



# **B.C. Wildlife Federation Club Handbook 2023-2024**

**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 B.C. Wildlife Federation 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. You and your members are an integral part of our organization, and without you and your support we would not be able to continue our work restoring wetlands, tagging sturgeon, monitoring mule deer populations, opposing resource extraction and development in sensitive ecosystem areas, engaging over 7,000 youth in conservation stewardship education, and advocating for hunters across British Columbia.

This handbook has been written to give a brief overview of the B.C. Wildlife Federation, what we stand for, what we offer, and important information regarding membership and insurance costs, invoicing dates, and cutoff dates for the BC Outdoor Magazine.

If you have any questions regarding your club membership, or for information about our programs, please reach out to us directly at [membership@bcwf.bc.ca](mailto:membership@bcwf.bc.ca) or by phone at 604 882 9988 ext. 301.

Sincerely,

The B.C. Wildlife Federation Membership Department

## 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.

We are comprised of over 43,000 active members and represent the interests of all outdoor enthusiasts in B.C. including hunters and anglers.

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.

## Executive Committee and Board of Directors

### Executive

David Lewis, President  
Mark McDonald, Vice President  
Darlene Clark, Vice President

Jeff Ayre, Treasurer  
Jesse Zeman, Executive Director

### Regional Presidents

Region 1	Vancouver Island	Douglas Bancroft	Region 5	Cariboo-Chilcotin	Cassy Premack
Region 2	Lower Mainland	Ed George	Region 6	Skeena	Ken Franzen
Region 3	Thompson-Nicola		Region 7A	Omineca	Tim Reimer
Region 4E	Kootenay East	Kevin Podrasky	Region 7B	Peace	Gerry Paille
Region 4W	Kootenay West	Terry Hanik	Region 8	Okanagan	Nick Kozub

### Directors (2-Year Term)

#### 2022 – 2024

Mike Langeegger  
Charla Gaudet  
Jenny Ly  
Jason Bellows

#### 2023 – 2025

Rob Chipman  
David Oliver  
Pat Whittingham  
Bill Swain

### Committees

Access  
AGM – Awards  
AGM – Nominations Past Presidents  
Becoming An Outdoors Woman (BOW)  
Constitution & Bylaws  
Conservation Officer Service  
Communications  
CORE  
CORE Hunter Retention & Recruitment  
Diversity, Equality & Inclusion  
Enforcement/Rewards/Report All Poachers & Polluters  
(RAPP)  
Finance  
Firearms

Fisheries, Inland Interior  
Fisheries, Inland Northern  
Fisheries, Saltwater  
Fisheries, Tidal  
Fishing Forever  
Forestry  
Governance  
Habitat and Sustainability  
Indigenous Relations  
Recreational Sports Shooting  
Resolutions  
  
Strategic Planning  
Wildlife Disease/Human Conflict

## Programs & Initiatives [\(click each title to visit our website for more information\)](#)

The B.C. Wildlife Federation promotes a conservation ethic amongst British Columbians through a variety of educational programs and initiatives.

### Initiatives



**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.



**Fishing Forever** – Fishing is a skill that can be learned and enjoyed by anyone. Through the Fishing Forever program, the B.C. Wildlife Federation helps spread the message that if you have a disability, you can still get out and enjoy what nature can offer, though it may require some help you didn't need before. The Fishing Forever program provides an opportunity where people with disabilities can learn, or continue, to fish and enjoy the outdoors.

### Women Outdoors Programs



The **BCWF's Women Outdoors: Skills & Experience Program** is a program designed specifically for women and offers a variety of 3-to-4-hour workshops such as *Outdoor Safety and Introduction to Map & Compass Navigation*, *Westcoast Field to Forest Foraging*, *Small Game Prep & Introduction to Basic Butchery*, *Westcoast Ocean Interpretive Walks*, and many more. Our workshops will take place mostly outdoors and will feature smaller group sizes to ensure participants enjoy a highly immersive experience with ample access to the instructor. The workshops will not only educate participants on the basics of safe, responsible, and ethical outdoor recreation, but are also intended to increase awareness and self-confidence, fostering a deeper connection and respect for the nature and wildlife of our local parks, mountains, greenspace and public lands.



The **BCWF's Women Outdoors Weekend** is an all-inclusive weekend getaway for adult women that offers outdoor recreation courses like fishing, hunting and shooting. Women's Outdoor Weekend events provide women with the opportunity to learn a variety of outdoor skills in a fun, relaxed and non-competitive atmosphere over the course of a weekend.

