



BRITISH CAR COUNCIL

Bayview Village Post Office Box 91135
Willowdale Ontario M2K 2T6

To: The Member Clubs Of The British Car Council Inc

The **Annual General Meeting** of the members of the **BCCI** will be held at noon on **Sunday, April 30, 2017** in the upstairs meeting room at [The Sociable Pub, 17380 Yonge Street, Newmarket, Ontario.](#)

- Agenda:
- Roll Call (including proxies received)
 - Review of minutes of the May 22nd, 2016 meeting. ([click here to view these minutes](#))
 - Review of member club status in 2016/2017.
 - Reports from Officers & Directors as available.
 - Proposal to create a generic Waiver of Liability document for BCCI Member Clubs (Len Fortin)
[see information document included]
 - A Presentation: Automotive event calendar product [The Agenda] (Bob Deshane)
[see information document included]
 - A Discussion: Insurance. (Clive Huizinga and/or John Burrows)

[Note: There will not be an appointment of an Auditor as the 2016 full Fiscal Report will not be available at the meeting]

Enclosed with this announcement:

- * [Proxy Form](#) (complete the form & mail to BCCI if you are unable to attend)
- * [BCCI Membership Renewal Form / Invoice](#) (complete the form & mail to BCCI with your cheque)
- * [Auto Club and Directors & Officers Insurance Form](#) (complete the form & mail to BCCI with membership renewal)



**PROXY FORM - BRITISH CAR COUNCIL INCORPORATED ANNUAL GENERAL MEETING
April 30th, 2017**

The undersigned club representative to BCCI who, failing to attend the Annual General Meeting, appoint:
the President of BCCI, **Leonard Fortin** or, failing him,

name

to act & vote on behalf of our club at the Annual General Meeting of the BCCI, to be held at:

The Sociable Pub, Newmarket, Ontario on **April 30, 2017**

The proxy holder shall act to the same extent & with the same authority as I could if I were at the meeting.

Dated this _____ day of _____, _____
day month year

Signature of Club Representative:

Print Name:

Name of Club being represented:

NOTE: THIS PROXY MUST BE SIGNED AND DATED BY THE CLUB REPRESENTATIVE, AND
DELIVERED TO THE BCCI PRIOR TO THE MEETING, OR
DELIVERED TO THE MEETING LOCATION ON THE DATE OF THE MEETING.

Mail to: British Car Council Inc., Bayview Village, Post Office Box 91135, Willowdale, Ontario M2K 2Y6



BRITISH CAR COUNCIL INC

Membership & Renewal Form / Invoice
(please print clearly)

April 30, 2017

[This Form Becomes Your Invoice Once Completed]

Club Name: _____

Club Mailing Address: _____

Club Telephone: _____

Club Web Site: _____

BCCI Representative: _____

Rep Address: _____ Rep Phone: _____

_____ Rep Cell: _____

Rep E-mail: _____

Fee Calculation & Invoice Amount

Basic Annual Club Membership to BCCI (for the year May 2017 through April 2018) \$ **40.00**

Additional Insurance 'Per Club Member' Fee * _____ X \$1.50 per member \$ _____

(enter the number of members in the club at the end of the last calendar year here \uparrow then multiply by 1.5 and enter the amount here) \uparrow

* The 'CLASSIC & ANTIQUE AUTO CLUBS INSURANCE FORM' and the 'DIRECTORS & OFFICERS LIABILITY INSURANCE FORM' must be completed or adequate proof of insurance must be provided.

Total Amount Due: (add the basic membership & the additional fee & enter the total due) \$ _____

This Form Becomes Your Renewal Invoice Once Completed

Complete this form in black ink and return it along with your payment to:
(cheques payable to British Car Council Inc) **British Car Council**
Bayview Village Post Office
Box 91135
Willowdale, Ontario
M2K 2Y6

AN ADMINISTRATION FEE OF \$50 WILL BE CHARGED ON LATE RENEWALS (after the Annual General Meeting)

CLASSIC AND ANTIQUE AUTO CLUBS INSURANCE FORM (2017)

Name of Club: _____

Club Contact Name: _____

Club Contact Address: _____

Year Club Started: _____ [YYYY] Current Number of Members: _____ [include all members, directors, officers]

List subsidiary clubs if any: _____ [subsidiary or other clubs that report to your club]

Types of Vehicles Unique to the Club: _____ [list Marques or generic groups included; not individual models]

Types of Events Attended: _____ [ie: automobile display, technical session, cruise night gathering, skills display, funkhana, club meeting, flea market, swap meet, hobby gathering, etc]

Number of Events Attended Annually: _____ Usual Location of the Events: _____ [meetings & other events] [restaurants, city parks, fairgrounds, parking lots, other]

Does the club host events outside the Province or outside Canada and do you host events there? Yes ___ No ___
If yes, describe in detail _____ [attending an event is NOT Hosting an event. Check Yes only if you actually Host an event outside the Province or country]

Does the club travel outside the Province? Yes ___ No ___ If yes, where? _____ [if yes, identify the Province and / or States]

Does the club have fundraisers? Yes ___ No ___ If yes, what kind _____ [other than annual fees or dues from members] [for charitable donations, for special programs, others?]

Does the club participate in other activities? Explain: _____ [as a club at sports events, charity support, auctions, volunteer work, etc, not related to the club automotive activity]

DIRECTORS & OFFICERS LIABILITY INSURANCE FORM

1) Legal Structure _____ [Corporation, Business Association, Not-For-Profit Group, Community Association, Not Incorporated, Foundation, other]

2) Limit of liability requested: \$2,000,000.

