
- A completed B. C. Consumer Taxation Branch Gift of Vehicle Form (FIN 319);
- For ORV’s imported into B.C. from another Canadian jurisdiction, the previous registration documents;
- For ORVs imported from the U.S., a Title Certificate; Form 1 or B15 Accounting Document

Information and Resources

The following resources will provide detailed information on the new ORV registration process and regulations:

[ORV Registration and Licensing Requirements](#): This document features a chart that illustrates the registration and insurance requirements for ORVs under the new Offroad Vehicle Act.

[Provincial Sales Tax - Notice to Offroad Vehicle Owners](#) - A notice from the Province of B.C. regarding how the Provincial Sales Tax Act applies to the new regulations.

Payment of Dues

3.1. ANNUAL MEMBERSHIP DUES

Annual membership dues shall be payable to the Federation by members as determined by the Board of Directors. Failing any changes, dues payment dates will remain as previously set. All invoices will be emailed to club President and Treasurer unless otherwise requested.

3.2. BRANCHES AND CLUBS

Each branch and club, excluding the Direct Members branch or branches constituted as Regional Wildlife Associations, shall pay per capita dues to the Federation for each member of the branch or club each year. The per capita dues shall be assessed on:

- (a) Individual or regular members.
- (b) Family members shall include a primary member, spouse, and dependents living in the home who are 18 and under
- (c) Senior members aged 65 and up
- (d) Junior members who are 18 and under

3.3 PAID DUES

Each person for whom per capita dues have been paid shall be included in the membership count of a branch or a club.

3.4 AMOUNT OF ANNUAL DUES

The amount of annual dues shall be determined from time to time at the Annual General Meeting by resolution as proposed by the Board of Directors provided that:

- (a) Clubs and branches shall be given 60 days' notice of proposed dues increase.
- (b) The dues for a new club or branch shall be the current per Capita dues for each membership category. Upon joining the Federation, the club or branch is required to submit their membership list and pay the applicable per member fee for each membership category.

Payment Options

Pay In Full – Clubs will submit their membership list with a payment for all members. If clubs submit additional memberships that exceed their initial payment, they will be invoiced for on a quarterly basis.

Quarterly Payment Plan: Clubs will be invoiced every three months for members submitted in those months. Payment schedules will be roughly as follows:

1st Quarter: On or around April 1st

2nd Quarter: On or around July 1st

3rd Quarter: On or around October 1st

End of Year: On or around December 1st

Pay As You Go – Clubs will submit members to the BCWF and will either remit payment or the BCWF office will invoice as the membership lists are submitted

BC Outdoors Magazine and Publication Dates

Every active member will receive BC Outdoors magazine, **valued at \$25.95/year**. Issues are published and sent out by the publisher every two months. If a member is not submitted before the cut-off dates, they will not receive BC Outdoors magazine.

Please contact the Membership Team as 2020 dates become available from the publisher.

Forming a Club

Please find information about Societies on the BC Government website here:

<https://www2.gov.bc.ca/gov/content/employment-business/business/not-for-profit-organizations/societies>

<https://www2.gov.bc.ca/gov/content/employment-business/business/not-for-profit-organizations/societies-act-transition>

Model Club Constitution

For clubs looking for a model club constitution, the Government of Canada has an example listed on their website: <https://www.ic.gc.ca/eic/site/cd-dgc.nsf/eng/cs04999.html> .