## Youth Programs



**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.



**Wild Kidz, Go Wild! And the Young Conservationist Scholarship Program – 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 Programs



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

## Hunting, Angling, and “Learn To” Series



**CORE – The Conservation Outdoor Recreation Education Program** is an outdoor education course that provides students with a basic standard of knowledge and skill for their safe and ethical participation in outdoor recreation. The CORE program is useful for anyone interested in outdoor recreation and wildlife and should be viewed as the foundation for any outdoor recreational user. The Conservation Outdoor Recreation Education program, or CORE, is an outdoor education course that is mandatory training for new hunters in British Columbia. In British Columbia, hunter education became mandatory in 1974.



**Learn To Hunt and Fish Series – Virtual Learning** – Webinars are available via Zoom, making learning accessible no matter where you’re located. The Learn to Hunt and Fish webinars are offered free for members of the BCWF, and for a fee for those who aren’t. We are offering education to teach new hunters how to get started and to give experienced hunters the tips and tricks they need to elevate their skills.



**Learn to Hunt and Fish Series – In-person Learning** – The Learn to Hunt Academy is a two (2) day, in-person workshop to develop your hunting field skills. The Academy is an immersive hunter education program that will help you gain all the practical skills, knowledge, and confidence to be a safe and successful hunter in BC. Whether you’re brand new to hunting or looking to further develop your hunter competencies, this workshop provides the opportunity to learn hands-on skills from local experts. The inaugural Academy Workshop is being held September 16 & 17, 2023 at the Ridgedale Rod & Gun Club located in Abbotsford, BC. Think your club might be interested in hosting a Learn to Hunt Academy Workshop? Reach out for more information to [programs@bcwf.bc.ca](mailto:programs@bcwf.bc.ca)!

## 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

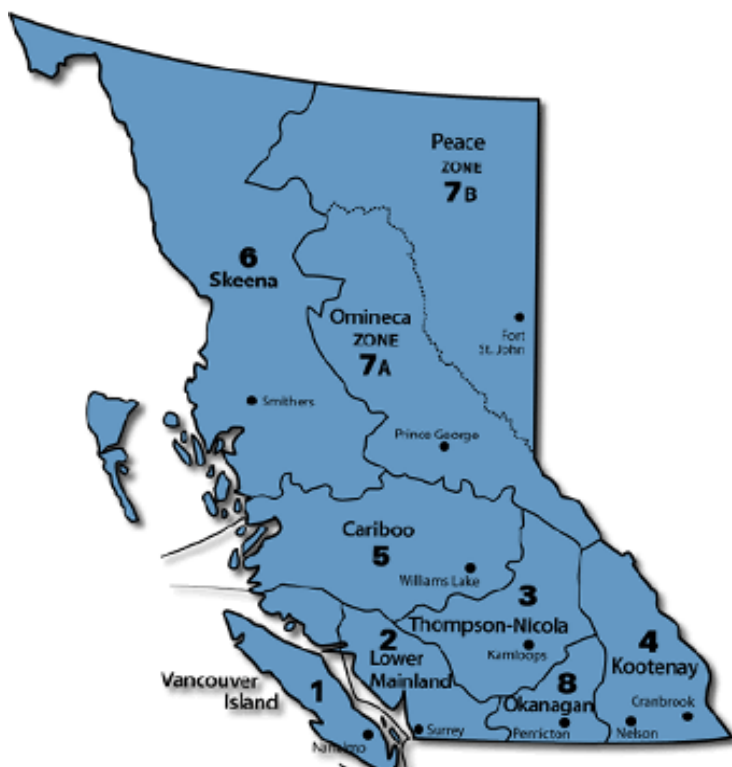
Region 5 – Cariboo-Chilcotin

Region 6 – Skeena

Region 7A – Omineca

Region 7B – Peace

Region 8 – Okanagan



## Benefits

### Club Membership vs Direct Membership

Category	BCWF Club Dues	Insurance Options*	
		ATV	No ATV
Family	\$36.50	\$14.00	\$10.50
Regular	\$27.00	\$7.00	\$5.25
Senior	\$22.00	\$7.00	\$5.25
Junior	\$16.50	\$7.00	\$5.25

### Breakdown of Categories:

<b>Family:</b>	2 adult spouses and all dependents 18 and under residing in the same household**
<b>Regular:</b>	Individual adult aged 19 to 64
<b>Senior:</b>	Individual adult aged 65+
<b>Junior:</b>	Individual young adult aged 18 and under, that are not part of a Family Membership

\*Insurance options, ATV or NO ATV, costs depend on the options selected by the affiliated club selected based on its membership.

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

### Individual Member Benefits

Your membership has its perks! Check out all the ways your BCWF membership benefits you.