3) The officer designated to receive any and all notices from the insurer or their representatives concerning this insurance:

Name: _____
Mailing address: _____
Phone Number: _____

4) Size of operating budget (revenue plus cash assets)

Current year: \$ _____
Anticipated for next year: \$ _____
Annual Dues from members: \$ _____
Estimated donations/contributions from the general public: \$ _____

5) Number of: Directors _____ Officers _____ Volunteers _____ Members _____
[Executive group members] [non-Executive group officials] [non-paid / non-member] [identifiable members]

6) List all affiliated organizations & related groups: _____ [other clubs and organizations that your club reports to]

7) How frequently does the Board of Directors meet? _____ [weekly, monthly, quarterly, annually, other]

8) Does each Director have a formal job description, clearly defining their scope of duties? Yes ___ No ___

9) In the past 5 years, has similar insurance been declined, cancelled, non-renewed or refused? Yes ___ No ___

10) Does the organization or any other person(s) proposed for this insurance have knowledge or information of any actual or alleged negligent act, error, omission, misstatement or misleading statement or breach of duty which might give rise to a future claim? If yes, provide details on back. Yes ___ No ___

Club Representative
Name & Signature: _____ Date: _____

A Proposal To Create A Generic Waiver of Liability Document For BCCI Member Clubs (Len Fortin)

Summary: Upon the suggestion of the BCCI Insurance Broker, I did attend a meeting with Mr. Shane Kelford ([Howard, Kelford & Dixon Barristers & Solicitors](#)) on Friday, February 24, to explore the possibility of developing a "Waiver of Liability" for use by the various member clubs of the British Car Council.

The BCCI insurance Broker ([Arthur J. Gallagher Canada Limited](#)) and another Independent Insurance Broker (Robert Dopson of [Hunt & Dopson Insurance Group](#)) have indicated a "Waiver of Liability" in some fashion may be a good additional piece of protection.

Here is a summary of the comments I received from Mr. Shane Kelford:

1) Having a waiver of liability, effectively prepared, well explained and signed, does have an advantage over having nothing at all; but, simply having such a waiver of liability does not constitute a guarantee it will be effective in any court of law.

2) The BCCI is a Canada Not-For-Profit Corporation, so any Waiver of Liability developed in Ontario would only be applicable in Ontario – not applicable in any other province (similar documents would have to be developed by provincial legal resources in the other provinces).

3) The member clubs in the British Car Council, although they operate in similar fashions, may, and likely have unique situations, organizations and events, and thus the terminology in a Waiver of Liability may be effective for some clubs, but not for others.

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These comments from Mr. Kelford indicate a single effective waiver of liability document for a broad based multi-club corporation, may not be easily achieved.

Mr. Kelford did suggest the development of a comprehensive sample document, which would contain a broad range of text and wording and information for individual member clubs to select from, AND, a list of comments and pre-cautionary notes to be aware of, while the individual member clubs build their own Waiver of Liability (which would have to be subject to individual legal review & confirmation).

The fee for this suggested sample document would be \$750 +HST.

The process of a sample document development would require attendance at other meetings with the legal staff, to confirm organizational & operational details of the various BCCI member clubs. After such development, the sample document could be broadcast to all member clubs, but the choice to use the sample document (adjusted as necessary) OR not to use the sample document – is completely up to the member club – and cannot be a condition of BCCI membership.

For the fee indicated above, the BCCI could get a sample document for member clubs to consider if they wanted to make [and pay for] individual club focused adjustments before implementation – OR - at the member club level, decide to do nothing at all, and not have a waiver of liability document.

Proposal: BCCI should spend the \$750 +HST, to create such a sample document for use by individual member clubs and let the decisions about the use of a sample Waiver of Liability document be taken at the member club level, at their own development expense.

Automotive Event Calendar Product [The Agenda] (Bob Deshane)

A briefing note from Michael Hozjan, the publisher of the Agenda (a calendar of automotive events). Michael hopes to gain the interest of the British car community by creating a new edition for Southern Ontario beginning with the 2018 year.

Adrenaline Klassic & Moto and our Klassic Events Agenda Mission Statement

I've always been a proponent of the classic car hobby, however just over a dozen years ago I decided to share my passion for classic cars and launched Adrenaline Klassic & Moto, a pocket sized *bilingual* parts and service guide catering to sports cars, muscle classic cars as well as hot rods and motorcycles. It was a follow up to a guide that I was publishing for the Tuners, (I know, I know) that was so well received by that industry a few friends asked me why don't I make one for "our" industry. Distributed at races and car shows throughout Quebec the guides quickly caught on among enthusiasts.

Truth be told it was a three prong mission, to introduce new enthusiasts to the hobby while providing seasoned car and bike owners with a short, fun, easy to read articles while giving them a directory to source parts and restoration shops. For parts and service providers it's a means of reaching their clients without seeing their flyers, business cards and post cards thrown away and littering show floors – and this (advertising pieces thrown away moments after being handed out) is how the whole pocket guide idea came about. It's a formula that's worked for over a dozen years. People collect them and often want to or three copies.

After seeing a slew of flyers and postcards **promoting shows** once again littering show grounds as well as car interiors, I decided to expand our pocket formula into an agenda. Marrying a wall calendar, complete with beauty shots of cars, and adding an agenda style listing makes them a keepsake – even among non-hardcore enthusiasts. They fit into glove compartments and are a quick reference to cruise nights, races and car shows without having to scroll down endlessly on electronic devices.

They are an affordable means of advertising that hits the target audience in the bull's eye each and every time.

Best of all more and more events are asking for them to add to their "goodie bags" as an added value for coming to the show.