- **Insurance coverage** tailored to your needs. Excess Third-Party Liability insurance covering a wide range of outdoor activities, plus the use of ATVs and other vehicles while engaged in hunting and angling.
- **Access** to the decision-makers. Effective, timely and trusted advocacy efforts with both federal and provincial governments.
- **Education, outreach** and increasing **awareness** of the value of fish and wildlife management to the public and government, plus discounted registration fees on many BCWF programs.
  - More information about the BCWF's programs and education: <https://bcwf.bc.ca/programs-and-education/>
- **Free access** to all episodes of the Learn to Hunt and Fish Series!
  - More details found here: <https://bcwf.bc.ca/learn-to-hunt-and-fish-series/>
- Regular advocacy **updates** from the BCWF via our website, newsletters, and social media.
- **Member discounts** by presenting your BCWF membership card at Marks Work Warehouse, Bass Pro and more!
- **BC Outdoors Magazine**: six issues of B.C.'s most trusted outdoors publication.
- Complimentary **BCWF vehicle decal**



## 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
- Access to B.C. Wildlife Federation Committee representatives and the opportunity to join committees to represent both your club and the B.C. Wildlife Federation

- **Annual General Meeting (AGM) & Convention**

- All B.C. Wildlife Federation members are eligible and invited to attend the AGM yearly.
- Each year, we share details on where the AGM will be hosted as well as other details in the "Notice of Annual General Meeting" both on our website and through the bi-weekly member updates sent via email. Information about our past AGM can be found here:
- 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 based on the number of members in good standing for each club as of December 31<sup>st</sup> of the current year for the following years AGM.*

- **Club Marketing**

- A link to your Club's website will be available on the B.C. Wildlife Federation 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 graduates are encouraged to sign up with their local club and are provided with a list of all B.C. Wildlife Federation Affiliated Clubs
- For more details, please see the attached document regarding Marketing & Communications for Affiliated Clubs

- **Club Insurance (optional) \*Please Note: Capri insurance costs for 2024 will be determined by Capri after completing the renewal document which will be attached to the affiliation renewal email\***

- Flexible Options to suit your club and member's needs (please see attached brochure)
- \$5,000,000 OR \$10,000,000 Commercial General Liability (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 Defense 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

## Club Information

Once your club has made the decision to become affiliated with the B.C. Wildlife Federation, we will need to know more details about your club and its membership. This includes the names and contact information for your Executive Committee, Board of Directors, as well as details about your members.

The B.C. Wildlife Federation has staff on hand to assist Clubs and Members with questions and concerns, as well as a large volunteer base which includes our Executive Committee, Board of Directors and our many Committees. We understand the value of volunteerism and recognize that many of our volunteers, as well as those of clubs such as yours are also working full or part time jobs outside of the time devoted to the overall success of your club.

As such, we will work with your Executive Committee to determine the appropriate contacts within your club for invoicing and payment, membership details, and other information. This helps to streamline communications and ensure that we are not inundating a single person with all inquiries and requests for information.

## Invoicing

The B.C. Wildlife Federation follows the included quarterly schedule:

1 <sup>st</sup> Quarter:	January 1 <sup>st</sup> – March 31 <sup>st</sup>
2 <sup>nd</sup> Quarter:	April 1 <sup>st</sup> – June 30 <sup>th</sup>
3 <sup>rd</sup> Quarter:	July 1 <sup>st</sup> – September 30 <sup>th</sup>
4 <sup>th</sup> Quarter:	October 1 <sup>st</sup> – December 31 <sup>st</sup>

While some clubs may follow a slightly different quarterly schedule, the B.C. Wildlife Federation will continue to invoice based on the above information. At the beginning of each year, specific invoicing and cut off dates will be communicated to the appropriate Executive Committee Member.

## Forming A Club

In the event that you do not already have a Club but are hoping to form one, please find information about Societies (Clubs) on the B.C. Government website here:

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

<https://www.bclaws.ca/civix/content/complete/statreg/1527898742/15018/?xsl=/templates/browse.xsl>

## 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> .

## Social Media

The B.C. Wildlife Federation has a wide reach using various Social Media channels such as Facebook, Instagram, LinkedIn, TikTok, X (formerly Twitter), and YouTube.

If you'd like to learn more about how the B.C. Wildlife Federation can assist your club using it's Social Media Platforms, please see the included attachment regarding Marketing and Communications.

For more information about our Social Media policies and links to the individual platforms, please visit:

<https://bcwf.bc.ca/social-media/>

## 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.

January/February Issue:	BCWF Cutoff: Thursday, November 17 <sup>th</sup>
March/April Issue:	BCWF Cutoff: Thursday, January 26 <sup>th</sup>
May/June Issue:	BCWF Cutoff: Thursday, March 23 <sup>rd</sup>
July/August Issue:	BCWF Cutoff: Thursday, May 25 <sup>th</sup>
September/October Issue:	BCWF Cutoff: Thursday, July 20 <sup>th</sup>
November/December Issue:	BCWF Cutoff: Thursday, September 21 <sup>st</sup>